



Onverwacht Homeowners Association
49 Pinotage Crescent
Onverwacht Estate
Wellington
7654

Estate Manager: Soekie Kinnear
Cell: 064 863 5076
manager1@pinnacleprop.co.za

December 2020

NEWSLETTER OF ONVERWACHT RESORT DEVELOPMENT

Herewith the first newsletter of the Onverwacht Resort Development Home-Owners' Association, compiled by the Committee elected at the Annual General Meeting held on 27 October 2020.

The Committee Members will endeavour to release a newsletter to all residents regularly, containing news, information and milestones achieved.

But first, an introduction of the new Committee Members:



Eurica Scholtz
Chairperson



Nielen Bekker
Vice Chairperson



Jaco Carstens (Cassie)
Treasurer



Anna Korth
Committee Member



Etienne Nesor
Committee Member



Hettie van Wyk
Committee Member



Stefan Hartmann
Committee Member



Stiaan van der Merwe
Committee Member

Chairperson: Eurica Scholtz, Vice Chairperson: Nielen Bekker Treasurer: Jaco Carstens,
Members: Anna Korth, Etienne Nesor, Hettie van Wyk, Johan Burger, Stefan Hartmann, Stiaan van der Merwe

These Committee Members have a shared passion for Onverwacht, and a vision of a community where all residents live in peace and harmony, and they have undertaken to work towards this vision to the best of their ability. A huge thank you and great appreciation for the hard work and many hours that the previous committee ploughed into Onverwacht estate. We will try to build on your foundations.

The roles and duties of these Committee Members in Onverwacht are as follows:

- Managing Budgets and Assessments – All extraordinary expenses incurred must be approved by the Committee before payment.
- Approval of documents, plans, etc.
- Representing the Homeowners of Onverwacht and acting in good faith for the benefit of the HOA.

Mariana Louw, trusted and loved Managing Agent of Onverwacht, employed by Pinnacle Property Management, has resigned and her position has been filled by Soekie Kinnear. The office situated in Onverwacht for this purpose will now be advertised to be rented out, as Soekie is situated in the Paarl office of Pinnacle Property Management, 42 Retief Street, Northern Paarl.

Her contact details are as follows:

E-mail address: manager1@pinnacleprop.co.za

Telephone Number: 021 873 3400 / 064 863 5076 (Monday to Thursday 08:00 to 17:00, Friday 08:00 to 16:00).

Please note that Pinnacle Property Management will be closed for the holiday season from 21 December 2020, and will re-open on 11 January 2021. **Attached hereto is a list of emergency number that can be contacted during this time.**



Soekie Kinnear
Managing Agent

The roles and duties of the Managing Agent in Onverwacht are as follows:

1. Administrative
 - Operating of bank- and investment accounts
 - Determining of replacement values of common property for insurance purposes
 - Handling of all insurance claims
 - Advising and assisting trustees on maintenance of common property
 - Payment of salaries, wages, PAYE, UIF etc on behalf of the HOA
2. Financial Management
 - Handling of the full financial function of the HOA up to trial balance
 - Managing of all debtors and creditors
 - Issuing of Clearance Certificates for the transfer of properties
 - Drawing up of budgets and management statements as required
3. Secretarial
 - Arrange and convene all general and trustee meetings and keeping proper minutes

- Assisting and advising the board on procedural matters
- Storing of all documents and records in accordance with generally accepted practice
- 4. Accounting
 - Assist with the compilation of yearly audited financial statements
 - Assist the board of trustees with income and expenditure statements for determining of the monthly levies
- 5. General
 - Taking monthly water readings
 - To receive and effectively attend to all enquiries and complaints from owners

PLEASE TAKE NOTE OF THE FOLLOWING IMPORTANT MATTERS:

1. It is requested that all **owners provide details of their tenants** to the Managing Agent, to ensure that important information is distributed to them as well. If this has not been provided to the Managing Agent, please send the details to manager1@pinnacleprop.co.za / drop the information off at the guard house at the entrance to Onverwacht in a sealed envelope, where the Managing Agent will collect it.
2. The most efficient manner in which the elected Committee Members can serve the Home-Owners' Association of Onverwacht, is to enquire what the needs / requirements of the residents and owners are. It is for this reason that a questionnaire was compiled (attached), which we ask that each owner and resident complete and return to manager1@pinnacleprop.co.za, or to deliver the forms at Security where it will be collected by the Managing Agent
3. The Committee is in the process of finalizing a **layout of Onverwacht** indicating the position of fire hydrants, emergency exits, etc. This document will also contain emergency numbers. An electronic and hard copy of this will be circulated to all residents, and magnets will be affixed to the back of these maps to put on the fridge for ease of reference. This will also be available on the website.
4. One of the problem areas identified in Onverwacht is that small children are riding their bicycles / playing in the streets unsupervised. Residents must understand that Onverwacht is part of Wellington town and therefore subject to Municipal traffic rules. **Children should know that they do not have right of way and should take care when riding bikes or skateboards in the estate. Motorists and especially visitors should also be aware and be cautious that there are children in the streets and that they need to drive within the speed limit.** The safety and wellbeing of our children is of utmost concern, and we must do everything in our power to protect them.
5. The annual "**builders holiday**" will be shorter due to Covid lockdown during 2020. The shutdown will span from 24 December 2020 as the last working day and Tuesday 5 January 2021 shall be the first. This shortened break is to compensate for the months of lost work during South Africa's stringent lockdown. Residents should please take special care and inform their children and guests that there will be construction vehicles and workforce in Onverwacht during December.

6. It was resolved at a meeting of the Committee Members that the **borehole** will be utilized to irrigate the communal areas of Onverwacht. To connect the irrigation system to the borehole, pipes will need to be repositioned, and the Committee is currently in the process of obtaining quotations for this. In the meantime, municipal water will be used to irrigate the communal areas in Onverwacht. A lot of work and funds were put into rehabilitating the green areas during the drought, and we would not want this effort to go to waste. The Committee is however doing everything in their power to speed up the process so that the borehole can be utilized for this purpose. **A big thank you to Stephan Hartman who is tackling this apart from his daily job.** We would also like to thank all the Onverwachters helping to maintain parks, gardens, river -and dam areas!
7. Portfolios were allocated to the Committee Members, one of which is the **Fire and Emergency Committee** consisting of Eurica Scholtz, Hettie van Wyk, Nielen Bekker and Etienne Nesor. They will work together with the fire consultant to establish emergency and fire plans which will be communicated to all residents and owners. Suggestions welcome. **In the meantime, we would like to urge all residents/tenants/guests/youngsters to be wise when having a braai.**
 - Not when it is a hot windy day
 - Rather charcoal than wood
 - As far as possible from any thatch roof/bushes/reeds that can catch fire.
 - Keep the hosepipe/fire extinguisher at hand and make sure to put out the fire before leaving it. Do not leave any fire unattended.
8. The office previously utilized by the Managing Agent is currently vacant, and has been advertised for rent. Anyone who is interested may contact the rental agent, Brunhilde Laubscher on brunhilde@aletting.co.za / 021 873 3400.
9. It has been noted that quite a lot of dogs are roaming free on the roads of the estate and by the river without leashes. There is an area demarcated for dogs to run free behind the pump house for dogs to roam free. **Please ensure that your dogs are kept on leashes at all times. There has been a lot of complaints about owners allowing their dogs to “poo” on park and residential lawns! Please carry a poop scoop or a doggy bag when walking your dog and make sure only the footprints stay behind.**
10. An incident occurred where persons entered Onverwacht by using a remote, and they proceeded to steal some items from a property in Onverwacht and left. **Please be advised that it is critical that remotes programmed to enter the Estate must not be handed to any person not residing in Onverwacht, as these may end up in the wrong hands and create a serious security risk.**
11. Onverwacht is situated on a working farm and with a hectic harvest season on the way residents should take care as:
 - a. **Tractors and trucks** will be driving in and out the gates more frequently.
 - b. **The Cellar entrance** is situated in the entrance area of Onverwacht and therefore there will be tractors with grapes, delivery trucks and several other vehicles as well as workers entering and operating in that area.

Please have mercy with the work on this active farm and keep children away.

- c. **The harvest season** with shifts starting early morning till late at night will commence in a few weeks. After a devastating Covid-19 lock down the wine industry as many other industries needs to work hard to survive. Let us bear with them.

12. With holiday season on the way we ask residents to remember that the dam, river and ditch are **not play and swim areas** and due to the danger, children should not be allowed to play there unsupervised by an adult. It is not only the danger of water, but the ditch also has a deep layer of sucking mud at the bottom. We have noticed groups of non-residents roaming around in these areas. Unfortunately, the guards cannot be everywhere at all times.

13. Sufficient parking spots can be a problem especially during the festive season. Guests are welcome to park outside the gates of Onverwacht or with permission on the open stands (not the green areas). We want to ask residents to make suggestions on how to solve this problem and give practical proposals for problem areas. This could be addressed at the SGM to be held on 27 January 2021 by means of a motion.

It has been noticed that not everyone is aware of the procedures to be followed when applying to build in Onverwacht. We would therefore like to draw your attention to the Construction Document which is available on the website www.onverwacht.co.za.

- i. Application Form A and plans must be submitted to the Aesthetic Consultant (information on the Construction Document).
- ii. Upon approval, the Aesthetic Consultant will issue Form B, stamp the plans and send to the Managing Agent and the owner.
- iii. The Managing Agent will request final approval from the designated Committee Member, and when received will stamp the plans and return to Aesthetic Consultant and Owner.
- iv. Once municipal approval has been received by the owner, proof of this must be sent to the Managing Agent.
- v. The owner, builder and Managing Agent must sign Form C and the Managing Agent issues the building deposit invoice.
- vi. After the building deposit has been paid, building may commence.

If there are any queries with regards to the building application process, the Managing Agent may be contacted for further information.

Teamwork plays a vital role in ensuring that the vision of Onverwacht as a peaceful and harmonious Estate is realized, and we need the assistance of everyone to achieve this. We are hoping that we can count on every owner and resident to accomplish this.

Throughout this Festive season, we wish you moments of peace amid the difficulties, connections with family and friends even if they can't be in person, the warmth of memories from holidays past, and wonderful glimpses of the joy that still lives under the surface. May God bless you.

Onverwacht Regards
OHOA Committee Members