

UP 3259 CAPITAL HILL APARTMENTS
EXECUTIVE COMMITTEE MEETING No 92
4th September, 2017
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.

The broken paving tiles on the courtyard between Buildings 21 and 23 have been roped off until repairs are effected.

2. Treasurer's Report.

PF tabled the MA's Building Status Report for the month ending 31st August. The Administrative Fund stands at \$198,025.98 and the Sinking Fund at 31 \$155,199.81 for a total of \$353,225.79.

The Committee discussed the draft of the Treasurer's Report for the forthcoming AGM. A couple of points need clarification.

Action: PF, MA

3. Landscape Report.

The scissor lift used by Solar Hub damaged the lawn in front of Building 21. Repair action will be to top dress and over-sow, which will be done shortly when the weather warms up.

We have finally received the replacement plants for the front garden beds. These beds will also receive a big fertiliser round at the start of Spring.

The Committee decided to plant lemon and lime trees amid the camellias on the rear fence.

The delicate question of the large oak in front of Building 23 continues to be explored.

The lerp infestation in the balcony jasmine has returned. It is feared this could be a permanent problem unless all residents with jasmine are diligent in their application of pest oil.

4. Correspondence.

Routine correspondence aside, letters of welcome have been sent to the new tenants in 29/23, 202/17 and 5/17.

5. Web Site and Lift Notices.

Additions to the web site included details of a local weather reports drawn from a monitoring station behind us on Somers Crescent; see

<https://api.wunderground.com/personal-weather-station/dashboard?ID=IAUSTRAL90>

The Apartment Manual's list of recommended tradesmen has been updated with reference to a carpenter/joiner.

Lift notices have been routinely rotated. Web site statistics are not available.

6. Residential Strata Insurance.

Out of session on 15th August, the Committee considered three quotes obtained by City Strata for renewal of our insurance, due on 5th September. The Committee accepted the package proposed by CHU of an insured sum of \$42,000,000 at an annual premium of \$24,463.02 and with an excess of \$300. CHU's Product Disclosure Statement (with effect 1st September, 2012) can be seen on the Owners Area of our web site.

7. Business Arising from Previous Minutes.

a. Annual General Meeting.

The AGM is scheduled for 6.00 p.m. on Wednesday 18th October, 2017, at the Eastlake Football Club, 3 Oxley Street, Griffith. The Agenda and other supporting papers are in course of distribution. **Action: DC, MA.**

b. Solar Power.

Installation got off to a bad start with the scissor lift breaking very many courtyard tiles between Buildings 21 and 23 and damaging the lawn in front of Buildings 21 and then in front of 23 on its way out. Then there was bad weather: rain and, particularly, wind. The lawn can be repaired relatively quickly but the broken tiles will be a major problem, not least of which is sourcing suitable replacements. The system was finally completed and accepted on 28th August but actual usage cannot commence until ACTPLA inspects the installation and issues a Certificate of Electrical Safety, likely next week.

c. Managing Agent Agreement.

Negotiation with City Strata over the terms and fees of the new Strata Management Agreement have been satisfactorily completed. The matter will now be referred to owners at the forthcoming AGM in the context of the budget. Copies of the new agreement (eleven pages!) will be available at the AGM for owners to peruse. **Action: DC, MA.**

d. Owners' Corporation Network.

PF attended an interesting AGM on 15th August. The OCN is working on various papers on topics ranging from legislation to finance. At present, in the absence of applicable ACT material (e.g., on who is responsible for what) we take our guidance from NSW publications - not a particularly satisfactory arrangement. In the pipeline also are training modules for members and prospective members of Executive Committees. Other issues discussed were Canberra's rates increases, inconsistent standards in managing agents in this city and common problems for Committees.

8. New Business

a. Carpet Cleaning.

Two recent attempts to have the carpets steam cleaned have failed. It is hoped to have this carried out successfully within a couple of weeks. **Action: DC**

b. Ground Floor Tiles.

The corridors were cleaned on 13th August using a new chemical compound that was not a success, leaving a powdery residue on the tiles and an overall patchy appearance. They have been re-done using conventional methods. The

selection of these tiles by the developer was an unfortunate choice: they will never look really good.

In a related matter, the cleaning contractor has been reminded about the path and ramp to the east of Building 17. All too often, it's been a case of being out of sight and out of mind and that area is overlooked in the routine cleaning schedule.

c. Basement Toilet.

This was thoughtlessly and comprehensively blocked with paper towels on 16th August. There has always been a bin for the used towels so why someone would not use it remains a mystery. Repairs cost almost \$800. Further repetition of this stupidity will result in locking up the facility as we cannot afford this sort of expense.

d. Rates.

Many owners were shocked to receive their rates assessment notices for 2017-18. The increases are due to the revised Average Unimproved Value of the residential portion of the property. The Owners Corporation is able to object to this valuation but discussions with the ACT Revenue Office and the OCN have convinced the Executive Committee that such objection would be an exercise in futility.

9. **Next Meeting:** 2nd October, 2017 in Apartment 118/23.

D.J. Campbell
Chairman

5th September, 2017