

EASTLAKE ISLAND COMMUNITY IMPROVEMENT DISTRICT {CID} NPC

DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF THE EASTLAKE ISLAND CID HELD AT THE SAN MARINA CLUBHOUSE ON THE 2ND DECEMBER 2025 AT 18:00

ATTENDANCE:

Present:

Cheryl Philip	Chairperson
Peter Kruyt	Director
Peter Weir	Director
Rudy Kindler	Director
Barrie Barnard	Committee members
Peter Kruger	Committee Members
Alma Stoffels	Representative of the CoCT CID Branch
Members:	Caroline Peirce; Jennifer Kruyt, Brenda Weir, Anne Fitzpatrick, Ken Southey, K Lecuona, Gabi Perez, Jill Hartley, Di Steward
Visitors	Karen Barnard, Jim Fitzpatrick, Pam Hicks, Carole Fallows

Apologies:

Members:	S Huntingdon, M Fehrsen, T & M Snyders, G Mercorio
Councilors:	Izabel Sherry (Ward 64) & Mandy Marr (Ward 61)

WELCOME AND APOLOGIES

The chairperson welcomed all members, property owners and stakeholders to the first annual general meeting of the Eastlake Island Community Improvement District (ELCID). A special welcome was made to Alma Stoffels from the CID Branch of the City of Cape Town.

MEMBERSHIP

The chair confirmed that 60 property owners of the 154 eligible property owners have registered as members of the ELCID.

QUORUM

As per the City By-law, a quorum for this meeting is 10% of the registered members of the CID. In line with the by-law, the quorum is only 6 members. Eleven members were present in person, and three proxies were received. The chair declared that, as the necessary quorum was present, the meeting to be properly constituted.

NOTICE OF MEETING:

The notice of meeting was advertised in the Cape Argus and Die Burger on the 7th November 2025 and to all property owners on 28 October 2025. The notice has therefore been advertised for the prescribed period of a minimum of fifteen working days.

MINUTES OF PREVIOUS MEETING:

The minutes of the members' meeting held on 4 December 2024 were noted and approved without amendment.

CHAIRPERSON'S REPORT/ FEEDBACK ON OPERATIONS: 1 JULY 2024 – 30 JUNE 2025

The report covers the completion of our first FULL year of operation which ended at the end of June 2025. The year has had its moments, some more challenging than others. The committee has worked together well as a team. I would like to take this opportunity to thank the team – Peter Kubed (Kruyt, Weir & Kruger); Barrie and Rudy. Thanks also to our councillors, Mandy and Izabel for your guidance and assistance. The CID branch continues to provide assistance as required. All our achievements, successes and failures are laid out in the annual report. Hope you have all read it. The chair handed the meeting over to the various portfolio holders who are the drivers behind these projects.

TREASURER – PETER KRUYT

An overview of the financial status of the CID operations was presented, noting that security remains the primary focus and the largest cost center.

- Monthly revenue: R44,500;.
- Fixed monthly security costs of R41 500 for CCTV monitoring, electricity and watchmen;
- R3 000 per month to cover projects and administration costs;
- Surplus for the year: R10,500, amidst anticipated 7–10% increases for service providers in early 2026; and
- Eastlake Island CID ranked 7th out of 55 in municipal budget utilisation.

SECURITY – PETER WEIR

Security operations are running well with continued collaboration with our service providers. Additional cameras were installed and new signage deployed. Guards operate 24/7.

The new guard hut was installed about four months ago; it is fully insulated, larger, built to our specifications and requirements, aesthetically improved compared to the old one. It includes a proper roof, electricity, and solar backup for lighting during outages.

Members queried camera coverage in the picnic area; it was confirmed that coverage is adequate except for one small blind spot.

GARDENS AND ENVIRONMENT – PETER KRUGER

Three new garden beds were planted as a drought-resilient test, demonstrating options for gardens without irrigation. Plans are in place to landscape the northern bank (targeted for May 2026, aligned with rainfall and available labour).

Concerns were raised regarding invasive grass and the timing of municipal mowing. It was suggested that the ELCID liaise with the Parks Department to mow prior to seed set to reduce proliferation.

COMMUNICATIONS – CHERYL PHILIP

The ELCID uses four channels: the quarterly newsletter (via MailChimp), the website, the homeowners-only WhatsApp group, and signage. The website has been upgraded (all AGM documents are available online). Residents were invited to contribute articles for future newsletters.

SOCIAL UPLIFTMENT – BARRIE BARNARD

In line with City requirements, the ELCID committed to social upliftment, supporting Loxion Mobile Library and Sunrise Educare Centre. Initiatives included book donations, christmas boxes in 2024 and shoebox gifts in 2025, an Easter egg drive, a food drive, and Mandela Day donations. Members and partners were thanked for their generosity.

WATERWAYS – RUDY KINDLER

Both weed harvesters are operational and a new operator is being trained. Recent results indicate significantly improved water quality, with readings below 10 CFU/100 ml in some areas. Salinity is being actively managed; ecological shifts were noted (less freshwater birdlife, more marine birdlife, and reed die-off in certain areas).

Residents requested slower harvester transit in narrow channels to prevent wake damage; mouth opening is managed according to lunar cycles. Specific local clean-ups can be requested via formal email to the CID for routing to the relevant City teams.

INFRASTRUCTURE – PETER WEIR

Two yield signs were replaced with stop signs; road markings were repainted. The ELCID is engaging the City regarding the exit intersection (four-way stop or traffic circle) and speed

management along East Lake Island Way. Road resurfacing has been requested and placed on the City's wish list for the next financial year.

Positive feedback was received on recent municipal responsiveness (e.g., a streetlight repaired within three days).

GOVERNANCE

Compliance with King IV principles was noted. Non-compliance with King IV included formal diversity targets due to the volunteer nature of the board and risk management was implemented subsequent to year-end. Risks highlighted include difficulty recruiting new directors, load-shedding impacts on camera uptime (potential UPS installations), and community unrest risks. Financial statements were audited within statutory timelines and received a clean audit; year-end reserves totaled R10,000.

DOCUMENTATION FOR APPROVAL / NOTING

Noted that all the documentation for noting and approval had been uploaded to the website by the 28th October 2025 and was taken as read by all the members present.

- Annual Financial Statements for the year-end 30 June 2025 – for noting
- Implementation report for financial year July 2026 – June 2027. The implementation plan covers the management of the Company to ensure that the board manages the company within set parameters. No questions were raised about the implementation plan;
- Annual report for the year ending 30 June 2025;
- Budget for the year ending 30 June 2027: Total budget of R638,000 (reduced from the business plan set at R640,000. Noted that the savings in accounting and bookkeeping fees were redirected to gardens);
- In accordance with the rotation policy, one-third of the board resigned and stood for re-election. The following directors were standing for re-election: Peter Kruyt and Cheryl Philip.

- **Directors and Committee Structure**

The Chair highlighted the urgent need to appoint at least one new director before the next AGM. In terms of current regulations, only property owners may serve as directors. As a result, two existing directors will step down at the AGM. Without additional appointments, the board will not meet the required quorum of three directors, which is essential for decision-making and the ability to co-opt members onto the committee.

- **Directors' responsibilities:**

- Attend quarterly meetings and the AGM.

- Vote on decisions relating to expenditure and operational matters.
- Complete declarations of interest and comply with POPIA requirements.
- Contribute to managing the CID, similar to overseeing a small business.
- **Comparison with other committee members:**
 - Directors do not attend additional meetings or take on significantly more work.
 - The role primarily satisfies City of Cape Town requirements for CID structures.
 - Non-director committee members perform similar tasks but cannot vote on formal decisions.
 - The committee is also seeking volunteers for roles in communications, administration, and succession planning for leadership positions.

Property owners willing to contribute to the community are strongly encouraged to stand as directors—your involvement is vital to ensure continuity and effective governance.

- Confirmation of Company Secretary: The chair advised that she had been appointed by the board as the Company Secretary in July 2024. She further advised that, as a company secretary should have an arm's length relationship with the board, the committee approached the City CID branch and had the appointment ratified by the City.

APPROVAL OF RESOLUTIONS:

The board had agreed at the previous board meeting that the voting would be taken by a show of hands. For the passing of ordinary resolutions, votes of more than 50% must be voted in favour of the resolution, in person or by proxy. The result of the voting is as follows:

Resolution	Approve	Against	Abstain	% pass
Approval of Annual Report	14	0	0	100%
Re-election of director – Peter Kruyt	14	0	0	100%
Re-election of director – Cheryl Philip	14	0	0	100%
Appointment of auditor - Swemmer, Macinnes and Associates	14	0	0	100%
Approval of Implementation Plan	14	0	0	100%
Approval of Budget for 2026/2027	14	0	0	100%

GENERAL

- The ELCID maintains a strong partnership with the City of Cape Town, offering supplementary services to complement what the city provides. Reports are regularly submitted and

monitored by the city.

- Engagement with the Marina da Gama Association continues, including efforts to maintain shared spaces (e.g., requesting them to paint their wall). Monthly gardening services are also in place.
- Positive development: Rudy and Peter have joined the Marina da Gama Association Executive Committee (EXCOM), which is expected to strengthen collaboration and improve community relations.
- The meeting concluded with an invitation for further questions from those present.

CLOSURE

The chairperson thanked the members, guests and residents for attending and participating in the meeting. As no further questions were raised, the chair closed the meeting at 19:00.

Signed by the chairperson



CHERYL PHILIP