

Important Notice to All Apollo Heights Property Owners

Subject: VRV Air-Conditioning Systems – Owner Responsibilities, Billing Requirements & 1 July Disconnection Due to Unpaid and Ongoing Costs

Dear Owners,

The Management Committee is issuing this notice to clarify how the VRV air-conditioning systems at Apollo Heights operate, and the steps it will take from **1 July to disconnect these systems** and prevent the escalation of ongoing and unfair costs, currently covered by all owners.

Not all electricity costs associated with the operation of existing VRV systems are being charged to the correct owners. These costs are being unfairly covered by all owners. Apollo Heights has over €7,000 of debt which will continue to grow without action.

Understanding the VRV Systems at Apollo Heights

Apollo Heights is equipped with **Variable Refrigerant Volume (VRV)** air-conditioning systems. These are high-efficiency, centralised systems designed to serve multiple apartments.

Key points:

- Each block of apartments has its own dedicated VRV system located on the roof, with shared distribution pipework serving only that block.
- The rooftop units serving each block, as well as the indoor units within each apartment, are the responsibility of the individual owners connected to that system.
- The performance and safety of each block's VRV system depends on every connected apartment maintaining both their indoor units and their share of the outdoor system properly.

Owner Responsibilities

Each apartment owner is responsible for:

- **Regular servicing** of their indoor units and their share of the outdoor VRV equipment by qualified HVAC technicians.
- **Timely repairs or replacements** of any faulty components.
- **Full ownership of billing**, including electricity usage and all charges associated with their individual units and their share of the outdoor system.
- **Installation and maintenance of sub-metering** for their apartment's VRV usage, which is **necessary to apportion electricity costs fairly and accurately**.
- **Maintaining an active account with a recognised energy provider**, enabling direct billing for their VRV consumption.
- Ensuring all equipment under their responsibility is **operational, safe, and compatible** with the VRV system serving their block.

What Happens Next & Why

It is vital that Apollo Heights does not continue to attract costs associated with the use of VRV systems by owners who do not have their own electricity supply and billing.

Currently, these costs are not individually metered and therefore all owners are liable for collective costs – this is not fair or transparent and puts further pressure on our already difficult financial position.

Beginning **1 July**, all apartments will be subject to a system disconnection from the block's existing VRV network unless owners have taken **one** of the following steps:

- Arrange for the connection of a single, private, metered, VRV compressor to the existing system serving each apartment.
OR
- Adapt the existing VRV system with individual metering, to provide air conditioning and metering to individual apartment.
OR
- Change the existing VRV system completely for new externally installed compressors and split units to provide air conditioning to individual apartments.

Each of these measures will be at the cost of individual apartment owners, this will not be charged as a common expense.

Prior to 1 July - Action for Owners: IMPORTANT

From 1 July, options available to owners wishing to maintain air conditioning at their property are summarised as:

- **Owners must demonstrate that they have taken full ownership of their individual air conditioning system**, including responsibility for all running costs, servicing, and repairs, both indoors and outdoors.
- **Provide the Management Committee with proof of:**
 - Their ongoing billing arrangements, including proof of an active account with a recognised energy provider for accurate consumption billing,
- **Complete one of the following actions:**

Option A

- Demonstrate that individual owners have installed a single VRV compressor with functioning sub-metering. This must not affect the safe and effective operation of the existing system for others.

Option B

- Demonstrate that individual owners have adapted the existing VRV system to include sub-metering. This must not affect the safe and effective operation of the existing system for others.

Option C

- Should owners choose to install a new system, this must be with prior agreement with the Management Committee to avoid the installation of unsightly units.

These requirements apply to all owners of apartments connected to a block's VRV system who intend to continue to use air conditioning.

Summary

To avoid disruption, please ensure that you:

- Have obtained permission for the installation of an alternative system, or have taken the necessary steps to change the existing VRV system,
- Have installed sub-metering, finalised your energy supply and billing arrangements, and provide proof that this is complete,