

**MINUTES OF THE MEETING OF THE STRATA COMMITTEE
OF THE OWNERS CORPORATION
STRATA PLAN 22906
THE WATERTOWER**

Thursday 28 March 2019

The meeting opened at 7.26 pm

Present:

Committee: Max Middleton (MM), Henry Compton (HC), Aaran Creece (AC), Fenn Gordon (FG), Jessica Carolin (JC)

Quorum: Yes

1. Apologies: M Brodie (MB)

2. Minutes of previous meeting:

- 29 October 2018 confirmed and accepted.

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

- None

4. AGM

- 4.1. Financials / Budgets / Levies reviewed and agreed
- 4.2. Motions considered and agreed
- 4.3. Committee nominations – HC decided not to stand for the ensuring year.

5. Financial Matters

- 5.1. Profit & Loss statement @ 31 December 2018 – reviewed as above in AGM
- 5.2. Levy Arrears (with more than 2 quarters in arrears)
Status: Lots 16 – refer new correspondence - have agreed to catch up.

6. Updates on Projects

- 6.1. Garden & related activities
 - No activity
- 6.2. Energy Projects / Sustainability / Council Innovation
Status: Emergency Lighting (LED) upgrade in car parks and stairwells in progress.
- 6.3. Defect/ Warranty Issue RBS
External white leaching from new window sills on east and west façades.
Status: (1) Additional investigation/examination by engineer of internals has provided additional evidence (2) Continuing discussions re agreement between respective legal and subject matter experts.
- 6.4. Defects U406 systemic internal leaking
Status: awaiting BCRC to respond to recent correspondence.
- 6.5. Atrium Remediation Work
BCRC's report received and reviewed. Agreed to split project: (1) tower project and (2) internal atrium project
Next steps: Internal atrium specs to be fleshed out and issued to tender.
Agreed: Internal Atrium project to held over until 2021 (see Chairs report AGM) after Tower project
- 6.6. Tower Project
This includes roofing and guttering repairs to the tower, spalling repairs to the western wall of the tower, replacement of all west, south and east facing windows in the tower on levels 4, 5 and 6, and re-paint/membrane of the tower.
Agreed: Accept ARA's quote for \$85K, subject to BCRC engagement to review quote and to provide input and ongoing quality control.
Action: MM to engage BCRC and progress the contract with ARA.

6.7. Lift Upgrade:

Committee reviewed MM's spreadsheet of extensive options/costs provided by suppliers Electra and Liftronics.

Agreed:

- Not to progress option to extend lift to levels 5 and 6.
- To a modernisation (rather than a wholly replacement) proposal, subject to further information from each supplier about minimisation of the lift downtime for this work.

Actions:

- *MM to request further information and report back to committee.*
- *Committee to choose the supplier and finalise agreed option/estimates.*

7. Building Management & Maintenance

7.1. Plumbing / water leaking issues

- U601 water penetration from roof/gutter needs urgent attention as well as attend to cracked render of western side of tower wall.

Status: Refer Tower Project above

7.2. Garage roller Doors (Rosehill and Marian)

Status: Doors now replaced (now closed)

Action: MM to seek other contractors who may be able to rectify.

7.3. Pool/Gym

- Pool solar – Quote \$4K to upgrade electricals and replace solar pump confirmed – now completed (closed)

7.4. Skylights (3rd floor west) – need servicing (rubbing back, repaint/revarnish and resealing)

Agreed: Accept Quote from Hardscape Carpentry \$7K

Action: MM to engage Hardscape and facilitate access

7.5. Mirvac/Council roads works.

- MM/MB on behalf of Owners Corporation halted works due to severe vibration and requested Mirvac to undertake a dilapidation survey.

Status: MM / MB facilitated access to 24 apartments for assessment by Van Der Meer Consulting, before any further work could be undertaken.

Noted: Extensive dilapidation report received from Mirvac/Van Der Meer Consulting.

Action: MM/MB to follow up Mirvac for post-dilapidation when all works are completed

7.6. Window Cleaning

Agreed: to proceed with abseiling means of cleaning external facing windows, subject to timing of defect works/scaffolding.

Action: MM to engage ARA at appropriate time.

7.7. Swimming pool re-paint

Agreed: to proceed as per *Pool Painters* quote \$6.5k for repainting during winter period.

Action: MM to seek pool paint colour samples for committee consideration, and engage contractor.

7.8. Pest Control

Noted: Rodent and cockroach service competed by True Blue Pest Services 7/3/2019.

7.9. Xmas (2018): Lobby decorations & Party –

Noted: Committee acknowledged residents who participated and assisted.

8. Strata Administration & Compliance

8.1. CPSGlobal / VHA-Vodafone lease of rooftop space for the installation of mobile antennae.

Status: Configuration / deployment continuing; Lease registration on Title completed.

Noted: Legal / consulting costs (now completed)

Next Steps: Awaiting receipt of plan for installation of shroud.

9. Other incidents/activities/complaints, etc.

- 4/11/18 – complaint fr. U316 against U403 re harrassement
Action: Committee agreed for MM & AC to discuss/meet with resident of U403.
- 13/12/18 – U403 notification of barking dog
Noted: Monitor for further and repeated instances
- 14/12/18 – U6 burst kitchen water filter impacting OC leased office carpet and U5 carpet.

Noted: Action was taken at the time to call carpet cleaning expert to extract water from both areas. Claim to OC insurers to be lodged for OC costs related to Office.

Action: MB/MM to follow up claim

- 30/12/18 – U5 notification of cigarette butts on street from 3rd floor 313 unit.

Noted: That OC not responsible for street litter, but to observe for further incidents and take action if deemed necessary.

- 28/12/18 – complaint from U5 re various matters relating to decorative Xmas lights

Action: Committee met to discuss and prepare response. Secretary (MM) to issue response letter.

- 22/3/19 – Optus contractor damaged new Marian St Roller door

Action: MM to arrange repair and claim from contractor's insurance.

10. Inward correspondence received (not previously covered or in pipeline) requiring review/decisions/noting

- U111 – minor renovation notification confirmed (closed)
- U115 – kitchen upgrade notification confirmed (closed)
- U501 – airconditioning installation agreed and confirmed (closed)
- U210 – airconditioning installation agreed and confirmed (closed)
- U207 – airconditioning installation agreed and confirmed (closed)
- U112 – notification of intention to renovate – further information required for consideration
- U314 – notification of renovations in 2014 were not minuted – now confirmed and included in minutes of 14/10/14 (closed)
- U403 – balcony/downpipe drainage problem now rectified (closed)
- U601 – flooded 28/11/18 due to roof and gutter overflow failure – carpet cleaner/extractor was called to extract from damaged carpet. (Refer to Tower project above to rectify associated roofing/guttering issues).
- U501- window leaks reported. MM to respond with details of Tower project.
- U403 – inside lintel of kitchen window leaking during heavy storm. MM to have roofers examine for problems with roof when undertaking Tower Project.
- U405 – Intercom not working. MM to call intercom contractor to repair.

11. Other New Business

11.1. ATP/Mirvac / Council road closures noted.

11.2. Vale: long term pool cleaner Greg suddenly passed away; condolence card sent on behalf of residents

12. Next meetings:

- Strata Committee: 11/4/2019 (Immediately after AGM)

The meeting closed at 9.11pm

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13. Carried forward (remains on agenda)

- 13.1. 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.*
- 13.2. 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 at later date.*
- 13.3. Roof repairs identified in roof survey report
Resolved: *As not included in 2016 budget, to hold off and consider as an item in 2019/20 budgets*
- 13.4. 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 2019/20 budget*
- 13.5. 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 (as required)*
- 13.6. 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
- 13.7. Signs on each floor opposite lift to indicate apartment numbers direction to follow
- *MM to arrange after upgrade/painting of common areas*
- 13.8. Sydney City Council requested to write up a case study for Watertower once the lighting upgrade with LED's has completed.
- 13.9. 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.
- 13.10. Painting of internal corridors and apartment doors for levels 1, 2 and 3 carried forward to review in 2019 and beyond budgets.
- 13.11. Lobby double doors to garden rubbing/scraping (MR). Issue is whole steel framed glass wall is warped. MM did have locksmith attend, but they were unable to offer a solution.