

February 9, 2015

To the Owners and Residents of River Grande Estates,

The Board would like to advise you that our current on-site Manger, Sharron McIntosh has decided to resign as Manager at River Grande Estates.

We will be sad to see Sharron depart as she has done a wonderful job advising the Board, organizing the office, assisting owners and residents, and in dealing with contractors while working with us since November 2014.

The good news is that Sharron is willing to remain on the job until the end of March, if required. The bad news is that now your Board is faced with having to quickly find a replacement Manager.

We are actively reviewing our options and we ask your assistance in searching for a replacement Manager. The Board feels quite strongly that past experience in managing a medium to large condominium complex is essential for the successful candidate(s). Ideally we would like to continue with some sort of management representative on-site.

If you have personal links to experienced condominium managers (preferably on-site managers) and would like to see them considered as candidates, please ask them to send a résumé and a letter expressing interest as soon as possible to:

River Grande Estates  
Attn. President of the Board of Directors  
100, 2320 Erlton Street S.W.  
Calgary, AB, T2S 2V8

We must establish a firm direction on replacing the Manager before the end of this month in order to continue with uninterrupted services and operations. Thanks for your understanding and assistance.

On behalf of the RGE Board;

Brian Mills  
President, River Grande Estates Condo Association