

## INFRASTRUCTURE AND AESTHETICS COMMITTEE

### What the Committee does

Our task is to ensure that:

- that the Infrastructure of the Common Property is operated and maintained in a manner that is beneficial to the community, and
- that the Aesthetics of the village is upheld by maintaining a reasonable degree of conformity.

When living in a closed community like our Olivedale Retirement Village, it is important to ensure that a common approach is followed throughout all external features of the housing units and apartments. This does preserve a reasonable degree of similarity such that no unit stands out as being exceptionally different from other units. In achieving this, there needs to be some “give and take” on the part of all residents. The Committee reviews all individual applications for external changes or modifications to be made by unit owners to their individual unit or apartment. However, we strive to be reasonable in whatever we do with a focus on the community’s interest.

The Committee is made up of volunteer members of our community and meetings are held monthly to discuss Common Property issues and concerns.

It is important that we all understand what the Common Property is:

The Common Property includes the exterior and external service infrastructure of all houses and apartments, fencing, roads, common facilities such as the service centre, and passages and stairwells in the apartments. The Committee is responsible for ensuring that there are programs in place to provide for routine maintenance of the common property and, in conjunction with the Managing Agent, assess all maintenance contracts that may be required for the ongoing functioning of the Village e.g. air conditioning, pest control, generator, elevators, swimming pool, geysers, etc. In addition, we take an active role in the renewal of these contracts.

### Responsibility of the owners

In as much as the Committee is looking at the Common Property, the individual owners are responsible for:

- All aspects of the interior of the unit,
- Geyser,
- Garage door,
- Satellite dish and connections, and
- External additions, such as, but not limited to:
  - car ports,
  - patio blinds,
  - irrigation systems,
  - sky-lights,
  - air conditioning and heating installations,
  - structures built by the owners.

### Maintenance Support Services available to Residents

Where residents need assistance with minor maintenance and repairs to defects and odd jobs done, etc., they have the option to request the assistance of the maintenance staff comprising John and Sam. This service is available on Thursdays by pre-booking through Reception. To assist residents, the maintenance team keeps a stock of spare parts that have been identified as the commonly required items for minor maintenance.

The maintenance team will be able to assess a problem, propose a solution and provide a cost of that solution. The resident will be given a quote for material and a minimal charge for labour. Should the owner agree to the quotation, work will proceed and the owner will be billed through the monthly levy system.

## Painting of picket fences

The picket fences within the Village are starting to show signs of weathering and minor corrosion. These need to be repainted. The paint contractors will commence at the beginning of July.

The work includes all garden and courtyard picket fencing and gates. The program will commence on the Western side of the property where the first phase units were built.

In obtaining quotations to do this work, it was established that we have approximately 6.5 km of fencing in the Village. Therefore, it is logical to assume that this will not be a quick task. We are expecting the entire program to take several months to complete.

The CSI Management will do their best to forewarn all residents of the paint program. The purpose of this is to make sure that all residents do not lock courtyard and garden gates.

It is the resident's responsibility to ensure that the fences are clear of vegetation. The contractor will not be held responsible for any damage to plants and shrubs.

However, residents are asked to please be fully aware of this work and to keep an eye open to see when the painting staff are in your vicinity. Please be proactive.

## Reminder

We are concerned that not all individual unit Retention Lists have been addressed. These were defect lists that individual owners were to have completed within 3 months of taking occupation of either your unit.

We earnestly request that if you have an incomplete retention list that you inform reception in writing of what is still outstanding.

Finally, we would like to invite any of the residents who would like to join the committee to inform Reception of this and a committee member will contact you.

The Infrastructure and Aesthetics Committee

20 June 2016