



HERON HILL HOA MONTHLY REPORT – JOLENE JANSE VAN RENSBURG

Period: 15/09/21 – 19/10/21

BIDVEST PROTEA COIN & BULL SECURITY

- The guards tested the armed response device on the 22nd September and 12th October 2021. Bull Security did respond to the alarm.
- Tested the generator on the 22nd September & 06th October 2021.

SECURITY MATTERS - GENERAL MAINTENANCE, ACCESS CONTROL & SECURITY EQUIPMENT

- **AccessMax** – On site on the 15th September to assist with faulty visitor exit boom. Refer invoice HH211007-01 amounting to R782 to Pretor Group on 07th October.
- **Director Judite Refund** – Arrange for refund amounting to R500 for purchasing sanitizer during my absence on 22nd September.
- **Estate entrance paving** – Clean the entrance paving with de-greaser on the 01st October.
- **Entrance gate wooden panels** – Sand and varnish the wooden panels on the 04th October.
- **Streetlights** – Report faulty streetlights to CH Electrical on 02nd October. Stands 370, 376, 283, 7, 22, 434, 398, 331. CH Electrical on site on 05th October to replace bulbs.
- **Resident / Visitor entrance lights** – Entrance lights reported faulty by night shift officers on 08th October. Appoint CH Electrical to investigate and repair the fault.
- **Resident entrance boom** – AccessMax on site on 11th October to replace 12V battery for the resident entrance boom.
- **Resident entrance biometric reader** – AccessMax on site on 18th October to reboot the offline biometric entrance reader.
- **Datacard SP25 Plus Machine** – Data card machine faulty, not able to find parts for the discontinued machine. Arrange with iMvula to assist with evaluation and repairs if possible via a service centre. Hand the Datacard machine to iMvula (Niel Schoonees) on 20th October.

BUILDING MATTERS - CONSTRUCTION TO COMMENCE AND UNDERWAY / SUBMISSION OF PLANS / CERTIFICATES

- Stand 317 - Aesthetic Inspection, 22nd September carried out by Lawrence Schroeder and myself. Addition to the current dwelling similar as to the approved building plan. Awaiting the COT Occupancy Certificate from the owner.
- Stand 397 - Arrange for the R6000 building deposit refund for Mr Matlala on the 15th September. COT Occupancy Certificate obtained 06th September 2021, R6000 building deposit paid on 28/10/2019. Lawrence Schroeder approved addition to the current dwelling.
- Stand 421A - (New dwelling) Aesthetic Inspection, 28th September carried out by Lawrence Schroeder and myself. All certificates including COT Occupancy Certificate, Gas, Glass and Electrical Certificates submitted. House built according to approved building plans. Furnish Riaan Koen with the Occupancy Certificate. Notify the Building Portfolio Directors.
- Stand 438/18 - Building Plans approved by Lawrence Schroeder and Director Luther (21st September). Addition to the house. Notify Building Committee Portfolio Directors on 21st September.

FINANCIAL

Various quotations

1. **Website Revamp Push Buttons** – Debbie Haworth presented the newly developed website to BOD during meeting held on 16th September. Push Buttons forwarded the invitation link to all owners as per Newsletter communicated with owners on the 14th October.



2. **Boundary Wall Construction Project Quotations (0.5m beveled shape trench as per SOW)**

➤	Ned Consortium	-	R459,283.67
➤	Meyer & Sons	-	R674,887.13
➤	Mizzi Construction	-	R773,754.45
➤	24 Hour Group	-	R878,293.00

3. **Boundary Wall Painting Project Quotations (painting & waterproofing top & 1m from NGH as per SOW)**

➤	FD Roofing	-	R191,475.00 (waterproof using Plasticryl to be applied to plaster, plaster not to be removed before applying waterproofing product)
➤	Old to New	-	R352,865.00 (remove plaster and apply Cemex damp proofing on bricks)
➤	Meyer & Sons	-	R676,361.37 (Dulux Dampshield to be applied directly onto plaster, plaster not to be removed before applying waterproofing product)
➤	African Clay	-	R703,182.50 (remove plaster and apply ABE damp proofing on bricks)

4. **Security Upgrade Project Quotations – RFQ Intrusion Detection Perimeter Camera System**

➤	CH Electrical	-	R410,776.25
➤	LunarPro	-	R547,155.05
➤	MotionTech	-	R587,301.55
➤	Protect Your Own	-	R921 760.73 (Also refer to quotation from Lunar Electrical below)
➤	Lunar Electrical	-	R77,176.50 (Install electrical points to cameras)
➤	AccessMax	-	R972 442.30
➤	AccessMax	-	R1 060 961.25

5. **Carport** – BOD requested for carport plans to be revised in order to make provision for more sheltering from the sun. Refer the revised carport plans from Lawrence Schroeder to Survey Services, making provision for Apex double sided fascia boards (acceptable building material as prescribed in the Guidelines). Deposit invoice 102240 from Survey Services amounting to R18 660 paid on 13th August.

- Revised quote additional R5890.00
- Total amount for the carport – R36,990.00

COMMUNICATION - GENERAL, CONTRAVENTION LETTERS TO MEMBERS / RESIDENTS – FINES, BUILDING PENALTIES

- Stand 414B - Contravention notice to Mr Rootman for the conduct of his tenants / visitors on the 26th September. Noise and loud music emanating from the unit and unruly behavior towards the guards at the guardhouse. Include a R1000 fine in the owner's levy account.
- Stand 2421 - Contravention notice to Mr Nefhere on 05th October, garden maintenance.
- Stand 2532 - Contravention notice to Mr Ndhlovu on 07th October, house maintenance and painting.
- Stand 2812 - Contravention notice to Mr Joel on 27th September, placing prohibited building material (wooden fence) on the boundary wall adjacent to the vacant stand 280. Application to be tabled at the next BOD meeting for Directors consideration.
- Stand 219 - Contravention notice to Cosmetic Holdings cc on 05th October, garden maintenance.
- Stand 222 - Contravention notice to N Biza on 05th October, paving weeds.
- Stand 227 - Contravention notice to Mr Muchawaya on the 05th October, garden maintenance.
- Stand 228 - Contravention notice to Mrs Mabilane on 08th October, replacement of garden gates.
- Stand 243 - Contravention notice to Mr Nel / Meintjies on 05th October, garden maintenance.



- Stand 293 - Contravention notice to Mr. Bohale on 07th October. House maintenance project commenced on 18th October.
- Stand 405 - Contravention notice to Mr Dire on 07th October, house maintenance and painting.
- Stand 4142 - Contravention notice to Mr Rootman on 05th October, paving weeds.

GARDEN AND GENERAL MAINTENANCE

- **Sovereign Tuine cc** – Arrange for cutting of boundary wall grass on the 22nd September. Refer invoice amounting to R1200 to Pretor Group on 30th September.
- **Sovereign Tuine cc** – Arrange for cutting of boundary wall grass, cutting 2m from curb on vacant stands and maintenance of stand 43821 (debit owner with the costs) on 19th October.

CITY OF TSHWANE / STREETLIGHT REPAIRS

- **Leaking Waterpipe / meter** - Ref. 6000547504. Report leaking water pipe / meter in Hummingbird Avenue to COT on 07th October. COT on site on 13th October to assist with leaking pipe and resultant repairs.

GENERAL - UPDATING OF ESTATE DOCUMENTATION / PRETOR GROUP / DIRECTORS RESPONSE TO OWNERS / GENERAL

- **Jacob Malapane** – Submitted leave form for period 21st – 29th October 2021 on 01st October, total of 7 days annual leave. Jacob will have sufficient leave days available for Estate Closure in December as per his latest leave recon.
- **Electricity Service Providers** – Refer draft notice to Director Judite as per BOD meeting held on 16th September.
- **Additional Bidvest Guards September 2021** - Refer quotation amounting to R30 000 for posting of additional 2 Bidvest guards for night shift complement for period 19th September – 19th October to Directors. Accept the quotation on behalf of the Directors as approved by Directors during BOD meeting held on the 16th September.
- **Additional Bidvest Guards October 2021** - Refer quotation amounting to R30 000 for placement of additional guards to the Directors. No approval for the quotation for placement of additional guards from period 19th October – 19th November.
- **Click On Access Procedure for Contractors** – The Directors approved a quotation for the hiring of an additional vehicle / ID scanner amounts to R2184.17 (Excl VAT) pm for the remainder of the 41-month contract. Accept the quotation on behalf and as approved by Directors during BOD meeting held on the 16th September. Director Morgan signed the addendum for the additional IDVS Scanner and forward to Click-On on 20th September. Additional vehicle scanner delivered on 23rd September.

Thank you

Jolene Janse van Rensburg

Heron Hill HOA Estate Manager