

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

Wednesday 23 October 2024
(Virtual (Zoom) Meeting)
and subsequent email meetings

Zoom meeting (23/10/2024) : Opened at 6.05 pm; Closed 7.12 pm

In attendance:

Committee: Marie O'Brien (MO), Margaret Brodie (MB), Max Middleton (MM), Aaran Creece (AC), Thu Tuyen To (TT), Emma Tinkler (ET), Lina Jakob (LJ).

Chair: MO

Quorum: Yes

Subsequent items tabled and discussed via email, that form part of the meeting and these minutes:

- ❖ 29/10/2024: Item 8.4
- ❖ 30/10/2024: Items 4.1, 6.6, 6.7, 7.8
- ❖ 7/11/2024: Item 8.5

	Item	Resolution / Result	Action / Plan
1	Apologies	Nil	
2	Minutes / Meetings		
2.1	Proposal to accept Minutes <ul style="list-style-type: none"> • 11 April 2024 (post AGM) 	Confirmed and accepted	
3	Review actions c/f from previous meetings(s) (if not included separately)		
3.1	EMV charging station – incorporate with Gas/Electricity consultancy/Review		Incorporated in 5.12 below
3.2	Weathershield especially designed device for 3 rd floor apart doors - 314 completed/ test	Carried forward	
3.3	Notification re conditions when working from home and other matters (eg. Noise, kitty litter, etc)	Carried forward	
4	Financial Matters		
4.1	P&L 30 Sept 2024	Reviewed 30/10/2024	
4.2	Outstanding Levies (more than 2 qrts)	Lot 15	Pending estate legal
5	Projects		
5.1	Garden & related activities <ul style="list-style-type: none"> • Swimming Pool Compliance impact 	In progress	Refer 7.5 below
5.2	VHA/OPTUS 5G (Leased tower) <ul style="list-style-type: none"> • Ongoing access requests for onsite attendance (including extended shutdowns for major updates) • Battery replacement – crane req'd (major undertaking) <i>Note: crane not required (used lift/roof access)</i> 	Noted Completed	
5.3	Redfern Station upgrade: Transport for NSW <ul style="list-style-type: none"> • Apartment / CP post-dilapidation reports 	Completed	
5.4	Atrium works <ul style="list-style-type: none"> • Downpipe replacements • Additional painting internal facades, etc 	Completed	
5.5	Walkway grates / downpipe projects <ul style="list-style-type: none"> • NE Level 4 • NE (internal) downpipe facilitate overflow 	In progress	
5.6	Roofing and guttering project <ul style="list-style-type: none"> • Repair (partial) roofing below 404/stairs (SE) • Box gutter renewed partial areas (SW) 	Completed	

	<ul style="list-style-type: none"> Box gutter replacement (SE) 	Completed Completed	
	<ul style="list-style-type: none"> Under Solar heat & gutter & SE roof sheeting Solar pool heating pads removed/dilapidated 	Completed Completed	
	<ul style="list-style-type: none"> Box gutter – west (NW part) 	Awaiting quote	
	<ul style="list-style-type: none"> Additional issues NW still being attended to 	In Progress	
	<ul style="list-style-type: none"> Roof over old fan (bike room) in readiness for tenant (persistent rain leaks delaying lease start date) 	(Almost) complete	
5.7	(Replacement) Pool heating – solar or other solutions. No heating at present	Held over	Review after summer
5.8	Painting Exterior facades & window cleaning <ul style="list-style-type: none"> Access to Ariane Dulux confirmation Facilitation of assistance with screen removal 	Completed	
5.9	Painting Tower (501, 502, 601, 602) & 4 th floor (401, 402, 403, 404) balcony façade areas – wall remediation, painting including steel balustrades & parapets	Completed	
5.10	Frangipani Garden L1	Completed	
	<ul style="list-style-type: none"> excavation / replacement with seating area Furniture to be procured 	Completed	
5.11	Basement – slab concrete cracking remediation	Not started	
5.12	Energy (gas/electricity/grid/emv) consultancy	Not started	Investigate options
5.13	Security Upgrade / Carpark Control <ul style="list-style-type: none"> CCTV to monitor security breaches /incidents Access monitoring to MM and AC 	Completed	
	<ul style="list-style-type: none"> Carpark bollard/barriers 	Not started	Investigate options
5.14	U403 Balcony leaking and U306, U305 repairs		
	<ul style="list-style-type: none"> Balcony (full major remediation) - \$160K: <ul style="list-style-type: none"> Remove pots and legacy concrete planters and creepers Demolition - concrete/tiles, downpipes, etc Rubbish removal Walls and parapet re-membrane Floor levelling Replacement sliding doors Prep and apply torch on floor membrane Flashing angles/inserts and sealing all perimeters Build and install new downpipes (plumbing) Supply and install pavers and paver chair supports / levelling Grind back walls and painting - weather proofing Reinstall watering system Disconnect and move/reconnect Air con (@owners expense) 	Completed	
	<ul style="list-style-type: none"> U306 and U305 internal repairs 	Completed	
6	Building Management & Maintenance – (not routine)		
6.1	16/11/23: Major sewer blockage impacting a number of units on Level 1 and 2 for a very long period – found to be hardened kitty litter in lower sewer pipes (14 hour investigation)	Completed	
6.2	16/1/24: Storm deluge and one off leaks: U301 minor leaks through window	No action	Monitor
6.3	12/8/24: Rain ingress U502 rain leaking again in window – Gutters blocked and now cleared (window sealed previously)	Completed	
6.4	U404 water penetration		

	<ul style="list-style-type: none"> further rain ingress in via skylight and kitchen chimney – flashing repairs Mould on SE corner wall continues to present despite clean - CAS found roofing/flashing issues causing dampness – now repaired Reimburse owner for mould cleaning \$880. 	Completed	Process credit
6.5	<p>4/10/24: Major sewer blockage impacting a units 110 and 109 with sewage forced up bathroom drains and sinks – found to be kitty litter and facial wipes.</p> <ul style="list-style-type: none"> Special Decontamination cleaning \$7K Plumbing \$3K (new access point created) 	Completed	
	<ul style="list-style-type: none"> Carpet in U110 yet to replaced. Insurance Claim lodged 	In Progress	Reports to: <ul style="list-style-type: none"> Insurer Owner 110
6.6	Reported water leaks from U309 bathroom into U209 kitchen	Completed	Costs paid by owner of U309.
6.7	Reported roof leak into upper level of U308 - CAS to inspect/remediate	Completed	
7	Strata Administration & Compliance		
7.1	Parcel Box Kiosk System (<i>Groundfloor</i>) <ul style="list-style-type: none"> Ongoing reports / issues New app - more user friendly for management 	Noted	
7.2	CPR (Defib) Healthcorp training – ET/LJ <ul style="list-style-type: none"> Meeting scheduled 29/2/24 MM/ET/LJ Cancelled due to lack of interest/sign ons 	Noted	
7.3	Annual Building Insurance (2024-2025) - AON <ul style="list-style-type: none"> Longitude Insurance (Underwriter) Building covered \$36M Premium \$47K 	Accepted	
7.4	Valuation for Building requested from Cityside Valuers 21/10/2024 – awaiting report	Noted	
7.5	Annual Fire Safety Statement (AFSS) due Sept. <ul style="list-style-type: none"> Wormald issued late advice defects: <ul style="list-style-type: none"> fire doors (not previously reported). MM challenged report - saving Approx. \$16K. sprinklers (not previously reported). MM challenged extent resulting in Wormald taking responsibility for some of the cost. (i.e. additional cost savings) TT/MM facilitated AFSS lodged to Council 3/10/2024 	Completed	
7.6	Swimming Pool (3-yearly compliance – expires 20/10/2024) <ul style="list-style-type: none"> Council inspected and reported non compliance with plant growth and the need to remove wisteria. MM/MB met officer on site 21/10 – agreed to engage external accredited compliance to review alternatives than removing wisteria 	In progress	MM/MB actioning
7.7	Audit of Financials for FY 2025 (as per AGM) - request Auditor: <ul style="list-style-type: none"> Our Accountant now not certified (declined) Kelly and Partners – only do if Strata Company managing (declined) MM to find alternate Auditor 	Noted	Procure & Appt Auditor
7.8	Front entrance hand rail replacement with mobility compliant size rails – quote \$3180.	Quote accepted	
8	Other complaints, incidents/activities (e.g. fire alarm call outs, noise, behaviour, breach of by-laws, unauthorized entry, etc.		
8.1	Aug/Sept 2024: Noise from U211 several complaints/concerns.		

	3/9/2024: Tenant notified by emails.	Confirmed	
8.2	7-8/10/2024: U110 excessive disturbance and noise in common areas – Email sent to tenants	Confirmed	
8.3	30/8/2024: Bicycle stolen from U212 carspace <ul style="list-style-type: none"> Reported to Police CCTV identified - Police took footage 	Noted	
8.4	29/10/2024: U405 noise disturbance from riser pipes, etc.	Under discussion	
8.5	21/10/2024: U601 seeking Strata approval to proceed with DA and bylaw for enlarging 2 west facing bedroom window in the tower.	Agreed 7/11/2024	Subject to usual renovation req's & costs borne by owners
9	Inward correspondence requiring review/decisions, etc. (if not included above)		
9.1	26/4/2024: U210 renovate 2 nd bathroom	Confirmed	
9.2	13/8/2024: U207 full renovation notification	Confirmed	
9.3	11/9/2024: U305 minor renovations notification	Confirmed	
10	Other matters (if any raised/received/noted)		
10.1	Events <ul style="list-style-type: none"> End of Year / 40th event (Refer Committee Minutes 4/4/24 decision to have combined Annual/ 40th on 23/11/24.) Annual Event – agree new date (e.g. 8/12/24) 	Reviewed	Reconsider for Annual EOY only
		Confirmed	Issue invite for Sunday 8 th Dec
10.2	<ul style="list-style-type: none"> First Aid Kit o/s 	Carried forward	
11	Other / New Business		
	Leave: <ul style="list-style-type: none"> MO 26/10/24 to 14/11/24. 	Noted	