



Reserve Manager's Monthly Report

May 2021

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1. Building projects

- The final occupation certificate for unit 66 is still outstanding.
- Plans for unit 32 were submitted and have been scrutinised by the aesthetics committee. Feedback has been forwarded to the Architect.
- Unit 54 is under construction and has reached wall plate height.
- The Architectural Guidelines have been reviewed and revised by the aesthetics committee. These have been circulated to all members of the Exco team for comment. The final amendments will also be forwarded to Eddie Kruger at the Mossel Bay Municipality for comment.
- On 18 March, the aesthetics committee accompanied the Mossel Bay Municipality building inspectorate on a site visit. The aim of the visit was to determine the extent of unit coverage discrepancies when compared to the approved plans. The audit consisted of an external walk around, where photos were taken, and GIS was used for footprint comparisons with the approved plans.
- The report and findings were discussed with the Aesthetics committee, after which a final report was compiled by the Municipality. It must be stressed here that the findings were an estimate as the inspections conducted were only done from outside the units. On 25 May, our controlling architect, HD Arch Studio, was informed of possible transgressions by homeowners on Nautilus Bay Coastal Reserve. In essence the possible transgressions related to deviations from the approved plans and subsequent occupations of these spaces. Homeowners who disagree with the findings can contact Carel Kruger at the Mossel Bay building inspectorate to arrange for a site visit and building inspection of the said property. Members of the Aesthetics committee can also be contacted to discuss the findings and to assist homeowners to become compliant. This boils down to the compilation of as built plans. Homeowners are reminded of the 21 day time limit imposed by the Municipality.
- The goal we are aiming for is to submit proposals to increase the current floor areas of the units on the Estate. This can only occur once the alleged transgressions have been rectified. We therefore urge all homeowners whose houses vary in any way from the approved plans to submit as built plans to our controlling architect.

2. Environment

- We have noted during our weekly beach clean ups that the beaches have way less pollution and rubble than in previous months. May this trend continue.
- It appears that a bushpig excavated areas along our internal firebreak just west of pumpstation No4.



- The Department of Agriculture, Forestry and Fisheries (DAFF) was contacted to obtain the requisite permits to allow us to prune the protected milkwood trees situated along our internal roads, in particular the eastern beach road. We received the required documentation, which has been completed and sent back for approval. We have to date not yet received the permit.
- We have started with the planting up of the embankment adjacent to the office block.
- Speedies installed an additional cabinet with two 30m lay flat hoses. This now gives us the required length of hose to service all the units on the Estate.



3. Estate Projects

- **Roads:** The sealing of the cracks on the first 200m of the main entrance road were completed in 2020. The remainder is still outstanding and will be undertaken as soon as work at the main entrance is complete. This task will take at least two full weeks to complete.
- **Vleesbaai Entrance:** The concrete strip that housed the old rail for the original entrance gate will be removed and replaced with tar. The potholes at the entrance will also be repaired as we now have space to close off half the entrance at a time. This will take place first week in June. 20 Litres of SS60 has been purchased for the repair.
- **Office upgrade:** The rotten skirtings have been removed from the office and bathroom. New skirtings have been purchased and will be installed in June.
- **Fibre:** Installation of the main conduits started on 1 June. The existing infrastructure is being used as far as is possible.
- **Office:** Wood has been purchased for the construction of a boardroom table. This will allow for meetings to be held on site in the Estate office. I have started making the table in my spare time over weekends.

4. Water

- Water usage for the month of May was measured on 25 May. Water usage on the Estate decreased in May from 642kl in April to 488kl. For the first time this year no units consumed over 50kl for the month. The bulk meter recorded a consumption figure of 490kl for the entire Estate.

5. Employees

- Our employees missed 5 man day shifts due to illness.
- I was on leave for two days during the month.
- Two full days and three afternoons were lost due to inclement weather.

6. Maintenance Performed

- I continue to inspect all the pumpstations, sewerage plant and internal firebreak weekly. On 11 May, pumpstation No 4 had its high level, overheat and trip lights illuminated, and the pump was not running.



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- The sump could not be emptied manually, even after all the circuit breakers were reset. The overheat light remained on. We managed to empty the sump by manually by depressing one of the relays. During this process we noted that the pump was also pulling too much power. The fact that the overheat light stayed on indicated that one of the pump's seals had probably blown. There are two pumps in the store which we plan to test. If one of these pumps are operational, we will replace the broken pump and then have that sent off to be repaired. On the same day I observed that at pumpstation No 3 some of the circuit breakers had tripped. I reset all the circuit breakers and was not able to manually pump the sump empty. We then discovered that three fuses had blown. Once these were replaced, we manually emptied the sump until the bottom float switch was activated to switch off the pump. The two other pumps were found to be working normally.
- At the sewerage plant all appears to be in order and operating as expected. We seeded the plant twice during the month with bio-enzyme granules and once with chlorine tablets. We have noted continued growth of reeds in the cleared areas with almost 50% of the cleared area now covered in new growth. This growth of reeds is taking place in the areas as per the engineering design drawings.



- The water troughs located at the pumpstations were all cleaned and filled with fresh water during the month.
- We continue to clean the area at the N2 Vleesbaai turn off every 2 weeks.
- We continued with beach clean-up every Friday morning. The past two months has seen a significant drop in the amount of pollution on the beach. May this trend continue well into the future.
- The constructed terraces on the embankment just north of the western beach parking area will have to be enlarged as they failed to prevent soil erosion during the heavy rains experienced during the first week of May.
- The main water connections at unit 61 which were leaking were repaired.
- The latch at the refuse cubicle was altered to allow for easier access to the combination lock. Unfortunately, this lock was stolen just before month end.
- Seven faulty streetlight globes were replaced. All these faulty globes were of the old energy saver type and were all replaced with LED globes.
- One of our two brush cutters was taken to Southern Cape Lawnmowers for servicing, because we simply could not get it to start.
- The main entrance area and around the office block was trimmed using brush cutters.
- All the road pavements in the Estate were cut with the lawnmower and brush cutters. This took all of 3.5 shifts to complete.
- The internal firebreak was also cut, using mainly the lawnmower. This took us two shifts.



- The firebreaks along our perimeter fence stretching from the main gate eastwards to the eastern beach entrance and westwards to the waterfall were cut with the brush cutters. This took an entire week to complete.

7. Security

- No Major incidents to report for the month of May.
- Nothing suspicious was observed along the perimeter fence on the Eastern boundary adjacent to the fishing cottages.
- I had bi-weekly meetings with Brian from Niqua to discuss the standard of the patrols. Generally, the patrols are improving, with the patrols around empty units the one area where Niqua can still improve. The persistent rain on 5 and 6 May resulted in several shortened patrols.
- On Sunday 23 May, the one night shift guard was not at the pickup point and could also not be contacted. It took all of 2 hours to get a replacement, which resulted in fewer patrols on the night in question.
- A faulty torch also resulted in shortened patrols on the night of 30 May. These issues have been discussed with Brian.
- On the weekend of 22 and 23 May the cell phone at the main gate ran out of airtime. It was discovered that the phone was being abused by the nightshift guards. The amount of airtime is now recorded in the Incident Book at the end of each shift.
- ATS was on site to repair the faulty controller in the guard room and the beam on the western beach road.
- The boom at the Western beach entrance was repaired and re-installed. The old baseplate had to be cut away as it had rusted through.



- On the evening of 2 May a vehicle stopped at the main gate residents' entrance but did not enter. After about 5 minutes the vehicle turned around and left. The guard at the gate called the guard on patrol to return to the gate before planning to approach the vehicle. The vehicle left before the guards could speak to the occupants. I met with Brian to ensure procedures are in place to handle such incidents. For example, no description of the vehicle was recorded in the incident book.

8. General

- We thank all owners for their timeous levy payments, which allows us to perform the required maintenance in this beautiful Estate.
- Mahindra in George have submitted the claim for the repair of rust on the Estate bakkie. We are waiting for a date for the repairs to be attended to.