



**MINUTES OF THE RESCOM MEETING OF EVERGREEN LIFESTYLE VILLAGE
MUIZENBERG**


HELD ON 3 APRIL 2018 AT 8.30AM

- PRESENT:**
- 1 Mr Dave D’Alton (DD) (Chairman)
 - 2 Mrs. M. Carstens (MC) (Village Manager)
 - 3 Mrs. D. Elkin (DE) (New member)
 - 4 Mrs. Alma Swanepoel (AS) (Member)
 - 5 Mr. David Rosenberg (DR) (Member)
 - 6 Mr. Chris Turner (CT) (Member)
 - 7 Mrs. June Orsmond (co-opted secretary)
- APOLOGIES:**
- 8 Mr. Chris Bennett (CB) (Vice-Chair)

Item	Narrative	Action
1.	<u>WELCOME</u> DD welcomed: (1) newly co-opted Rescom member Denise Elkin (Healthcare portfolio) to her first Rescom meeting and (2) all to his first meeting as Rescom Chairman taking over from Claire McKinnon who has left the village.	
2.	<u>NOTICE OF MEETING</u> MC sent notification of the meeting by sms on 27 th March 2018.	
3.	<u>APOLOGIES:</u> Chris Bennett	
4.	<u>APPROVAL OF MINUTES OF MEETING ON 06 MARCH 2018</u> Minutes approved (Proposed by CT, seconded by DR) and signed by MC and DD, subject to the following amendments (changes in bold type): 5.4 <i>Basement parking is being misused. Kindly note that</i>	

	<p>people who live in the village cannot use basement parking that is not allocated to them. Chairs for gym. CANCEL this minute. Repeated later in Minutes. 9. No watering of gardens with municipal water.</p>	
5.	<p><u>SAFETY and SECURITY (Chris Bennett)</u></p> <p>a. Exit gate: unfortunately another accident has occurred. New 'no tailgating' signs are being put up and MC is investigating a speed hump at the gate. Rescom does not recommend this because of the extra noise caused by revving.</p> <p>b. Marshalls: MC advised that a meeting with all Floor Marshalls will be arranged as soon as Anton Ferreira's revision of fire marshall and floor marshall duties is complete.</p>	
6.	<p><u>HEALTHCARE and FRAIL CARE (Denise Elkin)</u></p> <p>a. Denise Elkin made the following observations about the Care Centre:</p> <ul style="list-style-type: none"> • Patients seem to sit around with nothing to do and this needs attention. • Can frail people be brought downstairs to participate in events in the Bistro and movie evenings? • Perhaps institute a monthly tea for Care Centre residents, – maybe with a speaker, to stimulate some interaction. • Residents should be encouraged to pop in and just visit. • Perhaps arrange for 'sitting' callinetics for 'patients'. <p>Denise said that she would ensure a once-a-month meeting with Sister Devine.</p> <p>Denise also said that she will be away for the 'Meet the Team' event on 19th April.</p> <p>b. Unique Health Head Office has verified details of the care centre in writing to MC. Application for registration as a Care Centre and Sub-acute Centre is in process.</p> <p>c. Care Centre billing system details awaited. (what is charged for and what is not charged for). Note that it is a legal regulation that they do not keep stock of or issue any medication.</p>	<p>DE/MC</p> <p>DE/MC</p>

	<p>d. Great improvement noted in running of Healthcare. Rescom recommends that management systems should be activated to ensure consistently good standards of care.</p> <p style="text-align: center;">Carry forward</p> <p>Primary Health Care Clinic on the first floor is open between 9am and 11.00am Mondays to Fridays for consulting, injections, BP, etc. at weekends emergency assistance can be obtained from staff on duty</p> <p>Medicine distribution takes place between 7:30 and 9am weekday mornings and in the evenings and on weekends distribution by ENA (Enrolled Nursing Assistants) at the Care Centre.</p> <p>RESIDENTS ARE ASKED TO PLEASE PUT PROBLEMS IN WRITING ADDRESSED DIRECTLY TO SISTER DEVINE, and to CC Melanie.</p>	
7.	<p><u>CATERING (Alma Swanepoel)</u></p> <p>a. Bistro served 2346 meals in March (509 In Care Centre and 1837 in Bistro).</p> <p>b. Till slip draw won by John Pereira.</p> <p>c. AS reported on Bistro:</p> <ul style="list-style-type: none"> • New Bistro Manager is making a definite difference. Thank you! • Marked improvement in quality of meals. Lunch attendance is improving and 2 letters of compliments received. • A training programme for Bistro staff called 'Smile' will start soon . • Their ordering system and stock-control needs attention and AS will follow up. • A standardised system will be set up for club teas. • The promised walk-in fridge is still outstanding <p>d. AS is attending to a repeat questionnaire to be placed in residents' postboxes in June</p> <p>e. AS will investigate feasibility of a Residents- Run Bar in future, but not possible at present. On hold for now.</p>	<p>AS/Bistro AS/Bistro</p> <p>AS</p> <p>ALL RESIDENTS</p>

8.	<p><u>LANDSCAPING & GROUNDS DEVELOPMENT & WATER MANAGEMENT (Chris Turner)</u></p> <p style="text-align: center;"><u>STAY A 'DAY ZERO HERO'</u></p> <p style="text-align: center;"><u>Carry on using LESS than 50 litres of water per person per day.</u></p> <p style="text-align: center;">RE-USE EVERY POSSIBLE DROP OF WATER.</p> <p style="text-align: center;">DO NOT USE MUNICIPAL WATER OUTSIDE AT ALL.</p> <p style="text-align: center;">DO NOT WASH CARS WITH MUNICIPAL WATER.</p> <p style="text-align: center;">PLEASE DISCONNECT ALL HOSES CONNECTED TO MUNICIPAL WATER.</p> <p style="text-align: center;"></p> <p style="text-align: center;">ALWAYS KEEP 5 LITRES OF POTABLE WATER STORED IN CASES OF EMERGENCY WATER RATIONING</p> <p>a. Level 6b water restrictions which came into effect on 1st February 2018, still apply firmly. In addition to the 50 litre pppd restriction, this means:</p> <ul style="list-style-type: none"> • No watering of gardens with municipal water. • ALL boreholes and wellpoints must be registered with the City of Cape Town • Properties who have wellpoints must display official City of Cape Town signage. (Liaise with Melanie.) <p>b. Evergreen's support of residents in this drought crisis resulted in the placement of a 1000 litre water tank at each cottage. Concern is noted that buckets cannot fit under the taps because the tanks presently stand on the ground. This needs clarification.</p> <p>c. The MOTLA water consumption bill shows that water usage has gone up since the postponement of Day Zero. This is most unfortunate. We still need to stick very closely to all water conservation methods. The drought is not over. Should any resident not be sure of their water usage, please discuss with Melanie.</p> <p>d. Note that 5 litres containers of water can be bought at the Bistro, when available, @ R19 per bottle.</p>	<p style="text-align: center;">CT/MC</p> <p style="text-align: center;">ALL RESIDENTS</p>
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	<p>Reminder: do not ever buy 'PREPARED WATER' FROM THE WESTERN CAPE. This is a scam. Certain retailers are filling plastic bottles at the taps and then selling it.</p> <p>e. Good to see green lawns again in the village thanks to underground water.</p> <p>f. Gravel stones will be replaced between cottages 64-65 and 36-37.</p> <p>g. Swimming Pool reopened for residents' use.</p>	<p>MC</p>
<p>9.</p>	<p><u>BUILDING MAINTENANCE, CONSTRUCTION & HOUSEKEEPING MATTERS (David D'Alton)</u></p> <p style="text-align: center;">Reminder to residents: PLEASE PUT WASTE OUT ONLY ON MONDAY TO FRIDAY MORNINGS BY 8am.</p> <p style="text-align: center;">(NOT at night, NOT on weekends, NOT on public holidays.)</p> <p>a. MC was asked to invite Patrick Maile to attend next Rescom meeting to discuss a schedule of planned maintenance. This is a legal requirement.</p> <p>b. Quotations and a plan of action are awaited for maintenance/repair work on Apartments 1 and 121. DD will follow up.</p> <p>c. If there are problems with severe cracks in some apartments that have not been reported, please discuss confidentially with Dave D'Alton.</p> <p>d. Apartment Kitchen corner cupboards: quotes have been received to do modifications. Carry forward.</p> <p>e. Airflow in apartment block passages. DD will present petitions to Amdec with a covering letter emphasising the health risks involved and advising that the matter will be escalated to the Ombudsman failing prompt action.</p> <p>f. Replacement or modification of light fittings to take LEDs: MC advised that as light fittings need repair the</p>	<p>MC</p> <p>DD/MC</p> <p>ALL RESIDENTS</p> <p>MC</p> <p>DD</p>

	<p>LED compatible ones were being installed. This is an ongoing issue. Carry forward</p> <p>g. Weepholes. Noted that weepholes for entire apartment building must be checked on and if missing they must be created. It was noted that this would only be done when the building is next painted and therefore needs to be kept on the minutes until such time. Carry forward</p> <p>h. Painting of the cottages: painting will start on 17th April 2018.</p> <p>i. Derek Drew is looking at having a plumber separate the water meters so that individual readings can be taken at cottages 5/6 and 7/8.</p>	<p>DD/Derek Drew</p>
<p>10.</p>	<p><u>RESIDENTS (Melanie Carstens)</u></p> <p>Residents in the Village: 246 – 91 in Phase 1; 155 in Phase 2 Occupants of Care Centre: 19</p> <p>Welcome to new resident: Wendy Stroberg Apartment 6</p> <p>Farewell to residents who have left the village: Liz Kinman Claire McKinnon Rod Myburgh</p> <p>Sincere condolences to families of Heather McClachlan and Carol Gadd who passed away recently.</p>	
<p>11.</p>	<p><u>FINANCE & LEGAL (David Rosenberg)</u></p> <p>a. DR reported that he had reviewed the management accounts and commented as follows:</p> <ul style="list-style-type: none"> • R32 000 'Maintenance costs' was high • Cost of painting should be picked up by Amdec and should not impact on Muizenberg accounts. • Impact of Vat increase noted <p>b. DR queried the fact that his own water costs were up by 300%. DD will follow up when official account comes out.</p> <p>c. OMBUDSMAN applications in process.</p> <p>d. 'Ownership of profits' issue still being handled</p>	<p>DD</p>

	<p>e. Rescom repeats the request that each apartment life rights holder be given a letter from Amdec/Evergreen, stating unambiguously that they, or their estates, will not be charged for structural cracks, damage repair or painting required as a result of the required ongoing repairs. Carry forward.</p> <p>f. Regarding problems in cottages next to the Phase 3 building site caused by vibration:- an undertaking from Evergreen is requested to cover residents for current damage as well as any damage which may show up some months later. Carry forward</p> <p>g. Rescom repeats a request to Amdec for copies of all utility plans and diagrams (i.e. sewerage, electricity, water, air-ducting, etc.) to be kept in a safe place in MC office at the village with easy access for use in emergency situations.</p> <p>h. Revised House Rules were discussed and suggested amendments as per attachment will be sent to Amdec by Monday 9th April.</p>	<p>DD</p> <p>DD</p> <p>DD</p> <p>DD</p>
12.	<p><u>ITEMS SUBMITTED BY RESIDENTS</u></p> <p>.(1) <u>From 'A Resident'</u>: Note that anonymous letters cannot be dealt with. Kindly address the Health Centre directly if problems experienced with them.</p> <p>(2) <u>Nola Pattullo: Re Airflow in passages</u>: The petition is being handed over - refer 9(d) above.</p> <p>(3) <u>Richard and Rosemary Bailey: list of observations</u> about 'vague promises' and need to accommodate private functions. This letter will be escalated to Mancom.</p>	<p>DD</p> <p>MC</p>
13.	<p><u>GENERAL</u></p> <p>a. BIN ROOM has been moved to north end of basement and well signposted.</p> <p>b. Pool is not being covered at night which causes temperature reduction and high electricity costs. This is receiving attention.</p> <p>c. Melanie is consulting with Energy Partners about electricity cost reduction at peak times.</p>	

	d. Residents are asked to please not interfere with airconditioning settings in gym/pool area.	ALL RESIDENTS
14.	<p><u>NEXT RESCOM MEETING</u>: will be on Tuesday 8th May 2018 at 8.30am.</p> <p><u>ANNUAL GENERAL MEETING</u>: will be held at 3.00pm on Monday 20th August 2018.</p>	
15.	<u>CLOSURE</u> : DD thanked everyone for attending and closed the meeting at 10.25.	

MR. DAVE D'ALTON
RESIDENTS COMMITTEE CHAIRMAN

MRS. MELANIE CARSTENS
VILLAGE MANAGER

Could Residents and Rescom portfolio holders kindly submit written reports and communications for next Rescom meeting to Melanie by **Friday 4th May 2018.**

Social club facilitators kindly submit upcoming months plans directly to Melanie in time for inclusion on the monthly calendar.