

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

Wednesday 22 May 2019

The meeting opened at 7.15 pm

Present:

Committee: Max Middleton (MM), Aaran Creece (AC), Fenn Gordon (FG), M Brodie (MB), Thu Tuyento (TT), Marie O'Brien (MO)

Quorum: Yes

1. Apologies: Jessica Carolin (JC)

2. Minutes of previous meeting:

- 28 March 2019 confirmed and accepted.
- 30 April 2019 (post AGM) confirmed and accepted

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

- 22/3/19 – Optus contractor damaged new Marian St Roller door
Status / Action: Awaiting contractor/insurance reimbursement. MM to follow up.
- 4/11/18 – complaint fr. U316 against U403 re harassment
Status: Committee members MM & AC met 5/4/19 with resident of U403 (close)
- 28/12/18 – complaint from U5 re various matters relating to decorative Xmas lights
Status: Letter in response sent 31/1/19 from Secretary (close)
- U112 – notification of intention to renovate.
Status: Owner has deferred (close)

4. AGM pre-meeting discussion

- Ensure Vodafone shroud colour matches (MM follow up)
- Smoking near front entrance (possibly arrange better ashtrays – MM to follow up)

5. Financial Matters

- 5.1. Profit & Loss statement – to be reviewed next meeting
- 5.2. Levy Arrears (with more than 2 quarters in arrears)
Status: Lots 16 – mostly caught up.

6. Updates on Projects

- 6.1. CPSGlobal / VHA-Vodafone lease of rooftop space for the installation of mobile antennae.
Status: Awaiting receipt of plan for installation of shroud.
Action: MM to continue to chase up CPSGlobal
- 6.2. Garden & related activities
 - No activity
- 6.3. Energy Projects / Sustainability / Council Innovation
Status: Emergency Lighting (LED) upgrade in car parks and stairwells completed (close)
- 6.4. Defect/ Warranty Issue RBS
External white leaching from new window sills on east and west façades.
Status: Continuing discussions re agreement between respective legal and subject matter experts in progress. Agreement document to be drafted by Bannermans lawyers.
- 6.5. Defects U406 systemic internal leaking
Status: BCRC instigated meeting on site 9/5/2019 with Sydney Roofing to re-assess and requote.
- 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.
Status: Meeting held on site 9/5/2019 with BCRC and ARA representatives.
Action: BCRC to develop ARA /OC contract and provide fee estimate for site visits and inspections, admin works (review and approve claims and invoices), general correspondence (emails, phone calls etc),

review of product, manufactures specifications, RFI's, Quality checks and review at hold points.

Next steps: Contract to be agreed, delivered and executed.

6.7. Swimming pool re-paint.

Painting contractor attended meeting.

Agreed: Colour to be "Adriatic Blue"

Status: MM to arrange timing and advise residents that pool area will be closed for a few weeks.

6.8. Lift Upgrade:

Input from Electra Lift in response to request for additional information on logistics and timing reviewed (The second tender "Liftronics" did not respond to request for further information.)

Agreed: Proceed with Electra Lift as per the Lift Services Upgrade proposal dated 13/2/2019 for \$172,750 + \$860 (respray landing doors) + \$1,330 (reclad landing doors) + \$4,890 (compliant stretcher recess) = \$179,830. (Note that this does not include variations for unforeseen items that may occur during the upgrade as shown in the proposal which will appended and form part of the contract.)

Action: MM to advise Electra that tender accepted and request draft contract.

Next Steps: Committee to consider design options, timing and interruption logistics with Electra Lift.

7. Building Management & Maintenance

7.1. Plumbing / water leaking issues

- U601 water penetration from roof/gutter needs urgent attention

Status: Internals to be rectified after completion of Tower Project.

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

Status: Completed (close)

7.3. 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.

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

7.4. 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.

8. Strata Administration & Compliance

8.1. Review ongoing contracts:

- Cleaning contract.

Agreed: Contract confirmed with 5% fee incr. in alignment with 2019 budget

- Building Management contract. (Note: MM left meeting while this was reviewed/discussed)

Agreed: Contract with some changes including additional project management confirmed with 5% fee incr. in alignment with 2019 budget

8.2. Standing order for additional / agreed work by committee members

Agreed: Rate amended from \$35.00 to \$37.50 per hour

9. Other incidents/activities/complaints, etc.

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

Status: Awaiting contractor/insurance reimbursement. MM to follow up.

- 24/4/19 – U5 re Rosehill roller door noise.

Action confirmed: MM arranged for contractor to rectify (close).

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

- U501- window leaks reported. MM responded 18/2/2019 with details of Tower project (close)

11. Other New Business

- ATP/Mirvac / Council Community Liaison.
- Road closures and works updates noted
- Transport NSW – proposed station upgrade

Action: MM to arrange/facilitate residents meeting with TNSW delegates for Monday 3 June 2019.

12. Next meetings:

- Strata Committee: 23/7/2019

The meeting closed at 7.55pm

Carried forward (remains on agenda)

- 12.1. Atrium Remediation Work
 - BCRC's report received and reviewed. Project to held over until 2021 (see Chairs report AGM) after Tower project.
 - Next steps:* Internal atrium specs to be fleshed out and issued to tender.
- 12.2. Pool Slab condition /ACOR Engineers recommendations
 - Status:* MM is in consultation with another contractor to quote and repair areas on slap where seepage and damage evident.
- 12.3. Redwatch and Central to Eveleigh corridor project
 - Monitor for community notifications and invites.
- 12.4. Canopy on external front entry
 - Status:* New supplier (Sunshade OZ) has measured – awaiting quote
 - Resolved:* To hold off and consider at later date.
- 12.5. 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
- 12.6. 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
- 12.7. 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)
- 12.8. 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
 - U403 – inside lintel of kitchen window leaking during heavy storm. MM to have roofers examine for problems with roof when undertaking Tower Project.
- 12.9. Signs on each floor opposite lift to indicate apartment numbers direction to follow
 - MM to arrange after upgrade/painting of common areas
- 12.10. Sydney City Council requested to write up a case study for Watertower once the lighting upgrade with LED's has completed.
- 12.11. 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.
- 12.12. Painting of internal corridors and apartment doors for levels 1, 2 and 3 carried forward to review in 2019 and beyond budgets.
- 12.13. 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.