



HOME OWNERS ASSOCIATION

Portion 1 of Farm Klipfontein, No 344, District of Mosselbay
PO Box 567, Mossel Bay, 6500
Tel: +27 (0) 44 691 3054
Fax: + 27 (0) 44 691 1520
E.mail: status1@status-mark.co.za
Website: www.nautilusbayhoa.co.za
Managing Agents: StatusMark
Contact person: Renzke Moore

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CHAIRPERSON'S REPORT, 2020

It has been a privilege for me to serve as Chairperson of the Executive Committee for 2020, and I would like to thank the Exco Team members for their dedication, tenacity and hard work during a very difficult year for all South Africans.

Despite the challenges that we as a nation, and community faced, the Exco Members remained focused on their tasks at hand, and extended themselves to ensure that Nautilus remains the very special place that it is.

At no time during the lockdown, during the absence of the labour, was any service to homeowners disrupted, or compromised.

I would also like to thank the large majority of Owners, for diligently paying their levies on a monthly basis, through these very tough financial times. This enabled us to meet all of the financial obligations.

As mandated in the 2019 AGM, the Exco focused on cost containment, security and access control as well as the upgrading of the reserve.

To this end, a number of Projects were identified, and embarked upon, with the limited funds that were available. This all, despite a shortened working year, as a result of Covid-19.

Below is a summary of the achievements attained by each Portfolio, which includes Projects and activities completed and those that are currently in progress. Some of these will continue in 2021.

FINANCE

During January 2020, the Exco debated, amongst other issues, the financial methodology regarding expenditure likely to be incurred during the period 01/2020 to 02/2021.

In this regard, it was agreed that no expenditure would be authorized without at least 2 quotations, and agreement in principle by all Exco members. The Finance Portfolio member would then finally sign off on the payment and submit to the Managing Agent for processing and payment. This system worked well and all Exco members were aware of expenditure, at all times.

It was further agreed that the primary recurring monthly expenses would be revisited, to determine if any savings could be realized.

Area's specifically addressed included Security, where a saving in the amount of 14% was negotiated and which included upgraded guard qualifications.

Managing Agent increase was negotiated at 5%, Insurance was re-evaluated and the revised pricing resulted in a saving of 31%.

The cost of salaries and wages, although contributing significantly to the annual cost, obviously offered minimal room for savings, but nevertheless realized a monthly saving of 17%.

Sewerage pump repair costs were significantly reduced, due to the utilization of local repair agents and a creative maintenance strategy.

Numerous other maintenance areas were focused on, which also resulted in overall cost savings.

The primary objective for the year, was that the Exco prepare a workable budget which complied with the mandate set at the 2019 AGM, which was, the expenses incurred of the previous year (to Feb 2020) plus 5%, to match the approved levy increase of 5%.

The budget was prepared on this basis and was reported and addressed at the monthly Exco meetings held during the year. A secondary objective that the Exco felt was important, was that the HOA achieve at worst, a break-even result for the year, especially as losses had been recorded for the previous three years.

Although the year is not yet complete, the Exco believes it should achieve a small profit, provided there are no unexpected maintenance issues which may arise beyond those planned. The values of actual costs incurred for the year, and the forecast to February 2021, are detailed in the finance spreadsheets.

MAINTENANCE

In addition to the routine maintenance activities, upgrades to the resort were implemented on an ongoing basis, as finances were available. Some of them are:

- All entrance and exit gates were rust protected, and repainted in a different colour.
- Gate motor bearings were replaced and gate racks repaired.
- Estate streetlight bollards were painted in a different colour, to blend in with the environment.
- Additional speed limit signs were installed within the Estate, and on the entrance road.
- Revised signage at the Eastern and Western beach entrances was installed.
- Perimeter fence sections that were in a state of disrepair and posing a security risk, were replaced,
- Replaced automatic controllers on 2 sub sewerage pumps and one on the main sewerage pump. The main pump now has a spare unit in case of emergency. These were sourced from a local supplier.
- Installed a power back-up system, with an inverter and batteries, in the security and office complex. The CCTV cameras and lighting are now able to operate when there is a power failure.
- Installed LED spot lights on the eastern and western camera poles for visibility.
- Demolished entrance walls that were restricting the road width, and repainted the remaining wall and garbage area.

- Painted office complex external walls and pillars. Internal painting to commence next year.
- Replaced wooden doors, frames, one window and balustrading of the office complex, with aluminium.
- Ongoing repairs of the potholes and cracks in the main entrance road, to prevent further deterioration of the sub base.
- In the process of limiting the high voltage that is experienced and causing possible pump failures, as the voltage tolerances for sewerage pump equipment is exceeded.
- In the process of installing back-up power systems for the eastern and western cameras, in order for the cameras to operate during power failures.
- LED solar floodlights have been purchased, and will be installed at strategic positions around the estate.
- Replacement roof-sheeting for the office complex is ordered and will be installed next year.
- The current workshop is being modified with the installation of a garage roller door, to become a garage for the estate vehicle.

I thank Frans vd Pohl, for attending to many of the above items, and for dedicating his time without compensation, thereby saving substantially on external contractor costs.

BUILDING AND AESTHETICS

- No new plans were approved by the 2020 HOA. All houses currently under construction were approved by the previous HOA, including one other that has not yet commenced building.
- House plans have been approved where the current building guidelines have been interpreted differently to what the Developer intended the style of houses at Nautilus to be. This intended style has therefore been unintentionally lost, due to newer HOA members and Architects who were not aware of what was intended by the Developer. As a result, the Nautilus Bay Building Guidelines have been amended to be more prescriptive, and to attempt at rectifying the issue. A copy of the recommended changes has been sent to all owners for comment or approval. Once approved they will be passed on to the incoming EXCO for implementation.
- In addition, we have secured the services of Mr Hans Viljoen, who, until last year was employed by Mossel Bay Municipality, as Head of Building Control. Hans will act in an advisory capacity to the HOA, as and when required.

ENVIRONMENTAL

- All fire breaks are regularly monitored and cleared of old debris, where necessary.
- Alien species within the estate, has largely been dealt with, but there is an ongoing task to eradicate the Rooipuitjie, by utilizing a product, named Tubodor. This is proving to be very effective.
- The alien species on the western side of the estate is a separate issue and ongoing negotiations to formulate a corrective plan, will continue in 2021.
- The PetroSA pipeline running through the estate, is regularly checked, and immediate action is usually forthcoming from PetroSA, when a problem is reported.

FIRE

- All hydrants, hoses and associated equipment were serviced during the year, and defective equipment and perished hoses replaced, so that the fire system is now fully functional. All the hydrants are below ground level, but over a period of time, will have to be moved above ground, in order to comply with the new Municipal Fire laws.
- The “Bakkie Sakkie” plinths were cast, and the unit is in working order. It will however be moved to a more suitable position early in 2021.

SECURITY AND ACCESS CONTROL

- As communicated earlier in the year, the security shifts were modified, so that there is one guard on day shift, and two guards on nightshift. To date this seems to be working satisfactorily, but monitoring of this is ongoing, to determine if any adjustments are required.
- In an effort to improve on the security, we have also requested proposals from various Mossel Bay based security companies. The incoming Exco can decide on the way forward.
- We have implemented a neighbourhood watch, together with the adjacent farmer and neighbouring estates, which can be called upon at any time to assist if need be.
- As notified earlier in the year, access control in and out of Nautilus has been altered. There is now a dedicated gate for residents, operating with a remote control, and a dedicated gate for visitors and contractors. There is also a security window, where visitors have to report and sign in, before access is granted. To date this system is working satisfactorily, but once again, requires ongoing monitoring and adjustment, if required.
- The office complex and security cameras now operate from a backup system, so that all of the cameras on the estate, are available during power outages.
- We also investigated the option of installing digital cameras on a fibre network throughout the estate. As communicated, the costs are exorbitant, but other options have been investigated, and this matter can be pursued in 2021.

I also thank Mark Bowden for his decisiveness and proactive approach in attending to security and access control matters.

In conclusion, I would like to mention that, even though much has been achieved during 2020, continuity of Exco members is important to ensure that projects in progress, are completed successfully.

Photographs of the external changes brought about at Nautilus, will be circulated to all owners in due course.

I wish you all a very blessed festive season, and may 2021 be a year of consolidation and growth for our beautiful country.

Kind regards,

Gavin Shear
Chairperson Nautilus Bay Coastal Reserve Home Owners Association 2020