

**RESCOM MEETING OF EVERGREEN LIFESTYLE VILLAGE MUIZENBERG**

**HELD ON 01 NOVEMBER 2018 AT 8.30AM**

**MINUTES**

**PRESENT:**

1. Mr Dave D’Alton	(DD) (Member)
2. Mrs Melanie Carstens	(MC) (Village Manager)
3. Mrs. Denise Elkin	(DE) (Member)
4. Mr. Chris Fick	(CF) (Member)
5. Mr. David Rosenberg	(DR) (Chair)
6. Mr. Chris Bennett	(CB) (Member)
7. Mr. John Morgan	(JM) (Vice-Chair)
8. Mr. Jim Raubenheimer	(co-opted secretary)

**APOLOGIES:** None

Item	Narrative	Action by: and deadline date:
1.	<b><u>WELCOME</u></b> Chair Dave Rosenberg welcomed all.	
2.	<b><u>NOTICE OF MEETING</u></b> Notification sent by sms on 25 <sup>th</sup> October 2018.	
3.	<b><u>APPROVAL OF MINUTES OF MEETING ON 2nd October 2018.</u></b> Minutes approved (Proposed by CB, seconded by JM). Signed by DR and MC.	
4.	<b><u>SAFETY and SECURITY (Chris Bennett)</u></b> a. The supply and programming of remotes so residents can exit the village using their remotes has been completed for the apartments by Integratek. This system will now be extended to the residents in	<b>MC</b>

	<p>phase 1 by Theo Toerien. The system will then be activated.</p> <p>b. DR thanked CB for his report. Noted that:</p> <p>The recent “false alarms” caused by dust raised in the refurbishing of the apartment passages was discussed, and it was agreed that residents must take note and be aware that their safety and security is of prime importance to management and Rescom. It is emphasized that residents must not assume that because the alarms have sounded that it is a “false alarm”, but must follow procedures laid down, and follow the instructions of fire marshals until the reasons for the alarms triggering are determined, and that the situation is safe for residents to return and continue with their activities.</p> <p>No extraction of air was felt on the first floor during the false alarm. This will be investigated. Procedures to be followed regarding dust will be strengthened.</p>	<p><b>CB</b></p>
<p>5.</p>	<p><b><u>HEALTHCARE and CARE CENTRE (Denise Elkin)</u></b></p> <p>DR thanked DE for her report. Following noted:</p> <ul style="list-style-type: none"> <li>• <b>‘Friends of Care Centre’</b> is going well. Residents wishing to contribute in some way please speak to Denise ext 2320</li> <li>• In planning are a possible <b>kiddies’ tea party</b> with the Care Centre and some <b>Pet Therapy</b> with SPCA doggie visitors, and maybe supervised exercise on gym equipment.</li> </ul> <p>a. Rescom urges the Care Centre to faithfully record blood pressure, blood sugar readings, etc so that these are available to doctors especially in emergencies. DE has offered to assist with setting up of <b>recording systems</b>.</p> <p>b. <b>Sale of analgesics, etc.</b> Rescom recommends that a small selection of schedule 0 medications be kept in the Health Care facility - such medications are freely available in supermarkets and even in Spaza shops. We have verified that there are no legal impediments to doing this (DR). Awaiting response from Unique Health HO.</p>	<p><b>ALL RESIDENTS</b></p> <p><b>DE – ongoing.</b></p> <p><b>DE</b></p> <p><b>DE/MC</b></p>

	<p><b>c. Mobile Health Clinic.</b>  Awaiting the results of their survey.  DR felt the current numbers do not warrant the clinic at this stage. Maybe when phase 3 opens. The system works well in schools with larger numbers.</p>	<p><b>MC</b></p>
<p>6.</p>	<p><b>Primary Health Care Clinic on the first floor is open between 9am and 11.00am</b> Mondays to Fridays for consulting, injections, BP, etc.  At weekends emergency assistance can be obtained from staff on duty.  <b>Medicine distribution</b> 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><b>DEAR RESIDENTS:</b>  Your health and wellbeing and whereabouts are our daily concern.</p> <p><b>1. Please tell the office when you go to hospital or are away from the village overnight.</b></p> <p><b>2. If you have any problems with the Care Centre, please write directly to Sister Gerti Noyes, with a copy to Melanie.</b></p>	
	<p><b><u>CATERING (Dave D'Alton.</u></b></p> <p>DR thanked DD for his report. Following noted:</p> <ul style="list-style-type: none"> <li>a. The walk-in fridge/freezer has been delivered and is in service.</li> <li>b. The meals continue to be of good quality.</li> <li>c. Three events were held during the month and went well.</li> <li>d. DR enquired about the level of subsidy received by the Bistro, which varies in accordance with the number and types of meal served. MC will give DR the amounts received.</li> <li>e. Both DR and DD would like to see an analysis of the number and types of meals served in each month and annually, to determine the trends of demand. MC will arrange for these figures.</li> </ul> <p><b>Till slip draw</b> won by Mr/s.Gust (A233).</p>	<p><b>MC</b></p>

<p>7.</p>	<p><b><u>LANDSCAPING, GROUNDS DEVELOPMENT &amp; WATER MANAGEMENT (John Morgan)</u></b></p> <p>DR thanked JM for his report. The following was noted:</p> <ul style="list-style-type: none"> <li>a. Overflow piping from 1000 L water tanks completed.</li> <li>b. Lack of parking –this matter is being investigated by Amdec, Rescom and other sources. A letter was received by Rescom from Resident Peter Thomas, unit 39, containing several suggestions, and JM will meet with Mr. Thomas.</li> <li>c. Garden refuse – MC obtaining quotes for a fence/wall.</li> <li>d. Phase 3 development – Landscaping to be done by an external company in liaison with Whitecliffs. We may require additional staff for ongoing gardening. The 1 inside and 2 outside trees close to the Prince George boundary are to be moved.</li> <li>e. Whitecliffs - JM and MC had a constructive meeting with Markus.</li> <li>f. Naming of streets – accepted, and signage being priced.</li> <li>g. Boardwalk garden – certain bushes to be pruned under supervision, others removed and replaced with slips of colourful plants/bushes to beautify the area.</li> <li>h. Water connection from well points to Apartments – still awaiting licences and decision on rate to be charged for this water to residents. Tests of purified water have been carried out.</li> <li>i. Common area garden inside Sunrise Boulevard wall – same as for Boardwalk garden.</li> <li>j. Sprinkler system – back on timer, set for after midnight Mondays and Thursdays early mornings, for watering Boardwalk, Sunrise Boulevard and St. George's Street gardens.</li> <li>k. Hand watering – twice a week by gardeners.</li> <li>l. Wooden posts – In order to retain soil and compost, to be installed on the unit 58 verges, and later, after Apartment block painting is complete, the verges around the Lifestyle Centre.</li> <li>m. Level 5 water restrictions are still mandatory, and residents are urged to save water.</li> <li>n. A few residents have noted seemingly incorrect water readings declared by MOTLA. In such cases please report the matter to MC.</li> </ul>	
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<p>8.</p>	<p><b><u>BUILDING MAINTENANCE, CONSTRUCTION &amp; HOUSEKEEPING MATTERS (Chris Fick)</u></b></p> <p><b><u>WASTE DISPOSAL and RECYCLING</u></b>  <b><u>Dear Residents, please put waste out ONLY ON MONDAY TOFRIDAY MORNINGS by 8am</u></b></p> <p><b>Please separate waste 4 ways: 1. Paper, 2. Mixed clean recyclable waste, 3. Pure refuse, 4. Compost.</b></p> <p><b>Please place used batteries and lightbulbs in the 2 small bins under the table below the notice board in the library.</b></p> <p>a. <b>Schedule of Planned Maintenance.</b> Ongoing.  b. Painting of houses – complete.  c. Painting of Apartment block – interior still in progress. Exterior was due to start 25 October. Realignment and installation of weep-holes need to be attended to as well.  d. The fixing and painting of the exterior perimeter wall will be scheduled with the painting of the Apartment block.</p>	
<p>9.</p>	<p><b><u>FINANCE &amp; LEGAL (David Rosenberg and Chris Fick).</u></b></p> <p><b><u>FINANCE.</u></b></p> <p>DR reported the September management accounts had been received and were being studied. Immediate impressions were:</p> <p>a. A shortfall in levy income due to restructuring, and this would continue to have a negative variance for the remainder of the year.  b. Maintenance costs must be constrained and care taken to ensure costs are correctly split between those belonging to EPI and those belonging to the village.  c. Electricity costs are increasing and will continue to do so. The costs for the swimming pool heating should be isolated to determine their true extent, and consideration should be given to installing a solar heater. Solar heating on the apartment block roof should be considered for heating of the village.  d. DR requests that Adam Kajee (Amdec Accounts) provides Rescom with a clearer explanation for the</p>	

<p>10.</p>	<p>utility variance, and of his efforts to reduce the rates charged by the City Council to our village.</p> <p><b><u>LEGAL (Chris Fick).</u></b>  Reported as follows:  a. Insurance claim – Blackland has received the three quotations for the damage to Neville Balings motor car, and Blackland management are now dealing with this matter.  b. New House Rules – received and are being studied to enable comments to be made.  c. Utility and building plans – these have not yet been received by MC from Patrick Maile.</p> <hr/> <p><b><u>RESIDENTS (Melanie Carstens)</u></b></p> <p><b>Residents in the Village:</b> 260 – 95 in Phase 1; 165 in Phase 2</p> <p><b>Occupants of Care Centre:</b> 24</p> <p><b>Welcome to new residents:</b>  Barbara Pringle (Apartment 344) Renting from Bill &amp; Phyll Spooner  Rick &amp; Jo-Ann Froese (House 54)  Eloff &amp; Shirley Olivier (House 17). Have not moved in yet.</p>	<p>CF</p> <p>CF</p> <hr/>
<p>11.</p>	<p><b><u>COMMUNICATION (Melanie Carstens)</u></b></p> <p>a. Unique Health have taken over the laundry from 01 November, and will confirm pricing. MC advised costs could decline, and the laundry will be open for longer periods and over weekends. It will also provide ancillary services like sewing and repairs.  b. Glynis Smith will be leaving Evergreen Muizenberg on 30 November.  c. <b>Residents and visitors</b> driving in the village are <b>reminded</b> to observe the <b>15 kph speed limit</b> and <b>stop at stop signs</b>.  d. Rescom members are not permitted to give instructions or direct staff of third party contractors concerning work to be carried out. This is the function of the Village Manager.  e. Mandy Mulders (reception) will oversee notice boards from 1 December. Thank you to Pat van Eyssen for the time she spent doing this job.</p>	

12.	<b>CLOSURE:</b> DR thanked everyone for attending, and MC for tea/coffee, and closed the meeting at 10.10am.	
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**MR. DAVID ROSENBERG**  
**RESIDENTS COMMITTEE CHAIRMAN**

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**MRS. MELANIE CARSTENS**  
**VILLAGE MANAGER**

**Could Rescom portfolio holders and Residents kindly  
submit reports and communications to Melanie Carstens**

**BY 4pm on THURSDAY 29<sup>th</sup> November 2018.**

**Agendas will be issued on Friday 30<sup>th</sup> November 2018.**