

Strata Scheme Inspection Report



Property **61-63 Alexander St, Crows Nest**
 'The Alex'

Lot **17**

Strata Plan No. **75974**

Vendor **Marley**

Inspection Date **14/9/2021**

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CIVIC STRATA INSPECTIONS

9 Ferndale Street, West Chatswood, Sydney 2067

T. 9403 7732 F. 9403 5332 M. 0411 397 880 www.civicstrata.com.au ABN 49 130 154 371

Please note: The following information is derived from an inspection of the records of the Owners Corporation and, where possible, from discussions with the managing agent and/or officers of the Owners Corporation. Whilst all care has been taken in compiling this report we are unable to guarantee that all records were made available to us or attest to the accuracy of the information contained in those records. Furthermore, where voluminous records are maintained it may not be physically possible to examine all the documentation provided. Civic Strata Inspections therefore makes no claim that all matters that may be of interest to a purchaser have been noted or that the information contained herein is final and conclusive.

1. Strata Roll

Owner : Jamie David Marley
Address : c/- Marriott Lane Real Estate, Crows Nest
Mortgagee : No entry in Strata Roll.
Unit Entitlement : 39
Aggregate Entitlement : 1000

- We did not see a Strata Roll. This information was obtained from a computer report for the subject lot.

2. Strata Plan

Number of Lots in Strata Plan : 22
Number of Units : 22
Same Lot and unit number : Yes
Number of Units tenanted : Unable to ascertain from the records.
Strata Plan registered : 2005
Original Owner : Information not in the records.
Initial Period : The Initial Period has expired.

3. Managing Agent / Secretary

Name : Strata Partners
Address : Level 1, 283 Penshurst St, Willoughby
Telephone Number : 9417 2366
License number : Agency Agreement not sighted
Date of Appointment : 2017
Assigned manager : Richard Gintel

4. Insurances

Company : CHU
Policy No : HU0006052959
Due Date : 21/9/2021

Building : \$11,245,000
Public Liability : \$30,000,000
Voluntary Workers : \$200,000/\$2,000
Workers Compensation : As per the Act
Loss of Rent : \$1,686,750
Office Bearers Liability : \$5,000,000
Fidelity Guarantee : \$250,000
Machinery Breakdown : Not insured
Common Contents : \$112,450
Building Catastrophe : \$1,686,750

Total Premium Cost : \$12,841.94
Documents sighted : Copy of certificate

- All Insurances held in the name of the Owners Corporation

Building Valuation

Valuer : AG Thomas Valuers
Date : 11/6/2020
Building Replacement Cost : \$11,245,000

- We note the building is insured as per the above valuation.

The Strata Schemes Management Act 1996 requires the Owners Corporation to have the following:

- **Building insurance at least to the value of the building as determined by a valuation which must be obtained at least every 5 years**
- **Public Liability cover to a minimum of \$10,000,000;**
- **Workers' Compensation insurance; and**
- **Voluntary Workers insurance.**

5. Owners Funds

As at 14/9/2021 the financial position of the Owners Corporation was as follows:

ADMINISTRATION FUND	:	\$20,592.77
CAPITAL WORKS	:	\$107,265.75
COMBINED	:	\$127,858.52
TOTAL LEVIES IN ARREARS	:	Information not provided.

- Accounting records are kept as per the Act.
- Annual Budgets have been prepared.
- Accounts are not audited.
- Computer printout attached.

6. Annual Levies- Budget

The budget passed at the last Annual General Meeting is as follows:

ADMINISTRATION FUND	:	\$67,273.00 +GST
CAPITAL WORKS	:	\$70,909.00 +GST
EFFECTIVE FROM	:	1/4/2021

7. Subject Lot Levies

Levies payable by the subject lot are as follows:

ADMINISTRATION FUND	:	\$721.50	Per quarter. Paid to	30/9/2021
CAPITAL WORKS	:	\$760.50	Per quarter. Paid to	30/9/2021
G.S.T.	:	Included		
ARREARS	:	Nil		

- Levy due dates: 1st January, 1st April, 1st July, 1st October.
- Levy statement attached.

8. Special Levies

Current Special Levies

There are no current Special Levies.

Possible / Proposed Special Levies

From the records inspected it does not appear that a Special Levy is likely in the near future.

Past Special Levies

There have been no Special Levies raised in the last four years.

9. Certificate of Title / By-Laws

A copy of the Certificate of Title is attached.

- We found no evidence of By-Laws passed during the past two years that have not been registered.

A search should be made at the Land Titles Office regarding registers dealings. The Strata Schemes Management Act 1966 requires that a change of By-Laws must be registered within two years of a resolution being passed.

10. Litigation

We found no evidence of any current or proposed litigation involving the Owners Corporation.

11. Taxation

It would appear the Owners Corporation lodges income tax returns. We did not see a copy for y/e 2020, however we note expenditure for tax preparation.

Goods And Services Tax

The Owners Corporation is registered for and collects GST.

12. Minutes And Records

Minutes and financial records have been retained for the prescribed period.

Date of the last A.G.M	:	30/3/2021
Last Minutes in Book	:	30/3/2021
Date of the first A.G.M	:	Prior to 2021
Missing Minutes	:	Nil
Missing Financial Statements	:	Nil

Strata Committee

See attached minutes.

13. Notices And Orders

The records contain no Notices or Orders adversely affecting the Owners Corporation.

14. Harmony

We saw no evidence of any disharmony among owners or By-Law infringements in recent times.

15. Alterations And Additions

Before carrying out alterations to units or the common property owners must first request permission from the Owners Corporation.

16. Animals

According to the By-Laws Option A has been selected.

Keeping of animals - Option A

- 1) An owner or occupier of a lot must not, without the prior written approval of the Owners Corporation, keep an animal (except fish kept in a secure aquarium on the lot) on the lot or common property.*
- 2) The Owners Corporation must not unreasonably withhold its approval of the keeping of an animal on a lot or the common property.*

17. Notable Matters

Particulars of issues or building matters found in the books and records which may be of interest to the purchaser.

Records	<p>This strata plan is managed by Strata Partners, who advised us that all inspections are being carried out on-line during the pandemic, but that only records from 2019 are provided for online inspections. However, the online records provided to us for this particular strata plan only go back twelve months, and these appear to be incomplete.</p> <p>The only minutes made available were from the last Annual General Meeting dated 30/3/2021, and we were not given any records of expenditures prior to 1/1/2020. We were not provided with an Annual Fire Safety Statement.</p> <p>We spoke to the strata manager, Richard Gintel, who said Strata Partners has not had the strata plan for long and that all 'public records' have been provided to us.</p>
Current / Proposed Building Work	<p>The attached minutes of the Annual General Meeting and Strata Committee Meeting held on 30/3/2021 (the most recent minutes provided) note general repairs and maintenance, upcoming works, and other recent matters in the strata plan.</p> <p>The attached strata committee minutes notes a resolution to proceed with painting and carpentry of the common areas and to obtain a waterproofing quote. We saw nothing further on these matters.</p>
Fire Safety	<p>A current Annual Fire Safety Statement was not with the records.</p>
Capital Works Fund Forecast	<p>We refer you to the attached extracts from a Capital Works Fund Report.</p> <p>Capital Works Fund Reports project major expenditure requirements of the building over a 10-15 year period and provide estimates of costs. They allow owners to adjust their annual budgets accordingly.</p>
Cladding	<p>A certificate of compliance is attached.</p>

18. History Of Expenditure

Work undertaken for common property repairs and maintenance as well as capital upgrades.

2021	Window/Door Repairs	\$8096
	Fire Protection Repairs	\$6033
	Guttering Replacement	\$14,010 (may include roof repairs)

2020	Plumbing Maintenance	\$9003
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No prior financials

A Statement of Income and Expenditure for the year to 14/9/2021 is attached.

Work Health and Safety and residential strata schemes.

A new Work Health and Safety Act 2011 (WHS Act) and Work Health and Safety Regulation 2011 (WHS Regulation) recently came into force which impacts on Owners Corporations and strata managing agents. It is important that owners and managing agents understand their legal obligations and the consequences of failing to comply with their obligations under the new legislation. While some residential buildings may be exempt under the new Act, we are not able to provide advice on the obligations of this particular strata scheme. For further information, we refer you to a discussion paper on the Workcover website:

<http://www.workcover.nsw.gov.au/formspublications/publications/Documents/strata-schemes-under-whs-faqs.pdf>

Attachments

1. Insurance policy
2. Subject lot levy printout
3. Funds Balance Sheet
4. Statement of Income and Expenditure
5. Last minutes
6. Extracts from the Capital Works / Sinking Fund Forecast
7. Cladding compliance certificate
8. Certificate of Title

Certificate of Insurance

Strata Plan 75974
 C/- Strata Partners
 PO Box 3046
 WILLOGHBY NORTH NSW 2068

Date: 16.09.2020
Invoice No: I1018226

We confirm insurance has been arranged in accordance with the details shown below and subject to the premium having been paid.

Class Strata Title Residential - STRA **Policy No.** HU0006052959

Placed With CHU U/W Agencies Pty Ltd
 PO Box 507
 MILSONS POINT NSW 2065

Period 21.09.2020 to 21.09.2021

Summary of Cover

RESIDENTIAL STRATA INSURANCE

INSURED: Strata Plan 75974
 and subsidiary and/or related corporations (as defined under the Australian Companies Codes) all for their respective rights, interests and liabilities.

SITUATION: 61-63 Alexander Street, Crows Nest 2065

Building	\$ 11,245,000
Common Contents	\$ 112,450
Loss of Rent/Temporary Accommodation	\$ 1,686,750
Floating Floors	Included
Optional Paint Benefit	Included
Flood Cover	\$ Included
Excess \$500.00 All claims	
Public Liability	\$ 30,000,000
Voluntary Workers	\$200,000/2000
Fidelity Guarantee	\$ 250,000
Office Bearers Liability	\$ 5,000,000
Machinery Breakdown	\$ Not Insured
Excess \$	
Catastrophe Insurance	\$ 1,686,750
Government Audit Costs	\$ 25,000
Appeal Expenses - Common Property	
Health & Safety Breaches	\$ 100,000

COVERAGE SUMMARY

Strata Plan 75974
Strata Title Residential - STRA

Legal Defence Expenses \$ 50,000
Excess:\$1000
Lot Owners Fixtures & Improvements (per lot) \$ 250,000

EXTENSIONS: Conditions/Extensions as per policy wording

EXCLUSIONS: Exclusions as per Policy

FSRA Clauses - Retail

Policy Document

Please refer to your Policy Document for a full explanation of your policy conditions and excesses as applicable.

Nett

All returns Premiums issued under this Contract of Insurance will be calculated on a "Nett" Basis, i.e. Nett of Brokers Earnings.

The policy wording applying to this cover is: 102520 3/19

PLACED WITH	POLICY NUMBER	PROPORTION
CHU Underwriting Agencies Pty Ltd A.B.N. 18 001 580 070 Level 5, 1 Northcliff Street MILSONS POINT NSW 1565 AFSL # 243261	HU0006052959	100.0000%
* SUPPORTING INSURERS		
- QBE Insurance (Australia) Limited Level 2, 82 Pitt Street SYDNEY NSW 2000	100.0000%	

STRATA PARTNERS

OWNER TRANSACTION SUMMARY from 01/02/19 to 31/12/21

Contribution Schedule

S/Plan: 75974
Building Address: 61-63 Alexander Street
 :
Suburb: CROWS NEST
Building Name: The Alex
GST?: Yes

Units: 22 **Lots:** 22
State: NSW **Post Code:** 2065
ABN: 81 809 402 468
Manager: Richard Gintel

Lot#: 17 **Unit#:** 17 **Units of Entitlement:** 39 **Paid To:** 30/09/21
Owner Name: Jamie David Marley

Contribution Schedule: 39

Levies									
Due Date	Reference	Details	Total Due	Paid	Discount	Unpaid	Arrears	Interest Due	GST
01/04/20	4	Quarterly Admin/ Capital Works Levy from 01/04/2020 to 30/06/2020 FULLY PAID	\$1,140.75	\$1,140.75	\$0.00	\$0.00	\$0.00	\$0.00	\$103.70
		Admin	\$721.50	\$721.50	\$0.00	\$0.00	\$0.00	\$0.00	\$65.59
		Capital Works	\$419.25	\$419.25	\$0.00	\$0.00	\$0.00	\$0.00	\$38.11
01/07/20	23	Quarterly Admin/Capital Works Levy from 01/07/2020 to 30/09/2020 FULLY PAID	\$1,482.00	\$1,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.73
		Admin	\$721.50	\$721.50	\$0.00	\$0.00	\$0.00	\$0.00	\$65.59
		Capital Works	\$760.50	\$760.50	\$0.00	\$0.00	\$0.00	\$0.00	\$69.14
01/10/20	45	Quarterly Admin/Capital Works Levy from 01/10/2020 to 31/12/2020 FULLY PAID	\$1,482.00	\$1,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.73
		Admin	\$721.50	\$721.50	\$0.00	\$0.00	\$0.00	\$0.00	\$65.59
		Capital Works	\$760.50	\$760.50	\$0.00	\$0.00	\$0.00	\$0.00	\$69.14
01/01/21	67	Quarterly Admin/Capital Works Levy from 01/01/2021 to 31/03/2021 FULLY PAID	\$1,482.00	\$1,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.73
		Admin	\$721.50	\$721.50	\$0.00	\$0.00	\$0.00	\$0.00	\$65.59
		Capital Works	\$760.50	\$760.50	\$0.00	\$0.00	\$0.00	\$0.00	\$69.14
01/04/21	149	Standard Levy Contribution Schedule from 01/04/2021 to 30/06/2021 FULLY PAID	\$1,482.00	\$1,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.73
		Admin	\$721.50	\$721.50	\$0.00	\$0.00	\$0.00	\$0.00	\$65.59
		Capital Works	\$760.50	\$760.50	\$0.00	\$0.00	\$0.00	\$0.00	\$69.14
01/07/21	150	Standard Levy Contribution Schedule from 01/07/2021 to 30/09/2021 FULLY PAID	\$1,482.00	\$1,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.73
		Admin	\$721.50	\$721.50	\$0.00	\$0.00	\$0.00	\$0.00	\$65.59
		Capital Works	\$760.50	\$760.50	\$0.00	\$0.00	\$0.00	\$0.00	\$69.14
01/10/21	151	Standard Levy Contribution Schedule from 01/10/2021 to 31/12/2021 UNPAID	\$1,482.00	\$0.00	\$0.00	\$1,482.00	\$0.00	\$0.00	\$134.73
		Admin	\$721.50	\$0.00	\$0.00	\$721.50	\$0.00	\$0.00	\$65.59
		Capital Works	\$760.50	\$0.00	\$0.00	\$760.50	\$0.00	\$0.00	\$69.14
Levy Totals for the Period 01/02/19 to 31/12/21			\$10,032.75	\$8,550.75	\$0.00	\$1,482.00	\$0.00	\$0.00	\$912.08

Strata Partners

Level 1, 283 Penshurst Street, PO Box 3046 WILLOUGHBY NORTH NSW 2068 ABN: 40 003 675 778

Ph: 02 9417 2366 Email: office@stratapartners.com.au

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Balance Sheet - S/Plan 75974
"THE ALEX"
61-63 ALEXANDER STREET, CROWS NEST, NSW 2065
For the Financial Period 01/01/2021 to 14/09/2021

	Administrative	Capital Works	TOTAL THIS YEAR
Assets			
Cash At Bank			
Strata Partners P/ Trust Account PSP 75974 <i>Macquarie Bank BSB: 182-222 Acc No: 247530199</i>	\$30,369.11	\$112,909.49	\$143,278.60
Levies Receivable	\$0.00	\$0.09	\$0.09
Total Assets	\$30,369.11	\$112,909.58	\$143,278.69
Liabilities			
Levies Paid in Advance	\$6,453.36	\$6,784.30	\$13,237.66
GST Payable	\$3,322.98	\$(1,140.47)	\$2,182.51
Total Liabilities	\$9,776.34	\$5,643.83	\$15,420.17
Net Assets	\$20,592.77	\$107,265.75	\$127,858.52
Owners Funds			
Opening Balance	\$3,370.40	\$85,012.27	\$88,382.67
Net Income For The Period	\$17,222.37	\$22,253.48	\$39,475.85
Total Owners Funds	\$20,592.77	\$107,265.75	\$127,858.52

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Income and Expenditure Statement - S/Plan 75974 "THE ALEX"

61-63 ALEXANDER STREET, CROWS NEST, NSW 2065

For the Financial Period 01/01/2021 to 14/09/2021

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest on Overdues	\$90.07	\$0.00	\$192.31
Key & Remote Sales Non-Refundable	\$319.27	\$0.00	\$234.18
Levy Income	\$50,454.57	\$67,273.00	\$67,234.92
Strata Roll Inspection Fees	\$0.00	\$0.00	\$62.00
Total Administrative Fund Income	\$50,863.91	\$67,273.00	\$67,723.41
Expenses			
Accounting General Expense	\$470.90	\$1,350.00	\$1,344.31
Airconditioning & Ventilation	\$0.00	\$500.00	\$576.27
Audit Fees	\$0.00	\$400.00	\$0.00
Bank & Computer Fees	\$82.72	\$100.00	\$90.36
Bank Charges	\$0.00	\$0.00	\$40.00
Cleaning Expense	\$5,516.00	\$10,000.00	\$9,476.00
Consulting	\$0.00	\$0.00	\$750.00
Doors Window Locks Repairs	\$1,151.37	\$500.00	\$605.00
Drains & Sewers	\$690.00	\$1,000.00	\$860.00
Electrical Expense	\$244.25	\$500.00	\$370.00
Electrical Globes & Tubes	\$100.00	\$200.00	\$627.00
Electricity	\$8,940.95	\$7,000.00	\$6,736.06
Email/Telephone Charges	\$596.00	\$500.00	\$787.09
Fire Protection	\$513.64	\$1,700.00	\$1,637.66
Fire Protection--Contract	\$2,180.00	\$3,000.00	\$2,630.00
Gardening Expense	\$788.00	\$0.00	\$0.00
Gate Maintenance	\$0.00	\$0.00	\$110.00
General Maintenance Repairs	\$0.00	\$200.00	\$303.00
Hot Water Systems	\$720.00	\$700.00	\$1,432.00
Insurance--Premiums	\$0.00	\$13,000.00	\$12,841.94
Insurance--Valuation	\$0.00	\$0.00	\$350.00
Intercom Expenses	\$189.00	\$0.00	\$0.00
Legal & Debt Collection Fees	\$0.00	\$0.00	\$84.58
Lift Expense	\$0.00	\$500.00	\$50.90
Lift Telephone Line	\$503.23	\$0.00	\$0.00
Lift--Maintenance Contract	\$2,577.10	\$5,200.00	\$5,154.19
Lift--Registration Fees	\$0.00	\$70.00	\$66.36
Management Fee	\$3,966.72	\$5,950.00	\$5,417.97
Management Fee--Schedule B	\$300.00	\$0.00	\$600.00

Strata Partners

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Income and Expenditure Statement - S/Plan 75974 "THE ALEX"

61-63 ALEXANDER STREET, CROWS NEST, NSW 2065

For the Financial Period 01/01/2021 to 14/09/2021

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Miscellaneous Expenses	\$215.00	\$200.00	\$187.27
Pest & Vermin Control	\$540.00	\$0.00	\$0.00
Photocopy/Stationery/Postage	\$457.74	\$600.00	\$1,164.93
Plumbing Repairs	\$0.00	\$3,000.00	\$3,128.00
Roof Guttering Downpipes	\$0.00	\$650.00	\$627.27
Strata Inspection Fees Paid	\$0.00	\$0.00	\$31.00
Supplier Compliance	\$81.00	\$80.00	\$80.00
Water Usage & Sewerage Charges	\$2,817.92	\$3,600.00	\$3,592.49
Total Administrative Fund Expenses	\$33,641.54	\$60,500.00	\$61,751.65
Administrative Fund Surplus/Deficit	\$17,222.37	\$6,773.00	\$5,971.76
Opening Balance for the period	\$3,370.40	\$0.00	\$(2,601.36)
Closing Balance for the period	\$20,592.77	\$6,773.00	\$3,370.40

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Income and Expenditure Statement - S/Plan 75974 "THE ALEX"

61-63 ALEXANDER STREET, CROWS NEST, NSW 2065

For the Financial Period 01/01/2021 to 14/09/2021

Capital Works Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest on Overdues	\$98.64	\$0.00	\$106.62
Levy Income	\$53,181.84	\$70,909.00	\$55,000.02
Total Capital Works Fund Income	\$53,280.48	\$70,909.00	\$55,106.64
Expenses			
Airconditioning & Ventilation Repl/ Service	\$0.00	\$0.00	\$1,794.20
Doors Windows Locks	\$8,096.00	\$0.00	\$0.00
Fire Equip Replacement/Upgrade	\$6,033.00	\$0.00	\$0.00
Nominal-Capital Works	\$0.00	\$10,000.00	\$0.00
Plumbing & Drainage	\$2,553.00	\$0.00	\$5,875.01
Roof Guttering Downpipes	\$14,010.00	\$0.00	\$1,805.00
Signage	\$215.00	\$0.00	\$0.00
Tax Preparation Fees	\$120.00	\$0.00	\$0.00
Total Capital Works Fund Expenses	\$31,027.00	\$10,000.00	\$9,474.21
Capital Works Fund Surplus/Deficit	\$22,253.48	\$60,909.00	\$45,632.43
Opening Balance for the period	\$85,012.27	\$0.00	\$39,379.84
Closing Balance for the period	\$107,265.75	\$60,909.00	\$85,012.27

THE OWNERS – STRATA SCHEME: 75974
ADDRESS: 61-63 Alexander Street Crows Nest 2065

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS
CORPORATION – STRATA SCHEME NO. 75974
HELD ON 30/3/21 as a zoom meeting
Commencing at 5.30 pm.

- PRESENT:** M. Ralph (6), L.K. Farrell (7), Y. Chiu (10),
L. Southwell (13), L. Kearns (16),
- IN ATTENDANCE:** Richard Gintel representing Strata Partners
- CHAIRMAN:** Richard Gintel
- MINUTES:** RESOLVED that the Minutes of the previous General Meeting be confirmed as a true record and account of the proceedings at that meeting.
- ABILITY TO CONDUCT VOTING BY ALTERNATIVE MEANS:** RESOLVED that, pursuant to Schedule 1 cl 28 of the Strata Schemes Management Act 2015 (“the Act”) and s14(1) of the Strata Scheme Regulations Act 2016 (“the Regulations”) the Owners Corporation resolves to adopt any of the following means of voting for all future General Meeting of the Owners Corporation:
- a) voting by means of teleconference while participating in a meeting from a remote location that is appropriately equipped, or
 - b) voting by means of email or electronic means before the meeting at which the matter (not being an election) is to be determined (pre-meeting electronic voting); or
 - c) voting by means of postal voting as a form of voting on matters (other than elections) to be determined.
- AUDITED STATEMENT OF ACCOUNTS:** RESOLVED that the Audited Statement of Accounts for the twelve months ended 31/12/20 be adopted.
- AUDITORS:** RESOLVED that Auditors NOT be appointed to the Owners Corporation for the financial year 31/12/21.
- EXPENSE BUDGET:** RESOLVED that the expense budgets prepared by Strata Partners pursuant to Sections 79(1) and (2) of the Act, be adopted.
- CONTRIBUTIONS:** RESOLVED that, pursuant to Section 81 and Section 83 of the Act, the Owners Corporation determined the levy contributions commencing 1 April 2021 and continuing on a quarterly basis until the next Annual General Meeting:

- i) To the Administrative Fund - at the rate of \$ 67,273 plus GST per annum payable quarterly in advance.
- ii) To the Capital Works Fund - at the rate of \$ 70.909 plus GST per annum payable quarterly in advance.

These Minutes shall serve as a notice to each lot owner of the amount and due date of each installment of such contributions

INSURANCE:

RESOLVED that the insurance held on behalf of the Owners Corporation be accepted, and it is acknowledged that the Strata Manager receives a small commission from the insurance broker in relation to arranging and administering the insurance.
It is also noted the equivalent of \$0.00 in training services was received in the past 12 months, and an amount of \$0.00. in training services is expected to be received in the next 12 months.

CAPITAL WORKS FUND PLAN:

RESOLVED that the Strata Manager shall arrange for a revised Capital Works Fund plan be prepared by a suitably qualified consultant.

REVIEW OF CONDITIONS OF AFSS:

NOTED that, pursuant to Schedule 1 Part 2 cl 6(c) of the Act, the Owners Corporation has reviewed the conditions of the annual fire safety statement (AFSS), and should there be any action required, the Strata Committee shall instruct the Strata Manager accordingly.
RESOLVED that the Strata Committee is able to execute the Annual Fire Safety Statement (AFSS) declaration form to certify that it has engaged a competent and accredited fire safety practitioner to inspect and assess each essential fire safety measure in the building, and to delegate authority under Section 273 of the Strata Schemes Management Act 2015 to its strata managing agent to sign the AFSS declaration on the Owners Corporation's behalf and to affix the seal of the Owners Corporation accordingly.

RECOVERY OF UNPAID
LEVIES:

RESOLVED That The Owners Corporation , pursuant to Part 5 of the Act to authorises and delegates to the Strata Managing Agent and/or the Strata Committee, to do any one or more of the following);

- a) to issue arrears notices, reminder notices and/or letters to seek recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs/expenses and arrange and monitor payment plans;
- b) to engage or appoint the services of a debt collection agency, obtain legal advice and retain legal representation on behalf of the Owners Corporation pursuant to Section 103 of the Act;
- c) to issue demands, commence, pursue, continue or defend any court, tribunal or any other proceedings against any lot owner, mortgagee in possession and/or former lot owner in relation to all matters arising out of the recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs;
- d) Enter and enforce any judgment obtained in the collection of levy contributions including issuing writ for levy of property (personal and real property), garnishee orders, examination notices/orders/hearings, bankruptcy notices, statutory demands and commencing and maintaining bankruptcy proceedings or winding up proceedings;
- e) File an appeal or defending an appeal against any judgment concerning the collection of levy contributions; and
- f) Liaise, instruct and prepare all matters with the Owners Corporation's debt collection agents, lawyers and experts in relation to any levy recovery proceedings.

It is noted that prior to taking legal action , the Strata Manager shall consult with the Committee in order to gain their approval for such action to be taken.

RESTRICTED MATTERS:

RESOLVED that the Owners Corporation does not limit the decision making powers of its Strata Committee, other than the limitations prescribed under the Act.

ELECTION OF STRATA
COMMITTEE:

RESOLVED that the following persons be elected to the Strata Committee of the Owners Corporation in accordance with s 30 of the Strata Schemes Management Act 2015:

- Wayne Marriott
- Markam Ralf
- Yu Chung Chiu
- Leigh Southwell
- Lindy Kearns
- Kathleen Farrell

RESOLVED that the Strata Committee consist of six members.

CLOSURE:

There being no further business, the Chairman declared the meeting closed at 6.20 pm.

THE OWNERS - STRATA SCHEME: 75974
ADDRESS: 61-63 Alexander Street Crows Nest 2065

MINUTES OF THE MEETING OF THE STRATA COMMITTEE OF THE OWNERS
CORPORATION- STRATA SCHEME NO 75974
HELD ON TUESDAY 30 MARCH 2021 IMMEDIATELY FOLLOWING
THE ANNUAL GENERAL MEETING

PRESENT: M. Ralph, K. Farrell, Y. Chiu, L. Southwell, L. Kearns

IN ATTENDANCE: Richard Gintel representing Strata Partners

CHAIRMAN: Richard Gintel

MINUTES: RESOLVED that the Minutes of the last Strata Committee Meeting be confirmed as a true record and account of the proceedings at that meeting.

ELECTION OF OFFICE BEARERS: RESOLVED the following Office Bearers be elected for the ensuing twelve (12) months:

Chairman – M. Ralph
Secretary – L. Southwell
Treasurer – W. Marriott

Painting & carpeting: Resolved that the Committee shall arrange for the painting and re-carpeting of the common areas.
The Strata Manager shall liaise with M. Ralph regarding obtaining painting quotes (one from Isgrove Painting and the other from Robertsons).

New quote re waterproofing: Resolved that L. Kearns shall arrange for a detailed quote to be obtained from H& N Constructions, to be considered by the Committee and compared with the quote obtained from Building Durability.
It is the intention of the Committee to make a prompt decision once the quote is received.

CLOSURE: There being no further business, the meeting was declared closed at 6.50 pm.



BIV REPORTS PTY LIMITED

Asbestos Reports · WHS Reports · Building Insurance Valuations · Capital Works Fund Plans

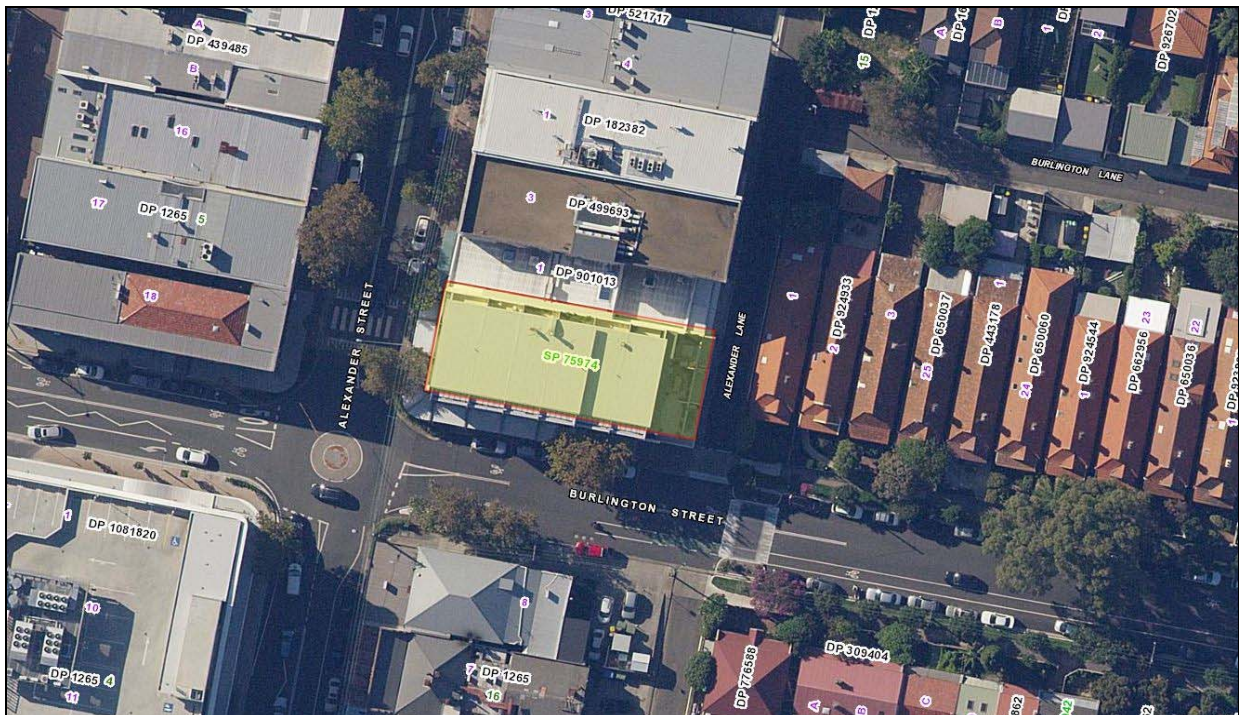
ABN 60 508 188 246

10 YEAR CAPITAL WORKS FUND PLAN

APRIL 2019



61-63 ALEXANDER STREET, CROWS NEST :: SP75974



PO Box 2230
Nth Parramatta 1750
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Certified Property Professionals

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10 Year Capital Works Fund Forecast – Costs Estimates (includes GST)

Capital Works Fund Forecast for:		61-63 Alexander Street, Crows Nest				Date commencing:			31 December 2019			Strata Plan:		SP75974	
					End of Year 1	End of Year 2	End of Year 3	End of Year 4	End of Year 5	End of Year 6	End of Year 7	End of Year 8	End of Year 9	End of Year 10	
					Dec-20	Dec-21	Dec-22	Dec-23	Dec-24	Dec-25	Dec-26	Dec-27	Dec-28	Dec-29	
Serial	Item	Current Cost Estimate	Approx year required	Escalated amount											
1	Structure														
2	Roof	\$15,000	4	\$18,233				\$18,233							
3	Long term capital items	\$11,000	10	\$23,748										\$23,748	
4	Appendages														
5	Common prop. signage	\$2,500	8	\$4,627								\$4,627			
6	Common prop. lighting	\$7,500	2	\$8,269		\$8,269									
7	Roller door motors	\$1,500	3	\$1,736			\$1,736								
8	Garage doors	\$3,500	4	\$4,254				\$4,254							
9	Elevators & equipment	\$25,000	5	\$31,907					\$31,907						
10	Guttering & downpipes	\$8,000	6	\$12,695						\$12,695					
11	Common prop. doors	\$3,000	7	\$5,141							\$5,141				
12	Floor tiles	\$3,500	9	\$6,997									\$6,997		
13	External balustrade	\$2,000	5	\$2,553					\$2,553						
14	Inside														
15	Internal painting	\$15,000	5	\$19,144					\$19,144						
16	Carpet	\$10,000	4	\$12,155				\$12,155							
17	Security system	\$5,000	8	\$9,255								\$9,255			
18	Internal balustrade	\$1,500	9	\$2,999									\$2,999		
19	Outside														
20	External painting	\$25,000	6	\$39,672						\$39,672					
21	Landscaping														
22	Fences														
23	Retaining walls														
24	Sealing concrete areas (1)														
25	Sealing concrete areas (2)														
26	Trip hazards	\$500	1	\$525	\$525										
27	External wall panels	\$5,000	8	\$9,255								\$9,255			
28	Windows	\$15,000	9	\$29,985									\$29,985		
29	Driveway	\$10,000	7	\$17,138							\$17,138				
30	Line marking	\$1,500	7	\$2,571							\$2,571				
31	Shop awning	\$4,500	6	\$7,141						\$7,141					
	Total Estimate (rounded)	\$175,500		\$269,999	\$525	\$8,269	\$1,736	\$34,642	\$53,604	\$59,508	\$24,850	\$23,137	\$39,980	\$23,748	

CERTIFICATE OF COMPLIANCE

Issue Date: 06/03/2019

Issued to SP75974- 61-63 Alexander St, Crows Nest NSW

*has been assessed in accordance with the
Environmental Planning and Assessment Amendment (Identification of Buildings with External
Combustible Cladding) Regulation 2018 under Environmental Planning and Assessment Act
1979; and the
Building Products (Safety) Act 2017 No 69 Sect 9(1)*

Assessment Findings: Aluminium Composite Panel samples were assessed in a NATA
Certified Laboratory and found to contain a cellulose fibre filled
phenolic material (Non-Combustible).

Date of Inspection: 15/02/19



.....
John McGirr
Director
Cladding Compliance Australia
FPAA No. 49017



BOX 1W
(AM241340)



NEW SOUTH WALES CERTIFICATE OF TITLE

REAL PROPERTY ACT, 1900



TORRENS TITLE REFERENCE	
CP/SP75974	
EDITION	DATE OF ISSUE
4	20/3/2017
CERTIFICATE AUTHENTICATION CODE	
6223-QP-HNZW	

I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple (or such other estate or interest as is set forth in that Schedule) in the land within described subject to such exceptions, encumbrances, interests and entries as appear in the Second Schedule and to any additional entries in the Folio of the Register.

REGISTRAR GENERAL



ANY ATTEMPT TO ALTER THIS CERTIFICATE COULD RESULT IN HEAVY FINES OR IMPRISONMENT (S.141 REAL PROPERTY ACT).

LAND

THE COMMON PROPERTY IN THE STRATA SCHEME BASED ON STRATA PLAN 75974
WITHIN THE PARCEL SHOWN IN THE TITLE DIAGRAM

AT CROWS NEST.
LOCAL GOVERNMENT AREA: NORTH SYDNEY.
PARISH OF WILLOUGHBY COUNTY OF CUMBERLAND
TITLE DIAGRAM: SP75974

FIRST SCHEDULE

THE OWNERS - STRATA PLAN NO. 75974
ADDRESS FOR SERVICE OF NOTICES:
"THE ALEX"
61-63 ALEXANDER STREET
CROWS NEST NSW 2065

SECOND SCHEDULE

- RESERVATIONS AND CONDITIONS IN THE CROWN GRANT(S)
- AM241340 INITIAL PERIOD EXPIRED
- AM241340 CONSOLIDATION OF REGISTERED BY-LAWS

SCHEDULE OF UNIT ENTITLEMENT (AGGREGATE: 1000)

STRATA PLAN 75974

LOT	ENT	LOT	ENT	LOT	ENT	LOT	ENT
1	- 39	2	- 41	3	- 35	4	- 34
5	- 34	6	- 35	7	- 59	8	- 47
9	- 41	10	- 62	11	- 56	12	- 54
13	- 53	14	- 56	15	- 64	16	- 33
17	- 39	18	- 41	19	- 37	20	- 59
21	- 25	22	- 56				

**** END OF CERTIFICATE ****