

Alcazaba Lagoon Sector 1 Committee Meeting Minutes

September 10th, 2019

12.00 noon

Estepona Golf Club - attendees: David Fitchett , Aart van Os, Chris Armitage, Jason Callow,

Apologies Faycal Mahjoub, Kenneth Mogenson : Guest: Joni Burnett

David opened the meeting by thanking attendees for coming and Chris for work on the minutes

- ☐ Approval of last meeting Minutes

. Agreed

- ☐ Matters Arising

Jason requires a plan of the gardens to enable development of proposals for reducing the grass areas to reduce water consumption (cost saving). Subsequent to this meeting one has been obtained from developers.

- ☐ Financial update – Community Expenses 2019 to date and projection, Overdue position and Audit Review– Joni and David

Figures for spend this year checked and projection is in line with budget for the year. Water costs will again influence the final figures as we have used up our own reserves but despite some “extras” this year such as the fire system repair costs we remain hopeful that fees will not have to increase next year despite cost inflation.

Joni pointed out the figures are completed quarterly and it would provide a more up to date picture if the meetings followed their schedule. This would mean meetings in October and January to coincide.

It was noted by the end of this year we will have 50,000 Euros in a separate reserve bank account for 2018 and 2019. This is being built up to cover block maintenance including re-painting. Prior to last year this had not been included in the budgets.

We do have 43,000 Euros in overdue fees and a decision was made to commence legal action against 2 long term defaulters who combined owe more than 12,000 Euros.

It was reported that an outside account audit has been requested by some owners. The committee agreed in principle that it was good practice to have independent auditors review our Sector Finances. Subject to comments at the AGM it was agreed to budget for this next year at a cost of around 2,000 Euros

- ☐ Lagoon and Entity AGM Minutes – Review Joni

These have been sent to Sagamore for approval before being published on our website

- ☐ Entity Update including security and lock boxes- Aart, Jason

The entry road barriers are regularly being broken by trucks waiting for the second one to open. Changing to one barrier to remove this issue is under review. It was noted that two speed bumps have been recently installed to further alert drivers.

Following requests from some owners a location for lock boxes behind the guardhouse to hold up to 50 sets of apartment keys is being costed. This will enable keys to be held and accessed by individual 4 digit codes lock boxes. Comunimas will provide a price proposal and thereafter administrative and operational control (ensuring consistency of product)

Improved cameras are still being examined and costed.

- ☐ Sector 2 integration with Sector 1 review (as suggested by some owners)

This idea may make sense on several levels but ideally will need resolving before sector 2 starts forming their own management team as we are advised it is difficult to change after this point. There are several major factors to consider : Costs, legal position, management workload of 2 sectors, management structure, developer agreement etc this needs further feasibility/study discussion beyond the meeting. Jason agreed to look at the operational implications of the combined sector.

- ☐ Lagoon – Security– Entry Cards - Aart, David

The appointment of Hassan (Lagoon Security Guard) has greatly improved the entry operation with far fewer issues the year.

However concerns have been raised about owner cards being used by third parties (including possible distribution by renting/management service companies to non-renters), as we appear to be experiencing higher entries than occupancy would indicate.

- ☐ Lagoon Segregation Update - Joni

Still being processed and may be delayed further by sector 2 review.

☐ LEPA review – All

The aim is that we do not have outsiders using the Chiringuito next year. Given Sector 2 is yet to go live and is only half sold it will raise questions no doubt about viability during the low season (April/May /June/September/October) next year.

☐ Chiringuito review of the year and future- All

See above. It is worth noting the Chiringuito will this year contribute 6,500 Euros to our Sector income (as an indirect entry charge for outsiders to the Chiringuito/Lagoon) This averages 100 Euros per apartment in terms of savings in Sector Fees.

☐ Blocks - gates (new closure review), electrics, lighting etc – Part

The new system for block gate closure is now fully operational and some teething problems appear to have been fixed.

The current system for guest cards used on the lagoon is being reviewed with Sagamore to gain a better understanding of how they work (so owners are able to see how many guest entries have been used) and also to agree a lost card procedure.

☐ Pools (Waterfalls) and Gardens (including location of equipment)- Aart/ Jason

The work on lighting continues ,with older bulbs (more than 200) being replaced with energy savers. Sensors are being considered for the garden lighting to replace the current timers.

The waterfalls have now received legal approval licences but still require more expenditure to bring back to operation. This will start with the upper pool.

☐ Social Media Communications – Facebook and Website – Chris

The web site and Facebook launch did a lot to enhance the owner experience, both for information and involvement. Now they been in use for over a year it is a good time to review their content and use and Chris will start this process. Consultation to be undertaken to seek feedback from the committee and owners on what changes can be made to improve them.

The website and Facebook page are now managed by Comunimas to ensure continuity when the committee membership changes, which it will over time. Estimated costs for the current year will be minimal.

☐ Projects – pool gate locks

There have been requests to lock the entry gates to the pools and using block keys to open. However there is an issue with this as there are 10 different block keys. There is still

caution about spending Sector money on this with a need for dedicated lock systems and the intention next year we do not have outsiders coming in so on hold for the time being.

☐ AOB -including AGM Sector 1 Date

The date for next years AGM was agreed to be Friday 20 March at 10am. Some owners had requested it to be held on a Saturday however this was not considered practical as our Administrators do not normally work at weekends. (It is understood to be normal practice for community AGM's to be held on weekdays)

☐ Date of next meeting

Tuesday December 17th 10 am at Estepona Golf Club

Meeting closed at 15.20pm.