

Annual General Meeting Marbella 17th May 2019 Rio Real Golf Club C.P. ALTAMIRA

Marbella, 17th April 2019

Dear Proprietor:

By mandate of the President, and in accordance with that stated in Article 16.2 of the current Horizontal Property Law, you are hereby invited to attend, at **FIRST CALL**, the Proprietors of the Community to the Annual General Ordinary Meeting to be held on **Friday the 17th May 2019** at **10.00** hours in the conference room of the Rio Real Golf Club, Marbella, in order to deal with the matters contained within the Agenda. Should after the elapse of half hour, there fail to be a quorum at first call, the Meeting will be constituted at **SECOND CALL**, at **10:30** hours, being valid such decisions as are duly and legally adopted in respect of the following;

AGENDA

- 1. Approval of the previous AGM & Minutes**
- 2. President's Annual Report**
- 3. Presentation and approval of the Results and Accounts for 2018**
- 4. Auditors report**
- 5. Authorisation to the President of the Community, so that on behalf of the same he will empower Procurators and Lawyers to initiate the corresponding legal claims against the owners of Apartments 134, 135 and 233, for not having removed the glass ceilings installed in the pergolas of said apartments, and not having voluntarily complied with the agreement adopted in Point 10 of the Ordinary General Meeting of May 18, 2.018**
- 6. Presentation and approval of the Budget for 2019**
- 7. Board Election (President, Vice-President) and appointment of Administrator**
- 8. Election of Board members**
- 9. Community Audit Committee**
- 10. Community Gardens Convenor**
- 11. Debtors and authorisation to the President and Administrator to proceed with legal action**
- 12. Short-term rentals**
- 13. Any Other Business**
- 14. Date next AGM**

Dr. Gareth Davies

President of the Community of Altamira

Note: If you are unable to attend the mentioned Meeting and would like the President to represent you at the AGM, please send your signed proxy by fax to **952850535** or by email to **ellen@sagesa.net**



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Important note

Pursuant Article 16.2 of the Law of Horizontal Division you are reminded that should you have any outstanding debts to the Community, you may be deprived of the right to vote. Under Article 15.2 of the Horizontal Property Law 8/99 published on the 06.04.99, these are the owners listed in the attachment.

.....
PROXY VOTE

I/We proprietor of apartment nº of the community of Proprietors Altamira, pursuant to the Spanish Law of horizontal Division, give my/our vote to..... who lives in and authority to attend the Annual General Meeting to be held next Friday 17th May 2019 and vote on our behalf.

Please put an “X” in the relevant boxes to indicate how you wish your proxy votes to be cast on each item. If you want your representative to decide how to vote on any or all the item(s) then leave the particular row(s) blank.

Agenda items & recommendations	For	Against	Abstain
1. Approval of Minutes			
3. Approval of Accounts for 2018			
4. Approval of Auditor’s Report			
5. Authorisation to take legal action			
6. Approval of Budget for 2019			
7. Approval to appoint Gareth Davies President & Les McGlasson Vice President and Administration SAGESA			
8. Approval to appoint Torben Roessberg, Richard Reynolds, John Flannagan, David Wadmore & Sue Kaye as board members			
9. Approval to appoint Geoff Goodall & Lisa Goodall to Audit Committee			
10. Approval to appoint Torben Roessberg as Gardens Convenor			
11. Approval of legal action against debtors			

DATE & SIGNATURE:

Mr / Mrs /MsDate.....

N.I.F. a-29/103090-R.M. TOMO 553, LIBRO 411, SECCIÓN 3ª, FOLIO 105, HOJA 3.209-A INSCRIPCIÓN 1ª



COMMUNITY OF PROPRIETORS ALTAMIRA

PRESIDENTS ANNUAL REPORT 2019

In the past year we have continued the philosophy of preserving Altamira as a Community of high standards whilst ensuring prudent and sensible decisions so that costs are contained. It is pleasing to report both a successful maintenance programme and financial stability.

It is very much a team effort with thanks due to many but particularly to our staff, SAGESA our Management Agents and particularly to our Vice President Les McGlasson who brings great common sense and practicality in dealing with the day-to-day issues.

Maintenance & Improvement

The following are amongst the issues that have been addressed within the past year:

- Block2 lifts - It was discovered that the lights in the lifts are permanently on. Following negotiation with the service company sensors will be fitted as will LED illumination.
- Generation of Solar Electricity – the possibilities were further explored. Our thanks to the Owner of apt. 221 for his work in this area.
- The Rio Real bridge renovations were completed in conjunction with the Pueblo del Rio.
- AC compressor sound nuisance – there is a noisy compressor which we have yet to identify. It is likely to be one of the older machines. Owners are urged to have their compressors fully maintained and give serious consideration to installing the newer more efficient models (35% saving on electricity).
- Garage Doors Block 1 – these were proving troublesome but have been repaired again. A replacement mechanism might be required in the future.
- Dividing the water cistern was done last year to separately meter the garden irrigation supply. This has reduced costs by approximately €1,200 annually.
- Water Softening – there have been problems in both Block1 & Block 2. A schedule of inspection and maintenance made by our own staff with specialist backup from a different Company.
- It was agreed that the swimming pool sunshades would be replaced in Spring 2019.

Terraces

Last year we made an important decision bringing clarity in respect repair and maintenance of apartment terraces. These are for exclusive use of the apartment Owner but do form part of the Community building. Owners remain responsible for maintaining their terrace and the planters but where there is an underlying structural issue this becomes the responsibility of the Community.

A mechanism is in place to investigate and deal with leaking terraces by removing and replacing defective cement between the tiles and use a specialist treatment. This has been tested on two terraces and seems successful. Two terraces have been identified with structural problems. One has already been replaced at the Community's cost. We expect to manage these unplanned costs within the budget.

Short-Term Rentals

There are continuing problems with owners who rent their property for short periods, particularly on Air BnB. We have tried to seek the co-operation of the Owners concerned on a number of occasions but this failed. A law was recently introduced where Communities could stop short-term rentals but we understand it has recently been revoked. This matter is on the agenda for the AGM.

Unauthorised glass roofs on 3 Penthouses

Attempts have been made to resolve this matter after the resolution by the Owners at the AGM of 2018 which demanded removal of the roofs. Informal resolution failed and the matter was put in the hands of the Community legal team.

An expert report was commissioned which confirms that the roofs are illegal and against both the Altamira rules and those of the Town Council. The report confirms the roofs cause a problem to the building when it rains.

The lawyer has asked that a further resolution is passed at the forthcoming AGM to ensure the full legal authority before Court proceedings commence.

Renovations that disturb your neighbours

The Community does have very detailed guidance in the Statutes. These are not unreasonable and should be observed as a courtesy to your neighbours. You do not need permission to renovate your apartment but you are required to seek permission before starting. Please inform the Administrators before starting any renovations

Recurring Matters

Parking- there was only one complaint about other people parking in owners' spaces.

Hanging laundry and other items over balconies – there has been an increase in the number of complaints this year. Please do not hang items from your balcony.

Dogs – there are fewer complaints than previously. Please remember that dogs should be controlled and on a lead whilst on Community property

Summary

Altamira remains well maintained and improved. The costs are all readily managed within the annual budget and Reserve Fund.

Gareth J Davies

COMUNIDAD DE PROPIETARIOS ALTAMIRA COMMUNITY OF PROPRIETORS ALTAMIRA - RESULTS 2018 & BUDGET 2019 56 aptos. CONCEPTO / CONCEPT	PRESUPUESTO BUDGET 2018	RESULTADOS RESULTS 2018	COMPARATIVA COMPARATIV 2018
LIMPIADORA / CLEANER			
1.1 Limpieza escaleras comunitarias, zonas y pasillos interiores, servicios piscinas. 14 pagas anuales	12.650,00	12.636,45	13,55
a) Seguros Sociales limpiadora.	4.235,00	4.233,23	1,77
b) Prevención Riesgos Laborales.	300,00	251,03	48,97
c) Asesoría Laboral Limpiadora. 40 horas semanales 5 días a la semana. (11 meses) Sin sustitución de vacaciones.			
1.1 Communal stairs cleaning, interior areas passages and cleaning the WC pools. 14 monthly salary			
a) Cleaner National Insurance contribution.			
b) Cleaner Prevention of Labour Accidents			
c) Cleaner Labour Assesor Fees. 40 hours per week 5 Days a week. (11 months). Without holiday cover.	650,00	583,35	66,65
1.2 Productos de limpieza. / Cleaning products.	2.110,00	2.105,40	4,60
1.4 Limpieza luminarias. / Window cleaning.			
Subtotal	19.945,00	19.809,46	135,54
PISCINA / SWIMMING POOL			
2.1 Productos de piscina (2 piscinas). 2.1 Cleaning pool products (2 swimming pool).	1.900,00	1.381,66	518,34
2.2 Analisis piscina por laboratorio especializado, obligatorio por Ley. Números de análisis 12 meses 3 (julio, agosto y septiembre).	350,00	297,66	52,34
2.2 Chemical laboratory analysis of the swimming pool water, obligatory by Law. Numbers of analysis 12 month 3 (July, August and September).			
2.3 Analisis de algibe por laboratorio especializado obligatorio por ley. Número de algibes (2) número de analisis anuales (2).	0,00	0,00	0,00
2.3 Chemical laboratory analysis of the water deposit , obligatory by Law. Numbers of water deposit (2) number of annual analysis (2).			
2.4 Socorrista. / Swimming pool Lifeguard.	0,00	0,00	0,00
2.5 Compra y registro de libros de piscinas (2). 2.5 Purchase of swimming pool registration books (2).	0,00	0,00	0,00
2.6 Cartel para las reglas de la piscina (1). 2.6 Swimming pool rules notice board (1).	0,00	0,00	0,00
2.7 Accesorios y equipo de limpieza de piscinas (1). Repuestos. 2.7 accesories and swimming pool cleaning equipment. (1.). Replacement parts.	300,00	0,00	300,00
2.8 Honorarios Ayuntamiento licencia Apertura Piscina. 2.8 Town Hall fees for the Opening License of the Pool.	210,00	0,00	210,00
2.9 Botiquin piscina (1). Repuestos. / Swimming pool first/aid box (1). Refill.	60,00	0,00	60,00
2.10 Reparación de piscina. / Swimming pool repairs.	500,00	1.596,64	-1.096,64
Subtotal	3.320,00	3.275,96	44,04
JARDINERIA / GARDENING			
3.1a Un jardinero 40 horas, 5 días a la semana. (12 meses).	38.000,00	37.989,84	10,16
3.1b Un jardinero extra de 4 a 5 días al mes. 3.1a One gardener 40 hours, 5 day a week. (12 months). 3.1b One extra gardener 4 to 5 days each month.	4.500,00	4.097,30	402,70
3.2 Fertilizantes para el jardín. / Chemical gardening fertilizer	300,00	0,00	300,00
3.3 Recogida de broza de jardín / Collection of rubbish	2.100,00	1.804,00	296,00
3.4 Reposición de plantas de temporada. / Replacement of perinnal plants.	1.000,00	247,50	752,50
3.5 Poda de palmeras, pinos y licencia de poda al ayuntamiento.	2.400,00	0,00	2.400,00
3.5 Palms pruning, pine trees and pruning license forestry departament Town Hall.			
3.6 Arreglo del sistema de riego. Materiales. / Irrigation system repair and materials.	1.000,00	522,98	477,02
3.7 Amortizacion inmovilizado jardinería. Amortiza immobilization gardening equipment.			
Subtotal	49.300,00	44.661,62	4.638,38

MANTENIMIENTO / MAINTENANCE			
4.1 Mantenimiento general (salario).	26.800,00	26.769,40	30,60
a) Seguros Sociales Mantenimiento	9.810,00	9.797,62	12,38
b) Prevención Riesgos Laborales.	290,00	251,03	38,97
c) Asesoría Laboral mantenimiento.	0,00	0,00	0,00
d) Costo anual Teléfono móvil mantenimiento.	500,00	536,54	-36,54
4.1 <i>General maintenance personel (salary).</i>			
a) <i>Maintenance National Insurance contribution.</i>			
b) <i>Maintenance Prevention of Labour Accidents</i>			
c) <i>Maintenance Labour Assesor Fees.</i>			
d) <i>Annual cost mobile telephone maintenance.</i>			
4.2 Tratamientos de plagas. / <i>Pest control contract.</i>	830,00	822,80	7,20
4.3 Reparaciones. / <i>Reparations.</i>	3.100,00	1.711,42	1.388,58
4.4 Repuestos. / <i>Replacement parts.</i>	1.300,00	1.114,19	185,81
4.5 Pintura de areas comunes. / <i>Painting common areas.</i>	500,00	811,30	-311,30
4.6 Mantenimiento TV satelite. / <i>TV. and satellite system maintenance.</i>	300,00	372,68	-72,68
4.7 Mantenimiento porteros electrónicos. / <i>Maintenance access entry intercom.</i>	0,00	204,18	-204,18
4.8 Mantenimiento puertas de entrada (1) y puertas de garajes (3).	0,00	344,73	-344,73
4.8 <i>Maintenance (1) entry gates and (3) garage doors.</i>			
4.10 Cleaning water tanks	0,00	0,00	0,00
Subtotal	43.430,00	42.735,89	694,11
ELECTRICIDAD / ELECTRICITY			
5.1 Estimación de consumo electrico. Zonas comunes Y Bloques	10.750,00	11.179,45	-429,45
5.1 <i>Estimated electricity consumption. Communal areas & Blocks</i>			
Subtotal	10.750,00	11.179,45	-429,45
AGUA / WATER			
6.1 Estimación de consumo de agua. Zonas comunes y Bloques	15.240,00	11.834,21	3.405,79
6.1 <i>Estimated water consumption. Communal areas & Blocks</i>			
Subtotal	15.240,00	11.834,21	3.405,79
ASCENSORES / LIFTS			
7.1 Contrato de mantenimiento ascensores (7).	10.970,00	10.958,05	11,95
7.1 <i>Maintenance lift contract (7).</i>			
7.2 Líneas de telefonos ascensores	350,00	251,41	98,59
7.2 <i>Emergency telephones lines</i>			
7.3 Inspección Técnica ascensores por industria.	0,00	0,00	0,00
7.3 <i>Technical Inspection Lift governing body</i>			
Subtotal	11.320,00	11.209,46	110,54
EXTINTORES-CONTRAINCENDIOS-TRATAMIENTO AGUA / FIRE EXTINGUISERS - WATER TREATMENT			
8.1 Contrato de mantenimiento de extintores y servicio contra incendio.	1.230,00	1.299,69	-69,69
8.1 <i>Fire extinguisher and sprinkler fire alarm maintenance contract.</i>			
8.3 Water Softener Salt	1.950,00	454,96	1.495,04
8.4 Water softener service	470,00	0,00	470,00
Subtotal	3.650,00	1.754,65	1.895,35
SEGURO/INSURANCE			
9.1 Póliza de seguro multiriesgo y R.C.	6.550,00	6.478,71	71,29
9.1 <i>Insurance policy,(fully comprehensive with civil liability cover).</i>			
Subtotal	6.550,00	6.478,71	71,29
ADMINISTRACIÓN / ADMINISTRATION			
10.1 Honorarios de administración. / <i>Administration fees.</i>	12.240,00	12.239,96	0,04
10.2 Honorarios de auditoría. / <i>Audit fees.</i>	0,00	0,00	0,00
10.3 Gastos sellos. / <i>Expenditure stamps</i>	150,00	116,62	33,38
10.4 Gastos bancarios. / <i>Bank expenditure</i>	50,00	68,23	-18,23
10.5 Gastos asesoramiento jurídico. / <i>Lawyer professional advice fees.</i>	500,00	0,00	500,00
10.6 Gastos asesoría laboral. / <i>Labour assesor.</i>	0,00	0,00	0,00
10.7 Gastos documentación morosidad. / <i>Debtors documentation cost</i>	0,00	79,00	-79,00
10.8 Dto. P.pago domiciliado/Rebates for prompt payments by Direct Debits	6.600,00	6.900,00	-300,00
10.9 Incremento IVA Admon 3% / <i>Admin.fees VAT 3% increase</i>	310,00	310,00	0,00
Subtotal	19.850,00	19.713,81	136,19

MANCOMUNIDAD / MACROCOMMUNITY			
12.1 Gastos Mancomunidad. Consumo luces exteriores y plantas. <i>12.1 Macrocommunity cost exterior street, lamps, plants, etc.</i>	1.000,00	483,23	516,77
Subtotal	1.000,00	483,23	516,77
SALA DE CONFERENCIAS / CONFERENCE SUITE			
14.1 Alquiler y consumo sala para la asamblea anual. <i>14.1 Rental of conference room and beverage for the meeting</i>	300,00	523,45	-223,45
Subtotal	300,00	523,45	-223,45
FONDO DE RESERVA / RESERVE FUNDS			
15.1 Reserva. <i>15.1 Sinking fund.</i>	13.650,00	13.650,00	0,00
Subtotal	13.650,00	13.650,00	0,00
PROYECTOS ESPECIFICOS/SPECIAL PROJECTS			
16.1 Bombillas LED / LED Lights	1.000,00	634,50	365,50
Subtotal	1.000,00	634,50	365,50
GASTOS IMPREVISTOS / UNFORSEEN COST			
17.1 Otros gastos. / <i>1 Other expenses.</i>	1.500,00	4.552,44	-3.052,44
17.2 Mejoras Comunidad. Mejoras en seguridad. <i>17.2 Community improvement. Security upgrade</i>	200,00	0,00	200,00
17.6 Fondo para pequeñas mejoras/ Delegated authority for small improvements	1.000,00	1.254,42	-254,42
17.9 Provision for bad & doubtful debts	0,00	0,00	0,00
Gastos años anteriores / Previous years expenses	0,00	0,00	0,00
Ajuste Presupuesto / Budget Adjustment	-119,00	0,00	-119,00
Subtotal	2.581,00	5.806,86	-3.225,86
INGRESOS EXTRAORDINARIOS / EXTRAORDINARY INCOMES			
18.1 Ingresos financieros / <i>Financial incomes.</i>	-150,00	-71,43	-78,57
18.2 Otros ingresos / <i>Other incomes.</i>	-60,00	-60,00	0,00
18.3 Ingresos extraordinarios por recargo de recibos comunitarios impagados. <i>18.3 Extraordinary incomes surcharges late payment.</i>	0,00	-1.765,87	1.765,87
Subtotal	-210,00	-1.897,30	1.687,30
TOTAL PRESUPUESTO / TOTAL BUDGET:	201.676,00	191.853,96	9.822,04
SUPERAVIT			9.822,04

COMUNIDAD DE PROPIETARIOS ALTAMIRA COMMUNITY OF PROPRIETORS ALTAMIRA - RESULTS 2018 & BUDGET 2019 56 aptos. CONCEPTO / CONCEPT	PRESUPUESTO BUDGET 2018	RESULTADOS RESULTS 2018	PRESUPUESTO BUDGET 2019
LIMPIADORA / CLEANER			
1.1 Limpieza escaleras comunitarias, zonas y pasillos interiores, servicios piscinas. 14 pagas anuales	12.650,00	12.636,45	13.030,00
a) Seguros Sociales limpiadora.	4.235,00	4.233,23	4.360,00
b) Prevención Riesgos Laborales.	300,00	251,03	300,00
c) Asesoría Laboral Limpiadora. 40 horas semanales 5 días a la semana. (11 meses) Sin sustitución de vacaciones.			
<i>1.1 Communal stairs cleaning, interior areas passages and cleaning the WC pools. 14 monthly salary a) Cleaner National Insurance contribution. b) Cleaner Prevention of Labour Accidents c) Cleaner Labour Assesor Fees. 40 hours per week 5 Days a week. (11 months). Without holiday cover.</i>			
1.2 Productos de limpieza. / Cleaning products.	650,00	583,35	650,00
1.4 Limpieza luminarias. / Window cleaning.	2.110,00	2.105,40	2.178,00
Subtotal	19.945,00	19.809,46	20.518,00
PISCINA / SWIMMING POOL			
2.1 Productos de piscina (2 piscinas). 2.1 Cleaning pool products (2 swimming pool).	1.900,00	1.381,66	1.700,00
2.2 Analisis piscina por laboratorio especializado, obligatorio por Ley. Números de análisis 12 meses 3 (julio, agosto y septiembre). 2.2 Chemical laboratory analysis of the swimming pool water, obligatory by Law. Numbers of analysis 12 month 3 (July, August and September).	350,00	297,66	350,00
2.3 Analisis de algibe por laboratorio especializado obligatorio por ley. Número de algibes (2) número de analisis anuales (2). 2.3 Chemical laboratory analysis of the water deposit , obligatory by Law. Numbers of water deposit (2) number of annual analysys (2).	0,00	0,00	0,00
2.4 Socorrista. / Swimming pool Lifeguard.	0,00	0,00	0,00
2.5 Compra y registro de libros de piscinas (2). 2.5 Purchase of swimming pool registration books (2).	0,00	0,00	0,00
2.6 Cartel para las reglas de la piscina (1). 2.6 Swimiming pool rules notice board (1).	0,00	0,00	0,00
2.7 Accesorios y equipo de limpieza de piscinas (1). Repuestos. 2.7 accesories and swimming pool cleaning equipment. (1.). Replacement parts.	300,00	0,00	1.500,00
2.8 Honorarios Ayuntamiento licencia Apertura Piscina. 2.8 Town Hall fees for the Opening License of the Pool.	210,00	0,00	210,00
2.9 Botiquin piscina (1). Repuestos. / Swimming pool first/aid box (1). Refill.	60,00	0,00	60,00
2.10 Reparación de piscina. / Swimming pool repairs.	500,00	1.596,64	500,00
Subtotal	3.320,00	3.275,96	4.320,00
JARDINERIA / GARDENING			
3.1a Un jardinero 40 horas, 5 días a la semana. (12 meses). 3.1b Un jardinero extra de 4 a 5 días al mes. 3.1a One gardener 40 hours, 5 day a week. (12 months). 3.1b One extra gardener 4 to 5 days each month.	38.000,00	37.989,84	38.000,00
3.2 Fertilizantes para el jardín. / Chemical gardening fertilizer	4.500,00	4.097,30	4.500,00
3.3 Recogida de broza de jardín / Collection of rubbish	300,00	0,00	300,00
3.4 Reposición de plantas de temporada. / Replacement of perinnal plants.	2.100,00	1.804,00	1.500,00
3.5 Poda de palmeras, pinos y licencia de poda al ayuntamiento. 3.5 Palms pruning, pine trees and pruning license forestry departament Town Hall.	1.000,00	247,50	1.000,00
3.6 Arreglo del sistema de riego. Materiales. / Irrigation system repair and materials.	2.400,00	0,00	2.500,00
3.7 Amortizacion inmovilizado jardinería. Amortiza immobilization gardening equipment.	1.000,00	522,98	1.000,00
Subtotal	49.300,00	44.661,62	48.800,00

MANTENIMIENTO / MAINTENANCE			
4.1 Mantenimiento general (salario).	26.800,00	26.769,40	27.600,00
a) Seguros Sociales Mantenimiento	9.810,00	9.797,62	10.100,00
b) Prevención Riesgos Laborales.	290,00	251,03	290,00
c) Asesoría Laboral mantenimiento.	0,00	0,00	0,00
d) Costo anual Teléfono móvil mantenimiento.	500,00	536,54	500,00
4.1 <i>General maintenance personel (salary).</i>			
a) <i>Maintenance National Insurance contribution.</i>			
b) <i>Maintenance Prevention of Labour Accidents</i>			
c) <i>Maintenance Labour Assesor Fees.</i>			
d) <i>Annual cost mobile telephone maintenance.</i>			
4.2 Tratamientos de plagas. / <i>Pest control contract.</i>	830,00	822,80	830,00
4.3 Reparaciones. / <i>Reparations.</i>	3.100,00	1.711,42	3.100,00
4.4 Repuestos. / <i>Replacement parts.</i>	1.300,00	1.114,19	1.300,00
4.5 Pintura de areas comunes. / <i>Painting common areas.</i>	500,00	811,30	500,00
4.6 Mantenimiento TV satelite. / <i>TV. and satellite system maintenance.</i>	300,00	372,68	300,00
4.7 Mantenimiento porteros electrónicos. / <i>Maintenance access entry intercom.</i>	0,00	204,18	300,00
4.8 Mantenimiento puertas de entrada (1) y puertas de garajes (3).	0,00	344,73	300,00
4.8 <i>Maintenance (1) entry gates and (3) garage doors.</i>			
4.10 Cleaning water tanks	0,00	0,00	0,00
Subtotal	43.430,00	42.735,89	45.120,00
ELECTRICIDAD / ELECTRICITY			
5.1 Estimación de consumo electrico. Zonas comunes Y Bloques	10.750,00	11.179,45	11.500,00
5.1 <i>Estimated electricity consumption. Communal areas & Blocks</i>			
Subtotal	10.750,00	11.179,45	11.500,00
AGUA / WATER			
6.1 Estimación de consumo de agua. Zonas comunes y Bloques	15.240,00	11.834,21	12.000,00
6.1 <i>Estimated water consumption. Communal areas & Blocks</i>			
Subtotal	15.240,00	11.834,21	12.000,00
ASCENSORES / LIFTS			
7.1 Contrato de mantenimiento ascensores (7).	10.970,00	10.958,05	10.970,00
7.1 <i>Maintenance lift contract (7).</i>			
7.2 Líneas de telefonos ascensores	350,00	251,41	350,00
7.2 <i>Emergency telephones lines</i>			
7.3 Inspección Técnica ascensores por industria.	0,00	0,00	0,00
7.3 <i>Technical Inspection Lift governing body</i>			
Subtotal	11.320,00	11.209,46	11.320,00
EXTINTORES-CONTRAINCENDIOS-TRATAMIENTO AGUA / FIRE EXTINGUISERS - WATER TREATMENT			
8.1 Contrato de mantenimiento de extintores y servicio contra incendio.	1.230,00	1.299,69	1.300,00
8.1 <i>Fire extinguisher and sprinkler fire alarm maintenance contract.</i>			
8.3 Water Softener Salt	1.950,00	454,96	1.500,00
8.4 Water softener service	470,00	0,00	500,00
Subtotal	3.650,00	1.754,65	3.300,00
SEGURO/INSURANCE			
9.1 Póliza de seguro multiriesgo y R.C.	6.550,00	6.478,71	6.550,00
9.1 <i>Insurance policy,(fully comprehensive with civil liability cover).</i>			
Subtotal	6.550,00	6.478,71	6.550,00
ADMINISTRACIÓN / ADMINISTRATION			
10.1 Honorarios de administración. / <i>Administration fees.</i>	12.240,00	12.239,96	12.607,20
10.2 Honorarios de auditoría. / <i>Audit fees.</i>	0,00	0,00	0,00
10.3 Gastos sellos. / <i>Expenditure stamps</i>	150,00	116,62	150,00
10.4 Gastos bancarios. / <i>Bank expenditure</i>	50,00	68,23	80,00
10.5 Gastos asesoramiento jurídico. / <i>Lawyer professional advice fees.</i>	500,00	0,00	500,00
10.6 Gastos asesoría laboral. / <i>Labour assesor.</i>	0,00	0,00	0,00
10.7 Gastos documentación morosidad. / <i>Debtors documentation cost</i>	0,00	79,00	200,00
10.8 Dto. P.pago domiciliado/Rebates for prompt payments by Direct Debits	6.600,00	6.900,00	6.450,00
10.9 Incremento IVA Admon 3% / <i>Admin.fees VAT 3% increase</i>	310,00	310,00	320,00
Subtotal	19.850,00	19.713,81	20.307,20

MANCOMUNIDAD / MACROCOMMUNITY			
12.1 Gastos Mancomunidad. Consumo luces exteriores y plantas. 12.1 <i>Macrocommunity cost exterior street, lamps, plants, etc.</i>	1.000,00	483,23	1.000,00
Subtotal	1.000,00	483,23	1.000,00
SALA DE CONFERENCIAS / CONFERENCE SUITE			
14.1 Alquiler y consumo sala para la asamblea anual. 14.1 <i>Rental of conference room and beverage for the meeting</i>	300,00	523,45	500,00
Subtotal	300,00	523,45	500,00
FONDO DE RESERVA / RESERVE FUNDS			
15.1 Reserva. 15.1 <i>Sinking fund.</i>	13.650,00	13.650,00	13.650,00
Subtotal	13.650,00	13.650,00	13.650,00
PROYECTOS ESPECIFICOS/SPECIAL PROJECTS			
16.1 Bombillas LED / LED Lights	1.000,00	634,50	1.000,00
Subtotal	1.000,00	634,50	1.000,00
GASTOS IMPREVISTOS / UNFORSEEN COST			
17.1 Otros gastos. / <i>Other expenses.</i>	1.500,00	4.552,44	3.000,00
17.2 Mejoras Comunidad. Mejoras en seguridad. 17.2 <i>Community improvement. Security upgrade</i>	200,00	0,00	200,00
17.6 Fondo para pequeñas mejoras/ Delegated authority for small improvements	1.000,00	1.254,42	1.000,00
17.9 Provision for bad & doubtful debts	0,00	0,00	0,00
Gastos años anteriores / Previous years expenses	0,00	0,00	0,00
Ajuste Presupuesto / Budget Adjustment	-119,00	0,00	274,80
Subtotal	2.581,00	5.806,86	4.474,80
INGRESOS EXTRAORDINARIOS / EXTRAORDINARY INCOMES			
18.1 Ingresos financieros / <i>Financial incomes.</i>	-150,00	-71,43	0,00
18.2 Otros ingresos / <i>Other incomes.</i>	-60,00	-60,00	-60,00
18.3 Ingresos extraordinarios por recargo de recibos comunitarios impagados. 18.3 <i>Extraordinary incomes surcharges late payment.</i>	0,00	-1.765,87	0,00
Subtotal	-210,00	-1.897,30	-60,00
TOTALES	201.676,00	191.853,96	204.300,00
REPAR.TERRAZAS CON DEFECTOS ESTRUCTURALES / REPAIR OF TERRACES WITH STRUCTURAL DEFECTS	0,00	0,00	5.000,00
SOPORTADO POR RESERVAS / COVERED BY RESERVES	0,00	0,00	-5.000,00
SUB-TOTAL	0,00	0,00	0,00
TOTAL PRESUPUESTO / TOTAL BUDGET:	201.676,00	191.853,96	204.300,00

C.P. ALTAMIRA I

BALANCE DE SITUACION AL 31/12/2018

ACTIVO	ACUMULADO	PASIVO	ACUMULADO
B) INMOVILIZADO		A) FONDOS PROPIOS	
III.INMOVILIZADO MATERIAL		IV.RESERVAS	
1. Terrenos y Construccione		Reserva General al 31/12/2017	88.816,40
2. Instalac.Tecnicas y Maq.		Aportación Año 2018	13.650,00
3. Otras Instal.,util.y Mob		Beneficio Año 2018	9.822,04
5. Otro Inmovilizado.			
7. Amortizaciones.		TOTAL RESERVA GENERAL AL 31/12/;	112.288,44
IV.INMOVILIZACIONES FINANCIER		Reserva Deudores Dudoso Cobro	189,44
6. Otros Creditos.		Total A	112.477,88
7. Depos.y Fianzas a larg.			
8. Provisiones.		D) ACREEDORES A LARGO PLAZO	
Total B		II.DEUDAS ENTIDADES DE CDTO.	
D) ACTIVO CIRCULANTE		Total D	
III.DEUDORES		E) ACREEDORES A CORTO PLAZO	
1. Anticipos de Proveedores		II.DEUDAS CON ENT.DE CDTO.	
2. Client.por venta y serv.	-8.143,03	1.Prestamos y otras deudas.	
3. Socied.del Grupo - deudo		2.Deudas por intereses.	
4. Socied.asociadas - deudo		IV.ACREEDORES COMERCIALES	
5. Deudores varios.		1.Anticipos de clientes.	
6. Personal.		2.Deudas por compras o serv	8.107,56
7. Administracion Publica.		3.Efectos a corto plazo.	
8. Provisiones.		V.OTRAS DEUD.NO COMERCIALES	
IV.INVERSIONES FINANC.TEMPORA		1.Administrac.Publicas.	2.895,96
5. Cartera de valores a cor	80.000,00	2.Deudas efectos a pagar.	
6. Otros creditos.		3.Otras deudas.	
7. Depositos y fianzas cons		4.Remunerac.ptes.pago.	101,41
8. Provisiones.		5.Transferencias internas	
V.TESORERIA	57.530,40	VI.PROVIS.PARA OPERAC.TRAFICO	
VI.AJUSTES POR PERIODIFICACIO	2.705,76	VII.AJUSTES POR PERIODIFICACIO	8.510,32
Total D	132.093,13	Total E	19.615,25
TOTAL ACTIVO (A+B+C+D) ...	132.093,13	TOTAL PASIVO (A+B+C+D+E) .	132.093,13

C.P. ALTAMIRA I

BALANCE SHEET UP TO 31/12/2018

<u>ASSETS</u>	<u>ACCUMULATED</u>	<u>LIABILITIES</u>	<u>ACCUMULATED</u>
B) FIXED ASSETS		A) CAPITAL AND RESERVES.	
III.TANGIBLE FIXED ASSETS		IV.RESERVES	
1. Land and Buildings.		Reserve Fund	88.816,40
2. Fixed Plant and Machinery		Contribution Year 2018	13.650,00
3. Other Plant, Tools, Furni		Profit Year 2018	9.822,04
5. Other tangible fixed ass		TOTAL RESERVES UP TO 31/12/2018	112.288,44
7. Depreciation provision.			
IV.FIXED INVESTMENTS		Reserve for bad and doubtful debts	189,44
6. Other Deposits.		Total A	112.477,88
7. Long Term Deposits.			
8. Provisions.		D) LONG TERM CREDITORS	
Total B		II.CURRENT DEBTS.	
D) CURRENT ASSETS		Total D	
III.DEBTORS		E) CREDITORS SHORT TERM.	
2. Trade Debtors.	-8.143,03	II.CURRENT DEBTS.	
5. Sundry Debtors.		1.Loans and Other debts.	
6. Employees.		2.Interest On Debts.	
7. Public Bodies.		IV.TRADE CREDITORS.	
IV.SHORT-TERM INVESTMENTS		1.Advance clients payments.	
5. Short-Term securities.		2.Trade Creditors.	8.107,56
6. Other Loans.	80.000,00	3.Pending payments.	
7. Deposits and Guarrantees		V.OTHER CREDITORS	
V.CASH AT BANK AND IN HAND.	57.530,40	1.Public bodies.	2.895,96
VI.PREPAYMENTS	2.705,76	2.Creditors bills of exchan	
Total D	132.093,13	3.Other current liabilities	
		4.Accrued salaries and wage	101,41
		VI.PROV. IN RESPECT OF OP. AC	
		VII.ACRRUALS	8.510,32
		Total E	19.615,25
TOTAL ASSETS (A+B+C+D) ...	132.093,13	TOTAL LIABIL.(A+B+C+D+E) .	132.093,13

CDAD. PROP. ALTAMIRA I

REPARTO DE CUOTAS PROPUESTA PRESUPUESTO 2019

CÓDIGO	PROPIEDAD	TOTAL	TOTAL PPTO. 2019	1 SEM/19	2 SEM/19	TOTAL PPTO. 2019
		COEFICIENTE	204.300,00			204.300,00
1260101	APART.101	2,11	4.310,73 €	2.127,68	2.183,05	4.310,73
1260102	APART.102	1,59	3.248,37 €	1.603,32	1.645,05	3.248,37
1260103	APART.103	1,60	3.268,80 €	1.613,41	1.655,39	3.268,80
1260104	APART.104	1,60	3.268,80 €	1.613,41	1.655,39	3.268,80
1260105	APART.105	1,68	3.432,24 €	1.694,08	1.738,16	3.432,24
1260106	APART.106	1,62	3.309,66 €	1.633,58	1.676,08	3.309,66
1260107	APART.107	1,57	3.207,51 €	1.583,16	1.624,35	3.207,51
1260108	APART.108	2,05	4.188,15 €	2.067,18	2.120,97	4.188,15
1260111	APART.111	1,90	3.881,70 €	1.915,92	1.965,78	3.881,70
1260112	APART.112	1,53	3.125,79 €	1.542,82	1.582,97	3.125,79
1260113	APART.113	1,43	2.921,49 €	1.441,98	1.479,51	2.921,49
1260114	APART.114	1,43	2.921,49 €	1.441,98	1.479,51	2.921,49
1260115	APART.115	1,56	3.187,08 €	1.573,07	1.614,01	3.187,08
1260116	APART.116	1,56	3.187,08 €	1.573,07	1.614,01	3.187,08
1260117	APART.116B	1,60	3.268,80 €	1.613,41	1.655,39	3.268,80
1260118	APART.118	1,90	3.881,70 €	1.915,92	1.965,78	3.881,70
1260121	APART.121	1,88	3.840,84 €	1.895,75	1.945,09	3.840,84
1260122	APART.122	1,54	3.146,22 €	1.552,91	1.593,31	3.146,22
1260123	APART.123	1,43	2.921,49 €	1.441,98	1.479,51	2.921,49
1260124	APART.124	1,44	2.941,92 €	1.452,07	1.489,85	2.941,92
1260124	9001 GARAJE	0,05	102,15 €	50,42	51,73	102,15
1260125	APART.125	1,57	3.207,51 €	1.583,16	1.624,35	3.207,51
1260126	APART.126	1,57	3.207,51 €	1.583,16	1.624,35	3.207,51
1260127	APART.127	1,59	3.248,37 €	1.603,32	1.645,05	3.248,37
1260128	APART.128	1,90	3.881,70 €	1.915,92	1.965,78	3.881,70
1260131	APART.131	2,37	4.841,91 €	2.389,86	2.452,05	4.841,91
1260132	APART.132	2,00	4.086,00 €	2.016,76	2.069,24	4.086,00
1260133	APART.133	1,92	3.922,56 €	1.936,09	1.986,47	3.922,56
1260134	APART.134	1,92	3.922,56 €	1.936,09	1.986,47	3.922,56
1260135	APART.135	2,02	4.126,86 €	2.036,93	2.089,93	4.126,86
1260136	APART.136	2,02	4.126,86 €	2.036,93	2.089,93	4.126,86
1260137	APART.137	1,97	4.024,71 €	1.986,51	2.038,20	4.024,71
1260138	APART.138	2,34	4.780,62 €	2.359,61	2.421,01	4.780,62
1260201	APART.201	2,05	4.188,15 €	2.067,18	2.120,97	4.188,15
1260202	APART.202	1,59	3.248,37 €	1.603,32	1.645,05	3.248,37
1260203	APART.203	1,62	3.309,66 €	1.633,58	1.676,08	3.309,66
1260204	APART.204	1,64	3.350,52 €	1.653,74	1.696,78	3.350,52
1260205	APART.205	1,57	3.207,51 €	1.583,16	1.624,35	3.207,51
1260206	APART.206	2,06	4.208,58 €	2.077,26	2.131,32	4.208,58
1260211	APART.211	1,90	3.881,70 €	1.915,92	1.965,78	3.881,70
1260212	APART.212	1,53	3.125,79 €	1.542,82	1.582,97	3.125,79
1260213	APART.213	1,56	3.187,08 €	1.573,07	1.614,01	3.187,08
1260214	APART.214	1,56	3.187,08 €	1.573,07	1.614,01	3.187,08
1260215	APART.215	1,58	3.227,94 €	1.593,24	1.634,70	3.227,94
1260216	APART.216	1,90	3.881,70 €	1.915,92	1.965,78	3.881,70
1260221	APART.221	1,88	3.840,84 €	1.895,75	1.945,09	3.840,84
1260222	APART.222	1,54	3.146,22 €	1.552,91	1.593,31	3.146,22
1260223	APART.223	1,57	3.207,51 €	1.583,16	1.624,35	3.207,51
1260224	APART.224	1,57	3.207,51 €	1.583,16	1.624,35	3.207,51
1260225	APART.225	1,59	3.248,37 €	1.603,32	1.645,05	3.248,37
1260226	APART.226	1,90	3.881,70 €	1.915,92	1.965,78	3.881,70
1260231	APART.231	2,37	4.841,91 €	2.389,86	2.452,05	4.841,91
1260232	APART.232	2,00	4.086,00 €	2.016,76	2.069,24	4.086,00
1260233	APART.233	2,00	4.086,00 €	2.016,76	2.069,24	4.086,00
1260234	APART.234	2,02	4.126,86 €	2.036,93	2.089,93	4.126,86
1260235	APART.235	2,00	4.086,00 €	2.016,76	2.069,24	4.086,00
1260236	APART.236	2,37	4.841,91 €	2.389,86	2.452,05	4.841,91
1268001	8001 ALMACEN	0,15	306,45 €	151,26	155,19	306,45
1268001	9025 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1268001	9037 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1268001	9038 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1268001	9040 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1268001	9043 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1268001	9045 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1268001	9048 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269027	TR.27 / GARAJ.27	0,06	122,58 €	60,50	62,08	122,58
1269041	9041 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269041	9047 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269041	9049 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269042	9042 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269046	9046 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269600	9600 OFICINA	0,01	20,43 €	10,08	10,35	20,43
1269601	9601 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269601	9602 TRASTERO	0,01	20,43 €	10,08	10,35	20,43
1269601	9603 TRASTERO	0,01	20,43 €	10,08	10,35	20,43

TOTALES	100,00%	204.300,00 €	100.838,00	103.462,00 204.300,00	204.300,00
1 SEM/19		<u>100.838,00</u>			
2 SEM/19		103.462,00			
TOTAL 2019		<u>204.300,00</u>			

C.P. ALTAMIRA I

LISTADO MOROSIDAD AL 31/03/2019

DEBTORS LIST UP TO 31/03/2019

<u>Codigo</u>	<u>Nombre</u>	<u>Importe</u>	<u>N. Fact.</u>	<u>Fecha</u>
-----	-----	-----	-----	-----
1260108	OMMS, HENRICA J.M.H			
Fincas:	APART.108			
	RECARGO 20% 2 SEM/18	422,29 €	70024497	01/08/2018
	DIFER. SP 2 SEM/2018	-11,00 €	12601086	05/09/2018
		-----	-----	-----
		411,29 €	<=====	TOTALES
1260214	WELLER, MARTIN GARY /M			
Fincas:	APART.214			
	RECARGO 20% 1 SEM/16	317,11 €	70020870	01/02/2016
	RECARGO 20% 2 SEM/16	300,80 €	70022083	01/08/2016
	RECARGO 20% 1 SEM/17	306,65 €	70022450	01/02/2017
	RECARGO 20% 2 SEM/17	317,17 €	70023050	02/08/2017
	RECARGO 20% 2 SEM/18	317,32 €	70024499	01/08/2018
	SP DE MENOS 2 SEM/18	53,34 €	126021420	25/09/2018
	1 SEMESTRE 2019	1.573,07 €	112602000	01/01/2019
	RECARGO 20% 1 SEM/19	314,61 €	70025164	01/02/2019
		-----	-----	-----
		3.500,07 €	<=====	TOTALES

TOTAL PENDIENTE/OUTSTANDING	3.911,36 €
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C.P. ALTAMIRA

EXPLANATION OF THE RESULTS 2018 EXERCISE

The previous year closed with a total surplus of 9.822,04-€ €. Please find below explanations of items with overspent to the budget of 2018.

2.10 SWIMMING POOL REPAIRS

Apart from smaller repair Works it was necessary to replace the pool engine.

Hence a total overspend of -1.095,54€

4.5 PAINTING COMMON AREAS

The community has continued with the preventive program to repair small cracks and repaint facades. More cracks than expected have been detected and addressed.

Hence a total overspend of -311,30€

4.7 MAINTENANCE ACCESS ENTRY INTERCOM

One of the intercom systems did not work correctly, the repair and the breakdown were € 204.18. There were no amount in the budget for this concept.

Hence a total overspend of -204,18€

4.8 MAINTANANCE ENTRY GATES AND GARAGE DOORS

It was necessary to check the wiring of one of the sliding doors and replace a metal pole for the magnetic door lock.

Hence a total overspend of -344,73€

5.1 ESTIMATED ELECTICITY CONSUMPTION

The community has changed the electric supplier and the price of electricity has been reduced, but electricity consumption in common areas has increased slightly.

Hence a total overspend of -429,45€

6.1 ESTIMATED WATER CONSUMPTION

The community has managed to lower water consumption after separate drinking water from irrigation water.

En comparación al importe previsto en el presupuesto del año pasado (15.240€) se han gastado 3.405,75€ menos!

17.1 OTER EXPENSES

A new regulation of the Junta de Andalucía forces all communities to have a certificate on low voltage electrical installations. For this measure, the community has requested a inspection to the OCA (Authorized control body) to detect possible deficiencies (technical report cost € 605), and another technical report on the penthouses, that have installed glass roof on their pergolas without authorization. Apart from other small expenses, also included in this concept, the purchase of the Pruning crusher (€ 2,063.98) as agreed at the last meeting.

Hence a total overspend of -3.052,44€

17.6 DELEGATED AUTHORITY FOR SMALL IMPROVEMENTS

Included in this concept, the improvement works carried out in conjunction with the C.P. Pueblo del Rio, on the bridge to the Urbanization.

Hence a total overspend of -254,42€