

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

Tuesday 28 July 2020
Virtual (Zoom) Meeting

The meeting opened at 7.03 pm

Present:

Committee: Marie O'Brien (MO), Fenn Gordon (FG), Jessica Carolin (JC), Max Middleton (MM), Margaret Brodie (MB), TT Davidson (TT), Aaran Creece (AC)

Chair: MO

Quorum: Yes

1. Apologies: n/a

2. Meetings/ Minutes

2.1. Minutes of previous meetings:

- 20 May 2020 confirmed and accepted

2.2. Review format and outcomes of AGM

- Discussed and agreed that pre-AGM information meeting could be held at any time if AGM was to be held electronically in future

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

3.1. Status – carried forward/in progress

- U403 sliding door issue
- U306 ceiling repair
- U305 ceiling/SE cnr wall repairs
- U406 inside lounge window – to be reassessed
- U206 – rain through ceiling of western facing bedroom on walkway. Source was dilapidated walkway floor/wall seal on 3rd floor – needs to be re-sealed

4. Financial Matters

4.1. Profit & Loss statement Note: @July 2020 reviewed – no action

4.2. Levy Arrears (with more than 2 quarters in arrears) – noted 3 owners with 3 qrts arrears.

Action: MM to issue reminders

5. Updates on Projects

5.1. Garden & related activities

- No activity

5.2. Window Defect/ Warranty Issue RBS

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

Noted:

- District Court orders submitted by Bannermans to give time to reach a settlement agreement
- 26/6/20: Defendant response to claim not acceptable
- July: Various communications between Bannermans and defendant's legal representatives

Meeting Outcome: 17/7/20 (MM/MB/MO/Bannermans) - confirmed OC settlement compromise items (in response to RBS counter-claim)

Next steps noted:

- Awaiting advice from Bannermans on outcome of above settlement items
- Aiming for Agreement out of court

5.3. Lift Modernisation / Upgrade

Status:

- Lift modernisation works commenced 20 July 2020 (expected to complete in 10 weeks).

5.4. Security Changes to stairwells fire door / FOB access, etc

Status: Upgrade to FOB/fire trip for exit thoroughfare fire doors and removal of key access from landing fire door completed.

Agreed: Accepted quote \$4K (plus \$10K for devices) from Sydney alarms to upgrade remote garage access onto same FOB electronic management system,

Prepared by Secretary July 2020

Action: MM to confirm quote and arrange for work to be undertaken

5.5. Lighting upgrade in basement and ground level car parks

Status: Completed (close)

5.6. COVID-19

Noted: Additional sanitising stations installed.

Noted: Committee extended thanks to Max and Tom for weekend work involved.

5.7. Transport NSW – proposed station accessibility upgrade.

Status: NSW Planning submissions closed 24 June 2020 – submissions available on public domain

6. Building Management & Maintenance

6.1. U305 – leak (plumbing) through kitchen ceiling

Action/Status: MM to address and arrange substrata plumbing and internal repairs

6.2. U602 – leak (rain) from roof into ceiling light fitting

Action/Status: MM arranged light fitting to be disarmed and inspection and roof repairs planned for 31 July

7. Strata Administration & Compliance

7.1. Annual Fire Safety Statement 2020

Status: Outstanding certifiers defects (from August 2019 report) and other in July 2020 to be actioned.

Action: MM to continue to progress to meet Sydney City Council 2020 compliance deadline

7.2. Annual Height Safety Certification completed (May 20) – close

7.3. Annual Building Insurance confirmed as follows (close):

Broker: AON

Insurer: Longitude Insurance (underwritten by Chubb Insurance and Swiss Re)

Sum Insured: \$28,825,406 (Building)

Premium: \$30,164

7.4. Garbage (general waste) – bin allocation by Sydney City Council

Noted: Current individual rates provides for only 2x1100 ltr bins / 2 pick ups per week. Extra bins would attract higher rates for all individual owners.

Agreed: Number of general waster bins (2) to remain unchanged (close)

8. Other incidents/activities/complaints, etc.

8.1. Reported incidents noted:

- *May 20* – U5 bike stolen from basement (no action – close)
- *8/6/20:* U314 bike stolen from basement (no action – close)
- *29/5/20:* U103 vibration noise – identified (now close)
- *17/7/20:* Front glass door override switch removed in Electrical Room – now rectified (close).
- *17/7/20:* Main electricity meters for 5 apartments on level 1 switched off – now rectified (close)

8.2. Complaints

- U111 concerning U113's a/c condensation on ground floor car park
Action: MM to discuss with owner re providing drainage
- U316 concerning U313's breach of by-law and other matters
Action: FG/MO to draft letter to U313

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

9.1. Wave1 – request to lease area to install radio mast(s) on rooftop to support contractor's data and communications for various works along railway corridor over next 1 to 3 years.

Agreed: –To decline offer on the grounds of:

- Antennae unsightly and visible above our roof line.
- Need to oversee and provide access for contractors to manage the installation and maintenance.
- Risk of roof damage (as experienced from previous contractors on a number of occasions).
- Noise disturbance to roof top apartment residents during installation, etc .
- Agreement/lease complexity from our perspective.
- Time and cost to conduct EGM for owners approval.
- Lease fees unlikely to be substantive compensation.

10. Other New Business

- *AC:* re CCTV in building
Agreed: Not to progress (closed)

11. Next meetings:

- Strata Committee 22 September 2020

The meeting closed at 8.54pm

Prepared by Secretary July 2020

Carried forward (remains on agenda)

- 11.1. Pool Slab condition /ACOR Engineers recommendations
Status: To be re-addressed at the time when the garden/pool amenities area is redesigned and upgraded.
- 11.2. Redwatch and Central to Eveleigh corridor project
 - Monitor for community notifications and invites.
- 11.3. Canopy on external front entry
Status: New supplier (Sunshade OZ) has measured (quote not received)
Resolved: To hold off and consider at later date.
- 11.4. Roof repairs identified in roof survey report
Resolved: Partly completed; additional funding in forward years estimates to be attended to as and when required.
- 11.5. 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 budget, to hold off and consider in another future financial period.
- 11.6. 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 and if required)
- 11.7. 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 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
- 11.8. Signs on each floor opposite lift to indicate apartment numbers direction to follow
 - *MM to arrange:* after upgrade/painting of common areas
- 11.9. Sydney City Council requested to write up a case study for Watertower once the lighting upgrade with LED's has completed – held over.
- 11.10. Painting of internal corridors and apartment doors for levels 1, 2 and 3 carried forward to review in 2020/21 and beyond budgets.
- 11.11. 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.