

Notice of Strata Committee Meeting

Strata Plan	47991
Name	ROCKLANDS RD - 41
Address	41 Rocklands Road WOLLSTONECRAFT NSW 2065
Manager	James Azar
Meeting Date	22 March 2022
Time	6:00 PM
Venue	Bright & Duggan offices Level 1 37-43 Alexander Street Crows Nest
Zoom link	Also available on ZOOM

Join Zoom Meeting

<https://us06web.zoom.us/j/82821411816?pwd=c25JNmUUTc1d0FreWtvYkRKZGhrZz09>

Meeting ID: 828 2141 1816

Passcode: 207016

AGENDA

Motions

1. Minutes

That the minutes of the last strata committee meeting held on 08 February 2022 be adopted as a true and accurate record of the proceedings of that meeting.

Business arising from the last minutes, not otherwise dealt with in the agenda.

- Minutes updated to include "Looking for new contractors to take over regular maintenance of the equipment for Geoff Berry".

Out of session business approved by the committee already prior to the meeting, not otherwise dealt with in the agenda

- Privacy Screen approved Lot 159.
- Lot 141 Floorboard approved subject to change of ownership.

2. Financial Statements

That the attached statements of financial position performance for the year ending 28 February 2022 for the administrative fund and capital works fund be adopted.

3. Building Supervisors Report

That the Building's supervisors report be received, discussed, and acted upon as required.

4. Strata Managers report and correspondence

That the Strata Managers report, and correspondence be received, discussed and acted upon as required.

5. Common Property

That the conditions and use of common property be discussed and action taken to rectify any faults or problems.

- Gigacomm installation notice.
- Main gate to parking still broken.
- Some tenants parking in disabled parking areas.
- Lift Safe to operate – Lift company to provide or Lift consultant.
- Project B updates.
- Looking to the future – managing apartment refurbishments and other major works.
- Next Meeting 3 May 2022.

Date of Notice: 15 March 2022

Bright & Duggan Pty Ltd

Managing Agents for Strata Plan 47991

Housekeeping

1. Cleaning

- No major issues to report.
- Sanitation of frequently touched surfaces according to Covid management plan – ongoing
- All periodical works are up to date, next scheduled job is water pressure clean and pavers outside foyers 6-9 and water pressure of paved stairs next to tennis court and surrounding walls.
- Gutters above foyer entrances were blocked and full of soil (some with grown grass and weeds) – box gutter drains were cleared and down pipes check for blockages.
- During recent storms external drains in the courtyard, walkways and driveways become full with soil and blocked – cleaners were clearing them on as need basis during storms and when weather cleared.
- Additional recycling bins have been ordered in December, delivered end of February. More bins will be ordered as they get damaged and we still cannot manage to fit all recycling rubbish into existing bins – every week cleaners take large van load of cardboards, flatten them and remove them to the tip in Artarmon.
- Rubbish management, removal of dumped household items and Council pickups – all as per schedule – no issues to report.

2. Gardening

- No major issues to report.
- Regular works are being done as per schedule.
- Seasonal top soil, garden clean up and mulching all garden beds including ones along Rocklands Rd, Pacific Hwy and Mater Park completed in February.
- Trimming and removal of some palms opposite foyers 8/9 – planned for May.

3. Pest Control

- Services are up to date.
- Rodent activity is being monitored, frequency of services adjusted accordingly.

4. Security

- No major issue to report.
- Report of stolen items from garage u33.

5. Building Management

- Washing on balconies – general notice was circulated.
- Garage doors left open, cars parked not fully inside the garages – BM inspected car park several times since last weekend and contacted some residents depending on the problem they were creating to other residents.
- Unauthorised access and use of rear car park entry off Mater Hospital – gate is being found left open, arm connecting gate and a motor was disconnected (removed) to allow manually open the gate – BM repaired gate and investigating reasons for gate being left open and an offender – no issue since last report may suggest it was builders or suspected person moved out – to be monitored.
- Visitors parking use is being monitored, breach notices used, residents are contacting BM advising of their guest visiting for more than 48hrs and applying for permits.
- New BM staff – Kenny Key (employee of Kristal) will commence his onsite work in March to assist Kris with his duties.

- Covid-19 management: since last report 2 households reported tested positive, neighbours were advised, area disinfected, cleaners arranged to collect rubbish take precautions (double bagging before disposing), BM arranged assistance with deliveries. Updated notices (recommended by NSW Health) have been displayed in the building.

Recreational Facilities

1. POOL & SPA

- New pool water filtration system and pumps (with variable speed drives to reduce noise and electricity use) have been installed.
- New pool and spa heaters (delivery was delayed by manufacturer). Continued delays from supplier/manufacturer. Update will be provided at the meeting. Our pool contractor started to look for alternative options. Updated notices were displayed.
- Machinery noise complaints – pool pumps – confirmed that filters and heaters will be turned off during night hours as new system will be sufficient to maintain water temperature working only during the day.

2. GYM

- Cross trainer (approved at the AGM with funds approx. \$5k), new stock has arrived to supplier BM with volunteer SC member will make assessment of available and recommended models and will choose one for up to \$5k. Delivery is expected by end of March.
- Service of GYM equipment is scheduled for April.

3. Tennis court

- No issue to report.
- BM will discuss with Richard Langham Plumber his previously sent proposal for improvement of drainage within tennis court (at the edges) to improve rain water discharge – this will also be consulted with Grainne (building engineer) when she is next in the building.

Health and safety notices were updated and displayed at the entry to pool and gym.

Access system/ CCTV / TV/ Internet

1. CCTV

- No issues to report

2. Access system

- Additional swipes (even though ordered 5 weeks ago) were delivered just few days ago.
- BM will organise and carry out access swipes audit and current residents contact details – originally planned for end of Feb – now scheduled for April.

3. TV and Foxtel - fibre optic

- We are still looking for new contractor to take over regular maintenance of the equipment for Geoff Berry. BM approached two other contractors who supposed to inspect our equipment next week.

4. Internet

- Gigacomm completed two full site audits, second one exploring options to utilise existing building fibre optic infrastructure – proposal received and forwarded to Bob Vernon who was also contacted with GigaComm. More details with available options for the building will be provided verbally at the meeting.

General maintenance and repairs of common property

- 1. LIFTS – lift number 5 (foyer 6) was out of service for nearly two weeks. Residents were informed according to information received from contractor – more detailed information and discussion at the SCM.**
- 2. Fire Protection Services and monitoring**
 - Fire services repairs and testing are up to date (all approved works will be completed as scheduled)
 - Replacement of standalone smoke detectors in common areas will be replaced with new ones as approved by the AGM (most of existing detectors are more than 10 years old). Works delayed – will start on 28 March (will be completed within a week).
 - ADT fire monitoring – system is still now functional
 - Testing of EM lights (every 6 months) affects TV signal and individual garage door on automatic openers – too expensive to re-wire - agreed to provide a notice to residents before each testing.
- 3. Plumbing**
 - New storm water pumps coped well during recent storms.
 - Plumber attended to various leaks reported related to water ingress, blocked drains and other storm related.
 - No other major issues and other small repair works are being done as required.
- 4. Electrical**
 - No major issues to report, small repairs are being done as required
- 5. Gates/ doors/ car park**
 - Upper car park gate (damaged during car accident) – new gate was custom made from aluminium and powder coated.
Unfortunately Racla has been providing incorrect information and only mid February new installation manager informed me that gate was going to be manufactured and installation is expected in 6 weeks time. I will have update at the meeting as Racla manager will be inspecting progress of works in the manufacturer.
Notices with updated information were displayed at the exit and within building entry, notice board.
 - Doors, balcony doors and windows are being repaired as required.
 - Main entry automatic door – BM arranged for service to be completed by Dorma Kaba and installation of missing plastic cover on external sensor – completed.
- 6. Others**
 - Painting of common areas, paint touch ups – completed as scheduled and as required.
 - Repairs to pavers and tiles removing trip hazards – completed as required.
 - Repair to pergola u69 – temporary repair completed, proper fix delayed but now scheduled for February – delayed due to rain – scheduled for April.

Major works/ upgrades/ water ingress issues

- 1. Recently reported to Grainne for assessment (awaiting inspection and report):**
 - Unit 45 balcony overflow and water ingress from the roof.
 - Unit 134 secondary water ingress.
 - Unit 140 blocked drains (new balcony), overflowing and flooded balcony unit below u136.
 - Unit 18 – water ingress.

- During recent storms we had number of water ingress/leaks reported: foyer 6 units 121 and 118, foyer 7: units 138, 134, 130. Those water ingresses were related to faulty waterproofing over the structural building joint.

During rain all ingresses were attended to by Richard Langham Plumber who took all possible action to minimise ingresses, prepared report and forwarded to Grainne.

Last Wednesday we had inspection of all ingresses and balcony drains with Grainne, RL Plumbing, Craig from Fluid, Tony Moon and myself.

We will discuss this matter in more details at the meeting.

- Glass bricks in foyer 10 let water inside during recent rainfalls.

2. Unit 141 bathroom as per last report

- One quote was obtained. Bathroom is original and repair was recommended by Grainne and approved. As unit was sold, new owners requested the SC to approve quote and carry out works.

3. Replacement of carpet in foyers : 5, 8, 9, 10 and level 2 foyer 6

- One quote provided and price confirmed, another two contractors inspected and took measurements – still awaiting quotes.

4. Roof access – job completed and handed over with safety instructions

Possible water ingress into unit 69 (reported by owner of u69) – treated area around roof access works will be inspected by CBS.

Kris Pruszynski – Building Manager

20 March 2022

Minutes of Strata Committee Meeting

Strata Plan	47991
Name	ROCKLANDS RD - 41
Address	41 Rocklands Road WOLLSTONECRAFT NSW 2065
Meeting Date	22 March 2022
Time	6:04 PM
Venue	Bright & Duggan offices and Zoom Level 1 37-43 Alexander Street Crows Nest NSW 2065

Present	AM (Lot 44) JC (Lot 95) SW (Lot 86) RV (Lot 129) MR (Lot 71) CM (Lot 21)
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Apologies	MP (Lot 133) TM (Lot 87) AH (Lot 89)
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In attendance	James Azar, Bright & Duggan Kris Pruszynski (Kristal) Wendy Harvey (Lot 57)
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Chairperson	SW (Lot 86)
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Motions

1. Minutes

Resolved

That the minutes of the last strata committee meeting held on 8 February 2022 be adopted as a true and accurate record of the proceedings of that meeting.

1.1 Business arising from the minutes, not otherwise dealt with in the agenda

- Previous minutes updated under Building Manager's report to include "Looking for new contractors to take over regular maintenance of the equipment for Geoff Berry".

Resolved

Action items from the minutes are noted as completed.

1.2 Out of session business approved by the committee already prior to the meeting, not otherwise dealt with in the agenda

Resolved

- Privacy Screen approved Lot 159 and Lot 141 Flooring application approved.

2. Financial Statements

Resolved

That the statements of financial position performance for the period ending 28 February 2022 for the administrative fund and capital works fund be adopted.

2.1 The strata manager agreed to reverse any new owner welcome pack fees for \$22 already charged in this financial year and going forward for any fees for welcome packs.

3. Building Manager's Report for SCM 22 March 2022

Resolved

That the Building's manager's report be received, discussed, and acted upon as required.

Cleaning

3.1 No major issues to report. Rubbish management, removal of dumped household items and Council pickups are all as per schedule and no issues to report.

Gardening

3.2 Regular works are being done as per schedule. Trimming and removal of some palms opposite foyers 8/9 – planned for May.

Building Management

3.3 Garage doors left open; cars parked not fully inside the garages – BM inspected car park several times since last weekend and contacted some residents depending on the problems they were creating for other residents.

3.4 New BM staff – Kenny Key (employee of Kristal) will commence his onsite work in March to assist Kris with his duties.

Recreational Facilities

3.6 New pool water filtration system and pumps (with variable speed drives to reduce noise and electricity use) have been installed.

3.7 New pool and spa heaters (delivery was delayed by manufacturer and they have apologized). Network Pool Services has now ordered 2 x 300Mj models which will be ready in two weeks time. Previously the pool had a 250MJ and the spa 300MJ so these will do the job. The committee approved the amended quote.

Common Property Repairs and Maintenance

3.8 Lift number 5 (foyer 6) was out of service for nearly two weeks. Residents were informed according to information received from contractor.

3.9 Unfortunately Raclo informed the building manager mid- February that the gate was still to be manufactured and installation is expected in 6 weeks. Notices with updated information were displayed at the exit and within the building entry, notice board.

3.10 Repairs to pavers and tiles removing trip hazards was completed as required.

3.11 Repair to the pergola u69 was repaired temporarily, the proper fix due to rain is now scheduled for April 2022.

Major works/ upgrades/ water ingress issues

3.12 Recently reported to Grainne for assessment and awaiting inspection and report of the following units -:

- Unit 45 balcony overflow and water ingress from the roof.
- Unit 134 secondary water ingress.
- Unit 140 blocked drains (new balcony), overflowing and flooded balcony unit below
- Unit 136. Also Unit 18 water ingress.

3.13 During recent storms we had number of water ingress/leaks reported: foyer 6 units 121 and 118, foyer 7: units 138, 134, 130. Those water ingresses were related to faulty waterproofing over the structural building joint. During rain all ingresses were attended to by Richard Langham Plumber who took all possible action to minimize ingresses, prepared report and forwarded to Grainne.

3.14 Unit 141 bathroom as per last report and One quote was obtained. Bathroom is original and repair was recommended by Grainne and approved. As unit was sold, new owners requested the SC to approve quote and carry out the works.

3.15 Replacement of carpet in foyers: 5, 8, 9, 10 and level 2 foyer 6 with One quote provided and price confirmed, another two contractors inspected and took measurements and still awaiting quotes.

3.16 Roof access, the job completed and handed over with safety instructions, however there is a possible water ingress into unit 69 that requires to be treated.

4. Strata Managers report and correspondence

Resolved

That the Strata Managers report, and correspondence be received, discussed and acted upon as required.

4.1 Unit 33 had a break-in in their garage and are claiming a reduction in rent due to the main garage door delays not providing security for the garage area. The building manager advised that Lot 33 left their garage door open and besides their garage is not for storing goods. Individual garages are for the occupants' vehicles. The Owners Corporation are not responsible for the theft of any goods nor are they responsible for any rent reduction. This is between the owner of the lot and their tenant.

4.2 Lot 141 new owners flooring renovation was approved by the committee and confirmation was provided to the Strata Manager of the change of ownership.

4.3 Lot 43 advises the Pluma Counterweighted Wire Rope Hoist appears to be the best option for the rubbish removal and will be used for their renovation works proposed to begin in May 2022. Unit 43 will conduct a Dilapidation report and will provide the affected apartment occupants two weeks advance notice. A Development Application will be organized for the works in the next couple of weeks. They will also pay the bond before the work commences. Any concerns the committee has with any of the requirements in accordance with Lot 43 by-law they need to inform the Strata Manager who will take it up with the lot owner.

4.4 Unit 159 application for bathroom waterproofing. EGM to be organized and the cost charged to Lot 159. Application has been forwarded to the committee first. Unit 141 may also require a new bathroom renovation and if this is the case the Strata Manager will see if the cost of the general meeting, bylaw and registration be shared between the two lots.

4.5 Lot 162 has done some very minor renovations inside their lot relating to kitchen cupboards, benches and sink and only kitchen wall tiles. This is the individual owner's responsibility inside their lot and the committee have approved this.

4.6 The committee agreed the free invitation program with Sydney Water to save water be implemented and the building manager Kris will be the main contact.

4.7 Visitors are frequently parking in the Level 3 garage against the wall beside the lift to Foyer 1, which often makes it extremely difficult for others to get in and out of their garage. It also blocks access to fire equipment. The building manager will install a NO PARKING sign if one isn't already in place.

4.8 The committee agreed for the Strata Manager to organize a quote from JCA lift consultants to finalize the "safe to operate" certification for the six lifts due to recent problems, essentially auditing the lift reports from the lift maintenance company.

5. Common Property

Resolved

That the conditions and use of common property be discussed and action taken to rectify any faults or problems.

5.1 The committee haven't heard anything further from GigaComm, despite the follow up and investigations made by RV Lot 129. The committee will not follow this up any further unless Gigacomm reaches out.

5.2 The committee will look into further solutions of occupants parking in disabled parking spaces, including the possibility of the council organizing rangers to fine people for illegally parking in the disabled spots. The Strata Manager will be in touch with the council to see if this is possible.

5.3 The committee were advised by the Engineer that Project B has been delayed until the next financial year due to delays in building projects because of COVID and weather-related delays. The committee will discuss the reforecasting of the budget at the next committee meeting.

5.4 AM lot 44 advised the possibilities of organizing a major-works sub-committee to provide oversight to works conducted at Pacific Park and to ensure there is an accessible and complete record of future refurbishments, repairs and maintenance. This will enable the SC to distinguish what is the responsibility of the Strata or of the individual owner and what warranties are applicable from past major projects works. It was proposed that this information be available on the Pacific Park website. Proposal agreed, with further details to be provided at the next SC meeting.

5.5 RV lot 129 would like the committee to revisit the upgrading of securities cameras and security hardware that was discussed at the committee meeting after the last AGM.

The next committee meeting is scheduled for 3 May 2022.

There being no further business, the meeting closed at 7.45 pm

Date of Minutes: 29 March 2022

Bright & Duggan Pty Ltd

Managing Agents for Strata Plan 47991