



MINUTES

*of the Strata Committee Meeting of SP 47991, Pacific Park, 41 Rocklands Rd,
Wollstonecraft
held Tuesday, 25 September 2018 at Bright & Duggan Offices, Crows Nest*

Present: Tony Moon, Tony Newby; Ian Stewart, Trent Mackie, Michael Morris, Clive Mackay

Attending: James Azar (Bright & Duggan Pty Ltd), Kris Prusznski and Jozef (Kristal Property Services Pty Ltd), Grainne Keaney (Sydney Strata Consulting Engineers)

Apologies: Amy Lim, Maureen Tully, David Pengilley

Chairman: Michael Morris chaired the meeting which commenced at 6.08 pm.

All resolutions were unanimous unless recorded otherwise

Motion 1
Minutes 1. **Resolved** that the minutes of the previous Strata Committee meeting held on 14 August 2018 be adopted as a true record.

Motion 2
Financial Position 1. The statement of financial position and statement of financial performance for the period ended 24 September 2018 was received and discussed. It was pointed out that the Bright & Duggan car parking rental income to the OC created a tax liability to the individual owners and this wasn't advised by B&D. The committee advised the Strata Manager that B&D handled this matter poorly and the committee was left with no choice but to cancel the car parking arrangements of the visitor's car park with notice given to B&D. The Strata Manager will advise the chairperson on the committee of the date the B&D car parking arrangement would cease after discussion with management. After investigation of the accounts the matters relating to the gardening invoices and budget for this year was sorted out by Kris Prusznski, Michael Morris and James Azar at a meeting at B&D office on the 20th September 2018 and all classifications of accounts were made correctly. The committee still had issues with the reconciliation of the cleaning accounts and Kris Prusznski would reconcile these invoices in the accounts and report on this at the next committee meeting.



*Motion 3
Building
Supervisors
Report*

Plumbing – advised the main storm water line on the common property was repaired and the council notified. The Strata Manager advised the committee that the plumbers report was sent to Brett Maina at the Council and the Strata Manager would follow up council on a response to close the matter off.

The various issues on the hot water not working was being attended to by the plumbers and in some cases the hot water valves inside the unit were responsible for the issues and the plumbers would sort this out. Any internal lot plumbing repairs visible such as the shower, basin and the toilet were the individual owners responsibility. Only the original tiles on the shower floor were a strata responsibility. A burst pipe was investigated under the main lawns and quotes would be supplied to the committee. Water hammering noises was reported and the Strata Manager would forward an article about water hammering which related to individual lots maintaining their internal plumbing in their kitchen and bathrooms regularly.

Gym – It was pointed out the chemicals in the gym pool was high and the building supervisor will look into this. All broken equipment parts delivered and repaired in the next week. The issue with the door not working to the gym and a solution to its ongoing repairs will be looked into by the building supervisor.

Pool- No issues but the spa needs water replacement next week.

Gardening – New plants to replace the dead ones in the courtyard pots and front garden box hedges. Mulching of all garden beds budgeted for next year. Prices provided to the committee to replace the dead azaleas in front of foyer 5 and big lawn.

Visitors Car Park – Car park often full and the building manager is recognizing repeat offenders.

Access System/Garage Doors – Bells access is working on rewiring of foyer 6 intercom door stations.

Roof ventilation fans – one new fan will be installed in foyer 10 and ordered in the next two weeks. All fans above foyer 6 and 7 are working but issues with unit 130 ongoing to be sorted in the next few weeks.

Lifts – Lift 5 was still out of service since 15th September and Schindler are sourcing parts not made readily available and the committee will be kept updated. The committee requested the Strata Manager to ask Colin from JCA to follow up with Schindler to get a quick solution.

AFSI – the Annual Fire Statement inspection was completed. The approved fire damper repairs were all done and the quote from Civil Fire for the doors-sets were approved and the lighting repairs would be repaired and where the lights were under warranty investigated with the company that installed the lights. Civil Fire was asked on the work order to inform Kris the building supervisor about the specific lights and Kris would audit those lights and confirm if any of them were under warranty. Civil fire would release the Annual Fire Statement to council immediately.

General Maintenance repairs – Lights along the pathway from the park into entry gate next to foyers 8 and 9 were repaired. Kris is dealing with EO lighting and Led lights with Civil Fire in progress. Minor repairs to handrail along the stairs from foyer 8 is required. To look at the lights in the rubbish room and Kris to provide a quote.

*Motion 4
Strata Manager's
Report &
Correspondence*

1. **Resolved** that the building supervisor will follow up with Bells Locksmith to completed the window child locks installation by the end of October 2018 and make the certificate of compliance made available.
2. **Resolved** that if any unit cannot provide access to the fire company they must make the necessary arrangements at their cost for the smoke alarm inspection inside their unit with the fire company.
3. **Resolved** that the building supervisor will organise an electrician to tag and make electrical equipment such as vacuum cleaners and gym equipment compliant.
4. **Resolved that** the renovations fact sheet for the balcony enclosure completed and requested by Lot 24 for approval be forwarded to all the committee for review.
5. **Resolved** the owner of unit 24 that wishes to install a balcony cover make a bylaw available at the next general meeting for approval by the owners corporation with necessary photos and diagrams.
6. **Resolved** the building supervisor provide the plumbers inspection of the second leak and claim that took place in Unit 155 earlier in the year and to be made available to the Strata Insurance.

*Motion 5
Common
property –Water
proofing works
and repairs and
anchor points
organised by
Engineer*

1. **Resolved** after a lengthy discussion with Grainne from Sydney Strata Consulting Engineers it was identified that the smaller projects totalling less than \$40,000 would be done first and the larger jobs done in the new year because of contractors being booked out before Christmas and the New Year. The Strata Manager would organise a work order immediately to Sydney Strata Consulting Engineers to proceed with the identified units requiring non-major remedial works as reference in SSCE Summary dated 28th February 2018. Grainne would in the meantime organise tenders and quotes for the larger jobs identified and forwarded to the Strata Manager for the committee to consider at a later date.
2. Roof Access – anchors on the roof will be looked into by Sydney Strata Consulting Engineers to supply and install suggested anchor points, drawings and design to be tendered at approximately \$60,000 at the next budget and quotes sent into the committee for approval.
3. The committee were advised by the Strata Manager that the lift replacement contract was signed, bank guarantees received and the deposit for the lifts was paid.

*General
Business*

1. The next committee meeting is scheduled for Tuesday 6th November 2018.
2. The AGM will be held on Monday 26th November at 6pm booked venue is the Fuller Hall on level 3 at the Crows Nest Centre.

There being no further business the meeting closed at 7.15pm.