

RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting
June 24, 2026; 7pm at Rio Terrace Community League

Attendees: Emma Woolner, Sarah Spenrath (recording, late), Camille Sutton (recording), Michelle Robinson, Alyce Tracey, William Sims, Jim Lang, Marly Johnson, Jen Osmond, Brandon Blanck (late), Perry Wynn (late)

Community Member: Lise Watts (voted in as Director at Large during the meeting)

Regrets: Jen Forsyth, Carrie Doucette (non-voting)

Undecided: Auriana Burns, Lance Burns, Brendan (EFCL - non-voting), Gregor Suchora

Called to order: 7:15 (no quorum prior)

Minutes

- 1) **Approval of Agenda** Motion to approve the agenda by **Michelle**; motion to second by **Marly**
Approved? Yes, unanimously.
- 2) **Approval of May 2026 Minutes** Motion to approve the minutes by **Jim**; motion to second by **Marly**
Approved? Yes, unanimously.
- 3) **Items for discussion**
 - a. President
 - i. Seniors AI presentation: 35 people attended. Very successful. People brought friends.
 - ii. NFFY: Not falling for you. Fall prevention workshop put on by AHS. They train leaders to facilitate sessions for seniors in the community; they already have someone to facilitate it. It would start in September. We can decide on dates, frequency, etc. Timing is challenging due to preschool use of space. 6-12 weeks. Free of charge. Memorandum of Understanding with AHS; we will have a lawyer look at the MOU.
 - iii. We're Ready community disaster preparedness workshop - took place Saturday, June 20; Emma and Michelle attended; open to Lynwood, Laurier and Rio - low attendance but excellent workshop. Notes taken - could see if community members are interested in providing information on an emergency plan. What are some risks of living in the neighbourhood (only two ways out), what are some of the advantages (health professionals in the neighbourhood - ex dentist and chiropractor clinic). Received template for an emergency preparedness plan

b. Maintenance:

- i. AED purchased - contract signed, awaiting invoicing to be processed; location is determined based on best location as determined by provider.
- ii. Vandalism - revisiting security precautions - fence at tennis court has been vandalized, portapotty burnt to the ground
Portapotty had to be paid for replacement
Fences - two quotes (\$4,000 and 12,000) to replace
REVISITING: We were wired for security cameras during the exterior renovation, however we did not proceed at the time due to finances - now that we are in a healthier budgetary position, do we go ahead and proceed with cameras, or roll into subcommittee
ACTION: Jim to look into signage and faux cameras in the meantime; to check in with contact to see about fence repair
ACTION: Next Newsletter edition to share the Community watch
- iii. Repair of tennis court fences (as above)
- iv. Fire alarm monitoring - Gregor has been working to get a hold of Telus to set up the account - needs a landline to work
- v. Rink attendant report (attached) - Budget line item for end of season rink repairs? *Discussed in May, forgot to remove from agenda*
Second paint option (\$973) + labour (\$1220)
MOTION: \$2300 to repaint the rink put forth by **Marly**, seconded by **William**, all in favour? Unanimous. Carried.

- c. Upcoming events: Bike Parade June 28 - will proceed rain or shine, if it is torrential downpour we will offer families to take decorations and Canada Day flags "to go" along with snacks, last year we had about 60 participants - route is from the hall east on 76 ave to 149 street, south on 149 to Rio Drive, continue along Rio Drive to 156 street, north on 156 to 4-way stop and back to hall.

- d. Hall modernization subcommittee report (per email sent June 18)

- e. Info session June 29th 7-9pm

"Infill 101" - not hosted by the board, privately organized by Edmonton Neighbourhoods United (ENU) to educate residents of mature neighbourhoods about what is going on, what the city's mandate is, etc. City Councillor Thu Parmar will be in attendance, is not advocating for people to sign RCs but to have residents know what is happening in other neighbourhoods *as well as* tailored to our specific neighbourhood

- f. *Amendment to agenda to vote Lise Watts in as Director at Large*

MOTION to vote Lise Watts in as Director at Large put forth Jen O., seconded Marly. All in favour? Unanimous, Carried.

4) Action items follow-up from prior meetings:

- o **ACTION:** Sarah to coordinate porta potties - complete for Rio, in progress for Pat Heights (awaiting approval) - still waiting approval from EPSB, had to get EPSB added to insurance (complete), once we have approval from EPSB we will proceed (need this primarily for the

Green Shack now) until end of September

5) Finance Report

- Year End - **per reports attached June 23**
 - May 31 is our year end but these are not the final financials yet - there are still some adjustments to make and additional soccer revenue and expenses to book as well as newsletter revenue
 - The casino funds weren't budgeted to receive in this year so there is a variance for those
 - We received the casino funds in May of \$82,344
 - To date, \$9,450 has been spent on the reno project
 - There is currently a credit in the solar account of \$2,644

6) Reports

- Preschool
 - Contracts complete for 2026-27 school year
 - Expect teacher and assistant teacher to be returning
 - Enrollment looks stable
- NRC report - Brendan - N/A for the month
- President - Emma - as above
- Vice President - Assia has resigned due to time commitments; Perry and Emma have started working on 2021 Bylaw Draft
- Finance - Jen F. - as above / emailed June 23
- Newsletter - Camille
 - To add info about Community Watch FB page
- Membership - Marly
 - Supplies are delayed for next round
- EFCL - William was unable to attend the last meeting, will pass along notes from a friend who did attend
- Maintenance - Jim/Gregor - as above
- Social/Programs
 - Bike Parade June 28
- Signs - Perry
 - To add Bike Parade (doing so on June 25)
- Soccer report - Perry - nothing attached this month, U4/5 and U7 FunSoccer wrapped on June 24, rest of soccer wraps up this week as well
- Energy report - Perry - nothing attached this month, awaiting
- Hall rental - Carrie - per email report on June 23
- General - William is on the board for Edmonton Transit Riders (transit advocacy group) - open-source trackers for transit
ACTION: William to send more information via email

Meeting adjourned: 8:59pm

RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting

June 24, 2026; 9:00pm at the Rio Terrace building society

Called to order: 9:00 PM

Minutes

1) Approval of Agenda

Motion to approve the agenda by **Brandon**; motion to second by **William**

Approved? Yes, unanimously.

2) Approval of May 2026 Minutes

Motion to approve the Minutes by **Brandon**; motion to second by **Michelle**

Approved? Yes, unanimously.

PER EMAIL REPORT SENT JUNE 18

3) Finance Report & budget update

\$5 in the bank

4) Items for discussion

- a. **Subcommittee meetings & progress** - report attached to email June 18 including EPS report
- b. **Donations**
- c. **Grant funding**

- If we provide an expression of interest in receiving grants, we can do so - cannot retroactively apply for grants after having used the funds

MOTION REQUIRED TO AUTHORIZE THE FOLLOWING EXPENDITURES:

for the following expenditures for consultants/engineers fees in Sep and Oct:

- a. Architecture \$6250x2=\$12,500
- b. Mechanical \$6k
- c. Electrical \$6k
- d. Structural \$3k
- e. Landscape 3k

VA's fees from Sep to December \$24k+gst

Put forth by **Brandon** for a total of \$35,000 seconded by **Jim**

Approved? Yes, unanimously.

Meeting adjourned 9:20pm

RTCL HALL RENOVATION SUBCOMMITTEE REPORT FOR JUNE 24, 2026 BOARD MEETING

ACTIVITIES SINCE LAST REPORT (LAST REPORT DATED: MAY 21, 2026)

MEETING HELD BRANDON BLANCK /SCOTT VA PROJECTS, MAY 26, 2026

- Key points of this meeting are outlined in the summary of the subcommittee meeting below.
- Cashflow Outlay report prepared by VA Projects, for discussion purposes; see attached.
- Current milestone: to reach a grant-ready state by January, the following outlays are anticipated beginning approximately September 2026. All consulting fees are progress-based (not lump-sum upfront); RTCL pays approximately 50% of consulting fees prior to grant receipt.

2. RECEIVED RIO TERRACE COMMUNITY LEAGUE EPS SECURITY REPORT DATED MARCH 25, 2026 and RECEIVED JUNE 9, 2026

- a. See attached report.
- b. There are a lot of recommendations, some that have been discussed in the past. How do we move forward and integrate these recommendations into the hall modernization?

3. HELD VIRTUAL SUBCOMMITTEE MEETING JUNE 2, 2026 TO REVIEW MAY 26, 2026 MEETING BETWEEN BRANDON/SCOTT

Added New Subcommittee Member:

- Jen Forsyth added to renovation subcommittee

Budget and Cash Flow Overview

- Total project budget is approximately \$800,000 for complete renovation
- Current cash on hand: \$240,000 total (\$142,000 in casino funding, remainder in operating funds)
- Near-term costs (June 2026 through January 2027) estimated at \$100,000-\$105,000 to get project shovel-ready
- These costs can be covered entirely from casino funding, leaving approximately \$38,000 remaining
- Project management fees are \$6,000 per month for Scott's services
- Scott's fees included through December 2026, then resuming after construction begins
- Received \$25,000 project planning grant in early June
- Completed real property report (RPR) and as-built diagrams already committed and paid

Grant Application Planning

- Target submission for CLIP (January 2027) and CFEP (May 2027) grants

- appears that there has been a change to the timing of the CFEP Grant approval and it is no longer concurrent with the approval of the CLIP Grant
 - c. Step 1 CLIP Grant application by January 28, 2027
 - d. Step 2 CFEP Grant application:
 - i. Apply for the expression of intent by May 15, 2027
 - ii. Apply for grant between June 15 and July 31, 2027
 - iii. Notification by December 2027 Emma contacted grants office to confirm whether costs incurred to get shovel-ready can be rolled into CLIP/CFAP grant application
- Goal is to be "shovel ready" by end of 2026 without committing to construction until grant funding confirmed
- Anticipated gap in early 2027 waiting for grant confirmation before proceeding
- Construction costs (\$450,000) will only be incurred after grant funding is secured

Pre-Construction Costs and Timeline

- Architectural consultant, structural engineer, mechanical engineer, and electrical engineer needed **starting September 2026**
- Development permit targeted for November 2026, building permit for January 2027
- Total pre-construction professional fees estimated at \$60,000-\$67,000
- These deliverables are necessary to apply for CLIP and CFEP grants
- Contingency of approximately \$80,000-\$100,000 built into overall budget

Risk Considerations and Contingency Planning

- Main concern: if \$60,000-\$100,000 is spent to get shovel-ready but grant funding is not awarded, need to understand what can be reused for future applications
- Question raised whether architectural and engineering work has expiration dates or can be used for future grant applications
- Scott mentioned providing a Plan B if grant funding doesn't materialize (see below)
- Some risk exists regardless of timing - grants are never 100% guaranteed in any year

Community Engagement and Procurement

- Scott recommended reaching out to local architects and engineers in Rio Terrace to bid on project
- Procurement process will be handled by Scott to maintain arm's-length relationship
- Potential local contacts include Michael SheehanI (architect), Barb Sheehan (landscape engineer), Synergy Projects owner, Normac company owner, and structural engineers
- Community engagement planning needs to be scheduled, ideally with survey ready by September 2026 to avoid summer vacation period
- Consideration to offer community input on multi-use flex space design

Kitchen Considerations

- Current budget does not include commercial kitchen - only residential-quality kitchen planned
- Discussion about potentially engineering space for eventual commercial kitchen upgrade
- Scott has been in contact with local company that rents commercial kitchens and may be interested in partnership arrangement
- Possibility of fundraising for commercial kitchen as separate initiative or using budget surplus if grant covers more than expected

RESULTING ACTION ITEMS AND ANSWERS from Scott in blue

- Brandon asked Scott about expiration dates on architectural and engineering work to confirm if deliverables remain valid if grant funding is delayed
 - This work does not 'expire'. Scott is looking to protect the interests, financial especially, of RTCL and when we get to design, I will be upfront with all consultants to ensure they understand the "bumpy" revenue and that they will hold their price.
 - For educational purposes, the only items that "expire" are the City's DP and BP if there is no activity - but this is negotiable.
- Brandon asked Scott about community engagement planning and timeline. We're hoping to have a survey ready by September so we're not fighting the summer vacation window.
 - That should work. Scott recommends to put out one item this summer informing the residents that engagement is coming in September and will look to cover 'X' topics. This just provides some awareness.
 - Also, by then we should have feedback from COE on our business case and engagement plan.
- Brandon drafted community outreach message for local architects and engineers with input from Scott
 - SEE BELOW
- Brandon confirmed with Scott what minimum work is needed to apply for CLIP and CFEP grants. What's the minimum we actually need to have done to apply for CLIP and CFEP? We want to make sure we're not spending more than necessary to get shovel-ready.
 - For CLIP we need to get to the end of the Concept Stage to be able to submit cost estimates and conceptual plans. No permits required at this time but the sooner we have permits the better for de-risking our CFEP application due to the long-lead of permits.
 - CFEP is a bigger animal, to demonstrate project readiness we need quotes, completed planning documents, permits, and necessary permissions in place, so ideally this would be the Municipal Improvement Agreement (MIA).
 - We must demonstrate project viability and confirmed project revenue sources and 5 year operating budget

- Brandon to followed up with Scott on Plan B if grant funding is not awarded and recommended fallback? With \$60K–\$100K potentially on the table to get to that point, it'd be good to have a clear alternative in our back pocket.
 - Getting to the permit stage is basically the "price of admission" as per the Province's CFEP requirements.
 - Clearly CoE has given out money over the years for projects that were not shovel ready and have been burned and therefore have upped their requirement stringency resulting in more at-risk dollars being required to be spent by community groups.
 - Plan B could be fundraising throughout the year of 2027 and re-apply in 2028 to both CLIP and CFEP. Open to other considerations.
- Jen to continue investigating GST rebate options for the project

2. **FIVE LETTERS OF SUPPORT EMAILED TO CITY OF EDMONTON** Brendan Smith June 5, 2026 in support of our Business Case. Brendan S. will package everything now and send it to his team internally for review and will get back to us with next steps.
3. **MAY 28 AND 29, 2026** a consultant was on site to prepare the AS-BUILT drawings. Receipt report is pending payment. Authorization for payment is to be included in a proposed motion.
4. **REAL PROPERTY REPORT** - consultants were on site during the first week of June. Receipt of report is pending payment. Authorization for payment is to be included in a proposed motion.

NEXT STEPS

5. **Waiting for Business Case feedback from CoE**
6. **Consultant Reports (As-builts, RPR) to be received**
7. **Decision needs to be made as to timing of project based on changes to CFEP**
Grant approval delays to Dec 2027
 - a. **Do we anticipate construction start delay? Following with Scott.**
8. **Emma following on whether we can get the costs we pay this fall covered by the CFEP.**
9. **EPS Security Report - do we start tackling some of these items now?**
 - a. Are here a couple of people on the board that could review and recommend how to address these issues?
 - b. Is there a grant out here to help us fund these expenses?
10. **MOTION REQUIRED TO AUTHORIZE THE FOLLOWING EXPENDITURES:**
for the following expenditures for consultants/engineers fees in Sep and Oct:
 - a. Architecture \$6250x2=\$12,500
 - b. Mechanical \$6k
 - c. Electrical \$6k

- d. Structural \$3k
- e. Landscape 3k
- f. VA's fees from Sep to December \$24k+gst

11. MOTION REQUIRED TO AUTHORIZE this community outreach letter and its issuance required:

Dear Neighbours, The Rio Terrace Community League (RTCL) is pleased to announce that we are moving towards the design phase for the renovation and modernization of our community hall. This is an exciting milestone for our neighbourhood, and we want our community to be part of it from the very beginning.

As we enter the early design stages, we are reaching out to residents of Rio Terrace, Patricia Heights, and Quesnell Heights who work in — or have connections to — architectural or engineering firms. We are seeking qualified professionals to participate in our bid process across the following disciplines:

- *Architecture — conceptual and schematic design, design development, permitting support*
- *Structural engineering — assessment and design for building modifications and additions*
- *Mechanical engineering — HVAC, plumbing, and related systems*
- *Electrical engineering — power, lighting, and low-voltage systems*

We believe there is real value in working with professionals who know and care about this community. If your firm — or a firm you are connected to — may be interested in receiving our RFP when it is issued, we'd love to hear from you.

Please reach out directly to Scott Varga at VA Projects, who is managing the procurement process on behalf of the RTCL: scott@vaprosjects.co. Kindly include a brief introduction and your area of expertise.

Thank you for being part of this community.

*Warm regards,
Rio Terrace Community League*



EDMONTON POLICE SERVICE

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

CPTED ASSESSMENT



Date: March 25, 2026	Assessment Conducted By: Cst. Shannon Harrigan / EPS Course practical exercise
Site Name: Rio Terrace Community League	
Location: 15500 76 Avenue, Edmonton AB	
Contact Person: Brandon Blanck	Contact: brandonblanck@gmail.com

INTRODUCTION

This security assessment is based on the principles of Crime Prevention Through Environmental Design (CPTED). CPTED, pronounced 'SEPTED', is based on the premise that "the proper design and effective use of the built environment can lead to a reduction in the incidence and fear of crime and an improvement in the quality of life."

The four main concepts of 1st generation CPTED are: *Natural Surveillance*, *Natural Access Control*, *Territorial Reinforcement* and *Maintenance*.

NATURAL SURVEILLANCE is a design concept that is directed primarily at keeping intruders under observation through the normal and routine use of the environment.

NATURAL ACCESS CONTROL is a strategy used to inhibit access to a location that is not under natural surveillance, which should create a perception of risk to offenders.

TERRITORIAL REINFORCEMENT is a method of claiming and establishing ownership of one's own property. This is accomplished by defining changes from public space to semi-private to private space.

MAINTENANCE is the regular care and upkeep of your property. A consistent maintenance plan shows pride of ownership and is necessary for CPTED to be effective at your property.

Lighting is one of the most important preventative measures that can be taken at any site and in any application. There is a dramatic difference between the function, placement and type of light that is used for aesthetic lighting as opposed to security lighting.

In general terms, aesthetic lighting compliments and accentuates design and architectural features of a site or building. While it can increase the overall look, feel and perception of safety in an area, its primary role may not be safety or security.

Security lighting acts as a deterrent for illegal and nuisance activity, is used for identification purposes, provides way finding and directly compliments other security devices, especially security surveillance cameras.

Proper lighting types and placement is vital for complimenting mechanical surveillance (security cameras), as well as increasing natural and passive surveillance opportunities.

Many theories of criminal behavior have focused on the fact that the “criminal” wants to conduct their “criminal activity” without being noticed so they naturally tend to go to secluded, isolated or hidden places. CPTED tries to eliminate such places using the four CPTED concepts.

The four main concepts of 2nd generation CPTED are: *Social Cohesion, Connectivity, Community Culture and Threshold Capacity*

SOCIAL COHESION enhances relationships of people sharing space whether at home, at work, or in the community. Social cohesion can be seen at local events, within organizations and in networking events. Examples include Neighbourhood Watch and Neighbourhood Empowerment Teams

CONNECTIVITY describes interactions and relationships external to the site. This includes access to public transportation, cycle routes and drop-in centers. An example would be a strategy designed to inhibit access to a location that is not under natural surveillance, which should create a perception of risk to offenders.

COMMUNITY CULTURE is what brings people together for common purposes who share a sense of place. This would include gender-based programs (Modern Police Analysis), cultural festivals and community traditions.

THRESHOLD CAPACITY is the ability for any given space to support the intended use of space maintaining a level of balance so that the capacity of the space is maximized but not exceeded. This is accomplished through such things as social stabilizers and mixed use of community such as blending living spaces with commercial, cultural, institutional uses.

MODERN POLICING ANALYSIS is an analytical tool used to assess how diverse groups of people may experience service provision, and be differentially impacted by policies, programs, and initiatives. MPA uses intersectional analysis to increase the CPTED auditor’s capacity to make informed decisions that account for various overlapping identity factors and how they directly influence an individual’s access, power, or position in society.

An intersectional analysis recognizes that all people have their own subset of multiple identity factors, such as race, gender, mental/physical ability, age, economic status, etc., that intersect and affect their daily lived experiences. For example, a woman who holds a Masters of Business Administration (M.BA.), is in a same-sex marriage and has a physical disability can be viewed as belonging to four separate identity groups. Intersecting factors refers to the point where these ‘conditions’ overlap or intersect to create opportunities and/or barriers.

MPA works to ensure that appropriate measures are set in place to address people’s respective and unique needs, thereby ensuring equitable treatment through asking critical questions, challenging assumptions, and identifying potential impacts.

The enclosed CPTED security audit and its recommendations are not intended to make the facility “burglar-proof”, “robbery-proof”, “theft-proof”, etc. They will assist in reducing the probability of losses and for illegal and illegitimate incidents from occurring if properly applied and maintained.

Crime prevention, like all management responsibilities, will require constant upgrading. You will need to keep abreast of the changing operational needs of security.

Implementation of the enclosed recommendations *should not* be fragmented if possible. Many times, the incorporation of one recommendation depends upon the implementation of other security recommendations. Failure to utilize the systems approach can breach some or all elements of the entire security system.



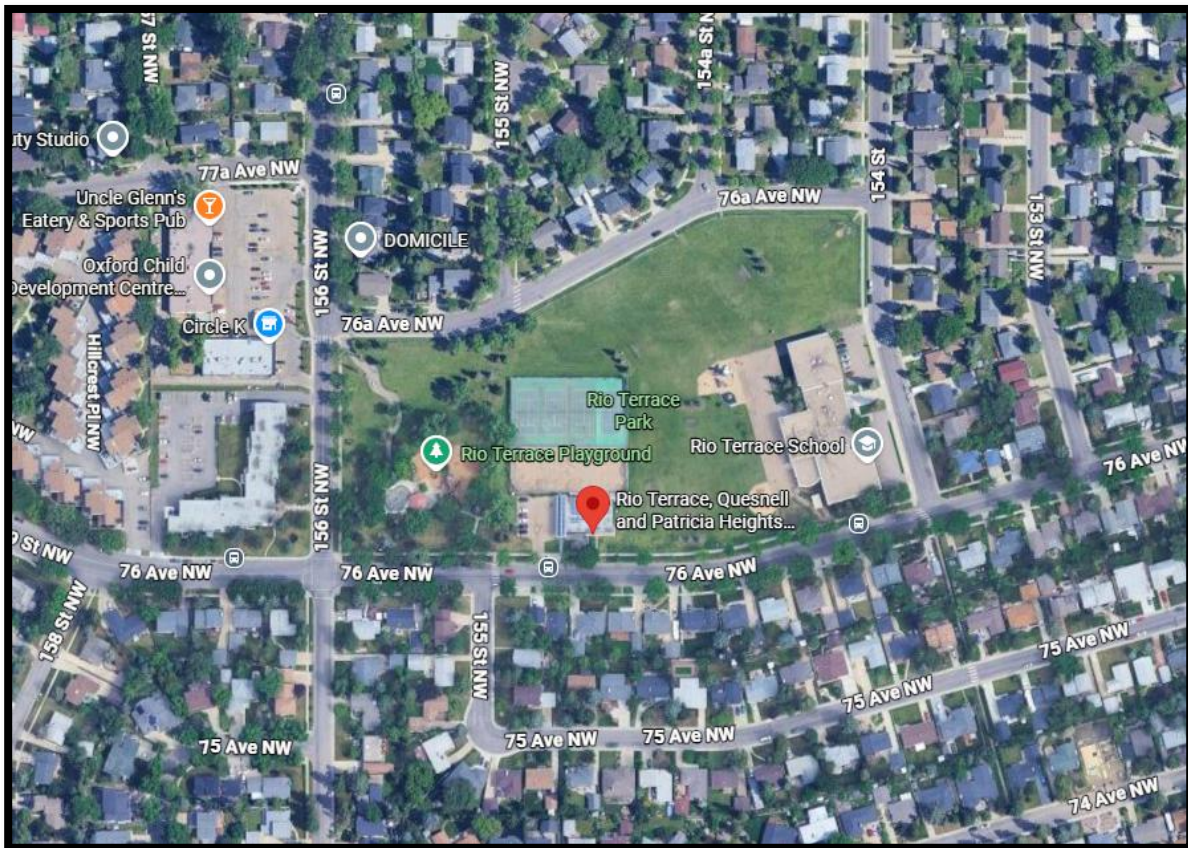
CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN ASSESSMENT

AREA OVERVIEW

The Rio Terrace Community League is located at 15500 76 Avenue in the west Edmonton neighbourhood of Rio Terrace. The property is situated within a mature residential area with limited access points via 156 Street and 159 Street, as the Patricia Ravine and North Saskatchewan River border the neighbourhood to the south and southwest, and the Quesnell Ravine on the east side. The community league property is nestled amongst mostly residential housing with the Rio Terrace School directly to the east and a small pocket of commercial business to the west.

The Rio Terrace Community League was officially established in 1960 and represents the neighbourhoods of Rio Terrace, Quesnell Heights and Patricia Heights. The league provides ongoing cultural and social activities, ranging from local preschool and seasonal gatherings to organized sports and various celebrations.

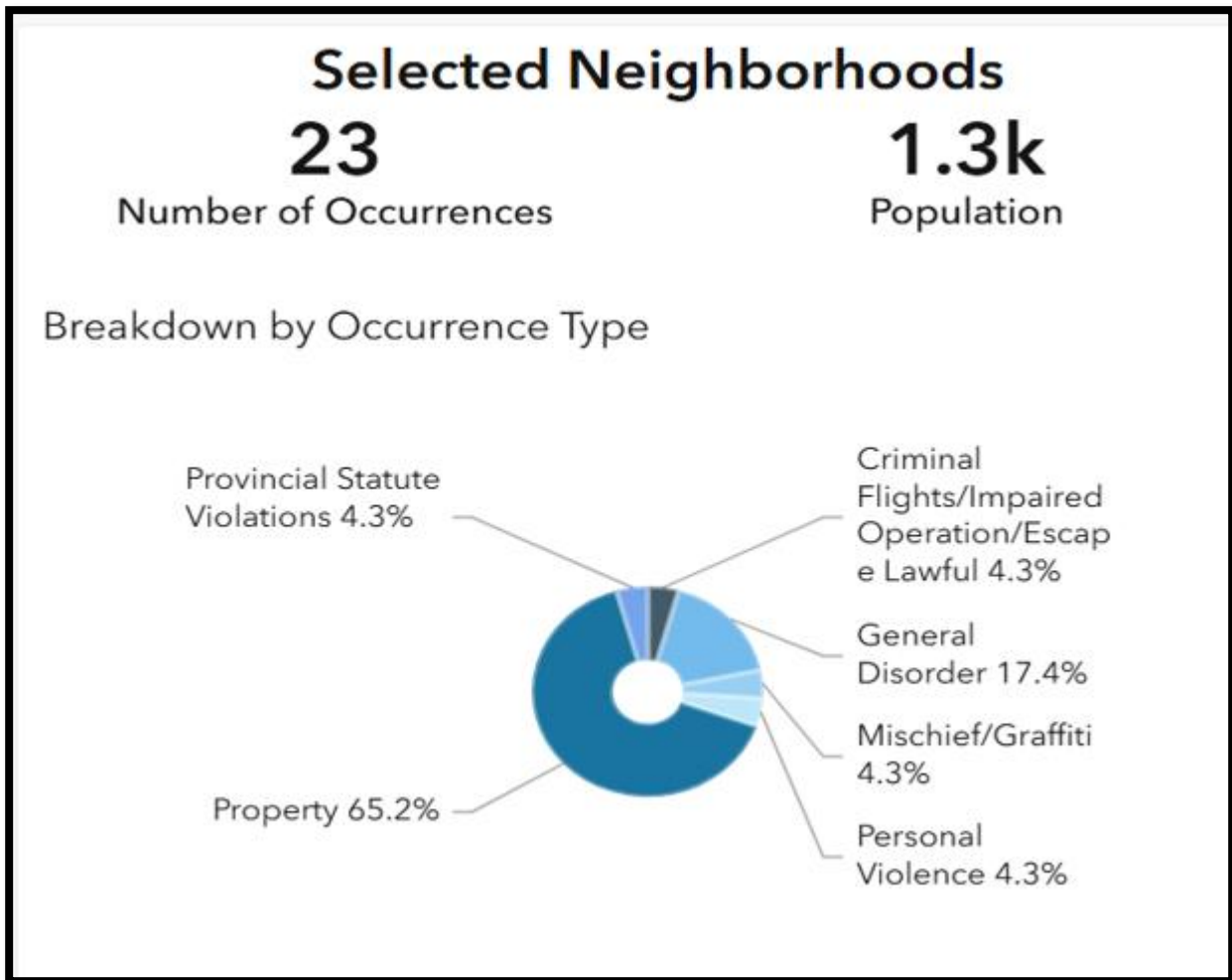
Google Maps Ariel View



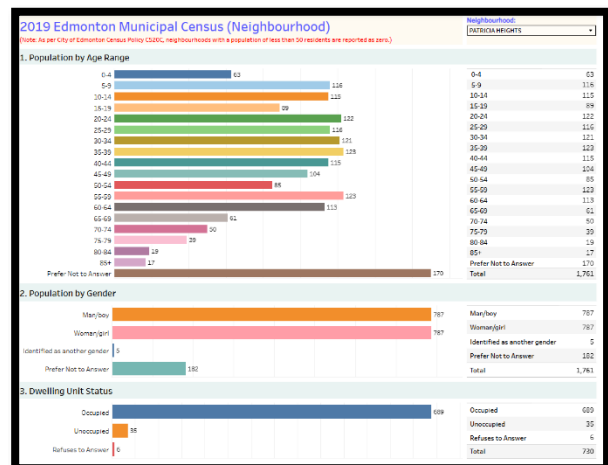
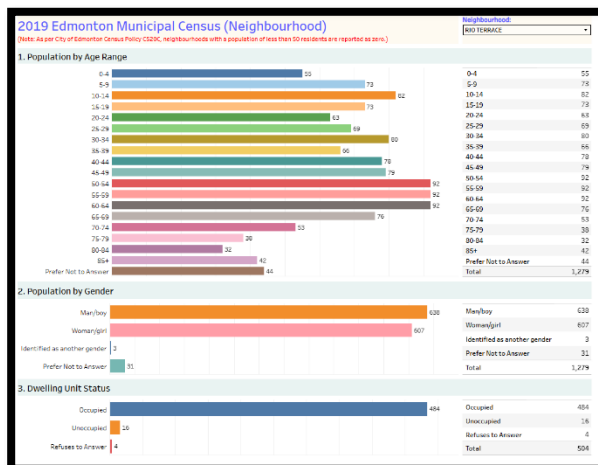
15500 76 Avenue falls into West Division, District A3. Statistical data and recent crime maps can be obtained by visiting <https://communitysafetydataportal.edmontonpolice.ca/> and selecting “Rio Terrace” in the “Neighborhood” drop down menu.

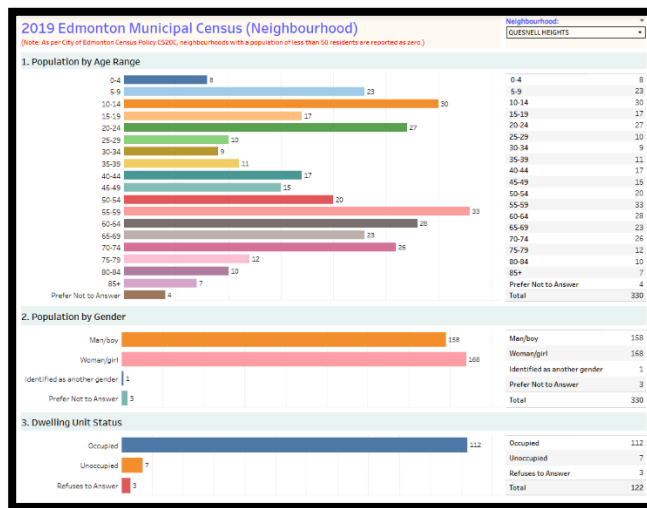
The photo below illustrates the reported criminal occurrences within the 365 days preceding the report in the immediate vicinity of the Rio Terrace Community Hall. Overall, the neighbourhood experiences a relatively low level of reported crime, with the majority of reported crimes being theft, mischief (vandalism) and general disorder (trespassing, disturbances). There have been a few break and enters reported within the area and the overall number of violent offences reported is very few.

Crime Statistics (EPS Reported Previous 365 Days)



Neighbourhood Demographics





The Rio Terrace Community League was gracious enough to participate in the Edmonton Police Service Spring 2026 Basic CPTED course practical application exercise. After the exercise it was determined that the property could benefit from recommendations provided and this document was created in the event the league should apply for funding to implement some of the security recommendations.

In this report, CPTED terminology will be used to describe people and their roles in relation to this property. Illegitimate users refer to people who are attending the area to engage in criminal or disorderly activities. Legitimate users refer to people attending the area for the purpose it was designed. Observers are people that perform a function at the location and are required to be there or someone passing by who can act as a witness.

PERIMETER

OVERVIEW:

The perimeter of the property includes everything on the property “around” the building including walkways, fencing, play structures, ice rink, storage sheds, green space and landscaping.

Access to the main parking lot is via one entrance/exit from 76 Avenue. To the west of the building is the Rio Terrace playground and a small skateboard/scooter park. To the north is a large green space with a soccer field and baseball diamond and to the east is more green space and the Rio Terrace school. Directly to the north of the building is the ice rink and tennis courts which the community league maintains.

EXISTING CPTED STRATEGIES:

There is a large chain link fence surrounding the ice rink, tennis court and basketball courts to maintain good access control. The gate attached to the fence is locked and can only be accessible by legitimate users. There is also signage next to the gate that provides directives and expectations for the facility.



The following are the identified concerns and recommended mitigating strategies.

1. CONCERNS AND/OR ISSUES:

Although the Rio Terrace Community League has invested in fencing to provide access control to the facilities, the fence is in need of some repairs and adjustments. When there is damage or vulnerabilities in a fence, certain issues can result.

- The ice rink can be accessed simply by reaching through the fencing / gate found insecure during night audit.
- The roof can be accessed by certain points in the fencing.
- Some areas of the fencing are damaged and show lack of ownership and territoriality and can lead to unauthorized access and possible criminal activity. **Broken Windows Theory*

The **Broken Windows theory is a criminological concept introduced in 1982 by social scientists James Q. Wilson and George L. Kelling. It suggests that visible signs of disorder and neglect, such as broken windows, vandalism, or public drinking create an environment that encourages further crime and anti-social behavior.*





Tarp is half torn
down
Fence is leaning /
bent



Gate found
insecure

RECOMMENDATIONS:

It is recommended that the barbed wire in multiple places along the fence be replaced to increase security, show strong ownership and prevent unauthorized climbing and access by illegitimate users. -Anti-climbing fencing is recommended to prevent those illegitimate users from accessing the closed off areas and the roof.

-It is recommended that the barbed wire on the top of the fence be replaced / repaired.

-Repair the areas of the fence that are leaning and bent.

-Ensure all gates can be locked and secured.

-It is recommended that the black tarps attached to the fencing be removed to increase natural surveillance into and out of the space. The tarps in the above night photo may conceal illegitimate users who have gained access to the tennis / basketball courts. Having these tarps along the fence does not create any benefit to security and the poor condition of these tarps shows lack of maintenance and ownership.

-It is recommended that the debris located between the fence and the outbuilding be removed and either discarded or placed in a proper storage container.

Cut proof / anti-climb fencing



2. CONCERNS AND/OR ISSUES:

Currently along the building side of the parking lot there are cement curbs separating the parking stall and the walkway along the building that leads to the entrance to the preschool. The lack of a protective barrier creates a significant safety hazard for pedestrians using the walkway. As shown in the photo, vehicles are able to park or maneuver extremely close to the pedestrian area. In the event that a driver accidentally or intentionally strikes the building, there is currently no physical barrier in place to protect the structure or individuals in the immediate vicinity.

*There have been incidents in other community leagues where vehicles crashed into the building but thankfully no one was injured.



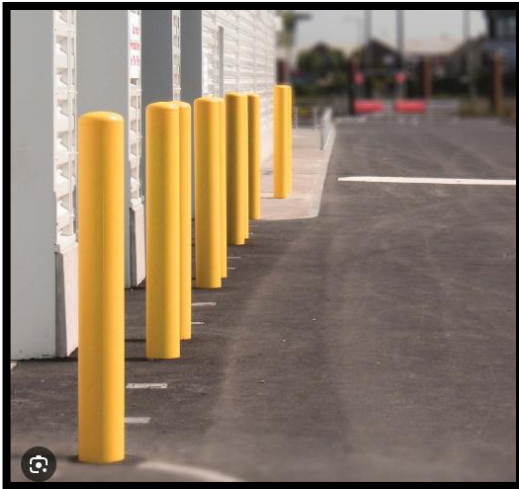
RECOMMENDATIONS:

Bollards can be added as a barrier between the parking stalls building to provide an extra layer of security for the building and the pedestrians and users inside the building and travelling along the walkway. These can be expensive but there are multiple varieties to choose from.

AI generated photo adding bollards



Bollard options



3. CONCERNS AND/OR ISSUES:

Transition zones from public to semi-public to private areas are lacking. Clear transition zones create delineation of the property and provide guidance to users to where they should and should not be going and discourages people from cutting through green spaces and parking lots. These also show territoriality and ownership of a space.

RECOMMENDATIONS:

Wooden posts with rope similar to what is displayed in the photo below can provide direction to users and guide them to the areas you would prefer them to access. These can be added to the perimeter of the parking lot to prevent cut-through pedestrian traffic and increase safety. Although wooden posts and rope don't physically keep users out, it does provide that psychological effect that directs users to move in a desired way.

AI generated photo of wooden posts & rope



SUPPLEMENTARY INFORMATION:

Overall, the landscaping on the property looks great although there is one small area noted for possible improvement. Although not every tree or shrub should necessarily follow the CPTED “2-foot / 6-foot rule” trimming trees and shrubs to enhance natural surveillance and reduce ambush spots is recommended.

**The 2-foot / 6-foot rule in CPTED states that applicable trees should be trimmed up 6 feet to promote nature surveillance and good sightlines while bushes and shrubs should be trimmed down to 2 feet to prevent becoming hiding or ambush spots.*



It was also noted on the site tour that some external cables were improperly routed through the trees on the property and may pose a hazard for children and users on the property. It is recommended that the cables be routed and secured in a manner that eliminates this potential hazard.

EXTERIOR

OVERVIEW:

The exterior includes the exterior of the building and everything attached to the building itself. This includes access points (windows and doors), alarms systems, cameras, underground parkades (if applicable) and the roof.

The entrance to the Rio Terrace Community League and preschool is located on the south side of the building and is quite celebrated, providing clear direction to users where to enter. The building is older but well maintained. There are multiple access and egress points with strong locks, full astragal door guards and solid doors which provide an additional level of security and resistance to unauthorized access.



The following are the identified concerns and its recommended mitigating strategies.

1. CONCERNS AND/OR ISSUES:

The Rio Terrace Community League currently uses plexiglass protection on the windows located on the north side of the building which provide are an effective security measure. Not all widows have this extra protection. Windows are typically a vulnerable target for vandalism and break in attempts so increasing the level of security on the windows is one way to deter illegitimate users from gaining unauthorized access to the building.

RECOMMENDATIONS:

A clear protective film can be applied to the windows to help prevent the glass from shattering. While this measure may not fully prevent entry in all cases, it makes the glass more difficult to break and keeps it from completely disintegrating. This added resistance can slow down intruders and provide additional time for law enforcement or security personnel to respond.



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2. CONCERNS AND/OR ISSUES:

Although there are access points equipped with full astragal guards, not all doors have them installed. These can boost the strength of the door and prevent illegitimate users from prying open the doors to gain unauthorized access.



RECOMMENDATIONS:

To enhance the safety and security of the building, full length astragal guards could be added to the doors. These guards provide an extra layer of protection that deters illegitimate users from using crowbars or similar type tools to break into buildings.



3. CONCERNS AND/OR ISSUES:

Graffiti was observed on the property. Graffiti and “tagging” is often associated with criminal behaviour and neglect. **Broken Windows Theory as referenced previously.*



RECOMMENDATIONS:

It is recommended that all graffiti and tags be removed from the property to demonstrate care and maintenance of the property. On blank doors and walls, murals and artwork can be an excellent way to deter graffiti and display community culture, values and pride. Typically, taggers do not tag over another person's artwork and will gravitate to blank walls.



4. CONCERNS AND/OR ISSUES:

Upon speaking with the site contact, information was received that illegitimate users were accessing the roof somehow. The picture photographed below shows possible “climbing structures” along the side of the building. These can also become targets for vandalism.



RECOMMENDATIONS:

An enclosure or fencing could be installed around this area to protect the space from damage and to prevent these features from being used to gain access to the roof.

AI generated photo of possible anti-climb enclosure



SUPPLEMENTARY INFORMATION:

The Rio Terrace Community League currently does not have any surveillance camera coverage on site. A camera itself is not a deterrent of crime, but if positioned and monitored properly, cameras can act as an early notification system to interrupt criminal activity and aid in apprehension and identification of illegitimate user(s) engaged in criminal activities. They assist in police investigations and can be a useful tool to help reduce crime in the community. Cameras can also provide a higher level of confidence and feelings of safety for the legitimate users of the facility. It is also important to make sure that the cameras are positioned in a way that maximizes the opportunity to capture facial features and good physical descriptors such as tattoos, clothing and unique characteristics. Major community events with many people sometimes come with higher risks of theft, violence or vandalism, so making sure there is adequate camera coverage and that all the cameras and equipment are in good working order is essential.



Currently the community league does not have an active alarm system. Like cameras, an alarm system is not a complete deterrent to crime but can be a good tool to alert key holders and authorities of possible criminal activity so they can respond accordingly.

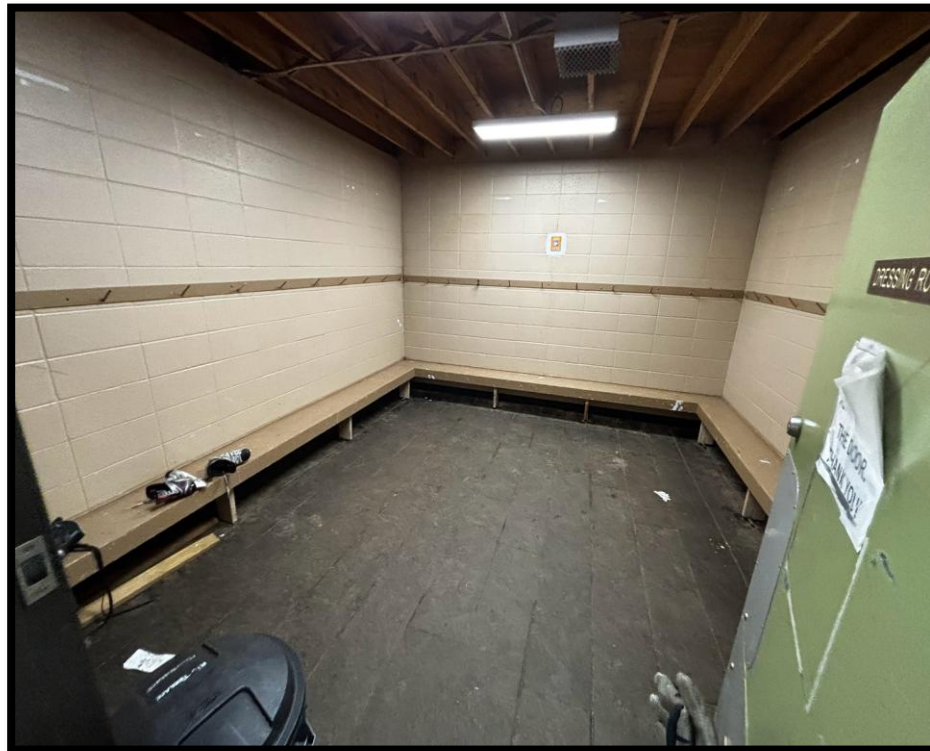
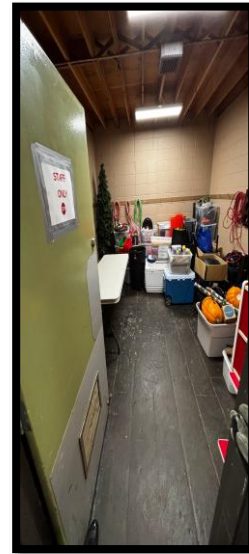
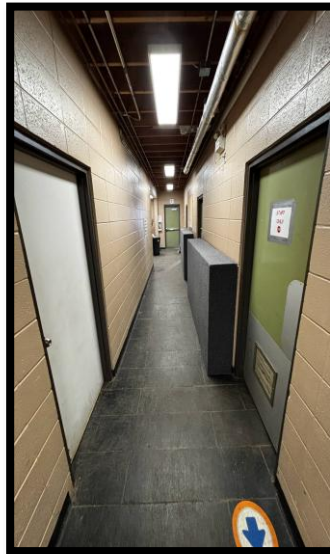
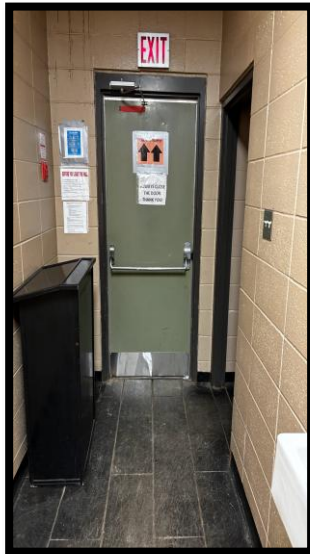


INTERIOR

OVERVIEW:

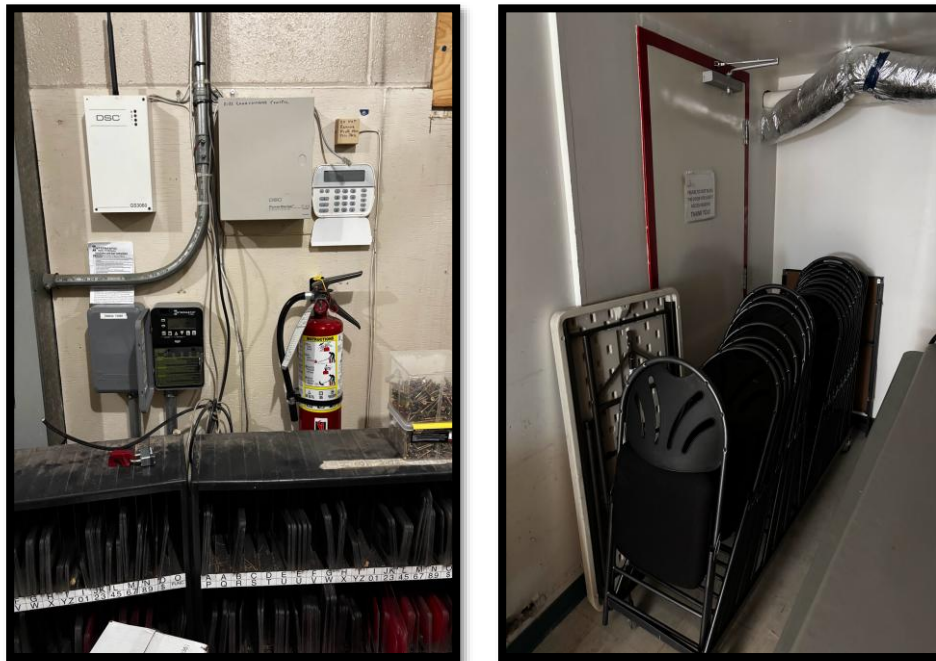
The interior includes everything inside the building. This includes social rooms, washrooms, kitchens and storage areas. The interior lighting is also discussed.

The Rio Terrace Community League houses a large hall that can hold up to 150 people during an event. The interior of the building is dated but generally well maintained. There are multiple storage spaces and a dressing room for use when the ice rink is up and running.



The following are the identified concerns and its recommended mitigating strategies.

1. CONCERNS AND/OR ISSUES:



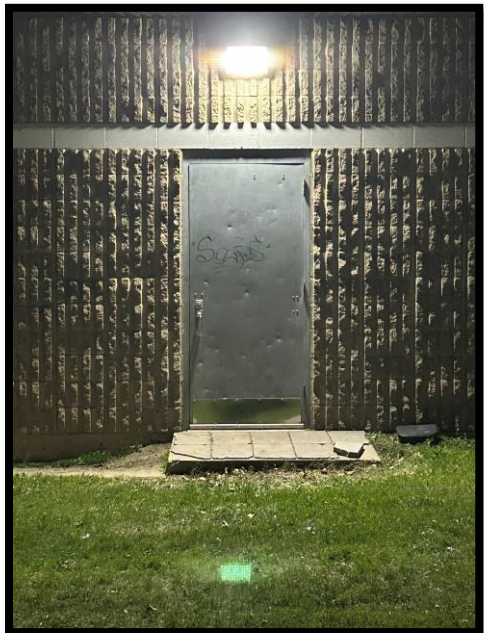
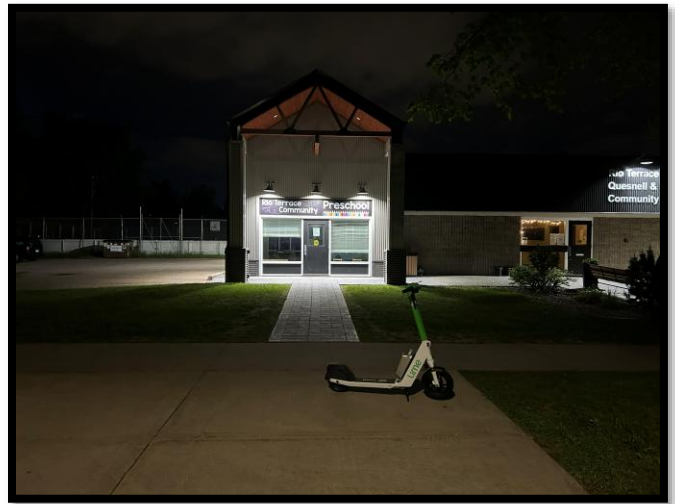
Access to the control panels, fire extinguisher and door pictured above appear to be either fully or partially blocked. It is important to maintain fire code if the door is a point of egress for an emergency.

RECOMMENDATIONS:

Removing the chairs and table blocking the door and placing them in a more secure storage area is recommended. Reposition the shelves in a way that increases access to the fire extinguisher and control panels.

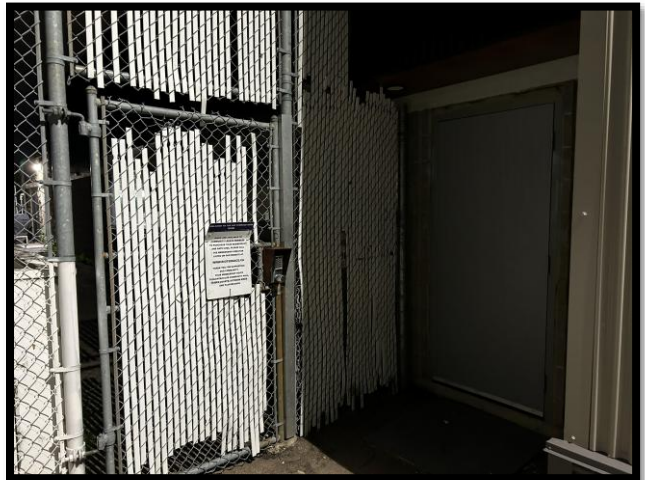
LIGHTING

A night audit was conducted on the site and overall, the Rio Terrace Community League has done an excellent job of illuminating the property. It appears that the light fixtures used are LED quality and placed at appropriate locations. If there are any fixtures that have not been upgraded to LED, it is recommended that they be upgraded. LED provides the best colour rendering and the best option for the illumination of human activity and security of a property. The use of LED lighting in conjunction with high quality cameras can also aid police in obtaining accurate descriptions and identifications of illegitimate users who commit crimes on the property. Good lighting can be very effective in helping to create a safer environment for legitimate users.



One area where lighting could be improved is the doorway alcove located on the north side of the building, adjacent to the south wall of the ice rink. While the walkway connecting the parking lot to the door and gate is adequately illuminated, the recessed alcove containing the door remains in darkness. Although this door is designated for egress only, the lack of lighting and the concealed nature of the alcove may make it an attractive target for illigitimate users. The darkness provides opportunities for concealment and reduces natural surveillane of the area.

To enhance security, it is recommended that a light fixture be installed above the door to improve visibility and deter unwanted activity. In addition, installing a full-length astragal guard on the door would provide increased protection against forced entry attempts and further strengthen the security of this access point.

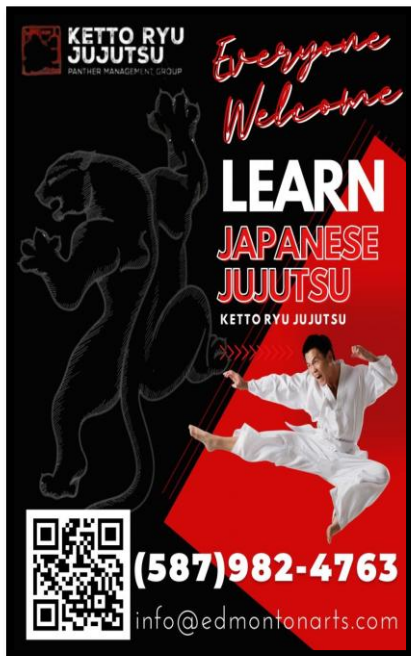




SECOND GENERATION CPTED

OVERVIEW:

The Rio Terrace Community League offers a variety of programming for all ages, from youth soccer to regular coffee mornings for seniors. Because the community league is already a hub for recreational activities and community connections, there are no recommendations for second generation CPTED.



March 2026						
S	M	T	W	T	F	S
1 10:30 am - 11:30 am Jujutsu - Kids 1:00 pm - 3:30 pm Sandities Tai Chi	2	3 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	4	5 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	6	7
8 10:30 am - 11:30 am Jujutsu - Kids 1:00 pm - 3:30 pm Sandities Tai Chi	9	10 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	11 7:00 pm - 9:00 pm Rio Terrace Preschool - Executive Meeting	12 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	13	14
15 10:30 am - 11:30 am Jujutsu - Kids 1:00 pm - 3:30 pm Sandities Tai Chi	16	17 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	18	19 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	20 Private Rental	21 10:00 am - 1:00 pm Private event
22 10:30 am - 11:30 am Jujutsu - Kids 1:00 pm - 3:30 pm Sandities Tai Chi	23	24 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	25 7:00 pm - 9:00 pm Rio Terrace Community League Meetings	26 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	27	28
29 10:30 am - 11:30 am Jujutsu - Kids 1:00 pm - 3:30 pm Sandities Tai Chi	30	31 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	1 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	2 5:30 pm - 6:30 pm Jujutsu - Kids 6:30 pm - 8:00 pm Jujutsu - Adults	3	4

CONCLUSION

Rio Terrace Community League building is a well-used and well-maintained facility in an established and engaged neighbourhood. The site already benefits from strong CPTED principles. The recommendations in this report are intended to strengthen the existing measures, reduce vulnerabilities and support the continued safe use of the facility for all community members. The staff are making a strong effort to maintain and keep the property in good condition. It is clear they are committed to and care deeply about the community. The Rio Terrace Community League and its users could benefit from the recommendations made in this report. These recommendations may enhance the safety and security of the property while reducing the potential for future crime in the area.

APPROVAL BY COLLABORATIVE POLICING UNIT

Reg. #: 2668

Name: Cst. Shannon Harrigan

Signature: 

DISCLAIMER

This CPTED assessment was conducted to address the concerns of safety and security. None of our recommendations are compulsory under law, but this document can be made public under an application under the FOIPP Act or as otherwise required by law. This report does not address issues of responsibility concerning a civil litigation action. You should consult a lawyer familiar in this area for advice.

We acknowledge some of these suggestions are costly and may have to be taken in consideration for future budgets. We also understand that you want to create a warm open environment for your guests, customers and tenants but security precautions must be kept in mind.

This CPTED report was submitted to the Edmonton Police Service Collaborative Policing Unit and reviewed prior to releasing the report to the person or group who requested the audit. The report was checked for thoroughness and adherence to current CPTED practices.

Collaborative Policing Unit member reviewing report: Cst. Shannon Harrigan
Date: June 8, 2026

Edmonton Police Service
9620 – 103A Avenue
Edmonton, AB T5H 0H7

Cashflow for Discussion Purposes as a June 2, 2026

Item	Estimated Value	2026 August	September	October	November	December	2027 January
Development Permit	\$5,000.00				\$5,000.00		
Architectural Consultant	\$25,000.00		\$6,250.00	\$6,250.00			
Mechanical Engineer	\$12,000.00			\$6,000.00			
Electrical Engineer	\$12,000.00			\$6,000.00			
Structural Engineer	\$6,000.00			\$3,000.00			
Landscape Architect	\$6,000.00			\$3,000.00			
Project Management	\$76,000.00		\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	
General Contractor Fee	\$80,000.00						
Building Permit	\$5,000.00						\$5,000.00
Construction	\$450,000.00						
Owner's Contingency - Construction	\$52,000.00						
Owner's Contingency - Wants	\$31,000.00						
GST	\$40,000.00		\$612.50	\$1,512.50	\$550.00	\$300.00	\$250.00
CLIP Grant							
CFEP Grant							
FF&E	0						
Subtotal	\$800,000.00		\$12,862.50	\$31,762.50	\$11,550.00	\$6,300.00	\$5,250.00

CASH ON HAND as at JUNE 2, 2026

operating account	97,810
casino account	<u>142,444</u>
	240,254

Monthly Financial Report

Rio Terrace Community League For the year ended 31 May 2026

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
Fundraising					
Soccer	920.00	10,000.00	12,960.60	15,000.00	
Other	25,000.00	12,500.00	65,538.19	51,075.00	1
Hall rental	400.00	500.00	12,070.00	13,000.00	
Newsletter	-	-	555.00	3,100.00	
Programs and social	-	100.00	1,564.70	2,440.00	
Casino Revenue	82,343.98	-	84,771.93	-	
Total Fundraising	108,663.98	23,100.00	177,460.42	84,615.00	

Operating Expenses

Repairs and Maintenance	2,250.07	3,000.00	70,506.74	71,217.00	2
Soccer	-	14,000.00	(3,540.00)	15,415.00	
Social	-	225.00	7,594.66	5,722.00	3
Programs	226.00	200.00	2,148.90	2,545.00	4
Office and League Overhead	265.64	270.00	3,356.74	3,930.00	5
Hall Rental	-	125.00	2,480.00	3,251.00	
Newsletter	2,260.00	-	7,756.90	6,800.00	
Other	-	-	2,445.45	-	6
Hall Renovation 2026	6,300.00	-	9,450.00	-	
Total Operating Expenses	11,301.71	17,820.00	102,199.39	108,880.00	

Net Surplus (Shortfall)	97,362.27	5,280.00	75,261.03	(24,265.00)	
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	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
Cash resources					
Operating - 238-5227136	96,263.87	-	96,263.87	-	
Casino Account	142,444.44	-	142,444.44	-	
Total Cash resources	238,708.31	-	238,708.31	-	

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
1. Other Revenue					
Grant Revenue	25,000.00	12,000.00	56,684.29	41,800.00	
Membership Revenue	-	500.00	8,853.90	9,275.00	
Total Other Revenue	25,000.00	12,500.00	65,538.19	51,075.00	

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
2. Repairs and Maintenance					
Repairs and maintenance	400.42	1,500.00	40,404.95	33,975.00	
Rink Attendant Wages	-	-	8,057.64	15,000.00	
Utilities	1,349.65	900.00	6,504.02	7,192.00	

Janitorial	500.00	600.00	8,001.13	7,050.00	
Insurance	-	-	7,539.00	8,000.00	
Total Repairs and Maintenance	2,250.07	3,000.00	70,506.74	71,217.00	

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
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3. Social

Social - Big Bin Event	-	-	2,539.19	750.00	
Social - Christmas Party	-	-	2,171.28	-	
Social - Misc. Event Expenses	-	225.00	2,884.19	4,972.00	
Total Social	-	225.00	7,594.66	5,722.00	

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
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4. Programs

Programs - Community Swim	100.00	100.00	1,040.00	1,200.00	
Programs - Misc. Expenses	126.00	100.00	1,108.90	1,345.00	
Total Programs	226.00	200.00	2,148.90	2,545.00	

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
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5. Office and Overhead

Meetings	-	-	71.20	-	
EFCL Membership	-	-	762.66	800.00	
Professional Fees	-	150.00	1,056.83	900.00	
Office Supplies	258.31	100.00	1,085.66	984.00	
Membership Cards and Skate Tags	-	-	144.79	400.00	
Bank fees	7.33	20.00	235.60	246.00	
Volunteer Dinner	-	-	-	600.00	
Total Office and Overhead	265.64	270.00	3,356.74	3,930.00	

	MAY 2026	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
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6. Other

Casino Fundraising Expenses	-	-	2,445.45	-	
Total Other	-	-	2,445.45	-	

February March April May June July August September October November December

\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
		\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
			\$112,500.00	\$112,500.00	\$112,500.00
\$300.00	\$300.00	\$7,125.00	\$7,125.00	\$7,125.00	\$7,125.00

\$0.00	\$0.00	\$0.00	\$6,300.00	\$6,300.00	\$149,625.00	\$149,625.00	\$149,625.00	\$149,625.00	0	0
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Budget Variance

Rio Terrace Community League For the year ended 31 May 2026

	2026	2026 OVERALL BUDGET	VARIANCE	VARIANCE %	2026	2026 OVERALL BUDGET	VARIANCE	VARIANCE %
Trading Income								
Casino Revenue	84,771.93	-	84,771.93 ↑	- —	84,771.93	-	84,771.93 ↑	- —
Grant Revenue	56,684.29	41,800.00	14,884.29 ↑	35.61% ↑	56,684.29	41,800.00	14,884.29 ↑	35.61% ↑
Hall Rental Revenue	12,070.00	13,000.00	(930.00) ↓	-7.15% ↓	12,070.00	13,000.00	(930.00) ↓	-7.15% ↓
Membership Revenue	8,853.90	9,275.00	(421.10) ↓	-4.54% ↓	8,853.90	9,275.00	(421.10) ↓	-4.54% ↓
Newsletter Revenue	555.00	3,100.00	(2,545.00) ↓	-82.10% ↓	555.00	3,100.00	(2,545.00) ↓	-82.10% ↓
Programs Revenue	857.00	2,440.00	(1,583.00) ↓	-64.88% ↓	857.00	2,440.00	(1,583.00) ↓	-64.88% ↓
Soccer Revenue	12,960.60	15,000.00	(2,039.40) ↓	-13.60% ↓	12,960.60	15,000.00	(2,039.40) ↓	-13.60% ↓
Social Revenue	707.70	-	707.70 ↑	- —	707.70	-	707.70 ↑	- —
Total Trading Income	177,460.42	84,615.00	92,845.42	109.73%	177,460.42	84,615.00	92,845.42	109.73%
Gross Profit	177,460.42	84,615.00	92,845.42	109.73%	177,460.42	84,615.00	92,845.42	109.73%
Operating Expenses								
Bank fees	235.60	246.00	(10.40) ↓	-4.23% ↓	235.60	246.00	(10.40) ↓	-4.23% ↓
Casino Fundraising Expenses	2,445.45	-	2,445.45 ↑	- —	2,445.45	-	2,445.45 ↑	- —
EFCL Membership	762.66	800.00	(37.34) ↓	-4.67% ↓	762.66	800.00	(37.34) ↓	-4.67% ↓
Hall Renovation 2026	9,450.00	-	9,450.00 ↑	- —	9,450.00	-	9,450.00 ↑	- —
Hall Rental Coordination Fee	2,480.00	3,251.00	(771.00) ↓	-23.72% ↓	2,480.00	3,251.00	(771.00) ↓	-23.72% ↓

	2026	2026 OVERALL BUDGET	VARIANCE	VARIANCE %		2026	2026 OVERALL BUDGET	VARIANCE	VARIANCE %
Insurance	7,539.00	8,000.00	(461.00) ↓	-5.76% ↓		7,539.00	8,000.00	(461.00) ↓	-5.76% ↓
Janitorial	8,001.13	7,050.00	951.13 ↑	13.49% ↑		8,001.13	7,050.00	951.13 ↑	13.49% ↑
Meetings	71.20	-	71.20 ↑	- —		71.20	-	71.20 ↑	- —
Membership Cards and Skate Tags	144.79	400.00	(255.21) ↓	-63.80% ↓		144.79	400.00	(255.21) ↓	-63.80% ↓
Newsletter Printing	7,756.90	6,800.00	956.90 ↑	14.07% ↑		7,756.90	6,800.00	956.90 ↑	14.07% ↑
Office Supplies	1,085.66	984.00	101.66 ↑	10.33% ↑		1,085.66	984.00	101.66 ↑	10.33% ↑
Professional Fees	1,056.83	900.00	156.83 ↑	17.43% ↑		1,056.83	900.00	156.83 ↑	17.43% ↑
Programs - Community Swim	1,040.00	1,200.00	(160.00) ↓	-13.33% ↓		1,040.00	1,200.00	(160.00) ↓	-13.33% ↓
Programs - Misc. Expenses	1,108.90	1,345.00	(236.10) ↓	-17.55% ↓		1,108.90	1,345.00	(236.10) ↓	-17.55% ↓
Repairs and maintenance	40,404.95	33,975.00	6,429.95 ↑	18.93% ↑		40,404.95	33,975.00	6,429.95 ↑	18.93% ↑
Rink Attendant Wages	8,057.64	15,000.00	(6,942.36) ↓	-46.28% ↓		8,057.64	15,000.00	(6,942.36) ↓	-46.28% ↓
Soccer Expenses	(3,540.00)	15,415.00	(18,955.00) ↓	-122.96% ↓		(3,540.00)	15,415.00	(18,955.00) ↓	-122.96% ↓
Social - Big Bin Event	2,539.19	750.00	1,789.19 ↑	238.56% ↑		2,539.19	750.00	1,789.19 ↑	238.56% ↑
Social - Christmas Party	2,171.28	-	2,171.28 ↑	- —		2,171.28	-	2,171.28 ↑	- —
Social - Misc. Event Expenses	2,884.19	4,972.00	(2,087.81) ↓	-41.99% ↓		2,884.19	4,972.00	(2,087.81) ↓	-41.99% ↓
Utilities	6,504.02	7,192.00	(687.98) ↓	-9.57% ↓		6,504.02	7,192.00	(687.98) ↓	-9.57% ↓
Volunteer Dinner	-	600.00	(600.00) ↓	-100.00% ↓		-	600.00	(600.00) ↓	-100.00% ↓
Total Operating Expenses	102,199.39	108,880.00	(6,680.61)	-6.14%		102,199.39	108,880.00	(6,680.61)	-6.14%
Net Profit	75,261.03	(24,265.00)	99,526.03	410.16%		75,261.03	(24,265.00)	99,526.03	410.16%