Capital Hill Apartments, UP3259.

EXECUTIVE COMMITTEE MEETING # 147

MINUTES

Friday 28 July 2023, 11.45am-1.15pm.
Apartment 204, 19 State Circle, Forrest.

Attendance:
Executive Members: Dermot Casey (DC) 204/19 (Acting Chair). Geraldine McGregor (GMcG) 12/19, Peter Ford (PF) 115/21, Janet Hirst (JH) 101/17, Nissanka Dasanayaka (ND) 6/17
Apologies: Gaye McDermott (GMcD) 203/17, Kim Farrant (KF) 23/21, Linden Orr (LO) 204/19.
Bright & Duggan (B&D): Virginia Sinlao (VS) (by Teams link)

Meeting opened at 11.15am.

1. Minutes

a. **Resolved:** Minutes of ECM146, 8 June 2023, as circulated be accepted. **Action:** VS to circulate Minutes to owners, & post to Stratamax portal and CHA webpage.

2. Matters arising

a. **Noted:** Despite all documentation being submitted to Evo Energy, they have yet to complete certification process and advise the electricity provider of the completed installation. VS is continuing to pursue this issue.
b. **Noted:** As a result of 2 (a), VS has advised CHU that the insurance claim cannot be closed as the solar system has yet to be tested and certified. They engaged the installer so are responsible for completion and testing.
c. **Noted:** That as previously advised Airbnb is not considered commercial activity. The acting chair spoke with the owner of the unit who was unaware of noise complaints. They provided contact number to be informed if continuing inconvenience. Accordingly this issue will be addressed by ensuring CHA rules that provide for rugs etc on timber floors is widely known. PF to review rules and when complete to be issued to all owners for advice.
d. **Agreed** to a request for installation of electric induction cooktop in a unit, subject to usual caveats.
e. **Agreed** that B&D be invited to provide a proposal for a contract for engagement as managing agents for CHA.

3. Financing Presentation- Austrata Finance (AF)

a. Mr Salv Barbagallo, Sales Director Austrata Finance was introduced by VS and provided a presentation on possible loan options that Owners Corporations can consider when needing to fund major remediation works beyond the scope of the Sinking Fund. This is the situation at CHA to address water leakage issues. AF is a subsidiary of COLCAP. He outlined three options:

- A special Levy- funded by owners in accordance with Unit entitlements. Easy to administer, but some owners may not be able to meet increased instalment costs and it was necessary for OC to have sufficient funds before contracts for work can be initiated.
- A Strata loan- an unsecured loan but when agreed, money can be expended against the loan before all funds are obtained. Usually available between 3-15 years. Interest charged on drawdowns.
- Austrata Hybrid Loan- allows for both self-funded contributions as well as other owners having loans in scheme. Currently provided at 9.7% interest. Each and all of owners have to join scheme with some becoming Self-Funding Owners (SFO) and at least $250,000 of amount provided being for those taking out loans. There are some application fees ($500) and 0.25% establishment fee. Only Australian tax payers can be SFOs. Status of scheme for tax credits still under consideration.

Noted: Mr Barbagallo was thanked for his presentation and agreed to provide a copy of his presentation to EC members via B&D

4. Waterproofing Priority Project

a. (1) Members **noted** that remediation work for 109/19 and 15/19 has commenced with Partnum Projects as the builder and OPA providing contract supervision and QA. As well as work on these two units the scope of work includes partial remediation of courtyard of 30/23, to allow repair of internal damage. Insurer insists that a permanent water protection solution is required before internal work can commence.

b. Members noted that the *Summary of Water Ingress issues identified in UP 3259*, a summary paper previously circulated was being updated following further input from 6 Star Plumbing, in preparation for calling of SGM to discuss financing.

5. Treasurers Report

a. **Resolved:** to note end of June financial Report, noting that whilst the funds balance appears healthy, accrued liabilities arising from agreed expenditure of sinking fund will reduce this over the coming financial year.

b. **Noted:** Advice received at Item 3 above regarding future financing should be further considered but that owners may wish to self-fund/and or self-finance any special levy through personal loan and that collective borrowing was only one possible option.

c. Noted: That further work was required to get a more accurate appraisal of anticipated costs of water proofing remediation and realistic timeframe over which necessary work can be completed. Priority should be given to leakage that have maximum impact on owners living space and their tenants.

d. GMcG presented a paper on savings proposals that have been examined to date focussing on gardening and cleaning services and webpage. She reported that she had met with service providers to better understand what services were being provided and related costs. GMcG had identified potential savings with

revised scope of works, Gardener $6000 - $9000 per annum and for the cleaner $10,000 - $15,000 per annum. These proposals were endorsed for presentation to owners. It was **agreed** to obtain 4 green bins to support the establishment of a gardening group. **(Action**: GMcG to provide revised scope of services to VS and request B&D invite current providers to provide quotation in first instance)
It was also agreed to put to owners that the webpage that is difficult to access be discontinued at a saving of $1700 per annum, and the B&D Stratamax be explored as a possible avenue for information to owners. GMcG advised that monitors had been appointed in each building to oversee QA of services being provided. Further work on identifying potential savings would be continued.

6. Building Management

- **a.** See 2.c above.
- **b.** See 2.c above.
- **c.** Ongoing.
- **d.** Acting Chair advised of incident when emergency services needed to access building 23 and damaged door handle. They were not aware of the key safes and codes. This information has now been confirmed as logged in EMA system. Cost of damage to be met by EMA.
- **e.** Temperature settings in common areas. The EC noted that these controls should not be adjusted by residents but had been in some buildings. Monitors would be asked to check this. Arrangements are being investigated with electrician to put locked access doors on these. (VS)

7. Other Business

- **a.** There being no other business, the meeting concluded at 1.41pm.

8. Next Meeting.

Next meeting will be determined following advice on when a Special General Meeting can be held.

Meeting closed 1.41pm.

Dermot Casey,
Acting Chair UP3259 **3 August 2023.**