

MINUTES OF EXECUTIVE COMMITTEE MEETING OF STRATA SCHEME NO. 52948, 1-15 FONTENOY ROAD, NORTH RYDE HELD IN RYDE COUNCIL, COMMUNITY CENTRE, TRFALGAR PLACE, NORTH RYDE ON WEDNESDAY 21 JULY 1999 AT 7.00PM.

ITEM 1

PRESENT

J Crompton (Chairperson), M McDonald, K Jones, J Edey and G Raichman.

RESIGNATION

It was noted that V Bouch has indicated he has resigned from the Committee and will shortly provide written notification.

IN ATTENDANCE

J Fry from Raine & Horne Strata-Sydney.

ITEM 2

That the minutes of the last meeting be confirmed - Carried.

ITEM 3

Matters arising from last minutes:

**1. Information letter to be produced**

This will be completed shortly and will be provided to all new residents of the complex.

**2. Sign to be installed adjacent to the spa pool**

The required sign has been ordered.

**3. Concern raised regarding the speed hump near to main garage door**

Resolved to take no further action in this matter.

**4. Managing Agent to meet with structural engineer**

The managing agent advised that the following action had taken place:

- 1 A meeting has taken place with the engineer to discuss the report produced on 22 February 1999.
5. An application has been lodged with the Department of Fair Trading regarding various rectification work identified in the engineers report.
6. A letter has been sent to Ryde City Council to obtain confirmation of the effective commencement date of the construction and they have responded confirming such date as 3 May 1995.
7. The matters raised by the engineers report have been brought to the attention of the original builder Merton Apartments and they have indicated that consideration will be given to any major structural defects.

Following discussion it was agreed that a fee proposal be obtained from a building consultant Noel Boyd to identify any matters in the engineers report which can be classified as major structural defects and require repair by the original builder.

In connection with work carried out to date by Demlakian Consulting Engineers it was resolved that the balance of their fees are now to be paid.

**8. Change of Caretaker**

Strata Sphere have recently not been able to permanently fill the position of Caretaker. Frank the current Caretaker has accepted a position with Harry from Security.

It has been proposed and agreed that Ruth take on the position of Caretaker which is a positive move as Ruth is known to a number of the residents and is familiar with the layout of the complex.

In connection with the contract with Strata Sphere it was noted that it includes the provision for two full time persons together with part time work in respect of pool cleaning and a horticulturalists. It was felt the provision of this personnel is not currently totally provided and the situation is to be addressed by Strata Sphere.

**9. Removalist contractors to report to the Caretaker**

A sign is being produced for the entrance to the main driveway instructing removalists and contractors to make contact with the Caretaker. Advice is also to be placed on the noticeboards.

**10. Entrance mats to be replaced**

The new mats have now been installed.

**11. Quotations to be obtained for gutter cleaning**

Quotations were produced from Gutter-Snipe Gutter Cleaners and a gutter cleaner Cas Herrick. A quotation is to be obtained from the current cleaning contractor and then arrangements are to be made with the provider of the lower quotation for work to be undertaken on a quarterly basis.

**12. Quotations to be obtained to upgrade gym equipment**

A quotation was provided which is to be considered further by the Committee.

**13. Gas heating in units**

Resolved that written advice be obtained from the contractor that did the original gas installation at the complex regarding the implications of residents installing gas heating.

Resolved that subject to the general system not being adversely effected by such additions that residents be permitted to use gas for heating subject to an annual fee of \$200.00 being paid to the Strata Plan with such charge also applying to any resident that has already installed such gas heating.

**14. Upgrade of intercom to be considered**

It was decided not to take any further action at this stage.

**15. Insurance – Quotations to be obtained to increase the cover for liability and office bearers cover and an up to date valuation to be obtained.**

An up to date valuation has been sought and is currently awaited.

In regard to the insurances currently in force it was decided to increase the public liability cover to \$15,000,000 and office bearers insurance to \$2,000,000.

**16. Management Agreement to be signed**

The Management Agreement has now been signed.

**17. Enquiries to be made regarding the installation of Foxtel**

John Edge has met with contractors from Foxtel with the aim of obtaining a proposal for the installation of satellite dishes to enable residents to receive the Foxtel Pay TV Service.

This matter will receive further consideration by the Committee once the required submission is received.

**18. Repairs need to address:**

**a. Ponding on roof**

It was agreed that information be obtained from Meriton apartments regarding the type of waterproofing membrane currently on the roof of the buildings to assist in ascertaining whether such ponding is of a concern.

An indication is also to be obtained of the cost to carry out rectification to prevent ponding on the roof.

**b. Water entry to garages**

A drainage contractor has inspected the location where the main build up of water occurs on the outside of the garage area.

A submission to rectify this matter will be considered by the Committee once it is received.

**c. Repainting red pillars outside lift C block**

This work has been undertaken.

ITEM 4

To consider the current financial position.

A financial report was presented and discussed.

ITEM 5

To consider expenditure to replace the locks to the pool and tennis courts and provide keys to owners.

Resolved to accept a quotation from Integrity Locksmiths of \$2056.00 to install an abloy locking system.

One key is to be provided to the Owner of each lot at the complex with any replacement keys being supplied at a purchase price of \$70.00.

ITEM 6

To consider compliance with By-Laws:

1. Noise
2. Vehicles
- 6 & 8 Owners, Occupiers & Invitees
- 10 Drying Laundry
- 13 Removalists
- 15 Garbage

The following comments were made in respect of the various By-Laws:

**Noise**

This needs to be kept to a minimum so it is not to disturb other occupiers of the buildings.

Security has been instructed that in the case of noisy parties that following one warning the matter is to be reported to the local police.

**Vehicles**

Concern was expressed that vehicles used by residents and also non visitors to the property are being parked in the visitors car spaces.

It was agreed that this position is to be monitored and in this regard to assist in vehicle identification security is to implement a system whereby a sticker is placed on residents vehicles identifying their unit number.

**Drying Laundry**

Residents are reminded that washing is not to be placed in a position whereby it can be clearly seen from outside of the lot thereby adversely affecting the appearance of the complex.

### Removalists

It is necessary that removalists report to the Caretaker in order that the movements can be checked to ensure that no damage is caused to the common property.

### Garbage

The importance of garbage being securely wrapped prior to being placed into the shoot was raised.

ITEM 7

To consider security - Weekend Days  
1. Parking Space Stickers

These matters are to be considered further by the Committee when examining the budget for the forthcoming Financial Year.

ITEM 8

Management Restructure

This matter is to be considered further by the Committee when examining the budget for the forthcoming Financial Year.

GENERAL  
BUSINESS

### (A) LOT 10 – AIR CONDITIONING/SECURITY DOOR APPLICATION

1. Approval was granted to the owner to install a split system air conditioner subject to the following conditions:
  - a. That the condenser is placed on the floor of the balcony and therefore not visible from outside of the building.
  - b. Any exterior pipework/wiring is to be placed within a duct which is to be painted to match the outside wall of the building.
  - c. All relevant noise pollution controls from time to time are to be complied with.
  - d. The Owner of Lot 10 shall be responsible for all installation and future maintenance costs.
2. Permission was granted for the Owner of Lot 10 to install security flyscreen doors to the balcony and the windows subject to:
  - a. Such screens matching colour wise the window frames and being of the same design as existing screens on the building.
  - b. The owner being responsible for all installation and future maintenance costs.

(B) LOT 93 – PET APPLICATION

Permission was granted for a three month old black Persian Cat being kept subject to :

1. The cat being kept within the unit and being carried whilst on the common property.
2. Such permission being given for the life of the cat only.
3. That the cat does not create a nuisance to other occupants of the complex.
4. The cat is suitably desexed.

(C) ACCESS KEYS/CARDS

In future the provision of security keys/cards will be controlled by the managing agent.

(D) IDENTIFICATION STICKERS

To assist in identifying vehicles on the property which are used/owned by residents it was decided that security is to be responsible for placing stickers with unit numbers on the vehicles used by residents.

(E) FERAL CAT

Arrangements are to be made to remove a feral cat from the underground garage area.

(F) RYDE CITY COUNCIL

Residents are urged to write to Ryde City Council requesting that a concrete footpath and also a bus shelter be constructed along Lane Cove Road on the eastern side of the complex.

(G) WINDOW CLEANING

The original plans are to be checked to identify whether it was proposed that facilities be provided to assist in the cleaning of the exterior windows.

(H) STEPS ALONGSIDE TENNIS COURT

Consideration is to be given to improving the lighting and installing a handrail along the steps from Block A on the western side of the tennis courts.

(I) POOL TILES

The contractor is to be requested to regularly clean the tiles at water level around the pool.

(J) SECURITY

Harry is to be provided with:

- (a) Use of a car space near to the main garage door.
- (b) A quarterly list of residents at the property

(K) GARAGE AREA ACCESS

Pedestrians are to be discouraged from using the main garage door as an access/egress to the main garage area.

(L) GAS/WATER REIMBURSEMENT

The current policy of providing a refund to townhouse owners of water/gas usage is to be considered formally as an agenda item at the forthcoming Annual General Meeting.

(M) MAINTENANCE BOOK

It was noted that the system introduced to permit residents to make comment on matters affecting the property and to report maintenance items is working well and is being attended to by the Caretaker.

(N) AUCTION/FOR SALE/FOR LEASE SIGNS

It was agreed that the signage placed on the corner of Lane Cove and Fontenoy Roads adversely effects the exterior appearance of the property.

It was agreed that such signage in future is not to be permitted.

FORTHCOMING  
ANNUAL GENERAL  
MEETING

The forthcoming Annual General Meeting is to be held on 29 September 1999.

CLOSURE

There being no further business the meeting closed.