

**THE OWNERS OF STRATA PLAN NO 61139
9-15 CENTRAL AVENUE, MANLY NSW 2095**

NOTICE OF A STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION

NOTICE IS HEREBY GIVEN THAT A STRATA COMMITTEE MEETING OF THE OWNERS OF STRATA PLAN NO 61139 TO BE HELD ON TUESDAY 6TH FEBRUARY, 2018 IN THE OFFICE OF LAMB & WALTERS, 53 SYDNEY ROAD, MANLY AT 6.00PM.

AGENDA

- 1. Minutes**
That the Minutes of the last Strata Committee Meeting be confirmed.
- 2. Financials**
That the financial statement to 13/10/17 be tabled.
- 3. Building Manager**
That the Building Managers Report be tabled.
- 4. Unit 206a fence alteration**
That the approval decision be ratified (26/10/17 SCM item 3 (t) regarding Unit 206a fence alteration following receipt of objection from a lot Owner.
- 5. Unit 313 Request**
That the request from the Owner of Unit 313 for rent reduction compensation request be discussed and resolved
- 6. Cabinetry on Balconies**
That approval process for cabinetry on balconies be discussed.
- 7. Childcare Centre DA Update**
That an update be given on the Child Care Centre DA approval.
- 8. Restaurant Emissions/Pollution Update**
That an update be given on the emissions/pollution from Braza Manly.

- 9. Carpet Selection Process**
That the carpet selection process moving forward be discussed.
- 10. Restaurant Licence Renewals**
That the Restaurant Licence renewals be discussed.
- 11. Resident Information Booklet 2018**
That the Resident Information Booklet for 2018 be discussed.
- 12. General Business**

Dated: 18 January 2017

PLEASE NOTE:

Any non Strata Committee members who wish to address the meeting must give at least 3 days notice to the Strata Manager and receive confirmation from the Chair before the meeting commences.

THE OWNERS CORPORATION OF STRATA PLAN NO. 61139

**MINUTES OF THE STRATA COMMITTEE MEETING OF STRATA PLAN NO. 61139
HELD ON THURSDAY 26TH OCTOBER, 2017 IN THE OFFICE OF
LAMB & WALTERS, 53 SYDNEY ROAD, MANLY AT 6.00PM.**

PRESENT: Mr G Brown, Mr R Stone, Mrs S Stow, Mr P Brown, Mr F Martinez de Morentin and Mr D Mockler.

IN ATTENDANCE: Mr R Goff, Mr R Chapman, Mr T Strati (Building Manager) and Ms N Hopkins (Lamb & Walters).

CHAIRMAN: Mr G Brown.

1. MINUTES: Resolved that the Minutes of the last Strata Committee Meeting held on 29/8/17 be confirmed as a true and accurate record of that meeting.

2. FINANCIAL STATEMENT: Resolved that the Financial Statement to 13/10/17 be accepted.

3. BUILDING MANAGERS

REPORT: Resolved that the attached Building Managers Report be tabled and accepted.

g. Generator

Generator approved by Council yesterday. Due to Council compliance requirements there will be some additional costs of about \$6000.

This will bring the total cost to around \$112,000. This is within the previously approved budget of \$120,000 approved at the AGM.

h. Blistering Balcony Paint

The BM wrote to all residents seeking feedback re. balcony hobs experiencing paint blistering. There were 14 respondents in total. All 14 respondents balcony's were repaired using a 2 part waterproofing system. It was agreed to wait to see if the remedy has been successful prior to undertaking the repair of further balcony hobs.

m. Water and Gas Valve Testing

Mr Strati advised that there are only 14 apartments to do until the valve mapping is complete. This should be completed by the end of the year.

p. Kitchen for Building Manager

It was agreed that the Owners Corporation would contribute \$1500.00 towards a small kitchenette for the Building Manager.

q. Additional FOB Request

It was agreed to allow the Owner of Units 410a & 221 one (1) additional FOB. Future requests will be addressed on a strict case by case basis

r. Additional Security Patrols

It was agreed to have an additional security patrol each night at a cost of \$10 per visit.

s. All Areas Lift Access

It was agreed not to allow "all level lift access" to lot owners.

t. Modifications to Fence

It was agreed that the Strata Committee would support a Special By-law at a General Meeting should the Owner of Unit 206a wish to propose modifications to the rear fence or their level 2 lot. The Owner would be responsible for the engagement, drafting and costs of the By-law by a Solicitor and also be responsible for all future ongoing maintenance costs.

4. UNIT 313

As the Owner could not attend the Meeting this item was deferred until the next Strata Committee Meeting.

5. CARPET:

Nicole Howard (Carpet Consultant) was unable to attend the Meeting.

It was agreed that the Strata Committee would meet with Ms Howard on the 14/11/17 to review the carpet proposal. Following that Meeting carpet options will be displayed on Level 2 and on the ground floor Foyer.

An Extraordinary General Meeting will be held on 30th November, 2017 at 6.00pm to make the official carpet selection.

GENERAL BUSINESS: Braza Restaurant

Mrs Stow offered to re-engage the Residents effected by the Braza Restaurant smells. At least a dozen Residents will need to keep diaries over a two week period before the consultant will be able to go back to Council seeking action.

Building Manager's Office Window Blinds

Mr Strati to arrange the repair of the BM office blinds should they require it.

CLOSURE:

As there was no further business the meeting closed at 7.10pm.

Statement of Financial Position

As at 22/01/2018

The Owners of SP 61139

Pacific Waves, 9-15 Central Avenue, MANLY NSW
2095

	Current period	Previous year
Owners' funds		
Administrative Fund		
Operating Surplus/Deficit--Admin	(11,400.29)	(29,872.53)
Owners Equity--Admin	117,769.87	45,442.53
	106,369.58	15,570.00
Capital Works Fund		
Operating Surplus/Deficit--Capital Works	(176,589.69)	(26,098.61)
Owners Equity--Capital Works	870,553.82	934,057.59
	693,964.13	907,958.98
Net owners' funds	\$800,333.71	\$923,528.98
Represented by:		
Assets		
Administrative Fund		
Cash at Bank--Admin	126,046.32	74,447.13
Receivable--Levies--Admin	473.81	517.11
Receivable--Owners--Admin	144.00	7.50
	126,664.13	74,971.74
Capital Works Fund		
Cash at Bank--Capital Works	39,350.39	79,423.26
Investments--Capital Works 1	331,341.72	322,489.61
Investments--Capital Works 2	0.00	324,710.59
Investments--Capital Works 3	0.00	104,094.56
Investments--Capital Works 4	101,452.45	100,850.98
Investments--Capital Works 5	100,700.55	0.00
Investments--Capital Works 6	131,745.60	0.00
Receivable--Levies--Capital Works	389.45	195.93
	704,980.16	931,764.93
Unallocated Money	0.00	0.00
<i>Total assets</i>	831,644.29	1,006,736.67
Less liabilities		
Administrative Fund		
Creditor--GST--Admin	(730.40)	(3,656.02)
Creditors--Other--Admin	(1,916.20)	(1,916.20)
Deposits Received--Keys--Admin	2,845.00	1,760.00
Prepaid Levies--Admin	20,096.15	63,213.96
	20,294.55	59,401.74
Capital Works Fund		
Creditor--GST--Capital Works	(7,419.68)	(2,058.21)
Creditors--Other--Capital Works	1,916.20	1,916.20
Prepaid Levies--Capital Works	16,519.51	23,947.96

	Current period	Previous year
	11,016.03	23,805.95
Unallocated Money		
	0.00	0.00
<i>Total liabilities</i>	31,310.58	83,207.69
Net assets	\$800,333.71	\$923,528.98

Statement of Financial Performance for the financial year-to-date 01/07/2017 to 22/01/2018

The Owners of SP 61139

Pacific Waves, 9-15 Central Avenue, MANLY NSW
2095

Administrative Fund

	Current period 01/07/2017-22/01/2018	Annual budget 01/07/2017-30/06/2018	Previous year 01/07/2016-30/06/2017
Revenue			
Insurance Claims	0.00	0.00	3,121.82
Interest on Arrears--Admin	19.14	0.00	183.95
Levies Due--Admin	162,504.47	280,000.00	332,509.33
Licence Fees	64.55	26,450.00	49,568.14
Miscellaneous Income--Admin	0.00	0.00	2,334.92
Status Certificate Fees	436.00	0.00	872.00
Strata Roll Inspection Fees	62.00	0.00	188.00
<i>Total revenue</i>	163,086.16	306,450.00	388,778.16
Less expenses			
Admin--Accounting	590.90	850.00	690.90
Admin--Agent Disburst--Schedule B	1,031.81	900.00	806.36
Admin--Annual Computer System Fee	227.27	230.00	227.27
Admin--Annual Storage Fee	90.91	100.00	90.91
Admin--Auditors--Audit Services	450.00	1,200.00	1,200.00
Admin--Bank Charges	22.15	60.00	57.30
Admin--Bank Charges--With GST	139.68	360.00	301.10
Admin--Fixed Disbursement Fee	3,054.14	5,300.00	5,112.30
Admin--Income Tax--Admin	0.00	0.00	33.00
Admin--Legal & Debt Collection Fees	(9.55)	3,500.00	402.23
Admin--Levy Contribution--BMC	79,598.59	180,000.00	151,251.37
Admin--Management Fees--Standard	15,749.06	27,560.00	25,937.58
Admin--Meeting Fees	794.00	0.00	0.00
Admin--Stationery & Printing	0.00	0.00	108.00
Admin--Status Certificate Fees Paid	436.00	0.00	763.00
Admin--Strata Inspection Fees Paid	62.00	0.00	188.00
Admin--Trades Monitor	78.00	80.00	76.00
General Expenses	0.00	2,000.00	0.00
Insurance--Premiums	0.00	2,200.00	1,884.67
Maint Bldg--Airconditioning - Repairs	31.82	1,500.00	918.18
Maint Bldg--Airconditioning--Maintenance Contract	3,150.00	0.00	1,300.00
Maint Bldg--Cleaning	480.00	0.00	0.00
Maint Bldg--Cleaning--Carpet/Furniture	678.00	4,500.00	2,248.00
Maint Bldg--Consultants	3,200.00	3,500.00	2,716.00
Maint Bldg--Doors & Windows	5,045.00	8,000.00	3,476.00
Maint Bldg--Electrical Repairs	1,570.00	5,000.00	532.85
Maint Bldg--Exhaust/Ventilation Systems	350.00	2,000.00	0.00

Administrative Fund

	Current period	Annual budget	Previous year
	01/07/2017-22/01/2018	01/07/2017-30/06/2018	01/07/2016-30/06/2017
Maint Bldg--Fire Protection	165.00	2,000.00	1,354.50
Maint Bldg--Fire Protection--Generator	(10,545.45)	0.00	0.00
Maint Bldg--Garage Door Contract & Repairs	1,594.76	2,500.00	345.91
Maint Bldg--Garbage Bins/Bags	356.27	1,200.00	926.53
Maint Bldg--Hot Water Service	275.00	2,000.00	550.00
Maint Bldg--Insurance Claims	0.00	0.00	2,281.82
Maint Bldg--Intercom Repairs	0.00	2,000.00	0.00
Maint Bldg--Lift--Maintenance Contract	9,559.48	18,800.00	18,220.52
Maint Bldg--Lift--Registration Fees	74.00	0.00	37.25
Maint Bldg--Lift--Servicing/Repair	0.00	0.00	448.00
Maint Bldg--Light Globes	0.00	500.00	0.00
Maint Bldg--Locksmith Repairs	0.00	2,500.00	641.72
Maint Bldg--Miscellaneous	171.68	1,000.00	850.00
Maint Bldg--Pest/Vermin Control	600.00	1,000.00	0.00
Maint Bldg--Plumbing Repairs	1,228.00	5,500.00	3,157.75
Maint Bldg--Pool Mtce	3,768.22	9,500.00	8,302.13
Maint Bldg--Pumps	0.00	1,200.00	1,827.27
Maint Bldg--Repairs & Mtce	0.00	5,000.00	8,470.74
Maint Bldg--Security Alarm Equipment	0.00	500.00	0.00
Maint Bldg--Security Keys	0.00	500.00	0.00
Maint Bldg--Security--Contractor	2,179.16	0.00	608.33
Maint Grounds--Equipment Hire	0.00	500.00	0.00
Maint Grounds--Plants Hire	600.00	1,600.00	1,560.00
Utility--Gas	21,866.67	41,500.00	37,301.34
Utility--Phoneline rental & charges	0.00	600.00	235.16
Utility--Rubbish Removal	0.00	600.00	0.00
Utility--Water Usage	25,773.88	42,000.00	29,010.83
<i>Total expenses</i>	174,486.45	391,340.00	316,450.82
Surplus/Deficit	(11,400.29)	(84,890.00)	72,327.34
Opening balance	117,769.87	117,769.87	45,442.53
Closing balance	\$106,369.58	\$32,879.87	\$117,769.87

Capital Works Fund

	Current period	Annual budget	Previous year
	01/07/2017-22/01/2018	01/07/2017-30/06/2018	01/07/2016-30/06/2017
Revenue			
Interest on Arrears--Capital Works	9.42	0.00	170.11
Interest on Investments--Capital Works	8,664.37	21,250.00	21,281.76
Levies Due--Capital Works	92,586.63	230,165.00	177,674.11
<i>Total revenue</i>	101,260.42	251,415.00	199,125.98
Less expenses			
Admin-- PAYG--Capital Works	3,618.00	8,000.00	7,003.00
Admin--Income Tax--Capital Works	(1,815.32)	0.00	511.50
Maint Bldg-- Exhaust/Ventilation	0.00	2,000.00	0.00
Maint Bldg--Airconditioning	277.50	6,500.00	0.00
Maint Bldg--Carpets & Stairs Replacement	3,800.00	153,000.00	240.00
Maint Bldg--Consultants	3,700.00	2,000.00	1,500.00
Maint Bldg--Contingency	0.00	20,000.00	0.00
Maint Bldg--Doors & Windows	521.56	2,000.00	3,181.91
Maint Bldg--Electrical	89,498.60	7,000.00	25,640.84
Maint Bldg--Equipment Purchases	0.00	120,000.00	0.00
Maint Bldg--Fire Protection	6,341.35	5,500.00	6,425.00
Maint Bldg--General Service & Replacement	0.00	43,000.00	3,720.00
Maint Bldg--Miscellaneous	6,316.00	0.00	0.00
Maint Bldg--Painting (External)	108,352.69	150,000.00	59,156.72
Maint Bldg--Painting (Internal)	3,744.46	5,000.00	5,800.00
Maint Bldg--Plumbing & Drainage	8,347.00	20,000.00	3,990.00
Maint Bldg--Roof	29,922.27	46,000.00	140,363.21
Maint Bldg--Security Works	0.00	6,000.00	0.00
Maint Bldg--Shower Repairs	0.00	10,000.00	145.02
Maint Bldg--Spalling Rectification	0.00	30,000.00	0.00
Maint Bldg--Structural Rectification	12,456.00	0.00	922.00
Maint Bldg--Tiling	440.00	30,000.00	0.00
Maint Bldg--TV Antenna & Cables	0.00	0.00	774.55
Maint Grounds--Pool Renovation	2,330.00	5,000.00	1,316.00
Pumps Repair & Maintenance	0.00	6,000.00	1,940.00
<i>Total expenses</i>	277,850.11	677,000.00	262,629.75
Surplus/Deficit	(176,589.69)	(425,585.00)	(63,503.77)
Opening balance	870,553.82	870,553.82	934,057.59
Closing balance	\$693,964.13	\$444,968.82	\$870,553.82