

**MINUTES OF THE MEETING OF THE STRATA COMMITTEE
OF THE OWNERS CORPORATION
STRATA PLAN 22906
THE WATERTOWER
Tuesday 8 May 2018**

The meeting opened at 7.47 pm

Present:

Committee: Margaret Brodie (MB), Max Middleton (MM), Michelle Rogers (MR), Henry Compton (HC), Jessica Carolin (JC), Fenn Gordon (FG), Aaran Creece (AC)

Quorum: Yes

1. Apologies: None

2. Minutes of previous meetings:

- 9 January 2018 confirmed and accepted.
- 3-5 April 2018 (electronic): confirmed and accepted

3. Review Actions from previous meeting(s) requiring further discussion and/or carried forward

3.1. Post-AGM follow up

- Issue a security awareness notification to residents
Agreed: MM to arrange (carried forward)

3.2. Installation of a **Defibrillator** for building.

Confirmed and installed

3.3. Building Replacement Valuation (carried forward)

Status: MM to get quotes for engaging valuer (carried forward) – new legislation does not require every 5 years – deferred

3.4. Plumbing/water leaks

- Unit 310 – water stain on ceiling – investigated – relates to aircon leak
Action: MM advise agent

3.5. Proposed extra community notice board (carried forward – AC)

3.6. Skylights – some eastern 3rd floor apartments need attention (HC) – carried forward

Action: MM to review work required and facilitate quotes, etc

4. Financial Matters

4.1. Profit & Loss statement – to be issued and reviewed separately

4.2. Levy Arrears (with more than 2 quarters in arrears)

Status: Lots 16 & 20 –

Action: MM/MB to follow up

5. Updates on Projects

5.1. Energy Projects / Sustainability / Council Innovation

Status: LED tube upgrade (ongoing)

5.2. Defect/ Warranty Issue RBS

External white leaching from new window sills on east and west façades

Status: (1) Additional detailed investigation by BCRC of selected windows to be arranged.

(2) Legal correspondence in and out with respective lawyers over rectification process

5.3. Atrium Remediation Work

BCRC's initial investigative work undertaken. Additional investigative work now identified as being needed in ceiling space.

Action: to be arranged by BCRC with abseilers / MM to advise residents about workers on site as needed

6. Building Management & Maintenance

6.1. Plumbing / water leaking issues

U201 into U101– ongoing (on watch)

6.2. Restoration of garden/pool/balcony furniture

Status: In progress (ongoing)

6.3. Rosehill roller door and Garbage room roller door

- Thompsons have now serviced both doors – now closed.
- 6.4. Palm tree pruning completed
- 6.5. Hot water problems rectified
- 6.6. Roof rigging and anchoring system certified – certification placard on 4th floor wall
- 6.7. Swimming pool child safety compliance – still awaiting details from Council
- 6.8. Garden irrigation / reticulation repairs completed
- 6.9. Sunlounges –

Agreed: replace 2 dilapidated lounges (nearer to summer)

7. Strata Administration & Compliance

- 7.1. CPSGlobal / VHA-Vodafone proposal re rental of rooftop space for the installation of mobile antennae.

Status:

- (1) Lease annexures received
- (2) MM/MB lease terms and conditions near agreement

Action: MM to commence plans for information meeting and EGM and engage our lawyers

- 7.2. Other incidents/activities

- U5 floor noise complaint against U106 – resolution documents received from both parties
- Fire Brigade false call out (work in U7) 12 Jan 2012 – no charge
- Restorative justice meeting U6 rep and reps from U112 and U110 held 8/2/18
- U301 re children from U301 playing in car park – now requested to cease

- 7.3. Inward correspondence received (not previously covered) requiring review/decisions/noting

- Minor renovation request from U5 work approved to proceed / confirmed
- Upgrade of U5 aircon – work approved to proceed /confirmed

8. Other New Business

- ATP/Mirvac update from MB
- Smith Family Charity bin installed

9. Next meetings:

- Strata Committee: Target 3/7, 28/8, 30/10
- Vodafone EGM: TBA

The meeting closed at 8.20 pm

10. Carried forward (remains on agenda)

- 10.1. Pool Slab condition /ACOR Engineers recommendations

Status: MM is in consultation with another contractor to quote and repair areas on slab where seepage and damage evident.

- 10.2. Repaint swimming pool – *held over until timing and extent of works on slab decided*

- 10.3. External remedial works and window replacement:

- Wrap up / project sign off – *ongoing with defect under consideration (see above)*
- Subsequent water penetration – *warranty items as applicable with RBS. In particular*
 - Unit 314 windows not adequately sealing in storm conditions – *RBS to inspect and advise*
 - *Now subject to defect claim. See separate item above. **Close** this item.*
- Future maintenance - *incl. in 10 year plan*

- 10.4. Redwatch and Central to Eveleigh corridor project

- Monitor for community notifications and invites.
- Canopy on external front entry

Status: New supplier (Sunshade OZ) has measured – awaiting quote

Resolved: To hold off and consider later in year

- 10.5. Roof repairs identified in roof survey report

Resolved: As not included in 2016 budget, to hold off and consider as an item in 2017/18 budgets

- 10.6. BasefX quote \$4,800 for Fixed Ladder Access walkway (north east roof area)

Resolved: To await outcome of any agreement with Vodafone for mobile tower (as this would be a requirement in our terms and conditions)

- 10.7. BasefX quote \$23,800 for Walkway over south ridge and box gutter (south west roof area) and along western roof valley – approx. 50 metres)

Resolved: As not included in 2016 budget, to hold off and consider as an item in 2017/18 budget

10.8. Air- conditioners Assessment

- Other air-conditioners – assessment and cost estimates to comply with building code received for external units.

Status: Outstanding Units: 3, 4, 109 (partly completed (drainage), 114, 301, 405, 601, 602

Action: MM to follow up with owners/contractor (early 2017)

10.9. Skylights on 3rd (west) – audit and maintenance

Status: Contractor handyman Sajih to finalise assessment of outstanding units (309, 310, 311, 314, 315, 316) and provide report and quote

Action: MM to follow up with contractor when time permits (possibly first/second qrt 2017)

10.10. Plumbing/leakage items on watch for further occurrences:

- Office Unit 8 / Unit 107 – Plumbers DR King have investigated and found issues with shower in Unit 107. Tenant will advise owner.
- Unit 306 – water leaking down SE corner of wall/cornice from balcony/join in Unit 403. DR King have made initial investigation but source not entirely clear. MM has made an inspection and taken photos of a couple of areas where there is evidence of dampness
- Unit 306 – new leak over living room
- Unit 314 – evidence of dampness in western side above window. Remedial Building have sighted.
- Level 1 water ingress to ground level Unit 5 below. This is related to the balcony runoff.
- U201 bathroom into U101

10.11. Signs on each floor opposite lift to indicate apartment numbers direction to follow

- MM to arrange after upgrade/painting of common areas

10.12. Sydney City Council requested to write up a case study for Watertower once the lighting upgrade with LED's has completed.

10.13. Building Security Upgrade: Other stages including CCTV and computerised access to the basement roller doors will be considered against other priority budget items, later in the year.

10.14. Painting of internal corridors and apartment doors for levels 1, 2 and 3 carried forward to review in 2018 and beyond budgets.