



AGM
OCTOBER 2018

MINUTES OF THE SALT RIVER BUSINESS IMPROVEMENT DISTRICT (SRBID) ANNUAL GENERAL MEETING HELD ON 22 OCTOBER 2018 AT THE DOUBLE TREE BY HILTON CAPE TOWN CONFERENCE CENTRE AT 16H00

Present

Caroline Coates (CC)	Chairperson and Director – SRBID
Justin Betts (JB)	Director – SRBID
Keith Scherzer (KS)	Director – SRBID
Francois Steyn (FS)	Co-opted member of the SRBID Board
Patrick Chappel (PC)	Councillor – City of Cape Town
Gene Lohrentz (GL)	MD Geocentric (Geocentric as SRBID Management Company)

Apologies

Quintin Rossi (QR)	Director – SRBID
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See attached attendance register for additional attendees:

<p>1. WELCOME</p> <p>a. The Chairperson welcomed all present to the Annual General Meeting of SRBID.</p>	<p>ALL</p>
<p>2. QUORUM TO CONSTITUTE A MEETING</p> <p>a. The Chairperson handed over proceedings to GL</p> <p>b. GL noted that two new properties (Erf 16174 13756) has signed up for membership of the SRBID. Both properties are represented at the AGM by proxy from the property owner.</p> <p>c. GL announced that a quorum is present and that the meeting is properly constituted.</p>	<p>ALL</p>
<p>3. MINUTES</p> <p>a. The minutes of the 2017 AGM was approved by show of hands.</p>	<p>ALL</p>
<p>4. APPROVAL OF THE AGENDA</p> <p>a. GL asked the meeting if anyone would like to add anything to the Agenda of the meeting.</p> <p>b. There was a request to add parking issues as a point of discussion and it was agreed to discuss the matter under the “general” item.</p>	<p>ALL</p>
<p>5. CHAIRPERSON’S REPORT</p> <p>a. GL presented a feedback of the year’s operations with specific reference to Public Safety, Cleaning, Urban Management and Social Upliftment.</p> <p>b. GL highlighted that the change in public safety deployment to have two vehicles at night have proved very positive and a large component of the safety work is done at night in the area.</p>	<p>ALL</p>

<ul style="list-style-type: none"> c. GL also highlighted the interaction with homeless people in the area and the ever-increasing number of people on the street, not only in Salt River but across all metropolitan areas. d. GL highlighted the issue of replica (toy) firearms being used to commit crimes and showed some examples of this. e. GL noted that the SRBID is working quite closely with the Woodstock SAPS and the Law Enforcement Officers working with the SRBID. f. GL also explained the work done with parking issues in the precinct. g. GL showed a video of work done with the SAPS to seek out and combat theft of train components and copper cables in the railway reserve adjacent to the SRBID. GL also showed how the SRBID CCTV cameras are used to combat criminal activity in the area. h. GL noted the various cleaning activities of the SRBID cleaning team. <p>6. UPDATE OPINION SURVEY</p> <ul style="list-style-type: none"> a. GL showed the results of the recent urban management survey and the very favourable comparison to the survey that was done before inception of the SRBID. It showed how the opinion of various aspects have improved since the inception of the SRBID. 	
<p>7. ACCEPTANCE OF THE AUDITED FINANCIAL STATEMENTS</p> <ul style="list-style-type: none"> a. The meeting adopted and approved the AFS of the SRBID. 	ALL
<p>8. APPROVAL OF THE NEW 5-YEAR BUSINESS PLAN (TERM RENEWAL) AND 5-YEAR BUDGET</p> <ul style="list-style-type: none"> a. The members of the meeting adopted the new 5-year business plan and approved the term extension of the SRBID for the next 5 years starting on 1 July 2019 and also approved the 5-year implementation plan. b. GL presented the 5-year budget to the members in the meeting and highlighted the way in which some of the surplus funding will be used to augment the budget every year. c. GL also presented the budget for 2019/20. d. A member of the meeting asked if the SRBID should not consider reducing the number of officers and increasing the use of technology. e. GL explained that the number of patrol officers are at the minimum and should not be reduced. <p>9. On request from a member of the meeting, the process flow of finances and payments was discussed at length. It was explained that invoices are forwarded to one of the Board Members responsible for finances who then evaluate and approve payments in line with the budget of the SRBID. GL also explained the accounting and auditing processes of the SRBID.</p> <p>10. GL asked the meeting if the 5-year budget and the 2019-20 budget can be approved. The members of the meeting approved the budgets.</p>	ALL
<p>11. RETENTION FUND PAYMENT</p> <ul style="list-style-type: none"> a. GL explained the repayment of retained income to the SRBID. b. GL presented the change in the Public Safety Service Provider to the meeting and noted that the service provider was also responsible for the provision of control room and CCTV monitoring facilities. With reference to a proposal tabled and approved by the Board and the City, GL presented the reestablishment of the Control Room and CCTV 	ALL

<p>Monitoring to be done by Geocentric, independently of the public safety service provider.</p> <ul style="list-style-type: none"> c. Although the Board already approved the proposal this was also presented to the members at the AGM. d. The members of the meeting approved the utilisation of R 26 400 of the retention fund pay-out to fund some of the technical costs to re-establish the control room. e. A member of the meeting asked if the control room will be adequately secured and GL noted that it will be secured appropriately. 	
<p>12. IMPLEMENTATION PLAN APPROVAL</p> <ul style="list-style-type: none"> a. The members of the meeting approved the proposed implementation plan. 	
<p>13. AUDITORS FOR 2019/2020</p> <ul style="list-style-type: none"> a. GL noted that the current auditors are C2M. The members approved the re-appointment of C2M. 	ALL
<p>14. APPOINTMENT OF THE COMPANY SECRETARY</p> <ul style="list-style-type: none"> a. GL noted that C2M currently act as Company Secretary. The members approved the re-appointment of C2M. 	ALL
<p>15. BOOK KEEPERS FOR 2019/2020</p> <ul style="list-style-type: none"> a. GL noted that the current accounting firm is Nicolene Cooke Accounting. The members approved the re-appointment of Nicolene Cooke Accounting. 	ALL
<p>16. STAND DOWN & ELECTION OF BOARD MEMBERS</p> <ul style="list-style-type: none"> a. Justin Betts and Caroline Coates have resigned but has made themselves available for re-election. Caroline Coates announced that Quintin Rossi will resign as a director and proposes that Francois Steyn is elected for a position on the Board. b. Justin Betts and Caroline Coates and Francois Steyn were elected to the Board. 	ALL
<p>17. GENERAL</p> <ul style="list-style-type: none"> a. The representative from Zamori Properties noted the issues with parking in the Durham Avenue area, especially people parking on sidewalks or blocking business entrances instead of utilising parking bays and parking facilities. b. Other members of the meeting acknowledged that such practices happened elsewhere, but that Law Enforcement has been acting against these actions frequently. c. GL noted the number of fines written in the SRBID by the Law Enforcement officers employed by the SRBID. d. GL proposes that parking enforcement operations are conducted around the problem area as focussed operations like what was done in Brickfield Road and re-evaluate the results. e. Cllr Chapple also proposed an investigation by City of Cape Town Transport Officials f. Mr Keith Scherzer introduced the plan to establish Peak Child education and child care for local workers in the area and he highlighted the benefits of having such a facility in the SRBID area. It was agreed that it will also be noted on the SRBID website when the facility is open. 	ALL

18. CLOSURE

- a. Caroline Coates thanked those involved in the SRBID for their support and for those business and property owners for being present and then closed the meeting.