

MINUTES OF VIRTUAL MANCOM MEETING EVERGREEN BROADACRES HELD ON TUESDAY 12 NOVEMBER 2020

Present:

Garry Reed	ELV Managing Director, Chairman	GR
Adam Kajee	ELV Financial Director	AK
Wilma Swart	Village Manager	WS
Hennie du Preez	ResCom Chairman	HduP
Royston Knowles	ResCom Deputy Chairman	RK
James Goodwin	ResCom Finance	JG
Graham Langmead	ResCom immediate past chairman	GL

	<u>NARRATIVE</u>	<u>ACTION</u>
1.	<u>Welcome and Apologies:</u> GR opened the meeting by welcoming all to the meeting	
2.	<u>Apologies:</u> None	
3.	<u>Acknowledgment and approval of Minutes of Previous ManCom Meeting held 14 January 2020:</u> Acknowledged and approved: proposed RK; Seconded: HduP.	

4.	<p><u>Matters arising from previous minutes</u></p> <p>1 Status of House rules: 1.1 Discussions still required before finalisation. GR will circulate what he has worked on in conjunction with legal department on Addendum A to all ResCom members.</p> <p>2 100% Rates Rebate COJ: 2.1 CoJ have ruled that because the Life Right Owner is not registered at the Deeds office, we will not be afforded this rebate. 2.2 Title deed is endorsed in the Life Right's Holder name on the Title Deed which is in Evergreen Retirement Holding's Name. 2.3 Try to find out what other Life Rights Developments in JHB are paying and whether they have a rebate? 2.4 WS to try and get a meeting with someone higher up the ranks in CoJ as oppose to just the Councillor who does not have decision making authority.</p> <p>3 COJ Blanket sanitation charges irrespective of Unit/Erf size As with point 2 we need to speak to someone higher up in the organisation. WS will Make one final attempt to secure meeting with higher authority.</p> <p>4 FTTH- Enquiry as to whether this will still be happening and if so, what the timeline would be.</p> <p>Original survey and site plan done by Frogfoot – a deal was done where they would install in MZ, BV and BA. Letter of Appointment was issued and budget approved for work to take place 15 March – 15 May 2020 COVID19 halted this projected project for 6 months. Date on LOA has now lapsed and Frogfoot requoted the project. The cost increase was substantial as their new quotation had additional work requirements recommended. EPI engaged with a different company to do site survey. Survey was done on 10 -11 November 2020 Once quotes are received, funding will be approved and a contractor will be appointed. Work is projected to take 8 weeks to complete from start date.</p> <p>Communication will go out to residents as soon as a contractor is appointed and a Starting date confirmed for this project.</p> <p>5 Painting of Exterior of phase 1 and 2 Houses:</p> <p>Painting of exterior of 83 House in phase 1 and 2. Cost of the project was R 2.6Million rand and was approved for winter 2020. COVID19 prevented this project from taking place during winter. The approved supplier has been liquidated as a result of the COVID19 pandemic. EPI has asked three companies to quote for this work to take place next year during the winter. This project cannot be done during summer as no guarantee will be given for paint work done during the rainy period. An investment of this value needs to have guarantees and therefore the decision was taken to move this project to winter 2021.</p> <p>6. Waterhole counter. Project was approved and majority of the work has been completed to move the Counter forward by a metre</p> <p>7. Waste Area / Recycling area. Development did a drawing of a suggested design earlier this year. We have asked for this project to be re-looked as the size of the village is bigger now and we have also acquired a new Piece of land that will be developed in the future. Requirements need to take this projected increase in volumes into consideration.</p>	<p>GR</p> <p>WS</p> <p>WS</p> <p>EPI</p> <p>GR WS</p> <p>WS</p>
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	<p>8. Levy Increase holiday. HduP: Residents are aware of the fact that there were savings during COVID19. They feel that it would have been a nice gesture if there was a levy holiday.</p> <p>GR and AK debated long what the approach should be when looking at levy increases this year. Although there were savings on certain expenses such as gardening due to access to the Village being restricted, there were other costs implications to ensuring the safety of residents in the Village such as keeping cleaning staff at home and still paying them their full salaries. Drivers to collect medication and shopping for residents as well as having health care staff stay in the Village to eliminate the risk of bringing the virus in were all considered when looking at levy increases.</p> <p>A marginal 5% Increase was applied which is the lowest it has been in years. The Accumulated loss for the Village since inception is R11M. Although ELV has no intentions of recouping this shortfall, it would be irresponsible to not increase levies and to continue to budget to run the Village on a shortfall basis. By increasing the levies by 5% this year we are in a better position to keep next year's levy increase marginal as well. If we were to have given a levy holiday the increase for next year would have been substantially larger to get the Village to a breakeven point. The intention is for next year's budget to reflect this break-even point. Budgets will be finalised and forwarded to the members.</p> <p>HduP: We must make sure that next year's budget does not have a deficit. GR and AK Confirmed that this would be reflected in next year's budget.</p>	GR
5.	<p><u>Financials:</u></p> <ol style="list-style-type: none"> 1. Management accounts: Tracking well with actuals to budget with cost savings in various areas from energy efficiency and savings on salaries on positions that were not replaced immediately during the COVID19 period. Block B delay of developer levy income for 6-month period is just short of R1M in lost revenue 2. HduP When will block B come on line. December 2020– will start reflecting Developer Levy income. 3. GL – As we get closer to full complement; will EPI keep subsidising the shortfall? AK Forecasted to break even next year. Or start to make a slight profit. From this point forward we should break even. GR New land acquired and we plan on investing further. No decision taken yet on what we will build. 	
6.	<p><u>Village matters:</u></p> <p>HduP: Concern for the growing size of the responsibilities of the Village Manager.</p> <p>An example: already on VM's shoulders are sales and project management. Garry argued correctly that who better to sell the village than the village manager. But why the village <u>General</u> manager and not the village manager?</p> <p>As far as the project management responsibility is concerned it seems that EPI has simply abdicated its responsibility and the VM is left to deal with this. The answer is perhaps that the Village Manager should be allowed to employ a facilities or estate manager to take on that responsibility. As the physical size of the village grows that responsibility is going to get bigger and bigger!</p> <p>HduP: The referenced appointment to 3 key positions while welcome does not adequately answer my concerns because they are not at the level where the concern lies.</p>	GR

<p>9.</p>	<p><u>General</u></p> <p>Hospitality portfolio representative: complaints and concern letter to management</p> <ol style="list-style-type: none"> 1. Complaints letter was received that was escalated to ManCom for discussion and comment. 2. ELV is 100% willing to assist, but the hospitality portfolio will certainly not be taken over purely by ELV. It gives people a sense of belonging and purpose as well as playing a key role in the sense of community in the Village. 3. GR will set up a meeting / call with the concerned individuals who wrote the letter as well as WS to discuss the hospitality portfolio and address concerns. 4. GR announced that AK has resigned and thanked him for his past contributions. All of ManCom joined in wishing AK the best of luck in his future ventures and gave acknowledgement of the wonderful work he did and the huge contributions in his time as FD. 	<p>GR</p>
<p>10.</p>	<p><u>Date of next meeting:</u></p> <p>12 February 2021 at 09:00</p>	