



**RESIDENTS
ASSOCIATION**

Auburn Bay Residents Association

200 Auburn Bay Blvd SE
Calgary, AB T3M 0A4

RE: Auburn Bay Residents Association (ABRA) 2023/2024 Annual Fees

March 1st, 2023

Dear Auburn Bay Resident,

As a property owner in the community of Auburn Bay you are a member of the Auburn Bay Residents Association (ABRA). The ABRA is a not-for-profit organization which manages assets owned by the Association for the benefit of Auburn Bay residents. An encumbrance is registered on all property titles in Auburn Bay in favor of your Association to ensure annual payments are provided in accordance with the Articles of Association. Membership is mandatory and applies to each and every property owner in Auburn Bay.

Enclosed is your ABRA 2023/2024 annual fee notice. Following an extensive and comprehensive review of the 2023/2024 budget, the ABRA Board of Directors has approved the annual fees. In light that there has not been an increase to the annual fees since 2018, the ABRA Board has approved a 4% increase to this year's fees. This increase will assist ABRA with the financial impact of CPI inflation (7.23%), increased costs from our suppliers and contractors, and the recent rise of interest rates. To offer further clarification on the fees, below is a breakdown of the 4% increase per property:

- Standard – annual increase of \$18.09/property
- Lake Access – annual increase of \$24.87/property
- Lakeshore – annual increase of \$36.18/property

A copy of the 2023/2024 budget is enclosed and will also be posted on our website at www.AuburnBayRA.ca. In addition, the ABRA Board of Directors has implemented a \$7.50 Credit Card Processing Fee for all in-person and online payments made for annual fees via credit card. Please note that this fee is below the inflationary levels but will significantly help reduce ABRA's costs for credit card transactions. To avoid the \$7.50 fee, you may pay your annual fees via debit, cheque, or cash.

Annual fees are due April 1st, 2023. Interest is applied to all outstanding accounts on May 1st, 2023.

Benefits of the ABRA membership supports facilities like Auburn House, a social and recreational centre for use by Auburn Bay Residents. Association fees also go to support programmed Association events, activities and the Auburn House website. The Association also owns and maintains several decorative corners, the lake, the Auburn House Park, lake access ways and entry features.

If you are not the original owner to whom the envelope has been addressed, these fees still apply to you as the current owner. If you are a renter at this address, please give this letter and fee notice to your landlord. Please contact the Auburn Bay Residents Association at (403) 537-2601 if you have any questions or to update our records.

Kind Regards,

Chrissie Rozak, General Manager

Auburn Bay Residents Association – ABRA

Methods of Payment:

1. **DEBIT** - 9:00am – 9:00pm Monday to Sunday in person; OR
2. **CREDIT CARD** - 9:00am – 9:00pm Monday to Sunday in person. Please note there is a \$7.50 Credit Card Processing Fee for all credit card payments; OR
3. **CHEQUE** – Please make your cheque payable to the 'Auburn Bay Residents Association'. Drop off or mail to address listed above; OR
4. **PRE-AUTHORIZED CREDIT CARD FORM** – All residents can bypass the line ups and fill out the credit card authorization slip, along with other details, and the ABRA staff will process your payment within five (5) business days. Please note there is a \$7.50 Credit Card Processing Fee for all credit card payments. Please note, forms can be found online at www.AuburnBayRA.ca and be dropped off in a sealed envelope to Auburn House during our hours of operation; OR
5. **ONLINE** – www.AuburnBayRA.ca (Click on 'Pay Your Fees' located on the home page). Please note there is a \$7.50 Credit Card Processing Fee to use the online payment system.

Auburn Bay Residents Association

Important Information

NEW Credit Card Processing Fee

Did you know that ABRA is charged fees for every transaction paid by credit card? In the 2022-2023 fiscal year ABRA had almost \$90,000 in processing fees. This includes credit payments made for:

- ABRA Annual fees
- Facility rentals
- Program registrations

The ABRA Board of Directors has implemented a **\$7.50 Credit Card Processing Fee** that will be applied to all online, and in-person credit card transactions towards ABRA annual fees to help reduce this expenditure. Please note, that the \$7.50 fee doesn't cover the full cost of credit card transaction fees but will help reduce this expense on the association.

Here are other ways you can pay your annual fees and avoid the \$7.50 processing fee:

- Debit – You can pay by debit in-person at Auburn House 9am-9pm Monday to Sunday
- Cheque – Please make your cheque payable to the 'Auburn Bay Residents Association' and drop it off or mail it to Auburn House
- Cash – You can pay with cash in-person at Auburn House 9am-5pm Monday to Friday ONLY

ABRA Membership Cards

ABRA Membership Cards are MANDATORY for access to Auburn House facility, park, and lake.

For all residents ages 16+, to obtain your lake card, please ensure you bring the following information to Auburn House:

- Residents ages 16+, MUST bring along a piece of Alberta Government Issued Photo Identification such as Alberta Driver's License or an Alberta Identification Card with your Auburn Bay address listed as your residency. NO EXCEPTIONS!
- Youth residents between the ages of 12 - 15 must be accompanied by their parents (parents must have Alberta Government Photo Identification), along with a copy of the child(s) birth certificate.

In addition to the Alberta Government Identification Card, the following information is also required:

- Certificate of Title, if you are the property owner, **AND**
- Tenant Agreement, if you rent your Auburn Bay property. *Please note, all tenants still MUST have an Alberta Government Photo Identification with the Auburn Bay address.

Please NOTE, all other ABRA Memberships Cards have EXPIRED and will no longer be accepted as a form of entry to the facility, lake, or park. Please ensure you obtain your new cards in time to enjoy the summer season at the lake.

If you have any questions or concerns, please contact Auburn House at:
403-537-2601 | inquires@auburnbay.org | www.AuburnBayRA.ca



AUBURN BAY RESIDENTS ASSOCIATION

2023-24 Budget (April 1, 2023- March 31, 2024)

REVENUE

Membership fees @ \$470.33 (standard), \$646.72 (lake access) and \$940.62 (lake shore)	\$ 3,266,384
Auburn House Rental and Program Income	256,620
Grounds Maintenance Contracts	9,995
Other income	<u>37,419</u>
TOTAL ESTIMATED REVENUE	\$ 3,570,418

EXPENSES

Administrative (AGM, insurance, website, audit, legal, office supplies, printing and stationery, office equipment, bank charges, administrative staffing)	312,959
Auburn Bay Amenities/Maintenance Contracts Operations & Maintenance (Landscaping, Christmas lights, utilities, mowing, planting, watering, irrigation, maintenance staffing)	525,097
Auburn Bay Facility/Park Operations & Maintenance (Utilities, security, repairs and maintenance, waterpark maintenance, lake maintenance, landscaping, program and rental supplies, facility staffing)	2,306,618
TOTAL ESTIMATED OPERATING EXPENSES	(3,144,674)
Auburn House mortgage principal payments	(268,620) *
Interest Expense	(131,580)
Capital Expenditures	(6,000)
Reserve Fund Contribution	0
Previous Year's Surplus	0
PROJECTED SURPLUS	<u>\$ 19,544 **</u>

* Outstanding mortgage principal as at March 31, 2024

\$ 1,811,443

** All surplus amounts will be added to the mortgage principle and/or added to the Reserve Fund Contribution, as per the ABRA Board