



HERON HILL HOA MONTHLY REPORT – JOLENE JANSE VAN RENSBURG

Period: 20/10/21 – 16/11/21

BIDVEST PROTEA COIN & BULL SECURITY

- The guards tested the armed response device on the 29th October 2021. Bull Security did respond to the alarm.
- Arrange for installation of an additional Sefeko patrol point inside the half-built dwelling of stand 391. Received consent from owner on 15th November.

SECURITY MATTERS - GENERAL MAINTENANCE, ACCESS CONTROL & SECURITY EQUIPMENT

- **Resident entrance boom** – AccessMax on site on 11th October to replace 12V battery for the resident entrance boom. Refer invoice HH211025-02 amounting to R1863 to Pretor Group on 25th October.
- **Resident entrance biometric reader** – AccessMax on site on 18th October to reboot the offline biometric entrance reader. Refer invoice HH211025-02 amounting to R1863 to Pretor Group on 25th October.
- **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. Refer the invoice amounting to R2350 to Pretor Group on the 09th November for repair and service of the machine. Received the machine back from iMvula on 15th November.
- **Electric Fence Repairs** – CH Electrical on site on 06th November to repair snapped electric fence wire on the cnr of Ajax & Midas Avenue. Refer invoice 12772 amounting to R473 to Pretor Group on 09th November. CH Electrical on site on 12th November to repair a spark on the fence in Ajax Avenue and install additional loops.
- **Website Update** - Refer invoice 101121 amounting to R550 to Pretor Group for payment on the 11th November 2021. Photographer fee for website gallery.

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

- Stand 334 - Approve application from Mr Swiegers for the installation of shade sails on the 22nd October as approved by Director Mondy.
- Stand 337 - Issue HH Occupation Certificate on the 26th October as approved by Director Mondy. Arrange for refund of the R6000 building deposit with Pretor Group.
- Stand 338 - Gaby Kgotle submitted documentation including approved municipal plans, building deposit proof of payment and contract worker registration form in order to commence with building project. Addition to a current dwelling, building project commenced on 08th November. Notify Building Committee Portfolio Directors on 05th November.
- Stand 378 - Contravention notice to Mr Munyai on the 21st October. Building project will exceed the 12th month building period as prescribed in the Guidelines. Request to schedule the Aesthetic inspection prior to the 30th November in order to avoid building fines.

FINANCIAL

Various quotations

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

➤	Ned Consortium	-	R453,128.38
➤	Meyer & Sons	-	R674,887.13
➤	Mizzi Construction	-	R773,754.45
➤	24 Hour Group	-	R878,293.00



2. **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)
3. **Security Upgrade Project Quotations – RFQ Intrusion Detection Perimeter Camera System – Lunarpro**
Quotation 1888 amounting to R532 441.95 approved by the Directors during security meeting held on the 15th November. Refer the 70% deposit invoice amounting to R372 644.97 to Pretor Group on 16th November.
- Communicate the appointment with Zane Vermaak on the 16th November and confirm that the project will commence with immediate effect, estimated 2 week period in which the project will be finalized subject to equipment availability.
 - Received draft SLA from Lunarpro for new and current equipment.
 - Request serial numbers of equipment to be installed in order to include in the Asset Register for insurance purposes.
 - Received fence report and quotation amounting to R4945 for fence tensioning and maintenance following the walkthrough on the 15th November with a technician. Approve the quote for the fence maintenance on 16th November, maintenance scheduled for 18th November. Notify all residents on 16th November.
4. **Carport** – Refer the invoice from Belvedere Architects (Lawrence Schroeder) for revision of the carport plans amounting to R7475 to Pretor Group on 25th October.
- Revised carport quote from Survey Services, including installation of primed and painted plain fascia boards at an additional amount of R5890.00 has been approved by Director Mondy on 27th October. Communicate the approval with Survey Services and Building Portfolio Directors on 27th October.
 - Commencement of the carport project scheduled for the 24th November.

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

- Stand 227 - Contravention notice to Anisha Ramnath on 11th October, garden maintenance. Maintenance scheduled for 17th November.
- Stand 2862 - Contravention notice to El Gondor Trading on 22nd October, garden maintenance.
- Stand 2532 - Contravention notice to Mr Ndhlovu on 07th October, house maintenance and painting. Forward reminder notice to the owner on 22nd October.
- Stand 2812 - Director Mondy approved the installed wooden screening placed on the fence adjacent to vacant stand 280 on 27th October. Communicate approval with Mr. Joel.
- Stand 2812 - Director Mondy requested specifications for screening to be placed around the water tank visible from Hummingbird Avenue on the 27th October prior to approving the application. Communicate the request with Mr Joel on 28th October.
- Stand 405 - Contravention notice to Mr Dire on 07th October, house maintenance and painting. Forward reminder notice to the owner on 22nd October.

GARDEN AND GENERAL MAINTENANCE

- **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 & 20th October. Refer invoice amounting to R1675 for boundary & vacant stand grass cutting and R500 for garden maintenance at stand 21 to Pretor Group on 21st October. Debit the owner of stand 21 with R500 garden maintenance costs. Boundary wall grass cutting on 10th November. Refer invoice amounting to R1200 to Pretor Group on 12th November 2021.



- **Sovereign Tuine cc** – Prune the trees at the Estate Entrance and touching the electric fence in the adjacent plot area on the 27th October. Refer invoice amounting to R700 to Pretor Group for payment on 03rd November.
- **Vacant stand cleaning** – Forward notices to stands 229, 256, 280, 330, 365, 266, 383, 384 regarding stand cleaning by the 15th November on the 06th November. Failure to clean, will result in the appointment of SoveReign at a cost of R450 per stand. Stand cleaning scheduled for 17th November.
- **Cleaning of sidewalk, Ajax Avenue** – Appoint SR Tuine to proceed with clearing of vegetation on the sidewalk opposite of the Estate where security breaches occurred. Approve quotation amounting to R3600 as approved by the Directors via WhatsApp on 12th November. Area cleaned on 16th November.

CITY OF TSHWANE / STREETLIGHT REPAIRS

- **Streetlights in Ajax** – Report faulty streetlights to COT again on the 02nd November, ref. 6000556994. Owners inside the Estate escalated the matter to COT as well. Streetlights reported to be in working condition on 16th November.

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

- **Stand 384 (Acceptance of Condition Document)** – Refer to Izak du Pisanie from LDP Attorneys on 22nd October to assist with a response to the Attorneys and legal opinion regarding the Acceptance of Condition document received from Willie-Brown van der Walt. Izak du Pisanie advised the Directors to sign the Conditions and Resolution documents on 27th October. Refer invoice amounting to R2067.31 to Pretor Group on 29th October.
- **Break In, 01st November 2021** – Break in reported by stands 348 & 385 during the early morning of the 01st November 2021. Point of entry at the back of stand 389/390 as identified by Bull Security and Bidvest Protea Coin.
- **Break In, Additional Bidvest Guards November 2021** – Directors approved the appointment of 2 x additional night shift officers for perimeter patrol. Contact Eddie Cawood on 01st November and arrange for the appointment of additional officers during night shift until further notice. Refer the signed and approved quotation to Bidvest on 02nd November.
- **Break In, Additional boundary wall spikes in Ajax Avenue** – Request quotation from Lunarpro on 01st November to install boundary wall spikes on the remainder of Ajax Avenue (540m). Approve the quotation amounting to R76,363.22 for spike installation on the remainder of the boundary wall on 02^d November. Refer the deposit invoice amounting to R38,181.61 to Pretor Group on 02nd November. Project commenced on 03rd November.
- **George Hakim, stand 312** – Forward a letter of Demand from LDP Attorneys to George Hakim on 05th November regarding slanderous allegations against the BOD. LDP Attorneys communicate further response with George Hakim on the 15th November.

Thank you

Jolene Janse van Rensburg
Heron Hill HOA Estate Manager