



WHELAN PROPERTY GROUP
STRATA MANAGEMENT SERVICES

WHELAN PROPERTY GROUP

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**THE OWNERS, FIRST MORTGAGEES AND COVENANT CHARGEES OF LOTS IN
STRATA PLAN 61139 – “PACIFIC WAVES” 9-15 CENTRAL AVENUE, MANLY**

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE OWNERS - STRATA PLAN NO. 61139	
Meeting Title	Executive Committee Meeting
Strata Plan Number	61139
Date & Venue	Tuesday 10 th December 2013 outside the Building Managers Office at 9-15 Central Avenue, Manly
Start Time	6.00 PM
Finish Time	7.10 PM
Present	Executive Committee: Lots: 17 – D. Mockler, 61 – L.Wareham, 95 – D. Glading, 96 – F. Martinez De Morentin, 112 – R. Stone, 119 – M.Legaz & 122 – G. Brown
In Attendance	Whelan Property Group: Andrew Uchino (WPG) R&H Solutions: Rod Pyne (Building Manager)
Apologies	9 – S. Parker , 97 –Z. Dybac
Chairperson	Denis Mockler

1.0 PREVIOUS MINUTES

RESOLVED: That the Minutes of the last Executive Committee be confirmed as true record and account of the proceedings of that meeting.

2.0 TREASURERS REPORT

RESOLVED: That the Treasurer’s report be tabled and adopted.

3.0 ACCOUNTS

RESOLVED: That the financial statement of accounts for the period ended 30th November 2013 be noted.



4.0 BUILDING MANAGERS REPORT

RESOLVED: That the building manager's report be tabled and adopted.

Items completed since the last meeting:

1. Removal of Plants above Water Feature
2. Repaint Hobs on Balcony – Unit 403b
3. Repair Intercom 218, 215, 229, 224
4. Water Leak into Unit 221
5. Repair of Fire Detectors in 13 units
6. Repaint Ceiling in Foyer (under Mezzanine)
7. Repair Door Locks 203, 609
8. Fit 2 new mailbox locks
9. Repair Leak in Gym Roof
10. Repair Lights Commercial Garbage Room
11. Replace Pot Plant Pool Area
12. Repair Ceiling 203b and repaint
13. Replace Spa Pump
14. Replace Shower Head Bin Room
15. Clean Carpets all levels
16. Repair Fire Door locks
17. Repair Wall Light L3
18. Replace General Computer in Office
19. Conduct Inspection for Sinking Fund Plan
20. Conduct Inspection for Fire Procedures
21. Conduct Inspection for Building Valuation
22. Preparation of Pacific Waves Maintenance & Operations Manual
23. Audit of All Swipe Cards

Items currently in progress:

1. Selection of Plants for gardens above pool
2. Fit new door closer unit 806
3. Replace Rotted gate unit 208a
4. Repair Water Leak 229.
5. Glass around water feature
6. Fire & Emergency Evacuation Procedures
7. New Pressure Reduction Valve on Cold Water Supply – The Executive Committee approves the expenditure.
8. Building Management Software continually being updated, including On-Line access for Owners – The Executive Committee wish to review the building documents proposed to be saved online prior to giving owners access. The Executive Committee will discuss at the next meeting.

9. Malfunction in Air Conditioning Switching – There appears to be short circuit in one or more of the air conditioning systems in the building within individual units. The Building manager is instructed to contact owners and agents to confirm if any maintenance has been undertaken recently to determine which air conditioning system has a fault and causing the system switch to short circuit.
10. Repairs and Upgrades to CCTV

5.0 MATTERS ARISING

RESOLVED: That the Executive Committee discuss any matters arising.

5.1 Courtyard Ownership & License Agreements

It was noted that Le Page Lawyers has provided advice and given a part answer as to who owns the courtyard. Further advice is pending and will be circulated to the Executive Committee when received.

It is noted that the BMC representative will requisition a general meeting of the Building Management Committee to table the correspondence from Le Page Lawyers and determine the next course of action.

5.2 Application from Insitu for extension of inside trading hours to Midnight

Deferred until the BMC meet to discuss the courtyard ownership & License Agreements.

It was noted that the BMC representative will write to the BMC to put Insitu on notice and advise them they are being monitored and renewal of license agreement is currently being reviewed.

5.3 Sinking Fund Plan

The sinking fund plan prepared by Sageview was tabled. It was noted that the building manager, David Glading & Ray Stone review the sinking fund plan and provide comments and recommendations at the next meeting.

5.4 Fire Evacuation plan/procedures

The building manager tabled a quotation from Trimevac. The Executive Committee request that a second quotation be obtained and considered at the next meeting.

5.5 Development at 17-19 Central Avenue, Manly

The Development Assessment Unit of Manly Council has recommended that the DA be refused. This has now been minuted by the Committee and it will now go to the Manly Independent Assessment Panel for determination.

There is a possibility that the developer may take the matter to the Land and Environment Court.

5.5 Execution of Building Management Agreement with RH Solutions

It was noted that the building management agreement with RH Solutions has not been executed. That a sub-committee be elected to the agreement and execute the agreement on the owners corporations behalf.

5.6 Execution of Agency Agreement with Whelan Property Group

The Executive Committee approve the execution of the agency agreement with Whelan Property Group, for a term of 12 months, commencing 3 May 2013. The agreement will be reviewed and negotiated at the time of renewal (on or before 3 May 2014).

5.7 Manly Council Payments for Alarms and Repair of Ducts

The Building manager advised that Manly Council will arrange repairs to the ducts

5.8 Representative to communicate with Whelan Property Group

The Executive Committee nominate Denis Mockler & Ray Stone to liaise with Whelan Property Group on behalf of the executive committee.

5.9 Review of Duties of Building Manager

The Executive Committee will compile a list of issues. Greg Brown & Denis Mockler will review the list and arrange a meeting with the building manager to discuss the issues.

5.10 New Lessee Jah Bar

It was noted that Jah Bar has a new lessee. A number of reports have been received in relation to excessive noise coming from Jah Bar. The noise will be monitored.

The Executive Committee approves the installation of a noise monitoring device, which can be displayed in the piazza for all to see. An acoustic consultant will be engaged to determine the acceptable decibel level and to provide, configure and install the noise monitoring device.

6.0 GENERAL BUSINESS

Motion: That the Executive Committee discuss any general business.

6.1 Lift Access Keys

It was noted that all future requests for programming of lift access keys for more than one level be forwarded to the Executive Committee for approval.

6.2 Gas Usage Contract

Whelan Property Group tabled the gas analysis report prepared by Energy Brokers. An offer was obtained from Origin Energy. AGL (current provider) & Energy Australia did not submit an offer. Origin Energy offered prices for a *24 month contract* to commence at next meter read.

Origin Energy offered a total discount of 16% (off consumption only) off the rates:

- 12% flat discount
- Additional 3% Pay on Time
- Additional 1% Direct Debit

Based on the Origin offer, there is a reduction of approx. 15.9% or \$8,308 p.a. compared to the existing account.

The Executive Committee accepts the offer from Origin.



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CLOSURE

The Chairperson declared the meeting closed with no further business at 7.10 pm.



Denis Mockler

CHAIRPERSON



DATE