



PONTAC PARC

Paarl, Western Cape

Pontac Parc HOA Proposed Administrative Budget Including VAT

* All figures excludes VAT

* CAPEX included below administrative budget

Erven Area	74,623	731.60
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2019/20

DESCRIPTION	Proposed Annual Budget	Recoveries	Nett Annual Cost	Proposed Monthly Budget	Notes
ADMINISTRATIVE EXPENSES	720,639.96	44,079.96	-	56,380.00	
Bank Charges	6,000.00			500.00	
Management Fee (PC)	61,560.00			5,130.00	
Computer Expense	-			-	
General Office Expense	3,000.00			250.00	
Legal & Professional fees	1,200.00			100.00	
Audit & Tax fee	12,000.00			1,000.00	
Security	576,000.00			48,000.00	
Insurance	8,400.00			700.00	
Meter Reading	8,400.00			700.00	
CSOS Levies	44,079.96	44,079.96		-	Additional CSOS levy based on formula
Technology Infrastructure per unit	-	-		-	Additional levy: R800 per unit per month
MUNICIPAL EXPENSES	102,000.00			8,500.00	Will there be prepaid water & electricity?
Water	24,000.00			2,000.00	
Sewerage	24,000.00			2,000.00	
Refuse	24,000.00			2,000.00	
Electricity	30,000.00			2,500.00	
MAINTENANCE	139,200.00			11,600.00	
Fire equipment & services	4,200.00			350.00	
General building	-			-	
Sewerage & Plumbing	-			-	
Gate & Intercom/Biometrics	12,000.00			1,000.00	
Electrical	3,000.00			250.00	
Electric Fence & Monitoring	12,000.00			1,000.00	
Cleaning	-			-	
Landscaping/Gardening Expense	84,000.00			7,000.00	
Gardening equipment	-			-	*Capital Budget (initial cost)
DSTV	-			-	
Swimming pool	-			-	
Internet	-			-	
Technology Infrastructure	24,000.00			2,000.00	SLA Vox
Vehicle expenses	-			-	Services and fuel
Pest Control	-			-	
SPECIAL PROJECTS	-			-	
Improvements	-			-	*Capital Budget
PERSONNEL COSTS	-			-	
Estate Manager	-			-	
EM Assistant	-			-	
Wages	-			-	2 Ground staff at R4000.00 per month***Give landscaping Co more but expect more to replace staff***
TOTAL EXPENSES (EXCL. CAPEX)	1,045,839.96	44,079.96	1,001,760.00	83,480.00	

CAPITAL EXPENDITURE	56,400.00			4,700.00	
Computer Expense	36,000.00			3,000.00	Refer Capital Budget
Gardening equipment	8,400.00			700.00	Refer Capital Budget
Other	12,000.00			1,000.00	Refer Capital Budget
TOTAL EXPENSES (INCL. CAPEX)	1,102,239.96	44,079.96	1,058,160.00	83,480.00	

Monthly		R	83,480.00
Rate/Unit: Year 2019/20	20	R	4,174.00
Year 2020/21	6%	R	4,424.44
Year 2021/22	6%	R	4,689.91

Assumptions for this calculation:

- 22 Total Erven ; Equal PQs per Unit
- NOTE: Capex incl in inflated future levy - not necessarily required