

UP 3259 CAPITAL HILL APARTMENTS
EXECUTIVE COMMITTEE MEETING No 79
4th July, 2016

Minutes

Venue: Apartment 115/21

Present: David Campbell (DC), Chairman & Secretary, 205/19; Peter Ford (PF), Treasurer 115/21; Terry Gassner (TG), 12/19; Horace Saducas (HS), 118/23.

1. WHS Matters.

No incidents or other concerns arose during June.

2. Treasurer's Report.

The report was derived from the final accounting rendered by Blandfordia. Future reports will be based on City Strata's monthly returns and which are more comprehensive than we have been accustomed to.

PF reported Funds on hand as of 30th June total \$429,863.44, comprising Administrative Fund \$147,233 and Sinking Fund \$282,629.82

During June, expenditure from both funds totalled \$107,619.74. As in the previous report, the most significant item was that of \$87,648 to Remedial from the Sinking Fund for exterior painting. Further demands on the sinking fund this year will be in the order of \$220,000; see also item 7.a below.

Administrative Fund expenditure was a modest \$12,496. *Pro rata* expenditure from this Fund in the year to date is holding at a very satisfactory 98.8%

The six-monthly Levy notices were sent out in mid-May. The money is still coming in but some \$14,461.67 remain in arrears.

3. Landscape Report.

The big new planter boxes have been installed and the Japanese maples and jasmine are being planted. Work is well underway on the garden beds in front of the buildings. With the last of the scaffolding and fencing being removed this week, work on remediation of the lawns can now begin in earnest.

Unexplained serious leaks in the lawn irrigation networks in front of Buildings 17 and 21 occurred on 30th June. These systems have been isolated while investigation proceeds. **Action: TG**

4. Remedial Insurance Work.

We are in the home stretch. Weather permitting, the contractors should be off the site in about two weeks. A list of some 204 remaining jobs has been drawn up and these are being worked through. That's seemingly a daunting figure but it's made up of many tiny items such as paint splatter on individual balconies; it's not nearly as bad as it might look. **Action: DC**

5. Correspondence.

There was routine correspondence only during the month.

6. Web Site and Lift Notices.

Visitor statistics for June (with May's in brackets) are:

Unique Visitors	282	(312)
Number of Visits	340	(368)
News	66	(65)
Information	49	(61)
Community N/B	66	(76)
Owners log in	44	(45)

Lift notices have been routinely turned over. Other signs have been updated with reference to the new Managing Agent. Similarly, the web site and the Apartment Manual have also been amended.

7. Business Arising from Previous Minutes.

a. Sinking Fund.

Further meetings were held with Stephen Bisseker (Director, Quantity Surveying), at Donald Cant Watts Corke during June to discuss the necessary revision of the current Sinking Fund plan. Some 51 line items have been identified as needing attention; some of these are new items having been overlooked in the original plan. The new plan will be more soundly based on current market rates than its predecessor and will see an increase in the money needing to be set aside for capital or replacement projects in the future.

As the Treasurer reported, the Sinking Fund will take further heavy battering this year (external painting, garbage bins, rain heads, and gardens) but will be in very good shape over the next ten years and beyond. **Action: HS, PF**

b. Extraordinary General Meeting.

Until the Sinking Fund and related matters are resolved, we are unable to set a date for the EGM. Work has begun on preparing the agenda, including proposals for amendment to the Rules regarding letter boxes and damage to common property. **Action: DC, PF, HS, MA**

c. New Managing Agent.

The transition from Blandfordia to City Strata has been made with effect 1st July. The business has been pretty smooth so far but teething troubles can be expected as we have a complexity of proceedings and procedures of our own that need to be integrated with those of City Strata.

A significant change we hope to implement has to do with the workload currently borne by the Executive Committee. The intention is to shift much of this to City Strata but we will need to make cautious progress, being careful to ensure that nothing falls through the crack'. **Action: All, MA**

d. Garbage Bins.

The idea of replacing the steel blue dumpster bins with plastic bins has again come to nought as no economic way of disposing of them was able to be found. Neither could the general waste in 1100 litre bins be removed without paying commercial rates of \$8320 annually. Instead, a contract was let to Mobile Fabrications for the repair of the steel bins and the installation of a softer speed hump. The likely cost is \$6431. **Action: DC, MA**

e. Next Telecom and Strata Buildings.

The transfer of the six common property telephone lines from Telstra to Highrise was effected on 7th June.

f. Actsmart Business Energy and Water Program.

Action is underway to implement the program starting with replacement of the lift lighting and the fluoros in the basement. **Action: HS, MA**

g. Garage Door Intercom.

The camera lens on the garage door intercom failed earlier in the month and has been replaced. The camera's line of sight needs to be adjusted so that a better focus on drivers' windows can be achieved. **Action: HS**

8. New Business.

a. Street Lights.

The four street lights (numbered 3133, 3134, 3135 and 3136) in front of the Apartments have remained unserviceable these past four weeks despite being reported to Transport Canberra and City Services. Instead, we are helpfully advised that Roads ACT owns over 77,000 street lights and footpath lights in the ACT. ActewAGL maintains the asset and supplies electricity to the network on behalf of Roads ACT. No other acknowledgement has yet been received despite their undertaking to respond within 10 days. **Action: DC**

b. Skirting Boards

Work orders have been placed for repairs to skirting boards in 4/17, 6/17 and 122/23. Causes of the damage have varied between failed waterproof membranes and building subsidence. Our insurance does not cover such matters and the cost needs to be borne by the Administrative Fund. **Action: MA**

c. Gates

Both the garden gate and that of the garbage enclosure need attention. The latches and locks are stiff and the gates themselves need adjustment. **Action: MA**

d. Building Defect Reforms.

PF took the Committee through the Building and Construction Legislation Amendment Bill 2016. A number of recent reports have

been made into the Government's policy development process leading to this Bill that has been introduced in the ACT Assembly. The Bill takes up a number of the proposals we put forward but the emphasis seems to be on greater, but perhaps misdirected, regulation rather than on overall reform. None of the proposed better arrangements can be applied retroactively to us and we will not directly benefit. Indirect benefit, if there is any, would come from a cleaning up of the industry generally, an industry which we have to deal with in future for any further major repairs.

Next Meeting: Monday 8th August, 2016, in Apartment 205/19.

D.J. Campbell
Chairman

5th July, 2016