

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

241	13	South	2B	E	45	\$ 5,886.38	\$ 1,471.59
242	13	South	2C	S	36	\$ 4,709.10	\$ 1,177.28
243	13	South	2D	S	36	\$ 4,709.10	\$ 1,177.28
244	13	South	2E	W	45	\$ 5,886.38	\$ 1,471.59
245	13	South	2F	N	39	\$ 5,101.53	\$ 1,275.38
246	13	South	1B	N	28	\$ 3,662.63	\$ 915.66
247	14	South	2G	NW	36	\$ 4,709.10	\$ 1,177.28
248	14	South	1F	W	28	\$ 3,662.63	\$ 915.66
249	14	South	1E	E	28	\$ 3,662.63	\$ 915.66
250	14	South	2H	NE	36	\$ 4,709.10	\$ 1,177.28
251	14	South	1A	N	29	\$ 3,793.44	\$ 948.36
252	14	South	2A	N	40	\$ 5,232.33	\$ 1,308.08
253	14	South	2B	E	46	\$ 6,017.19	\$ 1,504.30
254	14	South	2C	S	37	\$ 4,839.91	\$ 1,209.98
255	14	South	2D	S	37	\$ 4,839.91	\$ 1,209.98
256	14	South	2E	W	46	\$ 6,017.19	\$ 1,504.30
257	14	South	2F	N	40	\$ 5,232.33	\$ 1,308.08
258	14	South	1B	N	29	\$ 3,793.44	\$ 948.36
259	15	South	3L	N	100	\$ 13,080.84	\$ 3,270.21
260	15	South	3D	N	57	\$ 7,456.08	\$ 1,864.02
261	15	South	3E	N	57	\$ 7,456.08	\$ 1,864.02
262	15	South	3F	S	50	\$ 6,540.42	\$ 1,635.10
263	15	South	3G	S	50	\$ 6,540.42	\$ 1,635.10
264	15	South	3H	N	57	\$ 7,456.08	\$ 1,864.02
265	15	South	3I	N	57	\$ 7,456.08	\$ 1,864.02
266	16	South	3J	N	60	\$ 7,848.50	\$ 1,962.13
267	16	South	2Q	N	47	\$ 6,147.99	\$ 1,537.00
268	16	South	3D	N	57	\$ 7,456.08	\$ 1,864.02
269	16	South	3E	N	58	\$ 7,586.89	\$ 1,896.72
270	16	South	3F	S	50	\$ 6,540.42	\$ 1,635.10
271	16	South	3G	S	50	\$ 6,540.42	\$ 1,635.10
272	16	South	3H	N	58	\$ 7,586.89	\$ 1,896.72
273	16	South	3I	N	57	\$ 7,456.08	\$ 1,864.02
274	1	TH	TH1	S	54	\$ 7,063.65	\$ 1,765.91
275	1	TH	TH2	S	54	\$ 7,063.65	\$ 1,765.91
276	1	TH	TH3	S	54	\$ 7,063.65	\$ 1,765.91
277	1	TH	TH4	S	54	\$ 7,063.65	\$ 1,765.91
278	1	TH	TH5	S	54	\$ 7,063.65	\$ 1,765.91
279	1	TH	TH6	S	54	\$ 7,063.65	\$ 1,765.91

Totals 10000

\$1,308,084

\$327,021

ADDENDUM 3

SINKING FUND LEVY

OWNER CONTRIBUTIONS FOR 2024-25

(ITEM 11)

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

Total UOE	10000	Per UOE	
Total Sinking Fund	\$300,687	\$ 30.07	ex GST
Levies Due	\$330,756	\$ 33.08	incl GST

UP 4787 Approved
Sinking Fund Plan
7 Aug 2023

Unit #	Floor #	Tower	Floor Plan	Aspect	UOE	SF Levy Contribution (incl GST)	
						Annual	Quarterly
1	1	North	2M	W	34	\$ 1,124.57	\$ 281.14
2	1	North	2N	NW	41	\$ 1,356.10	\$ 339.02
3	1	North	1C	N	26	\$ 859.96	\$ 214.99
4	1	North	1D	N	26	\$ 859.96	\$ 214.99
5	1	North	2K	NE	39	\$ 1,289.95	\$ 322.49
6	1	North	2L	E	34	\$ 1,124.57	\$ 281.14
7	2	North	2M	W	33	\$ 1,091.49	\$ 272.87
8	2	North	2N	NW	39	\$ 1,289.95	\$ 322.49
9	2	North	1C	N	26	\$ 859.96	\$ 214.99
10	2	North	1D	N	26	\$ 859.96	\$ 214.99
11	2	North	2K	NE	37	\$ 1,223.80	\$ 305.95
12	2	North	2L	E	33	\$ 1,091.49	\$ 272.87
13	2	North	2I	E	33	\$ 1,091.49	\$ 272.87
14	2	North	2J	W	33	\$ 1,091.49	\$ 272.87
15	3	North	2M	W	33	\$ 1,091.49	\$ 272.87
16	3	North	2N	NW	39	\$ 1,289.95	\$ 322.49
17	3	North	1C	N	26	\$ 859.96	\$ 214.99
18	3	North	1D	N	26	\$ 859.96	\$ 214.99
19	3	North	2K	NE	37	\$ 1,223.80	\$ 305.95
20	3	North	2L	E	33	\$ 1,091.49	\$ 272.87
21	3	North	2I	E	33	\$ 1,091.49	\$ 272.87
22	3	North	2J	W	33	\$ 1,091.49	\$ 272.87
23	4	North	2M	W	33	\$ 1,091.49	\$ 272.87
24	4	North	2N	NW	39	\$ 1,289.95	\$ 322.49
25	4	North	1C	N	27	\$ 893.04	\$ 223.26
26	4	North	1D	N	27	\$ 893.04	\$ 223.26
27	4	North	2K	NE	37	\$ 1,223.80	\$ 305.95
28	4	North	2L	E	33	\$ 1,091.49	\$ 272.87
29	4	North	2I	E	33	\$ 1,091.49	\$ 272.87
30	4	North	2J	W	33	\$ 1,091.49	\$ 272.87
31	5	North	2M	W	33	\$ 1,091.49	\$ 272.87
32	5	North	2N	NW	39	\$ 1,289.95	\$ 322.49
33	5	North	1C	N	28	\$ 926.12	\$ 231.53
34	5	North	1D	N	28	\$ 926.12	\$ 231.53
35	5	North	2K	NE	38	\$ 1,256.87	\$ 314.22
36	5	North	2L	E	34	\$ 1,124.57	\$ 281.14
37	5	North	2I	E	33	\$ 1,091.49	\$ 272.87
38	5	North	2J	W	33	\$ 1,091.49	\$ 272.87
39	6	North	2M	W	34	\$ 1,124.57	\$ 281.14
40	6	North	2N	NW	39	\$ 1,289.95	\$ 322.49

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

41	6	North	1C	N	28	\$ 926.12	\$ 231.53
42	6	North	1D	N	28	\$ 926.12	\$ 231.53
43	6	North	2K	NE	38	\$ 1,256.87	\$ 314.22
44	6	North	2L	E	33	\$ 1,091.49	\$ 272.87
45	6	North	2I	E	34	\$ 1,124.57	\$ 281.14
46	6	North	2J	W	34	\$ 1,124.57	\$ 281.14
47	7	North	2M	W	35	\$ 1,157.64	\$ 289.41
48	7	North	2N	NW	40	\$ 1,323.02	\$ 330.76
49	7	North	1C	N	29	\$ 959.19	\$ 239.80
50	7	North	1D	N	29	\$ 959.19	\$ 239.80
51	7	North	2K	NE	38	\$ 1,256.87	\$ 314.22
52	7	North	2L	E	35	\$ 1,157.64	\$ 289.41
53	7	North	2I	E	35	\$ 1,157.64	\$ 289.41
54	7	North	2J	W	35	\$ 1,157.64	\$ 289.41
55	8	North	2M	W	35	\$ 1,157.64	\$ 289.41
56	8	North	2N	NW	41	\$ 1,356.10	\$ 339.02
57	8	North	1C	N	30	\$ 992.27	\$ 248.07
58	8	North	1D	E	30	\$ 992.27	\$ 248.07
59	8	North	2K	NE	39	\$ 1,289.95	\$ 322.49
60	8	North	2L	E	35	\$ 1,157.64	\$ 289.41
61	8	North	2I	E	35	\$ 1,157.64	\$ 289.41
62	8	North	2J	W	35	\$ 1,157.64	\$ 289.41
63	9	North	2M	W	35	\$ 1,157.64	\$ 289.41
64	9	North	2N	NW	42	\$ 1,389.17	\$ 347.29
65	9	North	3A	N	52	\$ 1,719.93	\$ 429.98
66	9	North	2K	NE	40	\$ 1,323.02	\$ 330.76
67	9	North	2L	E	35	\$ 1,157.64	\$ 289.41
68	9	North	2I	E	35	\$ 1,157.64	\$ 289.41
69	9	North	2J	W	35	\$ 1,157.64	\$ 289.41
70	10	North	2M	W	36	\$ 1,190.72	\$ 297.68
71	10	North	2N	NW	43	\$ 1,422.25	\$ 355.56
72	10	North	3A	N	53	\$ 1,753.01	\$ 438.25
73	10	North	2K	NE	42	\$ 1,389.17	\$ 347.29
74	10	North	2L	E	36	\$ 1,190.72	\$ 297.68
75	10	North	2I	E	36	\$ 1,190.72	\$ 297.68
76	10	North	2J	W	36	\$ 1,190.72	\$ 297.68
77	11	North	2M	W	35	\$ 1,157.64	\$ 289.41
78	11	North	2N	NW	44	\$ 1,455.33	\$ 363.83
79	11	North	3A	N	54	\$ 1,786.08	\$ 446.52
80	11	North	2K	NE	43	\$ 1,422.25	\$ 355.56
81	11	North	2L	E	36	\$ 1,190.72	\$ 297.68
82	11	North	2I	E	36	\$ 1,190.72	\$ 297.68
83	11	North	2J	W	36	\$ 1,190.72	\$ 297.68
84	12	North	2M	E	37	\$ 1,223.80	\$ 305.95
85	12	North	2N	NE	44	\$ 1,455.33	\$ 363.83
86	12	North	3A	N	55	\$ 1,819.16	\$ 454.79
87	12	North	2K	NE	43	\$ 1,422.25	\$ 355.56
88	12	North	2L	E	37	\$ 1,223.80	\$ 305.95
89	12	North	2I	E	37	\$ 1,223.80	\$ 305.95
90	12	North	2J	W	37	\$ 1,223.80	\$ 305.95

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

91	13	North	3C	NW	52	\$ 1,719.93	\$ 429.98
92	13	North	2O	N	44	\$ 1,455.33	\$ 363.83
93	13	North	3B	NE	52	\$ 1,719.93	\$ 429.98
94	13	North	2I	E	37	\$ 1,223.80	\$ 305.95
95	13	North	2J	W	37	\$ 1,223.80	\$ 305.95
96	14	North	3C	NW	53	\$ 1,753.01	\$ 438.25
97	14	North	2O	N	45	\$ 1,488.40	\$ 372.10
98	14	North	3B	NE	53	\$ 1,753.01	\$ 438.25
99	14	North	2I	E	38	\$ 1,256.87	\$ 314.22
100	14	North	2J	W	38	\$ 1,256.87	\$ 314.22
101	1	South	2P	N	34	\$ 1,124.57	\$ 281.14
102	1	South	3K	N	48	\$ 1,587.63	\$ 396.91
103	2	South	2G	NW	31	\$ 1,025.34	\$ 256.34
104	2	South	1F	W	22	\$ 727.66	\$ 181.92
105	2	South	1E	E	22	\$ 727.66	\$ 181.92
106	2	South	2H	NE	31	\$ 1,025.34	\$ 256.34
107	2	South	1A	N	23	\$ 760.74	\$ 190.18
108	2	South	2A	N	33	\$ 1,091.49	\$ 272.87
109	2	South	2B	E	38	\$ 1,256.87	\$ 314.22
110	2	South	2C	S	30	\$ 992.27	\$ 248.07
111	2	South	2D	S	30	\$ 992.27	\$ 248.07
112	2	South	2E	W	38	\$ 1,256.87	\$ 314.22
113	2	South	2F	N	33	\$ 1,091.49	\$ 272.87
114	2	South	1B	N	23	\$ 760.74	\$ 190.18
115	3	South	2G	NW	32	\$ 1,058.42	\$ 264.60
116	3	South	1F	W	23	\$ 760.74	\$ 190.18
117	3	South	1E	E	23	\$ 760.74	\$ 190.18
118	3	South	2H	NE	32	\$ 1,058.42	\$ 264.60
119	3	South	1A	N	23	\$ 760.74	\$ 190.18
120	3	South	2A	N	34	\$ 1,124.57	\$ 281.14
121	3	South	2B	E	39	\$ 1,289.95	\$ 322.49
122	3	South	2C	S	30	\$ 992.27	\$ 248.07
123	3	South	2D	S	30	\$ 992.27	\$ 248.07
124	3	South	2E	W	39	\$ 1,289.95	\$ 322.49
125	3	South	2F	N	34	\$ 1,124.57	\$ 281.14
126	3	South	1B	N	23	\$ 760.74	\$ 190.18
127	4	South	2G	NW	32	\$ 1,058.42	\$ 264.60
128	4	South	1F	W	23	\$ 760.74	\$ 190.18
129	4	South	1E	E	23	\$ 760.74	\$ 190.18
130	4	South	2H	NE	32	\$ 1,058.42	\$ 264.60
131	4	South	1A	N	24	\$ 793.81	\$ 198.45
132	4	South	2A	N	34	\$ 1,124.57	\$ 281.14
133	4	South	2B	E	40	\$ 1,323.02	\$ 330.76
134	4	South	2C	S	30	\$ 992.27	\$ 248.07
135	4	South	2D	W	30	\$ 992.27	\$ 248.07
136	4	South	2E	W	40	\$ 1,323.02	\$ 330.76
137	4	South	2F	N	34	\$ 1,124.57	\$ 281.14
138	4	South	1B	N	24	\$ 793.81	\$ 198.45
139	5	South	2G	NW	32	\$ 1,058.42	\$ 264.60
140	5	South	1F	W	23	\$ 760.74	\$ 190.18

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

141	5	South	1E	E	23	\$ 760.74	\$ 190.18
142	5	South	2H	NE	32	\$ 1,058.42	\$ 264.60
143	5	South	1A	N	24	\$ 793.81	\$ 198.45
144	5	South	2A	N	35	\$ 1,157.64	\$ 289.41
145	5	South	2B	E	41	\$ 1,356.10	\$ 339.02
146	5	South	2C	S	31	\$ 1,025.34	\$ 256.34
147	5	South	2D	S	31	\$ 1,025.34	\$ 256.34
148	5	South	2E	W	41	\$ 1,356.10	\$ 339.02
149	5	South	2F	N	35	\$ 1,157.64	\$ 289.41
150	5	South	1B	N	24	\$ 793.81	\$ 198.45
151	6	South	2G	NW	33	\$ 1,091.49	\$ 272.87
152	6	South	1F	W	24	\$ 793.81	\$ 198.45
153	6	South	1E	E	24	\$ 793.81	\$ 198.45
154	6	South	2H	NE	33	\$ 1,091.49	\$ 272.87
155	6	South	1A	N	25	\$ 826.89	\$ 206.72
156	6	South	2A	N	35	\$ 1,157.64	\$ 289.41
157	6	South	2B	E	41	\$ 1,356.10	\$ 339.02
158	6	South	2C	S	31	\$ 1,025.34	\$ 256.34
159	6	South	2D	S	31	\$ 1,025.34	\$ 256.34
160	6	South	2E	W	41	\$ 1,356.10	\$ 339.02
161	6	South	2F	N	35	\$ 1,157.64	\$ 289.41
162	6	South	1B	N	25	\$ 826.89	\$ 206.72
163	7	South	2G	NW	32	\$ 1,058.42	\$ 264.60
164	7	South	1F	W	24	\$ 793.81	\$ 198.45
165	7	South	1E	E	24	\$ 793.81	\$ 198.45
166	7	South	2H	NE	33	\$ 1,091.49	\$ 272.87
167	7	South	1A	N	25	\$ 826.89	\$ 206.72
168	7	South	2A	N	35	\$ 1,157.64	\$ 289.41
169	7	South	2B	E	42	\$ 1,389.17	\$ 347.29
170	7	South	2C	S	32	\$ 1,058.42	\$ 264.60
171	7	South	2D	S	32	\$ 1,058.42	\$ 264.60
172	7	South	2E	W	42	\$ 1,389.17	\$ 347.29
173	7	South	2F	N	35	\$ 1,157.64	\$ 289.41
174	7	South	1B	N	25	\$ 826.89	\$ 206.72
175	8	South	2G	NW	33	\$ 1,091.49	\$ 272.87
176	8	South	1F	W	25	\$ 826.89	\$ 206.72
177	8	South	1E	E	25	\$ 826.89	\$ 206.72
178	8	South	2H	NE	33	\$ 1,091.49	\$ 272.87
179	8	South	1A	N	25	\$ 826.89	\$ 206.72
180	8	South	2A	N	36	\$ 1,190.72	\$ 297.68
181	8	South	2B	E	42	\$ 1,389.17	\$ 347.29
182	8	South	2C	S	32	\$ 1,058.42	\$ 264.60
183	8	South	2D	S	32	\$ 1,058.42	\$ 264.60
184	8	South	2E	W	42	\$ 1,389.17	\$ 347.29
185	8	South	2F	N	36	\$ 1,190.72	\$ 297.68
186	8	South	1B	N	25	\$ 826.89	\$ 206.72
187	9	South	2G	NW	34	\$ 1,124.57	\$ 281.14
188	9	South	1F	W	25	\$ 826.89	\$ 206.72
189	9	South	1E	E	25	\$ 826.89	\$ 206.72
190	9	South	2H	NE	34	\$ 1,124.57	\$ 281.14

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

191	9	South	1A	N	26	\$ 859.96	\$ 214.99
192	9	South	2A	N	36	\$ 1,190.72	\$ 297.68
193	9	South	2B	E	42	\$ 1,389.17	\$ 347.29
194	9	South	2C	S	34	\$ 1,124.57	\$ 281.14
195	9	South	2D	S	34	\$ 1,124.57	\$ 281.14
196	9	South	2E	W	42	\$ 1,389.17	\$ 347.29
197	9	South	2F	N	36	\$ 1,190.72	\$ 297.68
198	9	South	1B	N	26	\$ 859.96	\$ 214.99
199	10	South	2G	NW	35	\$ 1,157.64	\$ 289.41
200	10	South	1F	W	26	\$ 859.96	\$ 214.99
201	10	South	1E	E	26	\$ 859.96	\$ 214.99
202	10	South	2H	NE	35	\$ 1,157.64	\$ 289.41
203	10	South	1A	N	26	\$ 859.96	\$ 214.99
204	10	South	2A	N	37	\$ 1,223.80	\$ 305.95
205	10	South	2B	E	43	\$ 1,422.25	\$ 355.56
206	10	South	2C	S	35	\$ 1,157.64	\$ 289.41
207	10	South	2D	S	35	\$ 1,157.64	\$ 289.41
208	10	South	2E	W	43	\$ 1,422.25	\$ 355.56
209	10	South	2F	N	37	\$ 1,223.80	\$ 305.95
210	10	South	1B	N	26	\$ 859.96	\$ 214.99
211	11	South	2G	NW	35	\$ 1,157.64	\$ 289.41
212	11	South	1F	W	26	\$ 859.96	\$ 214.99
213	11	South	1E	E	26	\$ 859.96	\$ 214.99
214	11	South	2H	NE	35	\$ 1,157.64	\$ 289.41
215	11	South	1A	N	27	\$ 893.04	\$ 223.26
216	11	South	2A	N	37	\$ 1,223.80	\$ 305.95
217	11	South	2B	E	44	\$ 1,455.33	\$ 363.83
218	11	South	2C	S	36	\$ 1,190.72	\$ 297.68
219	11	South	2D	S	36	\$ 1,190.72	\$ 297.68
220	11	South	2E	W	44	\$ 1,455.33	\$ 363.83
221	11	South	2F	N	37	\$ 1,223.80	\$ 305.95
222	11	South	1B	N	27	\$ 893.04	\$ 223.26
223	12	South	2G	NW	35	\$ 1,157.64	\$ 289.41
224	12	South	1F	W	27	\$ 893.04	\$ 223.26
225	12	South	1E	E	27	\$ 893.04	\$ 223.26
226	12	South	2H	NE	34	\$ 1,124.57	\$ 281.14
227	12	South	1A	N	28	\$ 926.12	\$ 231.53
228	12	South	2A	N	38	\$ 1,256.87	\$ 314.22
229	12	South	2B	E	44	\$ 1,455.33	\$ 363.83
230	12	South	2C	S	36	\$ 1,190.72	\$ 297.68
231	12	South	2D	S	36	\$ 1,190.72	\$ 297.68
232	12	South	2E	W	44	\$ 1,455.33	\$ 363.83
233	12	South	2F	N	38	\$ 1,256.87	\$ 314.22
234	12	South	1B	N	28	\$ 926.12	\$ 231.53
235	13	South	2G	NW	36	\$ 1,190.72	\$ 297.68
236	13	South	1F	W	28	\$ 926.12	\$ 231.53
237	13	South	1E	E	28	\$ 926.12	\$ 231.53
238	13	South	2H	NE	36	\$ 1,190.72	\$ 297.68
239	13	South	1A	N	28	\$ 926.12	\$ 231.53
240	13	South	2A	N	39	\$ 1,289.95	\$ 322.49

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

241	13	South	2B	E	45	\$ 1,488.40	\$ 372.10
242	13	South	2C	S	36	\$ 1,190.72	\$ 297.68
243	13	South	2D	S	36	\$ 1,190.72	\$ 297.68
244	13	South	2E	W	45	\$ 1,488.40	\$ 372.10
245	13	South	2F	N	39	\$ 1,289.95	\$ 322.49
246	13	South	1B	N	28	\$ 926.12	\$ 231.53
247	14	South	2G	NW	36	\$ 1,190.72	\$ 297.68
248	14	South	1F	W	28	\$ 926.12	\$ 231.53
249	14	South	1E	E	28	\$ 926.12	\$ 231.53
250	14	South	2H	NE	36	\$ 1,190.72	\$ 297.68
251	14	South	1A	N	29	\$ 959.19	\$ 239.80
252	14	South	2A	N	40	\$ 1,323.02	\$ 330.76
253	14	South	2B	E	46	\$ 1,521.48	\$ 380.37
254	14	South	2C	S	37	\$ 1,223.80	\$ 305.95
255	14	South	2D	S	37	\$ 1,223.80	\$ 305.95
256	14	South	2E	W	46	\$ 1,521.48	\$ 380.37
257	14	South	2F	N	40	\$ 1,323.02	\$ 330.76
258	14	South	1B	N	29	\$ 959.19	\$ 239.80
259	15	South	3L	N	100	\$ 3,307.56	\$ 826.89
260	15	South	3D	N	57	\$ 1,885.31	\$ 471.33
261	15	South	3E	N	57	\$ 1,885.31	\$ 471.33
262	15	South	3F	S	50	\$ 1,653.78	\$ 413.44
263	15	South	3G	S	50	\$ 1,653.78	\$ 413.44
264	15	South	3H	N	57	\$ 1,885.31	\$ 471.33
265	15	South	3I	N	57	\$ 1,885.31	\$ 471.33
266	16	South	3J	N	60	\$ 1,984.53	\$ 496.13
267	16	South	2Q	N	47	\$ 1,554.55	\$ 388.64
268	16	South	3D	N	57	\$ 1,885.31	\$ 471.33
269	16	South	3E	N	58	\$ 1,918.38	\$ 479.60
270	16	South	3F	S	50	\$ 1,653.78	\$ 413.44
271	16	South	3G	S	50	\$ 1,653.78	\$ 413.44
272	16	South	3H	N	58	\$ 1,918.38	\$ 479.60
273	16	South	3I	N	57	\$ 1,885.31	\$ 471.33
274	1	TH	TH1	S	54	\$ 1,786.08	\$ 446.52
275	1	TH	TH2	S	54	\$ 1,786.08	\$ 446.52
276	1	TH	TH3	S	54	\$ 1,786.08	\$ 446.52
277	1	TH	TH4	S	54	\$ 1,786.08	\$ 446.52
278	1	TH	TH5	S	54	\$ 1,786.08	\$ 446.52
279	1	TH	TH6	S	54	\$ 1,786.08	\$ 446.52

Totals 10000

\$330,756

\$82,689

ADDENDUM 4

UP4787 OWNERS CORPORATION RULES

(TO BE REGISTERED BY-LAWS)

(ITEMS 19 - 24)



UP 4787 - Owners Corporation Rules
(As approved at the 6th AGM on 31 October 2024)

1. Definitions

a) In these rules:

executive committee representative means a person authorised in writing by the Executive Committee under rule 11(d).

owner, occupier, or user, of a unit, includes an invitee or licensee of an owner, occupier or user of a unit.

balustrade means the entire structure enclosing the outer boundary of a unit balcony comprising glass barrier, stanchions and fastenings and the outer boundary wall of a ground floor unit courtyard.

common property means any area not included within an individual unit entitlement and includes:

- basement garages;
- ‘bocce’ court;
- children's play area;
- common corridors;
- garden beds;
- driveways;
- entryways;
- footpaths;
- foyers
- grassed areas;
- gymnasiums;
- indoor or outdoor pool areas;
- planter pots;
- sauna;
- security cameras and other security infrastructure; and
- the Wellness Centre including the yoga space.

pet owner means an owner or occupier who keeps an animal in the unit in accordance with rules 5 or 5A.

party wall means a common wall adjoining two units or a unit and common property.

the Act means the *Unit Titles Management Act 2011 (ACT)*.

b) A word or expression in the Act has the same meaning in these rules.

2. Payment of rates and taxes by unit owners

a) A unit owner must pay all levies, rates, taxes and any other amount payable for the unit.

3. Repairs and maintenance

a) A unit owner must ensure that the unit is in a state of good repair.

b) A unit owner must carry out any work in relation to the unit, and do anything else in relation to the unit, that is required by a territory law.



4. Alterations and erections

- a) A unit owner may erect or alter any structure in or on the unit or the common property only:
 - i. In accordance with the express permission of the Owners Corporation by special resolution; and
 - ii. In accordance with the requirements of any applicable territory law (for example, a law requiring development approval to be obtained for the erection or alteration).
 - iii. However, if the structure is sustainability infrastructure, the Owners Corporation's permission must not be unreasonably withheld.

Examples of permission not unreasonably withheld: Financial, safety or structural considerations or equity of access to common property, easements, facilities or utility services.

Examples of permission unreasonably withheld: External appearance of a unit or the Units Plan.
- b) The Owners Corporation delegates its decision-making power under Rule 4 (a) to the Executive Committee for erections and alterations in or on:
 - i. The common property — to a maximum value of \$10,000 (GST inclusive); and
 - ii. A unit — for windows, flooring, sliding doors, balconies, garages and internal renovations.
- c) Permission under Rules 4(a) and 4(b) may be given subject to conditions stated in the resolution, noting that:
 - i. Windscreens - Installation, modification or alteration to windscreens as part of a unit entitlement is not permitted without consultation with and plans from an appropriate design consultant and must be submitted to the Executive Committee for approval.
 - ii. Screen doors - These are not permitted on the front door of units (a breach of the fire regulations).
 - iii. Party Walls and Fire Doors – These must not be tampered with to ensure their integrity is maintained and fire rating, acoustic and thermal performance is not degraded.
 - iv. Flooring - Alterations (whether timber, laminate, carpet or tiling) must have a verified acoustic rating of at least five (5) stars in accordance with the “Association of Australian Acoustical Consultants (AAAC) Guideline for Apartment and Townhouse Acoustics Rating”.
 - v. Unit owners who undertake alterations or erections without Owners Corporation or Executive Committee permission can be required to remove or replace them at their own cost.

5. Pets in units

- a) A unit owner or occupier (the pet owner) may keep an animal, or permit an animal to be kept, within the unit if—
 - i. the total number of animals kept within the unit (other than birds in a cage or fish in an aquarium) is not more than three (3); and
 - ii. the pet owner ensures that the animal is appropriately supervised when the animal is on the common property; and
 - iii. the pet owner keeps the animal secure so that it cannot escape the unit unsupervised; and
 - iv. the pet owner must not allow their pet to pee or poo on common property and must clean any area of the units plan that is soiled by the animal; and
 - v. the pet owner takes reasonable steps to ensure the animal does not cause excessive noise, a nuisance or a risk to health or safety; and
 - vi. the pet owner must keep dogs on a leash at all times while on common property.



- b) The pet owner must, within 14 days of the day the animal is first kept within the unit, register the pet with the Owners Corporation by completing the approved Pet Registration Form and forwarding it to the Strata Manager.

5A. Assistance animals

- a) The Owners Corporation may require a person who keeps an assistance animal to produce evidence that the animal is an assistance animal. Such evidence is to be provided to the Executive Committee on behalf of the Owners Corporation.

6. Use of common property

- a) A unit owner or occupier must not use the common property, or permit it to be used, to interfere unreasonably with the use and enjoyment of the common property by an owner, occupier or user of another unit.

7. Hazardous use of unit

- a) A unit owner or occupier must not use the unit, or permit it to be used, so as to cause a hazard to an owner, occupier or user of another unit.

8. Use of unit—nuisance or annoyance

- a) A unit owner or occupier must not use the unit, or permit it to be used, in a way that causes a nuisance or substantial annoyance to an owner, occupier or user of another unit.
- b) This rule does not apply to a use of a unit if the Executive Committee has given an owner, occupier or user of the unit written permission for that use.
- c) Permission may be given subject to stated conditions.
- d) Permission may be withdrawn by special resolution of the Owners Corporation.

9. Noise

- a) A unit owner or occupier must not make, or permit to be made, such a noise within the unit as might (in the circumstances) be reasonably likely to cause substantial annoyance to an owner, occupier or user of another unit.
- b) This rule does not apply to the making of a noise if the Executive Committee has given the person responsible for making the noise written permission to do so.
- c) Permission may be given subject to stated conditions.
- d) Permission may be withdrawn by special resolution of the Owners Corporation.

10. Illegal use of unit

- a) A unit owner or occupier must not use the unit, or permit it to be used, to contravene a law in force in the ACT.



11. What may an Executive Committee representative do?

- a) An Executive Committee representative may do any of the following in relation to a unit at all reasonable times:
 - i. if the committee has reasonable grounds for suspecting that there is a breach of the Act or these rules in relation to a unit— inspect the unit to investigate the breach;
 - ii. carry out any maintenance required under the Act or these rules;
 - i. do anything else the Owners Corporation is required to do under the Act or these rules.
- b) An Executive Committee representative may enter a unit and remain in the unit for as long as is necessary to do something mentioned in subrule 11 (a).
- c) An Executive Committee representative is not authorised to do anything in relation to a unit mentioned in subrule 11 (a) unless—
 - ii. the Executive Committee or the representative has given the owner, occupier or user of the unit reasonable notice of his or her intention to do the thing; or
 - iii. in an emergency, it is essential that it be done without notice.
- d) The Executive Committee may give a written authority to a person to represent the corporation under this rule.

12. Executive Committee Governance Arrangements

As part of their induction process, the minutes of their first meeting will record that each new member of the Executive Committee understands the requirements of the Code of Conduct in Part 1.1, Schedule 1 of the Unit Titles (Management) Act 2011, and they have agreed to adhere to the following governance principles:

Role of the Executive Committee

- a) The Executive Committee will act as a facilitator and day-to-day decision-maker for the Ivy Owners Corporation.
 - i. The Executive Committee is not able to take decisions unless it is granted authority by the Ivy Owners Corporation at an annual or special general meeting.
 - ii. The Executive Committee does not have an enforcement role unless empowered to do so by the Unit Titles (Management) Act 2011 or by authority arising from a decision of the Ivy Owners Corporation at an annual or special general meeting.
 - iii. The Executive Committee must keep proper records and minutes of all decisions taken. These records are to be made available to owners in a timely fashion and retained in accordance with prevailing legislation and regulation.

Position on issues

- b) The Executive Committee does not have a public position on matters unless this is the will of the Ivy Owners Corporation as expressed at an annual or special general meeting.
 - i. The Committee position must reflect that of the Owners Corporation and will not be based on its own agenda.
 - ii. The Executive Committee must seek to address the issues and priorities identified by the Ivy Owners Corporation.
 - iii. The Executive Committee should seek to clarify those responsibilities that fall to owners as members of the Ivy Owners Corporation (for example, those that relate to Common Property) and those matters that remain the responsibility of individual owners.



General Meetings

- c) A principal function of the Executive Committee is to prepare for annual or special general meetings of the Ivy Owners Corporation and to implement agreed outcomes. The Executive Committee shall:
 - i. ensure owners know, in advance, what the likely issues are, the proposed outcome and the decision-making process undertaken to arrive at the Executive Committee position;
 - ii. encourage owners to voice their opinions and raise matters for consideration by the Executive Committee in finalising preparations; and
 - iii. establish and facilitate processes that permit owners to make proposals and suggestions for consideration at meetings of the Ivy Owners Corporation.

Consultation

- d) The Executive Committee shall maintain an “Owners Engagement Plan” to ensure owners are aware of matters affecting their interests as members of the Ivy Owners Corporation.
 - i. Regular information should be made available to owners by way of emails, newsletters, information boards, town hall meetings and circulars to letter boxes.

13. Smoking

- a) An owner, occupier or guest must not smoke tobacco products or e-cigarettes, or allow any other person to smoke, on the common property including all vehicle parking levels, the ground floor and basements, in the gymnasiums, the enclosed pool zones (including BBQ area, the indoor or outdoor swimming pools, spa and sauna), residential level corridors and access passageways and fire stairways.
- b) If a unit owner or occupier smokes in their unit, including on the unit balcony, they must ensure that this does not cause a nuisance to any other unit occupier and they dispose of cigarette butts in an appropriate manner and in such a way as to not pose fire or other health and safety hazards.
- c) To avoid doubt, cigarette butts are never to be disposed of by:
 - i. throwing from balconies; or
 - ii. being discarded in any common property area.

14. Balconies and Terraces

- a) All courtyards and balconies are always to be kept in a neat and tidy condition.
- b) The use of loose glass-tops and light-weight sheets or covers (including loose BBQ lids) are not appropriate on the high-rise outdoor terraces and balconies. The use of lightweight furniture or other items is prohibited unless it is securely attached to the balcony or terrace floor slab.
- c) Due to the high-wind conditions experienced in the area of Ivy, under no circumstances is anything to be left hanging over the balcony balustrades.



15. Storage in basements

- a) Unit owners and occupiers are not permitted to use their car space as storage and all items are to be stored in their designated storage cages.
- b) Unit owners and occupiers whose unit entitlement includes a garage secured by a roller door are permitted to secure items in the unit garage.
- c) Further to this, all items owned and stored within the storage cages or garages are to be secured in a way that no items may spill out onto the Common Property.

16. Use of common property

- a) Common property is provided for the use of owners, occupiers and their bona fide guests. These areas are not for general public use. Real estate and other advertising signs are not permitted.
- b) Owners and occupiers will not permit, by act or omission, access to these areas by members of the public or to leave guests unaccompanied.
- c) Users of the common property areas are expected to respect the community atmosphere engendered by these areas and keep them clean and tidy, and to minimise risk to health and safety.
- d) Subject to any restrictions imposed by the Executive Committee from time to time:
 - i. The Outdoor Pool/BBQ area is open for 24-hour use and is subject to the rules relating to nuisance and noise.
 - ii. The Indoor Pool/Spa and sauna will be open for 24-hour use and is subject to the rules relating to nuisance and noise.
 - iii. The cardio and weights gymnasiums are open for 24-hour use subject to the rules relating to nuisance and noise.
 - iv. Due to the significant health and safety risk and danger to pool filtering and pumping equipment, glass is not permitted within the outdoor pool area bounded by the pool fencing, within the indoor pool and spa facility or in the sauna.
 - v. Owners and occupiers must use the BBQ, gymnasium and pool areas in a safe manner and ensure that they comply with all ACT Health and Safety Legislative requirements that apply to the use of these facilities.
 - vi. At all times, owners and occupiers must ensure they are suitably clothed and behaving in a manner not likely to offend other owners and occupiers or their bona fide guests in any common property areas.
- e) The Executive Committee will not unreasonably impose restrictions on the use of the facilities listed above.
- f) Common property cannot be reserved in any way that imposes or implies an exclusive right of use by an owner or occupier or group of owners or occupiers.
- g) Use of facilities must not prevent other owners or occupiers from sharing those facilities. Common sense, courtesy, cooperation and flexibility should be applied at all times.
- h) Owners, occupiers and bona fide guests must not interfere with, cover, damage, obstruct or otherwise alter security cameras and/or other security infrastructure.
- i) The Executive Committee may issue guidelines on the use of common property decided by ordinary resolution. Any guidelines will be made available to all owners.



17. Common Property Parking

- a) There is no provision for owner, resident or visitor parking on Ivy common property for any purpose other than pick-up and drop-off/set-down.
- b) Parking in the designated emergency vehicle zone is expressly prohibited and can be subject to an immediate Rule Infringement Notice.
- c) Four trade vehicle parking spaces are allocated by the Building Manager for use by contractors, tradespeople and other approved vehicles, and can be made available for a resident's trade and service vehicles upon request.
- d) Vehicles (including motorbikes, bicycles, boats and caravans) must be parked within each unit's allocated garage or car space(s) in the basement.
- e) Parking of vehicles in other areas of the basement is not permitted except with the express permission of the Executive Committee.

18. Window Furnishings

- a) If any unit owner and/or occupier installs window and/or sliding door coverings to any external window and/or door, they must be installed on the inside of the window and/or door. All window and/or sliding door coverings must match the existing aesthetics of the building and must be approved by the Executive Committee. Hanging of sheets on windows and/or door coverings is not considered to be in keeping with the existing aesthetic of the Ivy and is not permitted.

19. Bocce Area Restrictions

- a) Any game/activity which might result in a direct impact/force down upon the artificial synthetic surface is not permitted due to the risk of damage to the subsurface.

20. Insurance

- a) Pursuant to the requirements of the Unit Titles (Management) Act 2011, the Owners Corporation must hold Building insurance for all defined parts of the buildings in UP4787 as well as Public Liability insurance over common property and Office Bearers' legal liability cover.
 - i. The coverage provided by all components of this Building insurance policy should reflect current market conditions and not result in reduced benefits either to individual owners or to the Owners Corporation.
- b) Only the insurance broker appointed by, and acting on the instructions of the Executive Committee can submit a claim to the building insurer. The building insurer will determine whether the claim is valid.
 - i. If the insurance broker submits a successful claim on behalf of the Owners Corporation, the Owners Corporation pays the excess specified in the insurance policy.



21. Ban on Private Use of Common Power

- a) The 240V single GPOs installed in enclosed garages must be used only for their intended purpose of powering the garage door openers.
- b) They must not be used to charge electric vehicles or to power other electrical appliances such as machines, mobility or E-scooters, E-bicycles, fridges, freezers etc.
- c) Owners found in breach of sub-rule 21 (b) will be charged \$120 per incident (regardless of actual consumption).

22. Moving In and Out

- a) Each unit owner must:
 - i. Retain an up-to-date copy of these Rules from the Strata Manager.
 - ii. Make a copy of these Rules available to their property manager (if any) and to all tenants, occupiers and users of their unit upon arrival.
- b) Each unit owner and resident tenant must:
 - i. Notify the Strata Manager at least two (2) working days before moving in or moving out.
 - ii. Arrange with the Building Manager to book a lift and have protective lift covers installed before moving in or out.

23. Pool Area and Umbrellas

- a) Owners and residents are required to supervise all visitors and children in the outdoor pool area at all times.
- b) Owners and residents must:
 - i. Comply with the Pool Rules.
 - ii. Ensure pool lounges and furniture and the pool umbrellas are used safely.
 - iii. Close and lock down umbrellas after you have used them, or whenever there are high winds, especially if you are the last to leave the area.
 - iv. Leave the pool and BBQ area in a clean and tidy condition.
 - v. Report any damage to the Building Manager.



UP4787: Pet Registration Form (Rule 5)

Pet Owner	
Name(s)	
Email	
Phone	
Unit number	
Emergency Contact	
Name	
Email	
Phone	
Pet Details	
Type of animal	
Animal's name	
Breed	
Colour	
Registration number	
Microchip number	
(For dogs) date of desexing	
(For cats) born before 1 July 2022	Yes / No
Assistance animal	Yes / No
Total number of pets in Unit	
Declarations	
I have read the Owners Corporation Rules about pets in units	Yes / No
I agree to keep the animal in accordance with the Owners Corporation Rules about pets in units	Yes / No
Signature	
Date	

**Independent Auditor's Report
To the Owners of Unit Plan 4787**

Opinion

We have audited the financial report of Unit Plan 4787 (the Plan), which comprises the balance sheet as at 30 September 2024, the income and expenditure statements for the year then ended, and notes to the financial statements, including a summary of significant accounting policies. We have not audited any budget information which may be included in the financial report.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of Unit Plan 4787 as at 30 September 2024, and its financial performance for the year then ended in accordance with the accounting policies described in the notes to the financial report and the financial reporting requirements of Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Plan in accordance with the ethical requirements of the Accounting Professional & Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (Including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to the notes to the financial report, which describes the basis of accounting. The financial report has been prepared for distribution to the Owners for the purpose of fulfilling the Owners Corporation's financial reporting responsibilities under Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Owners Corporation for the Financial Report

The Owners Corporation is responsible for the preparation and fair presentation of the financial report in accordance with the accounting policies described in the notes to the financial report, and has determined that the accounting policies described in the notes to the financial report are appropriate to meet the financial reporting requirements of Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011, and are appropriate to meet the needs of the Owners. The Owners Corporation's responsibility also includes such internal control as the Owners Corporation determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Owners Corporation is responsible for assessing the Plan's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Owners Corporation either intends to liquidate the Plan or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Owners Corporation.
- Conclude on the appropriateness of the Owners Corporation's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Plan's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Plan to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Owners Corporation regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kelly Partners Assurance Services



Joel Russell CA
Client Director - North Sydney

Dated this 25th day of October 2024

**Balance Sheet - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024
FINAL**

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Assets			
Cash At Bank			
The Owners Unit Plan 4787 <i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>	\$545,475.77	\$457,048.56	\$1,002,524.33
Unit Plan 4787 TD02 <i>Macquarie Bank BSB: 182-266 Acc No: 237788393</i>	\$0.00	\$88,248.92	\$88,248.92
Unit Plan 4787 TD05 <i>Macquarie Bank BSB: 182-266 Acc No: 264637166</i>	\$124,879.19	\$0.00	\$124,879.19
GST Paid	\$22,727.01	\$0.00	\$22,727.01
Receivable	\$29,759.52	\$6,567.85	\$36,327.37
Total Assets	\$722,841.49	\$551,865.33	\$1,274,706.82
Liabilities			
Accruals	\$42,842.96	\$0.00	\$42,842.96
GST Collected	\$29,161.98	\$5,865.78	\$35,027.76
GST Uncollected	\$(82.02)	\$597.15	\$515.13
Levies Paid In Advance	\$29,962.97	\$0.00	\$29,962.97
Total Liabilities	\$101,885.89	\$6,462.93	\$108,348.82
Net Assets	\$620,955.60	\$545,402.40	\$1,166,358.00
Owners Funds			
Opening Balance	\$542,297.30	\$280,972.77	\$823,270.07
Transfer	\$0.00	\$4,112.72	\$4,112.72
Net Income For The Period	\$78,658.30	\$260,316.91	\$338,975.21
Total Owners Funds	\$620,955.60	\$545,402.40	\$1,166,358.00

Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024
FINAL

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$734.63	\$0.00	\$1,383.08
Interest Investment Accounts Admin	\$18,388.34	\$0.00	\$1,706.33
Keys Remotes & Swipes	\$6,550.86	\$0.00	\$2,297.26
Levy Income Admin	\$1,140,739.04	\$1,140,742.63	\$1,070,832.56
Total Administrative Fund Income	\$1,166,412.87	\$1,140,742.63	\$1,076,219.23

Expenses

Audit Fees	\$2,600.00	\$2,500.00	\$2,360.00
BAS & Tax Preparation	\$735.00	\$630.00	\$675.00
Bank Charges	\$(12.65)	\$0.00	\$(3.22)
Banking, Software & Infrastructure	\$341.39	\$315.00	\$288.75
Bin Lifter / Hoist - Contract	\$2,092.95	\$2,540.00	\$3,270.60
Building Improvements	\$6,383.21	\$25,413.28	\$21,483.32
Building Maintenance	\$27,435.00	\$25,000.00	\$0.00
BuildingLink	\$6,696.00	\$6,696.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$0.00	\$15,000.00	\$15,000.00
Cleaning - Bin Chutes	\$1,800.00	\$3,780.00	\$1,800.00
Cleaning - Bins	\$6,880.00	\$6,680.00	\$6,572.60
Cleaning - Carpark	\$4,496.50	\$3,720.00	\$4,450.00
Cleaning - Carpets	\$4,800.00	\$6,710.00	\$5,151.36
Cleaning - Contract	\$172,341.55	\$173,250.00	\$169,684.04
Cleaning - General	\$3,582.55	\$7,170.00	\$6,142.14
Cleaning - Windows	\$18,650.00	\$20,340.00	\$19,478.50
Cleaning Supplies	\$2,038.60	\$3,700.00	\$3,386.50
Consumables	\$5,875.40	\$7,600.00	\$4,743.97
Contingency	\$12,405.97	\$63,533.20	\$54,158.10
Contractor Compliance Fee	\$88.00	\$90.00	\$87.00
Debt Recovery	\$0.00	\$0.00	\$0.00
Electrical - Maint. Contract	\$2,800.00	\$5,280.00	\$4,780.00
Electricity	\$116,671.32	\$140,200.00	\$131,731.74
Facilities Management Services	\$103,645.50	\$114,010.00	\$101,117.34
Fire - Maintenance Contract	\$12,660.96	\$11,740.00	\$12,660.96
Fire - Monitoring	\$2,000.00	\$2,340.00	\$2,205.00
Fire - Repairs & Replacement	\$8,140.00	\$9,025.00	\$8,515.00
Furniture	\$0.00	\$10,720.00	\$0.00
Garbage Chute - Maint. Contract	\$3,720.00	\$5,100.00	\$2,700.00

Income and Expenditure Statement - U/Plan 4787**"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2023 to 30/09/2024

FINAL**Consolidated****Administrative Fund**

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Gardening - Contract	\$16,494.99	\$18,320.00	\$17,384.16
Gardening - Irrigation	\$3,964.55	\$14,000.00	\$0.00
Gardening - Maintenance Other	\$0.00	\$0.00	\$400.00
Gardening - Plants and Trees	\$7,768.19	\$10,870.00	\$0.00
Gas Infrastructure	\$26,670.16	\$99,162.57	\$0.00
Gas Usage	\$36,779.04	\$37,417.43	\$9,237.33
Gym - Contract	\$2,850.00	\$3,000.00	\$2,850.00
Gym - Equipment	\$542.55	\$500.00	\$108.91
HVAC - Contract	\$14,560.00	\$12,730.00	\$12,480.00
Height Safety Certification	\$1,300.00	\$1,327.00	\$1,250.00
Hot Water Supply	\$2,494.48	\$1,600.00	\$1,120.75
IT Charges	\$1,302.00	\$6,400.00	\$984.00
Income Tax Payable - Admin	\$2,624.84	\$0.00	\$0.00
Insurance Excess Payments	\$0.00	\$0.00	\$90.91
Insurance Payouts	\$1,782.95	\$0.00	\$0.00
Insurance Premium	\$105,964.89	\$120,000.00	\$99,226.06
Keys, Remotes & Swipes	\$1,771.60	\$0.00	\$(2,224.31)
Legal Fees Arrears Recoveries	\$0.00	\$0.00	\$(30.00)
Lifts - Maint. Contract	\$33,603.04	\$33,922.00	\$26,137.00
Lifts - Repairs & Maint.	\$2,280.00	\$6,000.00	\$5,665.00
Lifts Registration	\$654.55	\$0.00	\$0.00
Lodgement Fees	\$150.91	\$0.00	\$0.00
Management Fees (Schedule B)	\$155.45	\$0.00	\$590.00
Management Fees - Strata	\$104,077.21	\$96,488.00	\$81,956.25
Other Expenses	\$3,842.81	\$3,000.00	\$2,440.90
Pest Control	\$11,185.20	\$10,520.00	\$1,850.00
Plumbing - Maint. Contract	\$4,803.93	\$4,480.00	\$4,588.65
Pool -Contract	\$13,170.00	\$22,240.00	\$22,277.81
R & M Doors	\$320.00	\$245.00	\$400.00
R & M Electrical	\$15,874.00	\$22,040.00	\$15,996.00
R & M Equipment	\$1,966.12	\$630.00	\$595.00
R & M Garage	\$1,181.82	\$1,470.00	\$1,676.82
R & M General	\$3,700.01	\$3,130.00	\$3,007.03
R & M HVAC	\$2,073.00	\$0.00	\$0.00
R & M Painting	\$11,515.00	\$11,485.00	\$0.00
R & M Plumbing	\$10,643.35	\$13,000.00	\$14,943.31
R & M Pool	\$11,121.00	\$18,390.00	\$25,755.25
R & M Roof	\$9,275.25	\$11,000.00	\$27,509.78
R & M Upgrades and Replacements	\$0.00	\$0.00	\$11,847.92

Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024
FINAL

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Reports - Consultants	\$0.00	\$5,000.00	\$7,090.90
Reports - Insurance Valuation	\$0.00	\$2,400.00	\$4,103.64
Room Hire	\$1,381.81	\$795.00	\$700.00
Security & Access System	\$18,655.87	\$20,820.00	\$0.00
Security General	\$1,625.80	\$2,000.00	\$4,651.80
Signage	\$0.00	\$0.00	\$860.20
Waste & Recycling Bins	\$423.40	\$146.00	\$0.00
Water Usage	\$68,337.55	\$72,000.00	\$59,104.82
Total Administrative Fund Expenses	\$1,087,754.57	\$1,359,610.48	\$1,055,760.59
Administrative Fund Surplus/Deficit	\$78,658.30	\$(218,867.85)	\$20,458.64

Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024
FINAL

Consolidated

Sinking Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$2,532.10	\$0.00	\$215.48
Interest Investment Accounts Sinking	\$14,705.40	\$0.00	\$5,915.99
Levy Income Sinking	\$243,078.68	\$243,079.00	\$162,239.68
Total Sinking Fund Income	\$260,316.18	\$243,079.00	\$168,371.15
Expenses			
Bank Charges - Sinking	\$(0.73)	\$0.00	\$0.00
Total Sinking Fund Expenses	\$(0.73)	\$0.00	\$0.00
Sinking Fund Surplus/Deficit	\$260,316.91	\$243,079.00	\$168,371.15

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
1	1	Ki Ryun Kim	\$1,001.21	\$4,266.28	\$55.00	\$5,322.49	\$0.00	\$18.38
2	2	Suzana Glamcevski	\$0.00	\$5,144.72	\$55.00	\$3,913.54	\$1,286.18	\$0.00
3	3	A Glouftsis & M Jones	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
4	4	Trang Minh Tran & Huynh Thanh Tu Nguyen	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
5	5	Kristy L Randall & Alexander L Padovan	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
6	6	Sarah-Anne M Selleck & Piotr Komar	\$1,001.21	\$4,266.28	\$55.00	\$5,322.49	\$0.00	\$12.62
7	7	Morgan Lee Kennedy	\$489.82 CR	\$4,140.84	\$0.00	\$3,651.64	\$0.62 CR	\$0.00
8	8	Bernadette Mary Bissett	\$0.00	\$4,893.80	\$77.00	\$4,970.80	\$0.00	\$0.00
9	9	Robert Peter & Christine Margaret Blackall	\$920.37 CR	\$3,262.60	\$0.00	\$3,200.30	\$858.07 CR	\$0.00
10	10	Yikan Liu	\$0.00	\$3,262.60	\$55.00	\$3,317.60	\$0.00	\$20.34
11	11	Karen Mcpherson	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
12	12	Dhruv Sachdev & Archana Khadka	\$0.00	\$4,140.84	\$469.00	\$4,609.84	\$0.00	\$0.00
13	13	Dylan J Lloyd & Eduardo D Reyes	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
14	14	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$4,140.84	\$55.00	\$4,195.84	\$0.00	\$18.72
15	15	Elizabeth Anne O'Rourke	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
16	16	Michael Warren McCarthy & Katherine Margaret McCarthy	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
17	17	Lindsay Mary Bull	\$0.05 CR	\$3,262.60	\$0.00	\$3,262.55	\$0.00	\$0.00
18	18	Kate Elizabeth Johnston-Sims	\$0.00	\$3,262.60	\$746.00	\$4,008.60	\$0.00	\$0.00
19	19	Phillip Kleanthos	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
20	20	Ashan Arulchelvan Thevendirarajah & Maryanne Sangeetha Ashan	\$0.00	\$4,140.84	\$207.00	\$4,347.84	\$0.00	\$0.00
21	21	Jingwen Lu	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
22	22	Kathiresan Rajendran & Amrita Kanagavel	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
23	23	Shirelle Jade Poels	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
24	24	Raffaella Paolucci	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
25	25	Maddison Oswin Reid	\$0.00	\$3,388.04	\$55.00	\$3,545.79	\$102.75 CR	\$19.03
26	26	Jessica Lee Costigan	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
27	27	Guy Hutchison & Patricia Gayle Hutchison	\$0.10 CR	\$4,642.88	\$0.00	\$4,642.78	\$0.00	\$0.00
28	28	Jyothis James & Sajeev James	\$0.00	\$4,140.84	\$207.00	\$4,348.72	\$0.88 CR	\$0.00

Vantage Strata Pty Ltd

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Lot Positions Report - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
29	29	David Balfour & Courtney Janke	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
30	30	Robert Mikic	\$0.00	\$4,140.84	\$0.00	\$3,105.63	\$1,035.21	\$0.00
31	31	Soumya Dharmagari & Navaneeth Dharmagari	\$0.00	\$4,140.84	\$77.00	\$4,217.84	\$0.00	\$0.00
32	32	Krista Kay Griffiths	\$207.00	\$4,893.80	\$55.00	\$2,653.90	\$2,501.90	\$0.00
33	33	Jannene Elizabeth White	\$0.55 CR	\$3,513.52	\$0.00	\$3,513.42	\$0.45 CR	\$0.00
34	34	Daniel Brian John Hearle	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
35	35	Chloe Elizabeth Stuart	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
36	36	Natasha Elizabeth Dubow	\$0.00	\$4,266.28	\$77.00	\$4,343.28	\$0.00	\$0.00
37	37	Sophia Irini Mylordi Scales	\$0.00	\$4,140.84	\$130.00	\$5,147.84	\$877.00 CR	\$0.00
38	38	Sreerag Yesodharan	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
39	39	Daniel James Fulton	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
40	40	Elizabeth Donna Little & Matthew Peter Little	\$0.00	\$4,893.80	\$337.00	\$5,230.80	\$0.00	\$0.00
41	41	Laura Jane Caldicott	\$0.00	\$3,513.52	\$55.00	\$3,568.52	\$0.00	\$3.88
42	42	Yung-Lun Shyu	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
43	43	Angy Marie Campbell & Andrew James Campbell	\$0.00	\$4,768.32	\$0.00	\$5,268.32	\$500.00 CR	\$0.00
44	44	Lynette Margaret Randall & Allan James Randall	\$0.00	\$4,140.84	\$207.00	\$4,347.84	\$0.00	\$0.00
45	45	M N Hickey & S K Goodall	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
46	46	Iain Thomas Morison	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
47	47	Robert J Johnson & Lauren A Illig	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
48	48	Maralyn Margaret Owen	\$0.00	\$5,019.24	\$0.00	\$5,019.24	\$0.00	\$0.00
49	49	Noshin Lou	\$0.00	\$3,638.96	\$0.00	\$3,638.96	\$0.00	\$0.00
50	50	Alexandra Kaitlin Hewitt	\$0.00	\$3,638.96	\$0.00	\$3,638.99	\$0.03 CR	\$0.00
51	51	Henry Nyadzor Afiabo	\$0.00	\$4,768.32	\$77.00	\$4,845.32	\$0.00	\$0.00
52	52	Julianne Mary O'Brien	\$400.12 CR	\$4,391.76	\$0.00	\$4,194.16	\$202.52 CR	\$0.00
53	53	R Triple R Pty Ltd	\$1,200.00 CR	\$4,391.76	\$0.00	\$4,523.66	\$1,331.90 CR	\$0.00
54	54	Shu Ning Lei	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
55	55	TAYLA JADE FERRIS	\$13.47 CR	\$4,391.76	\$132.00	\$4,510.29	\$0.00	\$13.54
56	56	Sarah-Jane M Oakley	\$0.00	\$5,144.72	\$55.00	\$4,001.03	\$1,198.69	\$28.19
57	57	A & R Chin SMSF PTY LTD	\$0.00	\$3,764.44	\$77.00	\$3,841.44	\$0.00	\$0.00
58	58	Susan Rose Healsmith	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
59	59	Glenn Ramon Hirst & Philippa Ada Hirst	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
60	60	Lap Kee Larry SY & Shu Shuen Carina Li	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
61	61	Paul Edwin Stephenson	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
62	62	Laura G H Nguyen	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
63	63	Jack James Ferguson & Sam Coop Ferguson	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
64	64	Belinda A Read	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
65	65	Penny Angela Michalis atf Irene Maria Michalis	\$0.00	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$0.00
66	66	Margaret M Dalley	\$0.00	\$5,019.24	\$0.00	\$5,019.24	\$0.00	\$0.00
67	67	Shreya Thakur	\$0.00	\$4,391.76	\$110.00	\$3,401.62	\$1,100.14	\$46.33
68	68	Zeljko Buljat	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
69	69	Jelena Josipovic	\$0.00	\$4,391.76	\$154.00	\$4,545.76	\$0.00	\$0.00
70	70	Cobbler Eighty Property Holdings Pty Ltd	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
71	71	Cristy Jean Hoy	\$0.00	\$5,395.64	\$509.00	\$5,904.64	\$0.00	\$19.04
72	72	Kathlon Pty Ltd ACN 008 542 087 atf J & K Bradley Super Fund ABN 18 371 294	\$0.00	\$6,650.44	\$77.00	\$6,727.44	\$0.00	\$0.00
73	73	Peter Shunlee Law	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
74	74	Fengxiao Miao	\$0.00	\$4,517.40	\$130.00	\$4,647.40	\$0.00	\$0.00
75	75	Elizabeth Cheryl Collyer	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
76	76	Anu Sindhu & Aditya Sindhu	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
77	77	Ajay Chamathil Thomas & Nissy Accamma Abraham	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
78	78	Sylvain Max Van Gelder & Carol Mary Van Gelder & Anna-Louise Kimpton & Philip James Kimpton	\$1,593.97 CR	\$5,521.28	\$0.00	\$5,423.48	\$1,496.17 CR	\$0.00
79	79	Graham Geoffrey Guest & Annette Margaret Guest	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
80	80	Jason Andrew Elborne Jones & Debra Joy Jones	\$0.00	\$5,395.64	\$0.00	\$5,395.64	\$0.00	\$0.00
81	81	Braham Barkat	\$0.00	\$4,517.40	\$55.00	\$4,572.40	\$0.00	\$27.85
82	82	Robert G Frampton	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
83	83	David Arthur Cowles & Snjezana Cowles	\$0.00	\$4,517.40	\$0.00	\$3,388.05	\$1,129.35	\$0.00
84	84	Claire E Morison	\$0.00	\$4,642.88	\$0.00	\$4,979.49	\$336.61 CR	\$0.00
85	85	Daniel John Hagggar & Annamaria Zuffo	\$8.00 CR	\$5,521.28	\$0.00	\$5,513.28	\$0.00	\$0.00
86	86	Paul Anthony Stanton & Margaret Kathleen Stanton	\$0.00	\$6,901.56	\$0.00	\$6,901.56	\$0.00	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
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Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
87	87	Christopher Robin Roper & Cynthia Lynn Burton	\$0.00	\$5,395.64	\$0.00	\$5,395.64	\$0.00	\$0.00
88	88	Michael Musson	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
89	89	Ian Maxwell Ellis Honey & Hilary Marian Honey	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
90	90	William Patrick Sarran	\$0.00	\$4,642.88	\$77.00	\$4,719.88	\$0.00	\$0.00
91	91	Claire Louise Howe	\$0.00	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$0.00
92	92	Roger Martin Poels	\$0.00	\$5,521.28	\$77.00	\$5,598.28	\$0.00	\$0.00
93	93	Kui Foon Wong	\$0.00	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$0.00
94	94	David A Brown & Frances Brown	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
95	95	Joshua L Clifford & Mellisa M Behn	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
96	96	Dennis Edward McAlister & Julie Ann McAlister	\$614.28 CR	\$6,650.44	\$0.00	\$6,632.84	\$596.68 CR	\$0.00
97	97	Mr David Tansey	\$0.00	\$5,646.76	\$0.00	\$5,646.76	\$0.00	\$0.00
98	98	Michael Anthony O'Brien & Annette O'Brien	\$0.00	\$6,650.44	\$0.00	\$6,650.44	\$0.00	\$0.00
99	99	Najib A Raya & Najib A Raya	\$0.00	\$4,768.32	\$0.00	\$6,214.42	\$1,446.10 CR	\$0.00
100	100	Megan Lesley Barker	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
101	101	Johannes Henrikus Van Der Berg & Linda Van Der Berg	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
102	102	Shane McGrath	\$545.88 CR	\$6,023.16	\$0.00	\$5,477.28	\$0.00	\$0.00
103	103	Sean P Ford & Krystal V A Ford	\$2,232.35 CR	\$3,889.92	\$591.61	\$3,761.12	\$1,511.94 CR	\$0.00
104	104	K M Lorenzetto & F Lorenzetto	\$0.00	\$2,760.56	\$0.00	\$2,760.56	\$0.00	\$0.00
105	105	Teresa E Wilson-Brown & Eric D Brown	\$792.62 CR	\$2,760.56	\$0.00	\$1,967.94	\$0.00	\$0.00
106	106	Forden Pty Ltd	\$0.00	\$3,889.92	\$0.00	\$3,889.92	\$0.00	\$0.00
107	107	Daniel David Roy & Thi Van Anh Nguyen	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
108	108	Angus Christopher Broman & Anica Lee Broman	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
109	109	Emily Kate Reeves	\$0.00	\$4,768.32	\$621.00	\$5,389.32	\$0.00	\$0.00
110	110	Christian Thomas Leed	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
111	111	Madeleine Matthews	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
112	112	Sebastian Soby & Neethu Kurikala	\$0.00	\$4,768.32	\$154.00	\$4,922.32	\$0.00	\$0.00
113	113	Nicholas James Blacklock & Cerise Anne Connolly	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
114	114	Jacqueline Anne Collins	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00

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"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
115	115	Jaimee Frances Foster-Daley	\$0.00	\$4,015.36	\$55.00	\$4,070.36	\$0.00	\$0.00
116	116	Andrew Vonow	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$9.09
117	117	Katherine Lee Laurie	\$941.11 CR	\$2,886.00	\$0.00	\$3,025.00	\$1,080.11 CR	\$0.00
118	118	Riley Thomas Tanton	\$0.00	\$4,015.36	\$55.00	\$4,070.68	\$0.32 CR	\$28.33
119	119	Giovanni Ballerini	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
120	120	Samantha Harbecke Edwards	\$0.00	\$4,266.28	\$37.98	\$4,304.26	\$0.00	\$14.03
121	121	Swee Yin Ng	\$0.00	\$4,893.80	\$55.00	\$4,948.80	\$0.00	\$15.42
122	122	Fazela Zahna Mokamel	\$221.93	\$3,764.44	\$0.00	\$3,234.53	\$751.84	\$0.00
123	123	Xunuo Huang	\$891.07	\$3,764.44	\$165.00	\$4,824.49	\$3.98 CR	\$59.82
124	124	Rebecca Anne Laufer	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
125	125	Simon Peter Zantis	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
126	126	Claudia Simone Ballerini	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
127	127	Riagan Jeames Milton	\$293.25	\$4,015.36	\$110.00	\$5,400.86	\$982.25 CR	\$4.57
128	128	Benryan Pty Ltd atf The Lanzon Superannuation Fund	\$0.00	\$2,886.00	\$77.00	\$2,963.00	\$0.00	\$0.00
129	129	Madeline Joy Dineen	\$0.00	\$2,886.00	\$132.00	\$3,018.00	\$0.00	\$8.90
130	130	Luke Goodwin	\$0.00	\$4,015.36	\$207.00	\$4,222.36	\$0.00	\$0.00
131	131	Branko Acimovic	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
132	132	Aaron Troy Hazelton & Elizabeth Hazelton	\$1,145.00 CR	\$4,266.28	\$0.00	\$3,133.88	\$12.60 CR	\$0.00
133	133	Robert Alan Ungerer & Annette Elizabeth Ungerer	\$0.00	\$5,019.24	\$0.00	\$5,019.24	\$0.00	\$0.00
134	134	A B & D R Manianglong	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
135	135	Shahezana Hassan	\$570.00 CR	\$3,764.44	\$554.00	\$4,432.84	\$684.40 CR	\$0.00
136	136	Iman Hassan & Shadia Ali Taha Ibdah	\$99.57	\$5,019.24	\$110.00	\$5,229.21	\$0.40 CR	\$1.68
137	137	Robert Martin Donnelly	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
138	138	Saqib Qamar Malik	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
139	139	Jacqueline Claire Bunt	\$97.17	\$4,015.36	\$0.00	\$4,117.27	\$4.74 CR	\$5.56
140	140	Rolando Dela Torre	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
141	141	Ellie Kathryn Tonkin	\$3,136.75 CR	\$2,886.00	\$0.00	\$3,935.00	\$4,185.75 CR	\$0.00
142	142	Matthew Patrick O'Neill	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
143	143	Dingping Cui	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
144	144	Aaron Simon Coutts	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
145	145	Kattemalavadi Subramanyam Prakash & Usha Gopala Rao	\$0.00	\$5,144.72	\$0.00	\$5,144.72	\$0.00	\$0.00
146	146	Shelton & Patience Mutinhima	\$0.00	\$3,889.92	\$0.00	\$3,598.14	\$291.78	\$0.00
147	147	Shawn Paul Owens	\$0.00	\$3,889.92	\$0.00	\$3,889.92	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
148	148	Ms Angela Gai Taylor	\$881.01 CR	\$5,144.72	\$0.00	\$6,003.72	\$1,740.01 CR	\$0.00
149	149	Lynette Hunt	\$0.00	\$4,391.76	\$0.00	\$4,410.86	\$19.10 CR	\$0.00
150	150	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$3,011.48	\$55.00	\$3,066.48	\$0.00	\$9.49
151	151	Nicholas Graeme Standen & Seraina Felicia Elia	\$15.04 CR	\$4,140.84	\$77.00	\$4,202.80	\$0.00	\$0.00
152	152	Jessica Marie Campbell	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
153	153	Erisa Harada	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
154	154	Corey Leigh Pentland	\$237.66 CR	\$4,140.84	\$0.00	\$4,217.64	\$314.46 CR	\$0.00
155	155	Meg K Lillie	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
156	156	Steven L & Melinda F Kouparitsas	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
157	157	Najee Zahabi	\$0.00	\$5,144.72	\$0.00	\$5,144.72	\$0.00	\$0.00
158	158	Ji Qi	\$0.00	\$3,889.92	\$0.00	\$3,889.92	\$0.00	\$0.00
159	159	Ms Kara Jane Bowman	\$0.29 CR	\$3,889.92	\$0.00	\$3,889.63	\$0.00	\$0.00
160	160	Michael Vincent Gahan & Ann Maree Gahan	\$0.00	\$5,144.72	\$0.00	\$5,144.72	\$0.00	\$0.00
161	161	Agatha Villano	\$77.00	\$4,391.76	\$130.00	\$4,598.76	\$0.00	\$0.00
162	162	Narelle Evelyn Brownette	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
163	163	Prince Rupert Encabo Ramirez	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
164	164	Xinghua Xu	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
165	165	Maxine Monus	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
166	166	Damien Benjamin Farncomb	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
167	167	Dean Hudson	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
168	168	Brittany Anne Temple	\$0.00	\$4,391.76	\$110.00	\$4,501.76	\$0.00	\$28.28
169	169	Johannes Frederikus Leverink & Marilyn Kaye Leverink	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
170	170	Mai Anna Dinh	\$11.23	\$4,015.36	\$0.00	\$4,026.59	\$0.00	\$0.00
171	171	Nicole Annette Stokes & Cameron Scott Paterson	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
172	172	Bryan James Robertson & Brenda Robertson	\$0.00	\$5,270.16	\$77.00	\$5,347.16	\$0.00	\$0.00
173	173	Pipina Therese Coates	\$0.00	\$4,391.76	\$308.00	\$4,699.76	\$0.00	\$0.00
174	174	Kevin G McGrane	\$0.00	\$3,137.12	\$0.00	\$3,138.32	\$1.20 CR	\$0.00
175	175	Shahleen Khan	\$4,419.50	\$4,140.84	\$1,969.00	\$3,758.31	\$6,771.03	\$0.00
176	176	Shane Patrick Ivers	\$0.00	\$3,137.12	\$130.00	\$3,267.12	\$0.00	\$0.00
177	177	Vongmany Phornthiph	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
178	178	Mr Jessie Angelo Miaga	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
179	179	Raymond Chan	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00

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180	180	Peter Fenton & Catherine Saw Choo Fenton	\$2,730.14 CR	\$4,517.40	\$0.00	\$5,537.40	\$3,750.14 CR	\$0.00
181	181	Svetlana Nicolaevna Korukina	\$0.00	\$5,270.16	\$1,401.20	\$6,671.36	\$0.00	\$0.00
182	182	Terence Weir & Rosalie Elnora Jane Weir	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
183	183	Martin Denis & Belinda Nijole Caddick	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
184	184	Chona Waller	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
185	185	Amy Shelley Holmes & Christopher Barry Chapman	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
186	186	Tristan James Alexander Langton & Bolor Ganbold	\$53.35 CR	\$3,137.12	\$0.00	\$3,083.77	\$0.00	\$0.00
187	187	Medardo Comonal	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
188	188	Xiaofan Zheng	\$736.21	\$3,137.12	\$132.00	\$4,005.33	\$0.00	\$9.28
189	189	Mabel Sin Mei Au	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
190	190	Michael Daniel Ruman	\$0.00	\$4,266.28	\$260.00	\$4,526.28	\$0.00	\$0.00
191	191	Loc Nhut Bui & Hue Ngoc Bui	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
192	192	Angela Corrine McCauley	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
193	193	Yikan Liu	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
194	194	Jean Paul De Guzman & Eartha De Guzman	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
195	195	Janelle Penny	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
196	196	Luca Siliquini & Jacquelyn J Wilson	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
197	197	Eva Wadie	\$179.78 CR	\$4,517.40	\$0.00	\$4,337.62	\$0.00	\$10.52
198	198	Richard Peter Filmer	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
199	199	Lieberherr Property Alpha Pty Ltd Hansjorg Ernst Lieberherr	\$2,021.38	\$4,391.76	\$319.00	\$6,732.14	\$0.00	\$60.42
200	200	Thivaahar Paramasivam	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
201	201	Julian Daly Ciempka	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
202	202	Su Mei Van	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
203	203	Laura Kate Peel	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
204	204	Peter J Kucharski	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
205	205	Maria Papastamos	\$1,304.04	\$5,395.64	\$385.00	\$5,680.77	\$1,403.91	\$63.62
206	206	Maggie Rose O'Neill & Caitlin Mary O'Neill	\$0.00	\$4,391.76	\$15.00	\$3,293.82	\$1,112.94	\$0.00
207	207	Katrina Sue Malnar	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
208	208	John Alexander MacPherson & Donna May MacPherson	\$0.00	\$5,395.64	\$0.00	\$5,395.64	\$0.00	\$0.00

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209	209	Nicole Adeline Taylor	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
210	210	James Maddox & Hye Jung Yoon	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
211	211	Ronald Paqueo	\$1,140.69	\$4,391.76	\$110.00	\$5,642.45	\$0.00	\$29.65
212	212	Anthony David Vidinovski	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
213	213	Yuri Tsyganov & Irini Tsyganov	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
214	214	Jonathan Michael Lovell	\$0.00	\$4,391.76	\$77.00	\$4,468.76	\$0.00	\$0.00
215	215	Theodore Putra Prawiradira & Carol Ann Jazelle Lumbre Ramo	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
216	216	Tessa Mackay Mues & Ryan Alastair Eric Piper	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
217	217	Dr Haifa Amin	\$0.00	\$5,521.28	\$130.00	\$5,651.28	\$0.00	\$0.00
218	218	Daniel Geoffrey Woodward	\$0.00	\$4,517.40	\$77.00	\$4,594.40	\$0.00	\$0.00
219	219	Virgilio Francisco & Maria Rosario Francisco	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
220	220	Teresita Mangubat Heraghty	\$0.00	\$5,521.28	\$77.00	\$5,598.28	\$0.00	\$0.00
221	221	Sugamya Mallawathanri & Pohorambage Perera	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
222	222	CMB Superannuation Fund	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
223	223	Helen Truong, Hoang Truong & Kir Chi Doan	\$0.00	\$4,391.76	\$55.00	\$4,446.76	\$0.00	\$18.05
224	224	Terry-Lee Leeson	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
225	225	Yun Hua Wang	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
226	226	Imelda Quilter	\$0.00	\$4,266.28	\$1,972.42	\$6,238.70	\$0.00	\$0.00
227	227	Francesco Leonardi	\$0.00	\$3,513.52	\$77.00	\$3,590.52	\$0.00	\$0.00
228	228	Ashleigh Lauren Streatfield & Jacob Benjamin Shanks	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
229	229	Beryl Joyce Goodwin	\$0.00	\$5,521.28	\$0.00	\$5,521.28	\$0.00	\$0.00
230	230	Robert J & Julie C Delforce	\$0.00	\$4,517.40	\$207.00	\$4,724.40	\$0.00	\$0.00
231	231	J L Hindmarsh & J C Hindmarsh	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
232	232	David Kent Mcdonald & Belinda May Mcdonald	\$0.00	\$5,521.28	\$0.00	\$5,521.28	\$0.00	\$0.00
233	233	Nicole A Taylor	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
234	234	Daniel David Phillips	\$0.00	\$3,513.52	\$110.00	\$3,623.52	\$0.00	\$28.88
235	235	Duncan Ross & Linda Elizabeth Simmons	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
236	236	Emma Jane Hession	\$947.65 CR	\$3,513.52	\$0.00	\$2,901.32	\$335.45 CR	\$0.00
237	237	Henry Overton	\$824.53	\$3,513.52	\$55.00	\$4,393.05	\$0.00	\$16.49
238	238	Nathaniel Hua Hoh Oon	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00

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239	239	Michael Z L Zhu	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
240	240	Angela Voerman Batty	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
241	241	Kim Jane Wettren	\$1,525.95 CR	\$5,646.76	\$0.00	\$5,833.31	\$1,712.50 CR	\$0.00
242	242	Jane L Abma	\$9.25 CR	\$4,517.40	\$0.00	\$4,517.40	\$9.25 CR	\$0.00
243	243	Anthony M Player	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
244	244	Margo Helen Condoleon	\$0.00	\$5,646.76	\$0.00	\$5,646.76	\$0.00	\$0.00
245	245	Reabal Ismail M Najjar	\$0.00	\$4,893.80	\$165.00	\$3,670.35	\$1,388.45	\$0.00
246	246	Shaun Michael & Tania Jaimie PANTOS-DENSWORTH	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
247	247	Patrick James Meany & Patricia Mary Meany	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
248	248	Dajana Jovanovic	\$0.50 CR	\$3,513.52	\$77.00	\$3,590.02	\$0.00	\$0.00
249	249	Jonathon M Lovell	\$0.00	\$3,513.52	\$77.00	\$3,590.52	\$0.00	\$0.00
250	250	PALAK KAMBOJ	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
251	251	Assunta Corbo, Luigi Antonio Corbo & Clara Grace Rapagna	\$0.00	\$3,638.96	\$130.00	\$3,768.96	\$0.00	\$0.00
252	252	Lewis Peter Jones & Alison Ellie Piper	\$0.00	\$5,019.24	\$130.00	\$5,149.24	\$0.00	\$0.00
253	253	Richie Benjamin De Jesus & Rhea Rowena Gumia	\$1,356.30	\$5,772.24	\$1,793.00	\$1,408.31	\$7,513.23	\$19.30
254	254	Edward Emile Puric	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
255	255	Sriporn Nimmanop & David Graham Engel	\$0.00	\$4,642.88	\$190.58	\$4,642.88	\$190.58	\$0.00
256	256	Bernard Anthony Stoker & Colleen Lorna Stoker	\$78.92 CR	\$5,772.24	\$0.00	\$5,554.78	\$138.54	\$0.05
257	257	Christopher Thompson-Lang & Mikaela Georgia Mctier-Browne	\$0.00	\$5,019.24	\$0.00	\$8,063.64	\$3,044.40 CR	\$0.00
258	258	Brendan John Bergin	\$0.00	\$3,638.96	\$0.00	\$3,638.96	\$0.00	\$0.00
259	259	Kevin F & Julia M O'Brien	\$0.00	\$12,548.12	\$-20.00	\$12,528.12	\$0.00	\$0.00
260	260	Saloni Sharan	\$101.61 CR	\$7,152.48	\$0.00	\$7,050.87	\$0.00	\$0.00
261	261	David Lewis & Karen Lewis	\$0.00	\$7,152.48	\$130.00	\$7,282.48	\$0.00	\$0.00
262	262	Geoffrey David Knobel & Margaret Mary Knobel	\$0.00	\$6,274.08	\$0.00	\$6,274.08	\$0.00	\$0.00
263	263	Claire Elizabeth Bond	\$500.00 CR	\$6,274.08	\$185.00	\$5,757.31	\$201.77	\$0.00
264	264	Donald Craig Mclean & Marie Therese Galea	\$0.00	\$7,152.48	\$77.00	\$7,229.48	\$0.00	\$0.00
265	265	K Collins	\$0.00	\$7,152.48	\$77.00	\$7,229.48	\$0.00	\$0.00
266	266	Desley Joan Allwright	\$0.00	\$7,528.88	\$337.00	\$7,865.88	\$0.00	\$0.00

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267	267	Marco Mehner & Naly Mehner	\$0.00	\$5,897.68	\$0.00	\$5,897.68	\$0.00	\$0.00
268	268	Ashton Avenue Property Pty Ltd	\$0.00	\$7,152.48	\$0.00	\$7,152.48	\$0.00	\$0.00
269	269	Christine-Maree Ashcroft	\$0.00	\$7,277.96	\$372.00	\$7,649.96	\$0.00	\$80.75
270	270	Jason & Hayley Borg	\$0.00	\$6,274.08	\$0.00	\$6,274.08	\$0.00	\$0.00
271	271	Maximillian Wolthers & Maria Dolores Chicaiza Barros	\$0.00	\$6,274.08	\$0.00	\$6,274.08	\$0.00	\$0.00
272	272	C & M Wiltshire	\$1,138.44 CR	\$7,277.96	\$0.00	\$6,769.16	\$629.64 CR	\$0.00
273	273	Rachael Elizabeth Farrell & Martin Frank Farrell	\$1,937.15 CR	\$7,152.48	\$0.00	\$7,355.88	\$2,140.55 CR	\$0.00
274	274	Keane Daniel Lee & Eloise Jayne Aitken	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
275	275	Ryan Mavin & Rebecca Pollock	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
276	276	Brent Allistair Jackson	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
277	277	Andrew Vincent Benson	\$0.00	\$6,775.92	\$-77.00	\$5,004.94	\$1,693.98	\$0.00
278	278	Mark William Brookes & Sophie Victoria Brookes	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
279	279	Darren John Corbett & Michelle Therese Johnson	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
Administrative Fund Totals			\$-9,237.89	\$1,254,812.96	\$19,387.79	\$1,265,166.31	\$-203.45	\$750.10
							Administrative Fund Arrears	\$29,759.52
							Administrative Fund Advances	\$29,962.97

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
1	1	Ki Ryun Kim	\$151.69	\$909.12	\$0.00	\$1,060.81	\$0.00	\$2.78
2	2	Suzana Glamcevski	\$0.00	\$1,096.28	\$0.00	\$767.21	\$329.07	\$0.00
3	3	A Glouftsis & M Jones	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
4	4	Trang Minh Tran & Huynh Thanh Tu Nguyen	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
5	5	Kristy L Randall & Alexander L Padovan	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
6	6	Sarah-Anne M Selleck & Piotr Komar	\$151.69	\$909.12	\$0.00	\$1,060.81	\$0.00	\$1.91
7	7	Morgan Lee Kennedy	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
8	8	Bernadette Mary Bissett	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
9	9	Robert Peter & Christine Margaret Blackall	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
10	10	Yikan Liu	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$4.33
11	11	Karen Mcpherson	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
12	12	Dhruv Sachdev & Archana Khadka	\$1.53	\$882.36	\$0.00	\$883.89	\$0.00	\$0.00
13	13	Dylan J Lloyd & Eduardo D Reyes	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
14	14	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$3.99
15	15	Elizabeth Anne O'Rourke	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
16	16	Michael Warren McCarthy & Katherine Margaret McCarthy	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
17	17	Lindsay Mary Bull	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
18	18	Kate Elizabeth Johnston-Sims	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
19	19	Phillip Kleanthos	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
20	20	Ashan Arulchelvan Thevendirarajah & Maryanne Sangeetha Ashan	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
21	21	Jingwen Lu	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
22	22	Kathiresan Rajendran & Amrita Kanagavel	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
23	23	Shirelle Jade Poels	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
24	24	Raffaella Paolucci	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
25	25	Maddison Oswin Reid	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$4.05
26	26	Jessica Lee Costigan	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
27	27	Guy Hutchison & Patricia Gayle Hutchison	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
28	28	Jyothis James & Sajeev James	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00

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15 IRVING STREET, PHILLIP, ACT 2606
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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
29	29	David Balfour & Courtney Janke	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
30	30	Robert Mikic	\$0.00	\$882.36	\$0.00	\$661.77	\$220.59	\$0.00
31	31	Soumya Dharmagari & Navaneeth Dharmagari	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
32	32	Krista Kay Griffiths	\$0.00	\$1,042.80	\$0.00	\$521.40	\$521.40	\$0.00
33	33	Jannene Elizabeth White	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
34	34	Daniel Brian John Hearle	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
35	35	Chloe Elizabeth Stuart	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
36	36	Natasha Elizabeth Dubow	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
37	37	Sophia Irini Mylordi Scales	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
38	38	Sreerag Yesodharan	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
39	39	Daniel James Fulton	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
40	40	Elizabeth Donna Little & Matthew Peter Little	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
41	41	Laura Jane Caldicott	\$70.64	\$748.68	\$0.00	\$703.22	\$116.10	\$4.51
42	42	Yung-Lun Shyu	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
43	43	Angy Marie Campbell & Andrew James Campbell	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
44	44	Lynette Margaret Randall & Allan James Randall	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
45	45	M N Hickey & S K Goodall	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
46	46	Iain Thomas Morison	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
47	47	Robert J Johnson & Lauren A Illig	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
48	48	Maralyn Margaret Owen	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
49	49	Noshin Lou	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
50	50	Alexandra Kaitlin Hewitt	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
51	51	Henry Nyadzor Afiabo	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
52	52	Julianne Mary O'Brien	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
53	53	R Triple R Pty Ltd	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
54	54	Shu Ning Lei	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
55	55	TAYLA JADE FERRIS	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$2.88
56	56	Sarah-Jane M Oakley	\$0.00	\$1,096.28	\$0.00	\$822.21	\$274.07	\$6.01
57	57	A & R Chin SMSF PTY LTD	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
58	58	Susan Rose Healsmith	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
59	59	Glenn Ramon Hirst & Philippa Ada Hirst	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
60	60	Lap Kee Larry SY & Shu Shuen Carina Li	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
61	61	Paul Edwin Stephenson	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
62	62	Laura G H Nguyen	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
63	63	Jack James Ferguson & Sam Coop Ferguson	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
64	64	Belinda A Read	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
65	65	Penny Angela Michalis atf Irene Maria Michalis	\$0.00	\$1,390.40	\$0.00	\$1,390.40	\$0.00	\$0.00
66	66	Margaret M Dalley	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
67	67	Shreya Thakur	\$0.00	\$935.84	\$0.00	\$701.88	\$233.96	\$9.88
68	68	Zeljko Buljat	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
69	69	Jelena Josipovic	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
70	70	Cobbler Eighty Property Holdings Pty Ltd	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
71	71	Cristy Jean Hoy	\$0.00	\$1,149.76	\$0.00	\$1,147.69	\$2.07	\$9.76
72	72	Kathlon Pty Ltd ACN 008 542 087 atf J & K Bradley Super Fund ABN 18 371 294	\$0.00	\$1,417.16	\$0.00	\$1,417.16	\$0.00	\$0.00
73	73	Peter Shunlee Law	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
74	74	Fengxiao Miao	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
75	75	Elizabeth Cheryl Collyer	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
76	76	Anu Sindhu & Aditya Sindhu	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
77	77	Ajay Chamathil Thomas & Nissy Accamma Abraham	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
78	78	Sylvain Max Van Gelder & Carol Mary Van Gelder & Anna-Louise Kimpton & Philip James Kimpton	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
79	79	Graham Geoffrey Guest & Annette Margaret Guest	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
80	80	Jason Andrew Elborne Jones & Debra Joy Jones	\$0.00	\$1,149.76	\$0.00	\$1,149.76	\$0.00	\$0.00
81	81	Braham Barkat	\$0.00	\$962.60	\$0.00	\$953.22	\$9.38	\$5.93
82	82	Robert G Frampton	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
83	83	David Arthur Cowles & Snjezana Cowles	\$0.00	\$962.60	\$0.00	\$721.95	\$240.65	\$0.00
84	84	Claire E Morison	\$131.19	\$989.32	\$0.00	\$1,120.51	\$0.00	\$0.00
85	85	Daniel John Hagggar & Annamaria Zuffo	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
86	86	Paul Anthony Stanton & Margaret Kathleen Stanton	\$0.00	\$1,470.64	\$0.00	\$1,470.64	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
87	87	Christopher Robin Roper & Cynthia Lynn Burton	\$0.00	\$1,149.76	\$0.00	\$1,149.76	\$0.00	\$0.00
88	88	Michael Musson	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
89	89	Ian Maxwell Ellis Honey & Hilary Marian Honey	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
90	90	William Patrick Sarran	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
91	91	Claire Louise Howe	\$0.00	\$1,390.40	\$0.00	\$1,390.40	\$0.00	\$0.00
92	92	Roger Martin Poels	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
93	93	Kui Foon Wong	\$0.00	\$1,390.40	\$0.00	\$1,390.40	\$0.00	\$0.00
94	94	David A Brown & Frances Brown	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
95	95	Joshua L Clifford & Mellisa M Behn	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
96	96	Dennis Edward McAlister & Julie Ann McAlister	\$0.00	\$1,417.16	\$0.00	\$1,417.16	\$0.00	\$0.00
97	97	Mr David Tansey	\$0.00	\$1,203.24	\$0.00	\$1,203.24	\$0.00	\$0.00
98	98	Michael Anthony O'Brien & Annette O'Brien	\$0.00	\$1,417.16	\$0.00	\$1,417.16	\$0.00	\$0.00
99	99	Najib A Raya & Najib A Raya	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
100	100	Megan Lesley Barker	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
101	101	Johannes Henrikus Van Der Berg & Linda Van Der Berg	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
102	102	Shane McGrath	\$0.00	\$1,283.44	\$0.00	\$1,283.44	\$0.00	\$0.00
103	103	Sean P Ford & Krystal V A Ford	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00
104	104	K M Lorenzetto & F Lorenzetto	\$0.00	\$588.24	\$0.00	\$588.24	\$0.00	\$0.00
105	105	Teresa E Wilson-Brown & Eric D Brown	\$0.00	\$588.24	\$0.00	\$588.24	\$0.00	\$0.00
106	106	Forden Pty Ltd	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00
107	107	Daniel David Roy & Thi Van Anh Nguyen	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
108	108	Angus Christopher Broman & Anica Lee Broman	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
109	109	Emily Kate Reeves	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
110	110	Christian Thomas Leed	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
111	111	Madeleine Matthews	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
112	112	Sebastian Soby & Neethu Kurikala	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
113	113	Nicholas James Blacklock & Cerise Anne Connolly	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
114	114	Jacqueline Anne Collins	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
115	115	Jaimee Frances Foster-Daley	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
116	116	Andrew Vonow	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$1.71
117	117	Katherine Lee Laurie	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
118	118	Riley Thomas Tanton	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$6.04
119	119	Giovanni Ballerini	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
120	120	Samantha Harbecke Edwards	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$2.99
121	121	Swee Yin Ng	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$3.29
122	122	Fazela Zahna Mokamel	\$133.85	\$802.16	\$0.00	\$735.47	\$200.54	\$0.00
123	123	Xunuo Huang	\$133.85	\$802.16	\$0.00	\$936.01	\$0.00	\$11.56
124	124	Rebecca Anne Laufer	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
125	125	Simon Peter Zantis	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
126	126	Claudia Simone Ballerini	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
127	127	Riagan Jeames Milton	\$142.77	\$855.64	\$0.00	\$998.41	\$0.00	\$2.70
128	128	Benryan Pty Ltd atf The Lanzon Superannuation Fund	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
129	129	Madeline Joy Dineen	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$1.90
130	130	Luke Goodwin	\$5.00	\$855.64	\$0.00	\$860.64	\$0.00	\$0.00
131	131	Branko Acimovic	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
132	132	Aaron Troy Hazelton & Elizabeth Hazelton	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
133	133	Robert Alan Ungerer & Annette Elizabeth Ungerer	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
134	134	A B & D R Manianglong	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
135	135	Shahezana Hassan	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
136	136	Iman Hassan & Shadia Ali Taha Ibdah	\$178.46	\$1,069.56	\$0.00	\$1,248.02	\$0.00	\$5.54
137	137	Robert Martin Donnelly	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
138	138	Saqib Qamar Malik	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
139	139	Jacqueline Claire Bunt	\$142.77	\$855.64	\$0.00	\$998.41	\$0.00	\$3.76
140	140	Rolando Dela Torre	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
141	141	Ellie Kathryn Tonkin	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
142	142	Matthew Patrick O'Neill	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
143	143	Dingping Cui	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
144	144	Aaron Simon Coutts	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
145	145	Kattemalavadi Subramanyam Prakash & Usha Gopala Rao	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
146	146	Shelton & Patience Mutinhima	\$0.00	\$828.88	\$0.00	\$621.66	\$207.22	\$0.00
147	147	Shawn Paul Owens	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
148	148	Ms Angela Gai Taylor	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
149	149	Lynette Hunt	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
150	150	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$2.02
151	151	Nicholas Graeme Standen & Seraina Felicia Elia	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
152	152	Jessica Marie Campbell	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
153	153	Erisa Harada	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
154	154	Corey Leigh Pentland	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
155	155	Meg K Lillie	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
156	156	Steven L & Melinda F Kouparitsas	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
157	157	Najee Zahabi	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
158	158	Ji Qi	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00
159	159	Ms Kara Jane Bowman	\$0.00	\$828.88	\$0.00	\$729.37	\$99.51	\$0.00
160	160	Michael Vincent Gahan & Ann Maree Gahan	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
161	161	Agatha Villano	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
162	162	Narelle Evelyn Brownette	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
163	163	Prince Rupert Encabo Ramirez	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
164	164	Xinghua Xu	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
165	165	Maxine Monus	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
166	166	Damien Benjamin Farncomb	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
167	167	Dean Hudson	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
168	168	Brittany Anne Temple	\$0.00	\$935.84	\$0.00	\$868.43	\$67.41	\$6.03
169	169	Johannes Frederikus Leverink & Marilyn Kaye Leverink	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
170	170	Mai Anna Dinh	\$142.77	\$855.64	\$0.00	\$998.41	\$0.00	\$0.00
171	171	Nicole Annette Stokes & Cameron Scott Paterson	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
172	172	Bryan James Robertson & Brenda Robertson	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
173	173	Pipina Therese Coates	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
174	174	Kevin G McGrane	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
175	175	Shahleen Khan	\$588.92	\$882.36	\$0.00	\$441.69	\$1,029.59	\$0.00
176	176	Shane Patrick Ivers	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
177	177	Vongmany Phornthiph	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
178	178	Mr Jessie Angelo Miaga	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
179	179	Raymond Chan	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
180	180	Peter Fenton & Catherine Saw Choo Fenton	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
181	181	Svetlana Nicolaevna Korukina	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
182	182	Terence Weir & Rosalie Elnora Jane Weir	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
183	183	Martin Denis & Belinda Nijole Caddick	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
184	184	Chona Waller	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
185	185	Amy Shelley Holmes & Christopher Barry Chapman	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
186	186	Tristan James Alexander Langton & Bolor Ganbold	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
187	187	Medardo Comonal	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
188	188	Xiaofan Zheng	\$118.17	\$668.48	\$0.00	\$786.65	\$0.00	\$1.41
189	189	Mabel Sin Mei Au	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
190	190	Michael Daniel Ruman	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
191	191	Loc Nhut Bui & Hue Ngoc Bui	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
192	192	Angela Corrine McCauley	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
193	193	Yikan Liu	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
194	194	Jean Paul De Guzman & Eartha De Guzman	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
195	195	Janelle Penny	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
196	196	Luca Siliquini & Jacquelyn J Wilson	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
197	197	Eva Wadie	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$2.24
198	198	Richard Peter Filmer	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
199	199	Lieberherr Property Alpha Pty Ltd Hansjorg Ernst Lieberherr	\$312.32	\$935.84	\$0.00	\$1,248.16	\$0.00	\$10.18
200	200	Thivaahar Paramasivam	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
201	201	Julian Daly Ciempka	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
202	202	Su Mei Van	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
203	203	Laura Kate Peel	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
204	204	Peter J Kucharski	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
205	205	Maria Papastamos	\$191.85	\$1,149.76	\$0.00	\$1,054.17	\$287.44	\$8.94
206	206	Maggie Rose O'Neill & Caitlin Mary O'Neill	\$0.00	\$935.84	\$0.00	\$701.88	\$233.96	\$0.00
207	207	Katrina Sue Malnar	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
208	208	John Alexander MacPherson & Donna May MacPherson	\$0.00	\$1,149.76	\$0.00	\$1,149.76	\$0.00	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
209	209	Nicole Adeline Taylor	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
210	210	James Maddox & Hye Jung Yoon	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
211	211	Ronald Paqueo	\$156.16	\$935.84	\$0.00	\$1,092.00	\$0.00	\$4.49
212	212	Anthony David Vidinovski	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
213	213	Yuri Tsyganov & Irini Tsyganov	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
214	214	Jonathan Michael Lovell	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
215	215	Theodore Putra Prawiradiraja & Carol Ann Jazelle Lumbre Ramo	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
216	216	Tessa Mackay Mues & Ryan Alastair Eric Piper	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
217	217	Dr Haifa Amin	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
218	218	Daniel Geoffrey Woodward	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
219	219	Virgilio Francisco & Maria Rosario Francisco	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
220	220	Teresita Mangubat Heraghty	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
221	221	Sugamya Mallawathanri & Pohorambage Perera	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
222	222	CMB Superannuation Fund	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
223	223	Helen Truong, Hoang Truong & Kir Chi Doan	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$3.85
224	224	Terry-Lee Leeson	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
225	225	Yun Hua Wang	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
226	226	Imelda Quilter	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
227	227	Francesco Leonardi	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
228	228	Ashleigh Lauren Streatfield & Jacob Benjamin Shanks	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
229	229	Beryl Joyce Goodwin	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
230	230	Robert J & Julie C Delforce	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
231	231	J L Hindmarsh & J C Hindmarsh	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
232	232	David Kent Mcdonald & Belinda May Mcdonald	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
233	233	Nicole A Taylor	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
234	234	Daniel David Phillips	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$6.15
235	235	Duncan Ross & Linda Elizabeth Simmons	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
236	236	Emma Jane Hession	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
237	237	Henry Overton	\$124.92	\$748.68	\$0.00	\$873.60	\$0.00 CR	\$2.50
238	238	Nathaniel Hua Hoh Oon	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00

**Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024**

Consolidated

Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
239	239	Michael Z L Zhu	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
240	240	Angela Voerman Batty	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
241	241	Kim Jane Wettern	\$0.00	\$1,203.24	\$0.00	\$1,203.24	\$0.00	\$0.00
242	242	Jane L Abma	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
243	243	Anthony M Player	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
244	244	Margo Helen Condoleon	\$0.00	\$1,203.24	\$0.00	\$1,203.24	\$0.00	\$0.00
245	245	Reabal Ismail M Najjar	\$0.00	\$1,042.80	\$0.00	\$782.10	\$260.70	\$0.00
246	246	Shaun Michael & Tania Jaimie PANTOS-DENSWORTH	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
247	247	Patrick James Meany & Patricia Mary Meany	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
248	248	Dajana Jovanovic	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
249	249	Jonathon M Lovell	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
250	250	PALAK KAMBOJ	\$1.54	\$962.60	\$0.00	\$962.60	\$1.54	\$0.00
251	251	Assunta Corbo, Luigi Antonio Corbo & Clara Grace Rapagna	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
252	252	Lewis Peter Jones & Alison Ellie Piper	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
253	253	Richie Benjamin De Jesus & Rhea Rowena Gumia	\$205.23	\$1,229.96	\$0.00	\$205.23	\$1,229.96	\$2.92
254	254	Edward Emile Puric	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
255	255	Siriporn Nimmanop & David Graham Engel	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
256	256	Bernard Anthony Stoker & Colleen Lorna Stoker	\$0.00	\$1,229.96	\$0.00	\$922.47	\$307.49	\$2.70
257	257	Christopher Thompson-Lang & Mikaela Georgia Mctier-Browne	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
258	258	Brendan John Bergin	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
259	259	Kevin F & Julia M O'Brien	\$0.00	\$2,673.88	\$0.00	\$2,673.88	\$0.00	\$0.00
260	260	Saloni Sharan	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
261	261	David Lewis & Karen Lewis	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
262	262	Geoffrey David Knobel & Margaret Mary Knobel	\$0.00	\$1,336.92	\$0.00	\$1,336.92	\$0.00	\$0.00
263	263	Claire Elizabeth Bond	\$0.00	\$1,336.92	\$0.00	\$1,002.69	\$334.23	\$0.00
264	264	Donald Craig Mclean & Marie Therese Galea	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
265	265	K Collins	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
266	266	Desley Joan Allwright	\$0.00	\$1,604.32	\$0.00	\$1,604.32	\$0.00	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
267	267	Marco Mehner & Naly Mehner	\$0.00	\$1,256.72	\$0.00	\$1,256.72	\$0.00	\$0.00
268	268	Ashton Avenue Property Pty Ltd	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
269	269	Christine-Maree Ashcroft	\$0.00	\$1,550.84	\$0.00	\$1,550.84	\$0.00	\$16.62
270	270	Jason & Hayley Borg	\$0.00	\$1,336.92	\$0.00	\$1,336.92	\$0.00	\$0.00
271	271	Maximillian Wolthers & Maria Dolores Chicaiza Barros	\$0.00	\$1,336.92	\$0.00	\$1,336.92	\$0.00	\$0.00
272	272	C & M Wiltshire	\$0.00	\$1,550.84	\$0.00	\$1,550.84	\$0.00	\$0.00
273	273	Rachael Elizabeth Farrell & Martin Frank Farrell	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
274	274	Keane Daniel Lee & Eloise Jayne Aitken	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
275	275	Ryan Mavin & Rebecca Pollock	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
276	276	Brent Allistair Jackson	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
277	277	Andrew Vincent Benson	\$77.00	\$1,443.88	\$0.00	\$1,159.91	\$360.97	\$0.00
278	278	Mark William Brookes & Sophie Victoria Brookes	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
279	279	Darren John Corbett & Michelle Therese Johnson	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
Sinking Fund Totals			\$3,162.32	\$267,386.44	\$0.00	\$263,980.91	\$6,567.85	\$165.57
							Sinking Fund Arrears	\$6,567.85
							Sinking Fund Advances	\$0.00

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE
YEAR ENDED 30th SEPTEMBER 2024**

NOTE 1 - ACCOUNTING POLICY

This is not a general purpose financial report. It is a special purpose report prepared for the Owners of the Units Plan to enable compliance with the requirement of Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011 as amended, to prepare financial statements.

As the Units Plan is not a Reporting Entity, there is no requirement to prepare accounts in accordance with all Accounting Standards and other mandatory professional reporting requirements. Accordingly, no such standards or other mandatory professional reporting requirements have been applied, except otherwise stated.

The accounts have been prepared in accordance with conventional historical cost principles, together with the basic concepts of a going concern. The accounts have not been adjusted for changes in the general purchasing power of the dollar and for changes in the price of specific assets.

NOTE 2 - ACCOUNTING FOR INCOME AND EXPENSES

The accrual basis of accounting is applied to all levies due and payable. Any other income and all expenditure is accounted for on a cash basis and is brought to account when the income is received or the expense paid, except where otherwise stated.

NOTE 3 - LEVIES IN ARREARS / ADVANCE

The item(s) shown as Levies in Arrears and/or Levies in Advance in the Balance Sheet represent the position of all Levies in arrears or advance at the balance date. Individual balances are as per the attached arrears report.

NOTE 4 – INCOME TAX

Assessable income such as interest, dividends and other income derived by the Plan from the investment of funds or derived from other personal property as defined in Taxation Ruling TR 2015/3, is taxable at the prevailing company tax rate. Assessable income received by the plan in respect of common property is taxable in the hands of individual owners as determined by Taxation Ruling TR 2015/3. Individual owners should seek their own independent taxation advice.

NOTE 5 – GAS INFRASTRUCTURE ONGOING PAYMENTS

There is a current ongoing payment plan the committee has with Origin Energy for the supply of gas to the building. The current terms are as below:

Starting Date:	01/05/2024
End Date	01/04/2026
Payment:	\$4,132.00 (Inc GST) / month



Unit Titles (Management) Act 2011 – Form1

NOTICE OF REDUCED QUORUM DECISIONS

Part A Details of reduced quorum decisions[†]

A1 The Owners - Units Plan No 4787

A2 Annual General Meeting

Date (or dates) of the Annual General Meeting at which the reduced quorum decision (or decisions) was made – 31/10/2024

Tick applicable box, or both boxes if applicable:

Regularly convened

The general meeting was regularly convened (not following any adjournment under UTMA s 3.9(3) or (6)(a), part 3.1, schedule 3).

Convened after adjournment

The general meeting was convened following an adjournment or adjournments (under UTMA s 3.9(3) or (6)(a), part 3.1, schedule 3).

A3 Reduced quorum decisions

[If there is insufficient space here, tick ✓ and attach details to the notice]

Date of decision	Full text of reduced quorum decision
31/10/2024	Annual General Meeting, as attached

A4 Owners Corporation declaration

The information in this notice has been recorded on the following date from details shown in the records of the Owners Corporation.

31/10/2024



Melissa Li

[†] In this notice, **UTMA** means the Unit Titles (Management) Act 2011.



NOTICE OF REDUCED QUORUM DECISIONS

Part B General Information

B1 *What is a reduced quorum decision?*

- A reduced quorum decision is a decision of a general meeting of the Owners Corporation made while a quorum (a reduced quorum) smaller than a standard quorum was present.
- A standard quorum is those people entitled to vote (on the motion) in relation to not less than ½ the total number of units (see UTMA s 3.9 (1) (a), part 3.1, schedule 3).

There are 2 types of reduced quorum decision, requiring different reduced quorums.

Reduced quorum decisions made at regularly-convened general meetings

- If, within ½ an hour after a motion arises for consideration at a general meeting that has been regularly convened, a standard quorum for the motion (see above) is not present a reduced quorum decision may be made if a reduced quorum (see next point) is then present for consideration of the motion (UTMA s 3.9 (2), part 3.1, schedule 3).
- At a regularly-convened general meeting, a reduced quorum means 2 or more people present at the meeting and entitled to vote on the motion (UTMA s 3.9 (2), part 3.1, schedule 3).
- A reduced quorum is also sufficient to make decisions on any later motions arising at the meeting. Any such later decisions made while only a reduced quorum was present are also reduced quorum decisions (UTMA s 3.9 (2), part 3.1, schedule 3).

Reduced quorum decisions—adjournment following quorum trouble

- If, within ½ an hour after a motion arises for consideration at a general meeting that has been regularly convened, neither a standard quorum for the motion (see above) nor a reduced quorum (see above) is present, the meeting is adjourned to the following week at the same place and time (UTMA s 3.9 (3), part 3.1, schedule 3). The meeting may also decide to adjourn even if a reduced quorum is present (UTMA s 3.9 (5), part 3.1, schedule 3).
- If, within ½ an hour after a motion arises for consideration at a general meeting convened following such an adjournment, a standard quorum for the motion is not present, a reduced quorum decision may be made if there is a reduced quorum made up by anyone then present and entitled to vote (even if that is only a single voter) (UTMA s 3.9 (6) (a), part 3.1, schedule 3).

Such a reduced quorum (of anyone present and entitled to vote) is also sufficient to make decisions on any later motions arising at the meeting. Any such later decisions made while only a reduced quorum was present are also reduced quorum decisions (UTA s 3.9 (6) (a), part 3.1, schedule 3).

B2 *When does a reduced quorum decision take effect?*

- A reduced-quorum decision takes effect 28 days after the date of the decision (the decision's date of effect) (UTMA s 3.11 (1), part 3.1, schedule 3).
- However, this does not apply if the decision is disallowed, confirmed by a standard quorum general meeting or revoked (see below) (UTMA s 3.11 (3) – (5), part 3.1, schedule 3)

B3 *How may reduced quorum decisions be disallowed?*

Reduced quorum decisions may be disallowed by petition (UTMA, s 3.11 (3), part 3.1, schedule 3). The petition must—

- (i) state the resolution or resolutions to which it applies; and
- (ii) be signed by a majority of persons entitled to vote at a general meeting of the Owners Corporation (a person may sign whether or not he or she attended the meeting); and
- (iii) be given to the Owners Corporation before the decision's date of effect (see B2 above).

B4 *How may reduced quorum decisions be confirmed?*

- A reduced-quorum decision may be confirmed by a general meeting of the Owners Corporation held before the decision's date of effect (see B2 above).
- For the confirmation to be valid, a standard quorum must be present when the confirmation motion is considered at the later general meeting (see B1 above).
- If a decision is confirmed, it takes effect from the date of the later general meeting whether or not a petition is given to the Owners (UTMA s 3.11 (4), part 3.1, schedule 3).

B5 *How may reduced quorum decisions be revoked?*

- A reduced-quorum decision may be revoked by a general meeting of the Owners Corporation held at any time, whether or not the decision has earlier been confirmed.
- A revocation is valid whether a standard quorum or a reduced quorum is present when the revocation motion is considered (see B1 above; UTMA s 3.11 (5), part 3.1, schedule 3).



**MINUTES OF THE 6TH ANNUAL GENERAL MEETING
OF THE OWNERS OF UP 4787
'THE IVY'
15 IRVING STREET, PHILLIP, ACT, 2606**

Venue: Apollo Room, Hellenic Club Woden, 1 Matilda Street, PHILLIP, and Strata Vote (online)
Date: THURSDAY, 31 OCTOBER 2024
Time: 6.01 PM

Attendees In-person (27 Owners)

Ashan Arulchelvan Thevendirarajah (Lot 20) – Early Departure after Motion 12
Elizabeth Donna Little (Lot 40) – Early Departure after Motion 17d
SK Goodall (Lot 45)
Maralyn Margaret Owen (Lot 48)
Julianne Mary O'Brien (Lot 52)
Paul Edwin Stephenson (Lot 61)
Sylvain Max Van Gelder & Carol Mary Van Gelder (Lot 78)
Graham Geoffrey Guest & Annette Margaret Guest (Lot 79)
Paul Anthony Stanton & Margaret Kathleen Stanton (Lot 86)
Christopher Robin Roper & Cynthia Lynn Burton (Lot 87) – Arrived after Motion 1
Michael Musson (Lot 88) – Early Departure after Motion 5
David A Brown & Frances Brown (Lot 94)
Michael Anthony O'Brien & Annette O'Brien (Lot 98)
Johannes Henrikus Van der Berg (Lot 101)
Shane McGrath (Lot 102)
Angela Gai Taylor (Lot 148)
Lynette Hunt (Lot 149)
Damien Benjamin Farncomb (Lot 166)
Peter Fenton & Catherine Saw Choo Fenton (Lot 180)
Donna May MacPherson (Lot 208)
Beryl Joyce Goodwin (Lot 229)
Duncan Ross Simmons (Lot 235)
Margo Helen Condoleon (Lot 244) – Early Departure after Motion 17d
Kevin F O'Brien (Lot 259)
Donald Craig Mclean (Lot 264)
K Collins (Lot 265)
Jason Borg & Hayley Borg (Lot 270)



Proxies held in room (1 Owner)

Elizabeth Cheryl Collyer (Lot 75) - Proxy held by Lot 52

Attendees On-line - Electronic Voting (28 Owners)

Suzana Glamcevski (Lot 2)

Karen McPherson (Lot 11)

Phillip Kleanthos (Lot 19)

Kathiresan Rajendran & Amrita Kanagavel (Lot 22)

Guy Hutchison & Patricia Gayle Hutchison (Lot 27)

Soumya Dharmagari & Navaneeth Dharmagari (Lot 31)

Laura Jane Caldicott (Lot 41)

Angy Marie Campbell & Andrew James Campbell (Lot 43)

Alexandra Kaitlin Hewitt (Lot 50)

Claire Louise Howe (Lot 91)

Kui Foon Wong (Lot 93)

Angus Christopher Broman & Anica Lee Broman (Lot 108)

Jacqueline Anne Collins (Lot 114)

Ellie Kathryn Tonkin (Lot 141)

Ji Qi (Lot 158)

Narelle Evelyn Brownette (Lot 162)

Martin Denis Caddick & Belinda Nijole Caddick (Lot 183)

Eva Wadie (Lot 197)

Julian Daly Ciempka (Lot 201)

Peter J Kucharski (Lot 204)

Anthony David Vidinovski (Lot 212)

CMB Superannuation Fund (Lot 222)

Nathaniel Hua Hoh Oon (Lot 238)

Edward Emile Puric (Lot 254)

Ashton Avenue Property Pty Ltd (Lot 268)

Maximillian Wolthers & Maria Dolores Chicaiza Barros (Lot 271)

C & M Wiltshire (Lot 272)

Ryan Mavin & Rebecca Pollock (Lot 275)

Absentee Voting (6 Owners)

Dennis Edward McAlister & Julie Ann McAlister (Lot 96)

Nicole Annette Stokes & Cameron Scott Paterson (Lot 171)

Francesco Leonardi (Lot 227)

Bernard Anthony Stoker & Colleen Lorna Stoker (Lot 256)

Desley Joan Allwright (Lot 266)

Rachael Elizabeth Farrell & Martin Frank Farrell (Lot 273)

Apologies: Janelle Penny (Lot 195)



Registered Attendees: 56

Absentees: 6

Total Owners Entitled to Vote: 62

In Attendance: Melissa Li, Bright & Duggan
Victoria Sullivan, Bright & Duggan

Quorum: A quorum was not present. However, the meeting proceeded with a Reduced Quorum (Schedule 3.9 of the Unit Titles (Management) Act 2011).

Secretarial Note: *Owners are advised that under Schedule 3.11 of the Unit Titles (Management) Act 2011, Reduced Quorum Decisions take effect 28 days after the date of this meeting. A reduced quorum decision is only overturned if, within 28 days after the decision was made, the Owners Corporation is given a petition requiring that the decision be overturned, signed by a majority of people entitled to vote.*



ITEM 1: CHAIRPERSON, PROXIES AND APOLOGIES

The reduced quorum meeting opened at 6:01pm. Owners attended both in-person and online (using Strata Vote). Attendance numbers varied slightly during the meeting (total votes for each motion are recorded).

D McLean (Executive Committee chairperson) was confirmed as the Chair of the meeting. All six absentee votes and one proxy were accepted. Melissa Li and Victoria Sullivan, both of Bright & Duggan, facilitated the meeting on behalf of the Owners Corporation and managed the voting process (in-room and online).

ITEM 2: CHAIRPERSON'S REPORT

The Chairperson's report was included in the AGM Attachment Pack (Item 2).

ITEM 3: ADOPTION OF 5th AGM MINUTES (ORDINARY RESOLUTION)

The minutes of the 5th AGM of UP4787 were provided in the AGM Attachment Pack (Item 3).

An owner (Unit 101) advised that he didn't think that the minutes were accurate as they didn't capture his concerns about the Sinking Fund Plan, particularly that the Plan didn't include annual percentage increases in Sinking Fund levies and his concerns about excess long-term savings resulting from the Plan in fifteen years' time.

The Chair explained that the minutes only recorded the actual actions/discussion that occurred in meeting and that they were considered to be an accurate reflection of the meeting. The Chair noted that there was no commitment at the AGM to capture the details of the annual percentage increase in levies in the AGM minutes but offered to provide a table setting out these annual increases on BuildingLink as a supplement to the current Sinking Fund Plan for the benefit of all owners.

MOTION 1: IT WAS RESOLVED that the minutes of the 5th Annual General Meeting, held on 1 November 2023, are a true and accurate record of the proceedings of that meeting.

For (52) Against (0) Abstained (9)

Motion Carried (Total Votes – 61)

ITEM 4: INSURANCE (ORDINARY RESOLUTION)

The Owners Corporation holds building insurance for all defined parts of the buildings. The Chair noted that a new insurance broker (Gallagher) was appointed on 22 August 2024. The building insurance policies for 2024-25 were renewed on 20 September 2024, resulting in considerable budget savings to the Owners Corporation.

The Certificates of Insurance for The Ivy's 2024-25 building policies were provided in the AGM Attachment Pack (Item 4).



MOTION 2: IT WAS RESOLVED that the Owners Corporation authorise the Executive Committee to:

- a) Obtain an updated insurance valuation for The Ivy from a qualified contractor before September 2025.
- b) Obtain quotations from a qualified insurance broker for the renewal of UP4787 insurance policies before they fall due.
- c) Place and/or renew these insurance policies on terms the Committee considers appropriate.

For (56) Against (1) Abstained (5)

Motion Carried (Total Votes – 62)

ITEM 5: TREASURER'S REPORT FOR 2023-24 (ORDINARY RESOLUTION)

The Treasurer's Report on financial activities in 2023-24 was provided in the AGM Attachment Pack (Item 5). Members of the Owners Corporation expressed their thanks to the Treasurer for her diligence and excellent work throughout the year.

MOTION 3: IT WAS RESOLVED that the Treasurer's Report for the period 1 October 2023 to 30 September 2024 as presented be accepted.

For (56) Against (0) Abstained (6)

Motion Carried (Total Votes – 62)

ITEM 6: AUDITED FINANCIALS (ORDINARY RESOLUTION)

The audited financial report for FY 2023-24 was finalised by the auditor, Kelly + Partners, on 25 October 2024 and circulated to owners by Bright & Duggan on the same date.

MOTION 4: IT WAS RESOLVED that the Owners Corporation:

- a) Accept as presented the audited financial accounts of UP4787 for the financial year 1 October 2023 to 30 September 2024; and
- b) Authorise the Strata Manager to finalise the financial accounts for FY 2024-25 at the beginning of October 2025, so they can be audited in time for the 7th Annual General Meeting; and
- c) Authorise the Executive Committee to appoint an independent auditor for this purpose.

For (56) Against (0) Abstained (6)

Motion Carried (Total Votes – 62)

ITEM 7: STRATA MANAGEMENT CONTRACT (ORDINARY RESOLUTION)

The Chair noted that the Executive Committee unanimously agreed on 19 September 2024 to recommend to the Owners Corporation that Bright & Duggan (ACT) Pty Ltd be appointed as our Strata Manager from 1 December 2024. It was also noted the proposed contract with Bright & Duggan (Attachment Pack – Item 7) provides a saving of at least \$32,700 in 2024-25, compared with other leading strata firms in Canberra. As the annual contract price of \$89,990 (including GST) is fixed until 2026-27, these savings will increase in future years.

Several owners sought advice on how the Bright & Duggan contract review process would work. They were advised that the new strata contract locked in the fixed price agreement (and annual savings) for three years. The mid-2025 review will ensure all elements of the agreement are working satisfactorily for both parties,



including that Tristan Veurink (Bright & Duggan's ACT Branch Manager) remains as our strata manager. The contract allowed for termination without penalty to the owners corporation if, upon review, the contract was found to not be delivering the expected level of service.

MOTION 5: IT WAS RESOLVED in accordance with Section 50 of the Unit Titles (Management) Act 2011, that the Owners Corporation:

- a) Agree to appoint Bright & Duggan (ACT) Pty Ltd as Strata Manager of Units Plan 4787, commencing 1 December 2024, initially for a one-year period.
- b) Following a mid-2025 review with Bright & Duggan (ACT) Pty Ltd, authorise the Executive Committee to roll over this Agreement for another two years as appropriate.
- c) Authorise the Executive Committee to execute a Strata Management Agreement ("Agreement") giving effect to this appointment up to a base contract value of \$269,970 (including GST) over the three-year period to 2026-27.
- d) Authorise the Chairperson of the Executive Committee to affix the common seal of the Owners Corporation to this Agreement.

For (52) Against (2) Abstained (8)

Motion Carried (Total Votes – 62)

ITEM 8: FACILITIES MANAGEMENT CONTRACT (ORDINARY RESOLUTION)

The Chair noted the Executive Committee had unanimously agreed on 19 September 2024 to recommend that Point Facilities Solutions be contracted to provide facilities and building management services for another three years. The new Contract was included in the AGM Attachment Pack (Item 8).

MOTION 6: IT WAS RESOLVED in accordance with Section 60 of the Unit Titles (Management) Act 2011, that the Owners Corporation:

- a) Agree to appoint Point Facilities Solutions as service contractor to inspect, oversight and coordinate facilities and building maintenance services to the Owners Corporation for a period of three (3) years, commencing 2 December 2024.
- b) Authorise the Executive Committee to execute a Facilities Management Agreement ("Agreement") to give effect to this appointment up to a total base contract value of \$373,120 (including GST) over the three-year period to 2026-27.
- c) Authorise the Chairperson of the Executive Committee to affix the common seal of the Owners Corporation to this Agreement.

For (54) Against (0) Abstained (7)

Motion Carried (Total Votes – 61)

ITEM 9: ADMINISTRATIVE FUND BUDGET 2024-25 (ORDINARY RESOLUTION)

This motion sets the Administrative Fund Budget for 2024-25 (AGM Attachment Pack – Item 9). The Chair noted the Executive Committee has been able to limit the Budget increase for 2024-25 to just 3.3%.



MOTION 7: IT WAS RESOLVED that the Owners Corporation adopt the Administrative Fund expenditure budget of \$1,404,303 ex GST, for the period 1 October 2024 to 30 September 2025.

For (54) Against (0) Abstained (7)

Motion Carried (Total Votes – 61)

The approved 2024-25 Administrative Fund Budget is at **Addendum 1**.

ITEM 10: ADMINISTRATIVE FUND LEVY – OWNER CONTRIBUTIONS FOR 2024-25 (ORDINARY RESOLUTION)

This motion sets the UP4787 Administrative Fund Levy for 2024-25. The levy is inclusive of GST. The Chair noted that two (2) sets of expense offsets were proposed in the Admin Fund Budget approved at Item 9. These will reduce owners levy contributions in 2024-25 by a total of \$215,136 to \$1,189,167 (ex GST). Compared with 2023-24, the increase in owner contributions is \$5.33 per UOE (4.25%), including GST, due primarily to inflation and mandatory fire system repair costs this year.

MOTION 8: IT WAS RESOLVED that Administrative Fund levy contributions of \$1,189,167 ex GST (\$1,308,084 including GST) be paid by owners in accordance with their Units of Entitlement (UOE) for the period 1 October 2024 to 30 September 2025.

- a) These payments are to be made in four (4) equal installments due on 1 December 2024, 1 March 2025, 1 June 2025 and 1 September 2025.

For (53) Against (0) Abstained (8)

Motion Carried (Total Votes – 61)

Each owner's quarterly payment and annual contribution to the UP4787 Admin Fund (including GST) was listed in the levy contribution table in the AGM Attachment Pack (Item 10) and is attached at **Addendum 2**.

ITEM 11: SINKING FUND LEVY – OWNER CONTRIBUTIONS FOR 2024-25 (ORDINARY RESOLUTION)

The current Sinking Fund Plan for UP4787 was approved at the 5th Annual General Meeting on 1 November 2023 (the annual table is in the AGM Attachment Pack - Item 11). Levy contributions in 2024-25 were discussed at the Town Hall meeting on 25 September 2024. This motion implements the approved Sinking Fund Plan levy for 2024-25.

MOTION 9: IT WAS RESOLVED that a Sinking Fund contribution of \$300,687 ex GST (\$330,756 GST incl.) be determined for the period 1 October 2024 to 30 September 2025, as per the approved Sinking Fund Plan.

- a) Owner's contributions are to be made in accordance with their Units Of Entitlement, to be paid in four (4) equal instalments due on 1 December 2024, 1 March 2025, 1 June 2025 and 1 September 2025.
- b) Consistent with the Unit Titles (Management) Act, 2011, the Strata Manager is directed to establish and maintain a separate set of financial accounts for the UP4787 Sinking Fund.
- c) The Executive Committee may set and agree a funding threshold above which any additional Admin Funds can be transferred to the Sinking Fund at the end of each financial year.

For (51) Against (1) Abstained (9)

Motion Carried (Total Votes – 61)



Each owner's quarterly payment and annual contribution to the UP4787 Sinking Fund (including GST) was listed in the levy contribution table in the AGM Attachment Pack (Item 11) and is attached at **Addendum 3**.

ITEM 12: STRUCTURAL DEFECTS REPORT (ORDINARY RESOLUTION)

The Chair noted the ACT Building Act 2004 requires the builder (or seller) to provide a statutory warranty on all structural elements of the Ivy building, including all components of external walls and waterproofing, for a period of six years from the completion of residential building work (i.e. until 1 December 2025).

Completion of a structural condition assessment by a suitably qualified engineering firm is important to ensure the statutory warranty can be enforced and remediation work is undertaken by the builder (Milin). Both the Strata Manager and Building Manager have advised it is important this work be undertaken before the end of this expiry period.

The Chair noted the Executive Committee had agreed at its meeting on 3 October 2024 to recommend to the AGM that this work be funded from existing cash reserves (up to \$80,000 ex GST), rather than through an additional special levy. This expenditure was included in the approved Admin Fund Budget (Item 9)

MOTION 10: IT WAS RESOLVED that the Owners Corporation:

- a) Agree the Executive Committee should commission a Structural Defects Report for UP4787 to enforce the 6-year statutory warranty on structural elements of the Ivy buildings; and
- b) Instruct the Executive Committee to finalise the Structural Defects Report in a timely manner and ensure the completed Report is provided to Milin Builders before 1 December 2025.

For (54) Against (1) Abstained (6)

Motion Carried (Total Votes – 61)

ITEM 13: WELLNESS ROOM UPGRADE – IMPROVEMENT PROPOSAL (ORDINARY RESOLUTION)

The Chair noted this motion was discussed at the Town Hall meeting on 25 September 2024 (AGM Attachment Pack - Item 13). As the approved Admin Budget for 2024-25 (Item 9) has agreed that expenditure on this upgrade under the 2% Ivy Improvement Fund should be offset against existing cash reserves, there is no additional levy or charge for this proposal.

The owner of unit 180 queried whether these improvements were needed, given the room is not underutilised in his view. He noted the inclusion of carpet and curtains was a good idea but he was concerned the inclusion of furniture and plants could provide an obstruction.

Several owners (units 45 and 244) spoke in support of the motion, noting that all interested owners can be involved in finalising the detailed proposals that go to the Executive Committee for decision.



MOTION 11: IT WAS RESOLVED that the Owners Corporation agree to upgrade and improve useability of the Wellness Room, at an estimated cost of \$20,000 (ex GST), to be funded from the Admin Budget 2% Ivy Improvement Fund.

- a) An Executive Committee sub-committee will be formed. All interested owners are welcome to help develop and refine the Improvement Proposal that goes to the Executive Committee for final approval.

For (40) Against (11) Abstained (10)

Motion Carried (Total Votes – 61)

ITEM 14: POOLSIDE UMBRELLAS (ORDINARY RESOLUTION)

The Chair noted this motion was also discussed at the Town Hall meeting on 25 September 2024 (AGM Attachment Pack - Item 14). There is no additional charge for this proposal as the Admin Fund Budget (approved at Item 9) has agreed the cost of this Improvement Proposal (estimated at up to \$20,000 ex GST) is to be met from existing cash reserves.

The owner of unit 40 queried whether cantilever umbrellas were sufficiently stable, given the potential for high wind conditions. There was also a query whether they might affect our insurance policies. The Chair advised this was unlikely and that only high wind-rated umbrellas would be considered. The owner of unit 180 commented he did not believe the proposal was necessary, given that he swims every day and people seemed happy to sunbake.

Other owners (units 45, 148, and 259) supported the proposal, noting how hot the mod-wood paneling became, the lack of shade and the risk of skin cancer which were deterrents in using the outdoor pool.

MOTION 12: IT WAS RESOLVED that the Owners Corporation agree to install up to five (5) commercial grade cantilever umbrellas around the outdoor pool, at an estimated cost of \$20,000 (ex GST) from cash reserves.

For (46) Against (7) Abstained (8)

Motion Carried (Total Votes – 61)

ITEM 15: 2025 MAINTENANCE PLAN (ORDINARY RESOLUTION)

It is a requirement of the Unit Titles (Management) Act Section 24(2) that the Owners Corporation have an annual Maintenance Plan. The UP4787 Maintenance Plan for 2025 was prepared with the assistance of the Facilities Manager (AGM Attachment Pack - Item 15).

MOTION 13: IT WAS RESOLVED that the Owners Corporation adopt the UP4787 Maintenance Plan for 2025.

For (53) Against (0) Abstained (7)

Motion Carried (Total Votes – 60)



ITEM 16: CONTRACTORS AND SUPPLIERS (ORDINARY RESOLUTION)

MOTION 14: IT WAS RESOLVED that the Owners Corporation authorise the incoming Executive Committee to review all contracts and service agreements that are due for renewal before the next Annual General Meeting and to execute these contracts and agreements as required.

For (53) Against (0) Abstained (7)

Motion Carried (Total Votes – 60)

ITEM 17: FIRE SAFETY STATEMENT (FOR NOTING)

The current Annual Condition and Fire Safety Statement, prepared by Complete Essential Fire and Air (CEFA) on 22 May 2024, was included in the AGM Attachment Pack - Item 17.

ITEM 18: BASEMENT ENTRY REMOTE CONTROL AUDIT (ORDINARY RESOLUTION)

An audit of basement entry remotes is planned for February-April 2025. The Executive Committee and Building Manager will provide plenty of notice when the audit is scheduled to take place.

MOTION 15: IT WAS RESOLVED that the Owners Corporation agree:

- (a) to undertake an audit of all remote controls programmed to open The Ivy basement entry roller door in early 2025;
- (b) all remote controls programmed into the access control receiver that are not accounted for, are to be deleted after a grace period; and
- (c) owners and residents can still have their remotes reprogrammed into the system after this grace period by contacting the Builder Manager.

For (51) Against (1) Abstained (8)

Motion Carried (Total Votes – 60)

PROPOSED CHANGES TO OWNERS CORPORATION RULES (REGISTERED BY-LAWS)

The Chair noted the following Rule changes were discussed at the Town Hall meeting on 25 September 2024. A marked-up copy of each of these new Rules was included in the Attachment Pack (Item 19-24), with proposed changes highlighted (in blue), namely:

- Rule 4 – Alterations and Erections (Agenda Item 19)
- Rule 5 – Pets in Units (Agenda Item 20)
- Rule 17 – Common Property Parking (Agenda Item 21)
- Rule 20 – Insurance (Agenda Item 22)
- Rule 22 – Moving In and Moving Out (Agenda Item 23)
- Rule 23 – Pool Areas and Umbrellas (Agenda Item 24).

Each of these proposed Rule changes requires a special resolution. The Chair noted the agreed Rule changes are to be registered within three (3) months of the AGM. A full copy of the updated UP4787 Corporation Rules, as agreed at this meeting (items 19 to 24), is provided at **Addendum 4**.



ITEM 19: ALTERATIONS AND ERECTIONS - RULE 4 (SPECIAL RESOLUTION)

Refinements were proposed to bring Owners Corporation Rule 4 (Alterations and Erections) into line with current legal best practice (AGM Attachment Pack - Item 19).

MOTION 16: IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to replace existing Rule 4 with the following:

4. Alterations and erections

- a) A unit owner may erect or alter any structure in or on the unit or the common property only—
 - i. In accordance with the express permission of the Owners Corporation by special resolution; and
 - ii. In accordance with the requirements of any applicable territory law (for example, a law requiring development approval to be obtained for the erection or alteration).
 - iii. However, if the structure is sustainability infrastructure, the Owners Corporation's permission must not be unreasonably withheld.

Examples¹ of permission not unreasonably withheld: Financial, safety or structural considerations or equity of access to common property, easements, facilities or utility services.
Examples of permission unreasonably withheld: External appearance of a unit or the Units Plan.

- b) The Owners Corporation delegates its decision-making power under Rule 4 (a) to the Executive Committee for erections and alterations in or on:
 - i. The common property — to a maximum value of \$10,000 (GST inclusive).
 - ii. A unit — for windows, flooring, sliding doors, balconies, garages and internal renovations.
- c) Permission under Rules 4(a) and 4(b) may be given subject to conditions stated in the resolution², noting that:
 - i. Windscreens - Installation, modification or alteration to windscreens as part of a unit entitlement is not permitted without consultation with and plans from an appropriate design consultant and must be submitted to the Executive Committee for approval.
 - ii. Screen Doors – These are not permitted on the front door of units (a breach of fire regulations).
 - iii. Party Walls and Fire Doors – These must not be tampered with to ensure their integrity is maintained and fire rating, acoustic and thermal performance is not degraded.
 - iv. Flooring - Alterations (whether timber, laminate, carpet or tiling) must have a verified acoustic rating of at least five (5) stars in accordance with the "Association of Australian Acoustical Consultants (AAAC) Guideline for Apartment and Townhouse Acoustics Rating".
 - v. Unit owners who undertake alterations or erections without Owners Corporation or Executive Committee permission can be required to remove or replace them at their own cost.

For (53) Against (0) Abstained (7)

Motion Carried (Total Votes – 60)

¹ An example is part of the Act, is not exhaustive and may extend, but does not limit, the meaning of a provision in which it appears (see Legislation Act, s126 and s132).

² The Executive Committee may issue an EC Guideline on its decision-making process.



ITEM 20: PETS IN UNITS - RULE 5 (SPECIAL RESOLUTIONS)

The Chair noted amendments were proposed to several clauses in Owners Corporation Rule 5 on Pets in Units (Default Rule 1.6), given recent owner concerns about pet management (AGM Attachment Pack - Item 20). Each of the five (5) sub-motions was voted on separately.

MOTION 17(a): IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to amend the following clause in Rule 5 to require that:

The pet owner must not allow their pet to pee or poo on common property and must clean any area of the units plan that is soiled by the animal.

For (50) Against (1) Abstained (9)

Motion Carried (Total Votes – 60)

MOTION 17(b): IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to amend the following clause in Rule 5 to require that:

The pet owner takes reasonable steps to ensure the animal does not cause excessive noise, a nuisance or a risk to health or safety.

For (51) Against (0) Abstained (9)

Motion Carried (Total Votes – 60)

MOTION 17(c): IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to amend the following clause in Rule 5 to require that:

The pet owner must keep dogs on a leash at all times while on common property.

For (52) Against (0) Abstained (8)

Motion Carried (Total Votes – 60)

MOTION 17(d): IT WAS NOT RESOLVED that the Owners Corporation agree by Special Resolution to amend the following clause in Rule 5 to require that:

The pet owner is not permitted to take dogs into the children's playground and east side common area, the rear gardens or around the outdoor pool.

This rule change generated discussion by owners seeking clarification and speaking for and against the motion. The owner of unit 40 was concerned that, while The Ivy is a pet-friendly complex, there was nowhere suitable for animals to do their business. She also explained that, for personal reasons, she was often unable to exercise her dog outside the complex and relied on spending time with her in the common area. The owner of unit 270 advised that pet toilets could be purchased and plumbed in. It was also noted by an owner that the new 'no pee or poo' rule, as well as the requirement for a leash, would restrict the behaviour of animals in this area. The owner of unit 52 indicated she would raise a suggestion for discussion under General Business. Various owners spoke in support of the proposal. The motion was declared NOT CARRIED on the night.

For (40) Against (13) Abstained (7)

Motion Not Carried (Total Votes – 60)

MOTION 17(e): IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to amend the following clause in Rule 5 to require that:

The pet owner must, within 14 days of the day the animal is first kept within the unit, register the pet with the Owners Corporation by completing the approved Pet Registration Form and forwarding it to the Strata Manager.

For (49) Against (2) Abstained (7)

Motion Carried (Total Votes – 58)



ITEM 21: COMMON PROPERTY PARKING - RULE 17 (SPECIAL RESOLUTION)

The Chair advised that existing provisions in existing Owners Corporation Rule 17 (Common Property Parking) were unenforceable. An owner (unit 275) queried why we were not voting on each sub-item in the motion as occurred for the revised pet rules. The Chair advised each of the pet rule changes were drafted so that each sub-item was an independent alteration or addition to the current rules, whilst the parking rules were drafted as a replacement Rule, supporting the recent changes to designated parking arrangements in the front driveway (AGM Attachment Pack - Item 21).

MOTION 18: IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to replace existing Alternative Rule 17 with the following:

17. Common Property Parking
 - a) There is no provision for owner, resident or visitor parking in the front and side driveways for any purpose other than pick-up and drop-off/set-down.
 - b) Parking in the designated emergency vehicle zone is expressly prohibited and can be subject to an immediate Rule Infringement Notice.
 - c) Four parking spaces are allocated by the Building Manager for use by contractors, tradespeople and other approved vehicles and are available for resident's trade and service vehicles upon request.
 - d) Vehicles (including motorbikes, bicycles, boats and caravans) must be parked within each unit's allocated garage or car space(s) in the basement.
 - e) Parking of vehicles in other areas of the basement is not permitted except with the express permission of the Executive Committee.

For (48) Against (1) Abstained (9) Motion Carried (Total Votes – 58)

ITEM 22: INSURANCE - RULE 20 (SPECIAL RESOLUTION)

Clarifications were proposed to Owners Corporation Rule 20 (Insurance), given recent expert advice (AGM Attachment Pack - Item 22).

MOTION 19: IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to replace existing Alternative Rule 20 with the following:

- 20 Insurance
 - a) Pursuant to the requirements of the Unit Titles (Management) Act 2011, the Owners Corporation must hold Building insurance for all defined parts of the buildings in UP4787 as well as Public Liability insurance over common property and Office Bearers' legal liability cover.
 - i. The coverage provided by all components of this Building insurance policy should reflect current market conditions and not result in reduced benefits either to individual owners or to the owners corporation.



- b) Only the insurance broker appointed by, and acting on the instructions of, the Executive Committee can submit a claim to the building insurer. The building insurer will determine whether the claim is valid.
 - i. If the insurance broker submits a successful claim on behalf of the Owners Corporation, the Owners Corporation pays the excess specified in the insurance policy.

For (47) Against (1) Abstained (10)

Motion Carried (Total Votes – 58)

ITEM 23: PROPOSED NEW OC RULE – MOVING IN AND OUT (RULE 22) (SPECIAL RESOLUTION)

The Chair indicated this was a new procedural Rule on 'Moving In and Out' to cover gaps in the current House Rule framework (AGM Attachment Pack Item 23).

MOTION 20: IT WAS RESOLVED that the Owners Corporation agrees by Special Resolution to adopt the following House Rule:

- 22. Moving In or Out
 - a) Each unit owner must:
 - i. Retain an up-to-date copy of these Rules from the Strata Manager.
 - ii. Make a copy of these Rules available to their property manager (if any) and to all tenants, occupiers and users of their unit upon arrival.
 - b) Each unit owner and resident long-term tenant must:
 - i. Notify the Strata Manager at least two (2) working days before moving in or moving out.
 - ii. Arrange with the Building Manager to book a lift and have protective lift covers installed before moving in or out.

For (46) Against (2) Abstained (10)

Motion Carried (Total Votes – 58)

ITEM 24: PROPOSED NEW OC RULE – POOL AREAS AND UMBRELLAS (RULE 23) (SPECIAL RESOLUTION)

This proposed new House Rule (AGM Attachment Pack Item 24) accompanied the Improvement proposal for umbrellas in the outdoor pool area that was agreed at Agenda Item 14.

The owner of unit 45 queried where the responsibility for visitors and children lay. In short, each owner has direct responsibility for their own family/guests as well as a general responsibility to ensure all residents and visitors respect our Owners Corporation Rules. An owner requested that signs be installed explain the procedure for using the umbrellas. It was agreed that the pool signage would be updated to reflect the revised rules.



MOTION 21: IT WAS RESOLVED that the Owners Corporation agree by Special Resolution to adopt the following House Rule:

23. Pool Area and Umbrellas

- a) Owners and residents are required to supervise all visitors and children in the outdoor pool area at all times.
- b) Owners and residents must:
 - i. Comply with the Pool Rules.
 - ii. Ensure pool lounges, furniture and the pool umbrellas are used safely.
 - iii. Close and lock down umbrellas after you have used them, or whenever there are high winds, especially if you are the last to leave the area.
 - iv. Leave the pool and BBQ area in a clean and tidy condition.
 - v. Report any damage to the Building Manager.

For (47) Against (0) Abstained (11)

Motion Carried (Total Votes – 58)

**ITEM 25: ELECTION OF EXECUTIVE COMMITTEE FOR 2024-25
(ORDINARY RESOLUTION)**

An EC Nomination form was included in the Notice of Meeting Pack for the 6th AGM.

Bright & Duggan advised six nominations had been received for the new Executive Committee in 2024-25:

- J O'Brien – Unit 52
- C van Gelder – Unit 78
- P Stanton – Unit 86
- D Macpherson - Unit 208
- K O'Brien – Unit 259
- D McLean - Unit 264

MOTION 22: IT WAS RESOLVED that the Owners Corporation elect an Executive Committee of between three (3) and seven (7) members from nominations of eligible members.

Each nomination was elected. The Chair advised the meeting of the importance of owners volunteering to help manage the Owners Corporation as members of the Executive Committee team, explaining the benefit and important skills that could be learnt helping manage a corporation that manages more than \$1.4 million in income and expenditure each year. The Chair invited additional nominations from other owners but no other nominations were received on the night.

For (47) Against (1) Abstained (10)

Motion Carried (Total Votes – 58)



GENERAL BUSINESS

The following motion authorised the new incoming Executive Committee to implement the outcomes of this AGM and to take account of issues raised by owners under general discussion.

MOTION 23: IT WAS RESOLVED that the Owners Corporation note:

- a) The incoming Executive Committee is to give priority consideration to the following matters in 2024-25:
 - All motions agreed at this AGM.
 - Other items as agreed at the meeting.
- (b) Items of a general nature that were raised and discussed by owners at the meeting (recorded below).

For (46) Against (1) Abstained (11)

Motion Carried (Total Votes – 58)

ISSUES RAISED BY OWNERS

Referring to the discussion on motion 17(d), the owner of unit 52 requested that the new Executive Committee explore the possibility of setting up a pet-friendly area (dog park?) in the north-east corner of the rear gardens, given several of the trees there are being removed.

No other items of general business were raised.

The 6th Annual General Meeting closed at 8.04 pm.

ADDENDUM 1

ADMINISTRATIVE FUND BUDGET 2024-25

(ITEM 9)

UP4787 ADMINISTRATIVE FUND BUDGET - 2024-25

Note - all Budget figures below are ex-GST.		COMMENTS
	CPI Increase	1.04
PLANNED ASSET PURCHASE/ REPLACEMENT		\$31,149
Pool Umbrellas	\$20,000	Owner proposal to purchase five pool umbrellas (to be funded from cash reserves)
Furniture replacement	\$11,149	Replacement of 17 sun loungers (\$595 each plus CPI increase). Funds carried over from 2023-24
CONTRACTS - SCHEDULED MAINTENANCE		\$396,599
Cleaning - Waste chutes contract	\$3,931	DW Group contract expires 25/08/24 - Garbage Chute Clean, Sanitise & Deodorise (2 chutes x 30 levels x two cleans per annum @ \$1,890) plus CPI increase
Cleaning - Wheelie Bins - contract	\$6,947	ACT Wheelie Clean - 25/08/23 quote - two services per annum @ \$3,340 each plus CPI increase
Cleaning - Basement Carparks	\$7,084	Canberra Sweeping - quote dated 01/04/24 (2 wet sweeps x \$2,300 plus CPI increase plus fire protection isolation \$500) plus \$1,800 for MM Rolfe quote for 72 x garage door clean
Cleaning - Carpet	\$6,978	Retain same as last year plus CPI - One full complex clean plus lift curtains plus allowance for spot cleans as required.
Cleaning - Major Contract	\$179,312	M&M Rolfe - Year 3 of contract (expires 01/10/25) (includes 3.5% increase)
Cleaning - Windows	\$21,396	Rope Access Engineering - external window quote (06/09/23) plus CPI increase plus \$2,000 allowance for internal window clean
Doors - Entry service contract	\$764	MSR Doors - foyer sliding door - four monthly service (quote 06/09/23) \$245 x 3 plus CPI
Garbage Chutes - maintenance contract	\$5,741	Wastech - 2 year contract (expires 25/08/24) - 6 monthly service @ \$2,760 x CPI increase
Gardening contract	\$19,053	All Seasons - Year 3 of 3 year contract
Electrical - maintenance contract	\$2,800	Maritex quote \$2,800 (GST excl) - fixed price for 3 years expires 15/07/2027. Annual thermal scans, RCD testing and test and tag, plus annual inspections of sauna and BBQs (QU-9064). Excludes materials.
Equipment maintenance - service contracts	\$3,266	Crown - Rider pallet truck quote 01/12/23: \$580 x 2 plus CPI; plus SimPro bin lifter quarterly @ \$150 (\$600*CPI) in the B1 north tower trash room; plus WastePac compactor quarterly @ \$345 (\$1,380*CPI) repairs
Fire - maintenance contract	\$13,493	CEFA year two of three year contract - \$11,855; plus annual service on the diesel fire hydrant pump (\$1,575 + CPI)
Fire Alarm Monitoring	\$2,080	Johnson Controls - last years actuals + CPI increase
Garage R&M (roller door) - contract	\$1,211	ACT Doorland - quarterly service contract of garage roller door (\$1,164 + CPI increase)
Gyms - contract	\$2,964	Gym equipment maintenance contract - last years actuals + CPI increase
Height Safety - Certification	\$1,352	Rope Access - last years actuals + CPI increase
Hoist lift - service contract	\$2,135	Southwell Engineering quarterly service of waste bin hoist - two year quote expires 25/08/25 - quarterly service @ \$533.85 per visit
HVAC - contract	\$12,480	SEDA - existing fixed price contract (expires 14/05/26)
Lift - maintenance contract	\$31,329	OTIS - second year of three year rolled over contract (\$7,589.18 per quarter) plus \$972 annual fee Sim cards plus %G upgrade
Painting & render repair contract	\$20,449	Higgins Coating quote - annual maintenance contract for internal and external paint and render repair (180 hrs)
Pest Control contracts	\$12,262	RigCom quote for external pest control before window clean (06/09/23) (\$7,778.60 + GST), plus quarterly Royal Pest bait control (4 x \$250), plus annual Hart Pest spray control, plus APBM fees (\$540 per quarter) for pigeon management x CPI
Plumbing (Hydraulics) contract	\$4,648	Water Tight - existing contract expires 14/06/25 - \$382 x 8 months; plus \$398 x 4 months
Pools and Spa - service contract	\$22,765	Total Pools - \$1,866.66 per month - existing contract for indoor, outdoor and spa (expires 17/05/25) + CPI increase for 5 months (Pool consumables are a separate item)
Roof maintenance contract	\$7,006	AM & DM contract expires 30/11/25: Tower - 2 services @ \$1,952 plus townhouses - 3 services @ \$1,034.
Security and Access contracts	\$3,584	Fermax service 2 year quote (21/09/23) \$1,343.50 per annum + ARA CCTV contract \$2,240
Waste bin rental contract	\$1,570	\$11.50 monthly recycle bin hire charge + three recycle bins @ \$36 per month plus \$1,000 for removal of hard waste
REPAIRS AND MAINTENANCE - UNSCHEDULED		\$150,239
Building repairs maintenance	\$3,000	Unscheduled building repair & maintenance including ceiling repair after water leaks and ad hoc painting. (2023-24 allowance was spent on Higgins paint / render repairs).
Garbage Chutes maintenance	\$1,000	Provision for unforeseen repairs (nil allowance budgeted in 2023-24)
Cleaning - General	\$6,968	Graffiti removal x 3 (\$1,200 allowance); high pressure clean of external pavers (\$2,500 plus CPI); limescale removal of indoor pool tiling (\$1,000 x CPI) plus \$2,000 unforeseen cleaning (e.g. hydraulics cupboards)
Cleaning supplies	\$2,120	Last year's actuals plus CPI
Electrical and lighting - R&M	\$16,509	Maritex - last year's actuals + CPI increase . The \$4,290 allowance for supply emergency lights is removed as supply / replacements of lights was included in last years actuals.
Equipment - R&M	\$2,045	Provision for unscheduled maintenance of equipment based on last year's actuals plus CPI.
Fire repairs & replacement	\$53,446	CEFA - last year's actuals + CPI increase; plus CEFA quote (\$1,450 ex GST) for Diesel and Electric pump batteries replacement - due December 2024; plus CEFA Quote (\$2,200 ex GST) for Fire Indicator and EWIS panels battery replacement due in March 2025; plus Five-year service: Hydrostatic testing is \$2,500 ex GST due in January 2025 (one off charge); mandatory service of 41 hydrants + six valves @ \$330 (\$15,510); Fire door rectification (\$14,500); Fire extinguisher service / replacement (\$7,900)
Garden Irrigation repair	\$4,123	All Seasons allowance for repair / realignment of irrigation system based on last year's actuals plus CPI.
Garden maintenance	\$2,000	All Seasons allowance for supplies to maintain garden e.g., mulch, fertiliser
Garden replenishment	\$11,305	Retain allowance same as last year plus CPI - Replacement of the dead (removed) and declining plants across the common area garden beds.
General Repairs R&M (Point FS)	\$3,848	Provision for general repairs, maintenance and minor asset replacement by PointFS - based on last year's actuals plus CPI.
Gym Equipment	\$564	Last year's actuals plus CPI.
HVAC - repairs and maintenance	\$2,156	Provision for unforeseen repairs and maintenance based on last years actuals plus CPI.
Lifts - repairs & maintenance	\$2,371	Decrease in allowance to last year's actuals plus CPI due to limited call out maintenance issues and oncharge of reset callout fee to responsible resident.
Plumbing (Hydraulics) R&M	\$11,069	Last year's actuals plus CPI - includes inspections of hammer and noisy pipes
Pools & Spa consumables	\$6,110	Last year's actuals plus CPI.
Pools and Spa - R&M	\$12,615	\$5,000 provision for unforeseen repairs; plus biannual spa repair & maintenance @ \$600 x 2 plus CPI increase; plus \$6,367 carry over from 2023-24 budget for replacement spa heater (to be offset from reserved funds).
Roofing - R&M	\$7,300	Provision for unforeseen repairs - reduction in allowance as underspent last year.
Security general R&M	\$1,690	Provision for unforeseen repairs to Fermax access system + CCTV - last years actuals plus CPI

OPERATING EXPENSES		\$14,200
Audit management B&D	\$450	Assume same as last year plus CPI
BAS and tax preparation	\$1,292	Based on Bright & Duggan contract Schedule B - BAS preparation - \$198 per quarter; plus lodgement tax return - \$500
Bank Charges	\$1,200	Based on Bright & Duggan contract Schedule B - management six investment accounts = \$49.50 x four times a year for each of the six accounts
Banking / Software	\$315	Based on Bright & Duggan contract Schedule B
Contractor compliance fee	\$94	Last year's actuals + CPI increase
Debt recovery	\$0	Assume zero as fees are oncharged to the owner
Income tax	\$0	Income tax is offset by investment income.
Information Technology and Software	\$6,493	Microsoft office 365 fee for 10 users x \$11 per month (due May 2025) plus CPI increase + \$120 for Crazy Domain renewal in July 2025 plus \$5,000 for software enhancements
Keys, remotes & swipes	\$0	Assume zero as expenditure is offset by key / remote supply income
Legal Fees Arrears Recoveries	\$0	Assume zero as legal fees are oncharged to the owner
OC rules Lodgement fee	\$157	Access Canberra registration of OC rules fee - same as last year plus CPI
Room Hire	\$1,200	AGM - Hellenic club room hire rate
Other expenses	\$3,000	Retain same allowance as last year - includes signage
BUILDING INSURANCE		\$98,546
Claims Management	\$5,000	1 x Insurance excess (based on CHU policy)
Insurance Valuation Report	\$2,600	Valuation of building due in August 2025
Insurance Premiums	\$90,946	CHU building is \$75,899.02 ex GST (premium plus \$1,000 fee) Vero equipment is \$4,997.05 ex GST (premium, no additional fee) Broker cost is \$10,050 ex GST (broker fee plus two processing fees of \$25)
MANAGEMENT SERVICES		\$201,125
Facilities Management Agreement	\$109,200	Point FS - year one of three year service agreement
Strata Management Agreement	\$81,809	Bright & Duggan - year one of three year service agreement
Stata Management fees (Schedule B)	\$3,420	B&D - Preparation and lodgement of OC Rules - one hour @\$180; plus prepare and distribute twelve EC minutes @\$180 per hour; plus six additional hours @\$180 for non core strata manager activities not known.
Online owners portal - BuildingLink	\$6,696	BuildingLink annual subscription fee
PROFESSIONAL SERVICES		\$87,704
Audit Fees	\$2,704	Assume same as last year plus CPI
Reports - Professional Services	\$85,000	Assume same as last year (\$5,000); plus \$80,000 for six-year structural warranty inspection & defect report preparation (subject to separate OC approval) to be funded from cash reserves.
UTILITIES		\$332,870
Electricity usage	\$144,640	Last year's actuals plus Origin 13% increase
Origin gas usage debt	\$71,371	2021/23 Origin Energy gas debt - paid from funds accrued in 2021/23. Origin repayment plan \$3,756.36 x 12 months (\$45,076.34 GST excl) plus 2025/26 carryover - \$3,756.36. months x 7 months (\$26,295.52 GST excl)
Gas (pool heating)	\$39,323	Last year's actuals + Origin 13% increase
Hot Water Supply	\$2,656	Last year's actuals + Origin 6.5% increase
Water Consumption	\$74,880	Retain same as last year plus CPI
		\$1,312,432
BUDGET SUB-TOTAL		\$1,312,432
	\$65,622	Contingency 5% for unknown expenses
	\$26,249	2% for The IVY improvement fund.
2024-25 BUDGET TOTAL		\$1,404,303
\$1,404,303	2024-25 ADMINISTRATIVE BUDGET TOTAL	
-\$88,887	Funded from cash reserves accrued in 2021/24: \$71,371 for Origin energy gas debt repayment; \$6,367 for indoor spa heater replacement; \$11,149 for outdoor furniture replacement.	
-\$126,249	Funded from cash reserves: \$80,000 for payment of six-year structural warranty inspection and defect report; \$20,000 for purchase of pool umbrellas (owner proposal); 2% Ivy improvement fund (\$26,319).	
\$1,189,167	REQUIRED ADMINISTRATIVE LEVY INCOME (ex GST)	
4.25%	Projected levy increase in 2024-25	
\$118.92	Unit entitlement (ex GST)	
\$130.81	Unit entitlement (GST incl)	

ADDENDUM 2

ADMINISTRATIVE FUND LEVY

OWNER CONTRIBUTIONS FOR 2024-25

(ITEM 10)

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

Total UOE	10000	Per UOE	
Total Admin Fund	\$1,189,167	\$118.92	ex GST
Levies Due	\$1,308,084	\$130.81	incl GST

UP 4787 Admin Fund
Budget 2024-25

Unit #	Floor #	Tower	Floor Plan	Aspect	UOE	Admin Levy Contribution (inc GST)	
						Annual	Quarterly
1	1	North	2M	W	34	\$ 4,447.48	\$ 1,111.87
2	1	North	2N	NW	41	\$ 5,363.14	\$ 1,340.79
3	1	North	1C	N	26	\$ 3,401.02	\$ 850.25
4	1	North	1D	N	26	\$ 3,401.02	\$ 850.25
5	1	North	2K	NE	39	\$ 5,101.53	\$ 1,275.38
6	1	North	2L	E	34	\$ 4,447.48	\$ 1,111.87
7	2	North	2M	W	33	\$ 4,316.68	\$ 1,079.17
8	2	North	2N	NW	39	\$ 5,101.53	\$ 1,275.38
9	2	North	1C	N	26	\$ 3,401.02	\$ 850.25
10	2	North	1D	N	26	\$ 3,401.02	\$ 850.25
11	2	North	2K	NE	37	\$ 4,839.91	\$ 1,209.98
12	2	North	2L	E	33	\$ 4,316.68	\$ 1,079.17
13	2	North	2I	E	33	\$ 4,316.68	\$ 1,079.17
14	2	North	2J	W	33	\$ 4,316.68	\$ 1,079.17
15	3	North	2M	W	33	\$ 4,316.68	\$ 1,079.17
16	3	North	2N	NW	39	\$ 5,101.53	\$ 1,275.38
17	3	North	1C	N	26	\$ 3,401.02	\$ 850.25
18	3	North	1D	N	26	\$ 3,401.02	\$ 850.25
19	3	North	2K	NE	37	\$ 4,839.91	\$ 1,209.98
20	3	North	2L	E	33	\$ 4,316.68	\$ 1,079.17
21	3	North	2I	E	33	\$ 4,316.68	\$ 1,079.17
22	3	North	2J	W	33	\$ 4,316.68	\$ 1,079.17
23	4	North	2M	W	33	\$ 4,316.68	\$ 1,079.17
24	4	North	2N	NW	39	\$ 5,101.53	\$ 1,275.38
25	4	North	1C	N	27	\$ 3,531.83	\$ 882.96
26	4	North	1D	N	27	\$ 3,531.83	\$ 882.96
27	4	North	2K	NE	37	\$ 4,839.91	\$ 1,209.98
28	4	North	2L	E	33	\$ 4,316.68	\$ 1,079.17
29	4	North	2I	E	33	\$ 4,316.68	\$ 1,079.17
30	4	North	2J	W	33	\$ 4,316.68	\$ 1,079.17
31	5	North	2M	W	33	\$ 4,316.68	\$ 1,079.17
32	5	North	2N	NW	39	\$ 5,101.53	\$ 1,275.38
33	5	North	1C	N	28	\$ 3,662.63	\$ 915.66
34	5	North	1D	N	28	\$ 3,662.63	\$ 915.66
35	5	North	2K	NE	38	\$ 4,970.72	\$ 1,242.68
36	5	North	2L	E	34	\$ 4,447.48	\$ 1,111.87
37	5	North	2I	E	33	\$ 4,316.68	\$ 1,079.17
38	5	North	2J	W	33	\$ 4,316.68	\$ 1,079.17
39	6	North	2M	W	34	\$ 4,447.48	\$ 1,111.87
40	6	North	2N	NW	39	\$ 5,101.53	\$ 1,275.38

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

41	6	North	1C	N	28	\$ 3,662.63	\$ 915.66
42	6	North	1D	N	28	\$ 3,662.63	\$ 915.66
43	6	North	2K	NE	38	\$ 4,970.72	\$ 1,242.68
44	6	North	2L	E	33	\$ 4,316.68	\$ 1,079.17
45	6	North	2I	E	34	\$ 4,447.48	\$ 1,111.87
46	6	North	2J	W	34	\$ 4,447.48	\$ 1,111.87
47	7	North	2M	W	35	\$ 4,578.29	\$ 1,144.57
48	7	North	2N	NW	40	\$ 5,232.33	\$ 1,308.08
49	7	North	1C	N	29	\$ 3,793.44	\$ 948.36
50	7	North	1D	N	29	\$ 3,793.44	\$ 948.36
51	7	North	2K	NE	38	\$ 4,970.72	\$ 1,242.68
52	7	North	2L	E	35	\$ 4,578.29	\$ 1,144.57
53	7	North	2I	E	35	\$ 4,578.29	\$ 1,144.57
54	7	North	2J	W	35	\$ 4,578.29	\$ 1,144.57
55	8	North	2M	W	35	\$ 4,578.29	\$ 1,144.57
56	8	North	2N	NW	41	\$ 5,363.14	\$ 1,340.79
57	8	North	1C	N	30	\$ 3,924.25	\$ 981.06
58	8	North	1D	E	30	\$ 3,924.25	\$ 981.06
59	8	North	2K	NE	39	\$ 5,101.53	\$ 1,275.38
60	8	North	2L	E	35	\$ 4,578.29	\$ 1,144.57
61	8	North	2I	E	35	\$ 4,578.29	\$ 1,144.57
62	8	North	2J	W	35	\$ 4,578.29	\$ 1,144.57
63	9	North	2M	W	35	\$ 4,578.29	\$ 1,144.57
64	9	North	2N	NW	42	\$ 5,493.95	\$ 1,373.49
65	9	North	3A	N	52	\$ 6,802.04	\$ 1,700.51
66	9	North	2K	NE	40	\$ 5,232.33	\$ 1,308.08
67	9	North	2L	E	35	\$ 4,578.29	\$ 1,144.57
68	9	North	2I	E	35	\$ 4,578.29	\$ 1,144.57
69	9	North	2J	W	35	\$ 4,578.29	\$ 1,144.57
70	10	North	2M	W	36	\$ 4,709.10	\$ 1,177.28
71	10	North	2N	NW	43	\$ 5,624.76	\$ 1,406.19
72	10	North	3A	N	53	\$ 6,932.84	\$ 1,733.21
73	10	North	2K	NE	42	\$ 5,493.95	\$ 1,373.49
74	10	North	2L	E	36	\$ 4,709.10	\$ 1,177.28
75	10	North	2I	E	36	\$ 4,709.10	\$ 1,177.28
76	10	North	2J	W	36	\$ 4,709.10	\$ 1,177.28
77	11	North	2M	W	35	\$ 4,578.29	\$ 1,144.57
78	11	North	2N	NW	44	\$ 5,755.57	\$ 1,438.89
79	11	North	3A	N	54	\$ 7,063.65	\$ 1,765.91
80	11	North	2K	NE	43	\$ 5,624.76	\$ 1,406.19
81	11	North	2L	E	36	\$ 4,709.10	\$ 1,177.28
82	11	North	2I	E	36	\$ 4,709.10	\$ 1,177.28
83	11	North	2J	W	36	\$ 4,709.10	\$ 1,177.28
84	12	North	2M	E	37	\$ 4,839.91	\$ 1,209.98
85	12	North	2N	NE	44	\$ 5,755.57	\$ 1,438.89
86	12	North	3A	N	55	\$ 7,194.46	\$ 1,798.62
87	12	North	2K	NE	43	\$ 5,624.76	\$ 1,406.19
88	12	North	2L	E	37	\$ 4,839.91	\$ 1,209.98
89	12	North	2I	E	37	\$ 4,839.91	\$ 1,209.98
90	12	North	2J	W	37	\$ 4,839.91	\$ 1,209.98

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

91	13	North	3C	NW	52	\$ 6,802.04	\$ 1,700.51
92	13	North	2O	N	44	\$ 5,755.57	\$ 1,438.89
93	13	North	3B	NE	52	\$ 6,802.04	\$ 1,700.51
94	13	North	2I	E	37	\$ 4,839.91	\$ 1,209.98
95	13	North	2J	W	37	\$ 4,839.91	\$ 1,209.98
96	14	North	3C	NW	53	\$ 6,932.84	\$ 1,733.21
97	14	North	2O	N	45	\$ 5,886.38	\$ 1,471.59
98	14	North	3B	NE	53	\$ 6,932.84	\$ 1,733.21
99	14	North	2I	E	38	\$ 4,970.72	\$ 1,242.68
100	14	North	2J	W	38	\$ 4,970.72	\$ 1,242.68
101	1	South	2P	N	34	\$ 4,447.48	\$ 1,111.87
102	1	South	3K	N	48	\$ 6,278.80	\$ 1,569.70
103	2	South	2G	NW	31	\$ 4,055.06	\$ 1,013.76
104	2	South	1F	W	22	\$ 2,877.78	\$ 719.45
105	2	South	1E	E	22	\$ 2,877.78	\$ 719.45
106	2	South	2H	NE	31	\$ 4,055.06	\$ 1,013.76
107	2	South	1A	N	23	\$ 3,008.59	\$ 752.15
108	2	South	2A	N	33	\$ 4,316.68	\$ 1,079.17
109	2	South	2B	E	38	\$ 4,970.72	\$ 1,242.68
110	2	South	2C	S	30	\$ 3,924.25	\$ 981.06
111	2	South	2D	S	30	\$ 3,924.25	\$ 981.06
112	2	South	2E	W	38	\$ 4,970.72	\$ 1,242.68
113	2	South	2F	N	33	\$ 4,316.68	\$ 1,079.17
114	2	South	1B	N	23	\$ 3,008.59	\$ 752.15
115	3	South	2G	NW	32	\$ 4,185.87	\$ 1,046.47
116	3	South	1F	W	23	\$ 3,008.59	\$ 752.15
117	3	South	1E	E	23	\$ 3,008.59	\$ 752.15
118	3	South	2H	NE	32	\$ 4,185.87	\$ 1,046.47
119	3	South	1A	N	23	\$ 3,008.59	\$ 752.15
120	3	South	2A	N	34	\$ 4,447.48	\$ 1,111.87
121	3	South	2B	E	39	\$ 5,101.53	\$ 1,275.38
122	3	South	2C	S	30	\$ 3,924.25	\$ 981.06
123	3	South	2D	S	30	\$ 3,924.25	\$ 981.06
124	3	South	2E	W	39	\$ 5,101.53	\$ 1,275.38
125	3	South	2F	N	34	\$ 4,447.48	\$ 1,111.87
126	3	South	1B	N	23	\$ 3,008.59	\$ 752.15
127	4	South	2G	NW	32	\$ 4,185.87	\$ 1,046.47
128	4	South	1F	W	23	\$ 3,008.59	\$ 752.15
129	4	South	1E	E	23	\$ 3,008.59	\$ 752.15
130	4	South	2H	NE	32	\$ 4,185.87	\$ 1,046.47
131	4	South	1A	N	24	\$ 3,139.40	\$ 784.85
132	4	South	2A	N	34	\$ 4,447.48	\$ 1,111.87
133	4	South	2B	E	40	\$ 5,232.33	\$ 1,308.08
134	4	South	2C	S	30	\$ 3,924.25	\$ 981.06
135	4	South	2D	W	30	\$ 3,924.25	\$ 981.06
136	4	South	2E	W	40	\$ 5,232.33	\$ 1,308.08
137	4	South	2F	N	34	\$ 4,447.48	\$ 1,111.87
138	4	South	1B	N	24	\$ 3,139.40	\$ 784.85
139	5	South	2G	NW	32	\$ 4,185.87	\$ 1,046.47
140	5	South	1F	W	23	\$ 3,008.59	\$ 752.15

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

141	5	South	1E	E	23	\$ 3,008.59	\$ 752.15
142	5	South	2H	NE	32	\$ 4,185.87	\$ 1,046.47
143	5	South	1A	N	24	\$ 3,139.40	\$ 784.85
144	5	South	2A	N	35	\$ 4,578.29	\$ 1,144.57
145	5	South	2B	E	41	\$ 5,363.14	\$ 1,340.79
146	5	South	2C	S	31	\$ 4,055.06	\$ 1,013.76
147	5	South	2D	S	31	\$ 4,055.06	\$ 1,013.76
148	5	South	2E	W	41	\$ 5,363.14	\$ 1,340.79
149	5	South	2F	N	35	\$ 4,578.29	\$ 1,144.57
150	5	South	1B	N	24	\$ 3,139.40	\$ 784.85
151	6	South	2G	NW	33	\$ 4,316.68	\$ 1,079.17
152	6	South	1F	W	24	\$ 3,139.40	\$ 784.85
153	6	South	1E	E	24	\$ 3,139.40	\$ 784.85
154	6	South	2H	NE	33	\$ 4,316.68	\$ 1,079.17
155	6	South	1A	N	25	\$ 3,270.21	\$ 817.55
156	6	South	2A	N	35	\$ 4,578.29	\$ 1,144.57
157	6	South	2B	E	41	\$ 5,363.14	\$ 1,340.79
158	6	South	2C	S	31	\$ 4,055.06	\$ 1,013.76
159	6	South	2D	S	31	\$ 4,055.06	\$ 1,013.76
160	6	South	2E	W	41	\$ 5,363.14	\$ 1,340.79
161	6	South	2F	N	35	\$ 4,578.29	\$ 1,144.57
162	6	South	1B	N	25	\$ 3,270.21	\$ 817.55
163	7	South	2G	NW	32	\$ 4,185.87	\$ 1,046.47
164	7	South	1F	W	24	\$ 3,139.40	\$ 784.85
165	7	South	1E	E	24	\$ 3,139.40	\$ 784.85
166	7	South	2H	NE	33	\$ 4,316.68	\$ 1,079.17
167	7	South	1A	N	25	\$ 3,270.21	\$ 817.55
168	7	South	2A	N	35	\$ 4,578.29	\$ 1,144.57
169	7	South	2B	E	42	\$ 5,493.95	\$ 1,373.49
170	7	South	2C	S	32	\$ 4,185.87	\$ 1,046.47
171	7	South	2D	S	32	\$ 4,185.87	\$ 1,046.47
172	7	South	2E	W	42	\$ 5,493.95	\$ 1,373.49
173	7	South	2F	N	35	\$ 4,578.29	\$ 1,144.57
174	7	South	1B	N	25	\$ 3,270.21	\$ 817.55
175	8	South	2G	NW	33	\$ 4,316.68	\$ 1,079.17
176	8	South	1F	W	25	\$ 3,270.21	\$ 817.55
177	8	South	1E	E	25	\$ 3,270.21	\$ 817.55
178	8	South	2H	NE	33	\$ 4,316.68	\$ 1,079.17
179	8	South	1A	N	25	\$ 3,270.21	\$ 817.55
180	8	South	2A	N	36	\$ 4,709.10	\$ 1,177.28
181	8	South	2B	E	42	\$ 5,493.95	\$ 1,373.49
182	8	South	2C	S	32	\$ 4,185.87	\$ 1,046.47
183	8	South	2D	S	32	\$ 4,185.87	\$ 1,046.47
184	8	South	2E	W	42	\$ 5,493.95	\$ 1,373.49
185	8	South	2F	N	36	\$ 4,709.10	\$ 1,177.28
186	8	South	1B	N	25	\$ 3,270.21	\$ 817.55
187	9	South	2G	NW	34	\$ 4,447.48	\$ 1,111.87
188	9	South	1F	W	25	\$ 3,270.21	\$ 817.55
189	9	South	1E	E	25	\$ 3,270.21	\$ 817.55
190	9	South	2H	NE	34	\$ 4,447.48	\$ 1,111.87

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

191	9	South	1A	N	26	\$ 3,401.02	\$ 850.25
192	9	South	2A	N	36	\$ 4,709.10	\$ 1,177.28
193	9	South	2B	E	42	\$ 5,493.95	\$ 1,373.49
194	9	South	2C	S	34	\$ 4,447.48	\$ 1,111.87
195	9	South	2D	S	34	\$ 4,447.48	\$ 1,111.87
196	9	South	2E	W	42	\$ 5,493.95	\$ 1,373.49
197	9	South	2F	N	36	\$ 4,709.10	\$ 1,177.28
198	9	South	1B	N	26	\$ 3,401.02	\$ 850.25
199	10	South	2G	NW	35	\$ 4,578.29	\$ 1,144.57
200	10	South	1F	W	26	\$ 3,401.02	\$ 850.25
201	10	South	1E	E	26	\$ 3,401.02	\$ 850.25
202	10	South	2H	NE	35	\$ 4,578.29	\$ 1,144.57
203	10	South	1A	N	26	\$ 3,401.02	\$ 850.25
204	10	South	2A	N	37	\$ 4,839.91	\$ 1,209.98
205	10	South	2B	E	43	\$ 5,624.76	\$ 1,406.19
206	10	South	2C	S	35	\$ 4,578.29	\$ 1,144.57
207	10	South	2D	S	35	\$ 4,578.29	\$ 1,144.57
208	10	South	2E	W	43	\$ 5,624.76	\$ 1,406.19
209	10	South	2F	N	37	\$ 4,839.91	\$ 1,209.98
210	10	South	1B	N	26	\$ 3,401.02	\$ 850.25
211	11	South	2G	NW	35	\$ 4,578.29	\$ 1,144.57
212	11	South	1F	W	26	\$ 3,401.02	\$ 850.25
213	11	South	1E	E	26	\$ 3,401.02	\$ 850.25
214	11	South	2H	NE	35	\$ 4,578.29	\$ 1,144.57
215	11	South	1A	N	27	\$ 3,531.83	\$ 882.96
216	11	South	2A	N	37	\$ 4,839.91	\$ 1,209.98
217	11	South	2B	E	44	\$ 5,755.57	\$ 1,438.89
218	11	South	2C	S	36	\$ 4,709.10	\$ 1,177.28
219	11	South	2D	S	36	\$ 4,709.10	\$ 1,177.28
220	11	South	2E	W	44	\$ 5,755.57	\$ 1,438.89
221	11	South	2F	N	37	\$ 4,839.91	\$ 1,209.98
222	11	South	1B	N	27	\$ 3,531.83	\$ 882.96
223	12	South	2G	NW	35	\$ 4,578.29	\$ 1,144.57
224	12	South	1F	W	27	\$ 3,531.83	\$ 882.96
225	12	South	1E	E	27	\$ 3,531.83	\$ 882.96
226	12	South	2H	NE	34	\$ 4,447.48	\$ 1,111.87
227	12	South	1A	N	28	\$ 3,662.63	\$ 915.66
228	12	South	2A	N	38	\$ 4,970.72	\$ 1,242.68
229	12	South	2B	E	44	\$ 5,755.57	\$ 1,438.89
230	12	South	2C	S	36	\$ 4,709.10	\$ 1,177.28
231	12	South	2D	S	36	\$ 4,709.10	\$ 1,177.28
232	12	South	2E	W	44	\$ 5,755.57	\$ 1,438.89
233	12	South	2F	N	38	\$ 4,970.72	\$ 1,242.68
234	12	South	1B	N	28	\$ 3,662.63	\$ 915.66
235	13	South	2G	NW	36	\$ 4,709.10	\$ 1,177.28
236	13	South	1F	W	28	\$ 3,662.63	\$ 915.66
237	13	South	1E	E	28	\$ 3,662.63	\$ 915.66
238	13	South	2H	NE	36	\$ 4,709.10	\$ 1,177.28
239	13	South	1A	N	28	\$ 3,662.63	\$ 915.66
240	13	South	2A	N	39	\$ 5,101.53	\$ 1,275.38

ADMINISTRATIVE FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

241	13	South	2B	E	45	\$ 5,886.38	\$ 1,471.59
242	13	South	2C	S	36	\$ 4,709.10	\$ 1,177.28
243	13	South	2D	S	36	\$ 4,709.10	\$ 1,177.28
244	13	South	2E	W	45	\$ 5,886.38	\$ 1,471.59
245	13	South	2F	N	39	\$ 5,101.53	\$ 1,275.38
246	13	South	1B	N	28	\$ 3,662.63	\$ 915.66
247	14	South	2G	NW	36	\$ 4,709.10	\$ 1,177.28
248	14	South	1F	W	28	\$ 3,662.63	\$ 915.66
249	14	South	1E	E	28	\$ 3,662.63	\$ 915.66
250	14	South	2H	NE	36	\$ 4,709.10	\$ 1,177.28
251	14	South	1A	N	29	\$ 3,793.44	\$ 948.36
252	14	South	2A	N	40	\$ 5,232.33	\$ 1,308.08
253	14	South	2B	E	46	\$ 6,017.19	\$ 1,504.30
254	14	South	2C	S	37	\$ 4,839.91	\$ 1,209.98
255	14	South	2D	S	37	\$ 4,839.91	\$ 1,209.98
256	14	South	2E	W	46	\$ 6,017.19	\$ 1,504.30
257	14	South	2F	N	40	\$ 5,232.33	\$ 1,308.08
258	14	South	1B	N	29	\$ 3,793.44	\$ 948.36
259	15	South	3L	N	100	\$ 13,080.84	\$ 3,270.21
260	15	South	3D	N	57	\$ 7,456.08	\$ 1,864.02
261	15	South	3E	N	57	\$ 7,456.08	\$ 1,864.02
262	15	South	3F	S	50	\$ 6,540.42	\$ 1,635.10
263	15	South	3G	S	50	\$ 6,540.42	\$ 1,635.10
264	15	South	3H	N	57	\$ 7,456.08	\$ 1,864.02
265	15	South	3I	N	57	\$ 7,456.08	\$ 1,864.02
266	16	South	3J	N	60	\$ 7,848.50	\$ 1,962.13
267	16	South	2Q	N	47	\$ 6,147.99	\$ 1,537.00
268	16	South	3D	N	57	\$ 7,456.08	\$ 1,864.02
269	16	South	3E	N	58	\$ 7,586.89	\$ 1,896.72
270	16	South	3F	S	50	\$ 6,540.42	\$ 1,635.10
271	16	South	3G	S	50	\$ 6,540.42	\$ 1,635.10
272	16	South	3H	N	58	\$ 7,586.89	\$ 1,896.72
273	16	South	3I	N	57	\$ 7,456.08	\$ 1,864.02
274	1	TH	TH1	S	54	\$ 7,063.65	\$ 1,765.91
275	1	TH	TH2	S	54	\$ 7,063.65	\$ 1,765.91
276	1	TH	TH3	S	54	\$ 7,063.65	\$ 1,765.91
277	1	TH	TH4	S	54	\$ 7,063.65	\$ 1,765.91
278	1	TH	TH5	S	54	\$ 7,063.65	\$ 1,765.91
279	1	TH	TH6	S	54	\$ 7,063.65	\$ 1,765.91

Totals 10000

\$1,308,084

\$327,021

ADDENDUM 3

SINKING FUND LEVY

OWNER CONTRIBUTIONS FOR 2024-25

(ITEM 11)

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

Total UOE	10000	Per UOE	
Total Sinking Fund Levies Due	\$300,687	\$ 30.07	ex GST
	\$330,756	\$ 33.08	incl GST

UP 4787 Approved
Sinking Fund Plan
7 Aug 2023

Unit #	Floor #	Tower	Floor Plan	Aspect	UOE	SF Levy Contribution (incl GST)	
						Annual	Quarterly
1	1	North	2M	W	34	\$ 1,124.57	\$ 281.14
2	1	North	2N	NW	41	\$ 1,356.10	\$ 339.02
3	1	North	1C	N	26	\$ 859.96	\$ 214.99
4	1	North	1D	N	26	\$ 859.96	\$ 214.99
5	1	North	2K	NE	39	\$ 1,289.95	\$ 322.49
6	1	North	2L	E	34	\$ 1,124.57	\$ 281.14
7	2	North	2M	W	33	\$ 1,091.49	\$ 272.87
8	2	North	2N	NW	39	\$ 1,289.95	\$ 322.49
9	2	North	1C	N	26	\$ 859.96	\$ 214.99
10	2	North	1D	N	26	\$ 859.96	\$ 214.99
11	2	North	2K	NE	37	\$ 1,223.80	\$ 305.95
12	2	North	2L	E	33	\$ 1,091.49	\$ 272.87
13	2	North	2I	E	33	\$ 1,091.49	\$ 272.87
14	2	North	2J	W	33	\$ 1,091.49	\$ 272.87
15	3	North	2M	W	33	\$ 1,091.49	\$ 272.87
16	3	North	2N	NW	39	\$ 1,289.95	\$ 322.49
17	3	North	1C	N	26	\$ 859.96	\$ 214.99
18	3	North	1D	N	26	\$ 859.96	\$ 214.99
19	3	North	2K	NE	37	\$ 1,223.80	\$ 305.95
20	3	North	2L	E	33	\$ 1,091.49	\$ 272.87
21	3	North	2I	E	33	\$ 1,091.49	\$ 272.87
22	3	North	2J	W	33	\$ 1,091.49	\$ 272.87
23	4	North	2M	W	33	\$ 1,091.49	\$ 272.87
24	4	North	2N	NW	39	\$ 1,289.95	\$ 322.49
25	4	North	1C	N	27	\$ 893.04	\$ 223.26
26	4	North	1D	N	27	\$ 893.04	\$ 223.26
27	4	North	2K	NE	37	\$ 1,223.80	\$ 305.95
28	4	North	2L	E	33	\$ 1,091.49	\$ 272.87
29	4	North	2I	E	33	\$ 1,091.49	\$ 272.87
30	4	North	2J	W	33	\$ 1,091.49	\$ 272.87
31	5	North	2M	W	33	\$ 1,091.49	\$ 272.87
32	5	North	2N	NW	39	\$ 1,289.95	\$ 322.49
33	5	North	1C	N	28	\$ 926.12	\$ 231.53
34	5	North	1D	N	28	\$ 926.12	\$ 231.53
35	5	North	2K	NE	38	\$ 1,256.87	\$ 314.22
36	5	North	2L	E	34	\$ 1,124.57	\$ 281.14
37	5	North	2I	E	33	\$ 1,091.49	\$ 272.87
38	5	North	2J	W	33	\$ 1,091.49	\$ 272.87
39	6	North	2M	W	34	\$ 1,124.57	\$ 281.14
40	6	North	2N	NW	39	\$ 1,289.95	\$ 322.49

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

41	6	North	1C	N	28	\$ 926.12	\$ 231.53
42	6	North	1D	N	28	\$ 926.12	\$ 231.53
43	6	North	2K	NE	38	\$ 1,256.87	\$ 314.22
44	6	North	2L	E	33	\$ 1,091.49	\$ 272.87
45	6	North	2I	E	34	\$ 1,124.57	\$ 281.14
46	6	North	2J	W	34	\$ 1,124.57	\$ 281.14
47	7	North	2M	W	35	\$ 1,157.64	\$ 289.41
48	7	North	2N	NW	40	\$ 1,323.02	\$ 330.76
49	7	North	1C	N	29	\$ 959.19	\$ 239.80
50	7	North	1D	N	29	\$ 959.19	\$ 239.80
51	7	North	2K	NE	38	\$ 1,256.87	\$ 314.22
52	7	North	2L	E	35	\$ 1,157.64	\$ 289.41
53	7	North	2I	E	35	\$ 1,157.64	\$ 289.41
54	7	North	2J	W	35	\$ 1,157.64	\$ 289.41
55	8	North	2M	W	35	\$ 1,157.64	\$ 289.41
56	8	North	2N	NW	41	\$ 1,356.10	\$ 339.02
57	8	North	1C	N	30	\$ 992.27	\$ 248.07
58	8	North	1D	E	30	\$ 992.27	\$ 248.07
59	8	North	2K	NE	39	\$ 1,289.95	\$ 322.49
60	8	North	2L	E	35	\$ 1,157.64	\$ 289.41
61	8	North	2I	E	35	\$ 1,157.64	\$ 289.41
62	8	North	2J	W	35	\$ 1,157.64	\$ 289.41
63	9	North	2M	W	35	\$ 1,157.64	\$ 289.41
64	9	North	2N	NW	42	\$ 1,389.17	\$ 347.29
65	9	North	3A	N	52	\$ 1,719.93	\$ 429.98
66	9	North	2K	NE	40	\$ 1,323.02	\$ 330.76
67	9	North	2L	E	35	\$ 1,157.64	\$ 289.41
68	9	North	2I	E	35	\$ 1,157.64	\$ 289.41
69	9	North	2J	W	35	\$ 1,157.64	\$ 289.41
70	10	North	2M	W	36	\$ 1,190.72	\$ 297.68
71	10	North	2N	NW	43	\$ 1,422.25	\$ 355.56
72	10	North	3A	N	53	\$ 1,753.01	\$ 438.25
73	10	North	2K	NE	42	\$ 1,389.17	\$ 347.29
74	10	North	2L	E	36	\$ 1,190.72	\$ 297.68
75	10	North	2I	E	36	\$ 1,190.72	\$ 297.68
76	10	North	2J	W	36	\$ 1,190.72	\$ 297.68
77	11	North	2M	W	35	\$ 1,157.64	\$ 289.41
78	11	North	2N	NW	44	\$ 1,455.33	\$ 363.83
79	11	North	3A	N	54	\$ 1,786.08	\$ 446.52
80	11	North	2K	NE	43	\$ 1,422.25	\$ 355.56
81	11	North	2L	E	36	\$ 1,190.72	\$ 297.68
82	11	North	2I	E	36	\$ 1,190.72	\$ 297.68
83	11	North	2J	W	36	\$ 1,190.72	\$ 297.68
84	12	North	2M	E	37	\$ 1,223.80	\$ 305.95
85	12	North	2N	NE	44	\$ 1,455.33	\$ 363.83
86	12	North	3A	N	55	\$ 1,819.16	\$ 454.79
87	12	North	2K	NE	43	\$ 1,422.25	\$ 355.56
88	12	North	2L	E	37	\$ 1,223.80	\$ 305.95
89	12	North	2I	E	37	\$ 1,223.80	\$ 305.95
90	12	North	2J	W	37	\$ 1,223.80	\$ 305.95

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

91	13	North	3C	NW	52	\$ 1,719.93	\$ 429.98
92	13	North	2O	N	44	\$ 1,455.33	\$ 363.83
93	13	North	3B	NE	52	\$ 1,719.93	\$ 429.98
94	13	North	2I	E	37	\$ 1,223.80	\$ 305.95
95	13	North	2J	W	37	\$ 1,223.80	\$ 305.95
96	14	North	3C	NW	53	\$ 1,753.01	\$ 438.25
97	14	North	2O	N	45	\$ 1,488.40	\$ 372.10
98	14	North	3B	NE	53	\$ 1,753.01	\$ 438.25
99	14	North	2I	E	38	\$ 1,256.87	\$ 314.22
100	14	North	2J	W	38	\$ 1,256.87	\$ 314.22
101	1	South	2P	N	34	\$ 1,124.57	\$ 281.14
102	1	South	3K	N	48	\$ 1,587.63	\$ 396.91
103	2	South	2G	NW	31	\$ 1,025.34	\$ 256.34
104	2	South	1F	W	22	\$ 727.66	\$ 181.92
105	2	South	1E	E	22	\$ 727.66	\$ 181.92
106	2	South	2H	NE	31	\$ 1,025.34	\$ 256.34
107	2	South	1A	N	23	\$ 760.74	\$ 190.18
108	2	South	2A	N	33	\$ 1,091.49	\$ 272.87
109	2	South	2B	E	38	\$ 1,256.87	\$ 314.22
110	2	South	2C	S	30	\$ 992.27	\$ 248.07
111	2	South	2D	S	30	\$ 992.27	\$ 248.07
112	2	South	2E	W	38	\$ 1,256.87	\$ 314.22
113	2	South	2F	N	33	\$ 1,091.49	\$ 272.87
114	2	South	1B	N	23	\$ 760.74	\$ 190.18
115	3	South	2G	NW	32	\$ 1,058.42	\$ 264.60
116	3	South	1F	W	23	\$ 760.74	\$ 190.18
117	3	South	1E	E	23	\$ 760.74	\$ 190.18
118	3	South	2H	NE	32	\$ 1,058.42	\$ 264.60
119	3	South	1A	N	23	\$ 760.74	\$ 190.18
120	3	South	2A	N	34	\$ 1,124.57	\$ 281.14
121	3	South	2B	E	39	\$ 1,289.95	\$ 322.49
122	3	South	2C	S	30	\$ 992.27	\$ 248.07
123	3	South	2D	S	30	\$ 992.27	\$ 248.07
124	3	South	2E	W	39	\$ 1,289.95	\$ 322.49
125	3	South	2F	N	34	\$ 1,124.57	\$ 281.14
126	3	South	1B	N	23	\$ 760.74	\$ 190.18
127	4	South	2G	NW	32	\$ 1,058.42	\$ 264.60
128	4	South	1F	W	23	\$ 760.74	\$ 190.18
129	4	South	1E	E	23	\$ 760.74	\$ 190.18
130	4	South	2H	NE	32	\$ 1,058.42	\$ 264.60
131	4	South	1A	N	24	\$ 793.81	\$ 198.45
132	4	South	2A	N	34	\$ 1,124.57	\$ 281.14
133	4	South	2B	E	40	\$ 1,323.02	\$ 330.76
134	4	South	2C	S	30	\$ 992.27	\$ 248.07
135	4	South	2D	W	30	\$ 992.27	\$ 248.07
136	4	South	2E	W	40	\$ 1,323.02	\$ 330.76
137	4	South	2F	N	34	\$ 1,124.57	\$ 281.14
138	4	South	1B	N	24	\$ 793.81	\$ 198.45
139	5	South	2G	NW	32	\$ 1,058.42	\$ 264.60
140	5	South	1F	W	23	\$ 760.74	\$ 190.18

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

141	5	South	1E	E	23	\$ 760.74	\$ 190.18
142	5	South	2H	NE	32	\$ 1,058.42	\$ 264.60
143	5	South	1A	N	24	\$ 793.81	\$ 198.45
144	5	South	2A	N	35	\$ 1,157.64	\$ 289.41
145	5	South	2B	E	41	\$ 1,356.10	\$ 339.02
146	5	South	2C	S	31	\$ 1,025.34	\$ 256.34
147	5	South	2D	S	31	\$ 1,025.34	\$ 256.34
148	5	South	2E	W	41	\$ 1,356.10	\$ 339.02
149	5	South	2F	N	35	\$ 1,157.64	\$ 289.41
150	5	South	1B	N	24	\$ 793.81	\$ 198.45
151	6	South	2G	NW	33	\$ 1,091.49	\$ 272.87
152	6	South	1F	W	24	\$ 793.81	\$ 198.45
153	6	South	1E	E	24	\$ 793.81	\$ 198.45
154	6	South	2H	NE	33	\$ 1,091.49	\$ 272.87
155	6	South	1A	N	25	\$ 826.89	\$ 206.72
156	6	South	2A	N	35	\$ 1,157.64	\$ 289.41
157	6	South	2B	E	41	\$ 1,356.10	\$ 339.02
158	6	South	2C	S	31	\$ 1,025.34	\$ 256.34
159	6	South	2D	S	31	\$ 1,025.34	\$ 256.34
160	6	South	2E	W	41	\$ 1,356.10	\$ 339.02
161	6	South	2F	N	35	\$ 1,157.64	\$ 289.41
162	6	South	1B	N	25	\$ 826.89	\$ 206.72
163	7	South	2G	NW	32	\$ 1,058.42	\$ 264.60
164	7	South	1F	W	24	\$ 793.81	\$ 198.45
165	7	South	1E	E	24	\$ 793.81	\$ 198.45
166	7	South	2H	NE	33	\$ 1,091.49	\$ 272.87
167	7	South	1A	N	25	\$ 826.89	\$ 206.72
168	7	South	2A	N	35	\$ 1,157.64	\$ 289.41
169	7	South	2B	E	42	\$ 1,389.17	\$ 347.29
170	7	South	2C	S	32	\$ 1,058.42	\$ 264.60
171	7	South	2D	S	32	\$ 1,058.42	\$ 264.60
172	7	South	2E	W	42	\$ 1,389.17	\$ 347.29
173	7	South	2F	N	35	\$ 1,157.64	\$ 289.41
174	7	South	1B	N	25	\$ 826.89	\$ 206.72
175	8	South	2G	NW	33	\$ 1,091.49	\$ 272.87
176	8	South	1F	W	25	\$ 826.89	\$ 206.72
177	8	South	1E	E	25	\$ 826.89	\$ 206.72
178	8	South	2H	NE	33	\$ 1,091.49	\$ 272.87
179	8	South	1A	N	25	\$ 826.89	\$ 206.72
180	8	South	2A	N	36	\$ 1,190.72	\$ 297.68
181	8	South	2B	E	42	\$ 1,389.17	\$ 347.29
182	8	South	2C	S	32	\$ 1,058.42	\$ 264.60
183	8	South	2D	S	32	\$ 1,058.42	\$ 264.60
184	8	South	2E	W	42	\$ 1,389.17	\$ 347.29
185	8	South	2F	N	36	\$ 1,190.72	\$ 297.68
186	8	South	1B	N	25	\$ 826.89	\$ 206.72
187	9	South	2G	NW	34	\$ 1,124.57	\$ 281.14
188	9	South	1F	W	25	\$ 826.89	\$ 206.72
189	9	South	1E	E	25	\$ 826.89	\$ 206.72
190	9	South	2H	NE	34	\$ 1,124.57	\$ 281.14

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

191	9	South	1A	N	26	\$ 859.96	\$ 214.99
192	9	South	2A	N	36	\$ 1,190.72	\$ 297.68
193	9	South	2B	E	42	\$ 1,389.17	\$ 347.29
194	9	South	2C	S	34	\$ 1,124.57	\$ 281.14
195	9	South	2D	S	34	\$ 1,124.57	\$ 281.14
196	9	South	2E	W	42	\$ 1,389.17	\$ 347.29
197	9	South	2F	N	36	\$ 1,190.72	\$ 297.68
198	9	South	1B	N	26	\$ 859.96	\$ 214.99
199	10	South	2G	NW	35	\$ 1,157.64	\$ 289.41
200	10	South	1F	W	26	\$ 859.96	\$ 214.99
201	10	South	1E	E	26	\$ 859.96	\$ 214.99
202	10	South	2H	NE	35	\$ 1,157.64	\$ 289.41
203	10	South	1A	N	26	\$ 859.96	\$ 214.99
204	10	South	2A	N	37	\$ 1,223.80	\$ 305.95
205	10	South	2B	E	43	\$ 1,422.25	\$ 355.56
206	10	South	2C	S	35	\$ 1,157.64	\$ 289.41
207	10	South	2D	S	35	\$ 1,157.64	\$ 289.41
208	10	South	2E	W	43	\$ 1,422.25	\$ 355.56
209	10	South	2F	N	37	\$ 1,223.80	\$ 305.95
210	10	South	1B	N	26	\$ 859.96	\$ 214.99
211	11	South	2G	NW	35	\$ 1,157.64	\$ 289.41
212	11	South	1F	W	26	\$ 859.96	\$ 214.99
213	11	South	1E	E	26	\$ 859.96	\$ 214.99
214	11	South	2H	NE	35	\$ 1,157.64	\$ 289.41
215	11	South	1A	N	27	\$ 893.04	\$ 223.26
216	11	South	2A	N	37	\$ 1,223.80	\$ 305.95
217	11	South	2B	E	44	\$ 1,455.33	\$ 363.83
218	11	South	2C	S	36	\$ 1,190.72	\$ 297.68
219	11	South	2D	S	36	\$ 1,190.72	\$ 297.68
220	11	South	2E	W	44	\$ 1,455.33	\$ 363.83
221	11	South	2F	N	37	\$ 1,223.80	\$ 305.95
222	11	South	1B	N	27	\$ 893.04	\$ 223.26
223	12	South	2G	NW	35	\$ 1,157.64	\$ 289.41
224	12	South	1F	W	27	\$ 893.04	\$ 223.26
225	12	South	1E	E	27	\$ 893.04	\$ 223.26
226	12	South	2H	NE	34	\$ 1,124.57	\$ 281.14
227	12	South	1A	N	28	\$ 926.12	\$ 231.53
228	12	South	2A	N	38	\$ 1,256.87	\$ 314.22
229	12	South	2B	E	44	\$ 1,455.33	\$ 363.83
230	12	South	2C	S	36	\$ 1,190.72	\$ 297.68
231	12	South	2D	S	36	\$ 1,190.72	\$ 297.68
232	12	South	2E	W	44	\$ 1,455.33	\$ 363.83
233	12	South	2F	N	38	\$ 1,256.87	\$ 314.22
234	12	South	1B	N	28	\$ 926.12	\$ 231.53
235	13	South	2G	NW	36	\$ 1,190.72	\$ 297.68
236	13	South	1F	W	28	\$ 926.12	\$ 231.53
237	13	South	1E	E	28	\$ 926.12	\$ 231.53
238	13	South	2H	NE	36	\$ 1,190.72	\$ 297.68
239	13	South	1A	N	28	\$ 926.12	\$ 231.53
240	13	South	2A	N	39	\$ 1,289.95	\$ 322.49

SINKING FUND LEVY : 2024-25 CONTRIBUTIONS BY UNIT

241	13	South	2B	E	45	\$ 1,488.40	\$ 372.10
242	13	South	2C	S	36	\$ 1,190.72	\$ 297.68
243	13	South	2D	S	36	\$ 1,190.72	\$ 297.68
244	13	South	2E	W	45	\$ 1,488.40	\$ 372.10
245	13	South	2F	N	39	\$ 1,289.95	\$ 322.49
246	13	South	1B	N	28	\$ 926.12	\$ 231.53
247	14	South	2G	NW	36	\$ 1,190.72	\$ 297.68
248	14	South	1F	W	28	\$ 926.12	\$ 231.53
249	14	South	1E	E	28	\$ 926.12	\$ 231.53
250	14	South	2H	NE	36	\$ 1,190.72	\$ 297.68
251	14	South	1A	N	29	\$ 959.19	\$ 239.80
252	14	South	2A	N	40	\$ 1,323.02	\$ 330.76
253	14	South	2B	E	46	\$ 1,521.48	\$ 380.37
254	14	South	2C	S	37	\$ 1,223.80	\$ 305.95
255	14	South	2D	S	37	\$ 1,223.80	\$ 305.95
256	14	South	2E	W	46	\$ 1,521.48	\$ 380.37
257	14	South	2F	N	40	\$ 1,323.02	\$ 330.76
258	14	South	1B	N	29	\$ 959.19	\$ 239.80
259	15	South	3L	N	100	\$ 3,307.56	\$ 826.89
260	15	South	3D	N	57	\$ 1,885.31	\$ 471.33
261	15	South	3E	N	57	\$ 1,885.31	\$ 471.33
262	15	South	3F	S	50	\$ 1,653.78	\$ 413.44
263	15	South	3G	S	50	\$ 1,653.78	\$ 413.44
264	15	South	3H	N	57	\$ 1,885.31	\$ 471.33
265	15	South	3I	N	57	\$ 1,885.31	\$ 471.33
266	16	South	3J	N	60	\$ 1,984.53	\$ 496.13
267	16	South	2Q	N	47	\$ 1,554.55	\$ 388.64
268	16	South	3D	N	57	\$ 1,885.31	\$ 471.33
269	16	South	3E	N	58	\$ 1,918.38	\$ 479.60
270	16	South	3F	S	50	\$ 1,653.78	\$ 413.44
271	16	South	3G	S	50	\$ 1,653.78	\$ 413.44
272	16	South	3H	N	58	\$ 1,918.38	\$ 479.60
273	16	South	3I	N	57	\$ 1,885.31	\$ 471.33
274	1	TH	TH1	S	54	\$ 1,786.08	\$ 446.52
275	1	TH	TH2	S	54	\$ 1,786.08	\$ 446.52
276	1	TH	TH3	S	54	\$ 1,786.08	\$ 446.52
277	1	TH	TH4	S	54	\$ 1,786.08	\$ 446.52
278	1	TH	TH5	S	54	\$ 1,786.08	\$ 446.52
279	1	TH	TH6	S	54	\$ 1,786.08	\$ 446.52

Totals 10000

\$330,756

\$82,689

ADDENDUM 4

UP4787 OWNERS CORPORATION RULES

(TO BE REGISTERED BY-LAWS)

(ITEMS 19 - 24)



UP 4787 - Owners Corporation Rules
(As approved at the 6th AGM on 31 October 2024)

1. Definitions

a) In these rules:

executive committee representative means a person authorised in writing by the Executive Committee under rule 11(d).

owner, occupier, or user, of a unit, includes an invitee or licensee of an owner, occupier or user of a unit.

balustrade means the entire structure enclosing the outer boundary of a unit balcony comprising glass barrier, stanchions and fastenings and the outer boundary wall of a ground floor unit courtyard.

common property means any area not included within an individual unit entitlement and includes:

- basement garages;
- ‘bocce’ court;
- children's play area;
- common corridors;
- garden beds;
- driveways;
- entryways;
- footpaths;
- foyers
- grassed areas;
- gymnasiums;
- indoor or outdoor pool areas;
- planter pots;
- sauna;
- security cameras and other security infrastructure; and
- the Wellness Centre including the yoga space.

pet owner means an owner or occupier who keeps an animal in the unit in accordance with rules 5 or 5A.

party wall means a common wall adjoining two units or a unit and common property.

the Act means the *Unit Titles Management Act 2011 (ACT)*.

b) A word or expression in the Act has the same meaning in these rules.

2. Payment of rates and taxes by unit owners

a) A unit owner must pay all levies, rates, taxes and any other amount payable for the unit.

3. Repairs and maintenance

a) A unit owner must ensure that the unit is in a state of good repair.

b) A unit owner must carry out any work in relation to the unit, and do anything else in relation to the unit, that is required by a territory law.



4. Alterations and erections

- a) A unit owner may erect or alter any structure in or on the unit or the common property only:
 - i. In accordance with the express permission of the Owners Corporation by special resolution; and
 - ii. In accordance with the requirements of any applicable territory law (for example, a law requiring development approval to be obtained for the erection or alteration).
 - iii. However, if the structure is sustainability infrastructure, the Owners Corporation's permission must not be unreasonably withheld.

Examples of permission not unreasonably withheld: Financial, safety or structural considerations or equity of access to common property, easements, facilities or utility services.

Examples of permission unreasonably withheld: External appearance of a unit or the Units Plan.
- b) The Owners Corporation delegates its decision-making power under Rule 4 (a) to the Executive Committee for erections and alterations in or on:
 - i. The common property — to a maximum value of \$10,000 (GST inclusive); and
 - ii. A unit — for windows, flooring, sliding doors, balconies, garages and internal renovations.
- c) Permission under Rules 4(a) and 4(b) may be given subject to conditions stated in the resolution, noting that:
 - i. Windscreens - Installation, modification or alteration to windscreens as part of a unit entitlement is not permitted without consultation with and plans from an appropriate design consultant and must be submitted to the Executive Committee for approval.
 - ii. Screen doors - These are not permitted on the front door of units (a breach of the fire regulations).
 - iii. Party Walls and Fire Doors – These must not be tampered with to ensure their integrity is maintained and fire rating, acoustic and thermal performance is not degraded.
 - iv. Flooring - Alterations (whether timber, laminate, carpet or tiling) must have a verified acoustic rating of at least five (5) stars in accordance with the “Association of Australian Acoustical Consultants (AAAC) Guideline for Apartment and Townhouse Acoustics Rating”.
 - v. Unit owners who undertake alterations or erections without Owners Corporation or Executive Committee permission can be required to remove or replace them at their own cost.

5. Pets in units

- a) A unit owner or occupier (the pet owner) may keep an animal, or permit an animal to be kept, within the unit if—
 - i. the total number of animals kept within the unit (other than birds in a cage or fish in an aquarium) is not more than three (3); and
 - ii. the pet owner ensures that the animal is appropriately supervised when the animal is on the common property; and
 - iii. the pet owner keeps the animal secure so that it cannot escape the unit unsupervised; and
 - iv. the pet owner must not allow their pet to pee or poo on common property and must clean any area of the units plan that is soiled by the animal; and
 - v. the pet owner takes reasonable steps to ensure the animal does not cause excessive noise, a nuisance or a risk to health or safety; and
 - vi. the pet owner must keep dogs on a leash at all times while on common property.



- b) The pet owner must, within 14 days of the day the animal is first kept within the unit, register the pet with the Owners Corporation by completing the approved Pet Registration Form and forwarding it to the Strata Manager.

5A. Assistance animals

- a) The Owners Corporation may require a person who keeps an assistance animal to produce evidence that the animal is an assistance animal. Such evidence is to be provided to the Executive Committee on behalf of the Owners Corporation.

6. Use of common property

- a) A unit owner or occupier must not use the common property, or permit it to be used, to interfere unreasonably with the use and enjoyment of the common property by an owner, occupier or user of another unit.

7. Hazardous use of unit

- a) A unit owner or occupier must not use the unit, or permit it to be used, so as to cause a hazard to an owner, occupier or user of another unit.

8. Use of unit—nuisance or annoyance

- a) A unit owner or occupier must not use the unit, or permit it to be used, in a way that causes a nuisance or substantial annoyance to an owner, occupier or user of another unit.
- b) This rule does not apply to a use of a unit if the Executive Committee has given an owner, occupier or user of the unit written permission for that use.
- c) Permission may be given subject to stated conditions.
- d) Permission may be withdrawn by special resolution of the Owners Corporation.

9. Noise

- a) A unit owner or occupier must not make, or permit to be made, such a noise within the unit as might (in the circumstances) be reasonably likely to cause substantial annoyance to an owner, occupier or user of another unit.
- b) This rule does not apply to the making of a noise if the Executive Committee has given the person responsible for making the noise written permission to do so.
- c) Permission may be given subject to stated conditions.
- d) Permission may be withdrawn by special resolution of the Owners Corporation.

10. Illegal use of unit

- a) A unit owner or occupier must not use the unit, or permit it to be used, to contravene a law in force in the ACT.



11. What may an Executive Committee representative do?

- a) An Executive Committee representative may do any of the following in relation to a unit at all reasonable times:
 - i. if the committee has reasonable grounds for suspecting that there is a breach of the Act or these rules in relation to a unit— inspect the unit to investigate the breach;
 - ii. carry out any maintenance required under the Act or these rules;
 - i. do anything else the Owners Corporation is required to do under the Act or these rules.
- b) An Executive Committee representative may enter a unit and remain in the unit for as long as is necessary to do something mentioned in subrule 11 (a).
- c) An Executive Committee representative is not authorised to do anything in relation to a unit mentioned in subrule 11 (a) unless—
 - ii. the Executive Committee or the representative has given the owner, occupier or user of the unit reasonable notice of his or her intention to do the thing; or
 - iii. in an emergency, it is essential that it be done without notice.
- d) The Executive Committee may give a written authority to a person to represent the corporation under this rule.

12. Executive Committee Governance Arrangements

As part of their induction process, the minutes of their first meeting will record that each new member of the Executive Committee understands the requirements of the Code of Conduct in Part 1.1, Schedule 1 of the Unit Titles (Management) Act 2011, and they have agreed to adhere to the following governance principles:

Role of the Executive Committee

- a) The Executive Committee will act as a facilitator and day-to-day decision-maker for the Ivy Owners Corporation.
 - i. The Executive Committee is not able to take decisions unless it is granted authority by the Ivy Owners Corporation at an annual or special general meeting.
 - ii. The Executive Committee does not have an enforcement role unless empowered to do so by the Unit Titles (Management) Act 2011 or by authority arising from a decision of the Ivy Owners Corporation at an annual or special general meeting.
 - iii. The Executive Committee must keep proper records and minutes of all decisions taken. These records are to be made available to owners in a timely fashion and retained in accordance with prevailing legislation and regulation.

Position on issues

- b) The Executive Committee does not have a public position on matters unless this is the will of the Ivy Owners Corporation as expressed at an annual or special general meeting.
 - i. The Committee position must reflect that of the Owners Corporation and will not be based on its own agenda.
 - ii. The Executive Committee must seek to address the issues and priorities identified by the Ivy Owners Corporation.
 - iii. The Executive Committee should seek to clarify those responsibilities that fall to owners as members of the Ivy Owners Corporation (for example, those that relate to Common Property) and those matters that remain the responsibility of individual owners.



General Meetings

- c) A principal function of the Executive Committee is to prepare for annual or special general meetings of the Ivy Owners Corporation and to implement agreed outcomes. The Executive Committee shall:
 - i. ensure owners know, in advance, what the likely issues are, the proposed outcome and the decision-making process undertaken to arrive at the Executive Committee position;
 - ii. encourage owners to voice their opinions and raise matters for consideration by the Executive Committee in finalising preparations; and
 - iii. establish and facilitate processes that permit owners to make proposals and suggestions for consideration at meetings of the Ivy Owners Corporation.

Consultation

- d) The Executive Committee shall maintain an “Owners Engagement Plan” to ensure owners are aware of matters affecting their interests as members of the Ivy Owners Corporation.
 - i. Regular information should be made available to owners by way of emails, newsletters, information boards, town hall meetings and circulars to letter boxes.

13. Smoking

- a) An owner, occupier or guest must not smoke tobacco products or e-cigarettes, or allow any other person to smoke, on the common property including all vehicle parking levels, the ground floor and basements, in the gymnasiums, the enclosed pool zones (including BBQ area, the indoor or outdoor swimming pools, spa and sauna), residential level corridors and access passageways and fire stairways.
- b) If a unit owner or occupier smokes in their unit, including on the unit balcony, they must ensure that this does not cause a nuisance to any other unit occupier and they dispose of cigarette butts in an appropriate manner and in such a way as to not pose fire or other health and safety hazards.
- c) To avoid doubt, cigarette butts are never to be disposed of by:
 - i. throwing from balconies; or
 - ii. being discarded in any common property area.

14. Balconies and Terraces

- a) All courtyards and balconies are always to be kept in a neat and tidy condition.
- b) The use of loose glass-tops and light-weight sheets or covers (including loose BBQ lids) are not appropriate on the high-rise outdoor terraces and balconies. The use of lightweight furniture or other items is prohibited unless it is securely attached to the balcony or terrace floor slab.
- c) Due to the high-wind conditions experienced in the area of Ivy, under no circumstances is anything to be left hanging over the balcony balustrades.



15. Storage in basements

- a) Unit owners and occupiers are not permitted to use their car space as storage and all items are to be stored in their designated storage cages.
- b) Unit owners and occupiers whose unit entitlement includes a garage secured by a roller door are permitted to secure items in the unit garage.
- c) Further to this, all items owned and stored within the storage cages or garages are to be secured in a way that no items may spill out onto the Common Property.

16. Use of common property

- a) Common property is provided for the use of owners, occupiers and their bona fide guests. These areas are not for general public use. Real estate and other advertising signs are not permitted.
- b) Owners and occupiers will not permit, by act or omission, access to these areas by members of the public or to leave guests unaccompanied.
- c) Users of the common property areas are expected to respect the community atmosphere engendered by these areas and keep them clean and tidy, and to minimise risk to health and safety.
- d) Subject to any restrictions imposed by the Executive Committee from time to time:
 - i. The Outdoor Pool/BBQ area is open for 24-hour use and is subject to the rules relating to nuisance and noise.
 - ii. The Indoor Pool/Spa and sauna will be open for 24-hour use and is subject to the rules relating to nuisance and noise.
 - iii. The cardio and weights gymnasiums are open for 24-hour use subject to the rules relating to nuisance and noise.
 - iv. Due to the significant health and safety risk and danger to pool filtering and pumping equipment, glass is not permitted within the outdoor pool area bounded by the pool fencing, within the indoor pool and spa facility or in the sauna.
 - v. Owners and occupiers must use the BBQ, gymnasium and pool areas in a safe manner and ensure that they comply with all ACT Health and Safety Legislative requirements that apply to the use of these facilities.
 - vi. At all times, owners and occupiers must ensure they are suitably clothed and behaving in a manner not likely to offend other owners and occupiers or their bona fide guests in any common property areas.
- e) The Executive Committee will not unreasonably impose restrictions on the use of the facilities listed above.
- f) Common property cannot be reserved in any way that imposes or implies an exclusive right of use by an owner or occupier or group of owners or occupiers.
- g) Use of facilities must not prevent other owners or occupiers from sharing those facilities. Common sense, courtesy, cooperation and flexibility should be applied at all times.
- h) Owners, occupiers and bona fide guests must not interfere with, cover, damage, obstruct or otherwise alter security cameras and/or other security infrastructure.
- i) The Executive Committee may issue guidelines on the use of common property decided by ordinary resolution. Any guidelines will be made available to all owners.



17. Common Property Parking

- a) There is no provision for owner, resident or visitor parking on Ivy common property for any purpose other than pick-up and drop-off/set-down.
- b) Parking in the designated emergency vehicle zone is expressly prohibited and can be subject to an immediate Rule Infringement Notice.
- c) Four trade vehicle parking spaces are allocated by the Building Manager for use by contractors, tradespeople and other approved vehicles, and can be made available for a resident's trade and service vehicles upon request.
- d) Vehicles (including motorbikes, bicycles, boats and caravans) must be parked within each unit's allocated garage or car space(s) in the basement.
- e) Parking of vehicles in other areas of the basement is not permitted except with the express permission of the Executive Committee.

18. Window Furnishings

- a) If any unit owner and/or occupier installs window and/or sliding door coverings to any external window and/or door, they must be installed on the inside of the window and/or door. All window and/or sliding door coverings must match the existing aesthetics of the building and must be approved by the Executive Committee. Hanging of sheets on windows and/or door coverings is not considered to be in keeping with the existing aesthetic of the Ivy and is not permitted.

19. Bocce Area Restrictions

- a) Any game/activity which might result in a direct impact/force down upon the artificial synthetic surface is not permitted due to the risk of damage to the subsurface.

20. Insurance

- a) Pursuant to the requirements of the Unit Titles (Management) Act 2011, the Owners Corporation must hold Building insurance for all defined parts of the buildings in UP4787 as well as Public Liability insurance over common property and Office Bearers' legal liability cover.
 - i. The coverage provided by all components of this Building insurance policy should reflect current market conditions and not result in reduced benefits either to individual owners or to the Owners Corporation.
- b) Only the insurance broker appointed by, and acting on the instructions of the Executive Committee can submit a claim to the building insurer. The building insurer will determine whether the claim is valid.
 - i. If the insurance broker submits a successful claim on behalf of the Owners Corporation, the Owners Corporation pays the excess specified in the insurance policy.



21. Ban on Private Use of Common Power

- a) The 240V single GPOs installed in enclosed garages must be used only for their intended purpose of powering the garage door openers.
- b) They must not be used to charge electric vehicles or to power other electrical appliances such as machines, mobility or E-scooters, E-bicycles, fridges, freezers etc.
- c) Owners found in breach of sub-rule 21 (b) will be charged \$120 per incident (regardless of actual consumption).

22. Moving In and Out

- a) Each unit owner must:
 - i. Retain an up-to-date copy of these Rules from the Strata Manager.
 - ii. Make a copy of these Rules available to their property manager (if any) and to all tenants, occupiers and users of their unit upon arrival.
- b) Each unit owner and resident tenant must:
 - i. Notify the Strata Manager at least two (2) working days before moving in or moving out.
 - ii. Arrange with the Building Manager to book a lift and have protective lift covers installed before moving in or out.

23. Pool Area and Umbrellas

- a) Owners and residents are required to supervise all visitors and children in the outdoor pool area at all times.
- b) Owners and residents must:
 - i. Comply with the Pool Rules.
 - ii. Ensure pool lounges and furniture and the pool umbrellas are used safely.
 - iii. Close and lock down umbrellas after you have used them, or whenever there are high winds, especially if you are the last to leave the area.
 - iv. Leave the pool and BBQ area in a clean and tidy condition.
 - v. Report any damage to the Building Manager.



UP4787: Pet Registration Form (Rule 5)

Pet Owner	
Name(s)	
Email	
Phone	
Unit number	
Emergency Contact	
Name	
Email	
Phone	
Pet Details	
Type of animal	
Animal's name	
Breed	
Colour	
Registration number	
Microchip number	
(For dogs) date of desexing	
(For cats) born before 1 July 2022	Yes / No
Assistance animal	Yes / No
Total number of pets in Unit	
Declarations	
I have read the Owners Corporation Rules about pets in units	Yes / No
I agree to keep the animal in accordance with the Owners Corporation Rules about pets in units	Yes / No
Signature	
Date	

**Independent Auditor's Report
To the Owners of Unit Plan 4787**

Opinion

We have audited the financial report of Unit Plan 4787 (the Plan), which comprises the balance sheet as at 30 September 2024, the income and expenditure statements for the year then ended, and notes to the financial statements, including a summary of significant accounting policies. We have not audited any budget information which may be included in the financial report.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of Unit Plan 4787 as at 30 September 2024, and its financial performance for the year then ended in accordance with the accounting policies described in the notes to the financial report and the financial reporting requirements of Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Plan in accordance with the ethical requirements of the Accounting Professional & Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (Including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to the notes to the financial report, which describes the basis of accounting. The financial report has been prepared for distribution to the Owners for the purpose of fulfilling the Owners Corporation's financial reporting responsibilities under Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Owners Corporation for the Financial Report

The Owners Corporation is responsible for the preparation and fair presentation of the financial report in accordance with the accounting policies described in the notes to the financial report, and has determined that the accounting policies described in the notes to the financial report are appropriate to meet the financial reporting requirements of Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011, and are appropriate to meet the needs of the Owners. The Owners Corporation's responsibility also includes such internal control as the Owners Corporation determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Owners Corporation is responsible for assessing the Plan's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Owners Corporation either intends to liquidate the Plan or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Owners Corporation.
- Conclude on the appropriateness of the Owners Corporation's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Plan's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Plan to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Owners Corporation regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kelly Partners Assurance Services



Joel Russell CA
Client Director - North Sydney

Dated this 25th day of October 2024

**Balance Sheet - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024
FINAL**

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Assets			
Cash At Bank			
The Owners Unit Plan 4787 <i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>	\$545,475.77	\$457,048.56	\$1,002,524.33
Unit Plan 4787 TD02 <i>Macquarie Bank BSB: 182-266 Acc No: 237788393</i>	\$0.00	\$88,248.92	\$88,248.92
Unit Plan 4787 TD05 <i>Macquarie Bank BSB: 182-266 Acc No: 264637166</i>	\$124,879.19	\$0.00	\$124,879.19
GST Paid	\$22,727.01	\$0.00	\$22,727.01
Receivable	\$29,759.52	\$6,567.85	\$36,327.37
Total Assets	\$722,841.49	\$551,865.33	\$1,274,706.82
Liabilities			
Accruals	\$42,842.96	\$0.00	\$42,842.96
GST Collected	\$29,161.98	\$5,865.78	\$35,027.76
GST Uncollected	\$(82.02)	\$597.15	\$515.13
Levies Paid In Advance	\$29,962.97	\$0.00	\$29,962.97
Total Liabilities	\$101,885.89	\$6,462.93	\$108,348.82
Net Assets	\$620,955.60	\$545,402.40	\$1,166,358.00
Owners Funds			
Opening Balance	\$542,297.30	\$280,972.77	\$823,270.07
Transfer	\$0.00	\$4,112.72	\$4,112.72
Net Income For The Period	\$78,658.30	\$260,316.91	\$338,975.21
Total Owners Funds	\$620,955.60	\$545,402.40	\$1,166,358.00

Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024
FINAL

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$734.63	\$0.00	\$1,383.08
Interest Investment Accounts Admin	\$18,388.34	\$0.00	\$1,706.33
Keys Remotes & Swipes	\$6,550.86	\$0.00	\$2,297.26
Levy Income Admin	\$1,140,739.04	\$1,140,742.63	\$1,070,832.56
Total Administrative Fund Income	\$1,166,412.87	\$1,140,742.63	\$1,076,219.23

Expenses

Audit Fees	\$2,600.00	\$2,500.00	\$2,360.00
BAS & Tax Preparation	\$735.00	\$630.00	\$675.00
Bank Charges	\$(12.65)	\$0.00	\$(3.22)
Banking, Software & Infrastructure	\$341.39	\$315.00	\$288.75
Bin Lifter / Hoist - Contract	\$2,092.95	\$2,540.00	\$3,270.60
Building Improvements	\$6,383.21	\$25,413.28	\$21,483.32
Building Maintenance	\$27,435.00	\$25,000.00	\$0.00
BuildingLink	\$6,696.00	\$6,696.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$0.00	\$15,000.00	\$15,000.00
Cleaning - Bin Chutes	\$1,800.00	\$3,780.00	\$1,800.00
Cleaning - Bins	\$6,880.00	\$6,680.00	\$6,572.60
Cleaning - Carpark	\$4,496.50	\$3,720.00	\$4,450.00
Cleaning - Carpets	\$4,800.00	\$6,710.00	\$5,151.36
Cleaning - Contract	\$172,341.55	\$173,250.00	\$169,684.04
Cleaning - General	\$3,582.55	\$7,170.00	\$6,142.14
Cleaning - Windows	\$18,650.00	\$20,340.00	\$19,478.50
Cleaning Supplies	\$2,038.60	\$3,700.00	\$3,386.50
Consumables	\$5,875.40	\$7,600.00	\$4,743.97
Contingency	\$12,405.97	\$63,533.20	\$54,158.10
Contractor Compliance Fee	\$88.00	\$90.00	\$87.00
Debt Recovery	\$0.00	\$0.00	\$0.00
Electrical - Maint. Contract	\$2,800.00	\$5,280.00	\$4,780.00
Electricity	\$116,671.32	\$140,200.00	\$131,731.74
Facilities Management Services	\$103,645.50	\$114,010.00	\$101,117.34
Fire - Maintenance Contract	\$12,660.96	\$11,740.00	\$12,660.96
Fire - Monitoring	\$2,000.00	\$2,340.00	\$2,205.00
Fire - Repairs & Replacement	\$8,140.00	\$9,025.00	\$8,515.00
Furniture	\$0.00	\$10,720.00	\$0.00
Garbage Chute - Maint. Contract	\$3,720.00	\$5,100.00	\$2,700.00

Income and Expenditure Statement - U/Plan 4787**"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2023 to 30/09/2024

FINAL**Consolidated****Administrative Fund**

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Gardening - Contract	\$16,494.99	\$18,320.00	\$17,384.16
Gardening - Irrigation	\$3,964.55	\$14,000.00	\$0.00
Gardening - Maintenance Other	\$0.00	\$0.00	\$400.00
Gardening - Plants and Trees	\$7,768.19	\$10,870.00	\$0.00
Gas Infrastructure	\$26,670.16	\$99,162.57	\$0.00
Gas Usage	\$36,779.04	\$37,417.43	\$9,237.33
Gym - Contract	\$2,850.00	\$3,000.00	\$2,850.00
Gym - Equipment	\$542.55	\$500.00	\$108.91
HVAC - Contract	\$14,560.00	\$12,730.00	\$12,480.00
Height Safety Certification	\$1,300.00	\$1,327.00	\$1,250.00
Hot Water Supply	\$2,494.48	\$1,600.00	\$1,120.75
IT Charges	\$1,302.00	\$6,400.00	\$984.00
Income Tax Payable - Admin	\$2,624.84	\$0.00	\$0.00
Insurance Excess Payments	\$0.00	\$0.00	\$90.91
Insurance Payouts	\$1,782.95	\$0.00	\$0.00
Insurance Premium	\$105,964.89	\$120,000.00	\$99,226.06
Keys, Remotes & Swipes	\$1,771.60	\$0.00	\$(2,224.31)
Legal Fees Arrears Recoveries	\$0.00	\$0.00	\$(30.00)
Lifts - Maint. Contract	\$33,603.04	\$33,922.00	\$26,137.00
Lifts - Repairs & Maint.	\$2,280.00	\$6,000.00	\$5,665.00
Lifts Registration	\$654.55	\$0.00	\$0.00
Lodgement Fees	\$150.91	\$0.00	\$0.00
Management Fees (Schedule B)	\$155.45	\$0.00	\$590.00
Management Fees - Strata	\$104,077.21	\$96,488.00	\$81,956.25
Other Expenses	\$3,842.81	\$3,000.00	\$2,440.90
Pest Control	\$11,185.20	\$10,520.00	\$1,850.00
Plumbing - Maint. Contract	\$4,803.93	\$4,480.00	\$4,588.65
Pool -Contract	\$13,170.00	\$22,240.00	\$22,277.81
R & M Doors	\$320.00	\$245.00	\$400.00
R & M Electrical	\$15,874.00	\$22,040.00	\$15,996.00
R & M Equipment	\$1,966.12	\$630.00	\$595.00
R & M Garage	\$1,181.82	\$1,470.00	\$1,676.82
R & M General	\$3,700.01	\$3,130.00	\$3,007.03
R & M HVAC	\$2,073.00	\$0.00	\$0.00
R & M Painting	\$11,515.00	\$11,485.00	\$0.00
R & M Plumbing	\$10,643.35	\$13,000.00	\$14,943.31
R & M Pool	\$11,121.00	\$18,390.00	\$25,755.25
R & M Roof	\$9,275.25	\$11,000.00	\$27,509.78
R & M Upgrades and Replacements	\$0.00	\$0.00	\$11,847.92

Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024
FINAL

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Reports - Consultants	\$0.00	\$5,000.00	\$7,090.90
Reports - Insurance Valuation	\$0.00	\$2,400.00	\$4,103.64
Room Hire	\$1,381.81	\$795.00	\$700.00
Security & Access System	\$18,655.87	\$20,820.00	\$0.00
Security General	\$1,625.80	\$2,000.00	\$4,651.80
Signage	\$0.00	\$0.00	\$860.20
Waste & Recycling Bins	\$423.40	\$146.00	\$0.00
Water Usage	\$68,337.55	\$72,000.00	\$59,104.82
Total Administrative Fund Expenses	\$1,087,754.57	\$1,359,610.48	\$1,055,760.59
Administrative Fund Surplus/Deficit	\$78,658.30	\$(218,867.85)	\$20,458.64

Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
For the Financial Period 01/10/2023 to 30/09/2024
FINAL

Consolidated

Sinking Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$2,532.10	\$0.00	\$215.48
Interest Investment Accounts Sinking	\$14,705.40	\$0.00	\$5,915.99
Levy Income Sinking	\$243,078.68	\$243,079.00	\$162,239.68
Total Sinking Fund Income	\$260,316.18	\$243,079.00	\$168,371.15
Expenses			
Bank Charges - Sinking	\$(0.73)	\$0.00	\$0.00
Total Sinking Fund Expenses	\$(0.73)	\$0.00	\$0.00
Sinking Fund Surplus/Deficit	\$260,316.91	\$243,079.00	\$168,371.15

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
1	1	Ki Ryun Kim	\$1,001.21	\$4,266.28	\$55.00	\$5,322.49	\$0.00	\$18.38
2	2	Suzana Glamcevski	\$0.00	\$5,144.72	\$55.00	\$3,913.54	\$1,286.18	\$0.00
3	3	A Glouftsis & M Jones	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
4	4	Trang Minh Tran & Huynh Thanh Tu Nguyen	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
5	5	Kristy L Randall & Alexander L Padovan	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
6	6	Sarah-Anne M Selleck & Piotr Komar	\$1,001.21	\$4,266.28	\$55.00	\$5,322.49	\$0.00	\$12.62
7	7	Morgan Lee Kennedy	\$489.82 CR	\$4,140.84	\$0.00	\$3,651.64	\$0.62 CR	\$0.00
8	8	Bernadette Mary Bissett	\$0.00	\$4,893.80	\$77.00	\$4,970.80	\$0.00	\$0.00
9	9	Robert Peter & Christine Margaret Blackall	\$920.37 CR	\$3,262.60	\$0.00	\$3,200.30	\$858.07 CR	\$0.00
10	10	Yikan Liu	\$0.00	\$3,262.60	\$55.00	\$3,317.60	\$0.00	\$20.34
11	11	Karen Mcpherson	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
12	12	Dhruv Sachdev & Archana Khadka	\$0.00	\$4,140.84	\$469.00	\$4,609.84	\$0.00	\$0.00
13	13	Dylan J Lloyd & Eduardo D Reyes	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
14	14	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$4,140.84	\$55.00	\$4,195.84	\$0.00	\$18.72
15	15	Elizabeth Anne O'Rourke	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
16	16	Michael Warren McCarthy & Katherine Margaret McCarthy	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
17	17	Lindsay Mary Bull	\$0.05 CR	\$3,262.60	\$0.00	\$3,262.55	\$0.00	\$0.00
18	18	Kate Elizabeth Johnston-Sims	\$0.00	\$3,262.60	\$746.00	\$4,008.60	\$0.00	\$0.00
19	19	Phillip Kleanthos	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
20	20	Ashan Arulchelvan Thevendirarajah & Maryanne Sangeetha Ashan	\$0.00	\$4,140.84	\$207.00	\$4,347.84	\$0.00	\$0.00
21	21	Jingwen Lu	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
22	22	Kathiresan Rajendran & Amrita Kanagavel	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
23	23	Shirelle Jade Poels	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
24	24	Raffaella Paolucci	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
25	25	Maddison Oswin Reid	\$0.00	\$3,388.04	\$55.00	\$3,545.79	\$102.75 CR	\$19.03
26	26	Jessica Lee Costigan	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
27	27	Guy Hutchison & Patricia Gayle Hutchison	\$0.10 CR	\$4,642.88	\$0.00	\$4,642.78	\$0.00	\$0.00
28	28	Jyothis James & Sajeev James	\$0.00	\$4,140.84	\$207.00	\$4,348.72	\$0.88 CR	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
29	29	David Balfour & Courtney Janke	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
30	30	Robert Mikic	\$0.00	\$4,140.84	\$0.00	\$3,105.63	\$1,035.21	\$0.00
31	31	Soumya Dharmagari & Navaneeth Dharmagari	\$0.00	\$4,140.84	\$77.00	\$4,217.84	\$0.00	\$0.00
32	32	Krista Kay Griffiths	\$207.00	\$4,893.80	\$55.00	\$2,653.90	\$2,501.90	\$0.00
33	33	Jannene Elizabeth White	\$0.55 CR	\$3,513.52	\$0.00	\$3,513.42	\$0.45 CR	\$0.00
34	34	Daniel Brian John Hearle	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
35	35	Chloe Elizabeth Stuart	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
36	36	Natasha Elizabeth Dubow	\$0.00	\$4,266.28	\$77.00	\$4,343.28	\$0.00	\$0.00
37	37	Sophia Irini Mylordi Scales	\$0.00	\$4,140.84	\$130.00	\$5,147.84	\$877.00 CR	\$0.00
38	38	Sreerag Yesodharan	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
39	39	Daniel James Fulton	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
40	40	Elizabeth Donna Little & Matthew Peter Little	\$0.00	\$4,893.80	\$337.00	\$5,230.80	\$0.00	\$0.00
41	41	Laura Jane Caldicott	\$0.00	\$3,513.52	\$55.00	\$3,568.52	\$0.00	\$3.88
42	42	Yung-Lun Shyu	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
43	43	Angy Marie Campbell & Andrew James Campbell	\$0.00	\$4,768.32	\$0.00	\$5,268.32	\$500.00 CR	\$0.00
44	44	Lynette Margaret Randall & Allan James Randall	\$0.00	\$4,140.84	\$207.00	\$4,347.84	\$0.00	\$0.00
45	45	M N Hickey & S K Goodall	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
46	46	Iain Thomas Morison	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
47	47	Robert J Johnson & Lauren A Illig	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
48	48	Maralyn Margaret Owen	\$0.00	\$5,019.24	\$0.00	\$5,019.24	\$0.00	\$0.00
49	49	Noshin Lou	\$0.00	\$3,638.96	\$0.00	\$3,638.96	\$0.00	\$0.00
50	50	Alexandra Kaitlin Hewitt	\$0.00	\$3,638.96	\$0.00	\$3,638.99	\$0.03 CR	\$0.00
51	51	Henry Nyadzor Afiabo	\$0.00	\$4,768.32	\$77.00	\$4,845.32	\$0.00	\$0.00
52	52	Julianne Mary O'Brien	\$400.12 CR	\$4,391.76	\$0.00	\$4,194.16	\$202.52 CR	\$0.00
53	53	R Triple R Pty Ltd	\$1,200.00 CR	\$4,391.76	\$0.00	\$4,523.66	\$1,331.90 CR	\$0.00
54	54	Shu Ning Lei	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
55	55	TAYLA JADE FERRIS	\$13.47 CR	\$4,391.76	\$132.00	\$4,510.29	\$0.00	\$13.54
56	56	Sarah-Jane M Oakley	\$0.00	\$5,144.72	\$55.00	\$4,001.03	\$1,198.69	\$28.19
57	57	A & R Chin SMSF PTY LTD	\$0.00	\$3,764.44	\$77.00	\$3,841.44	\$0.00	\$0.00
58	58	Susan Rose Healsmith	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
59	59	Glenn Ramon Hirst & Philippa Ada Hirst	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
60	60	Lap Kee Larry SY & Shu Shuen Carina Li	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00

Lot Positions Report - U/Plan 4787
"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
 For the Financial Period 01/10/2023 to 30/09/2024

Consolidated

Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
61	61	Paul Edwin Stephenson	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
62	62	Laura G H Nguyen	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
63	63	Jack James Ferguson & Sam Coop Ferguson	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
64	64	Belinda A Read	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
65	65	Penny Angela Michalis atf Irene Maria Michalis	\$0.00	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$0.00
66	66	Margaret M Dalley	\$0.00	\$5,019.24	\$0.00	\$5,019.24	\$0.00	\$0.00
67	67	Shreya Thakur	\$0.00	\$4,391.76	\$110.00	\$3,401.62	\$1,100.14	\$46.33
68	68	Zeljko Buljat	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
69	69	Jelena Josipovic	\$0.00	\$4,391.76	\$154.00	\$4,545.76	\$0.00	\$0.00
70	70	Cobbler Eighty Property Holdings Pty Ltd	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
71	71	Cristy Jean Hoy	\$0.00	\$5,395.64	\$509.00	\$5,904.64	\$0.00	\$19.04
72	72	Kathlon Pty Ltd ACN 008 542 087 atf J & K Bradley Super Fund ABN 18 371 294	\$0.00	\$6,650.44	\$77.00	\$6,727.44	\$0.00	\$0.00
73	73	Peter Shunlee Law	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
74	74	Fengxiao Miao	\$0.00	\$4,517.40	\$130.00	\$4,647.40	\$0.00	\$0.00
75	75	Elizabeth Cheryl Collyer	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
76	76	Anu Sindhu & Aditya Sindhu	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
77	77	Ajay Chamathil Thomas & Nissy Accamma Abraham	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
78	78	Sylvain Max Van Gelder & Carol Mary Van Gelder & Anna-Louise Kimpton & Philip James Kimpton	\$1,593.97 CR	\$5,521.28	\$0.00	\$5,423.48	\$1,496.17 CR	\$0.00
79	79	Graham Geoffrey Guest & Annette Margaret Guest	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
80	80	Jason Andrew Elborne Jones & Debra Joy Jones	\$0.00	\$5,395.64	\$0.00	\$5,395.64	\$0.00	\$0.00
81	81	Braham Barkat	\$0.00	\$4,517.40	\$55.00	\$4,572.40	\$0.00	\$27.85
82	82	Robert G Frampton	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
83	83	David Arthur Cowles & Snjezana Cowles	\$0.00	\$4,517.40	\$0.00	\$3,388.05	\$1,129.35	\$0.00
84	84	Claire E Morison	\$0.00	\$4,642.88	\$0.00	\$4,979.49	\$336.61 CR	\$0.00
85	85	Daniel John Hagggar & Annamaria Zuffo	\$8.00 CR	\$5,521.28	\$0.00	\$5,513.28	\$0.00	\$0.00
86	86	Paul Anthony Stanton & Margaret Kathleen Stanton	\$0.00	\$6,901.56	\$0.00	\$6,901.56	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
87	87	Christopher Robin Roper & Cynthia Lynn Burton	\$0.00	\$5,395.64	\$0.00	\$5,395.64	\$0.00	\$0.00
88	88	Michael Musson	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
89	89	Ian Maxwell Ellis Honey & Hilary Marian Honey	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
90	90	William Patrick Sarran	\$0.00	\$4,642.88	\$77.00	\$4,719.88	\$0.00	\$0.00
91	91	Claire Louise Howe	\$0.00	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$0.00
92	92	Roger Martin Poels	\$0.00	\$5,521.28	\$77.00	\$5,598.28	\$0.00	\$0.00
93	93	Kui Foon Wong	\$0.00	\$6,525.00	\$0.00	\$6,525.00	\$0.00	\$0.00
94	94	David A Brown & Frances Brown	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
95	95	Joshua L Clifford & Mellisa M Behn	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
96	96	Dennis Edward McAlister & Julie Ann McAlister	\$614.28 CR	\$6,650.44	\$0.00	\$6,632.84	\$596.68 CR	\$0.00
97	97	Mr David Tansey	\$0.00	\$5,646.76	\$0.00	\$5,646.76	\$0.00	\$0.00
98	98	Michael Anthony O'Brien & Annette O'Brien	\$0.00	\$6,650.44	\$0.00	\$6,650.44	\$0.00	\$0.00
99	99	Najib A Raya & Najib A Raya	\$0.00	\$4,768.32	\$0.00	\$6,214.42	\$1,446.10 CR	\$0.00
100	100	Megan Lesley Barker	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
101	101	Johannes Henrikus Van Der Berg & Linda Van Der Berg	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
102	102	Shane McGrath	\$545.88 CR	\$6,023.16	\$0.00	\$5,477.28	\$0.00	\$0.00
103	103	Sean P Ford & Krystal V A Ford	\$2,232.35 CR	\$3,889.92	\$591.61	\$3,761.12	\$1,511.94 CR	\$0.00
104	104	K M Lorenzetto & F Lorenzetto	\$0.00	\$2,760.56	\$0.00	\$2,760.56	\$0.00	\$0.00
105	105	Teresa E Wilson-Brown & Eric D Brown	\$792.62 CR	\$2,760.56	\$0.00	\$1,967.94	\$0.00	\$0.00
106	106	Forden Pty Ltd	\$0.00	\$3,889.92	\$0.00	\$3,889.92	\$0.00	\$0.00
107	107	Daniel David Roy & Thi Van Anh Nguyen	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
108	108	Angus Christopher Broman & Anica Lee Broman	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
109	109	Emily Kate Reeves	\$0.00	\$4,768.32	\$621.00	\$5,389.32	\$0.00	\$0.00
110	110	Christian Thomas Leed	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
111	111	Madeleine Matthews	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
112	112	Sebastian Soby & Neethu Kurikala	\$0.00	\$4,768.32	\$154.00	\$4,922.32	\$0.00	\$0.00
113	113	Nicholas James Blacklock & Cerise Anne Connolly	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
114	114	Jacqueline Anne Collins	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
115	115	Jaimee Frances Foster-Daley	\$0.00	\$4,015.36	\$55.00	\$4,070.36	\$0.00	\$0.00
116	116	Andrew Vonow	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$9.09
117	117	Katherine Lee Laurie	\$941.11 CR	\$2,886.00	\$0.00	\$3,025.00	\$1,080.11 CR	\$0.00
118	118	Riley Thomas Tanton	\$0.00	\$4,015.36	\$55.00	\$4,070.68	\$0.32 CR	\$28.33
119	119	Giovanni Ballerini	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
120	120	Samantha Harbecke Edwards	\$0.00	\$4,266.28	\$37.98	\$4,304.26	\$0.00	\$14.03
121	121	Swee Yin Ng	\$0.00	\$4,893.80	\$55.00	\$4,948.80	\$0.00	\$15.42
122	122	Fazela Zahna Mokamel	\$221.93	\$3,764.44	\$0.00	\$3,234.53	\$751.84	\$0.00
123	123	Xunuo Huang	\$891.07	\$3,764.44	\$165.00	\$4,824.49	\$3.98 CR	\$59.82
124	124	Rebecca Anne Laufer	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
125	125	Simon Peter Zantis	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
126	126	Claudia Simone Ballerini	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
127	127	Riagan Jeames Milton	\$293.25	\$4,015.36	\$110.00	\$5,400.86	\$982.25 CR	\$4.57
128	128	Benryan Pty Ltd atf The Lanzon Superannuation Fund	\$0.00	\$2,886.00	\$77.00	\$2,963.00	\$0.00	\$0.00
129	129	Madeline Joy Dineen	\$0.00	\$2,886.00	\$132.00	\$3,018.00	\$0.00	\$8.90
130	130	Luke Goodwin	\$0.00	\$4,015.36	\$207.00	\$4,222.36	\$0.00	\$0.00
131	131	Branko Acimovic	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
132	132	Aaron Troy Hazelton & Elizabeth Hazelton	\$1,145.00 CR	\$4,266.28	\$0.00	\$3,133.88	\$12.60 CR	\$0.00
133	133	Robert Alan Ungerer & Annette Elizabeth Ungerer	\$0.00	\$5,019.24	\$0.00	\$5,019.24	\$0.00	\$0.00
134	134	A B & D R Manianglong	\$0.00	\$3,764.44	\$0.00	\$3,764.44	\$0.00	\$0.00
135	135	Shahezana Hassan	\$570.00 CR	\$3,764.44	\$554.00	\$4,432.84	\$684.40 CR	\$0.00
136	136	Iman Hassan & Shadia Ali Taha Ibdah	\$99.57	\$5,019.24	\$110.00	\$5,229.21	\$0.40 CR	\$1.68
137	137	Robert Martin Donnelly	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
138	138	Saqib Qamar Malik	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
139	139	Jacqueline Claire Bunt	\$97.17	\$4,015.36	\$0.00	\$4,117.27	\$4.74 CR	\$5.56
140	140	Rolando Dela Torre	\$0.00	\$2,886.00	\$0.00	\$2,886.00	\$0.00	\$0.00
141	141	Ellie Kathryn Tonkin	\$3,136.75 CR	\$2,886.00	\$0.00	\$3,935.00	\$4,185.75 CR	\$0.00
142	142	Matthew Patrick O'Neill	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
143	143	Dingping Cui	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
144	144	Aaron Simon Coutts	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
145	145	Kattemalavadi Subramanyam Prakash & Usha Gopala Rao	\$0.00	\$5,144.72	\$0.00	\$5,144.72	\$0.00	\$0.00
146	146	Shelton & Patience Mutinhima	\$0.00	\$3,889.92	\$0.00	\$3,598.14	\$291.78	\$0.00
147	147	Shawn Paul Owens	\$0.00	\$3,889.92	\$0.00	\$3,889.92	\$0.00	\$0.00

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148	148	Ms Angela Gai Taylor	\$881.01 CR	\$5,144.72	\$0.00	\$6,003.72	\$1,740.01 CR	\$0.00
149	149	Lynette Hunt	\$0.00	\$4,391.76	\$0.00	\$4,410.86	\$19.10 CR	\$0.00
150	150	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$3,011.48	\$55.00	\$3,066.48	\$0.00	\$9.49
151	151	Nicholas Graeme Standen & Seraina Felicia Elia	\$15.04 CR	\$4,140.84	\$77.00	\$4,202.80	\$0.00	\$0.00
152	152	Jessica Marie Campbell	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
153	153	Erisa Harada	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
154	154	Corey Leigh Pentland	\$237.66 CR	\$4,140.84	\$0.00	\$4,217.64	\$314.46 CR	\$0.00
155	155	Meg K Lillie	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
156	156	Steven L & Melinda F Kouparitsas	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
157	157	Najee Zahabi	\$0.00	\$5,144.72	\$0.00	\$5,144.72	\$0.00	\$0.00
158	158	Ji Qi	\$0.00	\$3,889.92	\$0.00	\$3,889.92	\$0.00	\$0.00
159	159	Ms Kara Jane Bowman	\$0.29 CR	\$3,889.92	\$0.00	\$3,889.63	\$0.00	\$0.00
160	160	Michael Vincent Gahan & Ann Maree Gahan	\$0.00	\$5,144.72	\$0.00	\$5,144.72	\$0.00	\$0.00
161	161	Agatha Villano	\$77.00	\$4,391.76	\$130.00	\$4,598.76	\$0.00	\$0.00
162	162	Narelle Evelyn Brownette	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
163	163	Prince Rupert Encabo Ramirez	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
164	164	Xinghua Xu	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
165	165	Maxine Monus	\$0.00	\$3,011.48	\$0.00	\$3,011.48	\$0.00	\$0.00
166	166	Damien Benjamin Farncomb	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
167	167	Dean Hudson	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
168	168	Brittany Anne Temple	\$0.00	\$4,391.76	\$110.00	\$4,501.76	\$0.00	\$28.28
169	169	Johannes Frederikus Leverink & Marilyn Kaye Leverink	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
170	170	Mai Anna Dinh	\$11.23	\$4,015.36	\$0.00	\$4,026.59	\$0.00	\$0.00
171	171	Nicole Annette Stokes & Cameron Scott Paterson	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
172	172	Bryan James Robertson & Brenda Robertson	\$0.00	\$5,270.16	\$77.00	\$5,347.16	\$0.00	\$0.00
173	173	Pipina Therese Coates	\$0.00	\$4,391.76	\$308.00	\$4,699.76	\$0.00	\$0.00
174	174	Kevin G McGrane	\$0.00	\$3,137.12	\$0.00	\$3,138.32	\$1.20 CR	\$0.00
175	175	Shahleen Khan	\$4,419.50	\$4,140.84	\$1,969.00	\$3,758.31	\$6,771.03	\$0.00
176	176	Shane Patrick Ivers	\$0.00	\$3,137.12	\$130.00	\$3,267.12	\$0.00	\$0.00
177	177	Vongmany Phornthiph	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
178	178	Mr Jessie Angelo Miaga	\$0.00	\$4,140.84	\$0.00	\$4,140.84	\$0.00	\$0.00
179	179	Raymond Chan	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00

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180	180	Peter Fenton & Catherine Saw Choo Fenton	\$2,730.14 CR	\$4,517.40	\$0.00	\$5,537.40	\$3,750.14 CR	\$0.00
181	181	Svetlana Nicolaevna Korukina	\$0.00	\$5,270.16	\$1,401.20	\$6,671.36	\$0.00	\$0.00
182	182	Terence Weir & Rosalie Elnora Jane Weir	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
183	183	Martin Denis & Belinda Nijole Caddick	\$0.00	\$4,015.36	\$0.00	\$4,015.36	\$0.00	\$0.00
184	184	Chona Waller	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
185	185	Amy Shelley Holmes & Christopher Barry Chapman	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
186	186	Tristan James Alexander Langton & Bolor Ganbold	\$53.35 CR	\$3,137.12	\$0.00	\$3,083.77	\$0.00	\$0.00
187	187	Medardo Comonal	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
188	188	Xiaofan Zheng	\$736.21	\$3,137.12	\$132.00	\$4,005.33	\$0.00	\$9.28
189	189	Mabel Sin Mei Au	\$0.00	\$3,137.12	\$0.00	\$3,137.12	\$0.00	\$0.00
190	190	Michael Daniel Ruman	\$0.00	\$4,266.28	\$260.00	\$4,526.28	\$0.00	\$0.00
191	191	Loc Nhut Bui & Hue Ngoc Bui	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
192	192	Angela Corrine McCauley	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
193	193	Yikan Liu	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
194	194	Jean Paul De Guzman & Eartha De Guzman	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
195	195	Janelle Penny	\$0.00	\$4,266.28	\$0.00	\$4,266.28	\$0.00	\$0.00
196	196	Luca Siliquini & Jacquelyn J Wilson	\$0.00	\$5,270.16	\$0.00	\$5,270.16	\$0.00	\$0.00
197	197	Eva Wadie	\$179.78 CR	\$4,517.40	\$0.00	\$4,337.62	\$0.00	\$10.52
198	198	Richard Peter Filmer	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
199	199	Lieberherr Property Alpha Pty Ltd Hansjorg Ernst Lieberherr	\$2,021.38	\$4,391.76	\$319.00	\$6,732.14	\$0.00	\$60.42
200	200	Thivaahar Paramasivam	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
201	201	Julian Daly Ciempka	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
202	202	Su Mei Van	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
203	203	Laura Kate Peel	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
204	204	Peter J Kucharski	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
205	205	Maria Papastamos	\$1,304.04	\$5,395.64	\$385.00	\$5,680.77	\$1,403.91	\$63.62
206	206	Maggie Rose O'Neill & Caitlin Mary O'Neill	\$0.00	\$4,391.76	\$15.00	\$3,293.82	\$1,112.94	\$0.00
207	207	Katrina Sue Malnar	\$0.00	\$4,391.76	\$0.00	\$4,391.76	\$0.00	\$0.00
208	208	John Alexander MacPherson & Donna May MacPherson	\$0.00	\$5,395.64	\$0.00	\$5,395.64	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
209	209	Nicole Adeline Taylor	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
210	210	James Maddox & Hye Jung Yoon	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
211	211	Ronald Paqueo	\$1,140.69	\$4,391.76	\$110.00	\$5,642.45	\$0.00	\$29.65
212	212	Anthony David Vidinovski	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
213	213	Yuri Tsyganov & Irini Tsyganov	\$0.00	\$3,262.60	\$0.00	\$3,262.60	\$0.00	\$0.00
214	214	Jonathan Michael Lovell	\$0.00	\$4,391.76	\$77.00	\$4,468.76	\$0.00	\$0.00
215	215	Theodore Putra Prawiradiraja & Carol Ann Jazelle Lumbre Ramo	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
216	216	Tessa Mackay Mues & Ryan Alastair Eric Piper	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
217	217	Dr Haifa Amin	\$0.00	\$5,521.28	\$130.00	\$5,651.28	\$0.00	\$0.00
218	218	Daniel Geoffrey Woodward	\$0.00	\$4,517.40	\$77.00	\$4,594.40	\$0.00	\$0.00
219	219	Virgilio Francisco & Maria Rosario Francisco	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
220	220	Teresita Mangubat Heraghty	\$0.00	\$5,521.28	\$77.00	\$5,598.28	\$0.00	\$0.00
221	221	Sugamya Mallawathanri & Pohorambage Perera	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
222	222	CMB Superannuation Fund	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
223	223	Helen Truong, Hoang Truong & Kir Chi Doan	\$0.00	\$4,391.76	\$55.00	\$4,446.76	\$0.00	\$18.05
224	224	Terry-Lee Leeson	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
225	225	Yun Hua Wang	\$0.00	\$3,388.04	\$0.00	\$3,388.04	\$0.00	\$0.00
226	226	Imelda Quilter	\$0.00	\$4,266.28	\$1,972.42	\$6,238.70	\$0.00	\$0.00
227	227	Francesco Leonardi	\$0.00	\$3,513.52	\$77.00	\$3,590.52	\$0.00	\$0.00
228	228	Ashleigh Lauren Streatfield & Jacob Benjamin Shanks	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
229	229	Beryl Joyce Goodwin	\$0.00	\$5,521.28	\$0.00	\$5,521.28	\$0.00	\$0.00
230	230	Robert J & Julie C Delforce	\$0.00	\$4,517.40	\$207.00	\$4,724.40	\$0.00	\$0.00
231	231	J L Hindmarsh & J C Hindmarsh	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
232	232	David Kent Mcdonald & Belinda May Mcdonald	\$0.00	\$5,521.28	\$0.00	\$5,521.28	\$0.00	\$0.00
233	233	Nicole A Taylor	\$0.00	\$4,768.32	\$0.00	\$4,768.32	\$0.00	\$0.00
234	234	Daniel David Phillips	\$0.00	\$3,513.52	\$110.00	\$3,623.52	\$0.00	\$28.88
235	235	Duncan Ross & Linda Elizabeth Simmons	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
236	236	Emma Jane Hession	\$947.65 CR	\$3,513.52	\$0.00	\$2,901.32	\$335.45 CR	\$0.00
237	237	Henry Overton	\$824.53	\$3,513.52	\$55.00	\$4,393.05	\$0.00	\$16.49
238	238	Nathaniel Hua Hoh Oon	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00

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15 IRVING STREET, PHILLIP, ACT 2606
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Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
239	239	Michael Z L Zhu	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
240	240	Angela Voerman Batty	\$0.00	\$4,893.80	\$0.00	\$4,893.80	\$0.00	\$0.00
241	241	Kim Jane Wettren	\$1,525.95 CR	\$5,646.76	\$0.00	\$5,833.31	\$1,712.50 CR	\$0.00
242	242	Jane L Abma	\$9.25 CR	\$4,517.40	\$0.00	\$4,517.40	\$9.25 CR	\$0.00
243	243	Anthony M Player	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
244	244	Margo Helen Condoleon	\$0.00	\$5,646.76	\$0.00	\$5,646.76	\$0.00	\$0.00
245	245	Reabal Ismail M Najjar	\$0.00	\$4,893.80	\$165.00	\$3,670.35	\$1,388.45	\$0.00
246	246	Shaun Michael & Tania Jaimie PANTOS-DENSWORTH	\$0.00	\$3,513.52	\$0.00	\$3,513.52	\$0.00	\$0.00
247	247	Patrick James Meany & Patricia Mary Meany	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
248	248	Dajana Jovanovic	\$0.50 CR	\$3,513.52	\$77.00	\$3,590.02	\$0.00	\$0.00
249	249	Jonathon M Lovell	\$0.00	\$3,513.52	\$77.00	\$3,590.52	\$0.00	\$0.00
250	250	PALAK KAMBOJ	\$0.00	\$4,517.40	\$0.00	\$4,517.40	\$0.00	\$0.00
251	251	Assunta Corbo, Luigi Antonio Corbo & Clara Grace Rapagna	\$0.00	\$3,638.96	\$130.00	\$3,768.96	\$0.00	\$0.00
252	252	Lewis Peter Jones & Alison Ellie Piper	\$0.00	\$5,019.24	\$130.00	\$5,149.24	\$0.00	\$0.00
253	253	Richie Benjamin De Jesus & Rhea Rowena Gumia	\$1,356.30	\$5,772.24	\$1,793.00	\$1,408.31	\$7,513.23	\$19.30
254	254	Edward Emile Puric	\$0.00	\$4,642.88	\$0.00	\$4,642.88	\$0.00	\$0.00
255	255	Sriporn Nimmanop & David Graham Engel	\$0.00	\$4,642.88	\$190.58	\$4,642.88	\$190.58	\$0.00
256	256	Bernard Anthony Stoker & Colleen Lorna Stoker	\$78.92 CR	\$5,772.24	\$0.00	\$5,554.78	\$138.54	\$0.05
257	257	Christopher Thompson-Lang & Mikaela Georgia Mctier-Browne	\$0.00	\$5,019.24	\$0.00	\$8,063.64	\$3,044.40 CR	\$0.00
258	258	Brendan John Bergin	\$0.00	\$3,638.96	\$0.00	\$3,638.96	\$0.00	\$0.00
259	259	Kevin F & Julia M O'Brien	\$0.00	\$12,548.12	\$-20.00	\$12,528.12	\$0.00	\$0.00
260	260	Saloni Sharan	\$101.61 CR	\$7,152.48	\$0.00	\$7,050.87	\$0.00	\$0.00
261	261	David Lewis & Karen Lewis	\$0.00	\$7,152.48	\$130.00	\$7,282.48	\$0.00	\$0.00
262	262	Geoffrey David Knobel & Margaret Mary Knobel	\$0.00	\$6,274.08	\$0.00	\$6,274.08	\$0.00	\$0.00
263	263	Claire Elizabeth Bond	\$500.00 CR	\$6,274.08	\$185.00	\$5,757.31	\$201.77	\$0.00
264	264	Donald Craig Mclean & Marie Therese Galea	\$0.00	\$7,152.48	\$77.00	\$7,229.48	\$0.00	\$0.00
265	265	K Collins	\$0.00	\$7,152.48	\$77.00	\$7,229.48	\$0.00	\$0.00
266	266	Desley Joan Allwright	\$0.00	\$7,528.88	\$337.00	\$7,865.88	\$0.00	\$0.00

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Administrative Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
267	267	Marco Mehner & Naly Mehner	\$0.00	\$5,897.68	\$0.00	\$5,897.68	\$0.00	\$0.00
268	268	Ashton Avenue Property Pty Ltd	\$0.00	\$7,152.48	\$0.00	\$7,152.48	\$0.00	\$0.00
269	269	Christine-Maree Ashcroft	\$0.00	\$7,277.96	\$372.00	\$7,649.96	\$0.00	\$80.75
270	270	Jason & Hayley Borg	\$0.00	\$6,274.08	\$0.00	\$6,274.08	\$0.00	\$0.00
271	271	Maximillian Wolthers & Maria Dolores Chicaiza Barros	\$0.00	\$6,274.08	\$0.00	\$6,274.08	\$0.00	\$0.00
272	272	C & M Wiltshire	\$1,138.44 CR	\$7,277.96	\$0.00	\$6,769.16	\$629.64 CR	\$0.00
273	273	Rachael Elizabeth Farrell & Martin Frank Farrell	\$1,937.15 CR	\$7,152.48	\$0.00	\$7,355.88	\$2,140.55 CR	\$0.00
274	274	Keane Daniel Lee & Eloise Jayne Aitken	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
275	275	Ryan Mavin & Rebecca Pollock	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
276	276	Brent Allistair Jackson	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
277	277	Andrew Vincent Benson	\$0.00	\$6,775.92	\$-77.00	\$5,004.94	\$1,693.98	\$0.00
278	278	Mark William Brookes & Sophie Victoria Brookes	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
279	279	Darren John Corbett & Michelle Therese Johnson	\$0.00	\$6,775.92	\$0.00	\$6,775.92	\$0.00	\$0.00
Administrative Fund Totals			\$-9,237.89	\$1,254,812.96	\$19,387.79	\$1,265,166.31	\$-203.45	\$750.10
							Administrative Fund Arrears	\$29,759.52
							Administrative Fund Advances	\$29,962.97

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
1	1	Ki Ryun Kim	\$151.69	\$909.12	\$0.00	\$1,060.81	\$0.00	\$2.78
2	2	Suzana Glamcevski	\$0.00	\$1,096.28	\$0.00	\$767.21	\$329.07	\$0.00
3	3	A Glouftsis & M Jones	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
4	4	Trang Minh Tran & Huynh Thanh Tu Nguyen	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
5	5	Kristy L Randall & Alexander L Padovan	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
6	6	Sarah-Anne M Selleck & Piotr Komar	\$151.69	\$909.12	\$0.00	\$1,060.81	\$0.00	\$1.91
7	7	Morgan Lee Kennedy	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
8	8	Bernadette Mary Bissett	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
9	9	Robert Peter & Christine Margaret Blackall	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
10	10	Yikan Liu	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$4.33
11	11	Karen Mcpherson	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
12	12	Dhruv Sachdev & Archana Khadka	\$1.53	\$882.36	\$0.00	\$883.89	\$0.00	\$0.00
13	13	Dylan J Lloyd & Eduardo D Reyes	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
14	14	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$3.99
15	15	Elizabeth Anne O'Rourke	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
16	16	Michael Warren McCarthy & Katherine Margaret McCarthy	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
17	17	Lindsay Mary Bull	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
18	18	Kate Elizabeth Johnston-Sims	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
19	19	Phillip Kleanthos	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
20	20	Ashan Arulchelvan Thevendirarajah & Maryanne Sangeetha Ashan	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
21	21	Jingwen Lu	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
22	22	Kathiresan Rajendran & Amrita Kanagavel	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
23	23	Shirelle Jade Poels	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
24	24	Raffaella Paolucci	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
25	25	Maddison Oswin Reid	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$4.05
26	26	Jessica Lee Costigan	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
27	27	Guy Hutchison & Patricia Gayle Hutchison	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
28	28	Jyothis James & Sajeev James	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
29	29	David Balfour & Courtney Janke	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
30	30	Robert Mikic	\$0.00	\$882.36	\$0.00	\$661.77	\$220.59	\$0.00
31	31	Soumya Dharmagari & Navaneeth Dharmagari	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
32	32	Krista Kay Griffiths	\$0.00	\$1,042.80	\$0.00	\$521.40	\$521.40	\$0.00
33	33	Jannene Elizabeth White	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
34	34	Daniel Brian John Hearle	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
35	35	Chloe Elizabeth Stuart	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
36	36	Natasha Elizabeth Dubow	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
37	37	Sophia Irini Mylordi Scales	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
38	38	Sreerag Yesodharan	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
39	39	Daniel James Fulton	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
40	40	Elizabeth Donna Little & Matthew Peter Little	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
41	41	Laura Jane Caldicott	\$70.64	\$748.68	\$0.00	\$703.22	\$116.10	\$4.51
42	42	Yung-Lun Shyu	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
43	43	Angy Marie Campbell & Andrew James Campbell	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
44	44	Lynette Margaret Randall & Allan James Randall	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
45	45	M N Hickey & S K Goodall	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
46	46	Iain Thomas Morison	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
47	47	Robert J Johnson & Lauren A Illig	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
48	48	Maralyn Margaret Owen	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
49	49	Noshin Lou	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
50	50	Alexandra Kaitlin Hewitt	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
51	51	Henry Nyadzor Afiabo	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
52	52	Julianne Mary O'Brien	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
53	53	R Triple R Pty Ltd	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
54	54	Shu Ning Lei	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
55	55	TAYLA JADE FERRIS	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$2.88
56	56	Sarah-Jane M Oakley	\$0.00	\$1,096.28	\$0.00	\$822.21	\$274.07	\$6.01
57	57	A & R Chin SMSF PTY LTD	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
58	58	Susan Rose Healsmith	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
59	59	Glenn Ramon Hirst & Philippa Ada Hirst	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
60	60	Lap Kee Larry SY & Shu Shuen Carina Li	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
61	61	Paul Edwin Stephenson	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
62	62	Laura G H Nguyen	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
63	63	Jack James Ferguson & Sam Coop Ferguson	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
64	64	Belinda A Read	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
65	65	Penny Angela Michalis atf Irene Maria Michalis	\$0.00	\$1,390.40	\$0.00	\$1,390.40	\$0.00	\$0.00
66	66	Margaret M Dalley	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
67	67	Shreya Thakur	\$0.00	\$935.84	\$0.00	\$701.88	\$233.96	\$9.88
68	68	Zeljko Buljat	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
69	69	Jelena Josipovic	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
70	70	Cobbler Eighty Property Holdings Pty Ltd	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
71	71	Cristy Jean Hoy	\$0.00	\$1,149.76	\$0.00	\$1,147.69	\$2.07	\$9.76
72	72	Kathlon Pty Ltd ACN 008 542 087 atf J & K Bradley Super Fund ABN 18 371 294	\$0.00	\$1,417.16	\$0.00	\$1,417.16	\$0.00	\$0.00
73	73	Peter Shunlee Law	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
74	74	Fengxiao Miao	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
75	75	Elizabeth Cheryl Collyer	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
76	76	Anu Sindhu & Aditya Sindhu	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
77	77	Ajay Chamathil Thomas & Nissy Accamma Abraham	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
78	78	Sylvain Max Van Gelder & Carol Mary Van Gelder & Anna-Louise Kimpton & Philip James Kimpton	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
79	79	Graham Geoffrey Guest & Annette Margaret Guest	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
80	80	Jason Andrew Elborne Jones & Debra Joy Jones	\$0.00	\$1,149.76	\$0.00	\$1,149.76	\$0.00	\$0.00
81	81	Braham Barkat	\$0.00	\$962.60	\$0.00	\$953.22	\$9.38	\$5.93
82	82	Robert G Frampton	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
83	83	David Arthur Cowles & Snjezana Cowles	\$0.00	\$962.60	\$0.00	\$721.95	\$240.65	\$0.00
84	84	Claire E Morison	\$131.19	\$989.32	\$0.00	\$1,120.51	\$0.00	\$0.00
85	85	Daniel John Hagggar & Annamaria Zuffo	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
86	86	Paul Anthony Stanton & Margaret Kathleen Stanton	\$0.00	\$1,470.64	\$0.00	\$1,470.64	\$0.00	\$0.00

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Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
87	87	Christopher Robin Roper & Cynthia Lynn Burton	\$0.00	\$1,149.76	\$0.00	\$1,149.76	\$0.00	\$0.00
88	88	Michael Musson	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
89	89	Ian Maxwell Ellis Honey & Hilary Marian Honey	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
90	90	William Patrick Sarran	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
91	91	Claire Louise Howe	\$0.00	\$1,390.40	\$0.00	\$1,390.40	\$0.00	\$0.00
92	92	Roger Martin Poels	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
93	93	Kui Foon Wong	\$0.00	\$1,390.40	\$0.00	\$1,390.40	\$0.00	\$0.00
94	94	David A Brown & Frances Brown	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
95	95	Joshua L Clifford & Mellisa M Behn	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
96	96	Dennis Edward McAlister & Julie Ann McAlister	\$0.00	\$1,417.16	\$0.00	\$1,417.16	\$0.00	\$0.00
97	97	Mr David Tansey	\$0.00	\$1,203.24	\$0.00	\$1,203.24	\$0.00	\$0.00
98	98	Michael Anthony O'Brien & Annette O'Brien	\$0.00	\$1,417.16	\$0.00	\$1,417.16	\$0.00	\$0.00
99	99	Najib A Raya & Najib A Raya	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
100	100	Megan Lesley Barker	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
101	101	Johannes Henrikus Van Der Berg & Linda Van Der Berg	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
102	102	Shane McGrath	\$0.00	\$1,283.44	\$0.00	\$1,283.44	\$0.00	\$0.00
103	103	Sean P Ford & Krystal V A Ford	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00
104	104	K M Lorenzetto & F Lorenzetto	\$0.00	\$588.24	\$0.00	\$588.24	\$0.00	\$0.00
105	105	Teresa E Wilson-Brown & Eric D Brown	\$0.00	\$588.24	\$0.00	\$588.24	\$0.00	\$0.00
106	106	Forden Pty Ltd	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00
107	107	Daniel David Roy & Thi Van Anh Nguyen	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
108	108	Angus Christopher Broman & Anica Lee Broman	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
109	109	Emily Kate Reeves	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
110	110	Christian Thomas Leed	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
111	111	Madeleine Matthews	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
112	112	Sebastian Soby & Neethu Kurikala	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
113	113	Nicholas James Blacklock & Cerise Anne Connolly	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
114	114	Jacqueline Anne Collins	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00

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"THE IVY WODEN"
15 IRVING STREET, PHILLIP, ACT 2606
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Consolidated

Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
115	115	Jaimee Frances Foster-Daley	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
116	116	Andrew Vonow	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$1.71
117	117	Katherine Lee Laurie	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
118	118	Riley Thomas Tanton	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$6.04
119	119	Giovanni Ballerini	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
120	120	Samantha Harbecke Edwards	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$2.99
121	121	Swee Yin Ng	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$3.29
122	122	Fazela Zahna Mokamel	\$133.85	\$802.16	\$0.00	\$735.47	\$200.54	\$0.00
123	123	Xunuo Huang	\$133.85	\$802.16	\$0.00	\$936.01	\$0.00	\$11.56
124	124	Rebecca Anne Laufer	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
125	125	Simon Peter Zantis	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
126	126	Claudia Simone Ballerini	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
127	127	Riagan Jeames Milton	\$142.77	\$855.64	\$0.00	\$998.41	\$0.00	\$2.70
128	128	Benryan Pty Ltd atf The Lanzon Superannuation Fund	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
129	129	Madeline Joy Dineen	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$1.90
130	130	Luke Goodwin	\$5.00	\$855.64	\$0.00	\$860.64	\$0.00	\$0.00
131	131	Branko Acimovic	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
132	132	Aaron Troy Hazelton & Elizabeth Hazelton	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
133	133	Robert Alan Ungerer & Annette Elizabeth Ungerer	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
134	134	A B & D R Manianglong	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
135	135	Shahezana Hassan	\$0.00	\$802.16	\$0.00	\$802.16	\$0.00	\$0.00
136	136	Iman Hassan & Shadia Ali Taha Ibdah	\$178.46	\$1,069.56	\$0.00	\$1,248.02	\$0.00	\$5.54
137	137	Robert Martin Donnelly	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
138	138	Saqib Qamar Malik	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
139	139	Jacqueline Claire Bunt	\$142.77	\$855.64	\$0.00	\$998.41	\$0.00	\$3.76
140	140	Rolando Dela Torre	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
141	141	Ellie Kathryn Tonkin	\$0.00	\$615.00	\$0.00	\$615.00	\$0.00	\$0.00
142	142	Matthew Patrick O'Neill	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
143	143	Dingping Cui	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
144	144	Aaron Simon Coutts	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
145	145	Kattemalavadi Subramanyam Prakash & Usha Gopala Rao	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
146	146	Shelton & Patience Mutinhima	\$0.00	\$828.88	\$0.00	\$621.66	\$207.22	\$0.00
147	147	Shawn Paul Owens	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00

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"THE IVY WODEN"
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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
148	148	Ms Angela Gai Taylor	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
149	149	Lynette Hunt	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
150	150	Miles Hamilton-Green, Tetiana Shchelkonogova & Yakiv Sych	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$2.02
151	151	Nicholas Graeme Standen & Seraina Felicia Elia	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
152	152	Jessica Marie Campbell	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
153	153	Erisa Harada	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
154	154	Corey Leigh Pentland	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
155	155	Meg K Lillie	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
156	156	Steven L & Melinda F Kouparitsas	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
157	157	Najee Zahabi	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
158	158	Ji Qi	\$0.00	\$828.88	\$0.00	\$828.88	\$0.00	\$0.00
159	159	Ms Kara Jane Bowman	\$0.00	\$828.88	\$0.00	\$729.37	\$99.51	\$0.00
160	160	Michael Vincent Gahan & Ann Maree Gahan	\$0.00	\$1,096.28	\$0.00	\$1,096.28	\$0.00	\$0.00
161	161	Agatha Villano	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
162	162	Narelle Evelyn Brownette	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
163	163	Prince Rupert Encabo Ramirez	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
164	164	Xinghua Xu	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
165	165	Maxine Monus	\$0.00	\$641.72	\$0.00	\$641.72	\$0.00	\$0.00
166	166	Damien Benjamin Farncomb	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
167	167	Dean Hudson	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
168	168	Brittany Anne Temple	\$0.00	\$935.84	\$0.00	\$868.43	\$67.41	\$6.03
169	169	Johannes Frederikus Leverink & Marilyn Kaye Leverink	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
170	170	Mai Anna Dinh	\$142.77	\$855.64	\$0.00	\$998.41	\$0.00	\$0.00
171	171	Nicole Annette Stokes & Cameron Scott Paterson	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
172	172	Bryan James Robertson & Brenda Robertson	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
173	173	Pipina Therese Coates	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
174	174	Kevin G McGrane	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
175	175	Shahleen Khan	\$588.92	\$882.36	\$0.00	\$441.69	\$1,029.59	\$0.00
176	176	Shane Patrick Ivers	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
177	177	Vongmany Phornthiph	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
178	178	Mr Jessie Angelo Miaga	\$0.00	\$882.36	\$0.00	\$882.36	\$0.00	\$0.00
179	179	Raymond Chan	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
180	180	Peter Fenton & Catherine Saw Choo Fenton	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
181	181	Svetlana Nicolaevna Korukina	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
182	182	Terence Weir & Rosalie Elnora Jane Weir	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
183	183	Martin Denis & Belinda Nijole Caddick	\$0.00	\$855.64	\$0.00	\$855.64	\$0.00	\$0.00
184	184	Chona Waller	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
185	185	Amy Shelley Holmes & Christopher Barry Chapman	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
186	186	Tristan James Alexander Langton & Bolor Ganbold	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
187	187	Medardo Comonal	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
188	188	Xiaofan Zheng	\$118.17	\$668.48	\$0.00	\$786.65	\$0.00	\$1.41
189	189	Mabel Sin Mei Au	\$0.00	\$668.48	\$0.00	\$668.48	\$0.00	\$0.00
190	190	Michael Daniel Ruman	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
191	191	Loc Nhut Bui & Hue Ngoc Bui	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
192	192	Angela Corrine McCauley	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
193	193	Yikan Liu	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
194	194	Jean Paul De Guzman & Eartha De Guzman	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
195	195	Janelle Penny	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
196	196	Luca Siliquini & Jacquelyn J Wilson	\$0.00	\$1,123.04	\$0.00	\$1,123.04	\$0.00	\$0.00
197	197	Eva Wadie	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$2.24
198	198	Richard Peter Filmer	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
199	199	Lieberherr Property Alpha Pty Ltd Hansjorg Ernst Lieberherr	\$312.32	\$935.84	\$0.00	\$1,248.16	\$0.00	\$10.18
200	200	Thivaahar Paramasivam	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
201	201	Julian Daly Ciempka	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
202	202	Su Mei Van	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
203	203	Laura Kate Peel	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
204	204	Peter J Kucharski	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
205	205	Maria Papastamos	\$191.85	\$1,149.76	\$0.00	\$1,054.17	\$287.44	\$8.94
206	206	Maggie Rose O'Neill & Caitlin Mary O'Neill	\$0.00	\$935.84	\$0.00	\$701.88	\$233.96	\$0.00
207	207	Katrina Sue Malnar	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
208	208	John Alexander MacPherson & Donna May MacPherson	\$0.00	\$1,149.76	\$0.00	\$1,149.76	\$0.00	\$0.00

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
209	209	Nicole Adeline Taylor	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
210	210	James Maddox & Hye Jung Yoon	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
211	211	Ronald Paqueo	\$156.16	\$935.84	\$0.00	\$1,092.00	\$0.00	\$4.49
212	212	Anthony David Vidinovski	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
213	213	Yuri Tsyganov & Irini Tsyganov	\$0.00	\$695.20	\$0.00	\$695.20	\$0.00	\$0.00
214	214	Jonathan Michael Lovell	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$0.00
215	215	Theodore Putra Prawiradiraja & Carol Ann Jazelle Lumbre Ramo	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
216	216	Tessa Mackay Mues & Ryan Alastair Eric Piper	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
217	217	Dr Haifa Amin	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
218	218	Daniel Geoffrey Woodward	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
219	219	Virgilio Francisco & Maria Rosario Francisco	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
220	220	Teresita Mangubat Heraghty	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
221	221	Sugamya Mallawathanri & Pohorambage Perera	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
222	222	CMB Superannuation Fund	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
223	223	Helen Truong, Hoang Truong & Kir Chi Doan	\$0.00	\$935.84	\$0.00	\$935.84	\$0.00	\$3.85
224	224	Terry-Lee Leeson	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
225	225	Yun Hua Wang	\$0.00	\$721.96	\$0.00	\$721.96	\$0.00	\$0.00
226	226	Imelda Quilter	\$0.00	\$909.12	\$0.00	\$909.12	\$0.00	\$0.00
227	227	Francesco Leonardi	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
228	228	Ashleigh Lauren Streatfield & Jacob Benjamin Shanks	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
229	229	Beryl Joyce Goodwin	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
230	230	Robert J & Julie C Delforce	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
231	231	J L Hindmarsh & J C Hindmarsh	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
232	232	David Kent Mcdonald & Belinda May Mcdonald	\$0.00	\$1,176.52	\$0.00	\$1,176.52	\$0.00	\$0.00
233	233	Nicole A Taylor	\$0.00	\$1,016.08	\$0.00	\$1,016.08	\$0.00	\$0.00
234	234	Daniel David Phillips	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$6.15
235	235	Duncan Ross & Linda Elizabeth Simmons	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
236	236	Emma Jane Hession	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
237	237	Henry Overton	\$124.92	\$748.68	\$0.00	\$873.60	\$0.00 CR	\$2.50
238	238	Nathaniel Hua Hoh Oon	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
239	239	Michael Z L Zhu	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
240	240	Angela Voerman Batty	\$0.00	\$1,042.80	\$0.00	\$1,042.80	\$0.00	\$0.00
241	241	Kim Jane Wettern	\$0.00	\$1,203.24	\$0.00	\$1,203.24	\$0.00	\$0.00
242	242	Jane L Abma	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
243	243	Anthony M Player	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
244	244	Margo Helen Condoleon	\$0.00	\$1,203.24	\$0.00	\$1,203.24	\$0.00	\$0.00
245	245	Reabal Ismail M Najjar	\$0.00	\$1,042.80	\$0.00	\$782.10	\$260.70	\$0.00
246	246	Shaun Michael & Tania Jaimie PANTOS-DENSWORTH	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
247	247	Patrick James Meany & Patricia Mary Meany	\$0.00	\$962.60	\$0.00	\$962.60	\$0.00	\$0.00
248	248	Dajana Jovanovic	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
249	249	Jonathon M Lovell	\$0.00	\$748.68	\$0.00	\$748.68	\$0.00	\$0.00
250	250	PALAK KAMBOJ	\$1.54	\$962.60	\$0.00	\$962.60	\$1.54	\$0.00
251	251	Assunta Corbo, Luigi Antonio Corbo & Clara Grace Rapagna	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
252	252	Lewis Peter Jones & Alison Ellie Piper	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
253	253	Richie Benjamin De Jesus & Rhea Rowena Gumia	\$205.23	\$1,229.96	\$0.00	\$205.23	\$1,229.96	\$2.92
254	254	Edward Emile Puric	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
255	255	Siriporn Nimmanop & David Graham Engel	\$0.00	\$989.32	\$0.00	\$989.32	\$0.00	\$0.00
256	256	Bernard Anthony Stoker & Colleen Lorna Stoker	\$0.00	\$1,229.96	\$0.00	\$922.47	\$307.49	\$2.70
257	257	Christopher Thompson-Lang & Mikaela Georgia Mctier-Browne	\$0.00	\$1,069.56	\$0.00	\$1,069.56	\$0.00	\$0.00
258	258	Brendan John Bergin	\$0.00	\$775.44	\$0.00	\$775.44	\$0.00	\$0.00
259	259	Kevin F & Julia M O'Brien	\$0.00	\$2,673.88	\$0.00	\$2,673.88	\$0.00	\$0.00
260	260	Saloni Sharan	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
261	261	David Lewis & Karen Lewis	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
262	262	Geoffrey David Knobel & Margaret Mary Knobel	\$0.00	\$1,336.92	\$0.00	\$1,336.92	\$0.00	\$0.00
263	263	Claire Elizabeth Bond	\$0.00	\$1,336.92	\$0.00	\$1,002.69	\$334.23	\$0.00
264	264	Donald Craig Mclean & Marie Therese Galea	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
265	265	K Collins	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
266	266	Desley Joan Allwright	\$0.00	\$1,604.32	\$0.00	\$1,604.32	\$0.00	\$0.00

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Sinking Fund

Lot#	Unit#	Owner Name	Opening Balance	Levied	Special Levy	Paid	Closing Balance	Interest Paid
267	267	Marco Mehner & Naly Mehner	\$0.00	\$1,256.72	\$0.00	\$1,256.72	\$0.00	\$0.00
268	268	Ashton Avenue Property Pty Ltd	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
269	269	Christine-Maree Ashcroft	\$0.00	\$1,550.84	\$0.00	\$1,550.84	\$0.00	\$16.62
270	270	Jason & Hayley Borg	\$0.00	\$1,336.92	\$0.00	\$1,336.92	\$0.00	\$0.00
271	271	Maximillian Wolthers & Maria Dolores Chicaiza Barros	\$0.00	\$1,336.92	\$0.00	\$1,336.92	\$0.00	\$0.00
272	272	C & M Wiltshire	\$0.00	\$1,550.84	\$0.00	\$1,550.84	\$0.00	\$0.00
273	273	Rachael Elizabeth Farrell & Martin Frank Farrell	\$0.00	\$1,524.12	\$0.00	\$1,524.12	\$0.00	\$0.00
274	274	Keane Daniel Lee & Eloise Jayne Aitken	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
275	275	Ryan Mavin & Rebecca Pollock	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
276	276	Brent Allistair Jackson	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
277	277	Andrew Vincent Benson	\$77.00	\$1,443.88	\$0.00	\$1,159.91	\$360.97	\$0.00
278	278	Mark William Brookes & Sophie Victoria Brookes	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
279	279	Darren John Corbett & Michelle Therese Johnson	\$0.00	\$1,443.88	\$0.00	\$1,443.88	\$0.00	\$0.00
Sinking Fund Totals			\$3,162.32	\$267,386.44	\$0.00	\$263,980.91	\$6,567.85	\$165.57
							Sinking Fund Arrears	\$6,567.85
							Sinking Fund Advances	\$0.00

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE
YEAR ENDED 30th SEPTEMBER 2024**

NOTE 1 - ACCOUNTING POLICY

This is not a general purpose financial report. It is a special purpose report prepared for the Owners of the Units Plan to enable compliance with the requirement of Schedule 2 Part 2.1 of the Unit Titles (Management) Act 2011 as amended, to prepare financial statements.

As the Units Plan is not a Reporting Entity, there is no requirement to prepare accounts in accordance with all Accounting Standards and other mandatory professional reporting requirements. Accordingly, no such standards or other mandatory professional reporting requirements have been applied, except otherwise stated.

The accounts have been prepared in accordance with conventional historical cost principles, together with the basic concepts of a going concern. The accounts have not been adjusted for changes in the general purchasing power of the dollar and for changes in the price of specific assets.

NOTE 2 - ACCOUNTING FOR INCOME AND EXPENSES

The accrual basis of accounting is applied to all levies due and payable. Any other income and all expenditure is accounted for on a cash basis and is brought to account when the income is received or the expense paid, except where otherwise stated.

NOTE 3 - LEVIES IN ARREARS / ADVANCE

The item(s) shown as Levies in Arrears and/or Levies in Advance in the Balance Sheet represent the position of all Levies in arrears or advance at the balance date. Individual balances are as per the attached arrears report.

NOTE 4 – INCOME TAX

Assessable income such as interest, dividends and other income derived by the Plan from the investment of funds or derived from other personal property as defined in Taxation Ruling TR 2015/3, is taxable at the prevailing company tax rate. Assessable income received by the plan in respect of common property is taxable in the hands of individual owners as determined by Taxation Ruling TR 2015/3. Individual owners should seek their own independent taxation advice.

NOTE 5 – GAS INFRASTRUCTURE ONGOING PAYMENTS

There is a current ongoing payment plan the committee has with Origin Energy for the supply of gas to the building. The current terms are as below:

Starting Date:	01/05/2024
End Date	01/04/2026
Payment:	\$4,132.00 (Inc GST) / month



**MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
OF UNITS PLAN 4787
THE IVY**

Venue: 86/15 Irving Street, Phillip
Date: Thursday, 19 September 2024
Time: 10.13 am

MEETING FORMALITIES

1.1 Attendance and Apologies.

Attendance: Don McLean (Chair), Julianne O'Brien (Treasurer), Kevin O'Brien (Secretary), Paul Stanton, Vanessa Dix (Vantage Strata).

Apologies: Donna Macpherson, Carol van Gelder, Eva Wadie.

1.2 Conflicts of Interest. Paul Stanton (abstained from item 0).

1.3 Previous Meeting Minutes.

The minutes of the EC Meeting held on Thursday, 22 August 2024, were confirmed.

BUILDING & FACILITIES MANAGEMENT

2.1 Building Condition Report. 29 Aug 2024 – 90%. Available on BuildingLink.

2.2 Building Manager (BM) provided an update as of 16 Sep 2024 - see **Addendum 1**.

TREASURER'S REPORT AND LEVY SITUATION

UP4787 Financial Statement as of 16 Sep 2024.

The Treasurer notes we have carefully managed our expenditure and financial accounts in 2023/24 and is satisfied that we will finish the financial year with a small surplus.

3.1 Overall Financial Position (assets less liabilities). Total owners' funds = **\$1,224,482.02**

- Admin fund = **\$680,994.94**
- Sinking fund = **\$543,487.08**

3.2 Cash Accounts. Total cash at bank = \$650,855.84

- Admin Fund = \$364,374.06
- Sinking Fund = \$286,481.78

3.3 Investment Accounts. Total funds invested = \$560,015.22 (see **Addendum 2.1**)

- Admin fund accounts = \$308,333.27
- Sinking fund accounts = \$251,681.95

3.4 Total interest earned in 2023/24 – Investment accounts: \$29,028.46

- Admin fund accounts = \$16,238.38
- Sinking fund accounts = \$12,790.08

3.5 Monthly budget tracking worksheet (noted by Committee).

3.6 Investment activity. The following investment activity has been completed since the Committee's meeting on 22 August 2024 (see **Addendum 2.1**):

- TDO1 – Admin Fund account No 282658111 closed on 9 Sept. Total funds equal \$138,611.44 (includes interest of \$17,742.98) were paid into the Owners Unit Plan 4787 account held with Macquarie Bank.
- TDO6 – Sinking Fund account No 223498288 closed on 9 Sept. Total funds equal \$247,673.99 (includes interest of \$7,623.65) were paid into the Owners Unit Plan 4787 account held with Macquarie Bank.

3.7 Financial decisions.

3.7.1 The Treasurer recommended that the Committee instruct Vantage Strata as follows:

- TDO4 – The Sinking Fund account to be closed on maturity (23 Sept). Funds of \$163,433.03 (plus interest) will be paid into the Owners Unit Plan 4787 account held with Macquarie Bank.
- TDO3 – The Admin Fund account to be closed on maturity (25 Sept). Funds of \$183,454.08 (plus interest) will be paid into the Owners Unit Plan 4787 account held with Macquarie Bank.
- TDO2 – The Sinking Fund account to be closed on maturity (11 Nov). Funds of \$88,248.92 (plus interest) are to be transferred to the Owners Unit Plan 4787 account that will be established by Bright & Duggan.
- TDO5 – The Admin Fund account to be closed on maturity (11 Nov). Funds \$124,879.19 (plus interest) are to be transferred to the Owners Unit Plan 4787 account that will be established by Bright & Duggan.

The Committee agreed and accepted these four recommendations to Vantage Strata.

3.7.2 With the closure of these existing investment accounts managed through Vantage Strata, the Treasurer recommended that the Committee instruct Bright & Duggan as follows:

Admin Fund – a new Ivy investment account for **\$160,000** be opened on or around 1 October 2024 with Macquarie Bank for 3 months at the best available interest rate.

- Note: two other Admin Fund investment accounts will be opened in early Nov and early Dec 2024 for remaining Admin investment funds.
- Sinking Fund – a new Ivy investment account for **\$450,000** be opened on or around 1 October 2024 with Macquarie Bank for up to 12 months at the best available interest rate.
- Note: two other short-term Sinking Fund investment accounts will be opened in early Nov and early Dec 2024 for remaining Sinking investment funds.

The Committee agreed and accepted these two recommendations to Bright & Duggan.

3.8 Building Improvement fund (see Addendum 2.2).

- 2% budget allocation: **\$25,413.28**
 - Total expenditure (year to date): **\$6,383.21**
 - Remaining allocation: **\$19,030.07**

3.9 Contingency Fund (see Addendum 2.3)

- 5% budget allocation: **\$63,533.20**
 - Total expenditure (year to date): **\$12,405.97**
 - Remaining allocation: **\$51,127.23**

3.10 Levy Income and Arrears (as of 17/09/2024).

- Levies in arrears = **\$54,796.32**
 - 37 owners are in arrears.
 - 25 owners have arrears greater than \$1,000.
 - 6 owners have arrears less than \$80.

3.11 Specific Issues or Concerns.

- **Unit 175 - Total arrears = \$8,220.38**

The ACAT hearing for 175/15 Irving St, Phillip, was held on 23/08/24. Judgement entered against the owner (additional levies overdue more than 120 days): \$4,621.77 plus all costs. CCA will provide a detailed report on the outcome by end September.

- **Unit 253 – Total arrears = \$9,031.90**

The ACAT hearing for 253/15 Irving St, Phillip, was held on 16/08/24. Judgement entered against the owners (levies overdue more than 120 days): \$4,172.10 plus all costs. CCA will provide a detailed report on the outcome by end September.

- **Unit 32 – Total arrears = \$3,023.30**

Unit 32 has sold. The current owner's solicitor requested that Vantage hold off imposing any late charges/interest on this account as all outstanding charges will be paid via PEXA on final settlement scheduled for 21 October 2024. The Treasurer agreed to this request on 06/08/24.

MATTERS FOR DECISION

4.1 Strata Management Review

4.1.1 Consultation Process. Following the Vantage Strata request on 20 August to terminate their current contract at the end of our financial year (30 September), the Committee conducted a survey of owners on 2 September, with the recommendation Bright & Duggan be appointed on a short-term basis from 1 October 2024 (their 3-year appointment is to be considered at the AGM - item 4.1.3).

The Committee provided detailed advice to owners on the reasons for this appointment, including the lack of adverse financial consequences, and arranged for the Ivy's proposed strata manager, Tristan Veurink, to attend the Town Hall meeting on 18 September to answer owners' queries. This was especially important in the light of a recent ABC Four Corners Report on adverse strata management practices, excessive commissions and conflicts of interest in which Bright & Duggan Sydney was mentioned. The Committee proactively requested additional information from Bright & Duggan and the response from Tristan Veurink was circulated to Ivy owners on 13 September.

Having reviewed the terms of its proposed appointment of Bright & Duggan, the Committee is satisfied it has obtained sufficient assurances that such practices will not occur in their Canberra Office (included in both their short-term and proposed 3-year agreements). Tristan Veurink confirmed these undertakings at the Town Hall meeting, including the provision these contracts can be terminated by the Owners Corporation if such concerns arose.

The Committee was pleased to note 85% of responding owners supported the short-term appointment of Bright & Duggan in the survey proposal and that no further substantive concerns were raised.

4.1.2 Bright & Duggan – Short-Term Appointment. In light of the above consultation process, the Committee considered and agreed the following two resolutions:

- (1) *That the UP4787 Executive Committee appoint Bright & Duggan (ACT) Pty Ltd to provide Strata Management services to UP4787 The Ivy from 1 October to 30 November 2024, based on the short-term package it had negotiated and finalised with Bright & Duggan:*
- *2-month Agreement (which includes the assurances above)*
 - *Annex 1 – an innovative Service Level Agreement with agreed performance criteria*
 - *Annex 2 – an agreed Contract and Maintenance Approval Process (including Point FS).*

Motion unanimously approved.

The Committee noted this short-term Agreement can be rolled over on a month-by-month basis if there is no agreement at the AGM to a 3-year appointment of Bright & Duggan (to permit a follow-up strata management review process).

- (2) *That the UP4787 Executive Committee authorises Bright & Duggan (ACT) Pty Ltd to open and operate bank accounts on behalf of the UP4787 Owners Corporation effective from 19 September 2024.*

Motion unanimously approved.

Accordingly, the Committee authorised the Chairperson to sign the short-term Agreement package on behalf of the UP4787 Owners Corporation, to include the following wording in the notification of their appointment:

“Pursuant to Section 45 (2) (a) of the Unit Titles (Management) Act 2011, the UP4787 Executive Committee hereby appoints Bright & Duggan (ACT) Pty Ltd in accordance with the enclosed strata management contract. Further, the UP4787 Executive Committee authorises Bright & Duggan (ACT) Pty Ltd to open and operate bank accounts on behalf of the UP4787 Owners Corporation effective from 19 September 2024”.

The Committee agreed to upload a copy of this short-term Agreement to Building Link and make a copy available to individual owners on request (including the two annexes). Apart from timing considerations, this short-term agreement is identical to the 3-year agreement to be considered at the AGM (item 4.1.3).

4.1.3 Bright & Duggan – 3-Year Appointment. The Committee reaffirmed its decision of 30 July to recommend that the Owners Corporation appoint Bright & Duggan as the Ivy Strata Manager for the next 3 years.

The Committee unanimously agreed to adopt the finalised 3-year Agreement (with the same two annexes) and to recommend Bright & Duggan’s appointment from 1 December 2024 at the AGM on 31 October. The Committee noted the proposed 3-year Agreement provides for a detailed review in mid-2025 to ensure the above undertakings are met and the Agreement remains satisfactory to both parties.

4.2 Facilities Management Review. The Committee noted it has successfully negotiated an updated Facilities Management Agreement (FMA) with Matt Benedetti under Section 60 of the UT(M)A. The new Agreement provides for:

- A 3-year FMA (including a confidential “Schedule of Works” specifically for the Ivy) that improves service provision and will limit price increases to around 4% a year on average.
- Annex A – a streamlined “Contract and Maintenance Approval Process” (to replace the one with Vantage); this has also been agreed with Bright & Duggan (items 4.1.2 and 4.1.3).
- Annex B - an updated “EC Guideline on Critical Infrastructure Maintenance” to expedite critical repairs.

Following discussion, the Committee agreed the Building Manager should retain authority under the new FMA so that Point FS can undertake immediate maintenance repairs on individual or small items up to \$2,000 (with a \$5,000 limit for urgent purposes), with this expenditure to be ratified at the next EC meeting. This provision rolls over the arrangements in place since 2021.

The Committee accepted the three documents in the FMA agreement package above as final and unanimously agreed to recommend them to owners at the AGM on 31 October.

4.3 Building Insurance. On 22 August, the Committee formally appointed Gallagher (Russell Fort) as the Ivy’s insurance Broker for 2024-25. Russell advised on 13 September he has approached four insurance firms on our behalf (CHU, Chubb, SCI and SUU), with only CHU offering a competitive building insurance quote (Chubb was nearly \$50,000 higher).

The Committee noted the CHU net premium quote is an increase of only 4.87% on an annualised basis (last year’s premium was for 11 months). This retains our agreed excess of \$5,000, with last year’s ‘water egress’ claim being managed by setting a higher excess (\$10,000) if there is another water-related claim (rather than a higher premium).

In putting forward this policy, Russell confirmed he is willing to act as our insurance broker on a fixed fee, rather than commission basis. This includes access to a senior claims manager at no extra cost. As there is zero commission to be paid to a strata manager (which Bright & Duggan has accepted), the CHU policy for 2024-25 is 25% lower on an annualised basis than the CoverForce policy this year. Russell advised he has also obtained Vero’s agreement to a zero-premium increase for the equipment maintenance policy, with a zero strata commission and no additional broker fee.

The Committee unanimously agreed to accept both CHU and Vero insurance policies for 2024-25. The Committee authorised the EC Secretary to formally advise Gallagher, including that we have declined the Workers Compensation cover (we have not taken out such cover previously and both Vantage and Bright & Duggan confirmed the OC does not require this insurance).

The Committee agreed that Gallagher has provided an excellent outcome for the Owners Corporation. Expected savings to owner levy payments are more than \$27,000 on an annualised basis, with no reduction in the level of insurance cover from 2023-24.

4.4 Fire Extinguishers – 5-yearly Service. The five-year mandatory service/replacement of Ivy fire extinguishers is now due. At the August EC meeting, pending receipt of a formal quote from CEFA, the Committee agreed in-principle to purchase (rather than service) replacement extinguishers.

CEFA has quoted \$7,620 ex GST (Quote 1419 of 16 September) for 5-yearly servicing (by replacement) of all remaining 84 fire extinguishers. The BM advises this is a lower cost than anticipated. The Committee requests Vantage Strata to issue the work order before the end of the month.

4.5 Sauna Refurbishment. Point FS has submitted a quote of \$5,484.21 ex GST (QU-0334) to replace all existing benches and back rests and demolish/replace the rear timber wall of the sauna.

The Committee did not accept this quote, noting such substantive repairs are not required at this stage. Point FS is requested to submit a revised quote to repair just the affected benches and treat the new timber with Paraffin Oil (1x coat).

4.6 Ivy Improvement Proposal. An owner proposal has been received to purchase 2 commercial grade aerobic steps and rises from GymQuip for the gym at a cost of \$237.90. The Committee accepted this proposal and requested the Building Manager to purchase under the small equipment allowance.

4.7 Unit 244 – Alteration Request. On 28 August, the owner of Unit 244 submitted an Alteration Application to remove existing carpet and install a Karndean Korlock hybrid floating floor (70 sqm). The acoustic rating details were attached and were provided to the BM for assessment.

This work has proceeded and been completed, based on advice from the Building Manager that it appeared to satisfy a 6-star rating. However, subsequent checking has confirmed the documentation provided by the supplier is quite misleading and may not comply with the recommended guidelines.

The Committee is concerned that current documentation and approval processes need to be improved, in conjunction with the Strata Manager and Building Manager, with a clear minimum standard set for all flooring. The Committee agreed to propose an OC Rule Change requiring a minimum 5-star acoustic rating against established national guidelines for flooring alterations.

4.8 Carpet cleaning. Due to the inconsiderate behaviour of a resident, the carpet in the west side 14th level foyer of the South Tower is heavily stained. Other residents on this floor have raised this issue with the Ivy management several times requesting the carpet cleanliness issue be addressed.

The Building Manager is requested to arrange for spot cleaning of the 14th floor as a matter of priority, and to promptly arrange for spot cleaning of reported carpet cleanliness issues in common property as they occur.

MATTERS FOR DISCUSSION

5.1 Draft Admin Budget. The Committee met informally on 15 September to consider proposed contract and service expenditures in 2024-25 and to develop a draft Admin Budget. While several items remain to be clarified, the Committee is hopeful it can contain total budget expenditure to the same level as in 2023-24. While substantial funds have been accrued to pay for carryover items into 2024-25, these are somewhat less than for 2023-24, meaning there will still be a modest increase in levy contributions in 2024-25. The Committee is hopeful this increase can be contained to around the inflation rate of around 4%.

The Committee noted the next Town Hall is scheduled for Wednesday, 25 Sept at 6.00 pm for owners to consider the draft Admin budget for 2024-25 and other AGM matters.

5.2 Structural Defects – 6-Year Warranty Report. The Ivy 6-year structural warranty period expires in December 2025. The BM contacted eight experienced firms inviting them to submit a proposal to undertake a structural warranty assessment and to provide a Structural Defect Report based on their assessment in the first half of 2025.

Quotes have been received from Peak, Aegis, Sellick, Leo and Associates and Steven Alexander. Bligh and Tanner are still considering their response. Northrop and Wise Choice advised they are unable to assist with the project.

The Committee noted that current quotations range from \$20,000 to \$286,000 depending on the level of scrutiny proposed. The Committee is seeking advice from the Strata Manager and Point FS on the level of defect reporting required, given that the Ivy appears to have been well built, has been well maintained under the oversight of Point FS, and Milin Builders has generally been quite cooperative whenever any defective issue have been brought to their attention. Details will be reported to the AGM at the end of October.

5.3 Owners Corporation Rules. The Committee met informally on 15 September to consider possible changes to the Ivy's Alternative (House) Rules. Changes are being proposed in six areas to reflect concerns that have arisen during 2023-24:

- Alterations and erections (Rule 4).
- Pets in units (Rule 5).
- Common property parking (Rule 17)
- Insurance (Rule 20).
- Moving in and out (New Rule 22)
- Pool Area and Umbrellas (New Rule 23 – subject to an owner improvement proposal being accepted at the AGM).

The Committee discussed the draft changes and agreed to circulate a marked-up version of the draft proposals to owners ahead of the Town Hall meeting on 25 September. Each proposed Rule change would be the subject of a separate motion at the AGM.

5.4 Unacceptable Behaviour. After a tenant failed to heed five warnings not to park on common property (driveway) for an extended period, a Rule Enforcement Notice (RIN) was issued on 12 Sept to the Unit owner. The RIN incurred an administrative fee that was charged to the unit owner's levy account. It is the unit owner's responsibility to recover any fee that is charged from their tenant (or agent).

The Committee noted that Vantage Strata has informed the property manager of other transgressions committed by the current tenants of the unit. The property manager advised on 13 September that an ACAT order for the tenant to vacate the property was being sought.

5.5 Balustrade Fixings. Two EC members have noted several of the circular metal fixings used to anchor their glass balustrade have come loose, with one completely falling out to the ground. Photos have been provided to the Building Manager. It would appear the white seals/washers on either side have cracked and deteriorated, allowing the fixings to vibrate loose.

The Committee noted this could be a safety issue if left unattended. The Committee agreed to:

- Circulate a notice to owners asking them to check their own balustrades and advise the Building Manager if they have concerns or need assistance to check;
- Request the Building Manager to arrange for Milin to inspect affected balconies as a priority;
- Request the Point FS to advise the EC on the most appropriate strategy for addressing this issue longer term.

MATTERS FOR NOTING.

6.1 Annual General Meeting (AGM). The confirmed date for the 6th AGM is **Thursday, 31 October 2024**, commencing at **5.30 pm**. Registration will commence from 5 pm.

Attendance can be **online (Microsoft Teams)** or in person at the **Hellenic Club (Apollo room)**. Details will be provided in the AGM Pack to be circulated to owners before 10 October. This will include voting forms for absentee owners or those wishing to make a proxy vote, together with nominations for the new Executive Committee.

6.2 Transition to Bright & Duggan from 1 October 2024. With the changeover to Bright & Duggan's levy collection process, the Committee noted new levy account numbers will be issued to owners from around 14 October. Payments cannot be made to Vantage Strata after 30 September. Those making progressive levy payments need to terminate those instructions and re-issue them when their new account details are known.

The Committee confirmed with Vantage that all levy payments made in advance will automatically carryover to the owner's new Bright & Duggan account and no funds will go astray. The same processes worked smoothly when we transitioned from Civium three years ago.

As mentioned at the Town Hall on 19 September, Bright & Duggan's priority is to set up these new banking accounts for the Ivy asap. Tristan Veurink will circulate detailed advice and contact numbers for Bright & Duggan to all owners, and he personally will follow-up if there are any queries.

The Committee confirmed the current timeline for the transition is:

- 25 Sep: Townhall session to consider Admin budget and other AGM items.
- 27 Sep: EC prepares drafts of all AGM agenda papers.
- 30 Sep: Vantage to close all IVY financial accounts for 2023-24 and provide to auditor asap.
- 1 Oct: Transitional arrangements with Bright & Duggan come into effect.
- 3 Oct: EC meeting to finalise AGM papers.
- 10 Oct: Circulation of AGM agenda papers to all owners (last date possible).
- 14 Oct: Bright & Duggan to provide advice and contact details to owners.
- 31 Oct: 6th AGM meeting (from 5.30 pm – Apollo Room Hellenic Club and on-line).
- 28 Oct: 28-day reduced quorum period expires.
- 1 Dec: AGM decision for ongoing strata management services takes effect.

6.3 Ivy Woden website. The Committee is seeking a volunteer from the Ivy community to create a simple website for Ivy residents. The website will include Welcome information, House rules etc.

6.4 Rule Infringement Notices (RIN). If a unit owner, or their visitor or tenant, breaks or ignores a registered UP4787 Owners Corporation Rule, they will receive a warning notice from the Strata Manager. If they ignore the warning and the behaviour continues, a RIN will be issued by the Strata Manager.

The RIN will incur an administrative fee of at least \$198 that is charged to the unit owner's levy account. It is the unit owner's responsibility to recover any fee that is charged from their tenant (or agent).

6.5 South Tower Façade Leaks. ABS Façade inspected the South Tower curtain wall and tested for water leaks on eight building levels. The BM is waiting for Milin’s advice on proposed action.

6.6 Indoor Pool – Repair of Loose Wall Tiles. Milin completed these remedial works on Sat 24 Aug and the indoor pool area was reopened later that same day.

6.7 Weights Room and Yoga Room Painting. Higgins completed this additional painting on 13 September, together with some skirting in the South Tower lobby.

6.8 Roof Repairs. AM & DM have completed their repairs on the Townhouse roof; Milin has applied new fixings and sealant to the Townhouse partition walls and resealed the waste room roof.

GENERAL BUSINESS

7.1 Committee members noted that Oaks had installed a ‘Private Property’ sign to deter unwanted visitors and use of the driveway. The new 2024-25 Committee may wish to discuss the matter early next year.

7.2 Several owners have expressed concerns about oil staining in the front driveway. The Committee agreed to request the Building Manager to arrange for Point FS to clean initially and to obtain quotes for regular six-monthly cleaning.

7.3 The Chair noted that this will be the last Committee meeting held supported by Vantage and in particular our current Stata Manager, Ness (Vanessa Dix). The Committee acknowledged the support provided by Ness to the Committee and the wider Ivy community and wished her the best for her future strata management endeavours.

The Committee also noted that since Ness has management responsibilities for Trilogy, and potentially for one or more of the Oaks buildings in the future, we are effectively still neighbours, so we welcome the opportunity to reach out to each other to share knowledge as appropriate.

MEETING CLOSURE AND NEXT MEETING

8.1 The meeting closed at 11.59 am.

8.2 The next EC meeting will be held at 10.00 am on 3 October 2024.

ADDENDUM 1

Facilities Manager - Monthly Update of Building Condition Report

16 September 2024

Building Condition and Regulation

Ongoing with Milin - Facade leak, Oak's boundary fence items.

As per previous report updates, Milin are aware of the southern Curtin wall leaks on a handful of levels, Milin attended site with ABS Façade's on 10/9/24 to abseil down the southern curtain wall and conduct an inspection followed by a water test on levels 12, 11, 10, 9, 8, 7, 5, 3. Waiting to hear back from Milin on course of action.

Fences down the back of the pool area still require raising, once the fences are raised a small hob will be poured to minimise the gap, Milin are aware of this. Holes in wall out the front between Ivy and Oaks still need to be patched and painted over. Milin are aware.

Building Driveways & Pathways

Several oil marks in the trade bays, emergency bay and drop off/pick up zone. Pavers are porous and have absorbed a lot of the oil, options will be investigated to remove what we can.

WHS&E events

Paver broke at the rear of the building when being stood on by an elderly resident, this was an unfortunate event that couldn't be predicted. Paver may have had a hairline crack following the kids breaking the vodka bottle in the same area a few days prior. Paver replaced two days later with stock at Ivy. All pavers checked around the area, and around the east and west BBQ areas, no further issues.

Emergency Equipment

5 yearly testing on hydrants, sprinklers, and fip

CEFA will be getting back to me with some quotes for this.

5 yearly extinguishers

Quote attached. Lower cost than anticipated. This is for all remaining out of date extinguishers, extinguishers replaced earlier in the year and a year or so ago, not included.

6 monthly defect - Fire doors

Quote attached.

- Some fire doors have failed due to external damage.
- A handful of fire doors have failed from missing cylinder escutcheons, or missing lock barrels, these were not picked up on in previous 6 monthly reports and several issues identified like missing escutcheons and lock barrels have been there since Point have started.

Roof condition

Roof repairs based of AM & DM report

Waste room capping replaced by Milin's roofing contractor. Two quoted items within the report have been approved by the EC, AM & DM have completed the works.

Unsealed dektite

Milin defects attended site 27/8 to seal the dektite on waste room roof.

Townhouse partitioning walls

Completed by Milin. Further fixings and new sealant applied to affected areas.

Vertical Transport

OTIS to replace failed ceiling lights

OTIS have started replacing the failed ceiling lights, fluorescent tubes are being replaced with an LED variant which has improved the lighting in the lifts a lot. These will continue to be done in all lifts. – Ongoing

Lift 4 squeak

When travelling through floors, the lift is squeaking. FM raised this with Otis, the technician has looked into the issue and what he thought was the issue isn't causing the squeak. Lift 4 will be looked into further with a second technician as the squeaking is coming from the opposite side of the lift to where the controller is.

Pools

Indoor pool and spa walls

Works completed.

Powder coating on aluminium indoor pool furniture

No longer required. Furniture has been cleaned and rotated around.

Sauna maintenance

Carried out 21/8, PointFS quote has been attached for remediation of the bench seats. Cedar slats are very worn with the lower seat between the bench and back rest starting to rot away. Quote is just for EC consideration, quotes from other businesses can be sourced if this is something the EC would like to carry out within the next financial year, otherwise can be used for budgeting purposes.

Garden Areas

Pruning/thinning in rear garden & mulching.

Both will happen at the same time once All seasons have provided a quote. No further progress on this, ML has raised with the gardeners again 15/8, and again 5/9.

Turn ups in garden beds

Completed.

Higgins plant damage.

WO sent to all seasons two months ago. Lavender has come back relatively well, only 5-6 requires replacement. It was agreed that the bulk of the lavender in the recount will be used in the olive tree pot. The lavender plant quote was invoiced out by all seasons and passed onto Higgins to pay, ML has checked with all seasons if invoice has been consolidated, awaiting response. No further update here.

6x lavender plants will be planted in the raised planter box next to unit 1 courtyard and near unit 5 courtyard, the lavender has died off.

Olive tree pot

EC opted not to fix drainage in pot.

Wattle tree removal and replacement

Outscapes approved. FM has given Outscapes the heads up, no WO has been issued, FM followed up 16/9.

Cracked southern pot

Advised PointFS maintenance to go ahead and sent picture of job accordingly, WO from vantage requested 16/9.

Gym and Bathroom Areas

Sauna bucket/bottle fill point signage and common area signage

Signage has been put up. New weights and Cardio gym signage requested to be made in same style by Julie.

Weights Gym and Yoga room painting

Higgins attended site 12/9-13/9 to complete painting of the yoga room and weights gym walls and skirting, a small amount of skirting was done in south tower lobby between the library floor to ceiling windows and level 1 waste room.

Entertainment areas

Aluminium seat back rest – east side BBQ area

Completed. ML repaired seat on 11/9/24.

Electrical and lighting

Lighting replacements

3x LED non-emergency lights require replaced, 2x in Garages for unit 259 and 1x in garage 268. Discussed with Julie, she has said if we can hold off on any electrical works unless urgent until October, that would be ideal. Will leave with EC to discuss at next EC meeting.

Cardio gym lighting issues

Following Maritex attendance 3/9/24, they advised one of the plug bases for the downlights was causing the circuit to trip, plug base replaced and rewired. No further issues.

Hydraulics

Hot water unit replacement

All failed hot water units have been replaced. No hot water unit issues this month.

Basement

South tower B1 and B2 doorstops

South tower B1 & B2 door stops still require installation, north tower B1 and B2 completed. This still requires actioning, need to do a test door stop in one of the lobbies to see if it is as easy as drilling, installing an anchor and screwing in the door stop screw, or if chem setting the screw and shaving the screw down is a better alternative as the anchors and screws are substantially long.

Refuse Areas

Bin chute walls

Corflute A3 garbage chute signage ordered from ACT No waste, signage ready to be picked up from Veolia in Hume.

Goods Hoist Service

Completed

ADDENDUM 2

2.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 16/09/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
TD01	12/09/24	Closed			
TD03	25/06/24	4.70%	3 months	\$183,454.08	25/09/24
TD05	12/08/24	4.70%	3 months	\$124,879.19	11/11/24
				\$308,333.27	
SINKING FUND					
TDO2	12/08/24	4.70%	3 months	\$88,248.92	11/11/24
TDO4	25/06/24	4.70%	3 months	\$163,433.03	23/09/24
TDO6	12/09/24	Closed			
				\$251,681.95	

2.2 Building Improvement Fund (2% of budget allocation) - \$25,413.28

Remaining allocation: \$19,030.07

Date	Supplier	Items	Invoice (ex GST)	\$25,413.28
19/12/23	Amazon	Cushions and inserts	\$421.33	
19/12/23	Temple and Webster	Two foyer rugs	\$998.00	
22/02/24	Homemakers	Lamp table	\$349.00	
1/5/2024	Rebel Sport	Table tennis table and accessories	\$778.98	
9/8/2024	Capital lines & Signs	Driveway line marking & signs	\$3,835.90	
		TOTAL	\$6,383.21	\$19,030.07

2.3 Contingency Fund (5% of budget allocation) - \$63,533.20

Remaining Allocation: \$51,127.23

Date	Supplier	INV Number	Service	Invoice (ex GST)	Remaining
					\$63,533.20
29/11/23	Point FS	Inv-1194	Repairs N11 ceiling water leak	\$1,352.15	
31/01/24	JP Paint n Plaster	46	U232 - water damage repair	\$904.55	
21/03/24	Maritex	INV-75913	Entry ramp street light	\$2,960.00	
29/03/24	Steve Jackson	INV-0163	Ceiling repairs - water leaks	\$2,860.00	
8/6/2024	Steve Jackson	INV-0188	Entry driveway - bollard footings	\$712.00	
14/06/24	Steve Jackson	INV-0189	Level 15 waste room ceiling repair	\$890.00	
16/06/24	Shane's Glass	41363	U233 - balustrade Replacement	\$2,727.27	
			TOTAL	\$12,405.97	\$51,127.23

ADDENDUM 3

UP 4787 ACCRUALS 2023 / 24

GI BAS - September BAS lodgement	\$105
GL Cleancontr – September 2024 - Cleaning service	\$14,437
GI CleanSup - Cleaning supplies - September 2024	\$300
GI Consum - Pool Chemicals – September 2024	\$300
GI Gardencon - September service – garden contract	\$1,528
GL – Gas - Gas usage – September 2024	\$2,200
GL HVCC - HVAC service contract – September	\$1,040
GL Hotwater - Hot water usage – September 2024	\$450
GL Income tax – investments	\$1,200
GL PoolCon - Pool service contract – September	\$1,100
GL Waste – recycling bins – September	\$50
GL Gas Infrastructure - early October payment	\$4,132
GL Water - Water usage – June to September	\$16,000

\$42,842

ADDENDUM 4

August 2024 invoices paid

Inv Date	Supplier	Inv Description	Inv Amount
29/07/2024	Point Facilities	Supply rubber mats - pool	\$103.20
30/07/2024	Seda Services ACT	Comms room pump and drainage line	\$1,071.40
30/07/2024	Seda Services ACT	Replace indoor pool air handling filters	\$1,208.90
31/07/2024	Veolia 216952	July 2024 - bin rental	\$12.94
31/07/2024	Wastech Engineering	July 2024 - service contract	\$379.50
31/07/2024	M&M Rolfe Cleaning P/	July 2024 - service contract	\$15,881.09
31/07/2024	Wastech Engineering	July 2024 - service recycling compactor and bin lifter.	\$165.00
31/07/2024	Veolia 216952	July 2024 - recycling bin rental	\$39.89
31/07/2024	Seda Services ACT	July 2024 - service contract	\$1,144.00
01/08/2024	Water Tight - ACT	July 2024 - service contract	\$452.63
01/08/2024	Capital Lines & Signs	Driveway line marking, bollard installation & post signs	\$4,219.49
02/08/2024	Total Pool Services	July 2024 - service contract	\$756.25
02/08/2024	Total Pool Services	July 2024 - Pool Chemicals	\$196.35
02/08/2024	Point Facilities	August 2024 - Service contract	\$9,539.62
05/08/2024	CEFA	July 2024 - service contract	\$1,160.59
06/08/2024	Otis Elevator	U235 - Door timed out by tenants moving boxes.	\$643.50
08/08/2024	Royal Pest Control	August 2023 - service contract bait	\$275.00
12/08/2024	Point Facilities	Supply printer ink - 2x multi packs colour	\$273.68
14/08/2024	Origin Energy 130112	24/06/2024 - 12/08/2024 Electricity	\$20,001.39
16/08/2024	Collection Corp of Aust	U253 - Legal Fees Arrears Recoveries	\$220.00
19/08/2024	Point Facilities	Hard waste collection August 24	\$262.05
19/08/2024	Maritex Commercial Ltd	WO 686 - downlights replacement	\$742.50
21/08/2024	Signlime Group	Digital print with laminated mounted.	\$1,331.00
21/08/2024	Otis Elevator	2022/23 Sim card credit	\$0.00
22/08/2024	Point Facilities	August 2024 - sauna maintenance	\$550.00
22/08/2024	Point Facilities	Supply & install black aluminium angle - sauna area.	\$214.50
23/08/2024	Collection Corp of Aust	Lot 253*ACAT Directions Hearing	\$220.00
23/08/2024	Collection Corp of Aust	U175 - Legal Fees Arrears Recoveries	\$220.00
27/08/2024	All Seasons Horticultural	August 2024 - service contract	\$1,681.47
28/08/2024	Actew Gas	24/07/2024 - 26/08/2024 Gas	\$2,818.91



**MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
OF UNITS PLAN 4787
THE IVY**

Venue: 208/15 Irving Street, Phillip / Microsoft Teams

Date: Tuesday, 10 December 2024

Time: 10.04 am

1. MEETING FORMALITIES

1.1. Attendance and Apologies.

Attendance: Don McLean, Julianne O'Brien, Kevin O'Brien, Donna Macpherson, Paul Stanton, Carol van Gelder, Tristan Veurink (Ivy Strata Manager), Khevna Patel (Bright & Duggan).

Apologies: None

1.2. Conflicts of Interest. None noted.

1.3. New EC Member. Martin Caddick (Unit 183) has submitted a formal application to join the EC. He has affirmed in writing his commitment to represent the best interests of the Ivy Owners Corporation, consistent with its legal obligations and the governance principles in our OC Rules (Clause 12).

The Committee unanimously agreed to accept Martin's nomination and welcomes him to the Committee.

1.4. Previous Meeting Minutes.

The minutes of the EC Meeting on Wednesday, 6 November 2024, were confirmed.

2. BUILDING & FACILITIES MANAGEMENT

2.1. Building Condition Report. 21 Nov 2024 – 84% (see BuildingLink). A more recent building update was not available this month.

2.2. Repairs and Maintenance: The most recent building report notes a couple of minor defects that the Building Manager has the capacity and authorised expenditure limit to correct:

- Wooden double door into pool pump room requires minor repairs; the internal trim and door bolt on the second door requires replacement.
- The cricket pitch fire exit door barrel needs to be repaired/replaced.
- BBQ door face plate requires mechanical fixing and needs repair.

In addition, the Committee authorised the Building Manager to:

- Propose an update to the current ACT Doorland contract to include servicing of the garbage room roller doors, for EC approval.
- Develop a suitable service schedule for maintaining each of the outdoor pool heaters and update the Ivy Maintenance Plan to incorporate pool heater preventative maintenance (see also **item 4.4** below).
- Ensure Otis is appropriately servicing all lifts (Issues have occurred with Lift 1, Lift 2 faulted in November, trapping a passenger, Lift 4 is squealing and running roughly, and Lift 5 doors have been jamming regularly – see also **Item 5.11** below) and provide a detailed report back to the Committee.
- Cut a small section of the basement entry door controller out and install clear Perspex ahead of the Remote Audit (to commence February/March).
- Other action items are included below.

3. TREASURER'S REPORT AND LEVY SITUATION

3.1. Overall Financial Position @ 6 December 2024

- **Total Owners Funds: \$1,335,094.51**
 - Administration Fund - \$716,118.94
 - Sinking Fund - \$618,975.57
- **Owners Net Assets: \$1,335,094.51**
 - Assets = \$1,402,382.45
 - Liabilities = (\$67,287.94).

3.2. Cash Accounts.

- Admin fund = \$370,104.32
- Sinking fund = \$78,490.56

3.3. Investment Accounts. (see Addendum 1)

- Admin Fund Investments = \$320,000.00
- Sinking Fund Investments = \$538,248.92

3.4. Investment activity. The following investment activity has been completed since the Committee's meeting on 6 November 2024 (see **Addendum 1.1**):

- 3.4.1. Closure of Macquarie Bank Investment account ID TD02 – Sinking Fund:** Account closed 11/11/2024. Balance \$89,283.00 (principal \$88,248.92 plus \$1,034.08 interest) disbursed to UP4787 Administration account.
- 3.4.2. Closure of Macquarie Bank Investment account ID TD05 – Admin Fund:** Account closed 11/11/2024. Balance \$126,342.50 (principal \$124,879.19 plus \$ 1,463.31 interest) disbursed to UP4787 Administration account.
- 3.4.3. New Investment account opened 27/11/2024.** UP4787 Admin Fund TD03 - \$160,000 invested for three months at 4.7%.
- 3.4.4. New Investment account opened 27/11/2024.** UP4787 Sinking Fund TD04 - \$88,248.92 invested for three months at 4.7%.

3.5. Financial decisions. The Committee accepted the Treasurer's recommendation and directed Bright & Duggan to undertake the following investment activity:

3.5.1. Administrative Fund - open a new investment account with Macquarie Bank on the first working day after 30 December 2024 investing \$120,000 for 3 months at the best available interest rate. The account is to be named: **UP4787 Admin Fund TD05**

3.5.2. Sinking Fund - open a new investment account with Macquarie Bank on 15 January 2025 investing the total Sinking Fund cash account balance (currently \$78,490.56) for 3 months at the best available interest rate. The account is to be named: **UP4787 Sinking Fund TD06.**

3.6. Ivy Improvement fund (see Addendum 1.2).

- 2% budget allocation: \$26,249.00
 - Total expenditure (year to date): \$301.43
 - Remaining allocation: \$25,947.57

3.7. Contingency Fund (see Addendum 1.3).

- 5% budget allocation: \$65,622.00
 - Total expenditure (year to date): \$2,181.82
 - Remaining allocation: \$63,440.18

3.8. Levy Arrears (as of 30/11/2024) = \$10,212.40 (GST Incl). Three units are of specific concern (with arrears totalling \$10,201.92):

3.8.1. Unit 205 – Arrears at 90 days = \$1,705.25. The Committee accepted the Treasurer's recommendation that Grace Lawyers be engaged to commence legal action against the owner to recover the outstanding funds.

3.8.2. Unit 122 - Arrears at 90 days = \$960.21. The Committee accepted the Treasurer's recommendation that Grace Lawyers be engaged to commence legal action against the owners to recover the outstanding funds.

3.8.3. Unit 175 total arrears = \$7,536.46. On engaging Bright & Duggan, Credit Control Australia handed over management of UP4787 debt collection services to Grace Lawyers, who has provided a detailed update on Unit 175:

"We have now received the file from CCA. Upon perusal of attached amended orders dated 18 October 2024, the debtor was to pay the sum of \$4,637.74 in fortnightly instalments of \$200.00 from 28 September 2024 until the Total amount is paid in full.

Upon perusal of the attached correspondence from CCA and the attached up to date ledger we note the following payments have not been received:

Payment to be received on 28 September 2024 - \$200.00

Payment to be received on 12 October 2024- \$200.00.

*Pursuant to order 4, should the debtor default any payment, the entire amount outstanding is due and payable. Should your records show that the first two instalment payments were not received, **we would recommend issuing a Letter of Demand requesting full payment of the arrears within 14 days.** Should no such payment be received within 14 days we would then recommend enforcing the remaining judgment amount."*

The Committee noted the owner missed two payments on 28 September and 12 October and thereby is in breach of the court order. The Committee discussed whether to accept

Grace Lawyers' recommendation to issue a Letter of Demand requesting full payment of the arrears within 14 days.

The Committee agreed with the Treasurer's recommendation to delay issuing the letter of demand at this stage. However, if the owner misses a third payment, the Committee has instructed Bright & Duggan to direct Grace Lawyers to issue a Letter of Demand requesting full payment of the arrears within 14 days.

The Committee asked the Strata Manager to send the unit 175 arrears ledger to the Treasurer each fortnight so that the arrears repayment is closely monitored.

The Committee noted the court order above is additional to other legal payment orders that remain in place (garnishee of wages) and that this owner still has other levy contributions outstanding, including the quarterly payment due on 1 December 2024.

4. MATTERS FOR DECISION

4.1. Emergency Lighting. As requested at the last meeting, the Building Manager obtained three additional quotes (from Maybach, GMH and Charlton) for the replacement of 41 emergency light battens and one Spitfire Luminaire. Having sought advice from both the Strata and Facilities Managers about the reliability of these companies and the warranties offered, the Committee agreed out-of-session on 15 November to accept the GMH quote (QT 01077 for \$8,180 ex GST), given they offer a 5-year warranty on the Energetic Stellar batten fittings, and requested Bright & Duggan to issue the work order.

The Building Manager was asked to ensure GMH confirm how many fittings are replaced (and adjust their invoice accordingly), given uncertainties over the original CEFA preventative maintenance report.

The Building Manager was also asked to maintain an on-going record of electrical light replacements and their unit cost, including to have GMH place a sticker or attach a written note to all new fittings that identifies their actual replacement date.

The Committee agreed to ratify these out-of-session decisions.

4.2. Outdoor Pool Umbrellas. Given the desire to expedite this process, the Committee unanimously agreed on 18 November to purchase four (4) octagonal commercial grade cantilever umbrellas from Outdoor Elegance (cost including covers and delivery - \$15,453.64 ex GST). The tax invoice was approved after the reduced quorum period expired and Outdoor Elegance was paid on 3 December 2024.

The Committee agreed to ratify these out-of-session decisions.

The Committee noted it has already asked Point FS to obtain quotes for installation of these four umbrellas. Proposed locations are at **Addendum 2**. However, given trade commitments at this time of year, it is unlikely installation of these footings can commence before mid-January. Delivery of the umbrellas will be scheduled to coincide with this work.

4.3. Outdoor Pool Sun Lounges. Existing sun lounges are in a general state of disrepair. Funding was raised two years ago to replace them, which has been carried over again to this year.

Committee members have researched available options and recommended the purchase of the Hydra Outdoor Sun Lounge from Outdoor Elegance. This is a quality product, with a 5-year warranty of the Serge Ferrari Textilene fabric (one of the best on the market), as well as a 5-year warranty on the aluminium frames. Given our recent umbrella purchase, we will get free delivery and a total discount of 27.4%.

The Committee agreed to replace all existing lounges and to purchase 19 Hydra sun lounges (12 east side, 7 west side) at a cost of \$535.84 each (total \$10,180.09 ex GST – quote #1172 of 1 Nov). This is \$969 less than the approved budget (the unit cost compares favourably with \$496.41 for an indoor pool lounge 2 years ago, especially given the 5-year outdoor warranty). Existing lounges that are still fully serviceable can be stored as backup, placed in the indoor pool, on the yoga lawn or near the children's playground area. Point FS will be asked to dispose of the remainder once the new lounges have arrived.

4.4. Outdoor Pool Pump 3 Replacement. The Building Manager confirmed this old INSNRG pump has now failed. Total Pools has provided the attached quote for its removal and replacement with a 1HP Flo Pro pump (\$993.76 ex GST, dated 25 Nov). The Committee accepted this quote on 4 December, to enable installation before Christmas, and authorised Bright & Duggan to issue the work order.

The Committee agreed to ratify this out-of-session decision.

As the remaining five (5) INSNRG pumps are also showing signs of ageing, the BM has suggested the Committee put a contingency plan in place to act quickly in the event of pump failure.

The Committee agreed that when each pump fails (or cannot be economically repaired on the advice of the BM), the Building Manager is authorised to arrange for a work order to be issued for their immediate replacement with a 1HP Flo Pro pump (approx. \$1,000 ex GST). The replacement decision would then be ratified at the next EC meeting.

4.5. Pest Control – Ground Level Spray. The Committee was advised of problems with an ant infestation around the east side BBQ area. As the Ivy ground areas have not been sprayed since August 2023, the Building Manager arranged and the Committee agreed out-of-session on 27 November to accept the quote from Hart Pest Management (Quote 0929 of 26 Nov for \$850 ex GST) for a full ground spray, noting this amount is unchanged from 18 months ago and covers ants at no extra cost (see **item 6.20**). Hart responded promptly to the ant issue and was onsite on 28 November.

The Committee agreed to ratify this out-of-session decision.

The remainder of the ground level pest spray (up to 4 m high) is scheduled for 13 December. The Strata Manager has notified all residents electronically and the Building Manager has placed a notice on the lift foyer noticeboards.

4.6. Safety Ramp - North Garden. As the north garden beds and associated paths have subsided, the Facilities Manager recommends installing a “SupaGrip SafeKerb Ramp” to avoid trip hazards. This ramp will adapt to varying kerb or step heights between 60mm and 160mm (current gap on the east side is 75mm) and complies with Disability Act and safety regulations. The existing rubber ramp can be relocated to the smaller path gap on the west side (50mm at present).

The Committee agreed to approve this proposal and allow Point FS to proceed managing the cost within their authorised expenditure limit and authorised Bright and Duggan to issue the work order. Estimated cost is \$347 (website says free delivery) plus installation by Point FS.

4.7. Repair of Waste Room Chute Walls. The Committee confirmed its preference for the kitchen waste plaque to be located just above the chute, with ACT Government landfill signage above.

Additionally, the Committee requests that white 3 mm corflute sheets (available from Bunnings in various sizes) be installed as backing for this landfill sign, to minimise the amount of patch and paint required on damaged waste chute walls and to enable existing signage to be easily replaced. Point FS is authorised to proceed on this basis.

4.8. Aug 2023 Water Leak – Outstanding Steamatic Invoices. Details have come to light only after the transition away from Vantage Strata on 30 Sep 2024. With Bright and Duggan’s assistance, the Committee has confirmed Steamatic was engaged by Vantage to undertake structural drying and drying/cleaning of carpets in units affected by the water leak in Unit 226.

As the matter has been outstanding for some sixteen months, the Committee authorised Bright & Duggan to pay the remaining Steamatic invoices (totalling \$5,359.64 including GST) without delay.

The Committee noted the owner of unit 226, as the source of the water leak, remains responsible for their own invoice (\$1,722,49 including GST) to be recovered as a debt to the Owners Corporation. The Committee instructed Bright and Duggan to advise the owner and issue a debt notice to their levy account, with suitable repayment terms agreed without interest charges.

4.9. Unit 32 – Unapproved Alterations. The Strata Manager received a Section 115 certificate on 18 November 2024 updating ownership of the lot. Upon receipt, the Strata Manager notified the new owner that unapproved alterations have occurred within the lot and an alteration request must be submitted (Rule 4 – Alterations and Erections). The Strata Manager sent follow-up emails on 4 December 2024 and again on 9 December 2024. No response has been received from the owner to any of the three emails sent.

The Committee accepted Bright & Duggan’s recommendation to issue a Rule Infringement Notice (RIN) formally advising the owner that they must comply with UP4787 OC Rules and obtain written consent for all alterations (with associated plans and construction details), otherwise they can be required to remove these alterations at their own cost. A copy will also be provided to their letterbox. The Committee further resolved to issue additional Rule Infringement Notices when necessary if the owner continued to breach the same Rule.

4.10. Unit 151 Alteration Request – Flooring. Unit 151 submitted an alteration request on 5 December to install 9mm Hybrid flooring with 2mm Clever Comfort in their unit. The Building Manager advised that if installed correctly, this should meet the 5-Star minimum rating requirement for flooring (noting The Ivy has 200mm concrete slabs).

The Committee agreed to approve this application and requested Bright & Duggan to advise the owner accordingly.

4.11. Unit 253 Rule Breach – Private Use of Common Power. The Committee has photographic evidence an owner/resident of this unit was charging their electric vehicle using common power in their garage on Sunday, 10 November at around 8am. OC Rule 21 clearly states:

21. Ban on Private Use of Common Power

- a) *The 240V single GPOs installed in enclosed garages must be used only for their intended purpose of powering the garage door openers.*
- b) *They must not to be used to charge electric vehicles or to power other electrical appliances such as machines, mobility or E-scooters, E-bicycles, fridges, freezers etc.*
- c) *Owners found in breach of sub-rule 21 (b) will be charged \$120 per incident (regardless of actual consumption)*

The Committee authorised Bright & Duggan to issue a Rule Infringement Notice (RIN) for this incident and impose a charge of \$120 for consumption of OC common power. This is additional to any admin fee the Strata Manager may charge for issuing the RIN.

4.12. Unit 255 Rule Breach – Private Use of Common Power. The Committee has photographic evidence of the residents of Unit 255 using Ivy common power to remodel/repair a vehicle in their enclosed garage. This has been occurring for a considerable time.

As per item 4.11, the Committee authorised Bright & Duggan to issue a Rule Infringement Notice (RIN) for this incident and impose a charge of \$120 for consumption of OC common power.

4.13. Unit 255 Rule Breach – Untidy Balcony. The Committee has photographic evidence that the residents in Unit 255 are not keeping their unit balcony in a tidy condition as required by OC Rule 14 (a), and that it has been in this untidy state for many weeks:

14. Balconies and terraces

a) *All balconies and terraces are always to be kept in neat and tidy condition.*

The Committee authorised Bright & Duggan to issue of a first warning notice for this incident.

4.14. Unit 270 Alteration Request. The owners applied on 17 November 2024 to install a ceiling fan (along with a photo and appropriate documentation). Based on advice from the Building Manager and Strata Manager that their proposal can satisfy fire safety requirements, Committee members agreed out-of-session to approve this application. The owners have been notified and are required to submit a photo of the completed installation to the Building Manager.

The Committee agreed to ratify this out-of-session decision.

4.15. Basement Cleaning/Wet Sweep. The six-monthly wet sweep of both basements was due in November. This has been rescheduled to mid-late January due to the resealing works along Irving Street. The Committee requests the Building Manager to obtain an updated quote from Canberra Sweeping asap (Admin Budget allowance \$2,642 ex GST including fire protection isolation).

At the Committee's request, the Building Manager obtained a quote from M&M Rolfe to clean all 72 garage roller doors (\$1,589.50 ex GST of 21 November). While private carparks have been cleaned regularly, this has not been done previously.

As the quote is well within the Admin Budget allowance (\$1,800 ex GST) the Committee accepted this M&M quote and authorised the Building Manager to schedule immediately prior to the basement wet sweep so that disturbed dust settles on the surface and can be collected in the wet sweep.

4.16. Proposed New Signage. Following OC decisions at the AGM on 31 October, the Committee agreed to have the following additional signage installed:

- North, East and Northwest outside common areas – 'All dogs must be on a leash. You must clean up after your dog'.
- Front foyer – 'No parcels in this area. Please use the sideboard':
- Additional signage following the fire incident on 2 Dec (see **item 5.4**)

4.17. Safety Mats for Hallway to Indoor Pool. Given safety considerations, the Committee accepted the Treasurer's recommendation to purchase six (6) Matpro Black Safety Cushion Mats (80 cm x 120 cm from Bunnings @ \$39.86 each) to trial them and see if they are effective in reducing the slip hazard and don't impact the cleaners job unreasonably.

The Building Manager is requested to arrange under their authorised expenditure authority.

5. MATTERS FOR DISCUSSION

5.1. 6th AGM - Matters Arising.

5.1.1. Priorities for 2024-25 arising from the AGM. A draft list of EC priorities for the coming year is attached (**Addendum 3**). The Committee agreed to update as necessary during the year.

5.1.2. AGM Follow-up. Committee members met with Tristan Veurink on 21 November 2024 to review the 2-month transition period, several budget-related matters in StrataMax and to ascertain whether further improvements can be made to current Strata Vote procedures. The Strata Manager has agreed to follow-up.

5.2. Structural Defects Report. At the Committee's request, the Building Manager approached suitable firms to undertake an expert assessment of our four short-listed submissions, given the highly technical nature of this exercise. Steve Wise (recently retired from Wise Engineering) has agreed to undertake this task.

The Committee agreed to prepare appropriate set of instructions in conjunction with the Building Manager early in the new year.

5.3. Acoustic Sound Engineer. The Committee agreed in-principle at its 6 November meeting to engage an Acoustic Sound Engineer to test the acoustic performance of the Ivy flooring systems, consistent with the AGM decision to ensure a minimum 5-Star acoustic rating for all flooring alterations. The Strata Manager has identified three Canberra-based firms that could provide this expertise.

Committee members have prepared a Request for Proposal. This was approved in principle with minor refinements to be finalised this week. The Committee requested the Building Manager to send to these three firms and to coordinate their response.

5.4. Balcony Fire Incident – 2 December. Multiple fire units attended on site when a gas BBQ on a level 11 North Tower balcony caught fire and activated the sprinkler system above it. The fire was extinguished within a minute or two. The Fire Brigade was able to determine that everyone was safe and there was no fire or water damage to any apartment or common areas (and hence no insurance claim). Both CEFA and Maritex attended to ensure the fire protection integrity of the building was restored. The callout fees for these services (CEFA and Maritex) will be paid by the responsible unit owner.

The Committee circulated a notice to Ivy owners and residents first thing the next morning (via the Strata Manager) to ensure everyone was fully informed.

In consultation with the ACT Fire Brigade personnel, Committee members have identified various steps that can be taken to improve our emergency response process in future, including:

- Prepare an Emergency Evacuation and Assembly Diagram and make a laminated copy available to owners.
- Install improved location signs around the building, especially for the North Tower.
- Place an up-to-date emergency contact sheet (laminated) in the Fire Control Room
- Invite owners/tenants to advise (if they wish) that they may have limited mobility, and hence are likely to remain in their unit in the event of an evacuation or fire emergency, and place this list in the Fire Control Room
- Install a Fire Brigade-approved key lock on the Master Key lock box in the Fire Control Room, so that the attending fire brigade members can get easy access to Ivy master keys and superuser fobs.
- Maintain an up-to-date list (with address/contact numbers) of all residents, especially from Property Managers for all tenants.
- Review and update The Ivy's Fire Safety material.
- Ensure the EC/SM/BM are well informed about best practice emergency response procedures.
- Circulate regular advisory material to owners/residents (e.g. on BBQs, keeping balconies clean) and include in the proposed Welcome Pack.

- Prepare an “EC Guideline – Fire Safety Procedures” to capture info/lessons learned from this incident for future reference.

5.5. Updated Alterations Request Form. Given the move to our new Strata Manager, and the updated OC Rules agreed at the last AGM, Committee members and Bright & Duggan have prepared an updated Alterations Request form that includes a specific section for flooring alterations. The Committee approved this updated form for use by Bright & Duggan. It can continue to be refined in line with best community practice.

5.6. Hallway Carpet Cleaning. Several owners have requested advice on our carpet cleaning policy and the frequency of additional spot cleaning in individual hallways. Problems have arisen on certain floors where owners or residents (or their trades) have been careless (from food spills, grease, bikes, dirty boots, pets soiling etc) and refuse to clean up after their mess.

The Committee noted the annual Admin Budget provides for one full complex carpet clean each year, with scope for occasional spot cleaning in high use areas (e.g. library and foyer rugs). The Owners Corporation cannot be responsible for cleaning up after difficult or careless residents every 2 months (as is happening on at least one floor). Additional spot cleaning costs will be charged to an owner’s levy account if it can be shown who is responsible and they (their tenants or their trades) do not clean up after soiling the hallway carpets. This is an issue that owners and residents on each floor need to help manage.

5.7. Basement Water Leaks. There is still substantial water leakage into the basement whenever there is significant rain, affecting both B1 (especially unit 125) and B2 (particularly unit 197). Owners have raised multiple times, without success. The problem appears to be along the south side expansion joint at driveway level which needs to be fully resealed and the underlying drip tray on Basement 1 which is inadequate in heavy rain.

“The Building Manager advised that the main ingress point is the Fire Hydrant sump in front of the trade parking spaces. Pete from Milin has attended and cleared the sump drain that was full of expanda foam and will next seal around the top of the sump. Only way to properly test this is when rain occurs as a large volume of water is required. Unit 197 owner has been notified of this and she will keep me up to date accordingly.”

5.8. Garden Sub-Committee. Paul Stanton has offered to form a new Garden Sub-Committee to assist the Building Manager in oversighting the work of our gardeners and helping to maintain the quality of our outdoor areas.

The Committee agreed to establish this Sub-Committee and requested the Strata Manager to send out a notice inviting all owners and residents who may be interested to participate to contact Paul.

5.9. Pets in Units. The Committee has been advised that an owner may be breeding puppies in their unit. OC Rule 5 is clear the maximum number of animals that may be kept within a unit is three (3) and that all animals must be registered with the Owners Corporation within 14 days of when they are first kept within a Unit. The Strata Manager was requested to remind the owner of the relevant OC rules.

5.10. Dumped Mattress. A resident dumped a partially dismantled mattress in two of the B1 refuse room hoppers on Saturday, 11 December. Cleaners removed the main mattress base section from one hopper shortly before the garbage collection on Monday morning to prevent the garbage from being rejected. Subsequent CCTV review and investigation by the Building Manager confirmed the unit responsible for the dumped mattress.

Bright & Duggan sent an initial notice to the owner and Property Manager advising of the dumped mattress and requesting immediate arrangements be made for its removal. The Committee instructed Bright & Duggan to notify the resident that they have seven (7) days to remove the

metal frame, otherwise they will be charged for its removal. The Strata manager is directed to inform the owner that they will be also charged for the Building Manager's time spent dealing with this incident (\$180 ex GST), as well as any admin fee charged by the Strata manager.

5.11. Otis Lift Outages - Doors Not Closing Correctly. The lifts are currently configured to take themselves offline (and require a technician to attend) if the doors are held open for an excessive period, or when the lift detects a real or perceived obstacle preventing the doors closing all the way. The Building Manager has asked Otis technicians if the Ivy lifts can be reconfigured to self-reset after a suitable period (to avoid unnecessary and expensive callouts when there is no actual defect). Although it is understood lifts in other buildings can be programmed in this way, the Otis technicians maintained this wasn't an option for Ivy lifts.

The Committee agreed the matter needs to be followed-up directly with Otis senior management and will prepare a letter in conjunction with the Strata and Building Managers. The matter should also be raised at the next contract level discussion with Otis.

5.12. Centralised Hot Water Outages. In response to an owner suggestion to the Building Manager that the hot water plant unreliability problems could be resolved by simply waterproofing the circuit breaker, the Building Manager provided the following informative response:

"The circuit breaker on level 8 is tripping due to an issue originating from the hot water plant on the roof, not the breaker itself. Both Rheem and Water Tight have conducted thorough investigations and implemented multiple measures to protect the electrical components within the system. Unfortunately, these efforts have not resolved the issue thus far.

We are actively working with the appropriate specialists to address this matter as efficiently as possible. While we appreciate your concern, it's essential to keep discussions productive and focused on solutions already in progress. Parallel to this, Origin and Strata are having discussions about the system in its entirety."

5.13. Origin Energy Centralised Energy Services. In the past day or two, Origin Energy has submitted a proposal for a new hot water plant at no additional expense to the Owners Corporation, providing we continue to contract with them for another five years.

As only limited details are available at this stage, the Strata Manager has asked Origin to provide more information so the proposed can be better assessed by the Committee and Point FS. This work will progress in early 2025.

5.14. Fermax Handsets and Video Monitors.

5.14.1. Repair Issues. Owners and residents are advised that if a unit handset or video monitor exhibits faulty symptoms, the Building Manager can assist with localisation of the fault (by resetting the intercom system and checking functionality from the main entrance panel). If that doesn't correct the problem, the owner's next step is to arrange for technical assistance and/or handset/monitor replacement.

The Committee agreed to prepare an information note for owners and residents on key details of the intercom system, including owner responsibilities and options for repair/replacement.

5.14.2. Upgrade Option. Fermax's latest model video intercom monitor includes WiFi connectivity and the ability to pair with a smartphone mobile app to allow residents to answer their intercom and open the Ivy main door from anywhere. Fermax is offering a discount to Ivy owners if ten (10) or more owners are interested in upgrading at the same time. Key details:

- \$950 ex GST per upgrade (if minimum of 10 units elect to get an upgrade at the same time).
- Costs if upgrade done individually:
 - . DUOX PLUS VEO-XS Monitor Connector (wall plate) - \$45 ex. GST
 - . 4.3" Wifi Colour DUOX PLUS VEO-XS Hands-Free Monitor - \$920 ex. GST
 - . FERMAX callout fee - \$170 ex. GST
 - . FERMAX labour - \$165 ex. GST
- Further details of how the upgrade is done and how the new system works are available at <https://youtu.be/6y447JgdVqk>.

Fermax Australia is in discussion the head office in Spain and hopes to be to improve on this offer in 2025.

As upgrade of intercom systems internal to units is a matter for individual owners, they can contact FERMAX directly if they are interested in upgrading their intercom:

Joshua Kacen
Business Development Manager
 M +61 438 700 444 / joshua@fermaxaus.com.au

5.15. Irving St 5 Towers Trivia Night. The General Manager of Oaks Canopy, Peter Dent, is keen to nurture the development of an Irving St apartment community; one initiative being explored is a Trivia Night hosted by Oaks Canopy in early 2025. Each apartment complex could put together a team to compete in the Trivia Night for the glory of their apartment community. A modest entry fee would go towards a yet to be determined charitable cause.

Any interested owners or residents should contact Peter Dent directly at Oaks Canopy.

6. MATTERS FOR NOTING.

6.1. AGM and Reduced Quorum Decisions. The 28-day "Reduced Quorum" period on AGM motions expired on 28 November. All AGM-agreed outcomes are now in effect.

The Committee pursued a variety of initiatives last financial year that have resulted in considerable benefits for Ivy residents and achieved overall savings to owners' levy contributions of at least \$62,000 this year (**Addendum 4**). As these benefits also accrue longer term, the Committee expects we will achieve total savings of at least \$180,000 over a 3-year period.

6.2. Quarterly Levy Contributions. First quarter levy contributions to both Admin and Sinking Funds were due on 1 December 2024. Reminder notices were sent to all owners on 15 November and again on 29 November. Owners are reminded that interest charges (at 10%) begin to accrue on all overdue accounts after 30 days.

6.3. Registration of Updated OC Rules. The Strata Manager advised on 2 December 2024 that our UP4787 Owners Corporation Rules, as updated and approved at the 6th AGM, have been lodged for registration and are fully enforceable as regulatory by-laws.

6.4. Ivy Christmas Carols – 8 December. The Committee would like to thank Carol for organising and printing of the booklets, and Bernie and Katie for leading the singing. Thanks too to all the owners for the good cheer and nibbles they brought along.

6.5. Strata Management Agreement (SMA). As authorised at the last Committee meeting, the Chair and EC Secretary signed the SMA and two annexes on the OC's behalf (and affixed the common seal of the Owners Corporation) on 29 November 2024. A copy of the contract has been uploaded to the BuildingLink library.

The Committee is pleased to note Bright & Duggan provided considerable support during the 2-month transition period and that Tristan, our Strata Manager, has been very willing to address any challenges that may have arisen.

6.6. Facilities Management Agreement (FMA). The Chair and EC Secretary also signed the FMA and two annexes on the OC's behalf (and affixed the common seal of the Owners Corporation) on 29 November 2024. A copy of the contract has been uploaded to the BuildingLink library.

The Committee will hold its 4-monthly contract review meeting with Matt Benedetti in mid-late January.

6.7. Balustrade Spacer Replacements. This work has been underway since 6 November. All residents are asked to please move plants and other fittings away from their glass balustrades so the ABS abseilers have access to fit the new rubber spacers. Matt, our Building Manager, will give as much notice as possible (noting the work program depends on the weather) and contact individual owners if this proves necessary.

6.8. After-Hours Emergency Service. Following discussion at our last meeting, the Committee has explored various options to improve the A/H emergency contact service and held discussions with our Strata Manager, Tristan Veurink. Tristan has volunteered to personally triage all after-hours emergency calls from Ivy residents, to ensure these calls are appropriately responded to and that early action can be directed to our contracted trades as required. He will liaise with EC members and the Building Manager when further on-the-ground advice is needed.

The Committee would like to thank Tristan for his support.

6.9. Fire Extinguishers. All fire extinguishers in the building have now been replaced as part of their regulated 5-yearly servicing. Next service is due late 2029.

6.10. South Tower Façade Leaks. Following Milin Builder's assessment over the past two months, Taylors Windows attended on site on 4 December using abseilers to address the (long standing) water leaks in the South Tower Curtain Wall (at least 8 levels). Taylors Windows have completed remedial work on levels 8-16 and will continue this work from 6 January 2025 for the remaining levels. Owners are requested to monitor the situation and advise the Building Manager (Matt) if issues are continuing to occur.

6.11. Townhouses Intercom Access. The townhouses were delivered with a standalone intercom system that is connected to their access gate only. A townhouse owner has asked for support to explore whether the six townhouses could be connected to the Fermax intercom system so they can be contacted via the intercom panel at the main Ivy entrance. The Building Manager has been liaising with Fermax to assess available options and a quote from Fermax has been provided, noting that this would be to each owner's individual cost.

6.12. Fire Alarm 13 November. The alarm was triggered inadvertently by WaterTight Canberra while carrying out repairs to the hot water system. A false alarm charge from the ACT Fire Brigade isn't expected unless another false alarm occurs within a 60-calendar day period.

6.13. Animals Off Leash. Bright & Duggan issued a warning notice to an owner on 9 December that dogs must be kept on a leash at all times while on common property.

6.14. Unit 160 – Glass Balustrade. As authorised by the EC, Shane's Glass attended on 28 Nov and replaced the glass balustrade on the balcony of this unit that had shattered in mid-October.

6.15. Unit 255 RIN – The Strata Manager issued a Rule Infringement Notice on 9 December due the residents continuing to park their vehicle (a Toyota Hilux) in the front driveway.

6.16. Ground Floor Water Leak. The ground floor water leak outside the Weights Gym was eventually repaired by WaterTight on 22 November. Thanks to all owners for their patience as it has taken three goes to get the problem fixed.

6.17. Front driveway oil stains. The Building Manager is continuing to try different chemicals to remove these stains. One vehicle is continuing to cause most problems. The Building Manager most recent advice is that *“another product ready to test, when time permits I will give it a run, this may not be until next year though.”*

6.18. Resurfacing of Irving Street. Capital Asphalt sent a team out to clean affected areas of the east-side concrete driveway on 28 November. The results are only just satisfactory.

6.19. Outdoor Pool Wattle Tree. As this tree had suffered structural damage (due to wind etc), it was removed and replaced by a Chinese Elm on 5 November.

6.20. Outdoor Grounds Pest Spray. Hart Pest Management are contracted to carry out a complex wide pest spray on 13 December, with all residents being notified beforehand.

6.21. Wellness Room Upgrade. A notice will be sent out in January/February inviting interested owners to participate in this EC Sub-Committee process. All owners are welcome to help to identifying, refining and costing suitable options for EC consideration. They can also contact members of the Committee direct to express their interest in being involved.

6.22. Current Ivy Residents. The Strata Manager has been asked to ensure we have an up-to-date list of Ivy owners and residents (including Property Managers for rental properties).

6.23. Building Manager Update. The Committee would like to congratulate Matt Lam, and his partner, Holly, on the arrival their beautiful baby boy, Mason, on 29 November. The EC purchased a small baby gift for Matt and Holly on behalf of the Ivy OC.

6.24. Christmas Decorations. Following the EC’s approval in July 2024 to an Ivy Improvement proposal to purchase Christmas decorations, the Treasurer spent \$524.15 on decorations for the second Christmas tree. Thank you to those members of the Ivy community who installed and decorated the Christmas trees in the ground floor foyer.

7. GENERAL BUSINESS

7.1. None raised.

8. MEETING CLOSURE

8.1. The meeting concluded at 12.14 pm.

ADDENDUM 1

1.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 30/11/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
TD01	28/10/2024	4.3%	3 months	\$160,000.00	28/01/2025
TD03	27/11/2024	4.7%	3 months	\$160,000.00	25/02/2025

\$320,000.00

SINKING FUND					
TD02	28/10/2024	4.4%	1 year	\$450,000.00	11/11/2025
TD04	27/11/2024	4.7%	3 months	\$88,248.92	25/02/2025

\$538,248.92

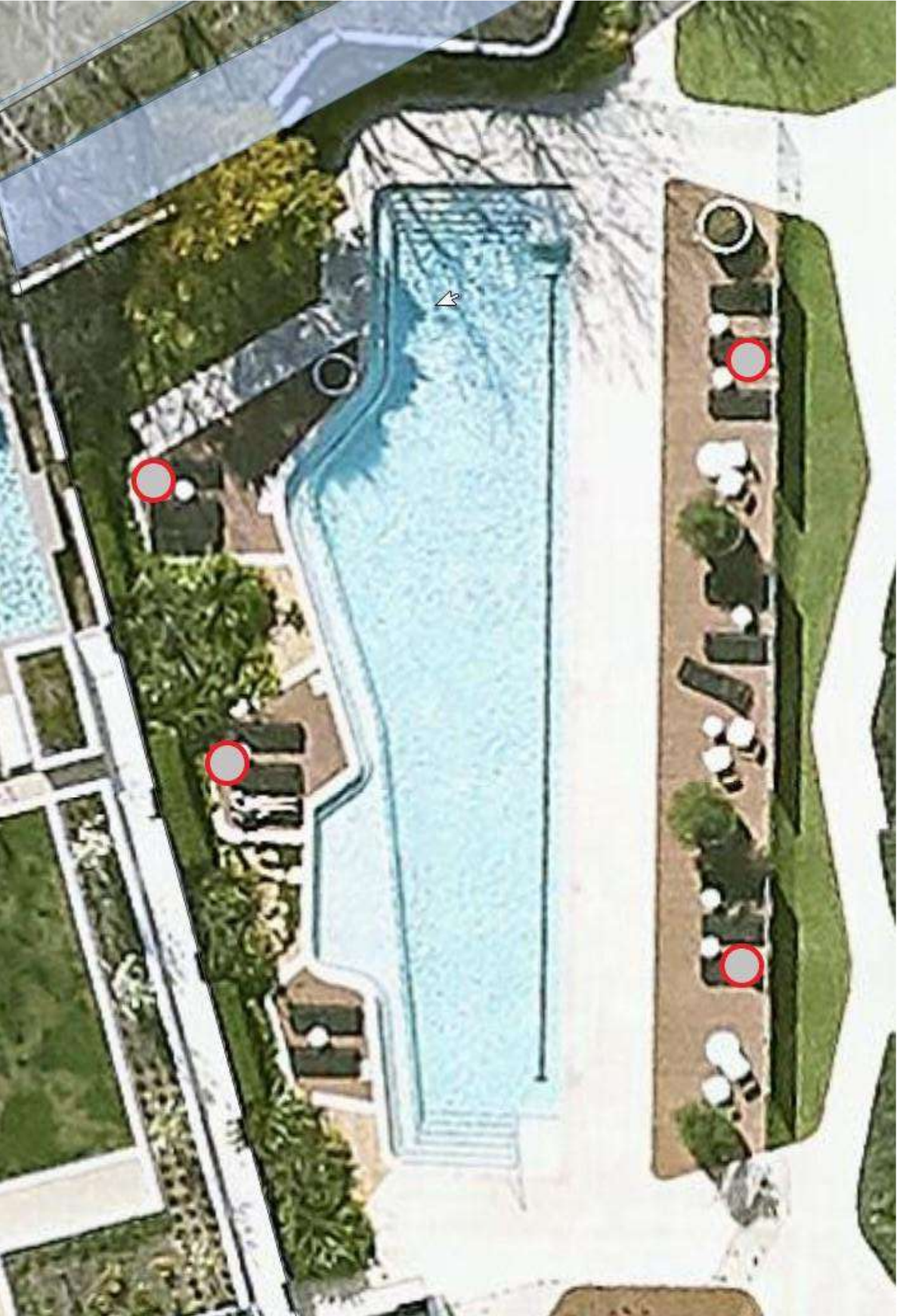
1.2 Improvement Fund

2% Ivy Improvement fund			\$26,249.00
20/11/24	Installation of Bike rack - B1 north	\$301.43	\$25,947.57

1.3 Contingency Fund

5% Contingency fund			\$65,622.00
20/11/24	Shane's Glass – Balustrade replacement	\$2,181.82	\$63,440.18

ADDENDUM 2 – OUTDOOR POOL UMBRELLA LOCATIONS



ADDENDUM 3 – EC PRIORITIES FOR 2024-25

ITEM	Action	EC Meeting / Date
B&D's SMA (and 2 annexes)	Signed	end-November
Point's FMA (and 2 annexes)	Signed	end-November
Poolside Umbrellas	Initiate / Implement	November / December
OC Rules	Registration / Implementation	early December
6 th AGM – Review outcomes	Agree EC priorities for 2024-25	December
EC Meetings	Set schedule for 2024-25	December
Structural Defects Report	Appoint technical adviser	December
2025 Maintenance Plan	Review with Point FS	December / January
2025 Painting Plan	Review with Point FS	December / January
2025 Asset Replacement Plan	Review with Point FS	December / January
Point FS / BM	4-monthly review meeting	mid-late January
Structural Defects Report	Initiate / Implement	February / April
Wellness Room upgrade	Initiate / Implement	February / April
Rear corner "Dog park"	Assess options/cost /Rules	February / April
Remote Control Audit	Undertake	February / April
BuildingLink vs ResVu	Assess best option	April/May
Fire Safety	Annual statement due	May
Point FS / BM	4-monthly review meeting	May
B&D's SMA (and 2 annexes)	Outcome to Milin	June / July
Point's FMA (and 2 annexes)	Preparation for 2026 Review	June / July
Poolside Umbrellas	Possible 2025 update	June / July
OC Rules	Signed	end-November
Building Insurance	New building valuation	July
Contracts Register	Update for 2025-26 Admin Budget	July / August
B&D SMA	Meeting to review	July / August
Renewal of Insurance	Appoint Broker / get quotes	August / September
7 th AGM	Date and Location	August / September
AGM Agenda Items	Identify	August / September
2025-26 Admin Budget	First draft	Early September
Point FS / BM	4-monthly review meeting	September
Annual Maintenance Plan	Update with Point FS	September
Asset Replacement Plan	Update with Point FS	September
Building Insurance	Approve quotes for 2025/26	mid-September
New Certificates of Currency	Obtain	end-September
2024-25 Financial Accounts	B&D to close	30 September
2024-25 Financial Accounts	Send to Auditor	1 October
Chairperson's Report	EC initiatives in 2024-25 (for AGM)	1 October
Treasurer's Report	2024-25 report for AGM	1 October
Finalise 7 th AGM	Finalise agenda and motions	Early October 2025

Other Items

Monitor SM and FM performance	Ongoing
Monitor Building condition and maintenance	Ongoing
Monitor Contract and Work Order processes	Ongoing
Monitor Budget and Levy arrears	Ongoing
Monitor insurance and any insurance claims	Ongoing
Monitor (non) use of common power in garages	Ongoing

ADDENDUM 4 – EXECUTIVE COMMITTEE INITIATIVES IN 2023-24

Reduced Fees and Savings

- Strata management fees – savings of at least \$32,770 a year for each of the next 3 years
- Insurance broker fees and commissions – savings of at least \$30,300 for 2024-25

Building Improvements in FY 2023-24

- Additional lighting to basement driveway entrance (Feb)
- Ban on private use of common power in garages implemented (Mar)
- Front driveway emergency parking and signage enhancements (Apr-July)

Management Reviews

- Renegotiation of Otis 3-year lift contract (April)
- Formal review of Strata Management arrangements (May-July)
- New SMA contract and Service Level Agreement agreed with Bright & Duggan (Sept)
- New Facilities Management Agreement agreed with Point (July-Sept)
- Streamlined Contracts and Maintenance Approvals Process agreed (Sept)
- Critical Infrastructure Maintenance Process agreed with Point FS (Sept)
- Detailed review of current Ivy insurance arrangements (May-Aug)
- New insurance broker appointed - AJ Gallagher (Aug)

Asset Repairs and Replacements

- Water leak rectification works and recarpeting (Oct-Dec)
- Front entry rugs replaced (Feb)
- Garden repairs to irrigation and plant replenishments (Mar)
- Replacement of waste room and refuse room signage (Apr)
- Sauna repairs and additional bathroom tap (May)
- Repair and painting of external wall surfaces (ongoing)
- Building Condition Reports and updates posted on BuildingLink (monthly)

Other Initiatives

- Ivy Christmas carols and wall decoration (Dec)
- Embedded electricity cost investigations (Dec-Mar)
- Updated Owners Corporation Rules registered (Jan)
- Lobbying of ACT Government to install EV charging stations in Irving Street carpark (Jan)
- Resolution of Origin Energy gas dispute (Apr)
- Wellness Room and weights gym walls repainted (Sept)
- Legal action to recover levy arrears (ongoing)
- EC meetings held each month, and minutes circulated within 7 days
- Town Hall meetings and preparation of AGM agenda packs

ADDENDUM 5

Invoices paid – 01/11/2024 – 30/11/2024

Added Date	Description	Creditor Name	Invoice Amount (\$)
11/29/2024	Nov 24	WASTECH ENGINEERING	1485.00
11/29/2024	Nov 24	SEDA SERVICES	1144.00
11/29/2024	Supply 40x LED	MARITEX COMMERCIAL	660.00
11/29/2024	Replace Lock	CLASS LOCKSMITHS	72.00
11/29/2024	Nov 24	WATER TIGHT CANBERRA	452.63
11/28/2024	Oct 24	SEDA SERVICES	1144.00
11/27/2024	Nov 24	ALL SEASONS HORTICULTURAL SERV	1681.47
11/27/2024		ALL SEASONS HORTICULTURAL SERV	1681.47
11/26/2024		ALL SEASONS HORTICULTURAL SERV	1681.47
11/25/2024	De-Isolate Alarm	COMPLETE ESSENTIAL FIRE & AIR	198.00
11/25/2024	Rodent Bait Stations	ROYAL PEST CONTROL	308.00
11/25/2024		COMPLETE ESSENTIAL FIRE & AIR	1160.59
11/22/2024	Carpet treatments	STEAMATIC ACT	5359.64
11/21/2024	Repair Pot	POINT FACILITIES SOLUTIONS PTY	474.91
11/21/2024	Install Bike Rack	POINT FACILITIES SOLUTIONS PTY	331.57
11/20/2024	Install LED Battens	MARITEX COMMERCIAL	616.00
11/20/2024	23/24 Audit	KELLY PARTNERS (NORTH SYDNEY)	3058.00
11/19/2024	Annual CCTV Service	ARA SECURITY	1232.00
11/19/2024		ALL SEASONS HORTICULTURAL SERV	1681.47
11/18/2024	Supply Degreaser	POINT FACILITIES SOLUTIONS PTY	93.50
11/18/2024	Pool Umbrellas	OUTDOOR ELEGANCE CANBERRA	16999.00
11/18/2024	Oct 24	COMPLETE ESSENTIAL FIRE & AIR	1160.59
11/18/2024	Repair Hose Tap	WATER TIGHT CANBERRA	-480.00
11/18/2024	U136 Water Hammer	WATER TIGHT CANBERRA	719.00
11/15/2024		POINT FACILITIES SOLUTIONS PTY	962.67
11/15/2024		POINT FACILITIES SOLUTIONS PTY	645.32
11/15/2024		POINT FACILITIES SOLUTIONS PTY	317.35
11/14/2024	12/10/24-11/11/24	ORIGIN ENERGY ELECTRICITY LIM	-1091.05
11/13/2024	14/06/24-18/09/24	ORIGIN ENERGY - BPAY 130112	181.38
11/13/2024	Oct 24	M&M ROLFE CLEANING SERVICES	-16556.03
11/11/2024	Nov 24	COMPLETE ESSENTIAL FIRE & AIR	1160.59
11/11/2024		ACTEWAGL	7028.27
11/11/2024	27/08/24-25/09/24	ACTEWAGL	2464.56
11/11/2024	Replace Wattle Tree	OUTSCAPES HORTICULTURAL SOLUTI	-2310.00
11/11/2024	3 x Comingle Rent	VEOLIA RECYCLING & RECOVERY	37.46
11/11/2024	5 Year Extinguishers	COMPLETE ESSENTIAL FIRE & AIR	8382.00
11/11/2024	Nov-Jan Service	AUSTRALIAN PEST BIRD MANAGEMEN	594.00

11/8/2024	Oct 24 Consumables	M & M ROLFE CLEANING SERVICES	129.69
11/8/2024		VORTEX FIRE PTY LIMITED	1452.00
11/4/2024	Nov 2024	POINT FACILITIES SOLUTIONS PTY	9539.62
11/1/2024	Oct 2024	TOTAL POOL SERVICE	-1055.69
11/1/2024		TOTAL POOL SERVICE	968.00
11/1/2024	26 Sep-28 Oct 2024	ACTEWAGL	9492.83



**MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
OF UNITS PLAN 4787
THE IVY**

Venue: 208/15 Irving Street, Phillip / Microsoft Teams

Date: Tuesday, 10 December 2024

Time: 10.04 am

1. MEETING FORMALITIES

1.1. Attendance and Apologies.

Attendance: Don McLean, Julianne O'Brien, Kevin O'Brien, Donna Macpherson, Paul Stanton, Carol van Gelder, Tristan Veurink (Ivy Strata Manager), Khevna Patel (Bright & Duggan).

Apologies: None

1.2. Conflicts of Interest. None noted.

1.3. New EC Member. Martin Caddick (Unit 183) has submitted a formal application to join the EC. He has affirmed in writing his commitment to represent the best interests of the Ivy Owners Corporation, consistent with its legal obligations and the governance principles in our OC Rules (Clause 12).

The Committee unanimously agreed to accept Martin's nomination and welcomes him to the Committee.

1.4. Previous Meeting Minutes.

The minutes of the EC Meeting on Wednesday, 6 November 2024, were confirmed.

2. BUILDING & FACILITIES MANAGEMENT

2.1. Building Condition Report. 21 Nov 2024 – 84% (see BuildingLink). A more recent building update was not available this month.

2.2. Repairs and Maintenance: The most recent building report notes a couple of minor defects that the Building Manager has the capacity and authorised expenditure limit to correct:

- Wooden double door into pool pump room requires minor repairs; the internal trim and door bolt on the second door requires replacement.
- The cricket pitch fire exit door barrel needs to be repaired/replaced.
- BBQ door face plate requires mechanical fixing and needs repair.

In addition, the Committee authorised the Building Manager to:

- Propose an update to the current ACT Doorland contract to include servicing of the garbage room roller doors, for EC approval.
- Develop a suitable service schedule for maintaining each of the outdoor pool heaters and update the Ivy Maintenance Plan to incorporate pool heater preventative maintenance (see also **item 4.4** below).
- Ensure Otis is appropriately servicing all lifts (Issues have occurred with Lift 1, Lift 2 faulted in November, trapping a passenger, Lift 4 is squealing and running roughly, and Lift 5 doors have been jamming regularly – see also **Item 5.11** below) and provide a detailed report back to the Committee.
- Cut a small section of the basement entry door controller out and install clear Perspex ahead of the Remote Audit (to commence February/March).
- Other action items are included below.

3. TREASURER'S REPORT AND LEVY SITUATION

3.1. Overall Financial Position @ 6 December 2024

- **Total Owners Funds: \$1,335,094.51**
 - Administration Fund - \$716,118.94
 - Sinking Fund - \$618,975.57
- **Owners Net Assets: \$1,335,094.51**
 - Assets = \$1,402,382.45
 - Liabilities = (\$67,287.94).

3.2. Cash Accounts.

- Admin fund = \$370,104.32
- Sinking fund = \$78,490.56

3.3. Investment Accounts. (see Addendum 1)

- Admin Fund Investments = \$320,000.00
- Sinking Fund Investments = \$538,248.92

3.4. Investment activity. The following investment activity has been completed since the Committee's meeting on 6 November 2024 (see **Addendum 1.1**):

- 3.4.1. Closure of Macquarie Bank Investment account ID TD02 – Sinking Fund:** Account closed 11/11/2024. Balance \$89,283.00 (principal \$88,248.92 plus \$1,034.08 interest) disbursed to UP4787 Administration account.
- 3.4.2. Closure of Macquarie Bank Investment account ID TD05 – Admin Fund:** Account closed 11/11/2024. Balance \$126,342.50 (principal \$124,879.19 plus \$ 1,463.31 interest) disbursed to UP4787 Administration account.
- 3.4.3. New Investment account opened 27/11/2024.** UP4787 Admin Fund TD03 - \$160,000 invested for three months at 4.7%.
- 3.4.4. New Investment account opened 27/11/2024.** UP4787 Sinking Fund TD04 - \$88,248.92 invested for three months at 4.7%.

3.5. Financial decisions. The Committee accepted the Treasurer's recommendation and directed Bright & Duggan to undertake the following investment activity:

3.5.1. Administrative Fund - open a new investment account with Macquarie Bank on the first working day after 30 December 2024 investing \$120,000 for 3 months at the best available interest rate. The account is to be named: **UP4787 Admin Fund TD05**

3.5.2. Sinking Fund - open a new investment account with Macquarie Bank on 15 January 2025 investing the total Sinking Fund cash account balance (currently \$78,490.56) for 3 months at the best available interest rate. The account is to be named: **UP4787 Sinking Fund TD06.**

3.6. Ivy Improvement fund (see Addendum 1.2).

- 2% budget allocation: \$26,249.00
 - Total expenditure (year to date): \$301.43
 - Remaining allocation: \$25,947.57

3.7. Contingency Fund (see Addendum 1.3).

- 5% budget allocation: \$65,622.00
 - Total expenditure (year to date): \$2,181.82
 - Remaining allocation: \$63,440.18

3.8. Levy Arrears (as of 30/11/2024) = \$10,212.40 (GST Incl). Three units are of specific concern (with arrears totalling \$10,201.92):

3.8.1. Unit 205 – Arrears at 90 days = \$1,705.25. The Committee accepted the Treasurer's recommendation that Grace Lawyers be engaged to commence legal action against the owner to recover the outstanding funds.

3.8.2. Unit 122 - Arrears at 90 days = \$960.21. The Committee accepted the Treasurer's recommendation that Grace Lawyers be engaged to commence legal action against the owners to recover the outstanding funds.

3.8.3. Unit 175 total arrears = \$7,536.46. On engaging Bright & Duggan, Credit Control Australia handed over management of UP4787 debt collection services to Grace Lawyers, who has provided a detailed update on Unit 175:

"We have now received the file from CCA. Upon perusal of attached amended orders dated 18 October 2024, the debtor was to pay the sum of \$4,637.74 in fortnightly instalments of \$200.00 from 28 September 2024 until the Total amount is paid in full.

Upon perusal of the attached correspondence from CCA and the attached up to date ledger we note the following payments have not been received:

Payment to be received on 28 September 2024 - \$200.00

Payment to be received on 12 October 2024- \$200.00.

*Pursuant to order 4, should the debtor default any payment, the entire amount outstanding is due and payable. Should your records show that the first two instalment payments were not received, **we would recommend issuing a Letter of Demand requesting full payment of the arrears within 14 days.** Should no such payment be received within 14 days we would then recommend enforcing the remaining judgment amount."*

The Committee noted the owner missed two payments on 28 September and 12 October and thereby is in breach of the court order. The Committee discussed whether to accept

Grace Lawyers' recommendation to issue a Letter of Demand requesting full payment of the arrears within 14 days.

The Committee agreed with the Treasurer's recommendation to delay issuing the letter of demand at this stage. However, if the owner misses a third payment, the Committee has instructed Bright & Duggan to direct Grace Lawyers to issue a Letter of Demand requesting full payment of the arrears within 14 days.

The Committee asked the Strata Manager to send the unit 175 arrears ledger to the Treasurer each fortnight so that the arrears repayment is closely monitored.

The Committee noted the court order above is additional to other legal payment orders that remain in place (garnishee of wages) and that this owner still has other levy contributions outstanding, including the quarterly payment due on 1 December 2024.

4. MATTERS FOR DECISION

4.1. Emergency Lighting. As requested at the last meeting, the Building Manager obtained three additional quotes (from Maybach, GMH and Charlton) for the replacement of 41 emergency light battens and one Spitfire Luminaire. Having sought advice from both the Strata and Facilities Managers about the reliability of these companies and the warranties offered, the Committee agreed out-of-session on 15 November to accept the GMH quote (QT 01077 for \$8,180 ex GST), given they offer a 5-year warranty on the Energetic Stellar batten fittings, and requested Bright & Duggan to issue the work order.

The Building Manager was asked to ensure GMH confirm how many fittings are replaced (and adjust their invoice accordingly), given uncertainties over the original CEFA preventative maintenance report.

The Building Manager was also asked to maintain an on-going record of electrical light replacements and their unit cost, including to have GMH place a sticker or attach a written note to all new fittings that identifies their actual replacement date.

The Committee agreed to ratify these out-of-session decisions.

4.2. Outdoor Pool Umbrellas. Given the desire to expedite this process, the Committee unanimously agreed on 18 November to purchase four (4) octagonal commercial grade cantilever umbrellas from Outdoor Elegance (cost including covers and delivery - \$15,453.64 ex GST). The tax invoice was approved after the reduced quorum period expired and Outdoor Elegance was paid on 3 December 2024.

The Committee agreed to ratify these out-of-session decisions.

The Committee noted it has already asked Point FS to obtain quotes for installation of these four umbrellas. Proposed locations are at **Addendum 2**. However, given trade commitments at this time of year, it is unlikely installation of these footings can commence before mid-January. Delivery of the umbrellas will be scheduled to coincide with this work.

4.3. Outdoor Pool Sun Lounges. Existing sun lounges are in a general state of disrepair. Funding was raised two years ago to replace them, which has been carried over again to this year.

Committee members have researched available options and recommended the purchase of the Hydra Outdoor Sun Lounge from Outdoor Elegance. This is a quality product, with a 5-year warranty of the Serge Ferrari Textilene fabric (one of the best on the market), as well as a 5-year warranty on the aluminium frames. Given our recent umbrella purchase, we will get free delivery and a total discount of 27.4%.

The Committee agreed to replace all existing lounges and to purchase 19 Hydra sun lounges (12 east side, 7 west side) at a cost of \$535.84 each (total \$10,180.09 ex GST – quote #1172 of 1 Nov). This is \$969 less than the approved budget (the unit cost compares favourably with \$496.41 for an indoor pool lounge 2 years ago, especially given the 5-year outdoor warranty). Existing lounges that are still fully serviceable can be stored as backup, placed in the indoor pool, on the yoga lawn or near the children's playground area. Point FS will be asked to dispose of the remainder once the new lounges have arrived.

4.4. Outdoor Pool Pump 3 Replacement. The Building Manager confirmed this old INSNRG pump has now failed. Total Pools has provided the attached quote for its removal and replacement with a 1HP Flo Pro pump (\$993.76 ex GST, dated 25 Nov). The Committee accepted this quote on 4 December, to enable installation before Christmas, and authorised Bright & Duggan to issue the work order.

The Committee agreed to ratify this out-of-session decision.

As the remaining five (5) INSNRG pumps are also showing signs of ageing, the BM has suggested the Committee put a contingency plan in place to act quickly in the event of pump failure.

The Committee agreed that when each pump fails (or cannot be economically repaired on the advice of the BM), the Building Manager is authorised to arrange for a work order to be issued for their immediate replacement with a 1HP Flo Pro pump (approx. \$1,000 ex GST). The replacement decision would then be ratified at the next EC meeting.

4.5. Pest Control – Ground Level Spray. The Committee was advised of problems with an ant infestation around the east side BBQ area. As the Ivy ground areas have not been sprayed since August 2023, the Building Manager arranged and the Committee agreed out-of-session on 27 November to accept the quote from Hart Pest Management (Quote 0929 of 26 Nov for \$850 ex GST) for a full ground spray, noting this amount is unchanged from 18 months ago and covers ants at no extra cost (see **item 6.20**). Hart responded promptly to the ant issue and was onsite on 28 November.

The Committee agreed to ratify this out-of-session decision.

The remainder of the ground level pest spray (up to 4 m high) is scheduled for 13 December. The Strata Manager has notified all residents electronically and the Building Manager has placed a notice on the lift foyer noticeboards.

4.6. Safety Ramp - North Garden. As the north garden beds and associated paths have subsided, the Facilities Manager recommends installing a “SupaGrip SafeKerb Ramp” to avoid trip hazards. This ramp will adapt to varying kerb or step heights between 60mm and 160mm (current gap on the east side is 75mm) and complies with Disability Act and safety regulations. The existing rubber ramp can be relocated to the smaller path gap on the west side (50mm at present).

The Committee agreed to approve this proposal and allow Point FS to proceed managing the cost within their authorised expenditure limit and authorised Bright and Duggan to issue the work order. Estimated cost is \$347 (website says free delivery) plus installation by Point FS.

4.7. Repair of Waste Room Chute Walls. The Committee confirmed its preference for the kitchen waste plaque to be located just above the chute, with ACT Government landfill signage above.

Additionally, the Committee requests that white 3 mm corflute sheets (available from Bunnings in various sizes) be installed as backing for this landfill sign, to minimise the amount of patch and paint required on damaged waste chute walls and to enable existing signage to be easily replaced. Point FS is authorised to proceed on this basis.

4.8. Aug 2023 Water Leak – Outstanding Steamatic Invoices. Details have come to light only after the transition away from Vantage Strata on 30 Sep 2024. With Bright and Duggan’s assistance, the Committee has confirmed Steamatic was engaged by Vantage to undertake structural drying and drying/cleaning of carpets in units affected by the water leak in Unit 226.

As the matter has been outstanding for some sixteen months, the Committee authorised Bright & Duggan to pay the remaining Steamatic invoices (totalling \$5,359.64 including GST) without delay.

The Committee noted the owner of unit 226, as the source of the water leak, remains responsible for their own invoice (\$1,722,49 including GST) to be recovered as a debt to the Owners Corporation. The Committee instructed Bright and Duggan to advise the owner and issue a debt notice to their levy account, with suitable repayment terms agreed without interest charges.

4.9. Unit 32 – Unapproved Alterations. The Strata Manager received a Section 115 certificate on 18 November 2024 updating ownership of the lot. Upon receipt, the Strata Manager notified the new owner that unapproved alterations have occurred within the lot and an alteration request must be submitted (Rule 4 – Alterations and Erections). The Strata Manager sent follow-up emails on 4 December 2024 and again on 9 December 2024. No response has been received from the owner to any of the three emails sent.

The Committee accepted Bright & Duggan’s recommendation to issue a Rule Infringement Notice (RIN) formally advising the owner that they must comply with UP4787 OC Rules and obtain written consent for all alterations (with associated plans and construction details), otherwise they can be required to remove these alterations at their own cost. A copy will also be provided to their letterbox. The Committee further resolved to issue additional Rule Infringement Notices when necessary if the owner continued to breach the same Rule.

4.10. Unit 151 Alteration Request – Flooring. Unit 151 submitted an alteration request on 5 December to install 9mm Hybrid flooring with 2mm Clever Comfort in their unit. The Building Manager advised that if installed correctly, this should meet the 5-Star minimum rating requirement for flooring (noting The Ivy has 200mm concrete slabs).

The Committee agreed to approve this application and requested Bright & Duggan to advise the owner accordingly.

4.11. Unit 253 Rule Breach – Private Use of Common Power. The Committee has photographic evidence an owner/resident of this unit was charging their electric vehicle using common power in their garage on Sunday, 10 November at around 8am. OC Rule 21 clearly states:

21. Ban on Private Use of Common Power

- a) *The 240V single GPOs installed in enclosed garages must be used only for their intended purpose of powering the garage door openers.*
- b) *They must not to be used to charge electric vehicles or to power other electrical appliances such as machines, mobility or E-scooters, E-bicycles, fridges, freezers etc.*
- c) *Owners found in breach of sub-rule 21 (b) will be charged \$120 per incident (regardless of actual consumption)*

The Committee authorised Bright & Duggan to issue a Rule Infringement Notice (RIN) for this incident and impose a charge of \$120 for consumption of OC common power. This is additional to any admin fee the Strata Manager may charge for issuing the RIN.

4.12. Unit 255 Rule Breach – Private Use of Common Power. The Committee has photographic evidence of the residents of Unit 255 using Ivy common power to remodel/repair a vehicle in their enclosed garage. This has been occurring for a considerable time.

As per item 4.11, the Committee authorised Bright & Duggan to issue a Rule Infringement Notice (RIN) for this incident and impose a charge of \$120 for consumption of OC common power.

4.13. Unit 255 Rule Breach – Untidy Balcony. The Committee has photographic evidence that the residents in Unit 255 are not keeping their unit balcony in a tidy condition as required by OC Rule 14 (a), and that it has been in this untidy state for many weeks:

14. Balconies and terraces

a) *All balconies and terraces are always to be kept in neat and tidy condition.*

The Committee authorised Bright & Duggan to issue of a first warning notice for this incident.

4.14. Unit 270 Alteration Request. The owners applied on 17 November 2024 to install a ceiling fan (along with a photo and appropriate documentation). Based on advice from the Building Manager and Strata Manager that their proposal can satisfy fire safety requirements, Committee members agreed out-of-session to approve this application. The owners have been notified and are required to submit a photo of the completed installation to the Building Manager.

The Committee agreed to ratify this out-of-session decision.

4.15. Basement Cleaning/Wet Sweep. The six-monthly wet sweep of both basements was due in November. This has been rescheduled to mid-late January due to the resealing works along Irving Street. The Committee requests the Building Manager to obtain an updated quote from Canberra Sweeping asap (Admin Budget allowance \$2,642 ex GST including fire protection isolation).

At the Committee's request, the Building Manager obtained a quote from M&M Rolfe to clean all 72 garage roller doors (\$1,589.50 ex GST of 21 November). While private carparks have been cleaned regularly, this has not been done previously.

As the quote is well within the Admin Budget allowance (\$1,800 ex GST) the Committee accepted this M&M quote and authorised the Building Manager to schedule immediately prior to the basement wet sweep so that disturbed dust settles on the surface and can be collected in the wet sweep.

4.16. Proposed New Signage. Following OC decisions at the AGM on 31 October, the Committee agreed to have the following additional signage installed:

- North, East and Northwest outside common areas – 'All dogs must be on a leash. You must clean up after your dog'.
- Front foyer – 'No parcels in this area. Please use the sideboard':
- Additional signage following the fire incident on 2 Dec (see **item 5.4**)

4.17. Safety Mats for Hallway to Indoor Pool. Given safety considerations, the Committee accepted the Treasurer's recommendation to purchase six (6) Matpro Black Safety Cushion Mats (80 cm x 120 cm from Bunnings @ \$39.86 each) to trial them and see if they are effective in reducing the slip hazard and don't impact the cleaners job unreasonably.

The Building Manager is requested to arrange under their authorised expenditure authority.

5. MATTERS FOR DISCUSSION

5.1. 6th AGM - Matters Arising.

- 5.1.1. Priorities for 2024-25 arising from the AGM.** A draft list of EC priorities for the coming year is attached (**Addendum 3**). The Committee agreed to update as necessary during the year.

5.1.2. AGM Follow-up. Committee members met with Tristan Veurink on 21 November 2024 to review the 2-month transition period, several budget-related matters in StrataMax and to ascertain whether further improvements can be made to current Strata Vote procedures. The Strata Manager has agreed to follow-up.

5.2. Structural Defects Report. At the Committee's request, the Building Manager approached suitable firms to undertake an expert assessment of our four short-listed submissions, given the highly technical nature of this exercise. Steve Wise (recently retired from Wise Engineering) has agreed to undertake this task.

The Committee agreed to prepare appropriate set of instructions in conjunction with the Building Manager early in the new year.

5.3. Acoustic Sound Engineer. The Committee agreed in-principle at its 6 November meeting to engage an Acoustic Sound Engineer to test the acoustic performance of the Ivy flooring systems, consistent with the AGM decision to ensure a minimum 5-Star acoustic rating for all flooring alterations. The Strata Manager has identified three Canberra-based firms that could provide this expertise.

Committee members have prepared a Request for Proposal. This was approved in principle with minor refinements to be finalised this week. The Committee requested the Building Manager to send to these three firms and to coordinate their response.

5.4. Balcony Fire Incident – 2 December. Multiple fire units attended on site when a gas BBQ on a level 11 North Tower balcony caught fire and activated the sprinkler system above it. The fire was extinguished within a minute or two. The Fire Brigade was able to determine that everyone was safe and there was no fire or water damage to any apartment or common areas (and hence no insurance claim). Both CEFA and Maritex attended to ensure the fire protection integrity of the building was restored. The callout fees for these services (CEFA and Maritex) will be paid by the responsible unit owner.

The Committee circulated a notice to Ivy owners and residents first thing the next morning (via the Strata Manager) to ensure everyone was fully informed.

In consultation with the ACT Fire Brigade personnel, Committee members have identified various steps that can be taken to improve our emergency response process in future, including:

- Prepare an Emergency Evacuation and Assembly Diagram and make a laminated copy available to owners.
- Install improved location signs around the building, especially for the North Tower.
- Place an up-to-date emergency contact sheet (laminated) in the Fire Control Room
- Invite owners/tenants to advise (if they wish) that they may have limited mobility, and hence are likely to remain in their unit in the event of an evacuation or fire emergency, and place this list in the Fire Control Room
- Install a Fire Brigade-approved key lock on the Master Key lock box in the Fire Control Room, so that the attending fire brigade members can get easy access to Ivy master keys and superuser fobs.
- Maintain an up-to-date list (with address/contact numbers) of all residents, especially from Property Managers for all tenants.
- Review and update The Ivy's Fire Safety material.
- Ensure the EC/SM/BM are well informed about best practice emergency response procedures.
- Circulate regular advisory material to owners/residents (e.g. on BBQs, keeping balconies clean) and include in the proposed Welcome Pack.

- Prepare an “EC Guideline – Fire Safety Procedures” to capture info/lessons learned from this incident for future reference.

5.5. Updated Alterations Request Form. Given the move to our new Strata Manager, and the updated OC Rules agreed at the last AGM, Committee members and Bright & Duggan have prepared an updated Alterations Request form that includes a specific section for flooring alterations. The Committee approved this updated form for use by Bright & Duggan. It can continue to be refined in line with best community practice.

5.6. Hallway Carpet Cleaning. Several owners have requested advice on our carpet cleaning policy and the frequency of additional spot cleaning in individual hallways. Problems have arisen on certain floors where owners or residents (or their trades) have been careless (from food spills, grease, bikes, dirty boots, pets soiling etc) and refuse to clean up after their mess.

The Committee noted the annual Admin Budget provides for one full complex carpet clean each year, with scope for occasional spot cleaning in high use areas (e.g. library and foyer rugs). The Owners Corporation cannot be responsible for cleaning up after difficult or careless residents every 2 months (as is happening on at least one floor). Additional spot cleaning costs will be charged to an owner’s levy account if it can be shown who is responsible and they (their tenants or their trades) do not clean up after soiling the hallway carpets. This is an issue that owners and residents on each floor need to help manage.

5.7. Basement Water Leaks. There is still substantial water leakage into the basement whenever there is significant rain, affecting both B1 (especially unit 125) and B2 (particularly unit 197). Owners have raised multiple times, without success. The problem appears to be along the south side expansion joint at driveway level which needs to be fully resealed and the underlying drip tray on Basement 1 which is inadequate in heavy rain.

“The Building Manager advised that the main ingress point is the Fire Hydrant sump in front of the trade parking spaces. Pete from Milin has attended and cleared the sump drain that was full of expanda foam and will next seal around the top of the sump. Only way to properly test this is when rain occurs as a large volume of water is required. Unit 197 owner has been notified of this and she will keep me up to date accordingly.”

5.8. Garden Sub-Committee. Paul Stanton has offered to form a new Garden Sub-Committee to assist the Building Manager in oversighting the work of our gardeners and helping to maintain the quality of our outdoor areas.

The Committee agreed to establish this Sub-Committee and requested the Strata Manager to send out a notice inviting all owners and residents who may be interested to participate to contact Paul.

5.9. Pets in Units. The Committee has been advised that an owner may be breeding puppies in their unit. OC Rule 5 is clear the maximum number of animals that may be kept within a unit is three (3) and that all animals must be registered with the Owners Corporation within 14 days of when they are first kept within a Unit. The Strata Manager was requested to remind the owner of the relevant OC rules.

5.10. Dumped Mattress. A resident dumped a partially dismantled mattress in two of the B1 refuse room hoppers on Saturday, 11 December. Cleaners removed the main mattress base section from one hopper shortly before the garbage collection on Monday morning to prevent the garbage from being rejected. Subsequent CCTV review and investigation by the Building Manager confirmed the unit responsible for the dumped mattress.

Bright & Duggan sent an initial notice to the owner and Property Manager advising of the dumped mattress and requesting immediate arrangements be made for its removal. The Committee instructed Bright & Duggan to notify the resident that they have seven (7) days to remove the

metal frame, otherwise they will be charged for its removal. The Strata manager is directed to inform the owner that they will be also charged for the Building Manager's time spent dealing with this incident (\$180 ex GST), as well as any admin fee charged by the Strata manager.

5.11. Otis Lift Outages - Doors Not Closing Correctly. The lifts are currently configured to take themselves offline (and require a technician to attend) if the doors are held open for an excessive period, or when the lift detects a real or perceived obstacle preventing the doors closing all the way. The Building Manager has asked Otis technicians if the Ivy lifts can be reconfigured to self-reset after a suitable period (to avoid unnecessary and expensive callouts when there is no actual defect). Although it is understood lifts in other buildings can be programmed in this way, the Otis technicians maintained this wasn't an option for Ivy lifts.

The Committee agreed the matter needs to be followed-up directly with Otis senior management and will prepare a letter in conjunction with the Strata and Building Managers. The matter should also be raised at the next contract level discussion with Otis.

5.12. Centralised Hot Water Outages. In response to an owner suggestion to the Building Manager that the hot water plant unreliability problems could be resolved by simply waterproofing the circuit breaker, the Building Manager provided the following informative response:

"The circuit breaker on level 8 is tripping due to an issue originating from the hot water plant on the roof, not the breaker itself. Both Rheem and Water Tight have conducted thorough investigations and implemented multiple measures to protect the electrical components within the system. Unfortunately, these efforts have not resolved the issue thus far.

We are actively working with the appropriate specialists to address this matter as efficiently as possible. While we appreciate your concern, it's essential to keep discussions productive and focused on solutions already in progress. Parallel to this, Origin and Strata are having discussions about the system in its entirety."

5.13. Origin Energy Centralised Energy Services. In the past day or two, Origin Energy has submitted a proposal for a new hot water plant at no additional expense to the Owners Corporation, providing we continue to contract with them for another five years.

As only limited details are available at this stage, the Strata Manager has asked Origin to provide more information so the proposed can be better assessed by the Committee and Point FS. This work will progress in early 2025.

5.14. Fermax Handsets and Video Monitors.

5.14.1. Repair Issues. Owners and residents are advised that if a unit handset or video monitor exhibits faulty symptoms, the Building Manager can assist with localisation of the fault (by resetting the intercom system and checking functionality from the main entrance panel). If that doesn't correct the problem, the owner's next step is to arrange for technical assistance and/or handset/monitor replacement.

The Committee agreed to prepare an information note for owners and residents on key details of the intercom system, including owner responsibilities and options for repair/replacement.

5.14.2. Upgrade Option. Fermax's latest model video intercom monitor includes WiFi connectivity and the ability to pair with a smartphone mobile app to allow residents to answer their intercom and open the Ivy main door from anywhere. Fermax is offering a discount to Ivy owners if ten (10) or more owners are interested in upgrading at the same time. Key details:

- \$950 ex GST per upgrade (if minimum of 10 units elect to get an upgrade at the same time).
- Costs if upgrade done individually:
 - . DUOX PLUS VEO-XS Monitor Connector (wall plate) - \$45 ex. GST
 - . 4.3" Wifi Colour DUOX PLUS VEO-XS Hands-Free Monitor - \$920 ex. GST
 - . FERMAX callout fee - \$170 ex. GST
 - . FERMAX labour - \$165 ex. GST
- Further details of how the upgrade is done and how the new system works are available at <https://youtu.be/6y447JgdVqk>.

Fermax Australia is in discussion the head office in Spain and hopes to be to improve on this offer in 2025.

As upgrade of intercom systems internal to units is a matter for individual owners, they can contact FERMAX directly if they are interested in upgrading their intercom:

Joshua Kacen
Business Development Manager
 M +61 438 700 444 / joshua@fermaxaus.com.au

5.15. Irving St 5 Towers Trivia Night. The General Manager of Oaks Canopy, Peter Dent, is keen to nurture the development of an Irving St apartment community; one initiative being explored is a Trivia Night hosted by Oaks Canopy in early 2025. Each apartment complex could put together a team to compete in the Trivia Night for the glory of their apartment community. A modest entry fee would go towards a yet to be determined charitable cause.

Any interested owners or residents should contact Peter Dent directly at Oaks Canopy.

6. MATTERS FOR NOTING.

6.1. AGM and Reduced Quorum Decisions. The 28-day "Reduced Quorum" period on AGM motions expired on 28 November. All AGM-agreed outcomes are now in effect.

The Committee pursued a variety of initiatives last financial year that have resulted in considerable benefits for Ivy residents and achieved overall savings to owners' levy contributions of at least \$62,000 this year (**Addendum 4**). As these benefits also accrue longer term, the Committee expects we will achieve total savings of at least \$180,000 over a 3-year period.

6.2. Quarterly Levy Contributions. First quarter levy contributions to both Admin and Sinking Funds were due on 1 December 2024. Reminder notices were sent to all owners on 15 November and again on 29 November. Owners are reminded that interest charges (at 10%) begin to accrue on all overdue accounts after 30 days.

6.3. Registration of Updated OC Rules. The Strata Manager advised on 2 December 2024 that our UP4787 Owners Corporation Rules, as updated and approved at the 6th AGM, have been lodged for registration and are fully enforceable as regulatory by-laws.

6.4. Ivy Christmas Carols – 8 December. The Committee would like to thank Carol for organising and printing of the booklets, and Bernie and Katie for leading the singing. Thanks too to all the owners for the good cheer and nibbles they brought along.

6.5. Strata Management Agreement (SMA). As authorised at the last Committee meeting, the Chair and EC Secretary signed the SMA and two annexes on the OC's behalf (and affixed the common seal of the Owners Corporation) on 29 November 2024. A copy of the contract has been uploaded to the BuildingLink library.

The Committee is pleased to note Bright & Duggan provided considerable support during the 2-month transition period and that Tristan, our Strata Manager, has been very willing to address any challenges that may have arisen.

6.6. Facilities Management Agreement (FMA). The Chair and EC Secretary also signed the FMA and two annexes on the OC's behalf (and affixed the common seal of the Owners Corporation) on 29 November 2024. A copy of the contract has been uploaded to the BuildingLink library.

The Committee will hold its 4-monthly contract review meeting with Matt Benedetti in mid-late January.

6.7. Balustrade Spacer Replacements. This work has been underway since 6 November. All residents are asked to please move plants and other fittings away from their glass balustrades so the ABS abseilers have access to fit the new rubber spacers. Matt, our Building Manager, will give as much notice as possible (noting the work program depends on the weather) and contact individual owners if this proves necessary.

6.8. After-Hours Emergency Service. Following discussion at our last meeting, the Committee has explored various options to improve the A/H emergency contact service and held discussions with our Strata Manager, Tristan Veurink. Tristan has volunteered to personally triage all after-hours emergency calls from Ivy residents, to ensure these calls are appropriately responded to and that early action can be directed to our contracted trades as required. He will liaise with EC members and the Building Manager when further on-the-ground advice is needed.

The Committee would like to thank Tristan for his support.

6.9. Fire Extinguishers. All fire extinguishers in the building have now been replaced as part of their regulated 5-yearly servicing. Next service is due late 2029.

6.10. South Tower Façade Leaks. Following Milin Builder's assessment over the past two months, Taylors Windows attended on site on 4 December using abseilers to address the (long standing) water leaks in the South Tower Curtain Wall (at least 8 levels). Taylors Windows have completed remedial work on levels 8-16 and will continue this work from 6 January 2025 for the remaining levels. Owners are requested to monitor the situation and advise the Building Manager (Matt) if issues are continuing to occur.

6.11. Townhouses Intercom Access. The townhouses were delivered with a standalone intercom system that is connected to their access gate only. A townhouse owner has asked for support to explore whether the six townhouses could be connected to the Fermax intercom system so they can be contacted via the intercom panel at the main Ivy entrance. The Building Manager has been liaising with Fermax to assess available options and a quote from Fermax has been provided, noting that this would be to each owner's individual cost.

6.12. Fire Alarm 13 November. The alarm was triggered inadvertently by WaterTight Canberra while carrying out repairs to the hot water system. A false alarm charge from the ACT Fire Brigade isn't expected unless another false alarm occurs within a 60-calendar day period.

6.13. Animals Off Leash. Bright & Duggan issued a warning notice to an owner on 9 December that dogs must be kept on a leash at all times while on common property.

6.14. Unit 160 – Glass Balustrade. As authorised by the EC, Shane's Glass attended on 28 Nov and replaced the glass balustrade on the balcony of this unit that had shattered in mid-October.

6.15. Unit 255 RIN – The Strata Manager issued a Rule Infringement Notice on 9 December due the residents continuing to park their vehicle (a Toyota Hilux) in the front driveway.

6.16. Ground Floor Water Leak. The ground floor water leak outside the Weights Gym was eventually repaired by WaterTight on 22 November. Thanks to all owners for their patience as it has taken three goes to get the problem fixed.

6.17. Front driveway oil stains. The Building Manager is continuing to try different chemicals to remove these stains. One vehicle is continuing to cause most problems. The Building Manager most recent advice is that *“another product ready to test, when time permits I will give it a run, this may not be until next year though.”*

6.18. Resurfacing of Irving Street. Capital Asphalt sent a team out to clean affected areas of the east-side concrete driveway on 28 November. The results are only just satisfactory.

6.19. Outdoor Pool Wattle Tree. As this tree had suffered structural damage (due to wind etc), it was removed and replaced by a Chinese Elm on 5 November.

6.20. Outdoor Grounds Pest Spray. Hart Pest Management are contracted to carry out a complex wide pest spray on 13 December, with all residents being notified beforehand.

6.21. Wellness Room Upgrade. A notice will be sent out in January/February inviting interested owners to participate in this EC Sub-Committee process. All owners are welcome to help to identifying, refining and costing suitable options for EC consideration. They can also contact members of the Committee direct to express their interest in being involved.

6.22. Current Ivy Residents. The Strata Manager has been asked to ensure we have an up-to-date list of Ivy owners and residents (including Property Managers for rental properties).

6.23. Building Manager Update. The Committee would like to congratulate Matt Lam, and his partner, Holly, on the arrival their beautiful baby boy, Mason, on 29 November. The EC purchased a small baby gift for Matt and Holly on behalf of the Ivy OC.

6.24. Christmas Decorations. Following the EC’s approval in July 2024 to an Ivy Improvement proposal to purchase Christmas decorations, the Treasurer spent \$524.15 on decorations for the second Christmas tree. Thank you to those members of the Ivy community who installed and decorated the Christmas trees in the ground floor foyer.

7. GENERAL BUSINESS

7.1. None raised.

8. MEETING CLOSURE

8.1. The meeting concluded at 12.14 pm.

ADDENDUM 1

1.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 30/11/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
TD01	28/10/2024	4.3%	3 months	\$160,000.00	28/01/2025
TD03	27/11/2024	4.7%	3 months	\$160,000.00	25/02/2025

\$320,000.00

SINKING FUND					
TD02	28/10/2024	4.4%	1 year	\$450,000.00	11/11/2025
TD04	27/11/2024	4.7%	3 months	\$88,248.92	25/02/2025

\$538,248.92

1.2 Improvement Fund

2% Ivy Improvement fund			\$26,249.00
20/11/24	Installation of Bike rack - B1 north	\$301.43	\$25,947.57

1.3 Contingency Fund

5% Contingency fund			\$65,622.00
20/11/24	Shane's Glass – Balustrade replacement	\$2,181.82	\$63,440.18

ADDENDUM 2 – OUTDOOR POOL UMBRELLA LOCATIONS



ADDENDUM 3 – EC PRIORITIES FOR 2024-25

ITEM	Action	EC Meeting / Date
B&D's SMA (and 2 annexes)	Signed	end-November
Point's FMA (and 2 annexes)	Signed	end-November
Poolside Umbrellas	Initiate / Implement	November / December
OC Rules	Registration / Implementation	early December
6 th AGM – Review outcomes	Agree EC priorities for 2024-25	December
EC Meetings	Set schedule for 2024-25	December
Structural Defects Report	Appoint technical adviser	December
2025 Maintenance Plan	Review with Point FS	December / January
2025 Painting Plan	Review with Point FS	December / January
2025 Asset Replacement Plan	Review with Point FS	December / January
Point FS / BM	4-monthly review meeting	mid-late January
Structural Defects Report	Initiate / Implement	February / April
Wellness Room upgrade	Initiate / Implement	February / April
Rear corner "Dog park"	Assess options/cost /Rules	February / April
Remote Control Audit	Undertake	February / April
BuildingLink vs ResVu	Assess best option	April/May
Fire Safety	Annual statement due	May
Point FS / BM	4-monthly review meeting	May
B&D's SMA (and 2 annexes)	Outcome to Milin	June / July
Point's FMA (and 2 annexes)	Preparation for 2026 Review	June / July
Poolside Umbrellas	Possible 2025 update	June / July
OC Rules	Signed	end-November
Building Insurance	New building valuation	July
Contracts Register	Update for 2025-26 Admin Budget	July / August
B&D SMA	Meeting to review	July / August
Renewal of Insurance	Appoint Broker / get quotes	August / September
7 th AGM	Date and Location	August / September
AGM Agenda Items	Identify	August / September
2025-26 Admin Budget	First draft	Early September
Point FS / BM	4-monthly review meeting	September
Annual Maintenance Plan	Update with Point FS	September
Asset Replacement Plan	Update with Point FS	September
Building Insurance	Approve quotes for 2025/26	mid-September
New Certificates of Currency	Obtain	end-September
2024-25 Financial Accounts	B&D to close	30 September
2024-25 Financial Accounts	Send to Auditor	1 October
Chairperson's Report	EC initiatives in 2024-25 (for AGM)	1 October
Treasurer's Report	2024-25 report for AGM	1 October
Finalise 7 th AGM	Finalise agenda and motions	Early October 2025

Other Items

Monitor SM and FM performance	Ongoing
Monitor Building condition and maintenance	Ongoing
Monitor Contract and Work Order processes	Ongoing
Monitor Budget and Levy arrears	Ongoing
Monitor insurance and any insurance claims	Ongoing
Monitor (non) use of common power in garages	Ongoing

ADDENDUM 4 – EXECUTIVE COMMITTEE INITIATIVES IN 2023-24

Reduced Fees and Savings

- Strata management fees – savings of at least \$32,770 a year for each of the next 3 years
- Insurance broker fees and commissions – savings of at least \$30,300 for 2024-25

Building Improvements in FY 2023-24

- Additional lighting to basement driveway entrance (Feb)
- Ban on private use of common power in garages implemented (Mar)
- Front driveway emergency parking and signage enhancements (Apr-July)

Management Reviews

- Renegotiation of Otis 3-year lift contract (April)
- Formal review of Strata Management arrangements (May-July)
- New SMA contract and Service Level Agreement agreed with Bright & Duggan (Sept)
- New Facilities Management Agreement agreed with Point (July-Sept)
- Streamlined Contracts and Maintenance Approvals Process agreed (Sept)
- Critical Infrastructure Maintenance Process agreed with Point FS (Sept)
- Detailed review of current Ivy insurance arrangements (May-Aug)
- New insurance broker appointed - AJ Gallagher (Aug)

Asset Repairs and Replacements

- Water leak rectification works and recarpeting (Oct-Dec)
- Front entry rugs replaced (Feb)
- Garden repairs to irrigation and plant replenishments (Mar)
- Replacement of waste room and refuse room signage (Apr)
- Sauna repairs and additional bathroom tap (May)
- Repair and painting of external wall surfaces (ongoing)
- Building Condition Reports and updates posted on BuildingLink (monthly)

Other Initiatives

- Ivy Christmas carols and wall decoration (Dec)
- Embedded electricity cost investigations (Dec-Mar)
- Updated Owners Corporation Rules registered (Jan)
- Lobbying of ACT Government to install EV charging stations in Irving Street carpark (Jan)
- Resolution of Origin Energy gas dispute (Apr)
- Wellness Room and weights gym walls repainted (Sept)
- Legal action to recover levy arrears (ongoing)
- EC meetings held each month, and minutes circulated within 7 days
- Town Hall meetings and preparation of AGM agenda packs

ADDENDUM 5

Invoices paid – 01/11/2024 – 30/11/2024

Added Date	Description	Creditor Name	Invoice Amount (\$)
11/29/2024	Nov 24	WASTECH ENGINEERING	1485.00
11/29/2024	Nov 24	SEDA SERVICES	1144.00
11/29/2024	Supply 40x LED	MARITEX COMMERCIAL	660.00
11/29/2024	Replace Lock	CLASS LOCKSMITHS	72.00
11/29/2024	Nov 24	WATER TIGHT CANBERRA	452.63
11/28/2024	Oct 24	SEDA SERVICES	1144.00
11/27/2024	Nov 24	ALL SEASONS HORTICULTURAL SERV	1681.47
11/27/2024		ALL SEASONS HORTICULTURAL SERV	1681.47
11/26/2024		ALL SEASONS HORTICULTURAL SERV	1681.47
11/25/2024	De-Isolate Alarm	COMPLETE ESSENTIAL FIRE & AIR	198.00
11/25/2024	Rodent Bait Stations	ROYAL PEST CONTROL	308.00
11/25/2024		COMPLETE ESSENTIAL FIRE & AIR	1160.59
11/22/2024	Carpet treatments	STEAMATIC ACT	5359.64
11/21/2024	Repair Pot	POINT FACILITIES SOLUTIONS PTY	474.91
11/21/2024	Install Bike Rack	POINT FACILITIES SOLUTIONS PTY	331.57
11/20/2024	Install LED Battens	MARITEX COMMERCIAL	616.00
11/20/2024	23/24 Audit	KELLY PARTNERS (NORTH SYDNEY)	3058.00
11/19/2024	Annual CCTV Service	ARA SECURITY	1232.00
11/19/2024		ALL SEASONS HORTICULTURAL SERV	1681.47
11/18/2024	Supply Degreaser	POINT FACILITIES SOLUTIONS PTY	93.50
11/18/2024	Pool Umbrellas	OUTDOOR ELEGANCE CANBERRA	16999.00
11/18/2024	Oct 24	COMPLETE ESSENTIAL FIRE & AIR	1160.59
11/18/2024	Repair Hose Tap	WATER TIGHT CANBERRA	-480.00
11/18/2024	U136 Water Hammer	WATER TIGHT CANBERRA	719.00
11/15/2024		POINT FACILITIES SOLUTIONS PTY	962.67
11/15/2024		POINT FACILITIES SOLUTIONS PTY	645.32
11/15/2024		POINT FACILITIES SOLUTIONS PTY	317.35
11/14/2024	12/10/24-11/11/24	ORIGIN ENERGY ELECTRICITY LIMI	-1091.05
11/13/2024	14/06/24-18/09/24	ORIGIN ENERGY - BPAY 130112	181.38
11/13/2024	Oct 24	M&M ROLFE CLEANING SERVICES	-16556.03
11/11/2024	Nov 24	COMPLETE ESSENTIAL FIRE & AIR	1160.59
11/11/2024		ACTEWAGL	7028.27
11/11/2024	27/08/24-25/09/24	ACTEWAGL	2464.56
11/11/2024	Replace Wattle Tree	OUTSCAPES HORTICULTURAL SOLUTI	-2310.00
11/11/2024	3 x Comingle Rent	VEOLIA RECYCLING & RECOVERY	37.46
11/11/2024	5 Year Extinguishers	COMPLETE ESSENTIAL FIRE & AIR	8382.00
11/11/2024	Nov-Jan Service	AUSTRALIAN PEST BIRD MANAGEMEN	594.00

11/8/2024	Oct 24 Consumables	M & M ROLFE CLEANING SERVICES	129.69
11/8/2024		VORTEX FIRE PTY LIMITED	1452.00
11/4/2024	Nov 2024	POINT FACILITIES SOLUTIONS PTY	9539.62
11/1/2024	Oct 2024	TOTAL POOL SERVICE	-1055.69
11/1/2024		TOTAL POOL SERVICE	968.00
11/1/2024	26 Sep-28 Oct 2024	ACTEWAGL	9492.83



MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF UNITS PLAN 4787 THE IVY

Venue: 259/15 Irving Street, Phillip / Microsoft Teams

Date: Wednesday, 6 November 2024

Time: 4.18 pm

1. MEETING FORMALITIES

1.1. Attendance and Apologies.

Attendance: Don McLean, Julianne O'Brien, Kevin O'Brien, Donna Macpherson, Paul Stanton, Carol van Gelder, Melissa Li (Bright & Duggan), Khevna Patel (Bright & Duggan), Matt Lam (Point Facilities Solutions).

Apologies: Tristan Veurink (Ivy Strata Manager).

1.2. New Committee Induction. The six owners above were elected at the 6th AGM on 31 October to serve as Executive Committee members for 2024-25. In keeping with UP4787 Owners Corporation Rules, they each confirmed to the Strata Manager (Bright & Duggan) they understand their legal requirements under the UT(M)A and agree to adhere to The Ivy's EC governance arrangements (Rule 12). As returning members, the induction checklist was not required. Each member completed their induction process by signing and dating the EC's Code of Conduct Agreement.

1.3. Appointment of Office Bearers. The Committee elected the following office bearers for 2024-25:

Chairperson	Don McLean (unit 264)
Treasurer	Julianne O'Brien (unit 52)
Secretary	Kevin O'Brien (unit 259).

1.4. Retired Committee Member - Eva Wadie. Eva did not renominate for the Committee due to her work commitments. The Committee would like to thank her for nominating to fill a 2024 vacancy and supporting Committee business when she could. The EC member resignation checklist for her has been completed.

1.5. Conflicts of Interest. None identified.

1.6. Previous Meeting Minutes.

The minutes of the EC Meeting on Thursday, 3 October 2024, are confirmed.

2. BUILDING & FACILITIES MANAGEMENT

2.1. Building Condition Report. 28 Oct 2024 – 88%.

2.2. 14th floor carpet. The Committee discussed issues raised by an owner regarding the 14th floor, including the frequency of spot cleaning the carpets. The Committee noted regular cleaning of carpets will typically occur only every 4-6 months in high demand areas. Residents/owners are advised to clean up after any accidents as they will be charged for additional spot cleaning if they cause further staining (from pets, food, furniture etc). The Building Manager was requested to capture photographic records of common property carpet conditions during his regular walk around or when specifically investigating reported issues.

2.3. Outdoor pool pots. An owner of unit 180 is concerned about cracking in the large white pots around the outdoor pool, potentially caused by tree roots. The Committee has been regularly monitoring this situation, as these pots are too expensive to replace. A work order for temporary repairs was issued to Point FS two months ago. The Building Manager was instructed to progress.

The Building Manager was also asked to discuss with the gardener the possibility of relocating the olive trees in affected pots to other locations in the complex when this proves necessary. The Committee agreed to look at other plant options around the pool (possibly in smaller white pots) when this is required.

2.4. Repair Work. Committee members noted that they met with the Building Manager on 11 October to progress a number of repair and maintenance issues. A progress report was provided on 1 November but many issues are still outstanding. The Building Manager was asked to expedite all remaining work.

3. TREASURER'S REPORT AND LEVY SITUATION

3.1. Overall Financial Position @ 31 October 2024

- Total Owners Net Assets: \$1,045,314.90
 - Assets = \$ 1,085,138.18
 - Liabilities= (\$39,823.28)

3.2. Cash Accounts. Total cash at bank = \$1,002,524.33

- Admin fund = \$236,452.97
- Sinking fund = \$11,226.23

3.3. Investment Accounts. Total funds invested = \$823,128.11 (see **Addendum 1.1**)

- TD05 Admin fund accounts = \$124,879.19
- TD02 Sinking fund accounts = \$88,248.92
- Investment A/C MCQ 1 (Admin) = \$160,000.00
- Investment A/C MCQ 2 (Sinking) = \$450,000.00

3.4. Investment activity. The following investment activity has been completed since the Committee's meeting on 3 October 2024 (see **Addendum 1.1**):

- MCQ 1 – Bright & Duggan opened a new Admin Fund investment account with Macquarie Bank on 28 October 2024, investing **\$160,000 for 3 months @ 4.7%**.
 - The Treasurer’s direction to Bright & Duggan on 1 November to update the account name to **UP4787 Admin Fund TD01 is still pending.**
- MCQ2 – Bright & Duggan opened a new Sinking Fund investment account with Macquarie Bank on 28 October 2024, investing **\$450,000 for 12 months @ 4.3%**.
 - The Treasurer’s direction to Bright & Duggan on 1 November to update the account name to **UP4787 Sinking Fund TD02 is still pending.**

3.5. Financial decisions. Bright & Duggan is directed to undertake the following investment activity:

- Administrative Fund - open a new investment account with Macquarie Bank in mid-November 2024 (after TD05 matures) investing for **\$160,000 for 3 months** at the best available interest rate.
 - The account is to be named: **UP4787 Admin Fund TD03.**
- Sinking Fund - open a new investment account with Macquarie Bank in mid-November 2024 (after TD02 matures) investing \$88,248.92 plus TD02 interest earned on maturity plus Sinking Fund Bank Balance (currently \$11,226.23) **for 3 months** at the best available interest rate.
 - The account is to be named: **UP4787 Sinking Fund TD04.**

3.6. Levy Arrears (as of 31/10/2024) = \$14,330.87 (GST Incl).

- 6 owners have arrears greater than \$500.
- 3 owners have arrears less than \$200.

3.6.1. Unit of specific concern: Unit 175 total arrears = \$7,875.62

- The ACAT hearing for 175/15 Irving St, Phillip was held on 23/08/24. Judgement entered against the owner. The Member made orders and awarded all levies, interest and expenses (pursuant to section 31 SSMA 2011) sought. \$4,621.77 plus all costs (additional levies overdue more than 120 days).
- On 10/09/24, the debtor tried to have the judgement set aside but failed. Judgement was entered again for an updated amount accounting for extra interest – total \$4,634. The member also made an instalment Order of \$200 per fortnight 1st payment on or before 28/9/2024.
- This instalment order is not being met as the owner only reduced the arrears by \$311.12 in the last month. The 1st of December levy will further increase her debt by \$1,352.04.

- 3.7.** The Committee directs Bright & Duggan to contact Credit Control Australia for an update on the status of legal action in preparation for the handover of the case to Grace Lawyers, whom Bright & Duggan use to manage debt collection.

4. MATTERS FOR DECISION

4.1. Emergency Lighting. The Building Manager obtained two quotations from CEFA (Quote #1419 of 24 Oct for \$9,487.40 ex GST) and Maritex (Quote QU 10881 of 15 Oct for \$9,220.00 ex GST) to rectify 48 emergency and other lighting defects recently identified by CEFA (job #1251).

The Committee was not happy with either quote and queried why some of these defects had not been identified earlier. The Building Manager was asked to get additional quotes from Maybach Electrical, GMH Electrical and Charleston Electrical. He advised that CEFA will also be sending through an amended (hopefully more competitive) quote.

Given the delay, the Committee agreed to consider these additional quotes out-of-session. The Building Manager was asked to ensure an accurate record is kept of when all such assets are replaced, including to have a sticker or note attached to the new fittings identifying their actual replacement date.

4.2. Unit 24 – Flooring Alterations. On 28 October, the owner of unit 24 requested EC approval of their application to install Wonderwood 6.5mm hybrid vinyl flooring. ATA Product Testing data was attached. The Building Manager advised the Committee on 5 November that, based on the field test report and as this testing was carried out on similar conditions to The Ivy, the proposed flooring alteration should satisfy the minimum 5-star AAC rating endorsed at the AGM.

The Committee agreed to approve the proposed flooring alteration to unit 24 and authorised the Strata Manager to advise the owner accordingly.

4.3. Unit 160 – Glass balustrade replacement. The Building Manager obtained quotes from ABS Facade (\$3,468 ex GST – Quote of 24 Oct) and Shane’s Glass (\$2,181.82 ex GST - Quote #1515 of 29 Oct) for this urgent repair. The EC agreed out-of-session on 29 October to accept the Shane’s Glass quote, given the safety considerations involved. Bright & Duggan issued the work order for these repairs on 30 October.

The Committee agreed to ratify the out-of-session decision.

4.4. Unit 164 Alteration Request – Front door peephole. The owner of Unit 164 submitted a request to install a peephole in their front door and was guided to consider getting CEFA to supply and install a fire rated peephole as they could also certify the installation. The Committee agreed to this request out-of-session on 16 October based on the supporting quotation from CEFA.

The Committee agreed to ratify the out-of-session decision.

4.5. Aug 2023 Unit 226 Water Leak – 12 outstanding Invoices. The water leak from a ruptured washing machine hose in Unit 226 caused damage to common areas on South Tower levels 12, 11, 10 and 9 (walls and carpets), and in multiple units on those floors including Units 226, 225, 224, 223, 214, 213, 202, 201, 200, 190 and 189.

SteamMatic were engaged by the Ivy strata insurer to undertake remediation work to dry areas impacted by the water leak including the carpet in the common areas. The strata insurance policy does not cover the impact to carpets within the individual units, - this is the owner’s responsibility and may be covered by an owner’s contents insurance policy.

SteamMatic has advised that 12 invoices for drying of carpets within individual units remain unpaid. It is unclear whether Vantage Strata failed to pass these invoices onto the individual units, or whether the owners were given incorrect advice.

Bright & Duggan is requested to contact SteamMatic and confirm what work orders were issued to them authorising this work and which invoices are still outstanding. The Committee agreed to clarify exactly what advice Vantage had provided to these owners and to act accordingly.

5. MATTERS FOR DISCUSSION

5.1. 6th AGM - Finalisation of Minutes. The AGM Minutes are close to final and ideally, should be circulated this week. Details of the 2024-25 Admin Budget and each owner's quarterly levy contribution to the Admin Fund and Sinking Fund from 1 December 2024 are included as Addenda to these Minutes.

The Committee agreed to finalise all AGM documentation overnight and to sign-off so the Minutes can be circulated to Ivy owners. **Postscript:** The 6th AGM Minutes were circulated to owners on 7 November 2024.

5.2. 6th AGM - Matters Arising.

5.2.1. Priorities Arising from AGM. The Committee agreed to prepare a list of priorities for 2024-25 to consider at its next meeting.

5.2.2. Voting Procedure. The Committee agreed to schedule a meeting with Tristan Veurink for later this month to review current StrataVote procedures informed by issues that occurred during the AGM.

5.2.3. Registration of OC Rules. Bright & Duggan was requested to lodge the updated Owners Corporation Rules, as approved at the 6th AGM, for registration immediately following expiry of the reduced quorum period on 28 November 2024. The Committee noted these updated Rules are included as Addendum 4 to the AGM Minutes.

5.3. Transition to Bright & Duggan (On-boarding Process). The Committee was advised that the onboarding from Vantage Strata to Bright & Duggan is now complete. The Committee agreed that suggestions to help refine these new arrangements will be discussed in the proposed meeting with Tristan Veurink (Item 5.2.2).

5.4. Structural Defects Report. The Chair and Building Manager advised on progress to date, noting the AGM had approved sufficient funding to undertake this defect assessment. Given the technical nature of this exercise, and to ensure the Owners Corporation gets value for money from this project, it was agreed to seek expert structural engineering advice to help select the successful tenderer. The Building Manager was asked to approach suitable firms (such as Wise or HPCE) to ascertain their availability/suitability and potential cost for undertaking this assessment.

5.5. Community use of common property. The Committee noted that individual owners cannot book or reserve the Ivy's facilities or amenities (such the yoga room, BBQs or pool areas) for their exclusive use, as these are common property available to all owners and residents (and their guests).

The "Reservation" function on BuildingLink includes the following instructions:

"You may notify other IVY residents of your intention to use a common area for a function. However, you will not have exclusive use of these areas. All IVY residents are able to use the space at the same time if they choose to do so. The only purpose of using the notification system is for residents to see what functions have been scheduled."

With the summer holidays approaching, the Committee agreed to circulate a reminder notice to all residents to always show common courtesy to others and to report any bad or inappropriate behaviour to the Strata Manager.

5.6. Pool Umbrellas. The Committee noted this Ivy Improvement proposal was accepted at the AGM and should be progressed ahead of the summer holidays if possible. Paul Stanton has agreed to take the lead in examining various umbrella options, consulting with interested owners (including the owners who initiated the proposal), obtain indicative costings (including for covers, delivery and installation) and report back to the Committee as soon as possible. It was agreed the final selection of the umbrellas would be considered out of session to ensure timely installation before the start of Summer.

5.7. Wellness Room Upgrade. The Committee briefly discussed this proposal, noting the AGM had approved funding of up to \$20,000 ex GST and that a small sub-committee should be formed to progress this initiative in the new year. All interested owners are welcome to participate in helping to identify, refine and cost suitable options for EC consideration. A notice will be sent out in January/February to invite owners to participate and they are also welcome to contact members of the Committee to express their interest.

5.8. Basement 1 Water Leak. A substantial water leak occurred over the weekend of 1-3 November in Basement 1. Members of the Committee were eventually able to locate the cause, a dripping water hose in the cleaner's room, and turn off the tap.

As several calls had gone through to the strata after-hours contact service, WaterTight was called and attended late on Sunday afternoon. This incurred an unnecessary call-out fee as EC members had already turned off the water by then. The Committee confirmed that the cleaning company, M&M Rolfe, has accepted responsibility and agreed to pay the plumbing callout invoice.

The Committee noted there was considerable water ingress to the storage cage of unit 101, and potentially other cages. Owners are reminded that these cages are part of their own personal property as a unit subsidiary. Any loss or damage, from whatever cause, is subject to their own insurance policies. Ideally, all valuable contents in these cages should be stored off the ground and covered given that the basement shotcrete walls are "wet walls" and water ingress into the garages via the wet walls or from leaking slab seals is common during heavy rain periods.

5.9. After-Hours Emergency Contact. Ivy owners have generally expressed dissatisfaction with after-hours contact arrangements in the past. The issue is quite independent of the strata manager as the on-call person often doesn't have any familiarity with the property and is simply relying on scripted information.

This concern was particularly evident to several EC members during the basement water leak issue above, given the delayed response, the call-out centre's lack of knowledge of the Ivy's location or its facilities, and the fact that a substantial expense (in excess of \$1,000) was incurred unnecessarily. There was concern that similar situations could continue to re-occur.

Bright & Duggan advised they are actively reviewing each out-of-hours call that are currently being received by their contracted service provider from Ivy residents and assessing any areas of improvement possible for this service.

The Committee agreed to explore whether a more effective alternative arrangement might be possible, such as arranging for Point FS or Matt, the Building Manager to manage after hours emergency calls (although initial discussions suggest they may be reluctant to take this on).

5.10. Acoustic Sound Engineer. The Committee noted the AGM approved the OC Rule change to implement a minimum 5-star AAAC acoustic rating for all flooring alterations. Effective implementation of this AAAC Guideline requires expert advice specifically for The Ivy so as to assist the Building Manager in ensuring there is consistent application of this minimum impact sound transmission performance requirement.

The Committee agreed it will be necessary to engage an Acoustic Sound Engineer to test the acoustic performance of the Ivy slab and asked if the Strata Manager could nominate three firms that can provide this expertise. The Chair agreed to prepare a draft Scope of Work to consider at our next meeting.

5.11. Unit 32 – Unapproved Alterations. The Committee advised the Strata Manager on 14 October that it was concerned the new owners of unit 32 have undertaken a substantial alteration without first seeking EC approval. Not only did these alterations cause considerable disturbance to other residents without prior warning, but they may also be detrimental to building code compliance and/or community amenity (i.e. hard floor acoustic performance). To date, the new owners have not responded to the Strata Manager’s correspondence.

The Strata Manager is requested to follow-up again with the owners of unit 32, alerting them to these concerns and advising them they still need to submit an erections and alterations request to the EC (with associated plans and construction details). Without approval they could be required to remove these alterations at their own cost.

5.12. Balustrade Spacer Replacements. The Committee noted that several reminder notices had been circulated to owners and residents advising that the abseilers need to access to each balcony to replace these spacers (see **Addendum 2**).

The Building Manager advised that ABS Façade commenced work on-site on 6 November and will be attending over the next five weeks. Matt will contact individual owners on the day if the abseilers require access via their unit (i.e. if they are unable to complete the work via just abseiling down to their balcony).

5.13. Point FS – 4-monthly Review. The Committee agreed to schedule the next 4-monthly review meeting with Matt Benedetti for late November/early December.

5.14. South Tower Façade Leaks. Milin arranged for ABS Façade to inspect and test for external water leaks in the curtain wall on 10 September. Milin also carried out internal flood tests inside throughout the month on the subsills of affected floors.

The Building Manager advised that the report from the above works was provided to Taylors Windows and that they have agreed to address the issues identified. Further information will be provided when available.

6. MATTERS FOR NOTING.

6.1. Strata Management Agreement (SMA). The 6th AGM (motion 5) agreed to appoint Bright & Duggan (ACT) Pty Ltd as Strata Manager of Units Plan 4787 commencing 1 December 2024 initially for

a one-year period (rolling over for another two years subject to a mid-2025 review) and authorised the Executive Committee to execute the SMA giving effect to this appointment.

The Chair and Secretary (or Treasurer) will sign the SMA and two annexes on the OC's behalf (and affix the common seal of the Owners Corporation) as soon as the reduced quorum period has expired on 28 November 2024.

6.2. Facilities Management Agreement (FMA). The 6th AGM (motion 6) agreed to appoint Point Facilities Solutions as facilities and building manager of Units Plan 4787 for three years, commencing 2 December 2024, and authorised the Executive Committee to execute the FMA giving effect to this appointment.

The Chair and Secretary (or Treasurer) will sign the FMA and two annexes on the OC's behalf (and affix the common seal of the Owners Corporation) as soon as the reduced quorum period has expired on 28 November 2024.

6.3. October Gas bill. The Treasurer noted that while the ActewAGL gas bill for heating the pools is always higher in October, as the outdoor pool is heated to 27 degrees after a dormant winter, the bill was higher than expected last month at \$7,028. In comparison, the bill for October 2023 was \$6,109. The increased usage costs may have an impact on the annual budget.

6.4. Birds nesting in the Ivy basement. A unit owner reported birds nesting in the Ivy basement near Unit 184 parking. The birds were determined to be swallows, which are a protected species that nest seasonally. The Building Manager was directed to arrange for regular cleanup of the bird poo ahead of reviewing the options available for managing nesting sparrows.

6.5. Resident Complaint. Following a formal complaint by a resident, a Rule Breach warning notice was issued to the owner of an unsupervised dog for breach of the following House Rule:

1. Rule 5(a) (iii): The pet owner keeps the animal secure so that it cannot escape the unit unsupervised; and
2. Rule 5(b): The pet owner takes reasonable steps to ensure the animal does not cause a nuisance or a risk to health or safety.

6.6. Unit 199 Pet Application. The Committee acknowledges the pet application and registration form submitted by the owner of Unit 199. Welcome to the Ivy community "Callie" the Australian shepherd dog.

Unit 255 – Rule Infringement Notice (RIN). On 22 October, the Building Manager confirmed that the tenant of unit 255 continues to be in breach the OC Rules by parking in the front driveway for extended periods. On 28 October, the Committee directed Bright & Duggan to issue another infringement notice to the owner of unit 255/15 Irving Street, Phillip ACT 2606.

6.7. Unit 274 – Garage Break-in 17 October. The Strata Manager notified all residents on 17 October. Footage has been saved onto the CCTV archives and the security incident register updated accordingly. Footage was dropped off to Woden police station that afternoon.

6.8. Ivy Woden Website. Martin Caddick has graciously agreed to help build the Ivy Woden website, which will provide links to existing portals; StrataMax, and BuildingLink; and provide basic public information for owners and residents, including the current OC Rules and FAQ style information. The National Apartments website, www.thenationalapartments.com.au, is being used as a guide to developing The Ivy website in terms of structure and content.

7. GENERAL BUSINESS

7.1. No other general business was raised.

8. MEETING CLOSURE

8.1. The meeting concluded at 7.03 pm.

ADDENDUM 1

1.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 31/10/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
MCQ 1	28/10/2024	4.3%%	3 months	\$160,000.00	28/01/2025
TD05	12/08/24	4.70%	3 months	\$124,879.19	11/11/2024
				\$284,879.19	
SINKING FUND					
MCQ 2	28/10/2024	4.4%%	1 year	\$450,000.00	11/11/2025
TDO2	12/08/24	4.70%	3 months	\$88,248.92	11/11/2024
				\$538,248.92	

ADDENDUM 2 – BALUSTRADE SPACER REPLACEMENT

Update sent to all Ivy residents on 29 October 2024

RE: UP4787 - Balustrade spacer update - Commencement of work to replace the Ivy balustrade spacers

Milin and their balustrade subcontractor, ABS Façade, have inspected The IVY balustrades by drone / personal inspection and have decided to replace all the spacers on every glass panel of the balustrades (eight per panel). Note, there are over two and a half thousand glass panels at The Ivy.

Why do the spacers need to be replaced?

The deterioration of the plastic spacers on these glass panels is due to the spacers not being UV stabilised. These spacers are located at the points where the glass attaches to the steel posts, with four positions per panel. This deterioration could result in movement between the posts and the glass panels, particularly during windy conditions, and potentially for the screws to work loose and fall out. This has occurred for several units and is a significant safety issue.

The current white spacers will be replaced with a black rubber style spacer, from an alternative supplier, that has a confirmed lifetime UV stabilisation rating. Using a black spacer will also allow ABS Façade to know what has and hasn't been replaced. Loctite will be applied to all external Allen key bolts once the new spacers are installed.

When will this happen?

The work to replace the spacers is planned to commence on **Thursday 31 October**, but the start date is reliant on delivery of the hardware and the weather.

How will the spacers be replaced?

Milin will use abseilers to replace the spacers - see attached methodology pdf.

The abseilers propose to start at the north-east corner of the North tower (drop 38) and move west around the building. The work will take at least five weeks (weather permitting). The abseilers need to work at 68 different locations. Internal access will be needed to some units for those balustrades that are inaccessible to the abseilers.

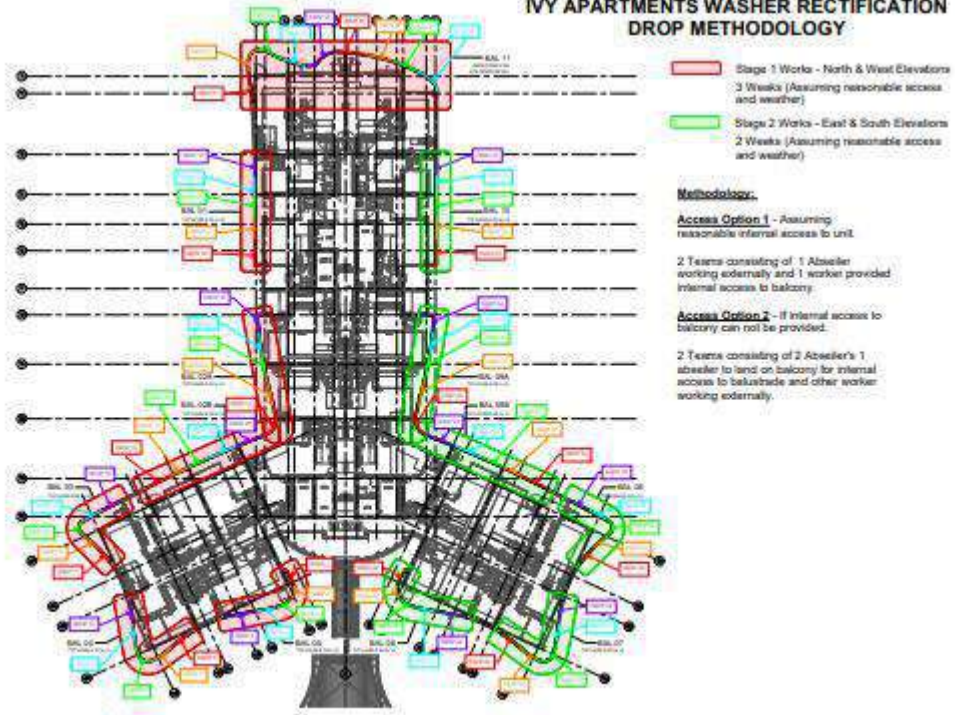
Who is paying to replace the spacers?

Milin has confirmed that The Ivy Owners Corporation **IS NOT** responsible for the costs associated with the work to source and replace the balustrade spacers at The Ivy.

Ivy owner & resident Point of Contact

Ivy's Building Manager, Matt Lam ivyfm@pointfs.com.au / 0453 673 353, is assisting Milin + ABS Façade in coordinating with Ivy owners and residents.

IVY APARTMENTS WASHER RECTIFICATION DROP METHODOLOGY



ADDENDUM 3

Invoices paid – 01/10/2024 – 31/10/2024

02/10/2024 08200759 Water Tight Canberra 2,172.29 1613 R & M - Plumbing New HW Meter D0000004 32290 Paid
02/10/2024 08201215 Point Facilities Solutions Pty 9,539.62 12101 Building Manager Oct 24 D0000007 INV-1652 Paid
03/10/2024 08200123 Gymquip Fitness & Spas 178.00 1610 R & M - Gym Equipment Aerobic Steps D0000006 INV-10548 Paid
04/10/2024 08201295 Msr Electrical 88.00 1608 R & M - Garage Doors Sliding Door Service D0000002 22609 Paid
11/10/2024 08201433 Fermax Australia Pty Lim 738.93 161910 Security 14/07/24-14/09/24 D0000020 00044756 Paid
14/10/2024 08202173 Origin Energy - Bpay 130112 12,581.82 1301 Electricity 12/09/24-11/10/24 D0000011 91785059 Paid
17/10/2024 08200122 Collection Corporation Of Aust 220.00 1405 Legal Expenses U175 Legal Expenses D0000001 479195 Paid
17/10/2024 08200011 Act Doorland 320.00 1608 R & M - Garage Doors Oct 24 D0000008 A172645 Paid
18/10/2024 08200058 Total Pool Service 7,509.70 1614 R & M - Pool Replace Heater D0000009 40325 Paid
18/10/2024 08200122 Collection Corporation Of Aust 55.00 1405 Legal Expenses U175 Legal Expenses D0000019 479229 Paid
24/10/2024 08200759 Water Tight Canberra 279.58 1613 R & M - Plumbing Hot Water Issues D0000015 32291A Paid
28/10/2024 08200104 All Seasons Horticultural Serv 1,681.47 1309 Gardening Oct 2024 D0000031 INV-25615 Paid
29/10/2024 08200002 Bright & Duggan (Act) Pty Ltd 7,499.16 1680 Strata Management Strata Management D0000021 M0031074 Paid
29/10/2024 08200002 Bright & Duggan (Act) Pty Ltd 198.00 1207 Bas - Preparation Fee BAS Preparation D0000022 M0031075 Paid
29/10/2024 08200002 Bright & Duggan (Act) Pty Ltd 117.18 1690 Sundry Expense Software Fees D0000023 M0031076 Paid
Total Processed and Paid 43,178.75



**MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
OF UNITS PLAN 4787
THE IVY**

Venue: 86/15 Irving Street, Phillip
Date: Thursday, 19 September 2024
Time: 10.13 am

1. MEETING FORMALITIES

1.1. Attendance and Apologies.

Attendance: Don McLean (Chair), Julianne O'Brien (Treasurer), Kevin O'Brien (Secretary), Paul Stanton, Vanessa Dix (Vantage Strata).

Apologies: Donna Macpherson, Carol van Gelder, Eva Wadie.

1.2. Conflicts of Interest. Paul Stanton (abstained from item 4.6).

1.3. Previous Meeting Minutes.

The minutes of the EC Meeting held on Thursday, 22 August 2024, were confirmed.

2. BUILDING & FACILITIES MANAGEMENT

2.1. Building Condition Report. 29 Aug 2024 – 90%. Available on BuildingLink.

2.2. Building Manager (BM) provided an update as of 16 Sep 2024 - see **Addendum 1**.

3. TREASURER'S REPORT AND LEVY SITUATION

UP4787 Financial Statement as of 16 Sep 2024.

The Treasurer notes we have carefully managed our expenditure and financial accounts in 2023/24 and is satisfied that we will finish the financial year with a small surplus.

3.1. Overall Financial Position (assets less liabilities). Total owners' funds = **\$1,224,482.02**

- Admin fund = **\$680,994.94**
- Sinking fund = **\$543,487.08**

3.2. Cash Accounts. Total cash at bank = \$650,855.84

- Admin Fund = \$364,374.06
- Sinking Fund = \$286,481.78

3.3. Investment Accounts. Total funds invested = \$560,015.22 (see **Addendum 2.1**)

- Admin fund accounts = \$308,333.27
- Sinking fund accounts = \$251,681.95

3.4. Total interest earned in 2023/24 – Investment accounts: \$29,028.46

- Admin fund accounts = \$16,238.38
- Sinking fund accounts = \$12,790.08

3.5. Monthly budget tracking worksheet (noted by Committee).

3.6. **Investment activity.** The following investment activity has been completed since the Committee's meeting on 22 August 2024 (see **Addendum 2.1**):

- TDO1 – Admin Fund account No 282658111 closed on 9 Sept. Total funds equal \$138,611.44 (includes interest of \$17,742.98) were paid into the Owners Unit Plan 4787 account held with Macquarie Bank.
- TDO6 – Sinking Fund account No 223498288 closed on 9 Sept. Total funds equal \$247,673.99 (includes interest of \$7,623.65) were paid into the Owners Unit Plan 4787 account held with Macquarie Bank.

3.7. Financial decisions.

3.7.1 The Treasurer recommended that the Committee instruct Vantage Strata as follows:

- TDO4 – The Sinking Fund account to be closed on maturity (23 Sept). Funds of \$163,433.03 (plus interest) will be paid into the Owners Unit Plan 4787 account held with Macquarie Bank.
- TDO3 – The Admin Fund account to be closed on maturity (25 Sept). Funds of \$183,454.08 (plus interest) will be paid into the Owners Unit Plan 4787 account held with Macquarie Bank.
- TDO2 – The Sinking Fund account to be closed on maturity (11 Nov). Funds of \$88,248.92 (plus interest) are to be transferred to the Owners Unit Plan 4787 account that will be established by Bright and Duggan.
- TDO5 – The Admin Fund account to be closed on maturity (11 Nov). Funds \$124,879.19 (plus interest) are to be transferred to the Owners Unit Plan 4787 account that will be established by Bright and Duggan.

The Committee agreed and accepted these four recommendations to Vantage Strata.

3.7.2 With the closure of these existing investment accounts managed through Vantage Strata, the Treasurer recommended that the Committee instruct Bright and Duggan as follows:

- Admin Fund – a new Ivy investment account for **\$160,000** be opened on or around 1 October 2024 with Macquarie Bank for 3 months at the best available interest rate.
 - Note: two other Admin Fund investment accounts will be opened in early Nov and early Dec 2024 for remaining Admin investment funds.
- Sinking Fund – a new Ivy investment account for **\$450,000** be opened on or around 1 October 2024 with Macquarie Bank for up to 12 months at the best available interest rate.
 - Note: two other short-term Sinking Fund investment accounts will be opened in early Nov and early Dec 2024 for remaining Sinking investment funds.

The Committee agreed and accepted these two recommendations to Bright and Duggan.

3.8. Building Improvement fund (see Addendum 2.2).

- 2% budget allocation: **\$25,413.28**
 - Total expenditure (year to date): **\$6,383.21**
 - Remaining allocation: **\$19,030.07**

3.9. Contingency Fund (see Addendum 2.3)

- 5% budget allocation: **\$63,533.20**
 - Total expenditure (year to date): **\$12,405.97**
 - Remaining allocation: **\$51,127.23**

3.10. Levy Income and Arrears (as of 17/09/2024).

- Levies in arrears = **\$54,796.32**
 - 37 owners are in arrears.
 - 25 owners have arrears greater than \$1,000.
 - 6 owners have arrears less than \$80.

3.11. Specific Issues or Concerns.

- **Unit 175 - Total arrears = \$8,220.38**

The ACAT hearing for 175/15 Irving St, Phillip, was held on 23/08/24. Judgement entered against the owner (additional levies overdue more than 120 days): \$4,621.77 plus all costs. CCA will provide a detailed report on the outcome by end September.

- **Unit 253 – Total arrears = \$9,031.90**

The ACAT hearing for 253/15 Irving St, Phillip, was held on 16/08/24. Judgement entered against the owners (levies overdue more than 120 days): \$4,172.10 plus all costs. CCA will provide a detailed report on the outcome by end September.

- **Unit 32 – Total arrears = \$3,023.30**

Unit 32 has sold. The current owner's solicitor requested that Vantage hold off imposing any late charges/interest on this account as all outstanding charges will be paid via PEXA on final settlement scheduled for 21 October 2024. The Treasurer agreed to this request on 06/08/24.

4. MATTERS FOR DECISION

4.1. Strata Management Review

4.1.1 Consultation Process. Following the Vantage Strata request on 20 August to terminate their current contract at the end of our financial year (30 September), the Committee conducted a survey of owners on 2 September, with the recommendation Bright & Duggan be appointed on a short-term basis from 1 October 2024 (their 3-year appointment is to be considered at the AGM - item 4.1.3).

The Committee provided detailed advice to owners on the reasons for this appointment, including the lack of adverse financial consequences, and arranged for the Ivy's proposed strata manager, Tristan Veurink, to attend the Town Hall meeting on 18 September to answer owners' queries. This was especially important in the light of a recent ABC Four Corners Report on adverse strata management practices, excessive commissions and conflicts of interest in which Bright & Duggan Sydney was mentioned. The Committee proactively requested additional information from Bright & Duggan and the response from Tristan Veurink was circulated to Ivy owners on 13 September.

Having reviewed the terms of its proposed appointment of Bright & Duggan, the Committee is satisfied it has obtained sufficient assurances that such practices will not occur in their Canberra Office (included in both their short-term and proposed 3-year agreements). Tristan Veurink confirmed these undertakings at the Town Hall meeting, including the provision these contracts can be terminated by the Owners Corporation if such concerns arose.

The Committee was pleased to note 85% of responding owners supported the short-term appointment of Bright & Duggan in the survey proposal and that no further substantive concerns were raised.

4.1.2 Bright & Duggan – Short-Term Appointment. In light of the above consultation process, the Committee considered and agreed the following two resolutions:

- (1) *That the UP4787 Executive Committee appoint Bright & Duggan (ACT) Pty Ltd to provide Strata Management services to UP4787 The Ivy from 1 October to 30 November 2024, based on the short-term package it had negotiated and finalised with Bright & Duggan:*
- *2-month Agreement (which includes the assurances above)*
 - *Annex 1 – an innovative Service Level Agreement with agreed performance criteria*
 - *Annex 2 – an agreed Contract and Maintenance Approval Process (including Point FS).*

Motion unanimously approved.

The Committee noted this short-term Agreement can be rolled over on a month-by-month basis if there is no agreement at the AGM to a 3-year appointment of Bright & Duggan (to permit a follow-up strata management review process).

- (2) *That the UP4787 Executive Committee authorises Bright & Duggan (ACT) Pty Ltd to open and operate bank accounts on behalf of the UP4787 Owners Corporation effective from 19 September 2024.*

Motion unanimously approved.

Accordingly, the Committee authorised the Chairperson to sign this short-term Agreement package on behalf of the UP4787 Owners Corporation, to include the following wording in the notification of their appointment:

“Pursuant to Section 45 (2) (a) of the Unit Titles (Management) Act 2011, the UP4787 Executive Committee hereby appoints Bright & Duggan (ACT) Pty Ltd in accordance with the enclosed strata management contract. Further, the UP4787 Executive Committee authorises Bright & Duggan (ACT) Pty Ltd to open and operate bank accounts on behalf of the UP4787 Owners Corporation effective from 19 September 2024”.

The Committee agreed to upload a copy of this short-term Agreement to Building Link and make a copy available to individual owners on request (including the two annexes). Apart from timing considerations, this short-term agreement is identical to the 3-year agreement to be considered at the AGM (item 4.1.3).

4.1.3 Bright & Duggan – 3-Year Appointment. The Committee reaffirmed its decision of 30 July to recommend that the Owners Corporation appoint Bright & Duggan as the Ivy Strata Manager for the next 3 years.

The Committee unanimously agreed to adopt the finalised 3-year Agreement (with the same two annexes) and to recommend Bright & Duggan's appointment from 1 December 2024 at the AGM on 31 October. The Committee noted the proposed 3-year Agreement provides for a detailed review in mid-2025 to ensure the above undertakings are met and the Agreement remains satisfactory to both parties.

4.2. Facilities Management Review. The Committee noted it has successfully negotiated an updated Facilities Management Agreement (FMA) with Matt Benedetti under Section 60 of the UT(M)A. The new Agreement provides for:

- A 3-year FMA (including a confidential "Schedule of Works" specifically for the Ivy) that improves service provision and will limit price increases to around 4% a year on average.
- Annex A – a streamlined "Contract and Maintenance Approval Process" (to replace the one with Vantage); this has also been agreed with Bright & Duggan (items 4.1.2 and 4.1.3).
- Annex B - an updated "EC Guideline on Critical Infrastructure Maintenance" to expedite critical repairs.

Following discussion, the Committee agreed the Building Manager should retain authority under the new FMA so that Point FS can undertake immediate maintenance repairs on individual or small items up to \$2,000 (with a \$5,000 limit for urgent purposes), with this expenditure to be ratified at the next EC meeting. This provision rolls over the arrangements in place since 2021.

The Committee accepted the three documents in the FMA agreement package above as final and unanimously agreed to recommend them to owners at the AGM on 31 October.

4.3. Building Insurance. On 22 August, the Committee formally appointed Gallagher (Russell Fort) as the Ivy's insurance Broker for 2024-25. Russell advised on 13 September he has approached four insurance firms on our behalf (CHU, Chubb, SCI and SUU), with only CHU offering a competitive building insurance quote (Chubb was nearly \$50,000 higher).

The Committee noted the CHU net premium quote is an increase of only 4.87% on an annualised basis (last year's premium was for 11 months). This retains our agreed excess of \$5,000, with last year's 'water egress' claim being managed by setting a higher excess (\$10,000) if there is another water-related claim (rather than a higher premium).

In putting forward this policy, Russell confirmed he is willing to act as our insurance broker on a fixed fee, rather than commission basis. This includes access to a senior claims manager at no extra cost. As there is zero commission to be paid to a strata manager (which Bright & Duggan has accepted), the CHU policy for 2024-25 is 25% lower on an annualised basis than the CoverForce policy this year. Russell advised he has also obtained Vero's agreement to a zero-premium increase for the equipment maintenance policy, with a zero strata commission and no additional broker fee.

The Committee unanimously agreed to accept both CHU and Vero insurance policies for 2024-25. The Committee authorised the EC Secretary to formally advise Gallagher, including that we have declined the Workers Compensation cover (we have not taken out such cover previously and both Vantage and Bright and Duggan confirmed the OC does not require this insurance).

The Committee agreed that Gallagher has provided an excellent outcome for the Owners Corporation. Expected savings to owner levy payments are more than \$33,000 on an annualised basis, with no reduction in the level of insurance cover from 2023-24.

4.4. Fire Extinguishers – 5-yearly Service. The five-year mandatory service/replacement of Ivy fire extinguishers is now due. At the August EC meeting, pending receipt of a formal quote from CEFA, the Committee agreed in-principle to purchase (rather than service) replacement extinguishers.

CEFA has quoted \$7,620 ex GST (Quote 1419 of 16 September) for 5-yearly servicing (by replacement) of all remaining 84 fire extinguishers. The BM advises this is a lower cost than anticipated. The Committee requests Vantage Strata to issue the work order before the end of the month.

4.5. Sauna Refurbishment. Point FS has submitted a quote of \$5,484.21 ex GST (QU-0334) to replace all existing benches and back rests and demolish/replace the rear timber wall of the sauna.

The Committee did not accept this quote, noting such substantive repairs are not required at this stage. Point FS is requested to submit a revised quote to repair just the affected benches and treat the new timber with Paraffin Oil (1x coat).

4.6. Ivy Improvement Proposal. An owner proposal has been received to purchase 2 commercial grade aerobic steps and rises from GymQuip for the gym at a cost of \$237.90. The Committee accepted this proposal and requested the Building Manager to purchase under the small equipment allowance.

4.7. Unit 244 – Alteration Request. On 28 August, the owner of Unit 244 submitted an Alteration Application to remove existing carpet and install a Karndean Korlock hybrid floating floor (70 sqm). The acoustic rating details were attached and were provided to the BM for assessment.

This work has proceeded and been completed, based on advice from the Building Manager that it appeared to satisfy a 6-star rating. However, subsequent checking has confirmed the documentation provided by the supplier is quite misleading and may not comply with the recommended guidelines.

The Committee is concerned that current documentation and approval processes need to be improved, in conjunction with the Strata Manager and Building Manager, with a clear minimum standard set for all flooring. The Committee agreed to prepare a draft OC Rule Change requiring a minimum 5-star acoustic rating against established national guidelines for flooring alterations.

4.8. Carpet cleaning. Due to the inconsiderate behaviour of a resident, the carpet in the west side 14th level foyer of the South Tower is heavily stained. Other residents on this floor have raised this issue with the Ivy management several times requesting the carpet cleanliness issue be addressed.

The Building Manager is requested to arrange for spot cleaning of the 14th floor as a matter of priority, and to promptly arrange for spot cleaning of reported carpet cleanliness issues in common property as they occur.

5. MATTERS FOR DISCUSSION

5.1. Draft Admin Budget. The Committee met informally on 15 September to consider proposed contract and service expenditures in 2024-25 and to develop a draft Admin Budget. While several items remain to be clarified, the Committee is hopeful it can contain total budget expenditure to the same level as in 2023-24. While substantial funds have been accrued to pay for carryover items into 2024-25, these are somewhat less than for 2023-24, meaning there will still be a modest increase in levy contributions in 2024-25. The Committee is hopeful this increase can be contained to around the inflation rate of just over 4%.

The Committee noted the next Town Hall is scheduled for Wednesday, 25 Sept at 6.00 pm for owners to consider the draft Admin budget for 2024-25 and other AGM matters.

5.2. Structural Defects – 6-Year Warranty Report. The Ivy 6-year structural warranty period expires in December 2025. The BM contacted eight experienced firms inviting them to submit a proposal to undertake a structural warranty assessment and to provide a Structural Defect Report based on their assessment in the first half of 2025.

Quotes have been received from Peak, Aegis, Sellick, Leo and Associates and Steven Alexander. Bligh and Tanner are still considering their response. Northrop and Wise Choice advised they are unable to assist with the project.

The Committee noted that current quotations range from \$20,000 to \$286,000 depending on the level of scrutiny proposed. The Committee is seeking advice from the Strata Manager and Point FS on the level of defect reporting required, given that the Ivy appears to have been well built, has been well maintained under the oversight of Point FS, and Milin Builders has generally been quite cooperative whenever any defective issue has been brought to their attention. Details will be reported to the AGM at the end of October.

5.3. Owners Corporation Rules. The Committee met informally on 15 September to consider possible changes to the Ivy's Alternative (House) Rules. Changes are being proposed in six areas to reflect concerns that have arisen during 2023-24:

- Alterations and erections (Rule 4).
- Pets in units (Rule 5).
- Common property parking (Rule 17)
- Insurance (Rule 20).
- Moving in and out (New Rule 22)
- Pool Area and Umbrellas (New Rule 23 – subject to an owner improvement proposal being accepted at the AGM).

The Committee discussed the draft changes and agreed to circulate a marked-up version of the draft proposals to owners ahead of the Town Hall meeting on 25 September. Each proposed Rule change would be the subject of a separate motion at the AGM.

5.4. Unacceptable Behaviour. After the tenant failed to heed five warnings not to park on common property (driveway) for an extended period, a Rule Enforcement Notice (RIN) was issued on 12 Sept to the Unit owner. The RIN incurred an administrative fee that was charged to the unit owner's levy account. It is the unit owner's responsibility to recover any fee that is charged from their tenant (or agent).

The Committee noted that Vantage Strata has informed the property manager of other transgressions committed by the current tenants of the unit. The property manager advised on 13 September that an ACAT order for the tenant to vacate the property was being sought.

5.5. Balustrade Fixings. Two EC members have noted several of the circular metal fixings used to anchor their glass balustrade have come loose, with one completely falling out to the ground. Photos have been provided to the Building Manager. It would appear the white seals/washers on either side have cracked and deteriorated, allowing the fixings to vibrate loose.

The Committee noted this could be a safety issue if left unattended. The Committee agreed to:

- Circulate a notice to owners asking them to check their own balustrades and advise the Building Manager if they have concerns or need assistance to check;
- Request the Building Manager to arrange for Milin to inspect affected balconies as a priority;
- Request the Point FS to advise the EC on the most appropriate strategy for addressing this issue longer term.

6. MATTERS FOR NOTING.

6.1. Annual General Meeting (AGM). The confirmed date for the 6th AGM is **Thursday, 31 October 2024, commencing at 5.30 pm.** Registration will commence from 5 pm.

Attendance can be **online (Microsoft Teams)** or in person at the **Hellenic Club (Apollo room)**. Details will be provided in the AGM Pack to be circulated to owners before 10 October. This will include voting forms for absentee owners or those wishing to make a proxy vote, together with nominations for the new Executive Committee.

6.2. Transition to Bright and Duggan from 1 October 2024. With the changeover to Bright and Duggan's levy collection process, the Committee noted new levy account numbers will be issued to owners from around 14 October. Payments cannot be made to Vantage Strata after 30 September. Those making progressive levy payments need to terminate those instructions and re-issue them when their new account details are known.

The Committee confirmed with Vantage that all levy payments made in advance will automatically carryover to the owner's new Bright and Duggan account and no funds will go astray. The same processes worked smoothly when we transitioned from Civium three years ago.

As mentioned at the Town Hall on 19 September, Bright & Duggan's priority is to set up these new banking accounts for the Ivy asap. Tristan Veurink will circulate detailed advice and contact numbers for Bright and Duggan to all owners, and he personally will follow-up if there are any queries.

The Committee confirmed the current timeline for the transition is:

- 25 Sep: Townhall session to consider Admin budget and other AGM items.
- 27 Sep: EC prepares drafts of all AGM agenda papers.
- 30 Sep: Vantage to close all IVY financial accounts for 2023-24 and provide to auditor asap.
- 1 Oct: Transitional arrangements with Bright and Duggan come into effect.
- 3 Oct: EC meeting to finalise AGM papers.
- 10 Oct: Circulation of AGM agenda papers to all owners (last date possible).
- 14 Oct: Bright and Duggan to provide advice and contact details to owners.
- 31 Oct: 6th AGM meeting (from 5.30 pm – Apollo Room Hellenic Club and on-line).
- 28 Oct: 28-day reduced quorum period expires.
- 1 Dec: AGM decision for ongoing strata management services takes effect.

6.3. Ivy Woden website. The Committee is seeking a volunteer from the Ivy community to create a simple website for Ivy residents. The website will include Welcome information, House rules etc.

6.4. Rule Infringement Notices (RIN). If a unit owner, or their visitor or tenant, breaks or ignores a registered UP4787 Owners Corporation Rule, they will receive a warning notice from the Strata Manager. If they ignore the warning and the behaviour continues, a RIN will be issued by the Strata Manager.

The RIN will incur an administrative fee of at least \$198 that is charged to the unit owner's levy account. It is the unit owner's responsibility to recover any fee that is charged from their tenant (or agent).

6.5. South Tower Façade Leaks. ABS Façade inspected the South Tower curtain wall and tested for water leaks on eight building levels. The BM is waiting for Milin's advice on proposed action.

6.6. Indoor Pool – Repair of Loose Wall Tiles. Milin completed these remedial works on Sat 24 Aug and the indoor pool area was reopened later that same day.

6.7. Weights Room and Yoga Room Painting. Higgins completed this additional painting on 13 September, together with some skirting in the South Tower lobby.

6.8. Roof Repairs. AM & DM have completed their repairs on the Townhouse roof; Milin has applied new fixings and sealant to the Townhouse partition walls and resealed the waste room roof.

7. GENERAL BUSINESS

7.1. Committee members noted that Oaks had installed a 'Private Property' sign to deter unwanted visitors and use of the driveway. The new 2024-25 Committee may wish to discuss the matter early next year.

7.2. Several owners have expressed concerns about oil staining in the front driveway. The Committee agreed to request the Building Manager to arrange for Point FS to clean and to obtain quotes for regular six-monthly cleaning.

7.3. The Chair noted that this will be the last Committee meeting held supported by Vantage and in particular our current Stata Manager, Ness (Vanessa Dix). The Committee acknowledged the support provided by Ness to the Committee and the wider Ivy community and wished her the best for her future strata management endeavours.

The Committee also noted that since Ness has management responsibilities for Trilogy, and potentially for one or more of the Oaks buildings in the future, we are effectively still neighbours, so we welcome the opportunity to reach out to each other to share knowledge as appropriate.

8. MEETING CLOSURE AND NEXT MEETING

8.1. The meeting closed at 11.59 am.

8.2. The next EC meeting will be held at 10.00 am on 3 October 2024.

ADDENDUM 1

Facilities Manager - Monthly Update of Building Condition Report

16 September 2024

Building Condition and Regulation

Ongoing with Milin - Facade leak, Oak's boundary fence items.

As per previous report updates, Milin are aware of the southern Curtin wall leaks on a handful of levels, Milin attended site with ABS Façade's on 10/9/24 to abseil down the southern curtain wall and conduct an inspection followed by a water test on levels 12, 11, 10, 9, 8, 7, 5, 3. Waiting to hear back from Milin on course of action.

Fences down the back of the pool area still require raising, once the fences are raised a small hob will be poured to minimise the gap, Milin are aware of this. Holes in wall out the front between Ivy and Oaks still need to be patched and painted over. Milin are aware.

Building Driveways & Pathways

Several oil marks in the trade bays, emergency bay and drop off/pick up zone. Pavers are porous and have absorbed a lot of the oil, options will be investigated to remove what we can.

WHS&E events

Paver broke at the rear of the building when being stood on by an elderly resident, this was an unfortunate event that couldn't be predicted. Paver may have had a hairline crack following the kids breaking the vodka bottle in the same area a few days prior. Paver replaced two days later with stock at Ivy. All pavers checked around the area, and around the east and west BBQ areas, no further issues.

Emergency Equipment

5 yearly testing on hydrants, sprinklers, and fip

CEFA will be getting back to me with some quotes for this.

5 yearly extinguishers

Quote attached. Lower cost than anticipated. This is for all remaining out of date extinguishers, extinguishers replaced earlier in the year and a year or so ago, not included.

6 monthly defect - Fire doors

Quote attached.

- Some fire doors have failed due to external damage.
- A handful of fire doors have failed from missing cylinder escutcheons, or missing lock barrels, these were not picked up on in previous 6 monthly reports and several issues identified like missing escutcheons and lock barrels have been there since Point have started.

Roof condition

Roof repairs based of AM & DM report

Waste room capping replaced by Milin's roofing contractor. Two quoted items within the report have been approved by the EC, AM & DM have completed the works.

Unsealed dektite

Milin defects attended site 27/8 to seal the dektite on waste room roof.

Townhouse partitioning walls

Completed by Milin. Further fixings and new sealant applied to affected areas.

Vertical Transport

OTIS to replace failed ceiling lights

OTIS have started replacing the failed ceiling lights, fluorescent tubes are being replaced with an LED variant which has improved the lighting in the lifts a lot. These will continue to be done in all lifts. – Ongoing

Lift 4 squeak

When travelling through floors, the lift is squeaking. FM raised this with Otis, the technician has looked into the issue and what he thought was the issue isn't causing the squeak. Lift 4 will be looked into further with a second technician as the squeaking is coming from the opposite side of the lift to where the controller is.

Pools

Indoor pool and spa walls

Works completed.

Powder coating on aluminium indoor pool furniture

No longer required. Furniture has been cleaned and rotated around.

Sauna maintenance

Carried out 21/8, PointFS quote has been attached for remediation of the bench seats. Cedar slats are very worn with the lower seat between the bench and back rest starting to rot away. Quote is just for EC consideration, quotes from other businesses can be sourced if this is something the EC would like to carry out within the next financial year, otherwise can be used for budgeting purposes.

Garden Areas

Pruning/thinning in rear garden & mulching.

Both will happen at the same time once All seasons have provided a quote. No further progress on this, ML has raised with the gardeners again 15/8, and again 5/9.

Turn ups in garden beds

Completed.

Higgins plant damage.

WO sent to all seasons two months ago. Lavender has come back relatively well, only 5-6 requires replacement. It was agreed that the bulk of the lavender in the recount will be used in the olive tree pot. The lavender plant quote was invoiced out by all seasons and passed onto Higgins to pay, ML has checked with all seasons if invoice has been consolidated, awaiting response. No further update here.

6x lavender plants will be planted in the raised planter box next to unit 1 courtyard and near unit 5 courtyard, the lavender has died off.

Olive tree pot

EC opted not to fix drainage in pot.

Wattle tree removal and replacement

Outscapes approved. FM has given Outscapes the heads up, no WO has been issued, FM followed up 16/9.

Cracked southern pot

Advised PointFS maintenance to go ahead and sent picture of job accordingly, WO from vantage requested 16/9.

Gym and Bathroom Areas

Sauna bucket/bottle fill point signage and common area signage

Signage has been put up. New weights and Cardio gym signage requested to be made in same style by Julie.

Weights Gym and Yoga room painting

Higgins attended site 12/9-13/9 to complete painting of the yoga room and weights gym walls and skirting, a small amount of skirting was done in south tower lobby between the library floor to ceiling windows and level 1 waste room.

Entertainment areas

Aluminium seat back rest – east side BBQ area

Completed. ML repaired seat on 11/9/24.

Electrical and lighting

Lighting replacements

3x LED non-emergency lights require replaced, 2x in Garages for unit 259 and 1x in garage 268. Discussed with Julie, she has said if we can hold off on any electrical works unless urgent until October, that would be ideal. Will leave with EC to discuss at next EC meeting.

Cardio gym lighting issues

Following Maritex attendance 3/9/24, they advised one of the plug bases for the downlights was causing the circuit to trip, plug base replaced and rewired. No further issues.

Hydraulics

Hot water unit replacement

All failed hot water units have been replaced. No hot water unit issues this month.

Basement

South tower B1 and B2 doorstops

South tower B1 & B2 door stops still require installation, north tower B1 and B2 completed. This still requires actioning, need to do a test door stop in one of the lobbies to see if it is as easy as drilling, installing an anchor and screwing in the door stop screw, or if chem setting the screw and shaving the screw down is a better alternative as the anchors and screws are substantially long.

Refuse Areas

Bin chute walls

Corflute A3 garbage chute signage ordered from ACT No waste, signage ready to be picked up from Veolia in Hume.

Goods Hoist Service

Completed

ADDENDUM 2

2.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 16/09/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
TD01	12/09/24	Closed			
TD03	25/06/24	4.70%	3 months	\$183,454.08	25/09/24
TD05	12/08/24	4.70%	3 months	\$124,879.19	11/11/24
				\$308,333.27	
SINKING FUND					
TDO2	12/08/24	4.70%	3 months	\$88,248.92	11/11/24
TDO4	25/06/24	4.70%	3 months	\$163,433.03	23/09/24
TDO6	12/09/24	Closed			
				\$251,681.95	

2.2 Building Improvement Fund (2% of budget allocation) - \$25,413.28

Remaining allocation: \$19,030.07

Date	Supplier	Items	Invoice (ex GST)	\$25,413.28
19/12/23	Amazon	Cushions and inserts	\$421.33	
19/12/23	Temple and Webster	Two foyer rugs	\$998.00	
22/02/24	Homemakers	Lamp table	\$349.00	
1/5/2024	Rebel Sport	Table tennis table and accessories	\$778.98	
9/8/2024	Capital lines & Signs	Driveway line marking & signs	\$3,835.90	
		TOTAL	\$6,383.21	\$19,030.07

2.3 Contingency Fund (5% of budget allocation) - \$63,533.20

Remaining Allocation: \$51,127.23

Date	Supplier	INV Number	Service	Invoice (ex GST)	Remaining
					\$63,533.20
29/11/23	Point FS	Inv-1194	Repairs N11 ceiling water leak	\$1,352.15	
31/01/24	JP Paint n Plaster	46	U232 - water damage repair	\$904.55	
21/03/24	Maritex	INV-75913	Entry ramp street light	\$2,960.00	
29/03/24	Steve Jackson	INV-0163	Ceiling repairs - water leaks	\$2,860.00	
8/6/2024	Steve Jackson	INV-0188	Entry driveway - bollard footings	\$712.00	
14/06/24	Steve Jackson	INV-0189	Level 15 waste room ceiling repair	\$890.00	
16/06/24	Shane's Glass	41363	U233 - balustrade Replacement	\$2,727.27	
			TOTAL	\$12,405.97	\$51,127.23

ADDENDUM 3

UP 4787 ACCRUALS 2023 / 24

GI BAS - September BAS lodgement	\$105
GL Cleancontr – September 2024 - Cleaning service	\$14,437
GI CleanSup - Cleaning supplies - September 2024	\$300
GI Consum - Pool Chemicals – September 2024	\$300
GI Gardencon - September service – garden contract	\$1,528
GL – Gas - Gas usage – September 2024	\$2,200
GL HVCC - HVAC service contract – September	\$1,040
GL Hotwater - Hot water usage – September 2024	\$450
GL Income tax – investments	\$1,200
GL PoolCon - Pool service contract – September	\$1,100
GL Waste – recycling bins – September	\$50
GL Gas Infrastructure - early October payment	\$4,132
GL Water - Water usage – June to September	\$16,000

\$42,842

ADDENDUM 4

August 2024 invoices paid

Inv Date	Supplier	Inv Description	Inv Amount
29/07/2024	Point Facilities	Supply rubber mats - pool	\$103.20
30/07/2024	Seda Services ACT	Comms room pump and drainage line	\$1,071.40
30/07/2024	Seda Services ACT	Replace indoor pool air handling filters	\$1,208.90
31/07/2024	Veolia 216952	July 2024 - bin rental	\$12.94
31/07/2024	Wastech Engineering	July 2024 - service contract	\$379.50
31/07/2024	M&M Rolfe Cleaning P/	July 2024 - service contract	\$15,881.09
31/07/2024	Wastech Engineering	July 2024 - service recycling compactor and bin lifter.	\$165.00
31/07/2024	Veolia 216952	July 2024 - recycling bin rental	\$39.89
31/07/2024	Seda Services ACT	July 2024 - service contract	\$1,144.00
01/08/2024	Water Tight - ACT	July 2024 - service contract	\$452.63
01/08/2024	Capital Lines & Signs	Driveway line marking, bollard installation & post signs	\$4,219.49
02/08/2024	Total Pool Services	July 2024 - service contract	\$756.25
02/08/2024	Total Pool Services	July 2024 - Pool Chemicals	\$196.35
02/08/2024	Point Facilities	August 2024 - Service contract	\$9,539.62
05/08/2024	CEFA	July 2024 - service contract	\$1,160.59
06/08/2024	Otis Elevator	U235 - Door timed out by tenants moving boxes.	\$643.50
08/08/2024	Royal Pest Control	August 2023 - service contract bait	\$275.00
12/08/2024	Point Facilities	Supply printer ink - 2x multi packs colour	\$273.68
14/08/2024	Origin Energy 130112	24/06/2024 - 12/08/2024 Electricity	\$20,001.39
16/08/2024	Collection Corp of Aust	U253 - Legal Fees Arrears Recoveries	\$220.00
19/08/2024	Point Facilities	Hard waste collection August 24	\$262.05
19/08/2024	Maritex Commercial Ltd	WO 686 - downlights replacement	\$742.50
21/08/2024	Signlime Group	Digital print with laminated mounted.	\$1,331.00
21/08/2024	Otis Elevator	2022/23 Sim card credit	\$0.00
22/08/2024	Point Facilities	August 2024 - sauna maintenance	\$550.00
22/08/2024	Point Facilities	Supply & install black aluminium angle - sauna area.	\$214.50
23/08/2024	Collection Corp of Aust	Lot 253*ACAT Directions Hearing	\$220.00
23/08/2024	Collection Corp of Aust	U175 - Legal Fees Arrears Recoveries	\$220.00
27/08/2024	All Seasons Horticultural	August 2024 - service contract	\$1,681.47
28/08/2024	Actew Gas	24/07/2024 - 26/08/2024 Gas	\$2,818.91



**MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
OF UNITS PLAN 4787
THE IVY**

Venue: 78/15 Irving Street, Phillip

Date: Thursday, 22 August 2024

Time: 5.12 pm

1. MEETING FORMALITIES

1.1. Attendance and Apologies.

Attendance: Don McLean (Chair), Julianne O'Brien (Treasurer), Kevin O'Brien (Secretary), Donna Macpherson, Carol van Gelder, Vanessa Dix, (Vantage Strata), Eva Wadie, and Paul Stanton.

Apologies: None.

1.2. Conflicts of Interest. None

1.3. New Member Induction. Eva Wadie and Paul Stanton have formally submitted nominations to join the EC. They have both affirmed their commitment to represent the best interests of the Owners Corporation consistent with their legal obligations and the governance principles in our OC Rules (Clause 12). They have each reviewed and signed the Ivy EC code of conduct form, which will be retained with Ivy records.

The Committee unanimously agreed to accept the nominations of Eva and Paul and welcomed them to their first Committee meeting.

1.4. Previous Meeting Minutes.

The minutes of the EC Meeting held on Tuesday, 30 July 2024, were confirmed.

2. BUILDING & FACILITIES MANAGEMENT

2.1. Building Condition Report. 29 July 2024 – 90.71%. Available on BuildingLink.

2.2. Building Manager (BM) provided an update as of 16 Aug 2024 - see **Addendum 1**.

3. TREASURER'S REPORT AND LEVY SITUATION

UP4787 Financial Statement as of 19 Aug 2024.

The Treasurer notes we are actively managing our expenditure and financial accounts and is satisfied with our current financial position.

3.1. Overall Financial Position (assets less liabilities). Total owners' funds = **\$935,639.29**

- Admin fund = **\$455,798.64**
- Sinking fund = **\$479,840.65**

3.2. Cash Accounts. Total cash at bank = \$118,125.33

- Admin fund = \$113,762.10
- Sinking fund = \$4,363.23

3.3. Investment Accounts. Total funds invested = \$941,875.26 (see **Addendum 2.1**)

- Admin fund accounts = \$445,356.74
- Sinking fund accounts = \$496,518.52

3.4. Total interest earned – Investment accounts: \$22,496.92

- Admin fund accounts = \$10,223.42
- Sinking fund accounts = \$12,273.50

3.5. Monthly budget tracking worksheet (noted by committee).

3.6. Investment activity. The following investment activity has been completed since the Committee’s meeting on 17 July 2024 (see **Addendum 2.1**):

- TD02 Sinking fund. Matured on 12/08/24. \$88,248.92 deposited at 4.70% for 3 months (existing investment of \$71,443.03 plus interest earned of \$823.18 plus \$15,982.71 from sinking fund cash account).
- TDO5 Admin fund. Matured 12/08/24. \$124,879.19 deposited at 4.70% for 3 months (existing investment of \$123, 432.83 plus interest earned of \$1,446.36).

3.7. Financial decisions. Following discussion on subsequent agenda items, including advice from Macquarie Bank that all current savings and investment accounts must be closed with a change of strata manager, the Committee agreed to the Treasurer’s recommendations as follows:

ADMIN FUND	Maturity date	Agreed Action
TD01	12/09/24	Close on maturity, reinvest 1 Oct
TD03	25/09/24	Close on maturity, reinvest 1 Nov
TD05	11/11/24	Close on maturity, reinvest 1 Dec
SINKING FUND		
TDO2	11/11/24	Close on maturity, reinvest 1 Dec
TDO4	23/09/24	Close on maturity, reinvest 1 Nov
TDO6	11/09/24	Close on maturity, reinvest 1 Oct

3.8. Building Improvement fund (see Addendum 2.2).

- 2% budget allocation: **\$25,413.28**
 - Total expenditure (year to date): \$6,383.21
 - Remaining allocation: **\$19,030.07**

3.9. Contingency Fund (see Addendum 2.3).

- 5% budget allocation: **\$63,533.20**
 - Total expenditure (year to date): \$12,405.97
 - Remaining allocation: **\$51,127.23**

3.10. Levy Arrears (as of 16 Aug 2024) = \$24,169.57

- **Eight** owners have arrears greater than \$1,000. These owners are now approaching 90 days in arrears. Interest and late notice fees are being charged to their account.
 - The Committee instructed Vantage Strata to commence legal action against these owners if their arrears are not paid in full by 1 September 2024.
- **Three** owners have arrears between \$100 and \$999. These arrears are accruing interest and late notice fees.
- **Nine** owners have arrears less than \$100.

3.11. Specific Issues or Concerns.

3.11.1. Unit 175 – Total arrears = \$6,919.95

- The ACAT hearing for 175/15 Irving St, Phillip – Shaleen Khan is scheduled on 23/08/2024 at 3:00 PM.
- Shaleen Khan has engaged the services of Care Financial Counselling and Capability (Care FCC). On 01/08/24, Care FCC emailed Credit Control Australia (CCA) to request responses to the following within 14 days of this request.

- An itemised statement of account for judgement debt XD 811/2023 (originally \$4,253.64)

Vantage provided 14/08/24.

- An amount that you would accept as full and final settlement of the judgement debt.

The Committee agreed that the UP4787 Owners Corporation requires each owner to meet their obligation to the running costs of the corporation and that the committee is not able to waive that obligation. CCA is instructed via Vantage to inform CFCC that the full judgement amount must be repaid in full.

- An itemised statement of account for the levy arrears not covered by the judgement.

Vantage provided 14/08/24.

- An amount that you would accept as full and final settlement of the levy arrears not covered by the judgement.

Similarly, CCA is instructed via Vantage to inform CFCC that all arrears not covered by the ACAT judgement must also be paid in full. Overdue amounts will continue to incur interest charges and late notice fees.

3.11.2. Unit 253 – Total arrears = \$6,627.43

The Committee noted the ACAT hearing for 253/15 Irving St, Phillip Richie De Jesus & Rhea Gumia was held on 16/08/24. CCA will provide a detailed report on the outcome after the hearing.

3.11.3. Unit 32 – Total arrears = \$1,539.15

Unit 32 is being sold. The current owner's solicitor requested that Vantage hold off imposing any late charges/interest on this account as all outstanding charges will be paid via PEXA on final settlement scheduled for 21 October 2024. The Treasurer agreed to this request on 06/08/24.

4. MATTERS FOR DECISION

4.1. Vantage Proposal to Transition Strata Managers. The General Manager of Vantage Strata (Jarrod Smith) emailed the Committee on 20 August with a proposal to terminate their strata management contract with the Ivy on 30 September and for the Ivy to enter a short-term contract with Bright and Duggan for strata management services from 1 October 2024, by mutual agreement with the three parties. In brief:

- Vantage seeks our mutual consent to terminate their strata contract on Monday, 30th September (end of the Ivy 2023-24 financial year). There would not be any fees and charges by Vantage beyond that date.
- Bright and Duggan would be contracted for Ivy strata management services from 1 October 2024 by the Committee on a short-term basis.
- The Unit Titles (Management) Act allows for the Committee to enter a contract for strata management service on a short-term basis, pending approval for a long-term contract via the Owners Corporation at a general meeting.
- Bright and Duggan would be given all Ivy books, records, and financials to setup Ivy strata management services from the 30th, allowing them a clean billing start from Tuesday 1st October (2024-25 financial year commencement).
- Bright & Duggan would then be in a position to manage reinvestment of 4 (out of 6) Ivy investment accounts maturing in mid-Sept, so that minimal loss in interest is incurred to the Owners Corporation.
- The 3-year appointment of Bright & Duggan will be voted on by the Owners Corporation at the upcoming AGM.

The Committee sought advice on this proposal and has been assured by both Vantage and Bright and Duggan the EC can legally make a short-term strata appointment under section 45 of the UT(M)A.

As this provides the opportunity to set up new budgetary and other arrangements from the start of our 2024-25 financial year, as well as making some cost savings for the OC without compromising decisions at the AGM, the Committee unanimously agreed to support the Vantage proposal.

The EC agreed to consult with owners on this proposal via a survey or email response directly to the Committee via ivyec@ivy2606.com. Subject to any major concerns being raised by owners, this decision will be ratified at the next EC meeting. Information on specific actions and timelines is included in these minutes (see Matters for Discussion item 5.2).

4.2. Town Hall Meetings. The Committee foreshadowed at its 30 July meeting it would schedule two Town Hall meetings in September:

- Wednesday, 18 Sept at 6.00 pm, for owners to meet Tristan Veurink and other Bright and Duggan representatives (Tristan has been alerted).
- Wednesday, 25 Sept at 6.00 pm, for owners to consider the draft Admin budget for 2024-25 and other AGM matters.

The Committee agreed to confirm both these dates and requested Vantage Strata to circulate an invitation notice to all OC members.

4.3. Mandatory Service / Replacement of Fire Extinguishers. The five-year mandatory service for Ivy fire extinguishers is due in August 2024 (83 extinguishers, with two previously replaced in June). The BM advised it is more cost effective to replace the extinguishers instead of servicing them. A

CEFA quote for replacement was requested in July 24 and is pending. The BM advised the approximate replacement cost is \$250 each (\$20,750 in total approx.)

Pending receipt of a formal quote from CEFA, the Committee agreed in-principle to accept the Treasurer's recommendation to purchase (rather than service) replacement extinguishers, noting there are sufficient funds in the 2023-24 contingency budget to cover the purchase.

4.4. Rule Infringement Notices (RIN). There have been several instances in the past few months where owners and tenants have broken or infringed upon The Ivy's registered OC Rules and warning notices have been issued.

The Committee noted owners remain responsible for their tenants at all times and must instruct their Property Manager to act on their behalf and require their tenant's adherence to our OC Rules. A Rule Infringement Notice (RIN) incurs an administrative fee of \$173.25 that is charged to their levy account. It is an owner's responsibility to recover any administrative fee that is charged because of the actions of their tenant (or agent).

The Committee agreed it would be useful to prepare an EC Guideline to help formalise current arrangements (consistent with requirements in section 109(2) of the UT(M)A) and ensure there is consistency in the application of future RIN notices and fees.

4.5. Unit 255 – RIN. The tenant of unit 255 has parked their Range Rover in the common area Ivy driveway on a multitude of occasions. Vantage advised that since 12 July, they have issued five (5) warnings to the unit 255 tenant (via the Property Manager) about the breach of OC rules banning parking on common property (Rules 17(b) and (c)). The tenant ignored each warning and has continued to park in the front driveway. The owner has acknowledged being notified by both their Property Manager and Vantage Strata of the warnings issued to their tenant. Vantage has recommended that a RIN be issued.

The Committee was satisfied the tenant of unit 255 has ignored all warnings not to park on common property in the front driveway, in contravention of OC Rules 17(b) and (c), and that this contravention will likely continue and be repeated.

The Committee instructed Vantage Strata to issue a formal Rule Infringement Notice to the owner of unit 255 requiring them to ensure their tenant is provided with a copy of all OC Rules and complies with the OC's Rules on parking in future.

The Committee is also aware that the tenant or his visitor is parking a tray top utility in the driveway. Following Vantage Strata's advice, the Committee agreed that a new RIN can be issued to the tenant of unit 255 each time they or a visitor to 255 parks in the driveway

4.6. Afterhours Otis Callout Fee – Unit 71. On Saturday 27 July, a North Tower resident held the #2 lift door open for an extended period, resulting in the door malfunctioning and the lift becoming inoperable.

On notification, EC members discussed whether to delay calling Otis until Monday, noting the OTIS call-out fee to reset the lift on a Sunday (\$1,400) is more than double the call-out fee during business hours (\$643.50). EC members agreed to log the OTIS callout for a Sunday reset as North Tower residents would be inconvenienced if there was only one lift working on Monday morning when they would be competing with the cleaners for access to the lifts.

Vantage Strata followed current practice and informed the unit owner on 31 July that their tenant's actions had resulted in the #2 lift door malfunctioning and the OTIS call-out fee (approx. \$1,400) would be on-charged to their account. The owner maintains their tenant cannot afford to repay them and has asked for special consideration, offering to make a good-will payment of \$200-300.

The Committee confirmed that legally, an owner remains responsible for their tenant's action at all times and may seek recovery from their tenant. However, given it was an EC decision in this instance to call Otis after hours on a weekend so as not to inconvenience other residents, the Committee agreed it is reasonable to charge only the equivalent of a business hours call-out fee of \$643.50 (not the full afterhours call-out fee of \$1,400). Vantage Strata was instructed to advise the owner of this decision and to charge the reduced amount to the owner's levy account accordingly.

Ongoing efforts are being made by installation new signage etc to inform owners, residents, and visitors of the impact of holding lift doors open and the risk of call-out charges to them.

4.7. Refuse Room walls. In July the Committee agreed to reject the Higgins quote (Quote YC1755 of 16 July) to repair and repaint refuse room walls utilising the remaining maintenance hours from the current annual contracted allowance 100-hour allowance to repair and paint eight refuse room walls plus an additional \$3,413.00 for the remaining walls. It was agreed that the annual contracted hours allowance would be utilised for other purposes.

Both Point FS and Higgins submitted new quotes to repair and re-paint the wall surrounding the 30 waste chutes:

- Point FS quote QU-0317 = \$5,700 (GST excl).
- Higgins quote 13/08/24 = \$5,671 (GST excl).

The Committee decided against accepting either of these quotes. The BM was requested to provide a quote for patch repair and paint of affected areas on 30 refuse room walls only (not the complete wall).

The Chair was asked to discuss with Matt Benedetti the EC concerns regarding the 'saga' of the damage to the walls and ongoing effort to have the condition of the walls restored.

4.8. Higgins internal painting allowance. The Committee considered a proposal from the BM for more effective use of the remaining Higgins annual painting allowance (24 hours remaining).

The BM reported on a recent discussion with Higgins:

"Instead of using the discretionary hours to cover the waste rooms, Higgins came for a walk around a couple of weeks ago. We can do all walls in the weight's gym (heavily marked), all walls in the yoga room and some heavily marked skirting in the main lobby. They will be sending through a letter of offer shortly if you're happy with the above. That's 2 coats on each wall".

Pending receipt of the Higgin's letter of confirmation, the Committee agreed to use the remaining allowance to paint the weights gym and wellness room. The Committee requested the BM to follow through with Higgins and confirm a start date for the work to be completed.

4.9. Repairs to drainage and replanting of Olive tree in the large pot in pool enclosure. Two quotes have been received.

- Outscapes quote 29/07/24 - \$3,870 (GST incl).
- All Seasons quote QU-0759 - \$4,864 (GST incl).

The Committee noted it had already spent considerable funds trying to remedy drainage issues with this pot but the effort by that contractor appears to have been poorly completed. The Committee agreed not to accept either quote and to postpone action for the present as the irrigation system has now been switched off and the olive plant is relatively healthy. The BM was requested to monitor the situation so the matter can be considered again in the new financial year.

4.10. Tree Replacement: Quotes for the removal of the existing and heavily damaged Acacia in the pool area and for its replacement with a magnolia tree.

- Outscapes quote 29/07/24 - \$2,310 (GST incl).
- All Seasons quote QU-0755 - \$2,695 (GST Incl).

The Committee agreed to accept the Outscapes quote for \$2,310 (GST incl) and requested Vantage to issue the work order as soon as possible.

4.11. Insurance Broker for 2024-25. Committee members have previously expressed concern at the lack of adequate service from our current Insurance Broker, Coverforce, especially last year. Issues include the poor quality of their 2023-24 Renewal Report, the single quotation offered (from CHU), a lack of transparency about the cost of the August 2023 insurance claim, and the substantial fees / commissions paid to strata and the broker.

The Committee noted that it needed to select and authorise a Broker at this meeting in order to obtain multiple quotations and finalise building insurance before the renewal date on 5 October. Without a formal letter of appointment, brokers other than Coverforce are prevented from having access to a renewal offer from CHU for 2024-25 (CHU remain tied to them until we change).

Following discussion, the Committee agreed to change Ivy's insurance brokers. Two options were considered:

- Use a broker preferred by Vantage and used by Bright and Duggan (Honan).
- Appoint a new Broker, AJ Gardiner, given the informal exchanges that have taken place (including the Authority to Review signed on 18 July 2024).

The Committee noted there are various considerations involved:

- Bright and Duggan advised they currently use both Collective and Honan as brokers (although the latter was not listed their response to the RFP). Bright and Duggan confirmed the choice of broker is up the Owners Corporation and that they would work with AJ Gallagher if selected.
- Signature Strata confided that Honan's broker fee is typically at the high end (20% plus GST of the insurance premium).
- If acting as The Ivy's broker, Honan would provide a commission to the strata manager, either to Vantage if insurance is arranged whilst they are still providing strata management services, or to Bright and Duggan if new insurance is arranged by Honan whilst Bright and Dugan are providing strata management services.
- Alternatively, but only if Honan were to agree, there may be an option to go "fee for service" by the Strata Manager for insurance support. The Bright and Duggan scheduled fee is \$198 incl GST per hour.
- Signature have used AJ Gallagher and were very complimentary of their service.

Having sought detailed advice and checked their bona fides, the Committee accepted the Secretary's recommendation we appoint AJ Gallagher as our insurance Broker for the next 12 months.

- AJ Gallagher offers both a fee-for-service and commission-based contract at highly competitive rates and certainly much less than anything we could secure from Honan.

- They are willing to act as our Broker direct, without the OC having to pay a strata commission at all in 2024-25 if we choose.
- They are willing to provide the EC with expert advice on insurance matters and deal directly with us on any claims.
- They have assured us we will get full transparency on the cost of all base premiums, broker fees and any commissions to be paid (including from CHU).
- In addition, we get access to a dedicated Claims Executive at no extra charge and from the date of their appointment (not the renewal date of 5 October).

The Committee agreed to sign a Letter of Appointment to appoint AJ Gallagher as the Ivy's insurance Broker from 22 August 2024.

The Committee noted that it expected to receive multiple building insurance quotes for 2024-25 in time for consideration at its next meeting. The Secretary was asked to follow-up with AJ Gallagher, including to obtain advice on the efficacy of the current machinery breakdown policy with Vero Insurance.

5. MATTERS FOR DISCUSSION

5.1. Structural Defects – 6-Year Warranty Report. The Ivy 6-year structural warranty period expires in December 2025. The BM contacted seven experienced firms inviting them to submit a proposal to complete a structural condition assessment, informed by the documentation provided to them, and to prepare and provide a report based on the assessment in the first half of 2025.

Quotes have been received from Peak, Aegis, and Sellick. Northrop have said they are unable to assist with the project. WiseChoice have also said they will not be able to assist as Steve Wise is retiring at the end of the year. No response from Steven Alexander Pty Ltd as yet. Leo & Associates have acknowledged the scope of works and indicated they are still putting a proposal together.

The Treasurer advised that a decision to select the preferred company must be made by mid-September to allow sufficient time for the report costs to inform the 2024/25 budget.

The Committee noted at least one quote was outstanding and agreed to have a review of proposals prepared and assessed out-of-session so it can consider all responses at its next meeting. The Point FS was asked to send a holding reply to those firms that have responded and to follow up with the others.

5.2. Strata Management Review. On 30 July, the Committee unanimously agreed to recommend to owners at the next AGM that Bright and Duggan be appointed as our new Strata Manager from 2 December 2024, initially for a one (1) year period (to allow for a joint review in mid-2025) with the expectation the agreement would rollover for another two years. The EC chair contacted the unsuccessful applicants and provided feedback on their responses.

Given the in-principle support agreed at item 4.1 above, the Committee considered various aspects to this proposal:

- Recent conversations with Bright and Duggan and Vantage on how the proposal can proceed.
- Preferred OC timelines and the legal steps/processes involved.
- Specific details for finalising agreements with Vantage (to terminate on 30 September) and Bright and Duggan to contract for temporary strata arrangement from 1 Oct 2024.
- The need to consult with owners, including at the Town Hall meeting with Bright and Duggan on 18 September.

The Committee agreed on the following timetable for an early transition of strata functions to Bright and Duggan:

- 26 Aug: Chair to advise Vantage Strata of our support for their proposal and request Vantage prepare a draft letter/agreement to terminate their current SMA contract (as per clause 2(d)).
- 26 Aug: Chair to discuss with Bright and Duggan the preparation of a draft short-term contract to cover the transitional period (based on their current draft SMA), to consider at next EC meeting.
- 28 Aug: EC to survey Ivy owners to ask them if they support this proposal, giving them some ownership of this decision.
- 8 Sep: Closing date for OC survey (@10-day window).
- 18 Sep: Townhall session with Tristan Veurink / B&D in attendance. Chance for owners to ask questions and voice any concerns about transitioning to B&D for strata management services.
- 19 Sep: EC monthly meeting where decision/agreements to transition strata managers can be formalised (barring any issues arising from activity leading up to this meeting).
- 25 Sep: Townhall session to discuss Admin budget and other AGM items.
- 27 Sep: Drafts of all relevant AGM agenda papers prepared.
- 30 Sep: Vantage to close all IVY financial accounts for 2023-24 and provide to auditor ASAP.
- 1 Oct: Transitional arrangement with Bright and Duggan comes into effect.
- 3rd or 4th Oct: EC meeting to finalise AGM preparations.
- 10 Oct: Circulation of AGM agenda papers to all owners (last date possible).
- 31 Oct: AGM meeting, including a motion to contract B&D for ongoing strata management services for up to three years (with a breakpoint at the one-year mark along with other breakpoints as discussed during our meeting with B&D).
- 28 Oct: 28-day reduced quorum period expires.
- 1 Dec: OC decision on contracting B&D for ongoing strata management services takes effect.

5.3. Facilities Management Review. The Committee is currently negotiating a new Facilities Management Agreement (FMA) with Matt Benedetti under Section 60 of the UT(M)A. The finalised agreement will be recommended to owners at the AGM.

Several elements are currently under consideration:

- A new, updated 3-year FMA that reflects current arrangements. The Chair had a productive meeting with Matt Benedetti on 5 August and this is close to finalisation.
- An updated "Schedule of Works" document for the Ivy (Annexure A) to the contract.
- A simplified, Contract and Maintenance Approval process (to replace the one with Vantage), as Annexure B (this will also be discussed with Bright and Duggan).
- A proposed update to the current "EC Guideline on Critical Infrastructure", to be included as Annexure C (and possibly the new SMA).

The Committee noted these discussions are progressing well and requested a finalised, draft document be presented for consideration at its next meeting. The final document would be recommended to owners at the AGM on 31 October.

5.4. Owners Corporation Rules. Since February this year, the Committee has been aware of several issues that may require further amendment to our OC Rules. Various items were identified for possible consideration at the AGM (pets, parking, alteration approvals etc), but at this stage no proposals have been put forward.

The Committee agreed to invite interested owners to nominate any proposed Rule changes in time for them to be discussed at the proposed Town Hall meetings, so that owners' views can be considered in deciding whether to include them on the AGM agenda. The Committee will send out an invitation next week.

5.5. Lift Door Notice to Residents. At its last meeting, the Committee unanimously agreed that holding the lift doors open is a form of negligence and under ACT legislation, the call-out fee (which is not covered by the lift maintenance contract) should be borne by the owner of the unit that caused the damage (as the owner is also fully responsible for managing their tenants).

Temporary warning signs have been placed near the fob readers. Permanent signage has been ordered.

The Committee requested Vantage Strata to circulate a Notice to all owners/residents including this legislative provision and advising the lift doors must not be propped open (during removals for example) as this triggers a fault that locks the doors open (making the lift unusable). A copy should also be included in the Welcome Pack for new owners/residents. Vantage apologised for the delay and will send out the notice this week.

5.6. Roof Maintenance Reports. The Committee identified that roof maintenance reports for the previous two years (2022 and 2023) had not been received and asked both the BM and SM to follow-up with AM&DM. Vantage advised that it is still following up on this request.

5.7. Annual Painting Plan 2024-25. The Committee agreed at the July meeting that a suitable Painting Plan needs to be developed for 2024-25 to make better use of the Higgin's contract in future. The Committee agreed to defer this discussion until the new financial year.

5.8. Cracked Garden Pot (Quatro 1500 Tall U bowl). In July, the Committee agreed not to proceed with the quote to replace the cracked pot due to the cost (\$4,279.00 incl GST), its weight (250 kg), and potential need for a crane to remove the pot/install the new one. There would also be additional costs to transfer the tree and soil contents into a new pot.

Following discussion with Matt Benedetti, Point FS has agreed to investigate further and to explore possible in-situ repair of the crack.

5.9. Proposed Ivy Woden website. The Committee is seeking a **volunteer** from the Ivy community to create a simple website for The Ivy. The website would include 'Welcome' information, House rules, links to the Strata Manager's website and associated owners / residents portals etc.

6. MATTERS FOR NOTING

6.1. Annual General Meeting (AGM). The confirmed date for the 6th AGM is **Thursday, 31 October 2024**, commencing at **5.30 pm**. Agenda papers will be circulated by 10 October.

Attendance can be **online (Microsoft Teams)** or in person at the **Hellenic Club (Apollo room)**. Registration will commence from 5 pm.

6.2. Plant Item Registration. The Ivy lifts were registered with Access Canberra on 05/08/24 for use in the ACT under the Work Health and Safety Act 2011 (the Act) and the Work Health and Safety Regulation 2011 (the Regulation). Access Canberra Lift Registration, MQDVJR3Q #3826954545.

6.3. Marisa Paterson - 20 July Meeting Outcome. Marisa Paterson, MLA for Murrumbidgee, has provided the following advice on the issue of the parking lines on Irving Street in front of the Ivy:

I've been advised by City Services that the line marking for on-street parking spaces in front of the driveway should have been eradicated as part of the Block 10 Section 24 Phillip development. I understand this issue was identified at the time of inspection, and the consultant agreed to remove it, but it didn't take place. Therefore, this has caused confusion, and parking is still occurring at this location. The consultants were contacted on 12 August to discuss the situation, and they confirmed they will attend to this work within the next two weeks and send photos when completed.

Update. This work has been completed.

6.4. Ivy Residents Working Group. At the 20 July meeting with Marisa Paterson, Ivy residents raised several issues of concern about the potential impact of light rail on our environs and the lack of community facilities in Woden.

Following the meeting, Marisa Paterson advised she is proposing to present a petition to the Legislative Assembly Planning Committee to examine the Master Plan for Woden, lack of community facilities and green space in future high-rise developments, and planning for the light rail design and its impact on the Irving St environs. She will also be speaking to other Phillip commercial and residential residents for their thoughts. If the petition is successful, the Legislative Assembly Planning Committee would examine the Woden precinct and hopefully make recommendations to ensure that we will benefit from any future developments in Woden including the light rail design.

Sam Edwards and Andrew Benson have agreed to take the lead in forming an IVY Residents Working Group to get the opinions of IVY residents and help to inform the petition. **If you would like to be involved, please contact Sam or Andrew:**

- Sam: shedwards50@gmail.com
- Andrew: 0481004015 or abenson45@gmail.com

6.5. Indoor Pool – Repair of Loose Wall Tiles. Milin had been waiting on additional tiles to complete work as they discovered they needed to replace all the tiles on the affected walls. The additional tiles have arrived, and work is scheduled for completion on Fri 23 Aug and Sat 24 Aug. The indoor pool area should reopen around midday on Sat 24 Aug.

6.6. Sauna – 6 monthly Preventative Maintenance. This work was scheduled for 21 Aug 24.

6.7. Fire Protection Systems – Five Yearly Maintenance. The BM has completed an audit of due dates for fire extinguisher and fire hydrant maintenance to assist with budget preparations.

6.8. Booking of Ivy Facilities. With the warmer weather and holiday periods approaching, owners and residents are reminded they cannot reserve or obtain exclusive use of the Ivy's facilities (e.g. pools, sauna, gyms, yoga room, BBQ areas etc). All Ivy residents are entitled to use these areas at the same time if they choose to do so. There is no sense of 'first in best dressed'.

Common sense, courtesy and cooperation should always apply.

The BuildingLink "Amenities Reservation" functionality can be used to share your intentions with residents to use the Playground BBQ, Poolside BBQ, or Yoga Room facilities on a particular date and time.

6.9. Improved Signage. Various improvements are underway:

- **Common area signage.** The work order has been issued to Signlime for replacement signs in weights gym, indoor pool and spa areas.
- **Front area parking.** Updated signage has been installed.
- **Lift door warnings.** The workorder has been issued for permanent signage regarding holding lift doors open and temporary warning signs have been placed near the lift fob readers. The BM has been requested to advise removalists and owners/residents when they seek access to the lift for moving purposes.
- **Lift number stickers** have also been installed in each lift.
- **Basement headlights.** Point FS has been directed to purchase and install two “Headlights On” signs (at the basement entry down ramp and for the ramp up from basement 2) under their existing financial delegation. Point FS to provide status update.
- **Basement safety.** The Committee has authorised the BM to paint a line with a simple “LOOK” sign (in yellow to match existing markings) at the B1 North lift tower exit and to charge the cost under his delegation.

6.10. Roof Repairs – AM&DM Roofing Quote. A work order has been issued to AM&DM to repair approx. 11 collapsed roof ribs (\$770 ex GST – report issues 18, 24, & 25). The remaining issues (31, 34, 36, 38, 45, 46, & 48) relate to inadequate weatherproofing which, under the ACT Building Act 2008, were referred to Milin under their 6-year structural warranty obligation.

7. GENERAL BUSINESS

7.1. Nick Stodulka (Unit 268) presented to the Committee regarding the proposed Southern Cross Club development on the old pitch and putt area adjacent to the Ivy, which he noted some owners may be concerned about. He offered to provide some information to help inform Ivy owners.

8. MEETING CLOSURE AND NEXT MEETING

8.1. The meeting closed at 7.30 pm

8.2. The next EC meeting will be held at 5.00 pm on 19 September 2024.

ADDENDUM 1

Facilities Manager - Monthly Update of Building Condition Report

16 August 2024

Building Condition and Regulation

Ongoing with Milin - Facade leak, Oak's boundary fence items.

As per previous report updates, Milin are aware of the southern Curtin wall leaks on a handful of levels, originally the plan was to use the crane for oaks3, this has since been taken down and they will be arranging abseilers in due course to inspect. ML send an email to Stuart and Andrew from Milin on 15/7. No response yet.

Fence's down the back of the pool area still require raising, once the fences are raised a small hob will be poured to minimise the gap, Milin are aware of this.

Driveway signage & line marking
Job has been completed in its entirety.

North tower waste room ceiling
Waste room ceiling has been painted by Milin, no further works required.

Emergency Equipment

5 yearly testing on hydrants, extinguishers, sprinklers, and fip
CEFA will be getting back to me with some quotes for this. They had a look around on 15/7. No further update.

Roof condition

Height safety system test and certification
Completed 17/7.

Roof repairs based of AM & DM report
Cap fell short on the external waste room enclosure, Milin's roofing contractor attended and replaced the cap.

Townhouse partitioning walls
They had a lack of fixings and deteriorating sealant at the lower end towards the box gutter, Milin's roofing contractor attended site to remove all existing sealant, install additional fixings and reseal the ends.

Vertical Transport

OTIS to replace failed ceiling lights
OTIS have started replacing the failed ceiling lights, fluorescent tubes are being replaced with an LED variant which has improved the lighting in the lifts a lot. These will continue to be done in all lifts.

Pools

UV tubes for indoor pool and spa
Replaced in July, no leaks, everything up and running accordingly.

Indoor pool and spa walls

Demo and tiling took place from 30th July to 2nd of August, Milin did not anticipate the entire wall needing to be redone so more tiles of each type had to be ordered. The indoor pool and spa were covered for the duration of the demolition with very little debris going into the water.

Total pools attended site on 2nd at 4pm to give both pools a full vacuum, pool and spa were reinstated until the next lot of tiles are delivered and ready to be glued on. No further updates.

Powder coating on aluminium indoor pool furniture

Furniture in the indoor pool flagged for repainting, or another form of remediation.

Sauna maintenance

This has been scheduled in for August 21st to be done. ML will put up signage on 16/8.

Cardio & Weights gym

Gym seats

Seats replaced. Back rests are starting to look worse for wear however still have some lift left in them.

Smith machine pulley

Aluminium pulley on the smith machine has deteriorated and become dislodged with the internal bearing slipping.

Left hand side treadmill

The far-left hand side treadmill has a screeching belt when walked on. As this is the treadmill that is primarily used, Gymquip have advised it is probably wear and tear on the belt and the deck, the belt may also be misaligned.

Gymquip have bought the monthly maintenance forward to address the smith machine pulley and treadmill, they also advised they will rotate the treadmills around, so the first one doesn't do the bulk of the work.

Garden Areas

Pruning/thinning in rear garden & mulching.

Both will happen at the same time once All seasons have provided a quote. No further progress on this, ML has raised with the gardeners again 15/8, this will be quoted accordingly.

Turn ups in garden beds

All seasons are aware this still needs to be completed to get remaining turn ups.

Higgins plant damage.

WO sent to all seasons two months ago. Lavender has come back relatively well, only 5-6 requires replacement. It was agreed that the bulk of the lavender in the recount will be used in the olive tree pot. The lavender plant quote was invoiced out by all seasons and passed onto Higgins to pay, ML has checked with all seasons if invoice has been consolidated, awaiting response. No further update here.

3x lavender plants will be planted in the raised planter box next to unit 1 courtyard, the lavender has died off.

Olive tree pot

Most northern pot in outdoor pool. Pot is waterlogged, drainage has failed inside pot. Pot needs to be excavated, drainage fixed, soil and plants reinstated.

All seasons have quoted. Outscapes quote attached.

Wattle tree removal and replacement

All seasons have quoted. Outscapes quote attached.

Cracked southern pot

PointFS can provide a quote to repair this properly.

Gym and Bathroom Areas

Sauna bucket/bottle fill point signage and common area signage

Signage is being made at the moment, ML to pick up when its ready.

Entertainment areas

Aluminium seat back rest – east side BBQ area

Bolts have been purchased. ML to do this before end of month.

HVAC

BM office condensate pump

Air handler filters

Both items completed.

Electrical and lighting

Lighting replacements

WO issued to Maritex to replace a failed downlight in weights gym, failed downlight in townhouse stairwell and led batten above a storage cage near main switch room.

Hydraulics

Hot water unit replacement

All failed hot water units have been replaced.

Basement

Door stops

South tower B1 & B2 door stops still require installation, north tower B1 and B2 completed.

Refuse Areas

Bin chute walls

2x quotes attached, one from PointFS and one from Higgins.

ADDENDUM 2

2.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 19/08/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
TD01	12/06/24	4.70%	3 months	\$137,023.47	12/09/24
TD03	25/06/24	4.70%	3 months	\$183,454.08	25/09/24
TD05	12/08/24	4.70%	3 months	\$124,879.19	11/11/24
				\$445,356.74	
SINKING FUND					
TDO2	12/08/24	4.70%	3 months	\$88,248.92	11/11/24
TDO4	25/06/24	4.70%	3 months	\$163,433.03	23/09/24
TDO6	11/06/24	4.70%	3 months	\$244,836.57	11/09/24
				\$496,518.52	

2.2 Building Improvement fund (2% of budget allocation) - \$25,413.28

Remaining allocation: \$19,030.07

Date	Supplier	Items	Invoice (ex GST)	\$25,413.28
19/12/23	Amazon	Cushions and inserts	\$421.33	
19/12/23	Temple and Webster	Two foyer rugs	\$998.00	
22/02/24	Homemakers	Lamp table	\$349.00	
1/5/2024	Rebel Sport	Table tennis table and accessories	\$778.98	
9/8/2024	Capital lines & Signs	Driveway line marking & signs	\$3,835.90	
		TOTAL	\$6,383.21	\$19,030.07

2.3 Contingency fund (5% of budget allocation) - \$63,533.20

Remaining Allocation: \$51,127.23

Date	Supplier	INV Number	Service	Invoice (ex GST)	Remaining
					\$63,533.20
29/11/23	Point FS	Inv-1194	Repairs N11 ceiling water leak	\$1,352.15	
31/01/24	JP Paint n Plaster	46	U232 - water damage repair	\$904.55	
21/03/24	Maritex	INV-75913	Entry ramp streetlight	\$2,960.00	
29/03/24	Steve Jackson	INV-0163	Ceiling repairs - water leaks	\$2,860.00	
8/6/2024	Steve Jackson	INV-0188	Entry driveway - bollard footings	\$712.00	
14/06/24	Steve Jackson	INV-0189	Level 15 waste room ceiling repair	\$890.00	
16/06/24	Shane's Glass	41363	U233 - balustrade Replacement	\$2,727.27	
			TOTAL	\$12,405.97	\$51,127.23

ADDENDUM 4

July 2024 invoices paid

Inv Date	Supplier	Inv Description	Inv Amount
18/07/2024	ACT Wheelie Clean	July 2024 - service contract	\$3,762.00
28/06/2024	Actew Gas	24/05/2024 - 26/06/2024 gas	\$2,333.84
25/07/2024	Actew Gas	27/06/2024 - 03/07/2024 Gas	\$2,219.46
27/06/2024	All Seasons Horticultural	June 2024 - service contract	\$1,681.47
16/07/2024	Ara Security Services P/L	July 2024 - ARA service contract	\$985.38
15/07/2024	Australian Pest Bird Mgt*	July 2024 - service contract	\$594.00
25/07/2024	Collection Corp of Aust	Lot 175*Advice/Correspondence	\$44.00
25/07/2024	Collection Corp of Aust	Lot 253*Advice/Correspondence	\$44.00
08/07/2024	Complete Essential Fire & Alr	July 2024 - service contract	\$1,160.59
11/07/2024	Complete Essential Fire & Alr	Replacement - hydrant booster gauge	\$165.00
22/07/2024	Complete Essential Fire & Alr	U245 call out fee - replacement door closer	\$165.00
26/06/2024	Crown Equipment P/L	May 2024 - biannual service	\$739.31
28/06/2024	Fermax ACT	Upgrade - digital central unit	\$4,580.53
28/06/2024	Fermax ACT	June 2024 - Quarterly service contract	\$738.93
17/07/2024	GymQuip Fitness	Replacement 3 * seat pad s	\$477.00
24/07/2024	Hellenic - Woden Club	Hellenic UP 4787 AGM	\$1,040.00
22/06/2024	Icon Water Limited	22/03/2024 - 21/06/2024 Water Rates	\$15,614.39
30/06/2024	M&M Rolfe Cleaning Serv P/L	June 2024 - service contract	\$15,881.09
30/06/2024	M&M Rolfe Cleaning Serv P/L	June 2024 - cleaning supplies	\$172.92
25/06/2024	Maritex Commercial Pty Ltd	WO 655 - Replacement faulty LEDS and RCD	\$2,354.00
03/07/2024	Maritex Commercial Pty Ltd	July 2024 - Annual Testing works.	\$3,080.00
11/07/2024	Origin Energy 130112	24/05/2024 - 23/06/2024 Electricity	\$11,843.74
02/07/2024	Point Facilities	July 2024 - Service contract	\$9,539.62
17/07/2024	Rope Access	July 2024 - Height Safety Certification	\$1,430.00
10/07/2024	Shane's Glass	U233 - balustrade Replacement	\$3,000.00
01/07/2024	Total Pool Services	June 2024 - pool chemicals	\$221.47
01/07/2024	Total Pool Services	June 2024 - service contract	\$484.00
30/06/2024	Veolia 216952	June 2024 - fuel surcharge	\$2.66
30/06/2024	Veolia 216952	June 2024 - Bin Rental	\$10.03
30/06/2024	Veolia 216952	June 2024 - Bin Rental	\$174.36
08/07/2024	Wastech Engineering	July 2024 - service contract	\$1,518.00
01/07/2024	Water Tight - ACT	July 2024 - Service contract	\$452.63
04/07/2024	Water Tight - ACT	WO664: Investigate hum noise - U134 & 119	\$848.92

Vantage Strata Pty Ltd

Level 4, DKSN No 2., 23 Challis Street DICKSON ACT 2602 ABN: 79602359482

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Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 20/08/2024 - Prepared by Vanessa Dix

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Assets			
Cash At Bank			
The Owners Unit Plan 4787	\$110,438.81	\$8,115.97	\$118,554.78
<i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>			
Unit Plan 4787 TD01	\$137,023.47	\$0.00	\$137,023.47
<i>Macquarie Bank BSB: 182-266 Acc No: 282658111</i>			
Unit Plan 4787 TD02	\$0.00	\$88,248.92	\$88,248.92
<i>Macquarie Bank BSB: 182-266 Acc No: 237788393</i>			
Unit Plan 4787 TD03	\$183,454.08	\$0.00	\$183,454.08
<i>Macquarie Bank BSB: 182-266 Acc No: 231559774</i>			
Unit Plan 4787 TD04	\$0.00	\$163,433.03	\$163,433.03
<i>Macquarie Bank BSB: 182-266 Acc No: 266077924</i>			
Unit Plan 4787 TD05	\$124,879.19	\$0.00	\$124,879.19
<i>Macquarie Bank BSB: 182-266 Acc No: 264637166</i>			
Unit Plan 4787 TD06	\$0.00	\$244,836.57	\$244,836.57
<i>Macquarie Bank BSB: 182-266 Acc No: 223498288</i>			
GST Paid	\$37,796.85	\$0.00	\$37,796.85
Receivable	\$19,077.78	\$3,650.71	\$22,728.49
Total Assets	\$612,670.18	\$508,285.20	\$1,120,955.38
Liabilities			
BAS Clearing	\$(20.86)	\$0.00	\$(20.86)
GST Collected	\$39,916.49	\$8,197.77	\$48,114.26
GST Uncollected	\$(9,821.88)	\$(1,658.89)	\$(11,480.77)
Levies Paid In Advance	\$126,419.02	\$21,899.45	\$148,318.47
Total Liabilities	\$156,492.77	\$28,438.33	\$184,931.10

Vantage Strata Pty Ltd

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Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 20/08/2024 - Prepared by Vanessa Dix

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Liabilities (Continued)			
Net Assets	\$456,177.41	\$479,846.87	\$936,024.28
Owners Funds			
Opening Balance	\$542,297.30	\$280,972.77	\$823,270.07
Transfer	\$0.00	\$4,112.72	\$4,112.72
Net Income For The Period	\$(86,119.89)	\$194,761.38	\$108,641.49
Total Owners Funds	\$456,177.41	\$479,846.87	\$936,024.28

**Income and Expenditure Statement - U/Plan 4787
"THE IVY WODEN"**

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 20/08/2024 - Prepared by Vanessa Dix

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$583.18	\$0.00	\$1,383.08
Interest Investment Accounts Admin	\$14,650.41	\$0.00	\$1,706.33
Keys Remotes & Swipes	\$6,222.68	\$0.00	\$2,297.26
Levy Income Admin	\$855,554.28	\$1,140,742.63	\$1,070,832.56
Total Administrative Fund Income	\$877,010.55	\$1,140,742.63	\$1,076,219.23

Expenses

Audit Fees	\$2,600.00	\$2,500.00	\$2,360.00
BAS & Tax Preparation	\$525.00	\$630.00	\$675.00
Bank Charges	\$1.21	\$0.00	\$(3.22)
Banking, Software & Infrastructure	\$315.14	\$315.00	\$288.75
Bin Lifter / Hoist - Contract	\$1,546.05	\$2,540.00	\$3,270.60
Building Improvements	\$6,383.21	\$25,413.28	\$21,483.32
Building Maintenance	\$27,435.00	\$25,000.00	\$0.00
BuildingLink	\$6,696.00	\$6,696.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$0.00	\$15,000.00	\$15,000.00
Cleaning - Bin Chutes	\$1,800.00	\$3,780.00	\$1,800.00
Cleaning - Bins	\$6,880.00	\$6,680.00	\$6,572.60
Cleaning - Carpark	\$4,496.50	\$3,720.00	\$4,450.00
Cleaning - Carpets	\$4,800.00	\$6,710.00	\$5,151.36
Cleaning - Contract	\$143,466.85	\$173,250.00	\$169,684.04
Cleaning - General	\$3,444.55	\$7,170.00	\$6,142.14
Cleaning - Windows	\$18,650.00	\$20,340.00	\$19,478.50
Cleaning Supplies	\$1,452.55	\$3,700.00	\$3,386.50
Consumables	\$5,431.24	\$7,600.00	\$4,743.97
Contingency	\$12,405.97	\$63,533.20	\$54,158.10
Contractor Compliance Fee	\$88.00	\$90.00	\$87.00
Debt Recovery	\$0.00	\$0.00	\$0.00
Electrical - Maint. Contract	\$2,800.00	\$5,280.00	\$4,780.00
Electricity	\$105,292.80	\$140,200.00	\$131,731.74
Facilities Management Services	\$94,973.12	\$114,010.00	\$101,117.34
Fire - Maintenance Contract	\$11,605.88	\$11,740.00	\$12,660.96
Fire - Monitoring	\$2,000.00	\$2,340.00	\$2,205.00
Fire - Repairs & Replacement	\$7,715.00	\$9,025.00	\$8,515.00
Furniture	\$0.00	\$10,720.00	\$0.00
Garbage Chute - Maint. Contract	\$3,570.00	\$5,100.00	\$2,700.00

Income and Expenditure Statement - U/Plan 4787**"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2023 to 20/08/2024 - Prepared by Vanessa Dix

Consolidated**Administrative Fund**

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Gardening - Contract	\$13,437.77	\$18,320.00	\$17,384.16
Gardening - Irrigation	\$3,964.55	\$14,000.00	\$0.00
Gardening - Maintenance Other	\$0.00	\$0.00	\$400.00
Gardening - Plants and Trees	\$7,604.55	\$10,870.00	\$0.00
Gas Infrastructure	\$15,025.44	\$99,162.57	\$0.00
Gas Usage	\$32,016.39	\$37,417.43	\$9,237.33
Gym - Contract	\$2,850.00	\$3,000.00	\$2,850.00
Gym - Equipment	\$542.55	\$500.00	\$108.91
HVAC - Contract	\$12,480.00	\$12,730.00	\$12,480.00
Height Safety Certification	\$1,300.00	\$1,327.00	\$1,250.00
Hot Water Supply	\$2,044.48	\$1,600.00	\$1,120.75
IT Charges	\$222.00	\$6,400.00	\$984.00
Income Tax Payable - Admin	\$1,206.84	\$0.00	\$0.00
Insurance Excess Payments	\$0.00	\$0.00	\$90.91
Insurance Payouts	\$1,782.95	\$0.00	\$0.00
Insurance Premium	\$105,964.89	\$120,000.00	\$99,226.06
Keys, Remotes & Swipes	\$1,246.40	\$0.00	\$(2,224.31)
Legal Fees Arrears Recoveries	\$(60.00)	\$0.00	\$(30.00)
Lifts - Maint. Contract	\$33,603.04	\$33,922.00	\$26,137.00
Lifts - Repairs & Maint.	\$780.00	\$6,000.00	\$5,665.00
Lifts Registration	\$654.55	\$0.00	\$0.00
Lodgement Fees	\$150.91	\$0.00	\$0.00
Management Fees (Schedule B)	\$155.45	\$0.00	\$590.00
Management Fees - Strata	\$95,939.71	\$96,488.00	\$81,956.25
Other Expenses	\$1,966.91	\$3,000.00	\$2,440.90
Pest Control	\$11,185.20	\$10,520.00	\$1,850.00
Plumbing - Maint. Contract	\$4,392.45	\$4,480.00	\$4,588.65
Pool -Contract	\$11,492.50	\$22,240.00	\$22,277.81
R & M Doors	\$240.00	\$245.00	\$400.00
R & M Electrical	\$14,715.00	\$22,040.00	\$15,996.00
R & M Equipment	\$2,116.12	\$630.00	\$595.00
R & M Garage	\$1,261.82	\$1,470.00	\$1,676.82
R & M General	\$3,266.78	\$3,130.00	\$3,007.03
R & M HVAC	\$2,073.00	\$0.00	\$0.00
R & M Painting	\$0.00	\$11,485.00	\$0.00
R & M Plumbing	\$10,214.71	\$13,000.00	\$14,943.31
R & M Pool	\$10,621.00	\$18,390.00	\$25,755.25
R & M Roof	\$5,972.00	\$11,000.00	\$27,509.78
R & M Upgrades and Replacements	\$0.00	\$0.00	\$11,847.92

Vantage Strata Pty Ltd

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15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 20/08/2024 - Prepared by Vanessa Dix

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Reports - Consultants	\$0.00	\$5,000.00	\$7,090.90
Reports - Insurance Valuation	\$0.00	\$2,400.00	\$4,103.64
Room Hire	\$1,381.81	\$795.00	\$700.00
Security & Access System	\$18,655.87	\$20,820.00	\$0.00
Security General	\$1,625.80	\$2,000.00	\$4,651.80
Signage	\$0.00	\$0.00	\$860.20
Waste & Recycling Bins	\$325.38	\$146.00	\$0.00
Water Usage	\$52,337.55	\$72,000.00	\$59,104.82
Total Administrative Fund Expenses	\$963,130.44	\$1,359,610.48	\$1,055,760.59
Administrative Fund Surplus/Deficit	\$(86,119.89)	\$(218,867.85)	\$20,458.64

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Income and Expenditure Statement - U/Plan 4787 "THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 20/08/2024 - Prepared by Vanessa Dix

Consolidated			
Sinking Fund	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$2,498.98	\$0.00	\$215.48
Interest Investment Accounts Sinking	\$9,952.66	\$0.00	\$5,915.99
Levy Income Sinking	\$182,309.01	\$243,079.00	\$162,239.68
Total Sinking Fund Income	\$194,760.65	\$243,079.00	\$168,371.15
Expenses			
Bank Charges - Sinking	\$(0.73)	\$0.00	\$0.00
Total Sinking Fund Expenses	\$(0.73)	\$0.00	\$0.00
Sinking Fund Surplus/Deficit	\$194,761.38	\$243,079.00	\$168,371.15



**MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
OF UNITS PLAN 4787
THE IVY**

Venue: 259/ 15 Irving Street, Phillip

Date: Wednesday, 17 July 2024

Time: 6.06 pm

1. MEETING FORMALITIES

1.1. Attendance and Apologies.

Attendance: Don McLean (Chair), Julianne O'Brien (Treasurer), Kevin O'Brien (Secretary), Carol van Gelder, Vanessa Dix (Vantage Strata).

Apologies: Donna Macpherson.

Resignation: Craig Wiltshire has formally resigned from the Committee (see Item 6.1).

Observers: Paul Stanton, Eva Wadie (see Item 6.2).

1.2. Conflicts of Interest. Julianne O'Brien declared a conflict on item 4.2 (did not vote).

1.3. Previous Meeting Minutes.

The minutes of the EC Meeting held on Wednesday, 19 Jun 2024, were confirmed.

2. BUILDING & FACILITIES MANAGEMENT

2.1. Building Condition Report. 27 June 2024 – 92.86%. Available on BuildingLink.

2.2. Building Manager (BM) provided an update as of 16 July 2024 - see **Addendum 1**.

3. TREASURER'S REPORT AND LEVY SITUATION

Financial Statements as of 13 July 2024:

The Treasurer notes we are actively managing our expenditure and financial accounts and is satisfied with our current financial position.

3.1. Overall Financial Position (assets less liabilities). Total owners' funds = **\$1,023,290.67**

- Admin fund = **\$544,284.69**

- Sinking fund = **\$479,005.98**

3.2. Cash Accounts. Total cash at bank = \$107,808.82

- Admin fund = \$104,426.36

- Sinking fund = \$3,382.46

3.3. Investment Accounts. Total funds invested = \$923,623.01 (see **Addendum 2.1**)

- Admin fund accounts = \$443,910.30
- Sinking fund accounts = \$479,712.63

3.4. Total interest earned – Investment accounts: \$20,227.38

- Admin fund accounts = \$11,097.90
- Sinking fund accounts = \$9,129.48

3.5. Investment activity. The following investment activity has been completed since the Committee's last meeting on 19 June 2024 (see **Addendum 2.1**):

- TDO3 Admin fund. Matured on 25/6/24. \$183,454.08 deposited at 4.70% for 3 months (existing investment of \$102,268.88 plus interest earned of \$1,185.20 plus \$80,000 transferred from admin cash account as agreed at the 19 June meeting).
- TD04 Sinking fund. Matured on 25/6/24. \$163,433.03 deposited at 4.70% for 3 months (existing investment of \$153,979.43 plus interest earned of \$1,784.47 plus \$7,669.13 from sinking fund cash account).

3.6. Financial decisions: The Committee agreed to the Treasurer's recommendation and authorised Vantage Strata to make the following re-investments with Macquarie Bank:

- TD05 Admin fund. Current investment (\$123,432.83) matures on 13/08/24. This deposit plus interest to be reinvested for 3 months at around 4.8%.
- TD02 Sinking fund. Current investment (\$71,443.03) matures on 13/08/24. This deposit plus interest plus current sinking fund cash account balance to be reinvested for 3 months at around 4.8%.

3.7. Monthly budget tracking worksheet: Noted.

3.8. Building Improvement fund – see Addendum 2.2.

- 2% budget allocation: \$25,413.28
 - Total expenditure (year to date): \$2,547.31
 - Remaining allocation: **\$22,865.97.**

3.9. Contingency Fund - see Addendum 2.3.

- 5% budget allocation: \$63,533.20
 - Total expenditure (year to date): \$12,405.97
 - Remaining allocation: **\$51,127.23**

3.10. 2023/24 Budget expenditure projection (see Addendum 3)

3.11. Levy Income and Arrears (as of 13 July 2024)

- **Levies in arrears = \$31,611.22**
 - 15 owners have arrears greater than \$500.
 - 7 owners have arrears less than \$500.

Vantage confirmed the 45-day Reminder Notice was sent out on 15 July.

3.12. Specific issues or concerns.

- **Unit 175 - Total arrears = \$7,098.34**

Garnisheeing of the owners net fortnightly wages to pay the past arrears commenced in March 2024. However, these payments are insufficient to cover the debt accrued in the last six months. The total debt has decreased by only \$162 since the June EC meeting. Therefore, new legal action was commenced by Credit Control Australia (CCA) on 17 May to recover the outstanding debt which now extends across 2 financial years.

- **Unit 253 – Total arrears = \$6,501.51**

The owner was referred to CCA in April. Legal action commenced 30 April 2024. The Treasurer asked Vantage Finance to contact CCA for a status update.

4. MATTERS FOR DECISION

4.1. Signlime Quote (#10789). \$1,331.00 (GST incl) for new Community area signage:

- A3 size: Spa operation, Spa emergency stop, Weight gym x 2 (don't drop weights).
- A2 size: Pool behaviour signs x 3; replacement of common area signage x 3. This quote was noted in the EC's June meeting minutes, as it was within the BM's financial delegation. The Committee noted the price has been updated (due to new sign sizes) and approved this revised quote, authorising Vantage Maintenance to issue the Work Order.

4.2. [Building improvement proposal](#). Julianne O'Brien proposed the purchase of quality Christmas decorations from the [Bredbo Christmas Barn](#) for The Ivy's large Balsam Hill Christmas tree and to decorate the library area.

Other members noted new decorations were required, as we no longer had access to the printed designs of previous years. The rest of the Committee agreed to the Building Improvement Proposal subject to a spending limit of \$1,000. Julianne was authorised to arrange.

4.3. Gymquip Quote QU1224. Replacement of equipment seat/rest pads @\$144.55 (ex GST) each.

The Committee accepted this cost for the replacement of three (3) pads and authorised the Building Manager to organise with Gymquip as soon as possible (\$433.65 ex GST) as the total cost is within the BM's spending authority.

4.4. Improved Signage Proposals. The Committee discussed several proposals for improved signage and agreed to the following four items, authorising the BM to proceed under his existing spending authority.

- 4.4.1. Installation of new lift number stickers in each lift (located as proposed by the BM), as the current identification numbers are too small.
- 4.4.2. Warning signs regarding holding lift doors open (the BM example accepted), to be placed near the lift fob readers.

The Committee requested Vantage Strata to circulate a Notice to all owners/residents advising the lift doors must not be propped open (during removals for example) as this triggers a fault that locks the doors open (making the lift unusable). A copy should also be included in the Welcome Pack for new owners/residents.

The Committee unanimously agreed this is a form of negligence and under ACT legislation, the call-out fee (which is not covered by the lift maintenance contract) should be borne by the owner of the unit that caused the damage (as the owner is also fully responsible for managing

their tenants). Vantage Strata was requested to include this legislative provision in the Notice and to suggest owners make this very clear to their tenants.

The BM was requested to advise removalists and owners/residents when they seek access to the lift for moving purposes.

4.4.3. Following a request from owners, given safety considerations, the Committee agreed to install two “Headlights On” signs (at the basement entry down ramp and for the ramp up from basement 2). The BM was authorised to confirm the best location with the EC Secretary and to arrange and install under his existing financial delegation.

4.4.4. Committee members noted a longstanding concern with the interaction of pedestrians and vehicles near the B1 north tower lift foyer and the garage roadway leading to the garage exit because of the storage enclosures blocking the view for pedestrians (and vehicles). To warn and encourage residents to stop and proceed with caution the Committee authorised the BM to paint a line with a simple “LOOK” sign (in yellow to match existing markings) and to charge the cost under his delegation.

4.5. Roof Repairs – AM&DM Roofing Quote. AM&DM identified some 11 roofing issues and concerns in the June 2024 preventative maintenance inspection and submitted a quote for \$8,700.21 (ex GST) to rectify them.

The Committee noted the Report but agreed the quote, AM & DM Quote Q203 - 8 Jul 24.pdf, needed to be split in two parts.

4.5.1. The quote for approx. 11 collapsed roof ribs (\$770 ex GST – report issues 18, 24, & 25) was accepted following BM advice this was mostly likely due to tradespersons and repairers walking on the ribs since the building was handed over. Vantage was authorised to issue a Work Order for these specific issues.

4.5.2. The remaining issues (31, 34, 36, 38, 45, 46, & 48) relate to inadequate weatherproofing which, under the ACT Building Act 2008, should be treated as structural issues and the responsibility of the builder under their 6-year structural warranty obligation.

The BM was requested to advise Milin of these defects (providing a copy of the report) and to confirm whether Milin accepts responsibility for these repairs.

The Committee identified that roof maintenance reports for the previous two years (2022 and 2023) had not been received and asked both the BM and SM to follow-up with AM&DM.

4.6. Structural Defects – 6-Year Warranty Report. The Ivy 6-year structural warranty period expires in December 2025. EC members met with Point FS on 12 July and discussed options and requirements for obtaining a professional Structural Defects Report early next year.

The Committee worked with Point FS to develop and refine a Scope of Work specific to The Ivy, along with detailed list of Ivy plans and documentation that could be made available to contractors to support development of the quote and conduct of the review.

The BM is requested to contact at least four experienced firms inviting them to submit a proposal to complete a structural condition assessment, informed by the documentation provided to them, and to prepare and provide this Report in the first half of 2025. The EC and Point FS will assess these proposals and prepare a recommendation for OC consideration at our AGM at the end of October (see below).

5. MATTERS FOR DISCUSSION

5.1. Preparations for 6th AGM. The Committee considered various matters relating to preparations for the next AGM and agreed to proceed as follows:

- The date for the 6th AGM was confirmed as **Thursday, 31 October 2024** (given limited room availability), commencing **at 5.30 pm**.
 - Vantage Strata was asked to confirm the tentative booking **at the Hellenic Club** (reserving the Apollo room until 9pm).
- Vantage Strata was asked to provide for a substantive online as well as physical attendance, with necessary improvements to voting procedures and document printing/circulation (use of a conference-style voting app was suggested), compared to the last AGM.
- Vantage Strata was asked to ensure that where feasible all owners can receive the AGM papers electronically (updating contact records etc), but to advise those preferring printed copies they may need to pay for printing and postage.
- Vantage Strata was asked to ensure all outstanding invoices are paid and the financial accounts reconciled and closed out on Monday, 30 September, with records to go to the nominated auditor the following day if possible.
- The Committee agreed to organise Town Hall meetings in September (dates to be advised), with owners invited to nominate the items/issues they would like to raise, including to put forward any Building Improvement proposals in 2024-25 for OC consideration.
- The Committee will prepare initial AGM agenda papers, including a draft Admin Fund budget, during August/early September, and work with Point FS to prepare an annual Maintenance Plan. The question of the Sinking Fund was discussed below (item 5.6).
- The question of possible updates to the Owners Corporation Rules for UP4787 is undecided as there are still matters under consideration.

5.2. Strata Management Review. Four proposals for a new 3-year Strata Management Agreement under Section 50 of the UTMA, commencing 2 December 2024, have been received (from Vantage Strata, Signature Strata, Grady Strata, and Bright and Duggan).

The Committee has completed its an initial review of these proposals and followed up with emailed questions of the respondents to better understand their proposals. Meetings have been completed with some of the main principals to clarify their responses, particularly in relation to likely cost increases, insurance arrangements and the EC desire for a Service Level Agreement.

The Committee resolved to finalise its recommendation for a new 3-year Strata Management Agreement by mid-August if possible, so RFP respondents can be advise and owners can be made aware of the EC recommendation ahead of proposed Town Hall meeting(s) in September.

5.3. Facilities Management Agreement. EC members met with Matt Benedetti (Point FS) and Matt Lam (our BM) on 9 July to discuss their proposal for a new 3-year Facilities Management Agreement (Section 60 of the UTMA) with The Ivy, beginning on 2 December 2024.

The Committee was pleased with these initial discussions and is waiting for Point FS to refine its draft Agreement and respond to several of the suggestions agreed during the meeting.

5.4. Renewal of Insurance Policies. Our current building insurance policies are due for renewal on 5 October 2024. EC members met with Vantage's Insurance Manager, Ashleigh Smith, on 2 July to understand their current insurance, commission and brokerage arrangements. Members also reviewed Trowbridge Consulting Reports relating to Strata Insurance to better understand current

strata insurance industry practices relating to remuneration, in particular remuneration of insurance brokers and strata managers.

The Committee noted its concerns with continuing to use Coverforce as our insurance broker going forward, given the lack of satisfactory service last year when only one insurance quote was obtained.

EC members are still following up the matters raised with Ashleigh Smith of Vantage, who is recommending we switch to using Honan as our insurance broker, together with making our own independent enquiries about using an insurance broker such as AJ Gallagher who doesn't have any remuneration agreements with Vantage.

5.5. Building Valuation. The Committee noted that it had obtained an updated building valuation of \$167,450,000 from QIA in August 2023, an 8.85% increase on 2022, and that standard insurance industry practice is to increase building valuations by around 5-6% a year when an updated valuation isn't available.

The Committee agreed there is little value in obtaining a new building valuation from QIA for 2024-25 as this can be handled through standard broker practice of inflating our current valuation by 5-6%, following a decision on who to appoint.

5.6. Sinking Fund Forecast for 2024-25. The current Sinking Fund Plan was adopted at the 5th AGM last year (following a substantive Review in August 2023). The plan foreshadowed another 23.7% increase in the Sinking Fund levy for 2024-25 to \$33.08 per UOE (from \$26.74).

Following a detailed discussion, the Committee agreed:

- Our current Sinking Fund reserves (\$479,713) continues to be inadequate for a building the size of Ivy and with the amenities that the Ivy needs to maintain, especially as we are approaching our fifth year in operation.
- To recommend the 2024-25 Sinking Fund levy (\$33.08 per UOE) to the AGM on 31 October as per the current Sinking Fund Plan.
- That no capital expenditure to be planned from the Sinking Fund in 2024-25 (to build up reserves). Proposed capital expenditure (if any) should be included in the draft Admin Fund Budget for 2024-25.
- To continue to carefully manage in-year expenditure and planned 2024-25 expenditure.
- That these outcomes will be communicated to owners and discussed at the Town Hall meeting(s) in September.

5.7. Light Rail Project Stage 2B. The Committee decided at its June meeting not to set up a sub-committee to lobby the Government to change planning and the location of the proposed Light Rail system along the eastern boundary of The Ivy, since this has been government policy since 2017.

Potentially, however, there are issues that could impact on the overall amenity of this project for Ivy residents (including during the construction phase). Some EC members believe The Ivy needs to be formally identified as a 'hot spot' in the ACT Government planning and consultation process, as it will be the closest building of any residence (or commercial business) to the Light Rail project in the whole of Canberra.

The Committee noted we need to be 'alert, not alarmed', and agreed to continue to monitor the situation and seek opportunities to input more directly into local planning and decision-making processes as we move forward.

5.8. Plant Item Registration. Plant items must be registered for use in the ACT under the Work Health and Safety Act 2011 (the Act) and the Work Health and Safety Regulation 2011 (the Regulation). The Ivy's lifts are considered plant items.

The Committee noted that strata managers register plant items on behalf of the Owners Corporation. However, the EC has not been able to find any record of this registration.

Vantage Strata was asked to check internally if The Ivy's lifts have been registered previously and if so, to provide the EC with copies of the registration certificates. If they cannot confirm registration, Vantage should formalise registration for the lifts (as a first registration, not renewal), advise the EC of the associated costs and provide copies of the registration certificates.

5.9. Cracked Garden Pot (Quatro 1500 Tall U bowl). At the Committee's request, the BM was able to obtain a quote for replacing the cracked large white pot in the outdoor pool area - Quatro Design Sales quotation_20714.pdf - \$4,279.00 (GST inc). Given its weight (250 kg), the BM advised that a crane or forklift might be needed to remove the pot/install the new one. There would also be additional costs to transfer the tree and soil contents into a new pot.

The Committee agreed not to accept the Quatro quote (or obtain alternative quotes). Following discussion with Matt Benedetti, Point FS has agreed asked to investigate further and to explore possible in-situ repair of the crack.

5.10. Refuse Room walls - (Quote YC1755 of 16 July). Higgins has quoted the full 24 hours remaining from its current annual allowance (\$2,400) to repaint eight refuse room walls in the North tower (i.e. \$300 per small single wall). The Higgins quote to repaint the remaining 22 refuse rooms (six in North and 16 in South) was \$3,413.00 ex GST (or \$155 per wall).

The Committee expressed its concern at Higgin's approach and noted the BM has already queried the cost, given the small areas involved and that at least 3 walls have already been pre-prepared. However, Higgins would not alter its quote.

The Committee agreed to reject this quote and to invite Point FS to quote on repainting all 29 refuse rooms (Level 15 South tower was repainted as part of another repair job), as they do not need to have a highly professional finish as per the Higgin's quote. The BM is asked to use the remaining Higgins maintenance hours allowance to repaint the walls in the Weight's Gym and the Wellness Room (if possible).

The Committee agreed that a suitable Painting Plan needs to be developed for 2024-25 to make better use of the Higgin's contract in future.

5.11. Parking in the driveway. The installation of bollards protecting the Ivy entry walkway, and painting of the Ivy driveway with signs for 'emergency only' and 'trade permit only' zones has been completed and has made improvements. Three aspects may require further clarification for owners:

5.11.1. Tradesperson Parking Permits. Matt Lam, our Building Manager, can assist with authorisation and coordination of tradesperson parking in the designated spots, including for tradespersons undertaking work for individual units.

5.11.2. Disability Parking. The Ivy doesn't have any dedicated disability parking near the front entrance. Given this issue it would not be unreasonable for a person dropping off or picking up a person with a disability to temporarily double park or park parallel to the rear entrance to the townhouses with hazard flashers on to load/unload when all available parking locations are already taken.

5.11.3. Parking Enforcement. Parking on Ivy common property is governed by our OC rules. The main enforcement approach currently used is issue of rule breach warning notices to owners &

property managers, which will lead to a formal rule breach notice and financial costs if the warnings are ignored.

Last week, warning notices were issued by Vantage to two residents who continually parked in the driveway for an extended period. Owners may need to be reminded that Vantage will issue a formal breach notice if they, their visitors, or tenants continue to ignore warnings and park in the driveway. The Vantage administrative fee for a formal breach notice (\$173.25) will be applied to the owner's levy account - see **addendum 3**.

6. MATTERS FOR NOTING

6.1. EC Member Resignation. Craig Wiltshire reluctantly submitted his resignation on 24 June 2024 due to competing family and work commitments. The Committee wishes to express its sincere appreciation to Craig for his dedication and commitment to the welfare of the Ivy community over the past four years, as one of the founding members of the Executive Committee. We wish Craig, Mardy and Baxter every success in their move to Queensland.

6.2. EC Member Recruitment. As there are currently two vacancies on the EC, the Committee is keen to promote interest in new members joining and learning the important roles and responsibilities the EC undertakes on behalf of the Owners Corporation. As noted above, two owners expressed interest in observing the work of the Committee and were invited to attend this meeting as observers.

6.3. Purchase of Adobe Acrobat Standard for teams; subscription for EC use. The purchase of an annual licence was approved in May pending a trial of the free "iLovePDF" software to determine if it was a viable alternative. The Treasurer is satisfied that the software is a viable alternative. No further action required.

6.4. Dr Marissa Paterson MLA (Member for Murrumbidgee) is visiting The Ivy on Saturday 20 July 2024 at 10.30 am to listen to residents' concerns about any issues that may impact our community.

6.5. Unit 108 Pet Application. The Committee acknowledges the pet application and registration forms submitted by the owners of Unit 108. Welcome to the Ivy community "Moose, Dorothy and Winnie".

6.6. Indoor Pool – Repair of Loose Wall Tiles. Pending advice from Milin, on 4 July, the BM and EC members reassessed the spa access restrictions in place to mitigate the risk from the loose wall tiles falling. It was determined that the risks can still be effectively managed if the exclusion zone was moved so that the spa can be accessed whilst excluding access to the rear wall and spa button. The spa button has also been deactivated and is covered.

The BM will continue to monitor the stability of the loose wall tiles. Continued access to the indoor pool and spa area whilst waiting for repair action to commence is reliant on users respecting the exclusion zone restrictions in place and remaining clear of tiles that have come loose, as indicated by the taped tiles.

Update - Milin has confirmed that they will replace all affected tiles – date to be advised.

6.7. Fermax Central Control Units. As authorised at the last EC meeting, Fermax upgraded the central Multiplexed Data System (MDS) units that control fob access to the latest version (V8.5) on 27 June, with a noticeable improvement in entry and lift response times.

6.8. Sauna – 6 monthly Preventative Maintenance. This is due next month. Vantage will advise owners when the sauna is to be out of action (one day).

6.9. 4G Lift upgrade. Otis installed the new 4G comms lift gateways on 24 June.

6.10. Ivy/Oaks 3 Boundary Fence. As per the agreement at the last Committee meeting, Milin has proceeded with the Ivy - Oaks 3 boundary wall modification at the front of The Ivy.

The existing Ivy fence has been removed. Milin has installed a fence on top of the Oaks boundary wall and sealed the gap between the boundary walls and rendered and painted the rear of the Oaks boundary wall area that faces onto The Ivy. This should provide a cleaner, more effective boundary between us and Oaks 3.

6.11. Unit Owner Parking Request. A unit owner submitted a request to the BM to park a second vehicle beside their designated single carpark overlapping into the shared accessible parking space. Following consultation with Vantage Strata, the request was denied.

While the BM can consider and approve resident requests to park temporarily on common property, such as the Ivy driveway for unique circumstances, Vantage have confirmed that owners and residents cannot be approved additional car spaces beyond those authorised as a unit subsidiary in registered Units Plan 4748 for The Ivy.

6.12. Fire Protection Systems – Five Yearly Maintenance. The BM has been requested to conduct an audit of due dates for fire extinguisher and fire hydrant maintenance and/or replacement as there are likely to be substantial costs involved that will impact next year’s budget.

6.13. Ivy Height Safety System Annual Test & Certification. Rope Access carried out their annual height safety assessment on 17 July.

6.14. Management of Unit Water Supply Issues (including Water Hammer/Hum). Following long standing concerns from owners about this difficult issue, the EC and BM have been seeking a more effective process for localising and correcting water supply issues and for allocating maintenance costs to the appropriate party.

The BM has agreed a process with Origin and WaterTight that hopefully can help localise and correct water supply issues (particularly water hammer/hum issues) in a timely manner and allocate the cost involved to the appropriate party. It has been agreed the allocation of costs will be:

- Origin, for the hot water system issues including hot water meters;
- the OC for water supply elements outside units including the individual unit tempering valves, pressure reduction valves, and shut off valves; and
- the unit owner for any fittings inside their unit or townhouse.

The BM will keep the EC informed regarding the effectiveness of this new process.

6.15. Vantage Welcome Pack. Deferred for consideration until the next Committee meeting.

6.16. TO DO” List. 25 action items have been addressed and completed since the June EC meeting.

7. STRATA MANAGER UPDATE

7.1. Next Ivy Appearance – Vanessa Dix to advise.

8. GENERAL BUSINESS

8.1. No general business tabled.

9. MEETING CLOSURE AND NEXT MEETING

9.1. The meeting closed at 8.29pm.

9.2. The next EC meeting will be held at 5.00 pm on 20 August 2024.

ADDENDUM 1

Facilities Manager - Monthly Update of Building Condition Report

16 July 2024

Building Condition and Regulation

Ongoing with Milin - Facade leak, Oak's boundary fence items.

As per previous report updates, Milin are aware of the southern Curtin wall leaks on a handful of levels, originally the plan was to use the crane for oaks3, this has since been taken down and they will be arranging abseilers in due course to inspect. ML send an email to Stuart and Andrew from Milin on 15/7. Water issues along the boundary fence have been addressed since the planter boxes and water proofing has been done at oaks3. Milin have completed all relevant works to from the previous months report update regarding the flashing along the boundary fence, rendering and painting off the walls, etc.

Driveway signage & line marking

Capital lines and signs completed line marking, pole, signage and bollard install on 5/7.

North tower waste room ceiling

Milin will be covering the cost of repairing the ceiling, patching and sanding has been completed. Milin to return and paint ceiling and adjoining wall.

Emergency Equipment

Storz caps and extinguisher replacement

Storz caps and extinguishers replaced.

FIP & hydrant / sprinkler combined pump batteries

CEFA attended site 15/7 to check FIP and pump batteries, pump batteries are due for replacement 12/2024, FIP batteries are due in 02/2025. Quotes attached.

5 yearly testing on hydrants, extinguishers, sprinklers, and fip

CEFA will be getting back to me with some quotes for this. They had a look around on 15/7.

Access system

MDS central units upgraded by Fermax in north and south towers, so far these have all been functioning as required and have improved the response times quite a lot.

Roof condition

Height safety system test and certification

Scheduled to be completed 17/6

Vertical Transport

OTIS to replace failed ceiling lights

OTIS to order correct size tubes to replace the lift ceiling lights, last order of lights, supplier ordered the incorrect size. ML contacted Otis 25/6, and again 16/7.

Pools

UV tubes for indoor pool and spa

Total pools have confirmed Astral Pools will be supplying total pools with a different brand for them to install at their cost.

Indoor pool and spa walls – Milin have looked at the wall with the original tiler and an inspector, Milin have confirmed they will be replacing all tiles that have separated from the glue.

Powder coating on aluminium indoor pool furniture

Furniture in the indoor pool flagged for repainting, or another form of remediation.

Garden Areas

Pruning/thinning in rear garden & mulching.

Both will happen at the same time once All seasons have provided a quote and its approved. ML has followed gardener up on this quote again.

Turn ups in garden beds

All seasons are aware this still needs to be completed to get remaining turn ups.

Higgins plant damage.

WO sent to all seasons two months ago. Lavender has come back relatively well, only 2 or 3 requires replacement. It was agreed that the bulk of the lavender in the recount will be used in the olive tree pot. The lavender plant quote was invoiced out by all seasons and passed onto Higgins to pay, ML has checked with all seasons if invoice has been consolidated, awaiting response.

Olive tree pot

Most northern pot in outdoor pool. Pot is waterlogged, drainage has failed inside pot. Pot needs to be excavated, drainage fixed, soil and plants reinstated.

All seasons have quoted.

Awaiting quote from Outscapes for olive tree pot remediation.

Wattle tree removal and replacement

Awaiting quote from Outscapes for wattle tree removal and supply and plant of new magnolia tree.

Gym , Sauna and Bathroom Areas

Sauna bucket/bottle fill point signage

Quote came in at \$836.00 including other common area signage, awaiting design drafts from signlime.

Sauna maintenance

This has been scheduled in for August to be done.

Gym seats

Gymquip have been asked to replace the seat pads on 3x incline benches as they have deteriorated, seat pads are worth \$144.55 each.

Entertainment areas

Toy box replacement

New toy box replaced as current one had been broken due to toys being forced into it, and lid being forced closed.

Aluminium seat back rest – east side bbq area

I'll get some bolts to mechanically fix this, some counter sunk bolts will do the trick.

HVAC

BM office condensate pump

Seda have ordered all parts, will be done in conjunction with monthly maintenance

Air handler filters

Same comment as above

Electrical and lighting

No further lighting issues.

Electrical maintenance completed 26th June 2024.

Hydraulics

Hot water unit replacement

1x unit replaced, Watertight and Origin aware another unit requires replacement

Basement

South tower B1 & B2 door stops still require installation, north tower B1 and B2 completed.

Refuse Areas

Bin chute walls in all floors

Still awaiting quote from Higgins, Flamboyant will be providing a quote for this over the next day or two, he's been on annual leave.

North tower ground floor bin chute strut.

Completed.

ADDENDUM 2

2.1 MACQUARIE BANK INVESTMENT ACCOUNTS as at 13/07/24

	Investment date	Interest rate	Period	Deposit amount	Maturity date
ADMIN FUND					
TD01	12/06/24	4.70%	3 months	\$137,023.47	12/09/24
TD03	25/06/24	4.70%	3 months	\$183,454.08	25/09/24
TD05	14/05/24	4.60%	3 months	\$123,432.83	13/08/24
				\$443,910.38	
SINKING FUND					
TDO2	14/05/24	4.70%	3 months	\$71,443.03	13/08/24
TDO4	25/06/24	4.70%	3 months	\$163,433.03	23/09/24
TDO6	11/06/24	4.70%	3 months	\$244,836.57	11/09/24
				\$479,712.63	

2.2 Building Improvement fund (2% of budget allocation) - \$25,413.28

Remaining allocation: **\$22,865.97**

Date	Supplier	Items	Invoice (ex GST)	\$25,413.28
19/12/23	Amazon	Cushions and inserts	\$421.33	
19/12/23	Temple and Webster	Two foyer rugs	\$998.00	
22/02/24	Homemakers Hub	Lamp table	\$349.00	
1/5/2024	Rebel Sport	Table tennis table and accessories	\$778.98	
		TOTAL	\$2,547.31	\$22,865.97

2.3 Contingency fund (5% of budget allocation) - \$63,533.20

Remaining Allocation: **\$51,127.23**

Date	Supplier	INV Number	Service	Invoice (ex GST)	Remaining
					\$63,533.20
29/11/23	Point FS	Inv-1194	Repairs N11 ceiling water leak	\$1,352.15	
31/01/24	JP Paint n Plaster	46	U232 - water damage repair	\$904.55	
21/03/24	Maritex	INV-75913	Entry ramp street light	\$2,960.00	
29/03/24	Steve Jackson	INV-0163	Ceiling repairs - water leaks	\$2,860.00	
8/6/2024	Steve Jackson	INV-0188	Entry driveway - bollard footings	\$712.00	
14/06/24	Steve Jackson	INV-0189	Level 15 waste room ceiling repair	\$890.00	
16/06/24	Shane's Glass	41363	U233 - balustrade Replacement	\$2,727.27	
			TOTAL	\$12,405.97	\$51,127.23

ADDENDUM 3

WARNING

Parking in The Ivy driveway for an extended period is a breach of the IVY Owners Corporation (OC) Rule 17:

17. (a) There is no provision for visitor parking on Ivy common property for any purpose other than pick up and drop off/set down.

17. (b) All residents and their visitors are to park in the car parking space allocated to their unit. If any resident requires a vehicle to be parked on the Common Property, permission must be sought from the Building Manager/Executive Committee.

Vantage Strata will issue a formal breach notice to an Ivy owner if they, their visitors or tenants continue to ignore the parking signage and park in the driveway for an extended period.

A Vantage Strata administrative fee to issue a formal breach notice (\$173.25) will be applied the owner's levy account.

ADDENDUM 4

June 2024 invoices paid

Inv Date	Supplier	Inv Description	Inv Amount
27/05/2024	Actew Gas	26/04/2024 - 23/05/2024 gas usage	\$1,729.82
28/05/2024	All Seasons Horticultural	May 2024 - service contract	\$1,681.47
18/06/2024	AM&DM Roofing	June 2024 -service contract main tower	\$1,137.40
18/06/2024	AM&DM Roofing	June 2024 -service contract Townhouses	\$2,147.20
21/06/2024	Ara Security Services P/L	Reset, configure & restore camera.	\$181.50
27/05/2024	Collection Corp of Aust	Lot 175*ACT Debt Application - Civil Dispute	\$748.00
11/06/2024	Complete Essential Fire & Alr	June 2024 - service contract	\$1,160.59
31/05/2024	M&M Rolfe Cleaning Serv P/L	May 2024 - services contract	\$15,881.09
31/05/2024	M&M Rolfe Cleaning Serv P/L	May 2024 - Cleaning supplies	\$52.91
25/06/2024	Origin Energy 130112	26/03/2024 - 13/06/2024 pool	\$176.00
25/06/2024	Origin Energy 130112	26/03/2024 - 23/06/2024 amenities	\$337.05
28/05/2024	Origin Energy 130112	24/04/2024 - 23/05/2024 Electricity usage	\$11,161.82
07/06/2024	Otis Elevator	July - Sept 2024 - service contract	\$7,609.81
12/03/2024	Otis Elevator	Replace lift buttons in two lifts.	\$88.00
26/06/2024	Otis Elevator	Upgrade wireless gateways to new 4G	\$6,524.10
02/06/2024	Point Facilities	June 2024 - service contract	\$9,539.62
20/06/2024	Point Facilities	Supply synthetic mat and replacement toy box	\$461.56
28/05/2024	Royal Pest Control	May 2024 - service contract bait	\$275.00
11/06/2024	Seda Services ACT	May 2024 - services contract	\$1,144.00
03/06/2024	Steven Jackson Flamboyant	Entry driveway - bollard footings	\$783.20
10/06/2024	Steven Jackson Flamboyant	South tower lvl 15 waste room ceiling repairs.	\$979.00
03/06/2024	Total Pool Services	May 2024 - pool chemicals	\$306.03
03/06/2024	Total Pool Services	May 2024 - service contract	\$1,210.00
11/06/2024	Transform Carpets	South Tower, north tower and lift curtains	\$5,280.00
11/06/2024	Transform Carpets	External pavers	\$2,700.00
31/05/2024	Veolia 216952	May 2024 - bin rental	\$13.30
01/06/2024	Water Tight - ACT	June 2024 - service contract	\$436.27
30/05/2024	Water Tight - ACT	WO636: Replaced pressure reducing valves in unit 267	\$1,120.94

Vantage Strata Pty Ltd

Level 4, DKSN No 2., 23 Challis Street DICKSON ACT 2602 ABN: 79602359482

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Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 13/07/2024 - Prepared by Vanessa Dix

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Assets			
Cash At Bank			
The Owners Unit Plan 4787	\$104,426.36	\$3,382.46	\$107,808.82
<i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>			
Unit Plan 4787 TD01	\$137,023.47	\$0.00	\$137,023.47
<i>Macquarie Bank BSB: 182-266 Acc No: 282658111</i>			
Unit Plan 4787 TD02	\$0.00	\$71,443.03	\$71,443.03
<i>Macquarie Bank BSB: 182-266 Acc No: 237788393</i>			
Unit Plan 4787 TD03	\$183,454.08	\$0.00	\$183,454.08
<i>Macquarie Bank BSB: 182-266 Acc No: 231559774</i>			
Unit Plan 4787 TD04	\$0.00	\$163,433.03	\$163,433.03
<i>Macquarie Bank BSB: 182-266 Acc No: 266077924</i>			
Unit Plan 4787 TD05	\$123,432.83	\$0.00	\$123,432.83
<i>Macquarie Bank BSB: 182-266 Acc No: 264637166</i>			
Unit Plan 4787 TD06	\$0.00	\$244,836.57	\$244,836.57
<i>Macquarie Bank BSB: 182-266 Acc No: 223498288</i>			
GST Paid	\$28,726.40	\$0.00	\$28,726.40
Receivable	\$25,604.50	\$5,397.88	\$31,002.38
Total Assets	\$602,667.64	\$488,492.97	\$1,091,160.61
Liabilities			
BAS Clearing	\$(20.86)	\$0.00	\$(20.86)
GST Collected	\$30,292.31	\$6,316.12	\$36,608.43
GST Uncollected	\$(329.34)	\$222.76	\$(106.58)
Levies Paid In Advance	\$28,440.84	\$2,948.11	\$31,388.95
Total Liabilities	\$58,382.95	\$9,486.99	\$67,869.94

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Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 13/07/2024 - Prepared by Vanessa Dix

Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
Liabilities (Continued)			
Net Assets	\$544,284.69	\$479,005.98	\$1,023,290.67
Owners Funds			
Opening Balance	\$542,297.30	\$280,972.77	\$823,270.07
Transfer	\$0.00	\$4,112.72	\$4,112.72
Net Income For The Period	\$1,987.39	\$193,920.49	\$195,907.88
Total Owners Funds	\$544,284.69	\$479,005.98	\$1,023,290.67

Income and Expenditure Statement - U/Plan 4787

"THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 13/07/2024 - Prepared by Vanessa Dix

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest	\$526.90	\$0.00	\$1,383.08
Interest Investment Accounts Admin	\$13,204.05	\$0.00	\$1,706.33
Keys Remotes & Swipes	\$5,846.32	\$0.00	\$2,297.26
Levy Income Admin	\$855,554.28	\$1,140,742.63	\$1,070,832.56
Total Administrative Fund Income	\$875,131.55	\$1,140,742.63	\$1,076,219.23

Expenses

Audit Fees	\$2,600.00	\$2,500.00	\$2,360.00
BAS & Tax Preparation	\$525.00	\$630.00	\$675.00
Bank Charges	\$1.21	\$0.00	\$(3.22)
Banking, Software & Infrastructure	\$288.89	\$315.00	\$288.75
Bin Lifter / Hoist - Contract	\$1,546.05	\$2,540.00	\$3,270.60
Building Improvements	\$2,547.31	\$25,413.28	\$21,483.32
Building Maintenance	\$27,435.00	\$25,000.00	\$0.00
BuildingLink	\$6,696.00	\$6,696.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$0.00	\$15,000.00	\$15,000.00
Cleaning - Bin Chutes	\$1,800.00	\$3,780.00	\$1,800.00
Cleaning - Bins	\$3,460.00	\$6,680.00	\$6,572.60
Cleaning - Carpark	\$4,496.50	\$3,720.00	\$4,450.00
Cleaning - Carpets	\$4,800.00	\$6,710.00	\$5,151.36
Cleaning - Contract	\$129,029.50	\$173,250.00	\$169,684.04
Cleaning - General	\$3,444.55	\$7,170.00	\$6,142.14
Cleaning - Windows	\$18,650.00	\$20,340.00	\$19,478.50
Cleaning Supplies	\$1,452.55	\$3,700.00	\$3,386.50
Consumables	\$5,252.74	\$7,600.00	\$4,743.97
Contingency	\$12,405.97	\$63,533.20	\$54,158.10
Contractor Compliance Fee	\$88.00	\$90.00	\$87.00
Debt Recovery	\$0.00	\$0.00	\$0.00
Electrical - Maint. Contract	\$2,800.00	\$5,280.00	\$4,780.00
Electricity	\$76,342.68	\$140,200.00	\$131,731.74
Facilities Management Services	\$86,300.74	\$114,010.00	\$101,117.34
Fire - Maintenance Contract	\$10,550.80	\$11,740.00	\$12,660.96
Fire - Monitoring	\$2,000.00	\$2,340.00	\$2,205.00
Fire - Repairs & Replacement	\$7,565.00	\$9,025.00	\$8,515.00
Furniture	\$0.00	\$10,720.00	\$0.00
Garbage Chute - Maint. Contract	\$1,845.00	\$5,100.00	\$2,700.00

Income and Expenditure Statement - U/Plan 4787 "THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2023 to 13/07/2024 - Prepared by Vanessa Dix

Consolidated

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Gardening - Contract	\$11,909.16	\$18,320.00	\$17,384.16
Gardening - Irrigation	\$3,964.55	\$14,000.00	\$0.00
Gardening - Maintenance Other	\$0.00	\$0.00	\$400.00
Gardening - Plants and Trees	\$7,604.55	\$10,870.00	\$0.00
Gas Infrastructure	\$11,269.08	\$99,162.57	\$0.00
Gas Usage	\$29,998.70	\$37,417.43	\$9,237.33
Gym - Contract	\$2,850.00	\$3,000.00	\$2,850.00
Gym - Equipment	\$108.91	\$500.00	\$108.91
HVAC - Contract	\$10,400.00	\$12,730.00	\$12,480.00
Height Safety Certification	\$0.00	\$1,327.00	\$1,250.00
Hot Water Supply	\$2,044.48	\$1,600.00	\$1,120.75
IT Charges	\$0.00	\$6,400.00	\$984.00
Income Tax Payable - Admin	\$1,206.84	\$0.00	\$0.00
Insurance Excess Payments	\$0.00	\$0.00	\$90.91
Insurance Payouts	\$1,782.95	\$0.00	\$0.00
Insurance Premium	\$105,964.89	\$120,000.00	\$99,226.06
Keys, Remotes & Swipes	\$1,246.40	\$0.00	\$(2,224.31)
Legal Fees Arrears Recoveries	\$(30.00)	\$0.00	\$(30.00)
Lifts - Maint. Contract	\$27,672.04	\$33,922.00	\$26,137.00
Lifts - Repairs & Maint.	\$6,711.00	\$6,000.00	\$5,665.00
Lodgement Fees	\$150.91	\$0.00	\$0.00
Management Fees (Schedule B)	\$155.45	\$0.00	\$590.00
Management Fees - Strata	\$87,802.21	\$96,488.00	\$81,956.25
Other Expenses	\$1,966.91	\$3,000.00	\$2,440.90
Pest Control	\$10,395.20	\$10,520.00	\$1,850.00
Plumbing - Maint. Contract	\$3,569.49	\$4,480.00	\$4,588.65
Pool -Contract	\$10,805.00	\$22,240.00	\$22,277.81
R & M Doors	\$240.00	\$245.00	\$400.00
R & M Electrical	\$14,115.00	\$22,040.00	\$15,996.00
R & M Equipment	\$1,966.12	\$630.00	\$595.00
R & M Garage	\$1,181.82	\$1,470.00	\$1,676.82
R & M General	\$2,924.16	\$3,130.00	\$3,007.03
R & M Painting	\$0.00	\$11,485.00	\$0.00
R & M Plumbing	\$10,214.71	\$13,000.00	\$14,943.31
R & M Pool	\$10,621.00	\$18,390.00	\$25,755.25
R & M Roof	\$5,972.00	\$11,000.00	\$27,509.78
R & M Upgrades and Replacements	\$0.00	\$0.00	\$11,847.92
Reports - Consultants	\$0.00	\$5,000.00	\$7,090.90
Reports - Insurance Valuation	\$0.00	\$2,400.00	\$4,103.64