

Strata Committee Meeting Minutes

Minutes of Strata Committee Meeting of the Owners Corporation SP84451 held on Wednesday 21st May 2025 Watermark Pool Room at 7.30pm:

Present

John Cox, Stuart Speight, Narelle Ward, Ross Elsley, Paul Williams, Mark Coleman

Apologies

Susan Howes,

In attendance

Dianne McCauley

Minutes of Previous Meeting 15th January 2025

RESOLVED that the minutes of the preceding Strata Committee meeting held on 15th January 2025 as recorded in the Owners Corporation minute book are confirmed as a true and correct record of the proceedings and that the chairperson sign them accordingly.

1. Financial Update – YTD 21st May 2025

RESOLVED to approved and accept the following financial update.

Administration fund	\$ 54,416.81cr
Capital Account	\$ 129,440.97cr
Capital Account Term Deposit	<u>\$ 109,472.93cr</u>
Total Funds Held	\$ 293,330.71Cr.

Levies outstanding / yet to be paid – 12 lot owners of which (0) > 90days.

Administration A/c

Arrears Quarterly Levies	\$ 17,081.06
Receivable – Owners	\$ 0.00
Arrears Special Levies	\$ 0.00
Cash at Bank – unallocated	<u>\$ 0.00</u>
Total @ 21st May 2025	\$ 17,081.06

Capital A/c

Arrears Quarterly Levies	\$ 5,600.65
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Liabilities @ 21st May 2025

Creditors O/s - Admin	\$ 400.00
Creditors O/s – Capital A/c	\$ 0.00

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Admin (GST)	\$ 2,584.60
Capital (GST)	<u>\$ 1,909.23</u>
GST total	\$ 4,493.83
Levies paid in Advance:	
Admin Account	\$ 740.32
Capital Account	\$ 242.75

2. Correspondence Received

- a. 10th March 2025 Unit 24 outlining concerns with mould & moisture in B2 storage area and concerns regarding an interaction with SC members on 6th March 2025. **Noted** that CSTM responded on 17th March 2025.
- b. 21st March 2025 Unit 24 Lot Owners seeking an apology for SC member interaction with Lot Owner and requesting copies of recent reports and regular maintenance and/or servicing of B2 fans & pumps. **Noted** that a meeting with Lot Owners has been scheduled for Saturday 14th June 2025.
- c. Lot 37 request to charge Electric Vehicle via garage GPO. **Resolved** not to allow EV Charging via a GPO. The SC are concerned regarding precedence created before we have an EV Charging backbone installed with OCPP capacity, billing software and load balancing. It was noted that the SC are pursuing a level 1 Ev Charging solution for the building but subject to a NSW Government grant being available to fund the installation.

3. Maintenance Database / Outstanding Work Orders

That maintenance items as per the attached schedule be reviewed and actioned.

4. Matters arising - Meeting 15th January 2025

That action items from the previous meeting be reviewed and actioned:

- a. Electric Vehicle (EV) charging – project update. **Noted** that NSW Government Grants team have advised that they will not fund a grant for the installation of a Level 1 EV Charging backbone in the current round of the grants program. Our application is therefore on hold due to the large cost difference Level 1 v's Level 2 EV Charging solutions. There is an indication that Level 1 EV Charging may qualify should a 2nd round of grants be released later in the year. **Resolved** to progress all motions required by the NSW Government as 2025 AGM agenda items which would allow us to progress an application for a grant in the 2nd round of grants should the program be confirmed.
- b. Building Maintenance program: RE & PW have completed a review of maintenance requirements around the building and triaged maintenance issues. There are a number that can be completed by a competent maintenance man. **Resolved** to identify and engage a maintenance person on an hourly basis.

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- c. Damaged Lift # 1. SC to review and determine action to be taken. **Resolved** to pursue recovery of cost from the Lot Owner & Tenant of Unit 32 once repair cost is known. Special By-Laws #'s 11, 20 & 21 refer. **Resolved** for RE to follow up with CSTM to identify progress with this claim.

5. Building Security.

Motion – That building security matters be reviewed.

Noted that there were no known security breaches during the period.

6. Building Safety

Motion - That building safety matters be reviewed.

Noted that there were no known incidents during period.

7. Approvals

Nil

8. General Business

a) That General Business items be reviewed and actioned:

1. **Datacom Fire Services** – quote to repair concrete penetrations on B1, B2 & within risers between all levels. **Noted** that RE has issued a request to CSTM to seek quotes from an independent Passive Fire Consultant to inspect the building and provide a full report on improvements to ensure the building complies with recent changes to Fire Services Legislation. **Resolved** for RE to follow up with CSTM.
2. **Motion** – That the Strata Committee resolve to issue a work order to Clayton Schofield Plumbing to complete preventative plumbing inspections of all residential lots. **Noted** that this motion was **not resolved** rather a letter is to issue to all Lot Owners recommending that they complete a preventative maintenance inspection of their own lots.
3. **Motion Resolved** That the Strata Committee SP84451 with delegated authority of the Owners Corporation SP84451 resolve to issue a Notice to Comply with a By-Law for breach of Special By-Law # 24 Major & Minor Renovation Program to the Owners of Lot 4. **Action required:** Rectify, repair and paint the unauthorised relocation of an external air-conditioning unit, electrical wiring and plumbing that now runs across the exterior of the building and detracts from the buildings external presentation as viewed from Beach Street.
4. NSW Government Solar Grants for Strata Buildings. **Noted** that the NSW Government have released a grant scheme aimed at funding 50% of the cost of Solar Installation providing 60% of power generation was made available to Lot Owners and a maximum of 40% to power common property. **Resolved** not to progress an application as available roof area would not support the number of panels required. **Closed.**

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5. Update key register and Maintenance, Process and Contractor Contact List. **Noted** that the keys register is being maintained and is held in the Beach Street foyer room. Noted also that a full list of contractors used by the building is maintained and a hard copy also held in the Beach Street foyer room. All SC members also hold a copy. **Closed**
6. Visitor Carpark Management: **Resolved** and noted that Visitor parking is common property and use is to be restricted to bona fide visitors only. No residents may park in visitor parking and a tenant occupying a visitor park on a permanent basis is likely in breach of the development consent for the building. **Resolved** to:
 - Issue a letter addressing visitor carparking to all Lot owners, tenants and letting agents.
 - Hold personal discussion with Lot Owners / Tenants Units 2, 3, 14 & 32 requesting adherence to Special By-Law # 9 Vehicles.
 - On continued breach of Special By-Law # 9, offenders to be issued with a formal Notice to Comply without further notice and which may incur a monetary penalty should the Owners Corporation proceed to NCAT.
7. 2025 AGM – Agenda Items
 - 2025/26 Budget – **Noted** that a 2025/26 Budget has been prepared and is to be circulated to all SC members for review. An overall increase of 3% on 2024/25 levies is recommended.
 - NSW Government required motions – EV Charging Grant
 - Reimbursement of training costs for SC Members

9. Next SC Meeting

Immediately following AGM 19th July 2025