

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

**Tuesday 25 February 2020**

***The meeting opened at 7.08 pm***

**Present:**

*Committee:* Max Middleton (MM), Margaret Brodie (MB), TT To (TT), Marie O'Brien (MO), Aaran Creece (AC)

**Quorum:** Yes

**1. Apologies:** Fenn Gordon (FG), Jessica Carolin (JC)

**2. Minutes of previous meeting:**

- 19 November 2019 confirmed and accepted.

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

- none

**4. Financial Matters**

4.1. Profit & Loss statement Note: @31 Dec 2019 reviewed with AGM material

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

**5. Updates on Projects**

5.1. Garden & related activities

- Digital/wireless rain station controller was installed 17/12/19 provides compliance in allowing watering during water restrictions.
- Palm and fruit lopping done 21/12/19

5.2. Window Defect/ Warranty Issue RBS

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

- Reviewed RBS result / rectification proposal
- Draft BCRC Engineers response reviewed
- RBS undertook trial remediation /water test on 2 NE windows/sills 9-10/12/2019.
- BCRC (Marton)/PeterK (representing RBS), MM/MB met 12/12/2019 onsite to review outcome of trial remedial work on 2 windows
- Our statement of Claim filed by our lawyers in District Court 13/12/2019 (prior to expiry date of 6-year limitation period)

*Status:* Ongoing discussions with our Bannermans Lawyers, our BCRC engineers, RBS Lawyers and RBS engineers with the aim to develop and agree an acceptable remediation plan to avert court proceedings.

5.3. 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. These works are being undertaken by ARA.

*Status:*

- Completed

5.4. Lift Modernisation / Upgrade

*Status:*

- Bannermans engaged to review Lift agreement
- Lift modernisation agreement finalised and executed 6/12/2019 for \$201,300 with start date 1 June 2020. There will be no lift for 10 weeks
- Discussed arrangements to assist residents needing support for goods, groceries, prams, etc.

*Next steps:*

- MM to advise residents and owners and include mention of support arrangements being developed
- Interior design to be progressed by Committee in first quarter 2020.

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

*Status:*

- ARA engaged (at the expense of CPSGlobal/Vodafone for finalising the painting of the front of the shroud

- Door and roof o/s – CPS Global to complete
  - Final Perspex patching requested from CPSGlobal
  - Hatch access on 4<sup>th</sup> floor to be finished, repaired and ceiling painted
- Action:* MM to continue to chase up CPSGlobal /ensure Vodafone shroud and access hatch are completed

5.6. Mirvac/Council post-dilapidation report (relating to road works)

*Status:*

- Report received determined that there was no impact – no further action (*close*)

5.7. Transport NSW – proposed station accessibility upgrade.

*Status:*

- On hold until submitted to Dept of Planning, Industry & Environment

5.8. Eastern Roof Skylights

- Inspection by ARA/CAE recommended replacing 8 skylights in U401/2/3/4 and flashing deemed to be the cause of rain ingress into ceiling cavity and subsequent penetration into U403 and U404 and below into ceilings of U305 and U306.

*Agreed:* MM to seek quote from CAE.

**6. Building Management & Maintenance**

6.1. 7/8/9 Feb 2020 Rain ingress notifications from unprecedented 3-day cyclone ranging from one unit being severely impacted to minimal/minor/temporary impacts in others.

- U602, U215, U318, U406, U311, U210, U209, U307, U313, U214, U306, U305

*Action/Status:* MM addressing all and arranging necessary internal repairs.

6.2. 18 Feb 2020: Rain ingress notifications from severe storm from west

- U309, U312 some rain penetrated window slide area
- U206 – rain into ceiling of western facing window (from runoff on 3<sup>rd</sup> floor walkway)

*Action/Status:* MM to arrange repair of perished seal between floor tiles and bricks on level 3 (east)

6.3. 12 Feb 2020: U404 leaking into U307 kitchen and bedroom ceiling

*Action/Status:* MM to arrange plumber to investigate and have repaired

6.4. U602 (see 6.1) severe leaking into ceiling from roof and into U318 from box gutter on western roof line

*Action/Status:* Agreed CAE quote received \$7K to repair box gutter, modify roof air vents (above U601/602)

**7. Strata Administration & Compliance**

7.1. Annual Fire Safety Statement – certifiers defects (August 2019 report) to be actioned.

*Status:* in progress

7.2. Smith Family bin removed by Smith Family (no longer providing this service)

7.3. AGM date confirmed 30 March 2020

- 29/1/20: Budget committee meeting held to discuss and agree 2020-21 budgets and levies

*Action:*

- MM/MB to finalise/tweak 2020-21 budgets and levies
- MM to draft notice, agenda and supporting documents and progress distribution and instructions

**8. Other incidents/activities/complaints, etc.**

- 23/11/2019: U313 occupant reported and asked by Committee member not to smoke in entrance
- 10/2/2020: False alarm fire brigade call out due to sprinkler pipe damage from resident moving out of U502

*Status:* Resident has accepted to pay repair costs and any fire brigade charges

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

- U113 – Airconditioning – request regarding sharing costs to move new external a/c unit due to vibration and noise to unit 7 from wall mounting in ground level car park.

*Status:* Committee Agreed to pay 50% (\$445) as the problem was an unpredictable outcome by all parties including the OC in accepting the work with the installation.

- U501 – Notification to replace airconditioner within apartment
- U403 (13/2/20) notified patio door not sliding. MM to follow up fix.

**10. Other New Business**

- nil

**11. Next meetings:**

- Strata Committee 30 March 2020 (post-AGM)

***The meeting closed at 8.29pm***

## Carried forward (remains on agenda)

- 11.1. 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.
- 11.2. 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.
- 11.3. Redwatch and Central to Eveleigh corridor project
  - Monitor for community notifications and invites.
- 11.4. Canopy on external front entry  
*Status:* New supplier (Sunshade OZ) has measured – awaiting quote  
*Resolved:* To hold off and consider at later date.
- 11.5. 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
- 11.6. 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
- 11.7. 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)
- 11.8. 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
- 11.9. Signs on each floor opposite lift to indicate apartment numbers direction to follow
  - MM to arrange after upgrade/painting of common areas
- 11.10. Sydney City Council requested to write up a case study for Watertower once the lighting upgrade with LED's has completed.
- 11.11. 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.
- 11.12. Painting of internal corridors and apartment doors for levels 1, 2 and 3 carried forward to review in 2019 and beyond budgets.
- 11.13. 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.