

WELCOME TO THE GREENWICH HOMEOWNERS ASSOCIATION



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2026 Budget Letter

Owning property in Greenwich automatically makes you a member of the Greenwich Homeowners Association (HOA).

The Association manages, maintains and beautifies areas within the community for the benefit of the residents. This includes the community gardens, sandbox, column identifiers, feature walls, enhanced lighting, as well as supplementing the City of Calgary landscaping program to help maintain green spaces.

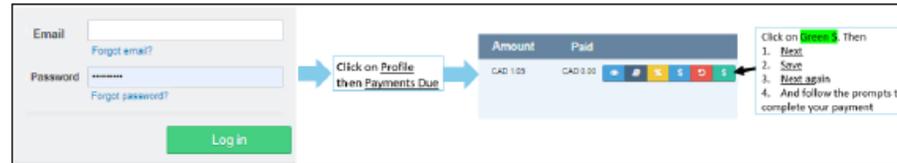


Homeowners Association Fees – Effective January 1, 2026

The Board of Directors is pleased to enclose the 2026 Operating Budget and Fee Notice for the Greenwich Homeowners Association (“Association”) The budget is a result of careful consideration, analysis of past and anticipated expenses and review of the financial obligations of the Association for the upcoming fiscal year. A copy of the Annual Operating Budget for the 2026 fiscal year is attached for your reference and review.

TO ACCESS YOUR PERSONALIZED INVOICE(S), PLEASE LOG IN TO THE ONLINE PORTAL OR CONTACT CORE MANAGEMENT AT info@coremanagement.ca TO RECEIVE A COPY OF YOUR INVOICE. Payments can be made online, via Telepay or by cheque. **Payments are due January 1st, 2026.**

To pay your invoice online, go to <https://central.ivrnet.com/greenwich/>, click on “Log in” and enter your email address and your password. If you are unsure of your credentials, please contact info@coremanagement.ca.



Please note, if fees are owed for prior years, all invoices can be viewed in the portal and must be paid in full.

Based on the estimated 2026 annual operating costs, fees have remained the same at \$152 + GST = \$159.60 for the fiscal year January 1, 2026 - December 31, 2026.

The Greenwich Homeowners Association is a non-profit organization, which manages and maintains assets owned by the Association for the benefit of community residents. The Association oversees the maintenance of community amenities, which include the community gardens, sandbox, column identifiers, feature walls, enhanced lighting and a portion of the landscaping.

As a property owner in Greenwich, you are a member of the Greenwich Homeowners Association. Membership is mandatory and fees are charged in accordance with the encumbrance registered on your certificate of title.

We encourage owners to visit the HOA website <https://greenwichcalgary.com/greenwich-hoa/> to find the 2026 Budget Presentation, FAQs, HOA Docs, Responsibility Guidelines and much more.

Sincerely,
Greenwich Homeowners Association
Board of Directors

THIS COMMUNITY IS PROUDLY MANAGED BY CORE REAL ESTATE GROUP
Division of Core Management Group Inc.
Office Address: 1250, 5555 Calgary Trail, Edmonton, AB T6H 5P9
www.coremanagement.ca

The Greenwich HOA is managed by the Board of Directors, that is comprised of members of Melcor Developments Ltd. (the “Developer”) as established when the community was created. The Developer maintains control of the Board and the community until such time as they turn over the community to the residents.

Each year the Board is tasked with reviewing the past year financials and using this data to create a budget for the upcoming year.

The budget letter outlines the amount of fees needed to meet the budget, how to pay your fees, what your fees pay for and more!

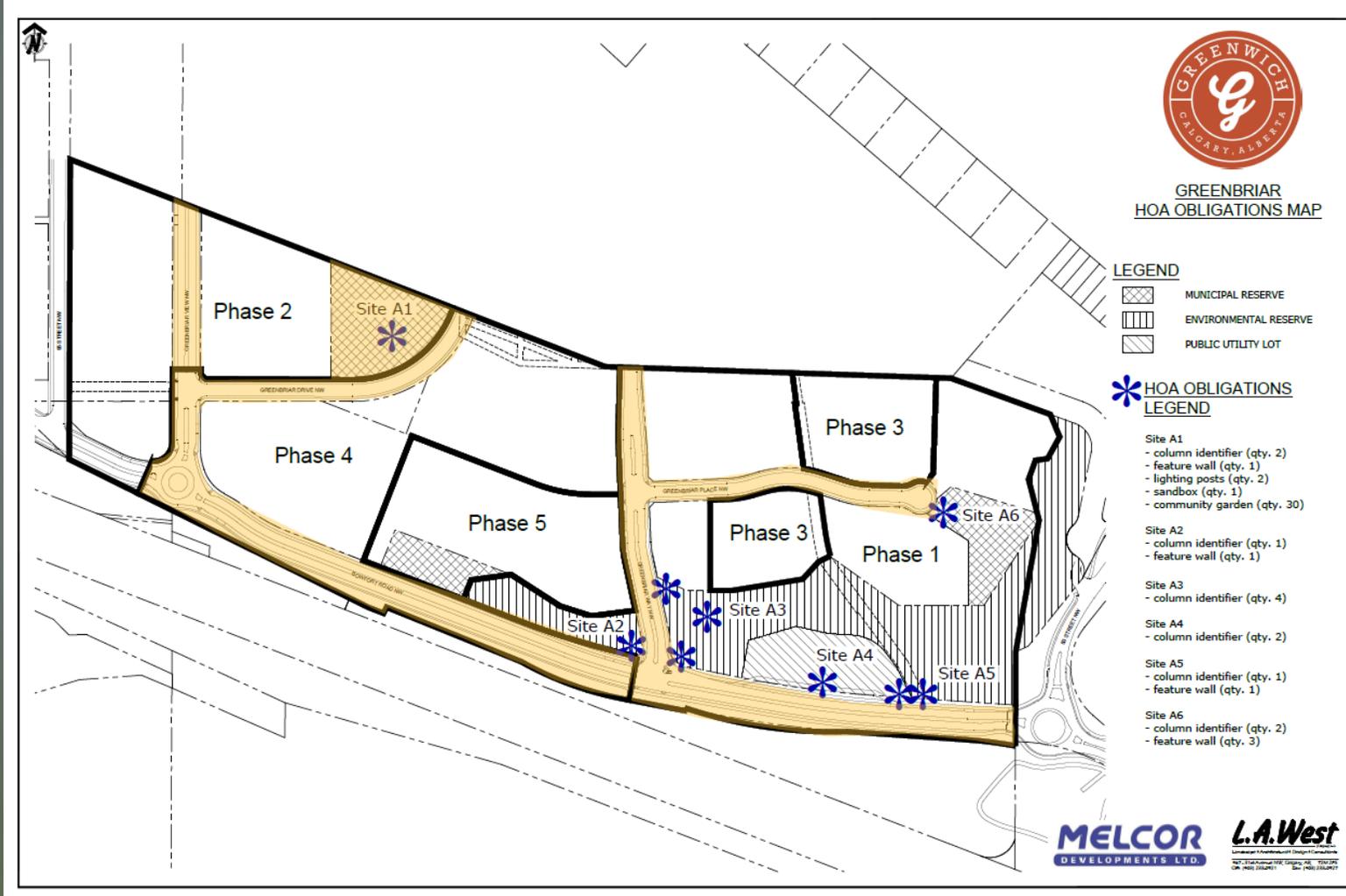
HOA Obligations

The Association manages, maintains and beautifies areas within the community for the benefit of the residents.

This includes:

- ▶ community gardens
- ▶ sandbox
- ▶ column identifiers
- ▶ feature walls
- ▶ enhanced lighting
- ▶ supplementing the City of Calgary landscaping program to help maintain green spaces (areas on map marked in yellow).

You can find the Obligations and Responsibility Maps at:
<https://greenwichcalgary.com/greenwich-hoa/>



2026 BUDGET BREAKDOWN

The budget summarizes the anticipated income and expenses for the Association for the upcoming year. This budget is used to determine how much each owner will need to contribute to cover the costs.

For the 2026 Fiscal Year, fees will remain at \$152+GST.

Please note, the Developer will subsidize any shortfall of revenue over expenses until the Homeowners Association is operationally sustainable.

<u>Revenue</u>	\$	\$
2026 Membership Fees (285 Lots at \$152)	43,320	
Bank Interest	708	
Other Income	1,230	
TOTAL ESTIMATED REVENUE		45,258
<u>Expenditure</u>		
Repairs & Maintenance		
- Utilities - Electricity (contingency for potential lighting repairs)	500	
- General (contingency for potential repairs to amenities)	500	
Landscaping (landscaping as per Obligations Map, includes community garden area and supplementing the City of Calgary landscaping program to help maintain green spaces)	64,625	
Grounds Maintenance (Spring clean up and fall clean up of community garden and emptying garbage cans)	3,623	
Admin		
- Management Fees (management of the day-to-day operations of the HOA on behalf of the Board of Directors)	20,000	
- Admin - IT Application/Software (Ivrnet database system, website hosting)	3,200	
- Admin - Data Processing	500	
- Admin - Postage/Mailout expense (postage & printing chargeback)	1,625	
Bank Charges	120	
Merchant Processing Fees (costs to pay vendors through EFT, credit card processing fees)	2,048	
TOTAL ESTIMATED OPERATING EXPENSES		96,741
Excess of Revenue Over Expenses		-51,483

Please note, the Developer will subsidize any shortfall of revenue over expenses until the Homeowners Association is operationally sustainable.

Fees are based on the number of lots in the community.

Landscaping includes the community gardens, sandbox, as well as supplementing the City of Calgary landscaping program to help maintain green spaces.

The Management Fee is for the management of the day-to-day operations of the HOA on behalf of the Board of Directors. The fees pay for the services of a professional property manager, assistant property manager, administrative staff, and accounting staff.

IT & Software includes: Ivrnet – 3rd party database system used to hold HOA owner/property information, produce and send fee invoices and email communications to owners. Website Domain Hosting is the annual fee for the Greenwich HOA website.

Printing, Mailout & Postage chargeback is for printing and postage of letters, invoices, and other documentation that are required to be mailed to homeowners. The HOA will email communications whenever possible to save costs.

Merchant fees include costs to pay vendors through EFT, credit card processing fees through Ivrnet.

About Management Fees

We are commonly asked what is included in the Management Fees. We understand that this is a large budget item. The Management Fee is for the management of the day-to-day operations of the HOA on behalf of the Board of Directors.

The fees pay for the services of a professional property manager and includes, but is not limited to:

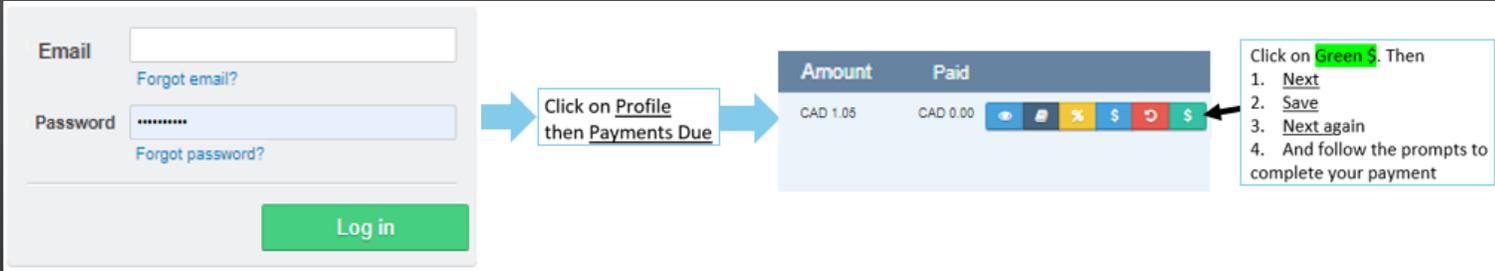
- Working on behalf of the Board of Directors including establishing procedures and policies, annual budgets, communicating with members, facilitating board meetings, hiring and monitoring contractors, following through on recommendations and mandates as put forward by the board of directors, communicating and enforcing the Association's governing documents, including Bylaws and Rules & Regulations.
- Facilitating Annual General Meetings including arranging venues, producing AGM packages, delivering AGM packages via email or Canada Post, hosting the meeting, presenting the Association's audited financials and facilitating elections, recording AGM minutes and managing the HOA's annual return.
- Managing maintenance items including obtaining quotes, obtaining board approval for expenditures, hiring and monitoring contractors and labourers, completing regular community site visits to ensure quality and contractor compliance.
- Working with the City of Calgary to coordinate maintenance schedules, community safety, community amenity use and communicating owner concerns.
- Managing membership requirements including verifying and updating owner and property information, providing information to owners and solicitors during property sale transactions, educating owners on Homeowner's Associations and the governing documents, providing direction to owners regarding expectations and responsibilities, managing owner disputes, provide IT support for owners to access their online profiles, referring owners to appropriate agencies outside of the HOA, such as the developer, EPCOR or the City of Calgary as appropriate.
- Managing communications with owners, contractors and the Board of Directors including receiving, responding, recording and storing owner questions, concerns and complaints, liaising between owners and the board of directors, receiving and responding to emails, phone calls, letters, visitors, managing financial aspects of the Association including annual invoicing and communications, managing accounts receivable and collections, receiving payments, paying invoices, data entry, compiling monthly financial statements, financial reporting, working with auditors to complete annual audits.



PAYING YOUR INVOICE

- We offer three easy ways to pay your invoice:
 - CHEQUE:** Mail your cheque to Greenwich HOA
Suite 1250, 5555 Calgary Trail NW. Edmonton, AB T6H 5P9
 - ONLINE:** You may login to your online account and pay via credit card (3% credit card processing fee will apply) - See instructions below.
 - TELEPAY:** To pay by phone with your credit card call 587.393.3191 and follow the prompts, using the Access Code shown on your invoice. (3% credit card processing fee will apply)

To pay your invoice online, go to <https://central.ivrnet.com/greenwich/> and click on "Log In". Enter your email address and password and follow the process outlined below.



- If you are unsure of your login credentials, please contact Core
- If you need help paying your invoice or would like to receive a mailed copy, please contact Core

Call Core at 780-651-1577 or email info@coremanagement.ca

PAYMENTS ARE DUE JANUARY 1ST OF EACH YEAR.

PLEASE PAY CAREFUL ATTENTION TO PAY ON TIME. IF PAYMENT IS NOT RECEIVED BY MARCH 1ST, YOU WILL RECEIVE REMINDERS IN THE MAIL OR IN YOUR EMAIL. FAILURE TO COMPLY WILL RESULT IN COLLECTION ACTION.

Due Date:	January 1, 2026
Invoice Number:	
GST #:	738460815 RT0001

	Price
	\$152.00
	\$0.00
	7.60
Total	\$ 159.60
Balance Remaining	\$ 159.60

Invoice Number:	
Access Code:	

Important dates 2026

January							February							March							April							
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Collections Schedule for Unpaid Accounts

- ▶ January 1 - Fees are due in full
- ▶ March 1 - Interest is applied to all outstanding accounts at (16% per annum).
- ▶ April 1 - Interest is applied to all outstanding accounts - Final Notice
- ▶ May 1 - The Homeowner's Association reserves the right to hand over outstanding accounts to legal counsel for collections.

Important Contact info

Greenwich HOA is proudly managed by

Core Real Estate Group
1250, 5555 Calgary Trail NW
Edmonton, Alberta T6H 5P9

Please contact our friendly staff for questions relating to:

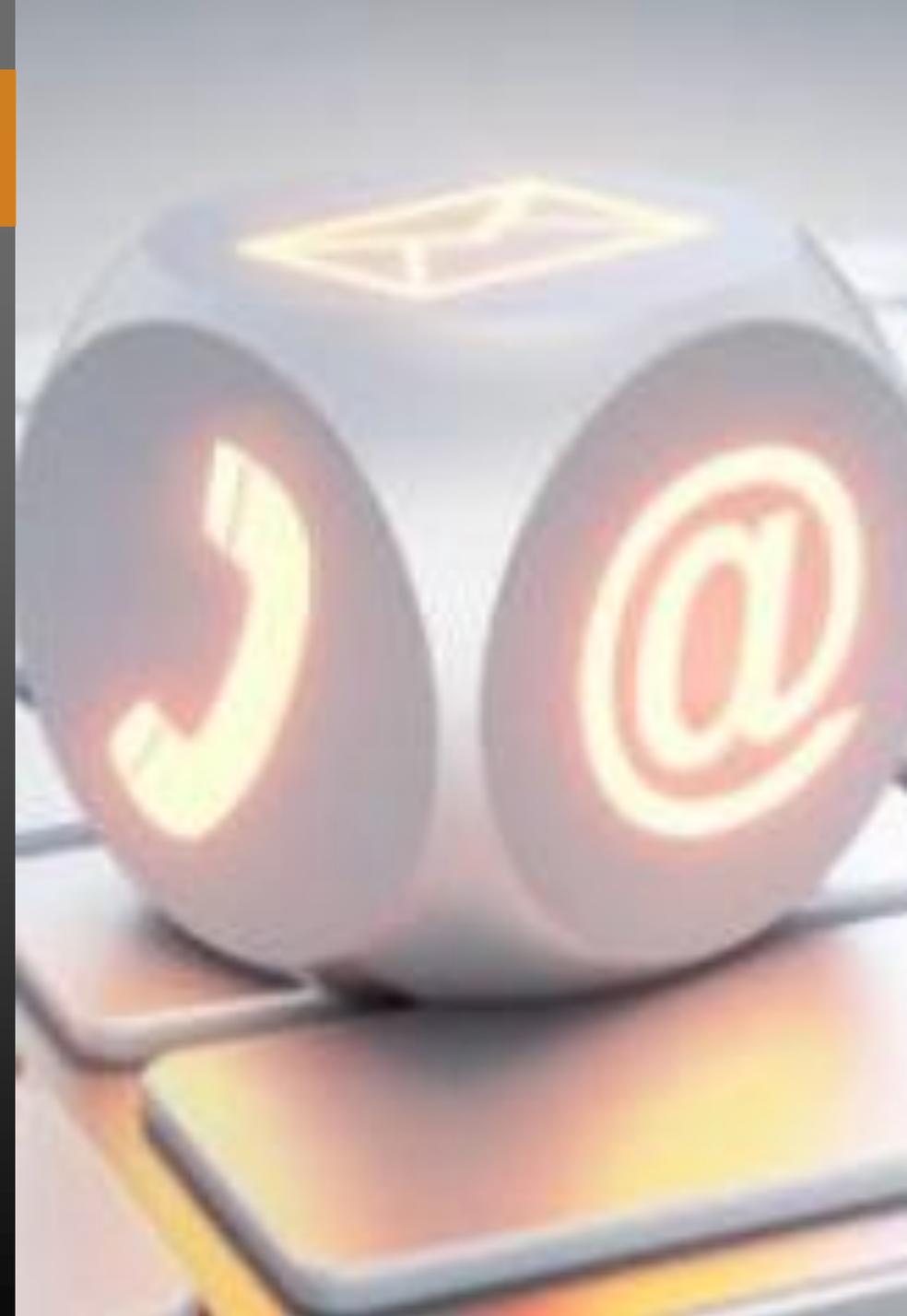
- Association budget and fees
- Help with paying your fees
- Maintenance concerns, such as landscaping, fencing, etc.
- Information about the Annual General Meeting
- Architectural Guidelines or Association Bylaws

Email: info@coremanagement.ca

Phone: 780.651.1577

City of Calgary 311:

<https://www.calgary.ca/content/www/en/home/311.html>





THANK YOU