

UP 3259 CAPITAL HILL APARTMENTS
EXECUTIVE COMMITTEE MEETING No 89
5th June, 2017
Minutes

Venue: Apartment 205/19

Present: David Campbell (DC), Chairman & Secretary, 205/19; Peter Ford (PF), Treasurer, -- 115/21; Horace Saducas (HS), 118/23.

Apology: Terry Gassner (TG), 12/19

1. WHS Matters.

A significant occurrence during the month was the removal of 24 anchor points from beneath the eaves. The anchors used should not have been installed as they were. The only thing that was actually holding them in place and tight, was the plaster and the FC sheeting eave. It is very lucky that someone hasn't actually used these for abseiling as some of them were very loose and did not have much thread left on them before the nut. Others were only held in place by paint. We have removed the anchors and patched the holes. Remedial Building Services has paid for this.

On 18th May, a work order was placed on GripAction to repair the anti-slip treatment on the external stairs behind Building 17.

A gas leak on 29th May in Building 17 was a false alarm.

The old ionisation smoke alarms in the four roof spaces will be replaced this week with new photoelectric models.

2. Treasurer's Report.

The Committee considered the Monthly Report as at 31st May, 2017. Funds on hand are:

Administrative Fund	\$261,507.27
Sinking Fund	\$ 77,407.57
Total	\$338,914.84

A notable payment was to Icon Water for \$9,029.35 for the first quarter this year. This amounts to a third of our water budget of \$27,000. Not only are charges increasing but the high bill reflects excessive usage due to damaged irrigation lines and fittings.

Pro rata expenditure from the Administrative Fund stands at a very comfortable 80% but some recent un-budgeted repairs and maintenance will hurt this month, for example, repair of the anti-slip treatment noted at 1. above and the cost of insurance valuation at 7.a below.

Notices for levies due on 1st June were distributed on 9th May. It's regrettable that a questionnaire about occupants' details, keys, etc, was not included.

3. Landscape Report.

Azalea Red Wing replacements have been planted. The *Pieris* Christmas Cheers are still awaited. Pruning of the *Crimson Sentries* and *Chanticleers* has been deferred until the leaves have dropped. Other landscaping work in the month included

trimming the over-growth on the Melbourne Avenue footpath. In the planter box outside the door of Building 17, the *Lomandra* that has been performing poorly has been removed, allowing the *Dietes* to expand and fill the box.

Despite writing about the outbreak of lerp infestation in the jasmine to all owners of balconies on the first and second floors that face State Circle, not everyone has complied with the requirement to spray the plants with pest oil. (There's none so deaf as those who won't hear." Matthew Henry, 1662-1714.)

An irrigation line that was broken by the new construction team next door on Melbourne Avenue was repaired on 19th May.

Investigation into dealing with the troublesome oak tree in front of Building 23 has commenced. Even though it is not a registered heritage tree, it is nevertheless immersed in TAMS bureaucracy. **Action: DC**

4. Correspondence.

Correspondence during the period was of a routine nature and included letters to owners about barking dogs, oil leaks from cars in the basement, lerp infestation, and balcony & courtyard drains.

5. Web Site and Lift Notices.

Items in News on our web site have been posted and lift & door notices routinely turned over. The Apartment Manual has been amended to include advice about the necessity of keeping clear the drains on balconies and courtyards.

There were 468 visitors to the Capital Hill Apartments Website in May:

- 11 hits to the Owners Area
- 5 to News
- 18 to Information
- 5 to Community Notice Board
- 9 to History
- 13 to Moving in and Out
- 10 to Photo Gallery
- 5 Gardens & Grounds
- 14 Managing Agent

The Committee discussed a proposal from PF to produce a simple and useful Maintenance Schedule for the guidance of Owners and Residents about basic needs such as clearing balcony drains and checking smoke detectors. However, since all this information - and more - is already in the Apartment Manual, there seems little point in adding to a reading list that many ignore anyway. As noted in 3 above: There's none so deaf as those who won't hear. Having said that, the Committee noted recent Web access shows that many do try to keep up.

6. Business Arising from Previous Minutes.

a. Solar Power

A General Meeting was held on 10th May that carried two motions relating to the proposal to install photovoltaic panels. The Minutes were distributed to all owners on 11th May. Because the meeting had to be conducted under the Reduced Quorum rules, we are unable to immediately enter into the contract

with SolarHub and have to wait for 28 days beyond the Meeting. Installation should get underway within a few weeks. **Action: HS**

b. Current Repairs.

Work on the water ingress problems of apartment 208/21 continues. The balcony tiling has now been re-sealed and interior repairs are about to commence. A new leak from 115/21 into 23/21 below has been attended to; work orders were issued on 11th May and our insurer, CHU, has met the expense.

c. Power Failures

Our insurer, CHU, refused our claim for the failed Foxtel box following January's storm. We have appealed this and await the outcome. **Action: MA**

7. New Business

a. Insurance

An Insurance Valuation was last done in June 2012. At the 2016 AGM, it was agreed that a new valuation should be conducted in 2017. With our insurance being due on 5th September, an order for valuation has been placed on QIA. We should have this in a couple of weeks which allows plenty of time to seek competitive tenders for a new premium. **Action: MA**

b. Cats' Eyes Lighting

Several lights have failed and are in the process of being replaced. Why there is currently a high (and costly) failure rate is not understood. **Action: HS**

c. Tractor Maintenance

The tractor was recently overhauled but it is noticed to be burning rich. The cleaning contractor is to have ACT Small Engines attend to this. **Action:HS**

d. Removals

Removals continue to be poorly conducted with the need to use lift aprons, lift keys and traffic cones being ignored. Removal vans continue to be parked on the lawns. Increased effort must be made to ensure that residents are aware of, and comply with, the rules. **Action: DC, MA**

8. Next Meeting: 3rd July, 2017 in Apartment 118/23

D.J. Campbell
Chairman

6th June, 2017