



Mondrian Apartments

SP 69259

Subcommittee Report

Prepared 27 October for: 31 October 2013



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The Treasurers' Report

2013-14 Levy Error

The SM issued levy notices 30 days late and at an incorrect figure, the net effect is a temporarily delayed strata income, leaving a short fall of \$27.2K. The SM is currently working on correcting their error, with an apology to Owners.

SM Accounting

There were a number of discrepancies in SM accounting to quarter, ending 30 Sept, these include

- allocations to incorrect account codes
- apparent double payments (KONE)
- 2 late/carry over payments from FY13 (elect @ \$4.5K)

The SM has been instructed to adjust the accounts prior to our approval of the 'financial statements' at the EC meeting 31/10 and provide explanation.

Invoices approved to date

Invoices approved, via the BM since the last EC meeting include (batch dated):

- 31/8 \$11.4K (*had been mislaid in the change of EC*)
- 27/9 \$4.8K
- 9/10 \$15.5K

These invoices can be sighted on Drop-Box (under: "Mondrian / Financials – Treasurer / Invoices – batches") in their respective 'batch dates'.

Other invoices have been received from the SM via email for (and since been approved for payment), these include:

- AGL – for \$1.7K and \$0.8K
- WorkCover – Insurance Premium for *Elevator Certificate of Registration* at \$69 (annual)

New Processes

A number of new and improved processes have recently been implemented to aide in the approval of contractor invoices, in a timely fashion; these include:

1. an invoice approval process:
 - a) an invoice approval stamp
 - providing for a BM assurance that he has verified invoices for its' *calculations*, against a schedule of *rates* or a *quote*; and that works are completed to his satisfaction
 - b) a ready reference of Account Codes, where the Treasurer codes each invoice prior to forwarding to the SM, this will mitigate chances of invoices being accounted for incorrectly
 - c) copying BM approved (& coded) invoices to DropBox
2. a Financial Delegation Schedule, for works to various dollar values (as previously minuted EC meeting 18/9).



Building Management

Members: **Bruce Aitken *** Ian Hulme John Hutchinson
Mark Rodgers

A decision on whether to adopt the Strata Communities *Who's Responsible Guide* is to be determined at the EC meeting 31 October; and any amendments noted. **EC vote sought**

The Thermostatic Mixing Valves (TMVs) – the valves that regulate the water temperature to each lot are leaking and are in need of a service or replacement. The existing TMVs are reported as the originals, now 10 years old. The other than 'check valves', parts for the existing TMV's are no longer available. A quote has been received to either replace all seven 'check valves' at \$2.7K or alternatively all seven TMV's at \$7.9K. The pros and cons for each are subject to discussion within the EC on the forum; a poll has been setup for EC members to vote. **EC vote sought**

A process to backup Mondrian data on the Building Managers PC has been established. *Weekly* off-site backups to a portable hard drive, is being managed by a member of the EC.

One of LED five existing pool lights has failed and cannot be repaired. For reasons of consistency in fitting, lamp and colour temperature, the EC has decided to replace all five with new. The BM has been requested to obtain quotes and product brochures to replace all.

The rivets to the parapet/berge cappings to the roofs of all four buildings are failing and need to be replaced as the rivets have deteriorated, causing some parapet cappings to blow off in a high wind (as witnessed at apt 428 & 354 recently). An initial quote for \$4.5K has been; the BM is to verify extent quoted on; and obtain a second quote. Works do need to proceed, once extent and a second quote is received.

A number of balcony lights (the box type wall lights) are failing. The BM has been asked to determine the cause, their ability to be repaired or source a replacement for those failing.

A number of the gate lock housings (leading to internal courtyards or ground floor accessed apartments) have rusted out. The BM is to determine the number immediately effected and have them replaced; quoted at \$480ea.

The BM has also been requested to:

- provide a schedule of 'outstanding items' that remain ahead of the EC (past and present) for their decision/s
- complete the maintenance inspection report (building 3) dated 10 Oct, to include balance of common areas and buildings 1, 2 & 4
- transfer the current BigPond account from K&S to the OC of SP69259, c/o Strata Plus
- undertake the annual key audit (*this noted as due in August of each year and is overdue*)
- follow-up and close out issues relating to the Annual Fire Audit, prior to the due date of 6 November (*refer also Building Defects and Fire Safety Sub-committee Report*)
- populate the Building Management software, MyBOS with assets, schedules, cases etc. (it is noted, MyBOS was installed in July 2013, and has seen very little data entry)
 - bring all asset and maintenance records up-to-date
 - bring all contractor contact information up-to-date, including insurance currency
 - bring all schedules up-to-date, these to include anticipated dates for:



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- cleaning works (monthly, quarterly, twice yearly and annual occurrences), including external windows cleaning and high pressure cleaning of the common area paving
- periodic maintenance for elevators, fans
- annual fire inspections
- annual painting of pool deck, all fences and the 'busstop' canopy
- others?



Building Defects & Fire Order

Members: **John Hutchinson *** Bruce Aitken Ian Hulme
 Karen Hannan Liana Rigon

Executive Summary

This report deals with the both general defects being pursued under the HOWI policy and fire defects identified by the Council Fire Order and being pursued as a further claim against the insurer.

Update

General Defects

- The building contract with Biltbeta will be signed as soon as the EC votes on this. Biltbeta has already signed,
- So the next step will be to get Biltbeta on site to discuss the logistics of their starting work and most importantly get from them a work schedule so we know when each apartment will be affected etc
- Work is unlikely to start till February and will take at least 6 mths.
- Scope of works that the builder has to do is up on Strata Plus website. Any general defects not included in this scope of works will have to be paid for by the Owners Corporation ref Terms of Settlement
- That said if something has been unintentionally missed in the scope it may be possible to persuade Allianz / Builder to put it in.
- In preparation for construction we need to obtain insurance certs from the builder and upgrade our own insurance with CHU as works value exceeds \$500K.

Fire Defects

For HOWI Claim

The defects we can claim are those which were identified by Eagle Consulting before the warranty period ran out. Allianz has agreed to some and remains to be convinced on others

- Our Consultant AE & D is currently going through all 137 units to do 2 things
 1. Install inspection hatches which are a fire regulation to enable annual damper checks in future
 2. Fully record the extent of defects to the fire dampers and fire collars in the space in bathroom ceilings (as basis of detailed claim)
- This inspection is a costly business and has involved a lot of time by JH and others in organising access to apts. IBC is managing the booking process and to date we have 9 apts still unbooked. This shows up deficiencies in the SM and BM resident / owner contact records.
- AE & D are confirming that the results of the pilot study Eagle did are universal – incorrectly fitted fire dampers and fire collars

For C of S Fire Order

- There are many items on the Fire Order that do not form part of our HOWI claim and the top priority is to satisfy the Order



- This cannot be done till C Of S makes it absolutely clear what they want done. This has been confused by a change in personnel. We are chasing Greg Evans at Council to say clearly
 - what they still want done and
 - what they have accepted alternative solutions for
- When we know this, we can plan to schedule (getting quotes etc) the necessary work – moving fire hydrants, installing fire doors, separating services in firestairs etc

For Annual Fire Safety Statement

- This is due on Nov 6th and JH has been pressing the BM to get the necessary certs together to enable the SM to submit the annual fire safety statement
- Work that needs to be done includes repairs to emergency lighting, fire doors, rectification of the alarm system and the creation of a new sprinkler block plan that has been apparently wrong since the building was constructed.
- JH has held discussion with the AFT manager on how to remedy this.
- AFT, the certifier, quoted \$12K to fix everything. We sought second quotes which usually give us more competitive prices, but the BM has apparently been showing the AFT quote to others. We do not therefore have competitive quoting and there is little alternative to getting AFT to fix.
- The BM has been instructed to provide a work order to AFT who will issue their certificate on the basis that they will fix
- BM did not seem aware of the need for other certificates to be obtained eg ventilation. He has been instructed to find out what was required and obtain within the required timeframe



Energy & Security

Members:

Mark Rodgers *
(Security)

Ian Hulme

John Hutchinson *
(Energy)

Security:

On Thursday 24/10/13 members of the security subcommittee met with NTS (DVR provider) and the BM to discuss the suitability of the current DVR. NTS have acknowledged that the replacement DVR from 7 months ago was not replaced 'like for like' and thus we lost our 3 IP cameras and have no capacity to expand inputs. They will work with us to come up with a suitable solution and will give us a trade-in, if needs be, on the current DVR. They also agreed to take the old DVR, which failed, back to their workshop to ascertain if it can be re-booted, however they gave no guarantee on this. This unit was less than 2 years old and was running Windows 7.

Once we have a clear understanding of the DVR situation the subcommittee will work on a specification for stage 3 of the upgrade (type of cameras, number of cameras and positions) so that 3 competing quotes can be obtained.

Energy:

Phase 1 of the Energy upgrade comprises replacing the Firestair and Car park lighting with LED units that run at approx 7w only most of the time. They are equipped with presence detectors that will instantly increase light level to 24w if presence is detected.

This will mean replacing every fitting in the car park and firestairs. We are following the energy audit recommendations.

The solution for the firestairs is a straightforward replacement of the existing double fluoros with LED units, which will produce major savings as these burn unnecessarily for 24/7.

Car park lighting is more complex with the need to position new fittings away from the suspended services. There is a cheaper option of keeping the existing fittings and replacing with LED tubes. Although this has a very short payback period, the more expensive option of changing all the fittings despite taking longer to pay for itself will produce larger savings into the future.

We have sought quotes from 2 contractors ICE and Enlighten who both specialise in lighting common areas of strata and commercial buildings. Despite the references they came with, the response of both has been disappointing with inadequate answers to questions seeking detail on their proposals. It seems there is so much business out there that customer service is secondary.

We are waiting on a quote from the Mondrian's regular electrician to see whether he has the capacity to do this work. He must also be able to generate ESC's (energy saving certificates) for us, as savings from the ESC's earned amount to some 15-20% of project cost.

ICE also offered to quote on the installation of a CO sensing system to control the car park fans. They have recommended "soft starters" instead of the "variable speed drives" we specified, but again have been slow to support their proposal with facts.

We look forward to getting the car park and firestair work up and running quickly because we need to replace some emergency light units for our AFSS compliance due Nov 6.



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We will then move on to phase 2 which is the installation of sensor controls in corridors and lobbies as well as completion of the halogen downlight replacement program.



Garden & Landscaping

Members:

Chris French *

Marshall Hartwich

Michael Brindley

The gardening subcommittee met on 6th October 2013 to discuss current gardening issues.

- Landscaping the poolside area was identified as a major task that needs to be addressed in the coming months as part of the defect rectification works. The cotton trees need to be removed because of root invasion problems, poor health of some of the trees and the difficulties associated with the leaves dropping into the pool. As the poolside area is at the centre of the complex and the removal of the trees will be a significant change, it was felt that taking 2 proposals to owners for feedback ahead of adopting one of these proposals at the upcoming EGM was the best way forward. Two proposals have previously been prepared by two different horticulturalists who visited the site.
- The proposals will be circulated to owners via Facebook and email for comment/feedback. An informal meeting has also been arranged by the pool on the 2nd November at 3pm to run through the proposals with interested owners.
- The rubber plants at the western end of the complex also need to be removed due to problems with root invasion. This should happen at the same time as the cotton trees are removed, when tree removalists will be onsite. Eumundi quandong will be replanted in place of the rubber plants.
- The inconsistency in the plantings on either side of the breezeway was also noted (in the planter boxes with the wind breaks installed). While the bamboo is doing better since the wind breaks were installed, the garden subcommittee would like to recommend that the bamboo in this planter box is removed and replanted with Murraya and liriopse to maintain a consistent look.

Members of the subcommittee also undertook an informal walkthrough of the complex with gardener Chris Sydlak on 24th October to discuss the following:

- Remulching under the flame trees
- Transplanting existing Dianella to fill gaps under the flame trees and planting new Dianella near the plant room.
- Placing several bags of cowra pebbles over the exposed wires and irrigation at the eastern end of the pool (note that this is a temporary measure as major work is planned on this garden bed in April 2014)
- Placing soil over exposed areas of irrigation system in identified sites
- Chris is to provide a quote to replace mulch in identified planter boxes with Cowra white pebbles to maintain a consistent appearance throughout the complex. This will be best done at one time (more cost effective and time efficient) after the major works to the poolside have been completed



Pool/Breezeway

Members: **Michael Brindley *** Bruce Aitken Liana Rigon
 Marshall Hartwich

BREEZEWAY

Aim: To explore the possibilities of the construction of security gates or walls on the Short Street and Powell Street entrances of The Mondrian. These would restrict access to the complex through the use of a security fob to Mondrian residents, their guests and other essential personnel.

Considerations: This idea has been previously raised and explored by others in the Mondrian's early years. Unfortunately, only scant knowledge of the issues of why it couldn't have been implemented is known. It is even suggested that the original plan by the architects was to have these features included in the original build. This would lead to the question, 'Why then wasn't this done?' The answer may have something to do with the Development Application for the Mondrian to Council of the City of Sydney, the Conditions of Consent placed on the DA by Council of the City of Sydney or even a Streetscape Master plan. Further to this, there may be a Right of Way Passage of some other special conditions placed on this site (a covenant on easement).

Actions: An initial approach to Council of the City of Sydney was made and a request for information was lodged on 17th September. The request was made for the DA and any other relevant information for 2-4 Powell Street, Waterloo. This information was provided on the 25th of October. After discussions with several staff members of council in various roles the general message seemed to be: If the Council of the City of Sydney placed Conditions of Consent on the DA or there are covenant on easement issues or similar then there was a fairly slim chance of having any of these reversed. Investigations at an office of the Council of the City of Sydney with a hard copy of the DA should provide further insights and are planned in the near future.

POOL

Aim: To make the pool compliant with the NSW Swimming Pools Act 1992, start design investigations for the works to the pool under our Home Owners Warranty and to seek feedback from owners on ways to improve the facilities and use of the pool. To work with the Garden Subcommittee to achieve a more appropriate design aesthetic for the pool landscaping and to restore the pool area to its rightful place as a 'wow' factor of The Mondrian.

Considerations: There have been discussions in the past about what to do with the failing condition of the pool, its easy access for trespassers and the inappropriate planting that accompany its landscaping. None have eventuated as the HOW was always a restriction to action. Now that the HOW is to start early next year, it is now a perfect opportunity to implement some of these ideas. Coupled with the NSW Swimming Pool Act 1992 and its schedule for Registration and Compliance, these too can be explored and built into the works schedule.

Actions: The pool has been registered in accordance with the Act (Registration number e93ee024). The task of finding compliance consultants has started but it has been suggested to wait for a few months as the training of these consultants are still underway. The timing of implementing the act through councils has placed a huge strain on their resources. Consequently they are not keeping up with demand. A private consultant will be sourced so we can keep within our timeframe for implementing any necessary changes. A consultative meeting with owners is scheduled for 3pm Saturday, 2nd of November around the pool, to discuss plans and ideas in relation to the upcoming



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works. Ongoing investigation is underway in relation to design ideas and an artist's impression or modelling will be considered.



Communications

Members: **Mark Rodgers *** John Hutchinson Chris French
 Karen Hannan Michael Brindley

On the 26/09/13 the communications subcommittee met at unit 117.

The subcommittee agreed on the following:

- that the primary communication channel between EC members be via an internet based forum site to enable tracking of conversations and that we should establish our own "Forum" style website and retire the existing forum site after migrating data. Also, the OC should establish its own 'Mondrian' domain name. This has now been done and we now have www.mondrianwaterloo.com/forum and www.mondrianwaterloo.com up and running. Moving forward, the subcommittee will need to decide on the look and style of the home page for the website and decide if we are to incorporate a resident/owner portal as part of that. Email addresses for the building manager and strata manager have been set up through the [mondrianwaterloo](http://mondrianwaterloo.com) domain.
- that DropBox be used by each subcommittee for development of documents to the point of publish. This is now happening.
- to continue with the MyMondrian branding for newsletter updates and agreed that a Facebook presence was valuable for non-essential communications.
- the subcommittee also recommended that an update of the Mondrian booklet be made in conjunction with the by-law subcommittee.

Finally the subcommittee is also looking at some alternative professional designs for our logo. It is felt that the current 'box' logo needs to be freshened up and have a uniform font for the type.