

Rietvlei Ridge HOA
Minutes: Directors' Meeting
Held on 8 Dec 2016 at 18:30, Rietvlei Ridge Estate Club House

Directors present: San-Marié Aucamp (SA) as Chairperson
Tilla Coetzee (TC)
Michael Coetzee (MC)
Frances Geldenhuys (FG)
Corney van der Ryst (CvdR)
Albert van Rensburg (AvR)

Directors absent: Pieter Theron (PT)
Jan-Harm Swanepoel (JHS)
Sanmarie Pretorius (SP)

On invitation: Joke De'Ath (JDA) as Estate Manager

1. Welcome and attendance

All are welcomed by Chairperson.

2. Acceptance of minutes of previous meeting

Minutes of previous meeting accepted.

3. Estate manager feedback

a. Post Boxes

Private Bag X 4 was allocated to the estate. So far 40 owners requested post boxes.

b. Street markings

JdA phoned Charl Raats again and he promised to complete the work on Saturday.

c. Numbering of stands

Stand over.

d. Outstanding occupation or aesthetics certificates

Currently only stand 10 does not have either certificates. Pretor was requested to send out a general notice regarding outstanding aesthetic certificates.

e. Water restrictions

The swimming pool will have to be filled up to avoid damage to the pump and marbelite. Gardens were not watered which had a negative effect on the grasses in the circle.

f. Parking on circle: Waterfall 21

The tenants of Waterfall 21 moved out. There is occasional parking on the circle, but the guards have been asked to identify the vehicles so that JdA can assist with warnings.

g. Manhole cover

A heavy duty cover was salvaged from stand 65 to cover the hole

h. Christmas bonus

The buckets will be given to Boetie to hand out to the guards. The same will apply to Alfred as he is the only garden worker working at the estate every day. A meal will be provided to those guards working on the evening of the 24th and Christmas day.

i. Domestic workers

JdA received a list of domestic workers entering the estate without an access card; letters will be sent to the respective home owners / employers

j. Grass cutting

The grass next to the electric fence as well as behind the M-T houses were cut

4. Finances

a. Financial position

CvdR requested that SP provides the directors with a summary of the financial position every month.

b. Budget meeting

The week of 16 Jan 2017 will be targeted for a budget meeting with Jade (SA). Every director to think of potential expenses needed to achieve our aim.

5. Security

a. Double fence and COC certificate

Double fencing not necessary as the nature reserve and the stream is agricultural areas. 2 COC certificates were issued for the 2 energisers.

b. Open storm-water drain

The open drain was fixed.

c. Problem with generator

Some of the guards do not know how to operate the generator. MC will discuss with Boetie to address.

d. Fire-fighting equipment

MC gave feedback on three different options.

- On the back of a bakkie - R20.000
- On a trailer - R32.000; the best spot to park the trailer will be where the guards currently park the Tactical vehicle so that they can keep an eye on it
- Second-hand trailer with same equipment - decided this is not an option

e. Boom

The faulty boom was replaced. Walter installed vehicle sensors at the gates to ensure cars will not be damaged.

f. Tester for electrical fence

Currently the guards are causing a spark to test the fence. MC argues that we should rather obtain a tester so that we can properly test the electrical fence. The meeting agreed with this.

g. Buzzer at guard house

SA asked about the buzzers that used be in place to alert the guards of someone at the gate. MC will follow-up and ask Walter to fix if required.

h. CCTV cameras

Cameras should be relooked at now that we have fibre in the estate.

6. Communication

a. Website status

i. New documents needed from Aesthetic committee

- Plan approval doc 2017 to replace one from Orbic
- Architectural Building guidelines 2017 doc to replace one from Orbic
- 2017 Scrutiny dates

- Rietvlei Ridge checklist 2017
- Contractors policies and procedures 2017
- ii. Documents outstanding from body corporates
 - Brookdale
 1. Conduct rules
 2. Contact details
 - Waterfall
 1. Trustees
 2. Contact details
 - Lakestead
 1. Trustees
 2. Conduct rules
 3. Contact details
- iii. Directors documents: it was decided that the 2016 minutes can be loaded, but not earlier
- iv. Body Corporate documents: it was decided that the 2016 minutes can be loaded, although TC does not have copies
- b. Photos of directors
Photos will not be published on website.

7. House rules and HOA property

- a. Boundary wall
There is concern about cracks in the boundary wall at Lakestead.
- b. Update of conduct rules: home business not allowed
CvdR to change the conduct rules to state no business from home will be allowed.
- c. Revision of fines – home business
The meeting decided on a fee of R2.000 per month for transgressors. This needs to be ratified at the next AGM

8. Aesthetics and House Rules

- a. Stand 18: dumping of rocks and building material

The penalty for dumping should be levied by Pretor. In 2017 we should also hire a contractor to clean-up stand 19 and add this to no 18's levy account.

b. Other outstanding issues:

SA request the AC to provide feedback via email on other outstanding issues.

9. Other issues

a. Sense of community

AvR volunteered to get the community feeling going. An outdoor exercising area was also suggested. FG mentioned that there might be some trees sponsored; she will follow up.

10. Date of next meeting

Week of 16 January 2017 (budget meeting).

11. Closure

Meeting was closed.