

RESCOM MEETING OF EVERGREEN LIFESTYLE VILLAGE MUIZENBERG

HELD ON TUESDAY 8 JUNE 2021 AT 10H00

<u>PRESENT:</u>	1. Mr. Neville Woudberg	(NW) (Chairperson)
	2. Mrs Denise Elkin	(DE) (Deputy Chairperson)
	3. Mr Derek Drew	(DD) (Village Manager)
	4. Mrs Kim Whitworth	(KW) (Assistant VM)
	5. Mr Hugh Till	(HT) (Member)
	6. Mr Mike Odd	(MO) (Member)
	7. Mr Ray van Eyssen	(RvE) (Member)
	8. Mrs Pat Swilling	(PS) (Member)
	9. Mr Jim Raubenheimer	(JR) (Co-opted secretary)

PART –TIME:

APOLOGIES: None

ITEM	NARRATIVE	ACTION / DEADLINE BY
1.	<u>WELCOME</u> The Chairman greeted all present and opened the meeting.	
2.	<u>NOTICE OF MEETING</u> Notification sent by email on 31 May 2021.	
3.	<u>APPROVAL OF MINUTES OF MEETINGS HELD ON 13 April and 14 May 2021</u> Minutes approved. (13 April – Proposed by DE, seconded by HT. 14 May – Proposed by RvE, seconded by HT). Both Signed by NW and DD.	
4.	<u>APARTMENT BLOCK MAINTENANCE & SAFETY and SECURITY - Report by RvE</u> The following points were raised: 1. Lighting in the basement is complete and a great improvement. 2. Air ducts and fans are being cleaned and serviced on the roof area, and the remaining ducts in the corridors will be attended to.	

	<p>3. Complaints re apartment 311 have been attended to leaving only the door to be adjusted.</p> <p>4. Quotes and suggestions are still being considered re the excess heating of the recreation “bubbles” in the apartment block following the tests conducted at Broadacres, Gauteng.</p> <p>5. Window hinges & rivets – since the Rescom meeting of 14 April 2021, 25 apartments have been attended to at a cost of R45 000 for parts and R7 000 labour. In addition, 6 Care Centre rooms have been completed at a cost of R10 500 for parts and R1 500 for labour.</p> <p>6. Security – all in order. Umbrellas have been provided for use by security personnel on rainy days.</p>	<p>DD/RvE</p>
<p>5.</p>	<p><u>HEALTH CARE - Report by DE</u></p> <p>1. There is a case of Covid-19 infection in the Care Centre; consequently, visits by family members are on hold.</p> <p>2. All activities, namely Exercises and Art are also on hold for the time being. The May birthday party went ahead but no Friends of Care could attend. The June birthday party will be held on Thursday 24 June 2021.</p> <p>3. The Covid-19 vaccinations for residents and staff took place on Tuesday 01 and Wednesday 02 June 2021. The entire process ran smoothly. 14 June has been earmarked for residents who had not had a 30-day break after their flu vaccinations; residents will receive details nearer the time. The second Covid-19 vaccination doses will be administered 6 weeks after the first doses, and residents will be notified of the details.</p> <p>4. Denise Elkin and Melanie Godfrey, our Counsellor, are starting a Support Group on Thursday 01 July for people living with partners who have dementia. The group will be held in private in an empty apartment, will be confidential and will be held every 1st and 3rd Thursday of the month at 3.00 pm. Anyone interested in taking part please contact Denise apartment 320.</p>	<p>DE</p> <p>DE</p> <p>DE/DD</p> <p>DE</p>
	<p>Primary Health Care Clinic is now in the village Board Room. Appointments only. Residents to be visited in their homes.</p> <p>DEAR RESIDENTS: Your health and well-being and whereabouts are our daily concern.</p> <p>1. Please tell the office when you go to hospital or are away from the village overnight.</p> <p>2. If you have any problems with the Care Centre, please write directly to Sister Yolanda Wilson, with a copy to Derek Drew.</p>	<p>ALL RESIDENTS</p>

6.	<p><u>CATERING - Report by HT</u></p> <p>1. See attached report.</p>	
7.	<p><u>SOCIAL EVENTS & ACTIVITIES - Report by PS</u></p> <p>1. See attached report.</p> <p>2. A letter submitted by a resident regarding the provision of a private meeting area and additional cupboard space for activities was discussed and will be investigated further and quotations obtained to determine the best way to handle this matter. DE and PS will contact the resident directly.</p> <p>3. The poor state of some gym equipment was raised and NW will contact Evergreen management to resolve some issues.</p>	<p>DE/PS</p> <p>NW</p>
8.	<p><u>LANDSCAPING, GROUNDS DEVELOPMENT & WATER MANAGEMENT - Report by MO</u></p> <p>1. See attached report.</p>	
9.	<p><u>VILLAGE MAINTENANCE & HOUSEKEEPING</u> - Report by MO</p> <p>1. The painting of the boundary wall is going to be done in-house, and plans are being made to do this work.</p> <p>2. The fresh produce garden is in need of attention, and new overseers are being appointed, led by Lydia Hirschmann.</p> <p>3. A letter from a resident was tabled regarding the lack of an escape route in certain of the houses in phase 3. There are 13 houses that are built the same. This matter is being investigated by the Health & Safety consultant Eco Safety.</p> <p>4. Again reports of pet owners not cleaning up after their pets have defecated in areas of the village have been noted. Rescom and village management advise that the strongest action will be taken against offenders and their owners.</p>	<p>MO/DD</p>
10.	<p><u>FINANCE - Report by HT</u></p> <p>1. A vote of thanks by all Rescom members was rendered to resident John Morgan for his assistance regarding the financial reports submitted by him over the past several months.</p>	<p>NW/DD</p>
	<p><u>LEGAL</u></p> <p>1. A letter from a resident querying the charges for water usage submitted by the City Council was discussed and NW will report directly to the resident.</p>	<p>NW/DD</p>

11.	<u>RESIDENTS</u> Village occupancy - 307 Houses - 148 Apartments – 166 Occupants of Care Centre – 24	
12.	<u>COMMUNICATION - Derek Drew</u> 1. Employee of the Month - Submissions of the staff member's name most deserving of this award must be made to a Rescom member or to village management at any time during a month. 2. The “ Muize News ” was published last month and was well received. Rescom applauds and thanks Grizéll Luxton for a job well done.	
13.	<u>GENERAL</u> 1. A letter from a resident regarding TV channels/ subscriptions was discussed and NW will reply directly to the resident. 2. A letter from a resident regarding the cleaning of the carpets was discussed and will be replied to directly by NW. 3. Letters from residents to Rescom are being submitted too late . They must be submitted by noon on the Thursday prior to the next Rescom meeting.	NW/DD NW NW/DD
14.	<u>DATE OF NEXT MEETING</u> Tuesday, 13 July 2021.	
15.	<u>CLOSURE</u> The Chairman closed the meeting at 12h15.	

NEVILLE WOUDBERG
RESIDENTS COMMITTEE CHAIRMAN

DEREK DREW
VILLAGE MANAGER

Rescom portfolio holders and Residents to kindly submit reports and communications to Derek Drew by 12h00 (midday) on Thursday 8 July 2021.

Agenda will be issued on Friday 9 July 2021

EVERGREEN LIFESTYLE VILLAGE, MUIZENBERG

Catering Report to Rescom meeting to be held on 8th June 2021

It is with sadness that we have had to say goodbye to Julian who has been transferred to a post nearer to his Somerset West home. We wish him all the best for his future, and we will miss him.

Tracy has been appointed as assistant manager for a 6-month trial period and we wish her every success in her new position.

We welcome Tercia who has joined the staff as a assistant manager on trial.

Angelique returned after her maternity leave it is good to have her back again.

A successful month end function was held on the 26th April and enjoyed by all who attended with good food and music provided by Monique and James.

Looking forward to a lovely Father's Day lunch on the 20th June.

We thank Branwine and all her staff for all their hard work in raising and maintaining the high standard of food and service in the Bistro

Hugh Till

2nd June 2021

From: Pat Swilling <patswilling@telkomsa.net>
Sent: Thursday, 03 June 2021 14:11
To: Derek Drew <derekd@evergreenlifestyle.co.za>
Subject: [EXTERNAL] cc kimw@evergreenlifestyle.co.za;nevowoud@mweb.co.za;jimyrt@xsinet.co.za

SOCIAL ACTIVITIES REPORT

Pick-a Box was a quizz held on 20th May. It was well organised with prizes for correct questions answered, and much fun was had by all who attended. However it was not fully supported which disappointed the organisers. Future quizzes are to be arranged by Viv T'Harte who has volunteered, and for which we are very grateful.

The Cricket Legends meeting on 22nd may was an outstanding success. Graeme Pollock, Mike Proctor and Barry Richards regaled us with cricket tales harking back 50 to 60 years. Their collective memory for detail not only of scores and teams but pranks they got up to, was phenomenal and had us rolling about with laughter. Many thanks to Evergreen for arranging this, it peeled back the years and it was wonderful to see so many of our men folk look on with shining eyes and nodding as the memories unfolded.

Book Club will be celebrating their 10th anniversary on 3rd June. They meet on the first Thursday of the month at 3.00pm in the Lifestyle Centre

Movie Club On Sunday evenings at the large TV at 6.30 pm, Susan chooses movies from Netflix to be shown. Anyone with particular preferences for genres or who have movies which they think might be appropriate for the residents are welcome to contact Susan at reception.

On Wednesday evenings at 6.30 pm, Susan plays episodes from the Series they are currently watching. See display board for details.

Chit Chat Once a month on the 2nd Thursday of the month at 2.00 pm in the Bistro, residents gather to mingle and get to know each other over tea and cake combo for which the Bistro charges a special price depending on the cake. A "Chit Chat" sign is displayed on a table so that folk make their way to the relevant area. Periodically, Jenna will arrange a "Meet and Greet" afternoon when there has been an influx of new arrivals to the village, about which residents will receive notification.

Knitting Group This group which meets on Thursday mornings at 9.30, knit such beautiful garments for children as well as wonderful blankets. These items are collected by the Cape Town Clothing Guild, which is an NPO established in 1889, which distributes them to one or more of 37 charities which it supports. A photo of the group's finished articles was published by the Constantia Bulletin last month, which resulted in very welcome, generous donations of wool by the public

Line Dancing Every Thursday morning at the now changed time of 11.00 –12.00 am in the Gym. There are vacancies in the class, so beginners would be welcome.

Pat Swilling

Authority to Contract

No agreement binds the company until it comes into effect unless reduced to writing and signed by the authorised signatory of the company.

Mike Odd – House 106

LANDSCAPING, GROUND DEVELOPMENT & WATER MANAGEMENT

- Gardens and common areas remain in good shape with continued cutting back and re-planting.
- The outside landscape area near the front gate has been tidied up but further along Sunrise Boulevard toward the circle, Georges Street and Prince Georges Drive need attending too. This is an on-going problem with vandalism to the irrigation points and littering etc.
- Irrigation in the common areas near the main building has been sorted out and functioning.
- The fence has been erected to screen off the garden refuse area.
- The proposed “lapa” at the house end of the board walk is still under consideration.
- New trees in phase 3 with supporting wire stays have been loosened or cut off as they were cutting into the trunk. Some of these trees depending on their position are not looking good with no growth and suggest they be replaced by something more suited and will discuss with Markus.
- The stepped retaining wall at the north side of the main building has been tidied up with planting of suitable succulents.
- At the top of the retaining wall the landscaped area has also been tidied up, re-planted and compliments received. A request received that a small part be portioned off near the drying area with a suitable ground cover to allow residents to relax in the sun. A fence will need to be erected at the top of the retaining wall for safety and high enough to allow for privacy in the facing ground floor apartments.
- The water tanks in the board walk look out of place in such a pleasant surrounding and suggest a wooden trellis with creepers be erected to help screen them. There are two such trellis’s going spare by the retaining wall.

BUILDING MAINTAINENCE – HOUSES

- Apart for painting of the boundary wall at the far end of phase 3 nothing brought to my attention.

Evergreen Lifestyle Village Muizenberg

Report on the Management Accounts for March 2021, to Rescom Meeting to be held on the 8th June 2021

The management accounts show an expenditure that is R48,202 under budget with an income that is R9.939 less than expected. The result is a surplus of R38,263 of income over expenditure. A very good way to start the year. Below are my comments and observations on the details.

Income:

Levy variance less than 1% under budget, quite good result

Other income is R2,171 less than expected rent on hair salon and other rent(?).

Expenses:

Clubhouse expenses:

A R2,546 positive variance overall due mainly to a R12,545 positive variance on Rent for Gym equipment and R5,015 for Clubhouse expenses, this could be a problem when the new gym equipment arrives and the rent on it must be paid.

Subscriptions: R5053 negative variance, last years budget was R4318 p/m, which was exceeded by over R2,000 p/m, this year the budget was R2336 which is under budgeted, although R7,389 is 13.6% up on last year's average.

Plants and flowers: R600 expenses with no budget?

Cleaning: R8,308 negative variance, something must have been very dirty? Last year we overspent by R64,960 on cleaning. Again, the budgeting seems way off.

Rent Paid: according to the budget, this is for the golf cart and gym equipment. Last year we paid R6,700 per month. What is the R 12,650 for? And when the new gym equipment arrives this could add up to R17,800 to our expenditure. An item to watch carefully.

Laundry expenses: R717 with no budget?

Window cleaning recovery: R1,441 negative variance, zero recovery? Last year there was a R13,981 under-recovery, so why in the budget?

Medical Response:

A slightly larger positive variance compared to last year, budget probably a little high. But may be useful to cover some other expenses.

Village Staff and Admin Exp:

A R12,931 positive variance overall, due mainly to a R22,078 positive variance on Consulting fees,

Audit fees: there is no budget provision in March so I assume that this will be a onetime expense as provided for in the detailed budget.

Professional fees – Consulting fees; seem an over provision even if the audit fee is included in this.

Data line rental; R5,419 negative variance? Again, an under budget when compared to last year's expenditure.

Entertainment: R1,725 expenditure and no budget? Offset to some extent by entertainment-staff welfare

Salaries Gross; R11,230 negative variance? Last year in February there was a large provision for leave pay, will we see this recovered this year?

Gifts; negative variance R2,700?

Transport costs for residence; R3,937 negative variance?

Common property: municipal utilities

Recoveries in general were less than expected while expenditure was in line with budget.

Leading to a negative variance of R9,722, (8%) overall.

Recovery electricity; showed a R21,185 negative variance?

Property rates

All in line with budget

Security

All much in line with budget

R & M R2,227 over budget hopefully not ongoing.

Village maintenance:

Well within budget, R36,459 positive variance.

The signage and heat pump, R2,590 and R16,565, with no budget, hopefully once off expenses.

Generator costs; R2,725 negative variance, hopefully not ongoing.

Catering:

Management fee; R 5,382 negative variance, detailed budget shows R 61,146 which would have reduced the deficit.

Medical:

The R 7,500 negative variance is VAT on the management fee.

This fee covers the salaries of the staff in the clinic, maybe we can look at the service charges by the clinic as salaries are already paid.

Hugh Till

3rd June 2021

WOOD3015W001 QUERY WATER CONSUMPTION COSTS

Dear Derek,

Please bring this matter up in the next Rescom meeting.

It is not reasonable that COCT continue to charge a fee which originated in a drought several years ago.

Whatever the reason, it is ridiculous that I pay a huge percentage in a service fee in comparison to the actual water consumption.

The R26.09 is the split between the tenants for the invoice total which Evergreen pays. The sewerage is 90% of the water as per City of Cape Town

The above sentence does not make reasonable sense.

I am not a tenant of this building.

I own the Liferight for this apartment 232.

Who are "tenants" and who are owners?

Kindly provide us with the Invoice from COCT so that we may see for ourselves how this 'Fee' is split. How much of the "Fee"

are we paying which covers the general use of water for the apartment building and the Window Wash and the Village?

Do the owners of the Liferights in the houses of the village also pay a service fee, and if so, how much do they pay on top of their water consumption?

The other issue raised here is that it takes at least 5 litres of water into a bucket in my shower before the water gets hot enough to shower, and I am penalised by COCT by an extra 1/3 in "service fee" for this, which is an Evergreen problem and not an irresponsible use of water by all of us?

As far as COCT is concerned it may be useful to involve the Ward Counsellor , who is mysteriously absent when there is no pending election.

Sincerely

Sue Wood

Apartment 232

From: Kim Whitworth [<mailto:kimw@evergreenlifestyle.co.za>]

Sent: Thursday, 27 May 2021 1:05 PM

To: Derek Drew; Sue Wood

Cc: sozonchristie@gmail.com

Subject: RE: [EXTERNAL] FW: A232: Tax Invoice and Statement for 202106 Code: Mrs Sue Frances Wood3015W001 QUERY WATER CONSUMPTION COSTS

Morning Sue,

We have just received confirmation, from our water meter readers that what Derek has mentioned is correct (their response is below)

The R26.09 is the split between the tenants for the invoice total which Evergreen pays. The sewerage is 90% of the water as per City of Cape Town.

Homes owners of individual homes (like myself) pay a fee charge of R120 per month to the City of Cape Town.

Regards,

Jim Raubenheimer

From: "Jenna Monk" <trinidad@polka.co.za>
Date: 03 June 2021 10:50 AM
To: <nevwood@mweb.co.za>; "Jim Raubenheimer" <jimyr@xsinet.co.za>; "Kim Whitworth" <kimw@evergreenlifestyle.co.za>; <derekd@evergreenlifestyle.co.za>; "Mike Odd" <smodd@zsd.co.za>; "Hugh Till" <hugh.till@gmail.com>; <patswilling@telkomsa.net>; "Denise Elkin" <denisehip@yahoo.com>; <rayvanyssen@gmail.com>
Attach: 210601 Evergreen Muizenberg.pdf, Evergreen Recreation - Plans.pdf, Proposal For a semi Private venue in the Bistro.doc, Bistro design.pdf
Subject: Bistro Proposition

Good Morning Rescom
Here is my formal proposal for your consideration.
Attached:
Quote
plan (very feint so I drew one)
proposal
drawn plan.

With limited venues available for hire/use here at Muizenberg Evergreen, I feel that this project would be beneficial and encourage more use of the Bistro by those residents in the houses so increasing Bistro sales for meals and beverages. This space are can also be of use by groups for celebrations, club meetings, exhibitions and displays and Head office and resident meetings .

I would like to propose a cornered off area in a seldom used section of the Bistro. By opening up the panelled sliding doors/windows to the deck we could then also utilise the deck for more functions as well. Melanie Carstens has verbally said we may borrow 1 of her new Umbrellas allocated to the 'frail care outside area' to try out the idea of serving Tea and coffee on the terrace during these wind free, autumn days and keep the sliding doors open for easy wheelchair and waitress access. (Cushions are to be found at the bar)

I know this idea has been presented before but with the help of some finance for the Vodacom tower on the roof we can maybe see it with 'new eyes' now that we are at full capacity of residents.

I am happy to do a full presentation and answer questions if I'm called to do so.

Thank you in advance.

Jenna Monk
House 78

Jenna Monk

7TH JUNE 2021

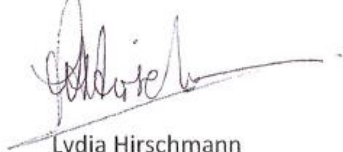
TO THE RESCOM COMMITTEE

Re: CLEANING OF GROUND FLOOR CARPETING

I refer to the Rescom minutes dated 13th April in which a statement was made in reply to a letter I had written regarding the very dirty state of the ground floor carpeting. It was stated that quotes were being obtained for the cleaning as previous cleaning had taken place over a year prior. I now ask that this cleaning take place as soon as possible especially around the goods lift area.

Since my previous letter, there appears to be even more foot traffic. The clothes lines are in daily use, there is a lot of furniture and repair movement in and out of the lift, as well as many Bistro deliveries. I would like to suggest that serious thought be given to the lifting of the carpeting in front of the door to the wash lines and the lift landing, and that commercial linoleum and/or tiling be laid, so that this area can be kept clean daily with soap and water.

Thank you for your consideration regarding this matter.

A handwritten signature in black ink, appearing to read 'Lydia Hirschmann', with a long horizontal flourish extending to the right.

Lydia Hirschmann
Apartment 17.

TO THE RESCOM COMMITTEE

Re: THE PROGRAMMES OFFERED ON DSTV CONTRACTS WITH EVERGREEN

Some time after I came to live here, DSTV programmes were offered to us in a group of three different prices. We originally chose the individual programmes from a list given out to all residents, for us to mark our preferences. This list has remained the same for around 4 years.

During the past 4 years, not only has Evergreen expanded with the second lot of cottages, but it has many more residents in the Apartments, since I first came to live here. Furthermore SABC / DSTV have undergone changes and now also have Showmax.

Therefore is it possible for the contracts offered to residents to be revised and if we could have a better and wider selection - even Showmax could be included.

Thank you for giving your consideration to the above matter.



Lydia Hirschmann
Apartment 17

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E mail ron.sinden123@gmail.com

Unit 69

Evergreen Lifestyle Village

Sunrise Boulevard

Muizenberg 7945

South Africa

Date: 11th May 2021

The Chairman

Residents committee

Dear Chairman,

At a recent Fire Safety Drill, we were addressed by the safety officer who advised us on how to prevent a fire in our house. He also said that we should be aware of the escape routes from our property.

In my house, number 69 I only have one escape route and that is at the front of the house by the sitting room/kitchen area, there is no escape route from the bedroom area which only has double glazed window with small openings, impossible to climb through.

This problem does not only affect my house but others in this immediate area and I understand have all at been raised the problem with the Management.

I would like advice on how to rectify this serious matter and I will be pleased to discuss this further with you when convenient.

Kind regards



Ron Sinden