

**MINUTES COMMITTEE MEETING OF THE GENERAL COMMUNITY OF HACIENDA
RIQUELME HELD 5th FEBRUARY 2015 AT 9:30 AM AT RESORTALIA OFFICE**

The meeting started at 9:30 am with the attendance of the following members of the Committee:

ATTENDEES:

Name	Post
Ron Locke (Video)	Resort President
Mike Portlock (Video)	Phase 2 President
Stuart Billingham	Phase 4 President
Vivian Church (Video)	Phase 5B President
David Bamford	Phase 6 President
Ian Graham	Phase 7 President
Isaac Abad	Resortalia
Alberto Gómez	Resortalia
Pepa Pérez	Resortalia

Apologise from Thomas Coppens and Gordon Hutchinson.

AGENDA

1. Lifts and Car Park Flooding – Phase 1
2. Building Repairs
3. Building Painting
4. Town Hall Claim
5. Maintenance Plan
6. AGM planning

DISCUSSIONS AND AGREEMENTS

1. Lifts and Car Park Flooding – Phase 1.

Phase 1: The Architect, Álvaro Lorente, has requested IRM to investigate whether there could be some leaks from the golf course water supplies or lakes, causing the floods in the garages or lifts in Phase 1. Mariano Sánchez from IRM will provide the architect with any details he finds.

PW refused to provide the geotechnical report done for Phase 1 by the company Horysu. Álvaro Lorente has got a copy from another source.

ACTION: Alvaro is going to review the document and report back to the Committee.

BY WHEN: within next week (w/c 9-2-15)

Phase 2: Alvaro has got the authorization to take a water sample from the lakes in Phase 2 in order to compare it with water in the 3 buildings affected by flooding. The services of a lab has been arranged to take the samples and do the analysis.

ACTION: to do the water test, taking water samples from the 3 buildings most affected by the water infiltration and from the closest lake to these 3 buildings.

BY WHEN: 12 days from the moment the sample is taken. It should be taken on Monday – Tuesday next week.

Phase 7: The update related to the 3 water leaks detected in Phase 7 is included in the the document “Minutes and matters arising” sent along with this minutes.

2. Building Repairs.

There were questions related to the constructors report sent by Alvaro Lorente on the 19th January. He explained the way the chart was presented. The advice of the architect was to use one constructor per building. There would be an exception with the lift shafts waterproofing as there could be one or two different companies which would be able to do this work in all the buildings.

The quotes were based on a minimum of 15 buildings being repaired by a construction company. Each company should have at least 2-3 teams of people working in the complex at the same time in order to avoid the delay in the repair works.

ACTION: Alvaro will prepare the information already sent, into a different format and presented by Sub-community.

BY WHEN: Monday / Tuesday next week (w/c 9-2-15)

ACTION: The Committee will review the information sent by Alvaro in order to confirm the format of the information to be sent to the other BP.

BY WHEN: Three days after the report so a communication can be prepared and sent to the BP's by Alvaro.

Five Companies provided quotes for the non-lift repair work. The Committee agreed to progress further negotiations with these 3:

- ✓ Grupo Torres
- ✓ Imresa
- ✓ Jigar

Then, for the lift shaft waterproofing there would be 2 different companies:

- ✓ Construabalon
- ✓ Solradiant

Alvaro will go back to the constructors mentioned above in order to re-negotiate the costs and get the best service and best prices.

Once Alvaro has all the information, he will inform the Committee in order to set up a specific meeting for this purpose.

ACTION: Álvaro to inform the Committee what each new bid from the 3 companies are, and how many buildings the quotes are based on.

BY WHEN: within next week (w/c 9-2-15)

Settlement Cracks: After sending the e-mail to the Presidents of the Buildings affected, only 3 of them agreed to go ahead with the crack monitor test. Álvaro will talk to the company in charge of the works and see if they can review their costs as their most economical offer was to do 5 buildings.

3. Building Painting.

A discussion took place about the priorities and the way forward to do the building painting in HR.

A plan that would have the painting started in 2015 and completed in 2020, by collecting €300,000 this year and €250,000 per annum in future years into a ring fenced painting fund was discussed. This would mean approx.15 buildings a year would be painted, although this will depend on the final quotes for the work. The worst part of most buildings is below the 1 meter rail, where paint has come off the walls. As the companies doing the repairs will be working on these areas and solving the damp problems which has caused a lot of this, followed by treating and painting the affected area, it was thought best to have the whole of the area below the rail painted, and not just the damaged area. Ron Locke had already asked Alvaro to get a separate quote

for this additional work from the companies bidding for the repair work, but it hadn't been received. Ron agreed to follow up with Alvaro.

The cost for this additional painting would not come out of a buildings repairs budget as it is the General Community which pays for this. It was felt that this painting would be completed by September, which would allow more extensive paintings of buildings to start.

A concern was raised that buildings who had opted out of using the committee appointed architect could hold up this painting work if they did not solve any damp problems affecting the paint work.

ACTION: Ron Locke to get Álvaro to ask the constructors taking part in the building defects repairs for the cost to do the bottom part of the facades to the 1 meter ledge..

BY WHEN: Request to Alvaro re-sent 5.2.14.

ACTION: Resortalia to provide Ron Locke with the name of the buildings which decided not to join the services of the architect and therefore the building repairs. Then, he will contact them as their buildings will not have any repainting done unless the adequate waterproofing works of the bottom part of the façade is done before. **Done**

6.2.15

BY WHEN: Done 5-2-15. Below is the list of buildings which for different reasons are not in the architect scheme.

Sub-community / Sub-comunidad	Address / Dirección
S.P.H.R.G.R. F-1 ALBAHACA 5	CL ATLÁNTICO, 154, 156, 158
S.P.H.R.G.R. F-1 ALMIZCLE 7	CL ATLÁNTICO, 120, 122, 124
S.P.H.R.G.R. F-1 ESTRAGON 2	CL ATLÁNTICO, 130, 132
S.P.H.R.G.R. F-4 ESPLIEGO 1	CL EGEO, 8, 10
S.P.H.R.G.R. F-5A CILANTRO 6	CL ATLÁNTICO, 1, 3, 5, 7
S.P.H.R.G.R. F-5B ALBAHACA 4	CL ATLÁNTICO, 194, 196, 198
S.P.H.R.G.R. F-5B ALMIZCLE 4	CL ATLÁNTICO, 200, 202, 204
S.P.H.R.G.R. F-5B SALVIA 2	CL ATLÁNTICO, 206, 208, 210
S.P.H.R.G.R. F5-B SALVIA 3	CL ATLÁNTICO, 212, 214, 216
S.P.H.R.G.R. F-7 ESTRAGON 3	CL ATLANTICO, 2, 4
S.P.H.R.G.R. F-7 JENGIBRE 7	CL ATLANTICO, 14, 16, 18

ACTION: Ron Locke to communicate with the BP of those buildings which are not included in the architect scheme and ask what actions are being taken.

BY WHEN: Request sent 7.2.15.They have been asked to respond by 16.2.15.

4. Town Hall Claim.

Resortalia explained that the First Instance judgement was received on 16th January rejecting our claim. The Committee decided on 20th January to lodge an appeal. According to Mr. Varas's opinion, it will take 2 years to receive the final judgement.

The last update information is that the appeal has been logged already (5/2/2015). As it is an EUCC there is no judicial tax for this kind of appeal so the original 900 € we were told we had to pay will not now be paid.

ACTION: Start a second procedure (Administrative procedure) directly against the Town Hall of Murcia claiming the modification of the Bylaws which establishes that the Street lighting consumption has to be paid for the EUCC. The initial cost to start this process is around 1.000 € and can be done simultaneously with the appeal previously explained. The Committee unanimously agreed to go ahead with it.

BY WHEN: As soon as the information is passed to Mr Varas. Resortalia will keep the Committee informed of the progress.

ACTION: Ask Mr. Varas for a full budget of all the possible procedures against the Town Hall for this issue, and a brief report about the process we began and the Court Rule and this new process. This will be used to inform all the owners.

BY WHEN: As soon as the Lawyer replies.

EUCC Budgets

Prior to the meeting Ron Locke had asked that two budgets were prepared, one for the General Community and one for the EUCC, as this is the way the resort should have been run, by using both sets of statutes. The lawyer had requested that we don't do this until we had the decision from the Town Hall, as he felt it might jeopardise our chances of winning the claim. This had cost many owners a great deal of money but, in the greater interests of the resort, they had agreed not to push for the change until the lawyer advised it was OK. He has confirmed we can now implement them. Ron Locke asked Isaac Abad to confirm his previous statements that we should be using these EUCC statutes as well as the General Community ones. Isaac confirmed this.

The subsequent report sent by Resortalia to the committee about the EUCC statutes and the budget which could be set for the EUCC, (this would include various budget items such as, the costs for the gardening/irrigation of the Local Authority land, telecom maintenance and the refuse collection and street cleaning), was discussed by the members of the Committee. Before voting on this issue, a number of the committee members requested additional information regarding the proposed budget changes, and the effect on debt collection, administration and accountancy.

ACTION: Resortalia will prepare a report including all the background of this issue since 2009 until now.

BY WHEN: w/c 9-2-15

ACTION: Once the report is reviewed by the Committee, the members will be sending all their questions and doubts to Resortalia.

BY WHEN: As soon as they are able to review the document which will be produced by Resortalia.

The next Meeting to discuss it will be held on Thursday 19th February. Because of this issue, there will be a delay in sending the financial information to the Sub-community Presidents for their review and later to the owners prior the AGM in March.

ACTION: It was agreed to send the minutes of the AGM of the General Community of HRGR held on Thursday 15th January 2015 to all the owners. The hold up had been caused by the new information received about the Town Hall claim. The chart with the figures and financial informative annex will not be included and an explanation will be given to the owners about it.

BY WHEN: Monday 9th February 2015

5. Maintenance Plan.

Prior to the meeting Resortalia had produced a report covering legal requirements that need to be complied with when carrying out certain types of repairs.

For some of the work in our maintenance plan the legal processes we have to follow require us to use a suitably qualified person to help us progress the work. As nobody on the committee was qualified to do this work it was agreed we needed help to produce the legal documentation and carry out any follow up work legally required. It was agreed we needed to go to tender to find someone suitable.

Two quotes will be requested:

- Cost to deal with the legal requirements which MUST be followed with no exception.
- Cost to deal with the recommendations which are not legally required.

It was decided by the Committee to ask Alvaro for help Resortalia prepare the tender document. There was a concern raised that, as Alvaro may also want to bid for the work, he may not be the most appropriate person to deal with the tender document. However, it was felt likely this would be the case whoever we asked to do it.

ACTION: Go to tender and invite different architects to quote carry out the different works based on the different works which need to be done. Seek tenders from different

architects as per the tender specification drawn up by Resortalia with advice from Alvaro Lorente.

WHEN: 23.2.15

Benches: It had previously been agreed that we would repaint the benches using volunteers on the resort. Some phases have already done some of this work. The question was raised about H&S and our exposure to a volunteer owner making a claim against us for any injury. It was agreed to find out whether we can get insured and whether a volunteer can give us a disclaimer in order to do the work.

ACTION: Resortalia to ask for the cost of the insurance to cover the volunteers in case of an accident. Resortalia to also establish whether a disclaimer document, signed by volunteers, relating to the liabilities of the GC would be legally enforceable under the relevant Spanish law.

BY WHEN: Before the next Committee Meeting.

6. AGM planning.

Sworn translators: The interpreters who have previously worked for us at an AGM are no longer interested in doing the work. CV's have been received from others, and interviews carried out, but nobody suitable has been found. As a result, it was agreed it is not necessary that the person doing the translation at the AGM is a sworn translator, just that they are competent to do what we require. Therefore, some of the members of the Committee recommended a woman called Ana, who often works for owners at HR doing translations and teaching Spanish. She also interprets in meetings for the Sucina community.

ACTION: Resortalia to ask Ana whether she is interested and the cost.

BY WHEN: We have already contacted her and are currently waiting for her cost.

Proxy forms: As established last year, an e-mail would be legal for the owners to send their authorization to other people to represent them at the AGM (proxy vote).

Aesthetical Modifications: It will be included as point of the Agenda of the Sub-communities Call in order to vote and approved some aesthetical modifications. It will also be included in the call of the EGM of the Phase Presidents which will be held after the AGM of the Sub-communities on Monday 16th March 2015.



Dogs: An owner, John Cook supported by John Brady, have requested this item be put on the agenda.

Nomination Form: The nomination form will be sent to all the owners within next week so that they can let us know in advanced whether they are volunteer for the post of Building President, Phase President or Resort President. The information received will be published on the website of the Community as in previous years.

Committee FAQ: As last year, the committee will produce a list of FAQ for the attention of the owners with the most relevant information. It will be sent via e-mail prior the AGM.

The meeting finished at 13:38pm.

Next Committee Meeting: Thursday 19th February at 9:30am Spanish time.