

RESCOM MEETING OF EVERGREEN LIFESTYLE VILLAGE MUIZENBERG

HELD ON 5th JUNE 2018 AT 8.30AM

MINUTES

- PRESENT:**
- | | |
|------------------------|------------------------------|
| 1 Mr Dave D’Alton | (DD) (Chairman) |
| 2. Ms Glynis Smith | (GS) (Village Administrator) |
| 3. Mr. Chris Turner | (CT) (Member) |
| 4. Mr. David Rosenberg | (DR) (Member) |
| 5. Mr. Chris Bennett | (CB) (Vice-Chair) |
| 6. Mrs. June Orsmond | (co-opted secretary) |
- APOLOGIES:**
- | | |
|------------------------|---------------|
| 8. Mrs. Denise Elkin | (DE) (Member) |
| 3. Mrs. Alma Swanepoel | (AS) (Member) |

Item	Narrative	Action
1.	<u>WELCOME</u> DD welcomed all including Village Administrator, Glynis Smith, attending on behalf of Melanie who is on leave until end June	
2.	<u>NOTICE OF MEETING</u> MC sent notification of the meeting by sms on 29/05/2018. Request noted that sms should in future include a reminder to submit reports and matters for attention by preceding Thursday.	
3.	<u>APPROVAL OF MINUTES OF MEETING ON 8 JUNE 2018</u> Minutes approved (Proposed by CB, seconded by CT). Signed by DD.	
4.	<u>SAFETY and SECURITY (Chris Bennett)</u> Letters from residents: a. Richard and Rosemary Bailey are concerned about security of Phase 1 and 2 during building of Phase 3.	

	<p>Rescom agreed that there is a potential of problems developing and would escalate to MANCOM.</p> <p>b. Chris Bennett is deeply concerned that firefighting systems and firefighting equipment in the car-parking basement are inadequate. Rescom requests that checks are urgently carried out for municipal legal compliance and improvement of the system. The Chairman will ensure that this is taken up urgently at MANCOM or before.</p> <p>c. June Orsmond asked that delivery people must be accompanied by Security when doing a delivery to an apartment. Rescom recommends that, because Security people are not always available, all deliveries must in future be made to Reception where residents can personally collect. Glynis will attend.</p>	<p>DD</p> <p>Glynis</p>
5	<p><u>HEALTHCARE and FRAIL CARE (Denise Elkin)</u></p> <p>a. DD thanked DE for her comprehensive report about activities in the Care Centre.</p> <p>Noted that DE plans to pursue thoughts about creating a 'Friends of the Care Centre' group/club when she returns from holiday.</p> <p>b. Agreed that Glynis please email sincere thanks to Gerti Noyle for 'Health Care Cost Structure' list received, which should now please be circulated to all residents. Rescom requests that GN ensures that the list is regularly updated.</p> <p>c. Noted that Blood sugar testing is now available in the Care Centre on the first Wednesday of each month. Appointments not needed.</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. 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. RESIDENTS: If you have any problems with the Care Centre, please write directly to Sister Gerti Noyes. with a copy to Melanie.</p>	<p>Glynis</p> <p>ALL RESIDENTS</p>

6.	<p><u>CATERING (Alma Swanepoel)</u></p> <p>a. Bistro served 3487 meals in May.</p> <p>b. Till slip draw won by Mrs. Lowry.</p> <p>c. A standardised ordering/payment system is being looked at for group teas (eg Bridge Club, Knitting Group, Book Club, etc.)</p> <p>e. A questionnaire about Bistro service and quality will be placed in residents' postboxes in June.</p> <p>f. Rescom requests that the Bistro introduce:-</p> <ul style="list-style-type: none"> • a health-breakfast (consisting perhaps of fruit, muesli, yoghurt, juice and toast) as a daily alternative and • perhaps a continental breakfast consisting of coffee and croissants as an alternative once a week. <p>DD will meet with Melanie in the Bistro to discuss.</p>	<p>AS/BISTRO</p> <p>AS</p> <p>DD/BISTRO</p>
7.	<p><u>LANDSCAPING & GROUNDS DEVELOPMENT & WATER MANAGEMENT (Chris Turner)</u></p> <p>a. We've had some lovely rain but dam levels have not yet recovered, so Level 6b water restrictions which came into effect on 1st February 2018, are still firmly in place. Please stay with the 50 litres per person per day rule so that the dams can fill up and the risk of Day Zero can be avoided for at least a couple of years.</p> <p>FYI: The dam levels on 28 May 2018 versus the same week in 2017 (2017 -19.6 ave% and 29.8% now) are:</p> <ul style="list-style-type: none"> • Berg River: 51.8% vs 31% • Steenbras Lower: 39.5% vs 25.9% • Steenbras Upper: 69.3% vs 52.3% • Theewaterskloof: 20.0% vs 13.4% • Voëlvelei: 21.8% vs 16.1% • Wemmershoek: 56.8% vs 34.9% <p>b. Letters from residents:</p> <ul style="list-style-type: none"> • Sue Beele is concerned about tank overflow water causing rising damp on the wall of her unit. GS will ensure that the Maintenance Team attends to this. DD is responding to Sue's letter and will refer matter to MANCOM, together with a linked concern that there may not be stormwater drainage 	<p>Glynis/DD</p>

	<ul style="list-style-type: none"> • in the village. • Sue Beele repeated concerns about shortage of parking for new Phase 3 residents, and requested reassurance that this is being attended to. Rescom is concerned that there is a basic design error in the provision of parking and will refer to MANCOM. • Collyeen Sinclair recommends that edging strips be put around gardens to retain soil and compost. DD will respond and Glynis will refer matter to Marcus 	DD/Glynis
8.	<p><u>BUILDING MAINTENANCE, CONSTRUCTION & HOUSEKEEPING MATTERS (David D’Alton)</u></p> <p style="text-align: center;"><u>WASTE DISPOSAL</u> Dear Residents: please put waste out ONLY ON MONDAY TO FRIDAY MORNINGS by 8am NOT at night, NOT on weekends, NOT on public holidays.</p> <p>a. Regarding the requested schedule of planned maintenance, Glynis reported that Patrick Maile has asked Christo to set up a schedule. Rescom notes that a schedule of planned maintenance is a legal requirement and requests an official progress report. DD to follow up.</p> <p>b. Maintenance/repair work – report as follows:-</p> <ul style="list-style-type: none"> • Apartment 1: on hold because resident not well. • Apartment 26: (Mrs. Ferguson) - in process. <p>c. Airflow in apartment block passages. This matter is receiving constant attention from Rescom and will be kept on the Agenda. Carry forward MANCOM</p> <p>d. 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 agenda until such time. Carry forward</p> <p>e. Rusting mild steel ‘hooks’ CB observed that rusting mild steel hooks used in the basement must be inspected urgently. (CB commented that the highly corrosive qualities of sea water and salt air should never be under-estimated.) Refer to MANCOM</p>	<p>ALL RESIDENTS</p> <p>DD</p> <p>DD</p>

	<p>f. Letters from Resident:</p> <ul style="list-style-type: none"> • Jeffrey Levey asked why hand rails were not installed in all showers 'seeing that 99% of residents are senior citizens'. This request will be referred to MANCOM. • Marlene Burt questioned faulty pool thermometer. Rescom requests that the heatpump problem is resolved. For attention DD. 	<p>DD.</p>
<p>9.</p>	<p><u>FINANCE & LEGAL (David Rosenberg)</u></p> <p>a. DR alerted Rescom to problems being experienced by families of departed or deceased residents with regard to reselling and extended payment of levies. Priority does not seem to be given to fast resale of an apartment or cottage whilst levies continue to be charged. Not only is this potentially unethical but it could cause undue delay to winding up of estates. Refer to MANCOM</p> <p>b. DR had queried the fact that levies continue to be charged when a Life Rights holder is deceased. He has been assured that all levies are being re-structured and that this question would also be reviewed. The effects of this restructuring should become clear when levies are reviewed in August. Refer to MANCOM</p> <p>c. 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. MANCOM</p> <p>d. 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 late. Carry forward MANCOM</p> <p>e. Rescom repeats a request to Amdec for copies of all utility plans and diagrams please (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. Carry forward. MANCOM</p> <p>f. Rescom requests that new draft House Rules be made available for perusal by end June MANCOM</p>	

	<p>g. letter from Richard and Rosemary Bailey about inconclusive promises and a need to accommodate private functions will be referred to MANCOM.</p> <p>h. A suggestion was received that photos are routinely taken of the interior of apartments or cottages when a new life rights holder or tenant moves in, or when damage occurs as a result of construction activity. Rescom agreed that this is a good idea will escalate to MANCOM.</p> <p>i. DR commented on Annual Income and Expenditure summary for y/e April 2018, as follows: (MANCOM)</p> <ul style="list-style-type: none"> • Re Rates: do houses contribute? • Levy increases. Clarify underlying assumptions of budget for levies • Can Rescom have sight of Audited Financial Statements please. • Under Notes: <u>Note 2</u> : Clubhouse expenses reflects a positive variance Clarification requested and how disposed?? <u>Note 4:</u> village and admin expenses reflect a negative variance.... ?Does budget allow for salary increases if applicable. Is this ongoing or will it resolve itself by end of financial year. <u>Note 5:</u> Common Property Municipal rates & utilities reflects a positive variance More clarity needed please. <u>Note 6:</u> Property rates reflects a negative variance this is due to 21 apartments taking transfer. Clarity requested please. 	
10.	<p><u>RESIDENTS</u> (Glynis Smith reported - Melanie Carstens on leave)</p> <p>Residents in the Village: 249 – 90 in Phase 1; 159 in Phase 2 Occupants of Care Centre: 17</p> <p>Welcome to new residents: Colleen Gouws (Apartment 202)</p> <p>Farewell to Diane Stewart (Apartment 108) who has left the village:</p> <p>Sincere condolences to families of Eileen Lowry (Apartment 343) and Jill Heyns (Apartment 216), who passed on recently.</p>	

11.	<p><u>COMMUNICATION</u> (Glynis Smith - Melanie Carstens on leave)</p> <p>a. Thank you to Melanie for cheerful and informative June Tendril.</p> <p>b. Letter received from Jim Raubenheimer requesting that cell phone numbers be listed on internal telephone lists for residents who do not have landlines. Agreed that it would be preferable to keep a list of all cell phone numbers at Reception. Glynis was asked to send a memo to all residents in this regard.</p>	Glynis
12.	<p><u>GENERAL</u></p> <p>a. Craft Market Saturday 3rd November. Agreed that this year's Craft Market will be held on Saturday 3rd November from 2 to 5 ending with a Bring'n Braai. Ursula Law is the co-ordinator.</p> <p>b. Letters from Residents:</p> <ul style="list-style-type: none"> • Letter received last month from Eddie Norton regarding the installation of fibre optics in our village as they are presently being installed in Phase 3. Matter referred to Arthur Case who advises that as soon as possible this installation will happen in Phases 1 and 2. DD to follow up at MANCOM. • Letters received from Sue Beele and David Rosenberg requesting free wifi in the Bistro. Refer to MANCOM • Letter from Sue Beele requesting availability of electricity at Reception for Apartments as well as houses. Note information in the June Tendril that Theta Theta had closed down. Negotiations under way with new supplier Kazang who may be able to sell electricity to apartments as well. 	
13.	<p><u>NEXT RESCOM MEETING:</u> will be on Tuesday 3rd July 2018 at 8.30am.</p> <p><u>ANNUAL GENERAL MEETING:</u> will be held at 3.00pm on Monday 20th August 2018.</p>	
14.	<p><u>CLOSURE:</u> DD thanked everyone for attending and Glynis for tea/ coffee and closed the meeting at 10.15am</p>	

MR. DAVE D'ALTON
RESIDENTS COMMITTEE CHAIRMAN

MS. GLYNIS SMITH
VILLAGE ADMINISTRATOR

Could Residents and Rescom portfolio holders kindly submit written reports and communications for next Rescom meeting to Glynis by latest THURSDAY 28th June 2018. Agendas will be issued on Friday 29th