



# STRATA ASSIST QLD

## BODY CORPORATE SEARCH AGENTS

Form 13 Information Certificate & Form 8 Change in Ownership should be directed to the Body Corporate Managers – See contact details below

### VENDORS DISCLOSURE STATEMENT

#### Body Corporate and Community Management Act 1997 and amendments 2012 SECTION 206

#### THIS DISCLOSURE STATEMENT RELATES TO THE SALE OF:

LOT 76 ON SP261550  
PARK VIEW NORTH LAKES CTS 45422  
1 BASS COURT  
NORTH LAKES QLD 4509

#### REQUIREMENT

#### REQUIREMENT

Body Corporate Information Certificates issued by:

BODY CORPORATE MANAGER

Body Corporate Management Contact Details:

BC SYSTEMS  
106/621 WYNNUM ROAD  
MORNINGSIDE QLD 4170 Ph: (07) 3899 0299  
Yes

Has a Committee been appointed?

If no Committee, has the Body Corporate Manager been engaged to carry out the functions of the Committee?

Not Applicable

Regulation Model:

Accommodation Regulation Module

If Regulation Model is "blank", then the standard Regulation Module is taken to be designated as the applicable Regulation Module.  
If Regulation Model is "Not Applicable", then the Body Corporate is regulated by the Building Units and Group Titles Act – No CMS applies.

#### DETAILS OF INSURANCE

Company	Allianz Insurance (Australia) Ltd	Expiry	31 December 2024
Policy Number	QRSC14001038	Building	\$105,360,000
Public Liability	\$20,000,000	Catastrophe	\$31,608,000
Loss of Rent	\$15,804,000	Voluntary Workers	\$200,000
Office Bearers	\$1,000,000		

#### ACCOUNTING RECORDS

Last known balance of the sinking fund	\$1,519,451.80
How was the approximate balance ascertained?	Balance Sheet as at 31 August 2024

#### EXCLUSIVE USE OF COMMON PROPERTY AREA ALLOCATED TO A LOT:

Private Yard Area 76A

#### IMPROVEMENTS ON COMMON PROPERTY FOR WHICH THE LOT OWNER IS RESPONSIBLE:

Nothing sighted in records provided

#### PETS AND BY-LAWS

Refer to By-Law	13
Are Pets allowed to be kept?	Subject to Body Corporate approval Further conditions apply - refer to by-laws

#### ASSET REGISTER

The body corporate assets required to be recorded on a register maintained by the body corporate are:

Is a register of body corporate assets kept?	Yes
If so, what assets are recorded in the register?	Refer to attached Asset Register

#### LOT ENTITLEMENTS

Contribution Lot Entitlements:	10	Aggregate	2180
Interest Lot Entitlement:	145	Aggregate	33050
Levies and contributions determined at AGM held:	19 February 2024		
Next AGM scheduled to take place:	No date has been Scheduled		
Administration and Sinking Fund Levies are payable in advance every:	Three months		

<b>Annual Gross Contributions fixed by the Body Corporate as payable by the Lot Owner are:</b>							
<b>Admin Fund:</b>		<b>\$2,452.76</b>	<b>Sinking Fund:</b>		<b>\$1,152.52</b>	<b>Insurance Fund</b>	<b>\$521.42</b>
<b>Due Date</b>	<b>Administration Fund</b>		<b>Sinking Fund</b>		<b>Insurance Fund</b>		
	<b>Approved PLE*</b>	<b>Amount</b>	<b>Approved PLE*</b>	<b>Amount</b>	<b>Approved PLE*</b>	<b>Amount</b>	
01.12.23	59.0780	\$590.78	30.3900	\$303.90	0.7990	\$115.86	
01.03.24	59.0780	\$590.78	30.3900	\$303.90	0.7990	\$115.86	
01.06.24	63.5600	\$635.60	27.2360	\$272.36	0.9990	\$144.86	
01.09.24	63.5600	\$635.60	27.2360	\$272.36	0.9990	\$144.86	
<b>Interim Levies</b>							
01.12.24	65.6110	\$656.11	31.8530	\$318.53	0.9890	\$143.41	
01.03.25	65.6110	\$656.11	31.8530	\$318.53	0.9890	\$143.41	
<b>Discount</b>		<b>Nil</b>	<b>Discount</b>		<b>Nil</b>	<b>Discount</b>	<b>Nil</b>
<small>** Discount given on levies paid on or before the due date</small>							
<b>OTHER CONTRIBUTIONS FOR SUBJECT LOT</b>							
<b>Exclusive Use Liability?</b>		No evidence sighted in records provided					
<b>Other?</b>		No evidence sighted in records provided					
<b>SPECIAL LEVIES</b>							
<b>Are there any current special levies?</b>		Nothing sighted in records provided					
<b>Reason for Special Levy</b>		Not applicable					
<b>Total Amount</b>		Not applicable					
<b>Due Date</b>		Not applicable					
<b>Any known proposed special levies in the future?</b>		Nothing sighted in records provided					
<b>Potential Total Amount</b>		Not applicable					
<b>OTHER INFORMATION</b>							
<b>Information prescribed under the Regulation Module applying to the Scheme</b>		Not applicable - none prescribed					
<b>This report was prepared on:</b>		3 October 2024					
<b>Order No:</b>		6263					
<i>Signature of Seller(s) or person authorised by the Sellers</i>		<i>Capacity of person signing</i>			<i>Dated</i>		
<i>Signature of Witness</i>		<i>Name</i>			<i>Dated</i>		

## ACKNOWLEDGEMENT

**The Buyer acknowledges having received this Disclosure Statement before entering into the contract to buy the above lot.**

Signature of Buyer

Signature of Buyer(s)

Dated

Signature of Witness

Name

Dated

### **Vendors Note:**

This Section 206 Disclosure Statement is required by law to accompany a Contract of Sale of a property that is regulated by the Body Corporate & Community Management Act 1997. This Statement contains very basic Body Corporate information.

This Statement does not cover the Seller's Implied Warranties referred to in Clause 7 of the Contract of Sale. Unless you have requested that an Implied Warranties Statement be provided with this Disclosure, it is imperative that Vendors complete Clause 7 of the Contract diligently and to the best of their knowledge to avoid possible termination of a Contract should any matter be discovered that was not disclosed in that part of the Contract.

### **Notes related to Contributions:**

All contributions are set at the preceding Body Corporate Annual General Meeting (AGM). Gross amounts above refer to the total cost of the contribution. Often a discount of up to 20% is offered if contributions are paid on time. The AGM, or in some instances, an EGM, will set contributions for the financial year period and will often determine interim levies for the first or second levy periods in the following financial year to allow for the fact that the AGM for the following year could be delayed and levies need to be raised.

### **Notes regarding Utilities**

This report is not privy to unpaid utility amounts (ie. Electricity, gas, water) that may or may not be outstanding. The Purchaser should ensure that any unpaid amounts are taken into account when calculating settlement figures. This information can be obtained from the Body Corporat Manager by way of an Information Certificate.

### **Smoke Alarm Legislation**

It should be noted that as at the date of settlement the Lot must be compliant with current Smoke Alarm legislation.

For full details, copy and paste the following link into your Browser:

<https://www.qfes.qld.gov.au/prepare/fire/smoke-alarms/properties-for-sale-or-lease>

### **Disclaimer**

Please be advised that this Report was prepared from information provided by the Body Corporate. At the time of inspection, it is a possibility that not all of the records of the Body Corporate were made available or the records that were available were not up to date or complete. In either of these events, no responsibility is taken for any errors or omissions.

Whilst every care is taken in the preparation of this Report, it is the Seller's Responsibility to check the document thoroughly prior to signing. Any discrepancies are to be brought to our attention immediately. No responsibility will be taken for any discrepancy in levy calculations once settlement of the sale of this property has been effected.



### **STRATA ASSIST QLD - Body Corporate Search Agent**

Email: [admin@strataassistqld.com.au](mailto:admin@strataassistqld.com.au)

Web Address: [www.strataassistqld.com.au](http://www.strataassistqld.com.au)

PO Box 10623 Adelaide Street Brisbane Qld 4000

Jamaty Holdings Pty Ltd T/A ABN 86 504 337 989

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE BODY CORPORATE FOR "PARK VIEW NORTH LAKES" CTS 45422 HELD AT VIA MICROSOFT TEAMS, LEVEL 1, 621 WYNNUM ROAD, MORNINGSIDE, QLD, 4170 ON 19 FEBRUARY 2024 AT 3:00 PM**

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**Lots represented for normal motions**

<b>Lot</b>	<b>Voter</b>	<b>Capacity</b>
Lot 1	Park View Property Group Pty Ltd	Company Nominee present (pre-voted)
Lot 9	Sue & Peter Taylor	Electronic vote
Lot 13	Aria Author	Proxy present (pre-voted)
Lot 22	Nam Hoang	Electronic vote
Lot 26	Olivia Read	Electronic vote
Lot 29	Jl Poletto Holdings Pty Ltd	Electronic vote
Lot 48	Magil Pty Ltd	Electronic vote
Lot 65	Grant Goddard	Electronic vote
Lot 81	Joshua Gonzalez	Electronic vote
Lot 86	Nam Hoang	Electronic vote
Lot 87	Ash Innes	Electronic vote
Lot 102	Rosemary Brown	Electronic vote
Lot 103	David Dasey	Electronic vote
Lot 116	Ayla Agar	Electronic vote
Lot 124	Sandra Stuart	Electronic vote
Lot 147	Glenn Mugavin	Electronic vote
Lot 156	John Moe	Owner present
Lot 176	Melorana Family Investments Pty Ltd	Owner present (pre-voted)
Lot 184	Coococochu Pty Ltd	Electronic vote
Lot 190	Alex Mok	Electronic vote
Lot 191	Shane Ryan	Electronic vote
Lot 196	Allan Nunan	Paper vote
Lot 200	Michael De Witte	Electronic vote
Lot 201	Steve Dorse	Electronic vote
Lot 209	Erica Morris	Electronic vote
Lot 210	Mike Mutze	Electronic vote
Lot 216	Alice McCaffrey	Electronic vote
Lot 218	Courtney Saiat	Electronic vote

**Representation**

Lot 1	Joel Leibinger for Park View Property Group Pty Ltd	Proxy: Aria Author
Lot 13	Madonna Taylor	
Lot 29	John Poletto for Jl Poletto Holdings Pty Ltd	
Lot 48	Matthew Battye for Magil Pty Ltd	
Lot 176	Veronica Norton for Melorana Family Investments Pty Ltd	
Lot 184	Wayne Walker for Coococochu Pty Ltd	

**By Invitation**

Joel Leibinger	Building Manager
Tony Stevenson	Body Corporate Manager

**Chairperson**

Joel Leibinger chaired the meeting.

**Quorum**

The chairperson declared a quorum present and opened the meeting at 3:10 PM.

## BUSINESS OF THE MEETING

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### 1. Confirmation of minutes

*Statutory Motion Submitted by the Committee*  
*Ordinary Resolution*

That the minutes of the previous general meeting held on 18th of December 2023 be confirmed.

**Motion CARRIED.** YES 22 NO 1 ABSTAIN 5 INVALID 0

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### 2. Confirmation of statement of accounts

*Statutory Motion Submitted by the Committee*  
*Ordinary Resolution*

That the body corporate's statement of accounts for the financial year ending 30th of November 2023 (previous financial year) be approved.

**Motion CARRIED.** YES 21 NO 3 ABSTAIN 4 INVALID 0

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### 3. Audit

*Statutory Motion Submitted by the Committee*  
*Special Resolution*

That the body corporate's statement of accounts for the financial year ending 30th of November 2024 (current financial year) not be audited.

**Motion CARRIED.** YES 23 NO 1 ABSTAIN 4 INVALID 0

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### 4. Appointment of auditor

*Statutory Motion Submitted by the Committee*  
*Ordinary Resolution*

That the independent and properly qualified auditor, Phil Davis & Company be appointed to carry out the audit of the body corporate's statement of accounts for the financial year ending 30th of November 2024, in the event that an audit is required.

**Motion lapsed as Audit was CARRIED**

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**5. Administrative fund budget and contributions***Statutory Motion Submitted by the Committee**Ordinary Resolution*

That the administrative fund budget for the financial year ending 30th of November 2024 totalling \$534,700.00 be approved and that the administrative fund contributions be levied as follows:

<b>Levy Status</b>	<b>Period From</b>	<b>Period To</b>	<b>Due Date</b>	<b>Amount per entitlement*</b>
Already Issued	01/12/2023	29/02/2024	01/12/2023	\$59.078
Already Issued	01/03/2024	31/05/2024	01/03/2024	\$59.078
To be Issued	01/06/2024	31/08/2024	01/06/2024	\$63.560
To be Issued	01/09/2024	30/11/2024	01/09/2024	\$63.560
<b>Total</b>				<b>\$245.276</b>

*\*Contribution schedule lot entitlement*

And further that, the committee be authorised to issue interim levies for the following financial year as follows:

**Interim Periods**

<b>Levy Status</b>	<b>Period From</b>	<b>Period To</b>	<b>Due Date</b>	<b>Amount per entitlement*</b>
To be Issued	01/12/2024	28/02/2025	01/12/2024	\$65.611
To be Issued	01/03/2025	31/05/2025	01/03/2025	\$65.611
<b>Total</b>				<b>\$131.222</b>

*\*Contribution schedule lot entitlement***Motion CARRIED.**

YES 23

NO 3

ABSTAIN 2

INVALID 0

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**6. Sinking fund budget and contributions**

*Statutory Motion Submitted by the Committee  
Ordinary Resolution*

That the sinking fund budget for the financial year ending 30th of November 2024 totalling \$251,250.00 be approved and that the sinking fund contributions be levied as follows:

<b>Levy Status</b>	<b>Period From</b>	<b>Period To</b>	<b>Due Date</b>	<b>Amount per entitlement*</b>
Already Issued	01/12/2023	29/02/2024	01/12/2023	\$30.390
Already Issued	01/03/2024	31/05/2024	01/03/2024	\$30.390
To be Issued	01/06/2024	31/08/2024	01/06/2024	\$27.236
To be Issued	01/09/2024	30/11/2024	01/09/2024	\$27.236
<b>Total</b>				<b>\$115.252</b>

*\*Contribution schedule lot entitlement*

And further that, the committee be authorised to issue interim levies for the following financial year as follows:

**Interim Periods**

<b>Levy Status</b>	<b>Period From</b>	<b>Period To</b>	<b>Due Date</b>	<b>Amount per entitlement*</b>
To be Issued	01/12/2024	28/02/2025	01/12/2024	\$31.853
To be Issued	01/03/2025	31/05/2025	01/03/2025	\$31.853
<b>Total</b>				<b>\$63.706</b>

*\*Contribution schedule lot entitlement*

**Motion CARRIED.**

YES 25

NO 1

ABSTAIN 2

INVALID 0

## 7. Insurance

*Statutory Motion Submitted by the Committee  
Ordinary Resolution*

That the insurances set out below be confirmed:

Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
QRSC14001038	Strata Community Insurance	31 Dec 2024	BUILDING	\$105,360,000.00
			FLOOD	Not Included
			PUBLIC LIABILITY	\$20,000,000.00
			OFFICE BEARERS	\$1,000,000.00
			COMMON AREA CONTENTS	\$1,053,600.00
			LOSS RENT/TEMP ACCOM	\$15,804,000.00
			FIDELITY GUARANTEE	\$100,000.00
			CATASTROPHE	\$31,608,000.00
			GOV AUDIT COSTS	\$25,000.00
			LOT OWNERS FIXTURES	\$300,000.00
			APPEAL EXPENSES	\$100,000.00
			LEGAL DEFENCE EXP	\$50,000.00
			VOLUNTARY WORKERS	\$200,000.00 / \$2,000.00
TOTAL PREMIUM: \$122,751.00				

Excess Details	Excess Amount
Insured Property (including Earthquake)	\$1,000.00
Impact Damage	\$5,000.00
Legal Defence Expenses and 10% contribution	\$1,000.00

And further that the committee of the body corporate be authorised to obtain quotations and renew the insurances upon their expiry with the most suitable insurance quotation.

**Motion CARRIED.**

YES 24

NO 3

ABSTAIN 1

INVALID 0



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**8. Insurance contributions**  
*Submitted by the Committee*  
*Ordinary Resolution*

That the insurance contribution for the financial year ending 30th of November 2024 totalling \$118,874.00 be approved and that the insurance contributions be levied as follows:

<b>Levy Status</b>	<b>Period From</b>	<b>Period To</b>	<b>Due Date</b>	<b>Amount per entitlement*</b>
Already Issued	01/12/2023	29/02/2024	01/12/2023	\$0.799
Already Issued	01/03/2024	31/05/2024	01/03/2024	\$0.799
To be Issued	01/06/2024	31/08/2024	01/06/2024	\$0.999
To be Issued	01/09/2024	30/11/2024	01/09/2024	\$0.999
<b>Total</b>				<b>\$3.597</b>

*\*Interest schedule lot entitlement*

And further that, the committee be authorised to issue interim levies for the following financial year as follows:

**Interim Periods**

<b>Levy Status</b>	<b>Period From</b>	<b>Period To</b>	<b>Due Date</b>	<b>Amount per entitlement*</b>
To be Issued	01/12/2024	28/02/2025	01/12/2024	\$0.989
To be Issued	01/03/2025	31/05/2025	01/03/2025	\$0.989
<b>Total</b>				<b>\$1.978</b>

*\*Interest schedule lot entitlement*

**Motion CARRIED.**

YES 22

NO 3

ABSTAIN 3

INVALID 0

## 9. Body corporate management

*This group of same issue motions provide alternative ways for the review of strata management for Park View North Lakes. The strata manager is responsible for accounting, record keeping, and advice to the committee and owners about the body corporate finances and administration.*

### 9.1 Renew body corporate management agreement with BCsystems

*Submitted by the Committee*

*Ordinary Resolution Without use of Proxies*

That the body corporate renew the engagement of BCsystems (Body Corporate Systems Pty Ltd) as the body corporate manager to provide administrative, financial and secretarial services with the terms being those detailed in the Administration Agreement circulated with this agenda for a period of one (1) year, commencing on 1st of March 2024, for the secretarial fee of \$110.00 plus GST per lot per annum, plus disbursements, and that any one (1) or two (2) members of the committee be authorised to execute the Administration Agreement under the common seal.

**Motion CARRIED.** YES 15 NO 7 ABSTAIN 5 INVALID 0

### 9.2 Terminate current strata manager and engage Capitol Strata Management (BRISBANE) Pty Ltd

*Submitted by the Committee*

*Ordinary Resolution Without use of Proxies*

Moved that Capitol Strata Management (BRISBANE) Pty Ltd trading as Capitol Body Corporate Administration be appointed body corporate manager for one (1) year from the date of this meeting for their fee as quoted plus disbursements relating to the agreed services as set out in the administration agreement, plus section 205 fees, and with authority pursuant to section 119 of the Body Corporate and Community Management Act 1997 to exercise the powers of an executive member of the committee so far as is necessary for the body corporate manager to perform the agreed services specified in the administration agreement, and that any member of the committee is hereby authorised to sign the agreement on behalf of the body corporate.

*A copy of the proposed administration agreement accompanies the motion.*

Moved that the body corporate consent to a financial institution account being opened by the body corporate manager in the name of the body corporate and that the financial institution account shall be operated by the body corporate manager, Capitol Strata Management (BRISBANE) Pty Ltd trading as Capitol Body Corporate Administration whose Director, being associates of the body corporate manager shall be the joint and several signatories entitled to operate the financial institution's accounts.

Moved that the body corporate manager shall for exercising or performing any of its powers, authorities, duties or functions, be entitled to have custody of the common seal of the body corporate and to affix it to any instrument or document where authorised to do so.

Moved that a Director of Capitol Body Corporate Administration be appointed the Public Officer for taxation purposes; and that Capitol Body Corporate Administration shall arrange for the lodgement of taxation returns on behalf of the body corporate as required by the Commissioner of Taxation.

Moved that the address for service of the body corporate be changed to "care of Capitol Body Corporate Administration" and that Capitol is authorised to lodge a Form 14 with the Department of Natural Resources and Mines.

**Motion DEFEATED.** YES 8 NO 13 ABSTAIN 6 INVALID 0

### 9.3 Terminate current strata manager and engage Cassels Strata Management Pty Ltd

*Submitted by the Committee*

*Ordinary Resolution Without use of Proxies*

That the body corporate enter into a Body Corporate Administration Agreement with Cassels Strata Management, a copy of which has been circulated to all members of the body corporate with the notice of this meeting, whereby Cassels Strata Management is engaged as a Body Corporate Manager for the Term, commencing on the Strat Date and ending on the End Date.

Acknowledged by the Body Corporate that in relation to this motion the following terms have the following meanings:

**Manager** means: Cassels Strata Management Pty Ltd ABN 71 161 402 277  
**Term** means: 1 year with a two year option at the discretion of the Committee.  
**Start Date** means: 1 March 2024  
**End Date** means: 1 March 2025

It is further resolved that Cassels Strata Management Pty Ltd be given authority to affix the common seal of the body corporate to the administration agreement and that same be signed by two members of the elected committee.

And that Peter Cassels of Cassels Strata Management Pty Ltd be appointed as the public officer for taxation purposes AND that Cassels Strata Management Pty Ltd attend through its duly appointed tax agent to the lodgment of taxation returns on behalf of the body corporate as required by the Commissioner of Taxation.

And that pursuant to the provisions of the Body Corporate and Community Management Act and Regulations, the common seal of the body corporate shall be kept as part of the body corporate records at the offices of Cassels Strata Management Pty Ltd, 1/11 Lang Parade, Milton Qld 4064, and further that the affixation of the common seal be determined as follows:

- 1 By committee resolution in either of the following ways:
  - In the presence of any two members of the committee of the body corporate; or
  - By Cassels Strata Management Pty Ltd pursuant to the provisions of their administration agreement; and
- 2 By Cassels Strata Management Pty Ltd for the purpose of providing a statement under section 205.

And that the address for service of notices for this body corporate be changed to C/- Cassels Strata Management Pty Ltd, PO Box 1152, Milton QLD 4064 and that the common seal of the body corporate be affixed to the Form 14 required to register this change.

And that the address for service of notices for this body corporate be changed to C/- Cassels Strata Management Pty Ltd, PO Box 1152, Milton QLD 4064 and that the common seal of the body corporate be affixed to the Form 14 required to register this change.

And that Cassels Strata Management Pty Ltd be authorised to open and operate a bank account in the name of the Body Corporate, prior to the commencement of the Administration Agreement but no earlier than the date of this resolution.

**Motion DEFEATED.**

YES 2

NO 18

ABSTAIN 7

INVALID 0

**Motion 9.1 Renew body corporate management agreement with BCsystems was the chosen outcome for this group of same-issue motions as it was the only qualifying motion.**

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**10. Metered Energy Agreement**

*Submitted by the Committee*

*Ordinary Resolution Without use of Proxies*

That the body corporate approve the contract of the utility services and on-supply of electricity for stage 1 of the complex with Metered Energy for a term of two (2) years until 22 September 2025 in accordance with the submitted agreement.

**Motion CARRIED.**

YES 20

NO 4

ABSTAIN 3

INVALID 0

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**11. Amendment to body corporate by-laws & lodgment of new community management statement**

*Submitted by the Committee*

*Special Resolution*

**THAT** the Body Corporate resolves to amend the Community Management Statement for the scheme, by replacing the existing by-laws (except for the existing Exclusive Use by-law 29, which shall be retained and renumbered) with the new by-laws **enclosed** herein and marked '**Annexure A**';

**AND THAT** the Body Corporate approves the engagement of Grace Lawyers to finalise the Community Management Statement, to include the new by-laws attached at 'Annexure A' and attend to lodgment of the new Community Management Statement;

**AND THAT** the Body Corporate endorse its consent on a new Community Management Statement identical to the existing Community Management Statement but incorporating the new by-laws as per the **enclosed** document marked 'Annexure A', subject to such minor and/or technical variations or additions as may be necessary to enable the new Community Management Statement to be recorded in the relevant Department;

**AND THAT** the seal of the Body Corporate be affixed to the new Community Management Statement as permitted by law (including by the Body Corporate Manager if so authorised by its terms of engagement) and that Grace Lawyers be authorised to sign on its behalf, all documents necessary to record the new Community Management Statement in the Department of Natural Resources, Mines and Energy.

**Motion CARRIED.**

YES 23

NO 3

ABSTAIN 2

INVALID 0

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**12. Air-conditioning application - Lot 48**

*Submitted by the Committee*

*Ordinary Resolution*

Resolved that the body corporate grant approval to the following lot based on the details and conditions outlined below:

Lot number	48
Lot owner	Magil Pty Ltd
Details	Mitsubishi Electric Heavy Industries 2.5kW Split System. Condenser will be placed at ground level.

**Conditions:**

1. This approval, and its conditions and obligations, automatically transfer and bind on any subsequent or alternate owner/s of the lot
2. Air-conditioning system
  - The system must be professionally installed by a properly qualified, licensed and insured installer;

- 
- The condenser (outside unit) or other control equipment must be located with other building services at the side or rear of the lot, and not in a position which is readily viewable from the common property road or other common property area;
  - The condenser (outside unit) must be mounted to the wall or floor below the fence-line so it is not readily visible from the common property;
  - Any external ducting must be installed only vertically and horizontally (e.g. not diagonal) and must be painted the same colour as the nearest external wall or surface. If the wall is unpainted (e.g. brick) the ducting must be painted to colour-match the predominant wall surface colour.
  - The condensation drain pipe must be connected to the nearest stormwater drain and be valved to prevent backflow;
  - The power supply for the condenser (outside unit) must be drawn off the existing lot electricity meter, and may not be supplied by any other lot or common property electricity supply;
3. The lot owner must maintain the air-conditioner and related infrastructure in good condition, including cleaning so that no dirt, grime or staining is evident;
  4. If the body corporate reasonably requires the temporary disconnection, removal and relocation of the air-conditioner for a genuine maintenance purpose (e.g. accessing or installing termite barrier, wall repair, roof repair etc), the lot owner must pay for the temporary disconnection, removal, storage and reinstallation of the air-conditioner at their own cost after receiving 7 days' notice from the body corporate;
  5. The lot owner is liable to the body corporate and to all other owners for any leak or other maintenance issue which is caused or exacerbated by the installation (e.g. if the wall leaks at the location of the air-conditioner mounting brackets, the owner is responsible);
  6. The lot owner is liable to pay for any increased cost of body corporate maintenance arising from restrained access or other surcharge from a body corporate contractor caused by the presence of the air-conditioning infrastructure;
  7. The owner must supply a copy of the installation certificates (e.g. electrical certificate), invoice for the supply and installation and any warranty details to the body corporate within 7 days after installation;
  8. Any damage caused to the common property during or as a result of the installation shall be repaired by the body corporate's own contractors, and the lot owner will be liable to reimburse the full cost to the body corporate;
  9. Any inspection or maintenance of the air-conditioner, mounting system, cables, ducting, switches and all other related infrastructure is the responsibility of the owner of the lot;
  10. The lot owner must comply with any statutory inspection or maintenance schedule which may apply to the installation or related electrical infrastructure, and must supply evidence to the body corporate upon completion of the requirement;
  11. The body corporate does not provide or extend building or liability insurance to the air-conditioning system or related infrastructure. Insurance of the installation is the ongoing responsibility of the lot owner.
  12. The lot owner must notify the body corporate about the installed value of the system for the purpose of notification of the body corporate property insurer. If the body corporate property insurer applies any additional increased premium as a result of the installation (even if the body corporate policy does not include the repair or replacement of the installation), the lot owner is liable to pay this increased insurance cost.

**Motion CARRIED.**

**YES 24**

**NO 2**

**ABSTAIN 2**

**INVALID 0**

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### **13. Painting of complex**

*Submitted by Owner Lot 102*

*Ordinary Resolution*

2 years ago the complex was due to be painted. It was decided that it was to be reviewed the following year. 2 years have passed and this has not been addressed. I put in a motion that this needs to be addressed as part of the upkeep of the complex.

**Motion CARRIED.**

**YES 14**

**NO 10**

**ABSTAIN 4**

**INVALID 0**

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## **15. Committee election - Open ballot**

As the number of nominations received for the position of ordinary committee member and secretary exceeded the number of positions available, a ballot will be conducted and the person who receives the highest number of votes will be declared elected.

### **COMMITTEE ELECTION**

#### **Chairperson**

Allan Nunan has been elected unopposed as chairperson.

#### **Secretary**

Allan Nunan	3 votes
Tina Simpson	19 votes

Tina Simpson has been elected as secretary

#### **Treasurer**

Grant Goddard has been elected unopposed as treasurer.

#### **Ordinary Member**

David Dasey	18 votes
Courtney Saiat	17 votes
Veronica Norton	14 votes
Michael Mutze	13 votes
Shane Ryan	13 votes

David Dasey, Veronica Norton, Courtney Saiat & Michael Mutze (determined by chance via a coin toss) have been elected to the committee.

### **CLOSURE OF MEETING**

There being no further business, the chairperson closed the meeting at 3:30 PM.

All correspondence to be addressed to the secretary:

C/- BCsystems  
PO Box 743, Morningside QLD 4170  
E: [info@bcsystems.com.au](mailto:info@bcsystems.com.au)  
F: (07) 3899 0225



## CERTIFICATE OF CURRENCY

### THE INSURED

POLICY NUMBER	QRSC14001038
PDS AND POLICY WORDING	Residential Strata Product Disclosure Statement and Policy Wording <a href="#">SCI034-Policy-RS-PPW-02/2021</a> Supplementary Product Disclosure Statement <a href="#">SCIA-036_SPDS_RSC-10/2021</a>
THE INSURED SITUATION	Body Corporate for Park View North Lakes Community Title Scheme 45422 1 Bass Court, North Lakes, QLD, 4509
PERIOD OF INSURANCE	Commencement Date: 4:00pm on 31/12/2023 Expiry Date: 4:00pm on 31/12/2024
INTERMEDIARY	Direct Insurance Brokers Pty Ltd
ADDRESS	38 Brookes Street, Bowen Hills, QLD, 4006
DATE OF ISSUE	05/12/2023

### POLICY LIMITS / SUMS INSURED

SECTION 1	PART A	1. Building	\$105,360,000
		Common Area Contents	\$1,053,600
	PART B	Loss of Rent/Temporary Accommodation	\$15,804,000
	OPTIONAL COVERS	1. Flood	Not Included
		2. Floating Floors	Not Included
SECTION 2	Liability		\$20,000,000
SECTION 3	Voluntary Workers		Included
SECTION 5	Fidelity Guarantee		\$100,000
SECTION 6	Office Bearers' Liability		\$1,000,000
SECTION 7	Machinery Breakdown		Not Included
SECTION 8	Catastrophe		\$31,608,000
SECTION 9	PART A	Government Audit Costs – Professional Fees	\$25,000
	PART B	Appeal Expenses	\$100,000
	PART C	Legal Defence Expenses	\$50,000
SECTION 10	Lot Owners' Fixtures and Improvements		\$300,000
SECTION 11	Loss of Lot Market Value		Not Included

This certificate of currency has been issued by Strata Community Insurance Agencies Pty Ltd, ABN 72 165 914 009, AFSL 457787 on behalf of the insurer Allianz Australia Insurance Limited, ABN 15 000 122 850, AFSL 234708 and confirms that on the Date of Issue a policy existed for the Period of Insurance and sums insured shown herein. The Policy may be subsequently altered or cancelled in accordance with its terms after the Date of Issue of this notice without further notice to the holder of this notice. It is issued as a matter of information only and does not confer any rights on the holder.

This certificate does not amend, extend, replace, negate or override the benefits, terms, conditions and exclusions as described in the Schedule documents together with the Product Disclosure Statement and insurance policy wording.



# PARK VIEW NORTH LAKES CTS 45422

## BALANCE SHEET

AS AT 31 AUGUST 2024

	ACTUAL 31/08/2024	ACTUAL 30/11/2023
<b><u>OWNERS FUNDS</u></b>		
Administrative Fund	(23,414.65)	(4,202.74)
Sinking Fund	1,519,451.80	1,365,978.94
<b><u>TOTAL</u></b>	<b><u>\$ 1,496,037.15</u></b>	<b><u>\$ 1,361,776.20</u></b>
<b><u>THESE FUNDS ARE REPRESENTED BY</u></b>		
<b><u>CURRENT ASSETS</u></b>		
Gst On Capital	21,240.02	20,229.01
Cash At Bank	387,991.61	312,431.04
Accrued Income	0.00	25,756.37
B O Q Stratacash A/C 1	200,000.00	0.00
B O Q Stratacash A/C 3	527,000.00	603,000.00
B O Q Stratacash A/C 4	522,943.39	510,654.11
Prepaid Expenses	0.00	11,076.33
Levies Billed Not Yet Due	230,952.40	221,447.57
Levies Pre-Paid	2,685.99	1,070.19
Levies In Arrears	843.78	8,147.53
Other Arrears	1,466.90	15,038.58
<b><u>NON-CURRENT ASSETS</u></b>		
<b><u>TOTAL ASSETS</u></b>	<b>1,895,124.09</b>	<b>1,728,850.73</b>
<b><u>LIABILITIES</u></b>		
Gst Clearing A/C	11,331.64	8,575.09
Payg Clearing A/C	0.51	2,816.95
Creditors	6,083.55	0.00
Accrued Expenses	0.00	12,287.27
Levies Billed Not Yet Due	230,952.40	221,447.57
Levies Pre-Paid	2,685.99	1,070.19
Levies In Advance	127,744.80	106,866.35
Other Payments In Advance	20,288.05	14,011.11
<b><u>TOTAL LIABILITIES</u></b>	<b>399,086.94</b>	<b>367,074.53</b>
<b><u>NET ASSETS</u></b>	<b><u>\$ 1,496,037.15</u></b>	<b><u>\$ 1,361,776.20</u></b>

# PARK VIEW NORTH LAKES CTS 45422

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 DECEMBER 2023 TO 31 AUGUST 2024

	ACTUAL 01/12/23-31/08/24	BUDGET 01/12/23-30/11/24	VARIANCE %	ACTUAL 01/12/22-30/11/23
<b><u>ADMINISTRATIVE FUND</u></b>				
<b><u>INCOME</u></b>				
Levies - Administrative Fund	396,140.88	534,700.00	74.09	486,004.76
Discount - Admin Fund	(0.05)	0.00	0.00	0.00
Insurance Premium Reimbursemnt	85,831.78	118,874.00	72.20	84,476.88
Discount - Insurance	0.00	0.00	0.00	(0.01)
Interest On Overdue Levies	1,578.23	3,500.00	45.09	3,433.44
Gst On Income	(43,815.72)	(59,415.82)	73.74	(51,861.96)
<b><u>TOTAL ADMIN. FUND INCOME</u></b>	<b>439,735.12</b>	<b>597,658.18</b>		<b>522,053.11</b>
<b><u>EXPENDITURE - ADMIN. FUND</u></b>				
<b><u>AUDIT &amp; TAXATION COSTS</u></b>				
Independent Audit Fee	0.00	2,999.70	0.00	2,999.70
Independent Audit File Prep	0.00	1,678.60	0.00	1,678.60
Bas Lodgement	759.00	1,012.00	75.00	990.00
Income Tax Return	220.00	220.00	100.00	209.00
<b><u>BANK &amp; FINANCIAL CHARGES</u></b>				
Stratapay Transaction Fee	776.68	1,000.00	77.67	1,024.60
<b><u>UTILITIES</u></b>				
Electricity - Common Areas	2,180.79	5,000.00	43.62	4,413.22
Cold Water - Common -No Gst	341.41	900.00	37.93	690.21
<b><u>INSURANCE</u></b>				
Insurance Premium	120,667.31	110,591.02	109.11	90,099.39
Insurance Stamp Duty - No Gst	10,751.63	9,915.72	108.43	8,004.75
Insurance Excess Scheme No Gst	0.00	1,000.00	0.00	0.00
<b><u>CARETAKER/BUILDING MANAGER</u></b>				
Caretaker Contract	275,617.04	384,525.32	71.68	361,959.41
<b><u>PROFESSIONAL ADVICE/FEEES</u></b>				
Legal Advice/Fees	1,875.50	0.00		0.00
Debt Recovery	114.40	0.00		361.90
Land Titles/Search Fees	0.00	0.00	0.00	247.14
Advice - Strata Additional	3,147.60	2,000.00	157.38	2,054.80
Advice - Maintenance	44.00	200.00	22.00	132.00
<b><u>LICENCES &amp; PERMITS FEE</u></b>				
Backflow Registration - No Gst	820.00	146.00	561.64	146.00
Software & Records Storage	5,035.80	5,035.80	100.00	5,035.80
Other Council Doc - No Gst	424.06	0.00		0.00
<b><u>FIRE PROTECTION</u></b>				
Fire - R & M General	593.19	715.00	82.96	715.00
<b><u>PEST CONTROL</u></b>				
Pest Control Treatment	6,264.50	8,000.00	78.31	6,924.50
Termite Treatment	200.00	250.00	80.00	250.00

# PARK VIEW NORTH LAKES CTS 45422

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 DECEMBER 2023 TO 31 AUGUST 2024

	ACTUAL 01/12/23-31/08/24	BUDGET 01/12/23-30/11/24	VARIANCE %	ACTUAL 01/12/22-30/11/23
Annual Termite Inspection	0.00	24,500.00	0.00	23,980.00
<b><u>ELECTRICAL</u></b>				
R&M - Electrical General	2,514.50	1,500.00	167.63	2,740.70
R&M - Antenna/Matv	170.00	0.00		0.00
<b><u>PLUMBING</u></b>				
Plumbing General	1,166.00	2,000.00	58.30	936.00
Backflow Device Testing	511.50	520.00	98.37	511.50
<b><u>BUILDING GENERAL</u></b>				
R&M - Building General	1,128.58	1,000.00	112.86	886.87
R&M - Doors	1,232.00	0.00		0.00
R&M - Garage Doors	205.00	1,200.00	17.08	1,150.00
R&M - Locks/Keys	75.40	0.00		0.00
R&M - Roof/Gutters	2,543.88	750.00	339.18	748.49
<b><u>GARDENS/GROUNDS</u></b>				
R&M - Grounds General	26,130.02	1,500.00	1,742.00	1,457.21
R&M - Fencing	84.86	1,000.00	8.49	1,086.92
R&M - Driveway	0.00	500.00	0.00	0.00
R&M - Green Waste Removal	847.00	3,000.00	28.23	1,794.40
R&M - Mulching	0.00	500.00	0.00	0.00
R&M - Mowing/Lawn	0.00	500.00	0.00	0.00
R&M - Trees	0.00	500.00	0.00	0.00
<b><u>EQUIPMENT/FURNITURE</u></b>				
R&M - Equipment	0.00	1,250.00	0.00	1,475.75
R&M - Gym Equipment	451.00	750.00	60.13	707.00
<b><u>POOL/SPA</u></b>				
Pool Maintenance	1,506.37	2,700.00	55.79	3,032.81
Pool Fence Safety Inspe No Gst	185.00	185.00	100.00	185.00
<b><u>SECURITY</u></b>				
R&M - Cctv	295.00	0.00		0.00
<b><u>BODY CORPORATE MANAGEMENT</u></b>				
Fixed Price -Management Time	22,590.80	29,083.38	77.68	37,189.06
Fixed Price - Disbursements	10,263.95	13,519.27	75.92	14,506.12
Variable Disbursements	2,040.51	1,000.00	204.05	54.02
<b><u>GST</u></b>				
Gst On Expenses	(44,827.25)	(55,500.04)	80.77	(52,049.06)
<b><u>TOTAL ADMIN. EXPENDITURE</u></b>	<b>458,947.03</b>	<b>567,146.77</b>		<b>528,328.81</b>
<b><u>SURPLUS / DEFICIT</u></b>	<b>\$ (19,211.91)</b>	<b>\$ 30,511.41</b>		<b>\$ (6,275.70)</b>
Opening Admin. Balance	(4,202.74)	(4,202.74)	100.00	2,072.96
<b><u>ADMINISTRATIVE FUND BALANCE</u></b>	<b>\$ (23,414.65)</b>	<b>\$ 26,308.67</b>		<b>\$ (4,202.74)</b>

# PARK VIEW NORTH LAKES CTS 45422

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 DECEMBER 2023 TO 31 AUGUST 2024

	ACTUAL 01/12/23-31/08/24	BUDGET 01/12/23-30/11/24	VARIANCE %	ACTUAL 01/12/22-30/11/23
<b><u>SINKING FUND</u></b>				
<b><u>INCOME</u></b>				
Levies - Sinking Fund	191,874.88	251,250.00	76.37	250,015.49
Discount - Sinking Fund	0.05	0.00		0.00
<b><u>INTEREST</u></b>				
Interest Received	54,819.36	40,000.00	137.05	20,834.72
Accrued Interest	(25,756.37)	0.00	0.00	18,316.44
Gst On Income	(17,443.18)	(22,840.91)	76.37	(22,728.68)
<b><u>TOTAL SINKING FUND INCOME</u></b>	<b>203,494.74</b>	<b>268,409.09</b>		<b>266,437.97</b>
<b><u>EXPENDITURE - SINKING FUND</u></b>				
<b><u>FEE/REPORTS</u></b>				
Report - Insurance Valuation	0.00	0.00	0.00	1,699.15
Report - Sinking Fund	0.00	0.00	0.00	1,776.50
Report - Whs	0.00	0.00	0.00	1,596.30
Professional Fees Other	0.00	3,000.00	0.00	6,233.50
<b><u>CLEANING</u></b>				
Cleaning - Pressure Cleaning	0.00	0.00	0.00	990.00
<b><u>PEST CONTROL</u></b>				
Pest - Termite Barrier	0.00	2,000.00	0.00	4,100.00
<b><u>ELECTRICAL</u></b>				
Electrical General	0.00	0.00	0.00	17,750.00
<b><u>PLUMBING</u></b>				
Plumbing - General	0.00	10,000.00	0.00	16,926.45
<b><u>BUILDING</u></b>				
Building General	0.00	5,000.00	0.00	0.00
Gutters/Downpipes	0.00	0.00	0.00	14,500.00
Roof Replacement	0.00	6,000.00	0.00	6,468.00
Signage	6,545.33	9,000.00	72.73	0.00
Painting - Exterior	0.00	800,000.00	0.00	0.00
Painting - Linemarking	0.00	0.00	0.00	7,749.50
<b><u>GARDENS/GROUNDS</u></b>				
Driveway	0.00	1,500.00	0.00	18,187.24
Gardens - Mulching	0.00	23,300.00	0.00	29,971.76
Gardens - Lawn	0.00	500.00	0.00	1,340.00
Gardens - Tree Work	0.00	2,000.00	0.00	6,407.50
Gardens - Plants	0.00	500.00	0.00	965.83
Gardens - Landscaping	25,429.80	0.00		28,666.44
<b><u>FACILITIES/EQUIPMENT</u></b>				
Equipment	0.00	0.00	0.00	4,620.00
Gym Equipment	0.00	0.00	0.00	12,224.75
Bbq Purchase	0.00	0.00	0.00	8,052.00

# PARK VIEW NORTH LAKES CTS 45422

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 DECEMBER 2023 TO 31 AUGUST 2024

	ACTUAL 01/12/23-31/08/24	BUDGET 01/12/23-30/11/24	VARIANCE %	ACTUAL 01/12/22-30/11/23
<b><u>POOL/SPA</u></b>				
Pool - Equipment	2,450.00	500.00	490.00	0.00
Pool - Fencing And Gates	3,586.00	3,600.00	99.61	1,012.00
<b><u>SECURITY</u></b>				
Security General	0.00	0.00	0.00	1,408.25
Cctv Cameras	545.00	545.00	100.00	0.00
<b><u>TAXATION</u></b>				
Payg Instalment Tax	14,871.84	10,000.00	148.72	5,606.65
Payg Instalment Tax Adjustment	99.02	0.00		(82.86)
<b><u>GST</u></b>				
Gst On Expenses	(3,505.11)	(78,858.66)	4.44	(17,513.20)
<b><u>TOTAL SINK. FUND EXPENDITURE</u></b>	<b>50,021.88</b>	<b>798,586.34</b>		<b>180,655.76</b>
<b><u>SURPLUS / DEFICIT</u></b>	<b>\$ 153,472.86</b>	<b>\$ (530,177.25)</b>		<b>\$ 85,782.21</b>
Opening Sinking Fund Balance	1,365,978.94	1,365,978.94	100.00	1,280,196.73
<b><u>SINKING FUND BALANCE</u></b>	<b>\$ 1,519,451.80</b>	<b>\$ 835,801.69</b>		<b>\$ 1,365,978.94</b>

## ASSET REGISTER

## PARK VIEW NORTH LAKES CTS 45422

Description	Type	Method of Acquisition	Date of Acquisition	Acquired from	Original Cost	Cost to date	Market Value
<b>Dolphin EX 5 CB Robotic Floor &amp; Wall Pool Cleaner w/ Remote &amp; Caddy</b>	Plant and Machinery	Purchase	05/06/14	Atlantis Pool Services North Lakes	739.00	739.00	2,000.00
<b>V45 Viron (45 grams per hour) Chlorinator</b>	Plant and Machinery	Purchase	18/02/22	North Brisbane Pool Care		0.00	3,619.00
<b>EzGo TXT 2007 Model Light Almond, 36 Volt #1141547 invoice # 00012600 Serial # 2529893</b>	Plant and Machinery		26/07/13	Allcoast Golf Cars Unit1/21 Trinder Avenue Maroochydore QLD 4558		0.00	4,100.00
<b>Leaf blower vaccum</b>	Plant and Machinery	Purchase	26/06/23	Paddock		0.00	
<b>STIHL BG 86 Blower</b>	Plant and Machinery	Purchase	27/01/22	Urban Outdoor Power Equipment		0.00	
<b>Honda HRU216M2 Buffalo Classic Mower code HRU216M2 serial # MATU-1017308</b>	Plant and Machinery		11/09/13	The Mower Place 8 Central Court Browns Plains 4118 Qld		0.00	1,435.00
<b>ZS5000TF 50' Fab Deck code 74395 serial # 313000163</b>	Plant and Machinery		11/09/13	The Mower Place 8 Central Court Browns Plains 4118 QLD		0.00	4,950.00
<b>Modern Alarms Invoice# 00034938 Ref 9778/9/13</b>	Plant and Machinery		27/09/13	Modern Alarms Unit 11 / 29 Moreton Bay Rd Capalaba 4157 QLD		0.00	6,435.00
Page Totals					739.00	739.00	22,539.00
Report Totals					739.00	739.00	22,539.00

## ASSET REGISTER

## PARK VIEW NORTH LAKES CTS 45422

Description	Type	Method of Acquisition	Date of Acquisition	Acquired from	Original Cost	Cost to date	Market Value
GE2567 DS Wall Mount GH8563 Number 936-343945	Office Equipment		30/09/13	Dick Smith North Lakes 1103 North Lakes S/c Mango Hill 4509 QLD		0.00	578.00
CCTV CAMERAS X3	Office Equipment	Purchase	19/05/16	MODERN ALARMS PO BOX 1220 SPRINGWOOD QLD 4127	2,612.00	2,612.00	2,612.00
Modular Double Cabinet Kit	Furniture & Fittings	Purchase	15/05/23	Christie		0.00	0.00
HEDGE TRIMMER	Plant and Machinery	Purchase	19/03/18	Sunshien Coast Mowers 189 Brisbane Road Mooloolaba 4557		0.00	359.10
OSM Manual USB	Office Equipment			BCsystems		0.00	220.00
Gym Equipment	Furniture & Fittings	Purchase	15/05/23	Elite Fitness Equipment		0.00	
Hedge trimmer Stihl	Plant and Machinery	Purchase	30/07/21	Urban Outdoor Power Equipment		0.00	629.10
Page Totals					2,612.00	2,612.00	4,398.20
Report Totals					3,351.00	3,351.00	26,937.20