

**AIRPORT CITY FLAT OWNERS'
ASSOCIATION**

MOM

***EXTRA ORDINARY GENERAL BODY
MEETING 2021-22***

Date -25 -Mar-2022

1. Agenda Point : Maintenance, Cultural, Painting collection Details for 2022-23

I. New Maintenance charges for 2022-23

The executive committee in a meeting dated 26.02.2022 decided that based on the trend and pattern of expenditure incurred in the current financial year 2021-22, we need to increase the maintenance charges by 15p. The present rate is Rs. 1.10 per sq. feet for residential and Rs ~~2.50~~ 2.75 for commercial. New rate will be Rs 1.25 per sq. ft for residential and Rs ~~2.65~~ 2.90 for commercial.

Date 25th Mar-2022

Residential flats

MOM -- The House has taken the decision not to increase maintenance charges for the year 2022-23, Maintenance charges will remain the same as Rs. 1.10 per sq.ft/per month for the year 2022-23.

Commercial establishment

MOM -- The House has taken the decision not to increase maintenance charges for the year 2022-23, Maintenance charges will remain the same as Rs. 2.75 per sq.ft/ per month for the year 2022-23.

Reserved Fund :-	Rs.	5,00,000.00
Unspent amount of maintenance (considered as an emergency funds)	Rs.	8,12,575.00

Total:	Rs.	13,12,575.00

Remaining Unspent amount of maintenance Rs. 3,37,515.00 will be used for complex development work during 2022-23.

Comments from Flat Owners

1. Some flats owners has been requested increase the maintenance charges for the year 2022-23. But House taken decision not to increase the maintenance charges for the year 2022-23.
2. Few flat owners has requested to publish the defaulter list. But house has not taken any decision due to shortage of time. During upcoming AGM flats owners will discuss in details. Written letters are sent to all the flat owners.

The break-up of the expense and collection report for the FY 2021-22 and forecast for the FY 2022-23 is as follows:

Collection			Expenses for		Budget 2022-23			Remarks
Head	Amount	Total Amount	Head	Total	Fixed cost (Salaries, Maintenance charges, AMC)	Indicative cost based on historical expenses	Total	
Maintenance FY 2021-22	2427908		AGM Account	0		3000	3000	Expenses incurred for 2 EGM, AGM, xerox
Maintenance FY 19-20	0		Audit Expenses	12000	12000		12000	Auditor fees 12000
Late fines	0	2427908	Bank Charges	413		413	413	Bank Charges
Opening Balance	350483.9	350483.9	Bonus/exgracia	87450	44600		44600	24400 - Safai, 16000 - Garderner, 2500 - Purohit, Mandir maid-1700
Other activities+ Interest	55779	55779	CCTV	12991		25,000	25,000	Only Maintenance of existing camea
Donation Box Mandir	12828	12828	Computer, Printer	5906		20000	20000	UPS for CCTV need to be changed, Any computer realted repair
Reserve Fund			Diesel Generator (AMC + Diesel)	17952	14000	3000	17000	14000 AMC, 3000 for diesel
FD at BOB		1667403	Electricity Account	397349	396000	24000	420000	33000 Monthly electric bill, electric purchase & repair 2000 monthly
FD at SBI	0		Fire Extenguisher	14396	11000	4000	15000	11000 - AMC for fire-Extenguisher, refill cost
			Garden Account	199217	196800	24000	220800	Salary of Gardner - 8200*2 = 16400 (Monthly), 5% salary hike need to add
			Gymnasium Account	0		16000	16000	Other expenses for gardening - 2000 monthly an average cost
			Legal	8800		15000	15000	
			Lift Maintenance	293996	169920	159000	328920	As per quotation from Theism AMC - 12000+18% GST, 26500 upgrade cost for 6 lifts considered. Only the lifts with maximum issues
			Mandir Expenses	133817	60000	74000	134000	Salary for purohit - 3000, Salary for massi - 2000, 5% salary hike need to add Mandir day celebration - 50000, 12000 - Mandir daily puja, Viswakarma Puja - 4000
			Office Expenses & Misc	62781	108000	12000	120000	3000 - Tally entry person fees (Last year paid is 2500), 4500 - Sankar for electricity , office expense 1500 per month
			Repair & Maintenance	171556	14400	150000	164400	
			Residents Welfare (Covid)	40706		0	0	3000 paid for sanitization done weekly twice Date 25th Mar-2022 MOM -- The House has taken the decision not do any more Sanitization in our complex effective from April'2022, So expense head has been removed
			Security Account	1008859	1043736		1043736	
			Sweeper Account	300525	302400	12000	314400	25200 - Salary per month , 1000 - cleaning equipments
Total Reciepts w/O FD		2846998.9	Total Expenses	2768714	2372856	541413	2914269	
Current Fund Status			Total residencial Sq Ft				188441	
Cash in hand as on 28th Feb		9092	Residential collection				2487421.2	Date 25th Mar-2022 MOM -- The House has taken the decision not do increase maintenance charges for the year 2022-23, Maintanance charges will be remain same as Rs. 1.10 per sqft/per month for the year 2022-23
Cash in BOB as on 28th Feb (including Painting Amount)		901762.05	Total Commerclal Sq Ft				4655	
Cash in SBI as on 28th Feb		132502.05	Commercial Collection				153615	Date 25th Mar-2022 MOM -- The House has taken the decision not do increase maintenance charges for the year 2022-23, Maintanance charges will be remain same as Rs. 2.75 per sqft/ per month for the year 2022-23
			Total Collection				2641036.2	considering 90% collection it will 23.7 lac as result of deficit of 5.37 Lac

*The above figures are indicative in nature & rough estimates. Final figures will be available post annual audit.

II. Proposal for Rebate & late fine for Maintenance charges

- Proposal to special rebate of 5.0% may be allowed on the current maintenance rate (2022-23) if the payment is made within 31st May every year.
- No rebate will be allowed on the current maintenance rate (2022-23) if the payment is made within 30th June every year.
- Proposal to increase the late fine charges from Rs. 0.3 to .Rs. 0.6 per quarter on the current maintenance rate (2022-23) if the payment is made after 30th June every year.

Note: - ACFOA wants to follow the GOVT Rebate process & Procedure to give benefit towards our flat owners/members of ACFOA.

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MOM -- The House has taken the decision not to implement any rebate charges for the year 2022-23, increasing of late fine was not discussed during the session

2. Agenda Point : Maintenance, Cultural, Painting collection Status for 2021-22

I. Maintenance charges for 2021-22 updates and dues

Current Year Maintenance Amount Collected –Rs 2538202

Current Year Maintenance Amount Due – Rs 141945.00

Prev Year Maintenance Amount due –Rs 736089.00

Current Yr. Late Fine Due = Rs. 36905.00

Prev. Yr(s). Late Fine Due = Rs. 2558.00

Jan-Mar(2019) Mtce. Due = Rs. 12916.00

II. CFA charges for 2021-22 updates and dues

CFA Amount Collected – Rs 380948

CFA Amount Due – Rs 80,600

III. Painting charges for 2021-22 collection and dues

- Painting work progress and updates till date 28-Feb-2022 for the year 2021-22
 - a. Block-1 & Block-2 & Block-3 painting has been completed, final round of review and finding yet to start. ground floor and putty work is pending.
 - b. Block-4, Block 5 & Block 6 painting is in progress.
- Painting charges collection till 28-Feb-2022 for the year 2021-22.
 - Painting Amount Collected – Rs 2161023
 - Painting Amount Due – Rs 6,51,526.00

3. Agenda Point : Miscellaneous

I. My Gate application

- MyGate was chosen as an application for Security Gate Management based on a Legal agreement signed by committee 2021-22 with ESPY (Security Agency) and AGM 2021-22.
- Proposal to introduce MyGate application to maintain flat Maintenance charge and other dues. Presently our collection process is a manual process. ACFOA wants to make digital and hassle free.
- The NDA was signed with MyGate Vendor on 05-Dec-202.

Date 25th Mar-2022 – MOM

1. The House has taken the decision not to make it mandatory for ~~entry & exit for visitors~~ the owners to use My Gate. Whoever (residents/flat owners) installed MY Gate, they can continue using the apps for visitor/deliveries entry & exit.
2. Whoever (residents/ flat owners) have not installed MYGate, they can continue using the old process of approval of visitor entry & exit.
 - a. The old process is as follows: From the main gate, the security team will call their land line (telephone) and on Manual approval request Visitor or deliveries will be allowed. This manual approval are unrecorded as per old process. Only who is entering Name and the contact details will be recorded. ~~residents/flat owners to come to the main gate and accompany the visitor to their flat. here~~ . Residents/flat owners should take responsibility of their visitors.
3. ACFOA recommends all the residents/flat owners to install MY Gate for better security and to make our complex more secure, safe & hazard free.

II. Solution for Fire Safety There was some recommendations proposed by fire team. E.g. Exit solutions other than ground floor during fire.

III. Lift AMC & Upgrade – Discussion is in progress with vendors. There are few lift which require immediate attention and additional Leveler need to be installed. **Approx. expenses is 20-25k per lift.** Exact expenses and quotation are under discussion.

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During the Discussion of the Budget Agenda 1 ACFOA has mentioned that LIFT AMC will be renewed for all the 12 lifts as well as Up gradation of the lift (Implementation of leveler)

to be considered only for few lift preference given to the lifts giving more issues (6 lifts to be considered this financial year) and remaining for next financial years.

IV. CCTV –

There is an on-going discussion to install additional cameras near lift and replace the faulty ones.

V. Registration of Association – Initial discussion started, waiting for response from concerned persons/vendors.

VI. Painting details - Separate mail has been sent by ACFOA to all the Flat Owners on 25-Mar-2022.

4. Agenda Point: Change in By-Law

Proposal to add new amendment for flat owners/ members of ACFOA,

In case of the demise of flat owner, his/her legal heir need to inform AFCOA about their flat ownership by submitting below mentioned documents

- **Death certificate of the original flat owners/members of ACFOA.**
- **KYC of new flat owners/ members of ACFOA.**
- **Declaration letter duly signed by new flat owners/members of ACFOA.**
- **New membership/ request form will be considered by ACFOA, once all dues are cleared by new flat owners/ members of ACFOA.**
- **Affidavit from first class magistrate.**

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The House has agreed to update the ByLaws with the above-mentioned point.

5. Agenda Point: Major activities carried out during FY 2021-22 (July 2021 – Feb 2022)

I. Repair & Maintenance

- Sound system for GYM is repaired.
- Sofa for club and office repaired
- Old TV and Computers repaired as a back-up for the monitoring CCTV.
- Civil and Painting work were initiated.

II. Security

- CCTV Monitor display purchased for security room
- MyGate Implemented for the Airport city.

- Training done for security – Fire training done twice, once in Aug 2021 and another in Feb 2022. Code of Conduct training done in Feb 2022.
- First lady security is deployed in the Airport city.
- Visitors parking near Bank of Baroda will be closed from 10 PM to 7 AM to avoid un-authorized Parking.

III. Sanitization

- Distribution of Wet & Dry Waste bins to ensure segregation of waste.
- Quarterly water tank cleaning done
- Weekly sanitization is done twice by the cleaning staff.

IV. Audit

- Audit for April 2021 - Sep 2021 is completed.

V. MAHA SHIVA RATRI 2022, Collection and expense details

MAHA SHIVA RATRI 2022					
Collection			Expenditure		
SL no	Name	Amount	SL no	Items	Amount
1	Dipu Sarkar, APC-I, Block-10	2500	1	Envelop and invitation card	175
2	Rana Saha, APC-II	2000	2	Doi -- 1Kg	150
3	Jupiter, APC-I,Block-1	5000	3	Dub - 5 pcs	200
4	Babulal, APC-I,Block-8	5100	4	Furits	1860
5	Arnab Mukherjee, APC-I,Block-4	2001	5	Sweets	1380
6	Chaitali Das, APC-I,block-4	500	6	Sugar	42
7	Uttam Majhi, APC-1	594	7	Honey	63
8	Malabika Roy Choudhary, APC-I, Bloc	1000	8	Bag + Plate	85
9	Pragati Mahapatra, APC-I, Block-11	1500	9	Ground Nuts	350
10	Ranjeev Kumar, APC-I, Block-7	33671	10	Makhana	600
11	Dulal Saha, APC-I, Block-4	33671	11	Tips	800
			12	Milk 11Lts	594
			13	Potato 5 KG	100
			14	Shibu Da -- Purohit	1002
			15	Basanti	500
			16	Jishan	5000
			17	Gopal - Food	22100
			18	Gopal- Decoration	7000
			19	Photo Grapher	4000
			20	Flower	20000
			21	Uttam	300
			22	Pandit Ji - 7 members	22601
			23	Doi -- 15Kg	2400
	Total	87537		Total	87537