

MINUTES OF ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting of the above Strata Company held at Swan Yacht Club, 71 Riverside Road, East Fremantle, WA, 6158 on Thursday, 24 April 2025, commencing at 5:30 PM.

Present:

Lot 8	S Wilson	Owner present
Lot 15	P Laidler	Owner present
Lot 36	I Cooper	Owner present
Lot 47	L Broun	Owner present
Lot 49	V Doig	Owner present (via Zoom)
Lot 50	J Nolan Alexander & L	Owner present (via Zoom)
Lot 52	Jones	Owners present
	J Scholten Paul	
Lot 57	McLaughlan Martina	Owner present
Lot 64	Carlini Peter Boyle & N	Owner present (via Zoom)
Lot 80	Behrendorff	Owner present (via Zoom)
Lot 83	I & C Brown	Owners present
	G Broun	
Lot 89	H Kaye	Owners present
Lot 106	M Williams	Owner present
Lot 115	D Reid	Owner present
Lot 120	R Gardner	Owner present
Lot 122	D Shade	Owner present
Lot 123	L Walters	Owner present
Lot 128	J Werndly Cornelia	Owner present
Lot 132	R Anais Randall *	Owner present
Lot 133	E Lowe	Proxy present (via Zoom)
Lot 136	L Hooper & M Moon	Owner present (via Zoom)
Lot 144	S Brown	Owner present
Lot 147	J Bernard & C	Owner present
Lot 164	Gallagher	Owner present
	S Taylor	
Lot 165	T Hans Diederich	Owner present
Lot 167	Payenberg	Owners present
	R Maloney	
Lot 168	S O'Byrne	Owner present (via Zoom)
Lot 169	D Greenwood	Owner present (via Zoom)
	G & S Pang	
Lot 171		Owner present (via Zoom)
Lot 174		Owner present (via Zoom)
Lot 176		Owner present
Lot 180		Owners present

Persons present as proxies for proprietors:

Lot 1	Afrik Pty Ltd	Proxy Name: Chairperson
Lot 11	H Schairer	Proxy Name: Chairperson
Lot 42	N & E Stringer	Proxy Name: Chairperson
	A & L Jones	
Lot 52	P McLaughlan & G Nicklette	Proxy Name: A Jones
Lot 64	T & N Fryer	Proxy Name: P McLaughlan
	G De Martini & M Carlini	
Lot 65		Proxy Name: Chairperson Proxy
Lot 80	M Timmins	Name: M Carlini
	P Boyle & N Behrendorff	
Lot 81		Proxy Name: Chairperson Proxy
Lot 83	I & C Brown	Name: P Boyle
	A Bartulovic	
Lot 89		Proxy Name: I Brown
Lot 90	G Carver	Proxy Name: Chairperson Proxy
Lot 100	M Sweeney	Name: I Brown
Lot 102	K Peters & G Broun	Proxy Name: Chairperson Proxy
Lot 106	K W Fong	Name: G Broun
	R Gardner & G Rogers	
Lot 112	Veritas Super Pty Ltd & J Victor Werndly	Proxy Name: Chairperson Proxy
Lot 123		Name: R Gardner
	D Morley & C Rentschler	
Lot 133		Proxy Name: J Werndly
	E & T Lowe Pamela & R Motherwell	
Lot 136		Proxy Name: C Rentschler
	A Sharpe Donna	
Lot 147	Richards & R Richards	Proxy Name: E Lowe Proxy
Lot 150	L Jones & G Thomas	Name: M Williams
	E Gow	
Lot 151	E Keller Gregory F	Proxy Name: S Boyle Proxy
Lot 153	Lesley Hooper & M Moon	Name: Chairperson
	S Brown & R Stazzonelli	
Lot 155		Proxy Name: Chairperson
	J Bernard & C Gallagher	
Lot 161	R Maloney & R Findlay	Proxy Name: P Gow
Lot 162		Proxy Name: Chairperson Proxy
Lot 163		Name: A Fennell Proxy Name: L
Lot 164		Hooper
Lot 165		Proxy Name: S Brown
Lot 167		Proxy Name: J Bernard
Lot 171		Proxy Name: R Maloney

Lot 174	S O'Byrne & J Judge	Proxy Name: S O'Byrne
	G & S Pang Jamie	
Lot 180	Cuthbert	Proxy Name: G Pang Proxy
Lot 183		Name: Chairperson

Persons present by invitation of the meeting:

*Representing John Dethridge Strata Services -
Harry Kaye, Leila Dethridge, Tennille Mitchell, Georgi Tiede, Dee Boni*

**Non-financial*

1. PRELIMINARY MATTERS

John Dethridge Strata Services respectfully acknowledge the Whadjuk Nyoongar people as the Traditional Custodians of the land on which we meet today. We acknowledge their enduring connection to the lands, waterways and communities and pay our respects to Elders past, present and emerging.

Quorum:

The Chairperson announced that all proxies had been verified as valid, and that as per section 130 (4) of the Strata Titles Act 1985, at 6.00pm a quorum of proprietors were present and the meeting was validly constituted and declared open.

Appointment of Chairperson for the meeting

Motion under notice:

It was resolved that Harry Kaye be authorised to act as Chairperson of the Strata Company for the purposes of this meeting.

Announcement of those present by invitation and any apologies received

Motion CARRIED.

VOTES Yes: 47 No: 0 Abs: 0 Inv: 1

Mover: Lorraine Broun, Seconder: Morag Williams

Invalid Vote Reasons

1 invalid vote (non-financial)

2. Adoption of Standing Orders

Motion under notice:

That by Ordinary Resolution, the Strata Company adopts the standing orders attached to this notice of meeting relative to the conduct of this general meeting and future general meetings.

Motion CARRIED.

VOTES Yes: 47 No: 0 Abs: 0 Inv: 1

Mover: Morag Williams, Seconder: Gerald Pang

Invalid Vote Reasons

1 invalid vote (non-financial)

3. Confirmation of previous minutes for the Last General Meeting

Motion under notice:

1. That by Ordinary Resolution, the minutes of the General Meeting held on 7th of March 2024 be verified as an accurate record of those proceedings.
2. Consideration of any matters arising not otherwise provided for by this agenda.

Motion CARRIED.

VOTES Yes: 47 No: 0 Abs: 0 Inv: 1

Mover: Genevieve Broun, Seconder: Alex Jones

Invalid Vote Reasons

1 invalid vote (non-financial)

4. Strata Manager's Report

Motion under notice:

That by Ordinary Resolution the Strata Manager's Report, as attached to the notice of meeting, be received.

Motion CARRIED.

VOTES Yes: 47 No: 0 Abs: 0 Inv: 1

Mover: Alex Jones, Seconder: Genevieve Broun

Invalid Vote Reasons

1 invalid vote (non-financial)

5. Statement of Accounts

Motion under notice:

That by Ordinary Resolution, the Statement of Accounts for the financial year ending 31st of January 2025, as attached to the notice of meeting, be adopted as presented.

Motion CARRIED.

VOTES Yes: 47 No: 0 Abs: 0 Inv: 1

Mover: Gerald Pang, Seconder: Alex Jones

Invalid Vote Reasons

1 invalid vote (non-financial)

6. Constitution of Council

Motion under notice:

1. That by Ordinary Resolution, the Council of the strata company consist of 7 owners.
2. The following 8 nominations were received as candidates for election to the council:
Lorraine Broun (Lot 47), Alex Jones (Lot 52), Peter Boyle (Lot 83), Genevieve Broun (Lot 106), Morag Williams (Lot 120), Gary Thomas (Lot 155), Cassandra Gallagher (Lot 167), Shirley Pang (Lot 180)
3. A ballot was held for the election of the council with the following lot owners declared elected:
Lorraine Broun (Lot 47), Alex Jones (Lot 52), Genevieve Broun (Lot 106), Morag Williams (Lot 120), Gary Thomas (Lot 155), Cassandra Gallagher (Lot 167), Shirley Pang (Lot 180)
4. Appointment of Office Bearers – Chairperson, Secretary & Treasurer
To be confirmed at next Council meeting.
5. Appointment of "Invoice Approvers" for authorising payment of non-routine invoices
To be confirmed at next Council meeting

Motion CARRIED.

VOTES Yes: 47 No: 0 Abs: 0 Inv: 1

Mover: Morag Williams, Seconder: Alex Jones

Invalid Vote Reasons

1 invalid vote (non-financial)

7. Insurance Obligations of the Strata Company

Motions under notice:

That by Ordinary Resolution -

1. The Strata Company acknowledge receipt of the insurance certificates, insurance requirements and important information attached to the notice of meeting, detailing a general advice warning and disclosure relating to John Dethridge Strata Services' arrangement with the insurer.
2. The Strata Company resolve to review the replacement value by utilising the services of a valuer/ quantity surveyor to assess the current replacement value of improvements. *Note - the last valuation was carried out in 2022 and came in at \$105,521,790.00.*
3. The Strata Company resolve to renew the policy of insurance at the replacement value as indexed by the insurer or in line with a recent valuation, taking into consideration the date of the valuation and subsequent inflationary factors.

Motion CARRIED.

VOTES

Yes: 47

No: 0

Abs: 0

Inv: 1

Mover: Alex Jones, Seconder: Lorraine Broun

Invalid Vote Reasons

1 invalid vote (non-financial)

8. Proposed Budget and Levy Contributions

8.1. Consideration of Budget of Estimated Expenditure

Motion under notice:

That by Ordinary Resolution -

1. The budget of estimated expenditure totalling \$1,040,250.00 for the Administrative Fund and \$922,500.00 for the Reserve Fund, as attached to the notice of meeting, be adopted as the budget of the Strata Company for the financial year ending 31st of January 2026.
2. The same expenditure limits shall apply for the following financial year ending 31st of January 2027 until resolved at the next general meeting of the strata company.

**If the strata company is registered for GST, the budget of expenditure items, as listed, are GST exclusive*

Motion CARRIED.

VOTES

Yes: 45

No: 1

Abs: 1

Inv: 1

Mover: Alex Jones, Seconder: Peter Boyle

Notes

Lot 163 against

Lot 106 abstained

Invalid Vote Reasons

1 invalid vote (non-financial)

8.2. Determination of Levy Contributions for the Administrative Fund

Motion under notice:

That by Ordinary Resolution -

1. The strata company resolve that the levy contributions on proprietors for the Administrative Fund be payable in advance, by quarterly instalments, due and payable in the amounts and on the first day of the month as shown below:

Levy Status	Per Lot Entitlement	Period From	Period To	Admin Fund	Due
Already Issued	\$22.49	01 Feb 2025	30 Apr 2025	\$224,900.00	01 Feb 2025
To be Issued	\$25.84	01 May 2025	31 Jul 2025	\$258,400.00	01 May 2025
To be Issued	\$25.84	01 Aug 2025	31 Oct 2025	\$258,400.00	01 Aug 2025
To be Issued	\$25.84	01 Nov 2025	31 Jan 2026	\$258,400.00	01 Nov 2025
Total	\$100.01	01 Feb 2025	31 Jan 2026	\$1,000,100.00	

2. The levy contributions will continue on a quarterly basis from 31st of January 2026 at the rate of \$25.84 per unit entitlement, to raise \$25,840.00 per subsequent quarter, until otherwise determined by the strata company in general meeting.

**If the strata company is registered for GST, the levy contributions as listed are inclusive of GST.*

Motion CARRIED.

VOTES

Yes: 45 No: 1 Abs: 1 Inv: 1

Mover: Alex Jones, Seconder: Ian Brown

Notes

Lot 163 against

Lot 106 abstained

Invalid Vote Reasons

1 invalid vote (non-financial)

8.3. Determination of Levy Contributions for the Reserve Fund

Motion under notice:

That by Ordinary Resolution -

1. The strata company resolve that the levy contributions on proprietors for the Reserve Fund be payable in advance, inclusive of GST, by quarterly instalments, due and payable in the amounts and on the first day of the month as shown below:

Levy Status	Per Lot Entitlement	Period From	Period To	Reserve Fund	Due
Already Issued	\$4.29	01 Feb 2025	30 Apr 2025	\$42,900.00	01 Feb 2025
To be Issued	\$5.24	01 May 2025	31 Jul 2025	\$52,400.00	01 May 2025
To be Issued	\$5.24	01 Aug 2025	31 Oct 2025	\$52,400.00	01 Aug 2025
To be Issued	\$5.24	01 Nov 2025	31 Jan 2026	\$52,400.00	01 Nov 2025
Total	\$20.01	01 Feb 2025	31 Jan 2026	\$200,100.00	

2. The levy contributions for the Reserve Fund will continue on a quarterly basis from 31st of January 2026 at the rate of \$5.24 per unit entitlement, to raise \$52,400.00 per subsequent quarter, until otherwise determined by the strata company in general meeting.

**If the strata company is registered for GST, the levy contributions as listed are inclusive of GST.*

Motion CARRIED.

VOTES

Yes: 45 No: 1 Abs: 1 Inv: 1

Mover: Ian Brown, Seconder: Alex Jones

Notes

Lot 163 against

Lot 106 abstained

Invalid Vote Reasons

1 invalid vote (non-financial)

8.4. Determination of Special Levy Contributions for the Reserve Fund

Motion under notice:

That by Ordinary Resolution, **special purpose levy** contributions on proprietors for the Reserve Fund be payable in advance, inclusive of GST, by quarterly instalments, due and payable in the amounts and on the first day of the month as shown below:

Levy Status	Per Lot Entitlement	Period From	Period To	Admin Fund	Due
To be Issued	\$20.00	1 June 2025	30 June 2025	\$200,000.00	1 June 2025
To be Issued	\$20.00	1 Sept 2025	30 Sept 2025	\$200,000.00	1 Sept 2025
Total	\$40.00			\$400,000.00	

**If the strata company is registered for GST, the levy contributions as listed are inclusive of GST.*

Motion CARRIED.

VOTES

Yes: 44 No: 2 Abs: 1 Inv: 1

Mover: Ian Brown, Second: Lorraine Margaret Broun

Notes

Lot 163 and 164 against

Lot 106 abstained

Invalid Vote Reasons

1 invalid vote (non-financial)

9. Execution of Documents & Use of Common Seal

Motion under notice:

That by Ordinary Resolution, the Council and/or the Strata Manager on instruction by the Council, be authorised pursuant to Section 118 of the Strata Titles Act 1985 to;

1. Enter into and, if required to, execute contracts, agreements, commitments, undertakings or other legally binding arrangements, which are either desirable or necessary for the achievement of the strata company's objectives and the performance of the functions of the strata company; and,
2. If the strata company has a common seal, and when desirable or necessary to do so, to use the common seal which must be attested to by the signatures of two members of the Council of the strata company.

Motion CARRIED.

VOTES

Yes: 47

No: 0

Abs: 0

Inv: 1

Mover: Sandy Boyle, Second: Gerald Pang

Invalid Vote Reasons

1 invalid vote (non-financial)

10. Motion 1 Requested by Lot 163

Motion:

The Owners of Heirloom approve 189 sub-metres to be invoiced at the current charges that have been applied by the Strata Company Council of Owners.

Motion DEFEATED.

VOTES

Yes: 1

No: 46

Abs: 0

Inv: 1

Mover: Annette Fennell, Second: Peter Boyle

Invalid Vote Reasons

1 invalid vote (non-financial)

11. Motion 2 Requested by Lot 163

Motion:

The owners of Heirloom approve the Strata Company to enforce all by-laws as is their statutory obligation under S112 of the Strata Titles Act.

Motion DEFEATED.

No second.

Mover: Annette Fennell

Invalid Vote Reasons

1 invalid vote (non-financial)

12. Matters Without Notice for Discussion and Referral to the Council:

- Next fire door inspection date to be confirmed with Xtreme Fire. Unit 163 believes that their door has not been tested/tagged in the last 12 months despite recent inspections carried out. The Strata Manager confirmed that the strata company is awaiting quotes for installation of additional emergency exit signage.
- Vehicle Gate – the meeting noted that recent occurrences of damage to the gate was caused by people trying to break in/ out. Council of Owners agreed to consider proactive measures.
- Owners are encouraged to use pedestrian lobby doors instead of the vehicle gate when entering/exiting on foot. Residents should wait for the gates to close before driving off.
- Residents not to store personal items in cars or around the car park which are not secured as this is likely to attract unwanted visitors.
- Council of Owners to consider installation of a pedestrian gate next to the existing vehicle gate.
- Unit 176 noted that the water-stained ceiling and malfunctioning exhaust fan in the unit has not been fixed yet. Strata Manager to follow up repairs.
- Intercom – intercom panel replaced but some owners still reporting issues. The handsets in the units may be the issue – Strata Manager to collate list of apartments experiencing issues and arrange callout with Techwest.
- Owners to contact Lorraine Broun should they wish to participate in group hot water system and/or air conditioner servicing (Lorraine to seek quotes).

The meeting closed at 7:58 PM.

Approved Budget 1 February 2025 - 31 January 2026

The Owners of Heirloom
Strata Scheme 63644

Administrative Fund	Proposed budget
Revenue (excl. GST)	
Levies Due--Admin	\$ 909,090.91
Recovery--Electricity Sub Meters	\$ 186,000.00
Recovery--Remotes & Keys	\$ 10,000.00
<i>Total revenue</i>	<i>\$ 1,105,090.91</i>
Less expenses (excl.GST)	
Administration	
Admin--Management Fees--Standard	\$ 27,000.00
Admin--Agent Disburst--Meeting Fees	\$ 5,000.00
Admin--Agent Disburst--Preparation	\$ 15,000.00
Admin--Agent Disburst--Email Correspondence	\$ 14,000.00
Admin--Agent Disburst--Telephone Calls	\$ 5,000.00
Admin--Agent Disburst--Maintenance Orders	\$ 10,000.00
Admin--Agent Disburst--Travel	\$ 500.00
Admin--Agent Disburst--Photocopying	\$ 150.00
Admin--Agent Disburst--Postage&Petties	\$ 1,500.00
Professional Fees	
Admin--Accountant Fees	\$ 1,000.00
Admin--Debt Collection	\$ 1,000.00
Admin--Legal Fees	\$ 5,000.00
Admin--Legal Fees--Defects	\$ 30,000.00
Admin--Defects--Consultants & Other Expenses	\$ 30,000.00
Admin--Building/Facilities Manager	\$ 56,000.00
Admin--Income Tax--Admin	\$ 2,500.00
Admin--Meeting Room Expenses	\$ 600.00
Maint Bldg--10 Year Maintenance Plan Update	\$ 10,000.00
Utilities	
Utility--Electricity	\$ 225,000.00
Utility--Electricity Meter Reading	\$ 12,000.00
Utility--Water	\$ 38,000.00
Insurance	
Insurance--Premiums	\$ 160,000.00
Insurance--Excesses	\$ 5,000.00
Insurance--Valuation	\$ 2,500.00
Building	
Maint Bldg--General Maintenance	\$ 35,000.00
Maint Bldg--Cleaning Common Area	\$ 115,000.00
Maint Bldg--Cleaning--Windows/Glass	\$ 30,000.00
Maint Bldg--Contingency	\$ 10,000.00
Maint Bldg--Roof	\$ 5,000.00
Maint Bldg--Fire Protection	\$ 40,000.00
Maint Bldg--Pest/Vermin Control	\$ 11,000.00

Approved Budget 1 February 2025 - 31 January 2026

The Owners of Heirloom
Strata Scheme 63644

Maint Bldg--Lift--Maintenance Contract	\$ 27,000.00
Maint Bldg--Lift--Servicing/Repair	\$ 6,500.00
Maint Bldg--Plumbing & Drainage	\$ 15,000.00
Maint Bldg--Security Gate Servicing	\$ 4,500.00
Maint Bldg--Security Surveillance Equipment	\$ 4,000.00
Maint Bldg--Security Remotes & Keys	\$ 5,000.00
Maint Bldg--Security Remotes & Keys (RCBL)	\$ 10,000.00
Maint Bldg--Exhaust/Ventilation Systems	\$ 30,000.00
Maint Bldg--Electrical	\$ 30,000.00
Grounds/Landscaping	
Maint Grounds--Lawns & Gardening	\$ 2,500.00
Maint Grounds--Irrigation Systems	\$ 3,000.00
Total expenses (excl. GST)	\$ 1,040,250.00
Surplus/Deficit	\$ 64,840.91

Reserve Fund	Proposed budget
Revenue (excl. GST)	
Levies Due--Sinking	\$ 181,818.18
Levies Due (Special)--Sinking	\$ 363,636.36
Recovery--Building Defects Settlement (Pending)	\$ 87,000.00
Bank Interest	\$ 15,000.00
Total revenue	\$ 647,454.55
Less expenses (excl. GST)	
Maint Bldg--10 Year Plan Maintenance	
Maint Bldg--Remedial Works--Atrium Beams (Stage 1)	\$ 300,000.00
Maint Bldg--Remedial Works--Windows Units 165,168,169,172,147	\$ 112,000.00
Maint Bldg--Remedial Works--Downpipes & Rain Heads	\$ 10,000.00
Maint Bldg--Remedial Works--Brickwork & Flooring Units 101 & 121	\$ 27,000.00
Maint Bldg--Remedial Works--Brickwork & Seal Wall Unit 147	\$ 17,000.00
Maint Bldg--Remedial Works--Brickwork & Flashing Unit 102	\$ 20,000.00
Maint Bldg--Remedial Works--Steel Beams Units 92, 93 & 155	\$ 110,000.00
Maint Bldg--Remedial Works--Tiling & Waterproofing--Lift Terraces	\$ 60,000.00
Maint Bldg--Remedial Works--Flashing Northern Wall	\$ 20,000.00
Maint Bldg--Remedial Works--Stairwells	\$ 30,000.00
Maint Bldg--Install Emergency Exit Signage	\$ 12,000.00
Maint Bldg--Fire Protection--Fire Door Seals	\$ 23,500.00
Maint Bldg--Fire Protection--Other (VESDA)	\$ 10,000.00
Maint Bldg--Walls--Mortar Repairs	\$ 25,000.00
Maint Bldg--Painting	\$ 15,000.00
Maint Bldg--Planter Boxes	\$ 60,000.00

Approved Budget 1 February 2025 - 31 January 2026

The Owners of Heirloom
Strata Scheme 63644

<i>Maint Bldg--Alternate Accommodation Expenses</i>	\$ 21,000.00
<i>Maint Bldg--Contingency</i>	\$ 50,000.00
<i>Total expenses (excl. GST)</i>	\$ 922,500.00
Surplus/Deficit	<u>-\$ 275,045.45</u>

Approved Budget 1 February 2025 - 31 January 2026

The Owners of Heirloom
Strata Scheme 63644

Administrative Fund - Levy Contributions

Net owners funds	31/01/2025	\$	87,931.55	\$	87,931.55
Proposed Income (incl. GST)		\$	1,000,000.00	\$	1,087,931.55
Recovery--Electricity Sub Meters (incl. GST)		\$	204,600.00	\$	1,292,531.55
Recovery--Other (incl. GST)		\$	11,000.00	\$	1,303,531.55

Less

Anticipated Expenditure (incl. GST)		\$	1,144,275.00	\$	1,144,275.00
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ANTICIPATED BALANCE AS AT	31/01/2026			\$	159,256.55
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Note: unpaid levy contributions

\$

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Aggregate of u/e

10,000

Strata Levies per unit entitlement per annum	\$	100.00
Strata Levies per unit entitlement per quarter (if equal)	\$	25.00

Levy per Quarter - Admin Fund \$/UE

01/02/25 - 30/04/25	\$	22.49	already raised
01/05/25 - 31/07/25	\$	25.84	
01/08/25 - 31/10/25	\$	25.84	
01/11/25 - 31/01/26	\$	25.84	
Total	\$	100.00	
Subsequent Periods	\$	25.84	

Approved Budget 1 February 2025 - 31 January 2026

The Owners of Heirloom
Strata Scheme 63644

Reserve Fund - Levy Contributions

Net owners funds	31/01/2025	\$	811,759.29	\$	811,759.29
Proposed Income - Regular Reserve Levy (incl. GST)		\$	200,000.00	\$	1,011,759.29
Proposed Income - Special Levy (incl. GST)		\$	400,000.00	\$	1,411,759.29
Recovery--Building Defects Settlement (Pending)		\$	87,000.00	\$	1,498,759.29
Bank Interest		\$	15,000.00	\$	1,513,759.29

Less

Anticipated Expenditure (incl. GST)		\$	1,014,750.00	\$	1,014,750.00
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ANTICIPATED BALANCE AS AT	31/01/2026			\$	499,009.29
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Note: unpaid levy contributions

\$ -

Aggregate of u/e 10,000

Strata Levies per unit entitlement per annum	\$	20.00
Strata Levies per unit entitlement per quarter (if equal)	\$	5.00

Levy Per Quarter - Reserve Fund	\$/UE	
01/02/25 - 30/04/25	\$ 4.29	already raised
01/05/25 - 31/07/25	\$ 5.24	
01/08/25 - 31/10/25	\$ 5.24	
01/11/25 - 31/01/26	\$ 5.24	
Total	\$ 20.00	
Subsequent Periods	\$ 5.24	

Special Project Levies - Reserve Fund	\$/UE
01/06/25 - 30/06/25	\$ 20.00
01/09/25 - 30/09/25	\$ 20.00

Levy Contributions per Lot as per Approved Budget

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76	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
77	39	S	877.11	\$	167.39	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	6,240.00	\$	1,007.63	\$	204.20
78	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
79	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
80	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
81	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
82	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
83	51	S	1,146.99	\$	218.89	\$	1,317.67	\$	267.04			\$	1,020.00	\$	1,317.67	\$	267.04			\$	1,020.00	\$	1,317.67	\$	267.04			\$	1,020.00	\$	1,317.67	\$	267.04			\$	8,160.00	\$	1,317.67	\$	267.04
84	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
85	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
86	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
87	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
88	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
89	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
90	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
91	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
92	39	S	877.11	\$	167.39	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	6,240.00	\$	1,007.63	\$	204.20
93	39	S	877.11	\$	167.39	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	6,240.00	\$	1,007.63	\$	204.20
94	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
95	39	S	877.11	\$	167.39	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	780.00	\$	1,007.63	\$	204.20			\$	6,240.00	\$	1,007.63	\$	204.20
96	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
97	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
98	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
99	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
100	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
101	52	S	1,169.48	\$	223.18	\$	1,343.51	\$	272.72			\$	1,040.00	\$	1,343.51	\$	272.72			\$	1,040.00	\$	1,343.51	\$	272.72			\$	1,040.00	\$	1,343.51	\$	272.72			\$	8,320.00	\$	1,343.51	\$	272.72
102	40	S	899.60	\$	171.68	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	800.00	\$	1,033.47	\$	209.44			\$	6,400.00	\$	1,033.47	\$	209.44
103	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
104	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
105	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
106	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
107	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
108	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
109	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
110	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
111	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
112	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	8,800.00	\$	1,421.02	\$	287.98
113	43	S	967.07	\$	184.56	\$	1,110.98	\$	225.15			\$	860.00	\$	1,110.98	\$	225.15			\$	860.00	\$	1,110.98	\$	225.15			\$	860.00	\$	1,110.98	\$	225.15			\$	6,880.00	\$	1,110.98	\$	225.15
114	55	S	1,236.95	\$	236.06	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02	\$	287.98			\$	1,100.00	\$	1,421.02																		

163	64	\$	1,439.36	\$	274.69	\$	1,653.55	\$	335.10		\$	1,280.00	\$	1,653.55	\$	335.10		\$	1,280.00	\$	1,653.55	\$	335.10	\$	10,240.00	\$	1,653.55	\$	335.10
164	120	\$	2,698.80	\$	515.04	\$	3,100.40	\$	628.32		\$	2,400.00	\$	3,100.40	\$	628.32		\$	2,400.00	\$	3,100.40	\$	628.32	\$	19,200.00	\$	3,100.40	\$	628.32
165	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
166	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
167	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
168	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
169	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
170	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
171	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
172	112	\$	2,518.88	\$	480.70	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43		\$	2,240.00	\$	2,893.71	\$	586.43	\$	17,920.00	\$	2,893.71	\$	586.43
173	120	\$	2,698.80	\$	515.04	\$	3,100.40	\$	628.32		\$	2,400.00	\$	3,100.40	\$	628.32		\$	2,400.00	\$	3,100.40	\$	628.32	\$	19,200.00	\$	3,100.40	\$	628.32
174	66	\$	1,484.34	\$	283.27	\$	1,705.22	\$	345.58		\$	1,320.00	\$	1,705.22	\$	345.58		\$	1,320.00	\$	1,705.22	\$	345.58	\$	10,560.00	\$	1,705.22	\$	345.58
175	55	\$	1,236.95	\$	236.06	\$	1,421.02	\$	287.98		\$	1,100.00	\$	1,421.02	\$	287.98		\$	1,100.00	\$	1,421.02	\$	287.98	\$	8,800.00	\$	1,421.02	\$	287.98
176	41	\$	922.09	\$	175.97	\$	1,059.30	\$	214.68		\$	820.00	\$	1,059.30	\$	214.68		\$	820.00	\$	1,059.30	\$	214.68	\$	6,560.00	\$	1,059.30	\$	214.68
177	65	\$	1,461.85	\$	278.98	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34	\$	10,400.00	\$	1,679.38	\$	340.34
178	65	\$	1,461.85	\$	278.98	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34	\$	10,400.00	\$	1,679.38	\$	340.34
179	65	\$	1,461.85	\$	278.98	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34	\$	10,400.00	\$	1,679.38	\$	340.34
180	65	\$	1,461.85	\$	278.98	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34	\$	10,400.00	\$	1,679.38	\$	340.34
181	65	\$	1,461.85	\$	278.98	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34	\$	10,400.00	\$	1,679.38	\$	340.34
182	43	\$	967.07	\$	184.56	\$	1,110.98	\$	225.15		\$	860.00	\$	1,110.98	\$	225.15		\$	860.00	\$	1,110.98	\$	225.15	\$	6,880.00	\$	1,110.98	\$	225.15
183	65	\$	1,461.85	\$	278.98	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34		\$	1,300.00	\$	1,679.38	\$	340.34	\$	10,400.00	\$	1,679.38	\$	340.34
184	108	\$	2,428.92	\$	463.54	\$	2,790.36	\$	565.49		\$	2,160.00	\$	2,790.36	\$	565.49		\$	2,160.00	\$	2,790.36	\$	565.49	\$	17,280.00	\$	2,790.36	\$	565.49

MINUTES OF ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting of the above Strata Company held at Swan Yacht Club, 71 Riverside Rd, East Fremantle, WA, 6158 on Thursday 07 March 2024, commencing at 05:30 PM.

Present:

Lot 6	Adam Luke Hearman	Owner present (arrived 6.15pm)
Lot 8	Darren Frederick Reid	Owner present
Lot 20	Merrick Ames (invalid)	Electronic vote
Lot 36	Ian James Cooper	Owner present
Lot 38	Rory David Walsh Watts	Owner present
Lot 47	Lorraine Broun	Owner present
Lot 49	Vivienne Louise Doig	Owner present (Zoom)
Lot 52	Alex Jones	Proxy present
Lot 57	Lorraine Broun	Proxy present
Lot 64	Gavin Nicklette	Proxy present (Zoom)
Lot 68	Margaret Lorraine Lowe	Owner present (pre-voted) arrived 6.30pm
Lot 73	Alexis Cedric Sauzier	Owner present (Zoom)
Lot 75	Kaylene Ruth Power	Owner present
Lot 85	Stephen Dejussing	Proxy present
Lot 89	Ian Brown	Proxy present
Lot 91	Ian Brown	Proxy present
Lot 92	Miecha Maree Bradshaw	Owner present
Lot 100	Gavin Paul Carver	Owner present
Lot 102	Michelle Ann Sweeney	Owner present
Lot 106	Kieran Milne Peters	Proxy present
Lot 115	Harry Kaye	Owner present (pre-voted)
Lot 122	Darren Frederick Reid	Owner present
Lot 133	John Werndly	Proxy present
Lot 136	Connie Rentschler	Proxy present (Zoom)
Lot 149	David Ching (invalid)	Electronic vote
Lot 155	Lynette Jones	Proxy present
Lot 163	Annette Fennell	Proxy present
Lot 166	Alexandra Jones (invalid)	Electronic vote
Lot 167	Cassandra May Gallagher	Proxy present
Lot 180	Shirley Pang	Proxy present

Persons present as proxies for proprietors:

Lot 1	Afrik Pty Ltd	Proxy Name: The Chairperson
Lot 3	Mark Kennedy & Judith Morgan	Proxy Name: The Chairperson (pre-voted)
Lot 10	Zoran Podrascanin	Proxy Name: The Chairperson (pre-voted)
Lot 11	Helene Rose Schairer	Proxy Name: The Chairperson
Lot 15	Patrick Sid Laidler	Proxy Name: The Chairperson
Lot 40	Helene Rose Schairer	Proxy Name: The Chairperson

Lot 42	Nicholas Courtenay Stringer & Elizabeth Jean Stringer	Proxy Name: The Chairperson
Lot 44	Christina Weston	Proxy Name: The Chairperson
Lot 52	Alexander & Lauretta Elizabeth Jones	Proxy Name: Alex Jones
Lot 57	Janaya Clare Scholten	Proxy Name: Lorraine Broun
Lot 61	David Hanly	Proxy Name: Chairperson
Lot 64	Paul James McLaughlan & Gavin Andrew Nicklette	Proxy Name: Gavin Nicklette (Zoom)
Lot 65	Trent & Natasha Fryer	Proxy Name: The Chairperson
Lot 68	Margaret Lorraine Lowe	Proxy Name: The Chairperson (pre-voted) arrived 6.30pm
Lot 79	Kirsty and Adam Hibbert	Proxy Name: The Chairperson (pre-voted)
Lot 81	Margo Timmins	Proxy Name: The Chairperson
Lot 85	Leonie J Dejussing & Stephen C Dejussing	Proxy Name: Stephen Dejussing
Lot 89	Carol A Brown & Ian R J Brown	Proxy Name: Ian Brown
Lot 90	Ariarna Elaine Bartulovic	Proxy Name: The Chairperson
Lot 91	Mathew James Stirling	Proxy Name: Ian Brown
Lot 104	Benjamin Stewart & Dianne M Stewart	Proxy Name: The Chairperson
Lot 101	Bruce Humphreys	Proxy Name: The Chairperson (pre-voted)
Lot 106	Kieran Peters & Genevieve Broun	Proxy Name: Kieran Peters
Lot 112	Khee Wah Fong	Proxy Name: The Chairperson
Lot 117	Danielle Cornelissen	Proxy Name: The Chairperson (pre-voted)
Lot 128	David Stuart Shade	Proxy Name: The Chairperson
Lot 129	Grace Au & Valerie Jane Kwok	Proxy Name: The Chairperson
Lot 130	Nicola Graham and Benjamin Rumbel	Proxy Name: The Chairperson (pre-voted)
Lot 132	Lynn Karen Walters	Proxy Name: The Chairperson
Lot 133	Veritas Super Pty Ltd & John Victor Werndly	Proxy Name: John Werndly
Lot 135	Danielle Cornelissen	Proxy Name: The Chairperson (pre-voted)
Lot 136	Daniel Andreas Morley & Cornelia Elisabeth Rentschler	Proxy Name: Connie Rentschler (zoom)
Lot 138	Andrew Willard & Danielle Cornelissen	Proxy Name: The Chairperson (pre-voted)
Lot 147	Edward James & Tia Janette Lowe	Proxy Name: The Chairperson
Lot 151	Andrew Martyn Sharpe	Proxy Name: The Chairperson
Lot 153	Donna M Richards & Raymond T Richards	Proxy Name: The Chairperson
Lot 155	Lynette A Jones & Gary E Thomas	Proxy Name: Lynette Jones
Lot 162	Elisabeth Keller	Proxy Name: The Chairperson
Lot 163	Gregory Fennell	Proxy Name: Annette Fennell

Lot 167	John & Cassandra May Gallagher	Proxy Name: Cassandra Gallagher
Lot 168	Suzanne Marie Taylor	Proxy Name: The Chairperson
Lot 169	Tobias Payenberg	Proxy Name: The Chairperson (pre-voted)
Lot 175	Stephen Connolly	Proxy Name: The Chairperson (pre-voted)
Lot 176	Deborah Greenwood	Proxy Name: The Chairperson (pre-voted)
Lot 180	Gerald & Shirley Pang	Proxy Name: Shirley Pang
Lot 182	Shay Picot	Proxy Name: The Chairperson (pre-voted)
Lot 183	Jamie Cuthbert	Proxy Name: The Chairperson (pre-voted)

Persons present by invitation of the meeting:

Representing John Dethridge Strata Services -
Leila Dethridge, Caitlin Dethridge, Harry Kaye, Tennille Mitchell, Giuliana Rapp, Georgi Tiede

Lauretta Jones – Lot 52
Carol Brown – Lot 89

Apologies:

Alexandra Jones – Lot 166
Caroline van der Hulst - Lot 55

1. Pre-Voting Instructions & Preliminary Matters

Acknowledgement of Country – by Council member Stephen Dejussing
John Dethridge Strata Services respectfully acknowledge the Whadjuk Nyoongar people as the Traditional Custodians of the land on which we meet today. We acknowledge their enduring connection to the lands, waterways and communities and pay our respects to Elders past, present and emerging.

It was resolved that Leila Dethridge be authorised to act as Chairperson of the Strata Company for the purposes of this meeting.

The Chairperson announced that all proxies had been verified as valid, and that as per section 130 (4) of the Strata Titles Act 1985, at 6.00pm a quorum of proprietors were present and the meeting was validly constituted and declared open.

Mover: Alex Jones , Seconder: Stephen Dejussing

Motion CARRIED.

VOTES Yes : 60 No: 0 Abs: 0 Inv: 3

2. Adoption of Standing Orders

Motion under notice:

That by Ordinary Resolution, the Strata Company adopts the standing orders attached to this notice of meeting relative to the conduct of this general meeting and future general meetings.

Motion CARRIED.

VOTES Yes : 59 No: 0 Abs: 1 Inv: 3

Mover: Lorraine Broun , Seconder: Annette Fennell

3. Confirmation of previous minutes for the Last General Meeting

Motion under notice:

1. That by Ordinary Resolution, the minutes of the General Meeting held on 20th of March 2023 be verified as an accurate record of those proceedings.
2. Consideration of any matters arising not otherwise provided for by this agenda.

Motion CARRIED.

VOTES Yes : 56 No: 0 Abs: 4 Inv: 3

Mover: Ian Brown , Second: Alex Jones

4. Acknowledgement of Strata Manager's Report

Motion under notice:

That by Ordinary Resolution the Strata Manager's Report, as attached to the notice of meeting, be received.

Motion CARRIED.

VOTES

Yes : 59

No: 0

Abs: 1

Inv: 3

Mover: Alex Jones , Second: Lynette Jones

5. Statement of Accounts

Motion under notice:

That by Ordinary Resolution, the Statement of Accounts for the financial year ending 31st of January 2024, as attached to the notice of meeting, be adopted as presented.

Motion CARRIED.

VOTES

Yes : 59

No: 0

Abs: 1

Inv: 3

Mover: Alex Jones , Second: Lorraine Broun

Notes:

The meeting noted that the financial statements presented show a number of expenditure line items that do not line up with specific budgeted amounts. The strata manager clarified that this is due to differences with the chart of accounts and bookkeeping practices between StrataCBD and John Dethridge Strata Services, however the proposed budget for the 2024-25 financial year has been structured to align with the new chart of accounts.

6. Constitution of Council

The council of owners were given leave of the meeting to present a PowerPoint presentation showing the activity of the strata company over the past year.

Motion under notice:

1. That by Ordinary Resolution, the Council of the strata company consist of 7 owners.

An amendment to the motion was moved by Annette Fennell:

1. That by Ordinary Resolution, the Council of the strata company consist of 9 owners.

No seconder, amendment failed.

The Chairperson put the substantive motion to the vote and it was resolved:

1. That by Ordinary Resolution, the Council of the strata company consist of 7 owners.

Motion CARRIED.

VOTES

Yes : 60

No: 0

Abs: 0

Inv: 3

Mover: Lynette Jones , Second: Lorraine Broun

2. The following 8 nominations were received as candidates for election to the council:
Lorraine Broun (Lot 47), Alex Jones (Lot 52), Steve Dejussing (Lot 85), Lynette Jones (Lot 155), Genevieve Broun (Lot 106), Greg Fennell (Lot 163), Cassandra Gallagher (Lot 167), Shirley Pang (Lot 180)
3. A ballot was held for the election of the council with the following lot owners declared elected:
Lorraine Broun (Lot 47), Alex Jones (Lot 52), Steve Dejussing (Lot 85), Lynette Jones (Lot 155), Genevieve Broun (Lot 106), Cassandra Gallagher (Lot 167), Shirley Pang (Lot 180)

Notes:

The CoO Presentation to be sent to all owners after the meeting

7. Insurance Obligations of the Strata Company

Motions under notice:

That by Ordinary Resolution -

1. The Strata Company acknowledge receipt of the insurance certificates, insurance requirements and important information attached to the notice of meeting, detailing a general advice warning and disclosure relating to John Dethridge Strata Services' arrangement with the insurer.
2. The Strata Company resolve to renew the policy of insurance at the replacement value as indexed by the insurer or in line with a recent valuation, taking into consideration the date of the valuation and subsequent inflationary factors. *Note - the last valuation was carried out in 2022 and came in at \$105,521,790.00.*

Motion CARRIED.

VOTES

Yes : 60

No: 0

Abs: 0

Inv: 3

Mover: Alex Jones , Seconder: Ian Brown

8. Proposed Budget and Levy Contributions

8.1. Consideration of Budget of Estimated Expenditure

Motion under notice:

That by Ordinary Resolution -

1. The budget of estimated expenditure totalling \$956,900.00 for the Administrative Fund and \$400,000.00 for the Reserve Fund, as attached to the notice of meeting, be adopted as the budget of the Strata Company for the financial year ending 31st of January 2025.
2. The same expenditure limits shall apply for the following financial year ending 31st of January 2026 until resolved at the next general meeting of the strata company.

**If the strata company is registered for GST, the budget of expenditure items, as listed, are GST exclusive*

Motion CARRIED.

VOTES

Yes : 57

No: 2

Abs: 1

Inv: 3

Mover: Stephen Dejussing, Seconder: Alex Jones

Notes:

The meeting noted that the proposed budget for the Administrative Fund includes funds for legal and consultants fees related to the defects claim before SAT which is not expected to be a reoccurring expense in the following financial year for 2025-26. The meeting agreed that the council of owners would consider structuring future proposed levy contributions to itemise 'one-off' expenditure into a special project levy rather than building such costs in to the regular quarterly Admin/Reserve Fund levies.

8.2. Determination of Levy Contributions for the Administrative Fund

Motion under notice:

That by Ordinary Resolution -

1. The strata company resolve that the levy contributions on proprietors for the Administrative Fund be payable in advance, by quarterly instalments, due and payable in the amounts and on the first day of the month as shown below:

Levy Status	Per Lot Entitlement	Period From	Period To	Admin Fund	Due
Already Issued	\$17.63	01 Feb 2024	30 Apr 2024	\$176,300.00	01 Feb 2024
To be Issued	\$22.49	01 May 2024	31 Jul 2024	\$224,900.00	01 May 2024
To be Issued	\$22.49	01 Aug 2024	31 Oct 2024	\$224,900.00	01 Aug 2024
To be Issued	\$22.49	01 Nov 2024	31 Jan 2025	\$224,900.00	01 Nov 2024
Total	\$85.10	01 Feb 2024	31 Jan 2025	\$851,000.00	

2. The levy contributions will continue on a quarterly basis from 31st of January 2025 at the rate of \$22.49 per unit entitlement, to raise \$224,900.00 per subsequent quarter, until otherwise determined by the strata company in general meeting.

**If the strata company is registered for GST, the levy contributions as listed are inclusive of GST.*

Motion CARRIED.

VOTES

Yes : 56 No: 3 Abs: 1 Inv: 3

Mover: Alex Jones, Seconder: Ian Brown

8.3. Determination of Levy Contributions for the Reserve Fund

Motion under notice:

That by Ordinary Resolution -

1. The strata company resolve that the levy contributions on proprietors for the Reserve Fund be payable in advance, inclusive of GST, by quarterly instalments, due and payable in the amounts and on the first day of the month as shown below:

Levy Status	Per Lot Entitlement	Period From	Period To	Reserve Fund	Due
Already Issued	\$3.62	01 Feb 2024	30 Apr 2024	\$36,241.00	01 Feb 2024
To be Issued	\$4.29	01 May 2024	31 Jul 2024	\$42,919.70	01 May 2024
To be Issued	\$4.29	01 Aug 2024	31 Oct 2024	\$42,919.70	01 Aug 2024
To be Issued	\$4.29	01 Nov 2024	31 Jan 2025	\$42,919.70	01 Nov 2024
Total	\$16.50	01 Feb 2024	31 Jan 2025	\$165,000.00	

2. The levy contributions for the Reserve Fund will continue on a quarterly basis from 31st of January 2025 at the rate of \$4.29 per unit entitlement, to raise \$42,900.00 per subsequent quarter, until otherwise determined by the strata company in general meeting.

**If the strata company is registered for GST, the levy contributions as listed are inclusive of GST.*

Motion CARRIED.

VOTES

Yes : 57 No: 2 Abs: 1 Inv: 3

Mover: Alex Jones, Seconded: Lynette Jones

9. Debt Recovery Policy

Motion under notice:

That by Ordinary Resolution, the Strata Company adopt the debt recovery policy attached to the notice of meeting and acknowledge that all costs associated with debt recovery from an owner will be on-charged to the relevant owner.

Motion CARRIED.

VOTES

Yes : 59

No: 0

Abs: 1

Inv: 3

Mover: John Werndly , Seconded: Lorraine Broun

10. Execution of Documents & Use of Common Seal

Motion under notice:

That by Ordinary Resolution, the council be authorised to;

1. Enter into and, if required to, execute contracts, agreements, commitments, undertakings or other legally binding arrangements, which are either desirable or necessary for the achievement of the strata company's objectives and the performance of the functions of the strata company; and,
2. If the strata company has a common seal, and when desirable or necessary to do so, to use the common seal which must be attested to by the signatures of two members of the Council of the strata company.

Motion CARRIED.

VOTES

Yes : 59

No: 0

Abs: 1

Inv: 3

Mover: Kieran Milne Peters , Seconded: Ian Brown

11. Motion proposed by Greg Fennell (Lot 163)

Motion under notice:

The owners of Heirloom vote to reduce the current inflated electricity charges as approved by a limited majority of COO Members and hereby approve and instruct the Strata Company to only apply the contract Alinta charges as per the signed Alinta contract QUO-63415-C4W7B0 dated 28 June 2023 as a levy payment (By-Law 26). The current charges as applied to all owners of 0.27322 cents (excl. GST); Heirloom charges exceed the Alinta contract pricing currently being applied to all owners; owners are being charged above the Alinta contract charges 0.02100 cents (excl. GST). Alinta contract charges are listed under Point 9 at Electricity Prices.

Motion FAILED (no seconder)

Mover: Annette Fennell

12. Matters Without Notice for Discussion and Referral to the Council:
The meeting discussed ongoing safety issues for pedestrians exiting the building via the Queen Victoria Street lobby noting multiple residents have either been hit or had near misses with cyclists and/or E-scooters colliding with pedestrians on the footpath. It was agreed that the council of owners would consider this matter at the forthcoming council meeting including the possibility of a reminder to residents (newsletter / lift signage / Mimor reminder), installing signage to warn residents exiting the building and/or a mirror.

It was noted that similar signage may be needed at the Beach Street vehicle gate to ensure cars stop to check for pedestrians on the footpath before exiting the driveway.

The strata manager informed the meeting that the final schedule of complaint items for the defects claim before SAT is now available on the owner portal and that all of the associated defect reports would be made available for all owners to access on the owner portal in the coming days.

It was noted that the final SAT hearing has now been scheduled for three consecutive days commencing 27 May 2024.

CoO to conduct an audit of fobs.

The meeting closed at 08:12 PM.

Approved Budget 1 February 2024 - 31 January 2025

The Owners of Heirloom
Strata Scheme 63644

Administrative Fund	Proposed budget
Revenue (excl. GST)	
Levies Due--Admin	\$ 773,636.36
Recovery--Electricity Sub Meters	\$ 184,000.00
<i>Total revenue</i>	\$ 957,636.36
Less expenses (excl. GST)	
Administration	
Admin--Management Fees--Standard	\$ 26,000.00
Admin--Agent Disburst--Meeting Fees	\$ 5,000.00
Admin--Agent Disburst--Preparation	\$ 15,000.00
Admin--Agent Disburst--Email Correspondence	\$ 8,000.00
Admin--Agent Disburst--Telephone Calls	\$ 5,000.00
Admin--Agent Disburst--Maintenance Orders	\$ 7,000.00
Admin--Agent Disburst--Inspections	\$ 1,000.00
Admin--Agent Disburst--Travel	\$ 500.00
Admin--Agent Disburst--Photocopying	\$ 300.00
Admin--Agent Disburst--Postage&Petties	\$ 1,500.00
Professional Fees	
Admin--Building/Facilities Manager	\$ 52,000.00
Admin--Accountant Fees	\$ 1,000.00
Admin--Debt Collection	\$ 1,000.00
Admin--Legal Fees	\$ 5,000.00
Admin--Legal Fees--Defects	\$ 30,000.00
Admin--Defects--Consultants & Other Expenses	\$ 50,000.00
Admin--Meeting Venue Hire	\$ 600.00
Utilities	
Utility--Electricity	\$ 190,000.00
Utility--Electricity Meter Reading	\$ 17,000.00
Utility--Water	\$ 30,000.00
Insurance	
Insurance--Premiums	\$ 162,000.00
Insurance--Excesses	\$ 5,000.00
Building	
Maint Bldg--General Maintenance	\$ 28,000.00
Maint Bldg--Contingency	\$ 10,000.00
Maint Bldg--Cleaning Common Area	\$ 105,000.00
Maint Bldg--Cleaning--Windows/Glass	\$ 30,000.00
Maint Bldg--Roof	\$ 5,000.00
Maint Bldg--Fire Protection	\$ 45,000.00
Maint Bldg--Pest/Vermin Control	\$ 10,000.00
Maint Bldg--Lift--Maintenance Contract	\$ 25,000.00
Maint Bldg--Lift--Servicing/Repair	\$ 6,500.00
Maint Bldg--Plumbing & Drainage	\$ 15,000.00
Maint Bldg--Security Gate Servicing	\$ 1,500.00
Maint Bldg--Security Remotes & Keys	\$ 1,500.00
Maint Bldg--Security/Surveillance Equipment	\$ 3,500.00
Maint Bldg--Exhaust/Ventilation Systems	\$ 10,000.00
Maint Bldg--Electrical	\$ 40,000.00

Approved Budget 1 February 2024 - 31 January 2025

The Owners of Heirloom
Strata Scheme 63644

Grounds/Landscaping

Maint Grounds--Gardening	\$ 5,000.00
Maint Grounds--Irrigation Systems	\$ 3,000.00

<i>Total expenses (excl. GST)</i>	<u>\$ 956,900.00</u>
--	-----------------------------

Surplus/Deficit	\$ 736.36
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Reserve Fund

Proposed budget

Revenue (excl. GST)

Levies Due--Sinking	\$ 150,000.00
Bank Interest	\$ 10,000.00
<i>Total revenue</i>	\$ 160,000.00

Less expenses (excl. GST)

Maint Bldg--10 Year Plan Maintenance	\$ 400,000.00
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Maint Bldg--Remedial Works--Atrium Beams (Stage 1)
Maint Bldg--Remedial Works--Windows
Maint Bldg--Remedial Works--Downpipes & Rain Heads
Maint Bldg--Remedial Works--Balconies
Maint Bldg--Tiling & Waterproofing--Lift Terraces
Maint Bldg--Flashing Northern Wall
Maint Bldg--Walls--Mortar Repairs/ Seal Brickwork
Maint Bldg--Planter Boxes

<i>Total expenses (excl. GST)</i>	\$ 400,000.00
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Surplus/Deficit	<u>-\$ 240,000.00</u>
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Approved Budget 1 February 2024 - 31 January 2025

The Owners of Heirloom
Strata Scheme 63644

Administrative Fund - Levy Contributions

Net owners funds	31/01/2024	\$	181,561.86	\$	181,561.86
Levies Due--Admin (incl. GST)		\$	851,000.00	\$	1,032,561.86
Recovery--Electricity Sub Meters (incl. GST)		\$	202,400.00	\$	1,234,961.86
Less					
Anticipated Expenditure (incl. GST)		\$	1,052,590.00	\$	1,052,590.00
ANTICIPATED BALANCE AS AT	31/01/2025			\$	182,371.86

Aggregate of u/e 10,000

Strata Levies per unit entitlement per annum	\$	85.1000
Strata Levies per unit entitlement per quarter (if equal)	\$	21.2750

QUARTERS		\$/UE	
01/02/24 - 30/04/24	\$	17.63	already raised
01/05/24 - 31/07/24	\$	22.49	
01/08/24 - 31/10/24	\$	22.49	
01/11/24 - 31/01/25	\$	22.49	
Total	\$	85.10	
Subsequent Periods	\$	22.49	

Approved Budget 1 February 2024 - 31 January 2025

The Owners of Heirloom
Strata Scheme 63644

Reserve Fund - Levy Contributions

Net owners funds	31/01/2024	\$	604,925.75	\$	604,925.75
Proposed Income - Regular Reserve Levy (incl. GST)		\$	165,000.00	\$	769,925.75
Bank Interest		\$	10,000.00	\$	779,925.75
Less					
Anticipated Expenditure (incl. GST)		\$	440,000.00	\$	440,000.00
ANTICIPATED BALANCE AS AT	31/01/2025			\$	339,925.75

Aggregate of u/e 10,000

Strata Levies per unit entitlement per annum	\$	16.5000
Strata Levies per unit entitlement per quarter (if equal)	\$	4.1250

QUARTERS	\$/UE	
01/02/24 - 30/04/24	\$ 3.62	already raised
01/05/24 - 31/07/24	\$ 4.29	
01/08/24 - 31/10/24	\$ 4.29	
01/11/24 - 31/01/25	\$ 4.29	
Total	\$ 16.50	
Subsequent Periods	\$ 4.29	

The Owners of Heirloom Strata Scheme 63644

Levy Contributions per Lot as per Proposed Budget

Lot #	Unit entitlement	Q1		Q2		Q3		Q4		Q5	
		01/02/24 to 30/04/24		01/05/24-31/07/24		01/08/24-31/10/24		01/11/24-31/01/25		Subsequent Periods	
		Admin	Reserve	Admin	Reserve	Admin	Reserve	Admin	Reserve	Admin	Reserve
1	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
2	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
3	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
4	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
5	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
6	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
7	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
8	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
9	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
10	36	\$ 634.68	\$ 130.47	\$ 809.64	\$ 154.51	\$ 809.64	\$ 154.51	\$ 809.64	\$ 154.51	\$ 809.64	\$ 154.51
11	48	\$ 846.24	\$ 173.96	\$ 1,079.52	\$ 206.01	\$ 1,079.52	\$ 206.01	\$ 1,079.52	\$ 206.01	\$ 1,079.52	\$ 206.01
12	43	\$ 758.09	\$ 155.84	\$ 967.07	\$ 184.55	\$ 967.07	\$ 184.55	\$ 967.07	\$ 184.55	\$ 967.07	\$ 184.55
13	48	\$ 846.24	\$ 173.96	\$ 1,079.52	\$ 206.01	\$ 1,079.52	\$ 206.01	\$ 1,079.52	\$ 206.01	\$ 1,079.52	\$ 206.01
14	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
15	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
16	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
17	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
18	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
19	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
20	52	\$ 916.76	\$ 188.45	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18	\$ 1,169.48	\$ 223.18
21	45	\$ 793.35	\$ 163.08	\$ 1,012.05	\$ 193.14	\$ 1,012.05	\$ 193.14	\$ 1,012.05	\$ 193.14	\$ 1,012.05	\$ 193.14
22	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
23	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
24	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
25	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
26	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
27	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
28	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
29	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
30	39	\$ 687.57	\$ 141.34	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39	\$ 877.11	\$ 167.39
31	38	\$ 669.94	\$ 137.72	\$ 854.62	\$ 163.09	\$ 854.62	\$ 163.09	\$ 854.62	\$ 163.09	\$ 854.62	\$ 163.09
32	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
33	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
34	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
35	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
36	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
37	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
38	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
39	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
40	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
41	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
42	55	\$ 969.65	\$ 199.33	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06	\$ 1,236.95	\$ 236.06
43	66	\$ 1,163.58	\$ 239.19	\$ 1,484.34	\$ 283.27	\$ 1,484.34	\$ 283.27	\$ 1,484.34	\$ 283.27	\$ 1,484.34	\$ 283.27
44	59	\$ 1,040.17	\$ 213.82	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23
45	59	\$ 1,040.17	\$ 213.82	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23
46	59	\$ 1,040.17	\$ 213.82	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23
47	59	\$ 1,040.17	\$ 213.82	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23	\$ 1,326.91	\$ 253.23

[illegible]

164	120	\$	2,115.60	\$	434.89	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04
165	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
166	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
167	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
168	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
169	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
170	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
171	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
172	112	\$	1,974.56	\$	405.90	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70	\$	2,518.88	\$	480.70
173	120	\$	2,115.60	\$	434.89	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04	\$	2,698.80	\$	515.04
174	66	\$	1,163.58	\$	239.19	\$	1,484.34	\$	283.27	\$	1,484.34	\$	283.27	\$	1,484.34	\$	283.27	\$	1,484.34	\$	283.27	\$	1,484.34	\$	283.27
175	55	\$	969.65	\$	199.33	\$	1,236.95	\$	236.06	\$	1,236.95	\$	236.06	\$	1,236.95	\$	236.06	\$	1,236.95	\$	236.06	\$	1,236.95	\$	236.06
176	41	\$	722.83	\$	148.59	\$	922.09	\$	175.97	\$	922.09	\$	175.97	\$	922.09	\$	175.97	\$	922.09	\$	175.97	\$	922.09	\$	175.97
177	65	\$	1,145.95	\$	235.57	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98
178	65	\$	1,145.95	\$	235.57	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98
179	65	\$	1,145.95	\$	235.57	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98
180	65	\$	1,145.95	\$	235.57	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98
181	65	\$	1,145.95	\$	235.57	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98
182	43	\$	758.09	\$	155.84	\$	967.07	\$	184.55	\$	967.07	\$	184.55	\$	967.07	\$	184.55	\$	967.07	\$	184.55	\$	967.07	\$	184.55
183	65	\$	1,145.95	\$	235.57	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98	\$	1,461.85	\$	278.98
184	108	\$	1,904.04	\$	391.40	\$	2,428.92	\$	463.53	\$	2,428.92	\$	463.53	\$	2,428.92	\$	463.53	\$	2,428.92	\$	463.53	\$	2,428.92	\$	463.53



CERTIFICATE OF CURRENCY

THE INSURED

POLICY NUMBER	WRSC16006654
PDS AND POLICY WORDING	Residential Strata Product Disclosure Statement and Policy Wording SCI034-Policy-RS-PPW-02/2021 Supplementary Product Disclosure Statement SCIA-036_SPDS_RSC-10/2021
THE INSURED SITUATION	The Owners of Heirloom Apartments Strata Plan 63644 36 Queen Victoria Street, Fremantle, WA, 6160
PERIOD OF INSURANCE	Commencement Date: 4:00pm on 30/11/2023 Expiry Date: 4:00pm on 30/11/2024
INTERMEDIARY	PSC Property Lync Insurance Brokers
ADDRESS	PO Box 7476, Cloisters Square PO, WA, 6850
DATE OF ISSUE	30/11/2023

POLICY LIMITS / SUMS INSURED

SECTION 1	PART A	1. Building	\$110,797,880
		Common Area Contents	\$6,000,000
		2. Terrorism Cover under Section 1 Part A2	Applies
	PART B	Loss of Rent/Temporary Accommodation	\$16,619,682
	OPTIONAL COVERS	1. Flood	Included
		2. Floating Floors	Included
SECTION 2	Liability		\$50,000,000
SECTION 3	Voluntary Workers		Included
SECTION 4	Workers Compensation		Selected
SECTION 5	Fidelity Guarantee		\$100,000
SECTION 6	Office Bearers' Liability		Not Included
SECTION 7	Machinery Breakdown		\$250,000
SECTION 8	Catastrophe		\$11,079,788
SECTION 9	PART A	Government Audit Costs – Professional Fees	Not Included
	PART B	Appeal Expenses	Not Included
	PART C	Legal Defence Expenses	Not Included
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.

**Heirloom Apartments
36 Queen Victoria St, Fremantle, WA 6160
SP63644**



**10 Year Maintenance Plan and
Reserve Fund Forecast**

**On Behalf of
All Strata Management Services**

Prepared By:
Oban Group Pty Ltd
896 Canning Highway, Applecross, WA 6153
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3rd July 2020

Quality Assurance

Quality Assurance

Rev	Status	Prepared by	Checked by	Date
1	Issued	Chris Roeves MRICS Chartered Building Surveyor	David English	20.07.2020

Document Distribution

Issued to	Company	No. Copies	Date
John Monaghan	Oban Group	1	20.07.2020

Disclaimer

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Information contained in the Report is current as at the date of the Report, and may not reflect any event or circumstances which occur after the date of the Report. Refer also to limitations in section 3 of the Report.

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Contents

1. Introduction
2. Methodology
3. Limitations
4. Property Overview
5. Cost Estimate
6. Use of the Database

1. Methodology

- 1.1 This building inspection is intended to record the condition of the premises at Heirloom, 36 Queen Victoria Street, Fremantle, WA 6160 in order to identify current defects with the site, along with potential capital expenditure as part of a 10 Year Maintenance Plan and Reserve Fund Forecast.



- 1.2 The site inspection was undertaken on 3rd July 2020.

1. Methodology

- 2.1 At a high level, the report identifies elements which are not as per the expected condition, or performing as required based upon the age of the premises. The report includes a location of the element, risk rating and estimated cost of the works. This includes common property items which are the responsibility of the Body Corporate.
- 2.2 No detail was provided as to what was included within the original construction, and what equipment has been added subsequently.
- 2.3 A separate builders defect report has been produced.

2. Limitations

- 3.1 This Schedule does not constitute a building survey and is only intended to record the condition of the building fabric and exposed finishes. The report should be read in conjunction with the attached MS Excel spreadsheet, which provides details of the works on an elemental basis.
- 3.2 In preparation of this Schedule no tests have been carried out on any service installations such as heating, alarm systems, emergency lighting, and smoke or heat detectors.
- 3.3 It has been assumed that visible service installations (AC) have been installed by the Unit owner and are not the responsibility of the strata.
- 3.4 We advise that we have not inspected parts of the building built-in, covered up or otherwise made inaccessible, and therefore cannot comment as to whether they are free from defect or infestation. We also advise that we have not tested services or carried out tests for any deleterious materials.
- 3.5 We have not commented on any environmental issues, hazardous materials and the like and did not form part of the brief.
- 3.6 As-constructed drawings and specifications have not been provided.
- 3.7 We have used AS4349.1; 2007 in determining safe access to complete the inspection. This is at the sole discretion of the inspector.
- 3.8 The report is not a specification of works and should not be used as 'design documentation' for works. Quantities may be manipulated to reflect a more accurate pricing for works.
- 3.9 No costs are included for access to complete the works. This should be calculated once the works have been scoped and scheduled.

4. Property Overview

Client	All Strata Management Services				
Site	Heirloom Apartments, 36 Queen Victoria Street, Fremantle, WA 6160				
Building Type	Double Brick with Metal Deck Roof	Inspector	Chris Reeves	Inspection Date	03.07.2020

Building Age	5	Functionality	B1	Est Remaining Life	70
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Building Functionality Rating	
A1 – Meets Service Delivery Fully	B1 – Meets Service Delivery But Could be Improved
C1 – Just Meets Service Delivery	D1 – Does Not Meet Service Delivery
E1 – N/A	

Building Construction Details			
Floors	Timber	Roof Frame	Timber
External Walls	Double Brick	Roof Cover	Zinc Sheetting
Internal Walls	Brick	Other	N /A
Additional Factors Affecting Building Condition. The original building was constructed 1923 with the current structure retaining a number of the original features.			

Overall Building Condition					A
A – As New	B – Good	C – Fair	D – Poor	E – Failed	

Element Name	Condition	Element Name	Condition
External Sewer Drainage	A	Sub Structure	B
Stormwater Drainage	A	External Walls	B
Boundary Walls, Fencing and Gates	B	External Windows	A
Landscaping and Improvements	B	External Doors	B
Roads, Footpaths and Paved Areas	C	Staircase	A
External Fire Protection	A	Roof	B
External Gas	A	Roof Eaves	A
External Water Supply	A	Roof Fascia	A
External Communication	A	Gutters / Downpipes	B
External Electrical Light and Power	A	External Columns	B

4. Property Overview

4.1 Roof Areas

- 4.1.1 Costs are included for the ongoing maintenance of the roof access system, along with the roof mounted services. Based upon the age of the site, no costs are included for lifecycle replacement at this stage.



4.2 Car Park and Grounds

- 4.2.1 Based upon the design of the site, ongoing maintenance costs have been included for the regular cleaning of the tiled walkways to remove the efflorescence staining. As a result of the original design, ongoing maintenance costs are included for the repair / replacement of the silicon seals to the inground stainless steel drainage.



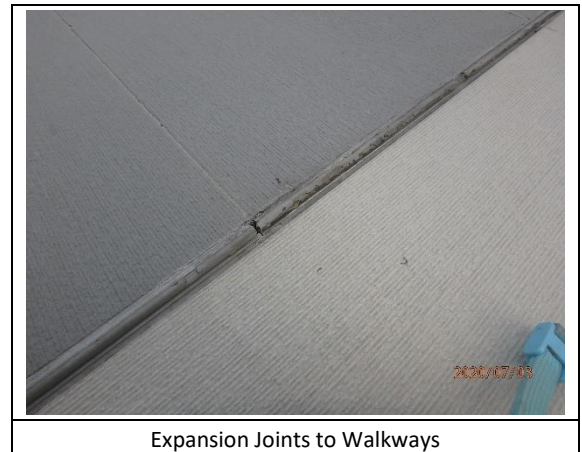
4. Property Overview

4.3 Externals

- 4.3.1 Ongoing maintenance costs are included for the painting of the exterior of the building; this includes the timber and steel structures, cladding and external walls to the courtyards and the external elevation feature render.



- 4.3.2 Based upon the existing condition of the walkways, ongoing maintenance costs are included for repairs to the grouting and expansion joints.



4. Property Overview

4.4 Internals

- 4.4.1 Ongoing maintenance costs are included for the repainting of the internal hallways, including ceilings and doors. Costs are also included for the replacement of the floor coverings although the condition should be assessed towards the end of the 10 year financial period.



Common Hallway



General Floor Coverings

- 4.4.2 Two of the cross-corridor doors are defective and should be repaired in the short term. One of the doors has dropped and is catching on the leading edge of the adjacent door, gouging the surface. (Building A, Level 2). The mag lock to Level 1 of Building C is loose, with the door now catching on the displaced mag-lock rather than latching.



Building A, Level 2



Building C, Level 1

4. Property Overview

4.5 Services

- 4.5.1 Ongoing maintenance costs are included for the fire systems and the ventilation systems to bathroom and the car park. The units are in good condition, with no lifecycle replacement costs included within this 10 year period.



Fire Pumps



Car Park Ventilation

- 4.5.2 The switchboards throughout are in good condition with ongoing maintenance costs included.



Main Switchboard (Lower Ground)



RCDs on House Services

5. Cost Estimate

5.1 10 Year Cost Plan

10 Year Maintenance Plan has been developed to show the short term works requirements for the property

10 Year Plan Estimates by Maintenance Types

Year	1	2	3	4	5	6	7	8	9	10	
Maintenance Types	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTAL
Defect	\$2,520	\$950	\$0	\$3,180	\$0	\$4,000	\$0	\$0	\$0	\$0	\$10,650
Maintenance	\$55,450	\$75,550	\$51,150	\$51,150	\$51,150	\$65,640	\$51,150	\$51,150	\$51,150	\$536,424	\$1,039,964
Total	\$57,970	\$76,500	\$51,150	\$54,330	\$51,150	\$69,640	\$51,150	\$51,150	\$51,150	\$536,424	\$1,050,614

10 Year Forecast Total	\$1,050,614	Immediate Expenditure	\$57,970	Significant Expenditure Year	\$536,424
		2020		2029	



5. Cost Estimate

5.2 10 Year Plan by Asset Category

The 10 Year Capex Plan has been developed to show the works requirements for the property and includes an annual uplift of 1.5%.

10 Year Plan Estimates by Capex

Capital Types	Year	1	2	3	4	5	6	7	8	9	10	TOTAL
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029		
Capex	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$236,977	\$236,977
Grand Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$236,977	\$236,977

[illegible]

5. Cost Estimate

5.3 Life cycle cost estimates

The following provides an estimate of life cycle costs. These are shown in the table below and the lifecycle that is indicated.

Life Cycle Cost Estimates Calculation

Elements and their Components	Life Expectancy (Years)	10 Year Capex Replacement and Refurbishment Annual Requirement									
		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
External Lighting (West) - Replace floodlights	15	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595
Gates (West Car Park Entry) - Replace automatic gate motors	15	\$572	\$572	\$572	\$572	\$572	\$572	\$572	\$572	\$572	\$572
Air Conditioning (West Entry Foyer) - Replace Split system A/C Unit	10	\$343	\$343	\$343	\$343	\$343	\$343	\$343	\$343	\$343	\$343
Ventilation (Car Parks) - Replace car park ventilation units	15	\$3,476	\$3,476	\$3,476	\$3,476	\$3,476	\$3,476	\$3,476	\$3,476	\$3,476	\$3,476
Floor Finishes (Building A Units 137 to 140) - Replace Carpet	10	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125
Floor Finishes (Building A Units 129 to 146) - Replace Carpet	10	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145
Floor Finishes (Building A Units 154 to 157) - Replace Carpet	10	\$375	\$375	\$375	\$375	\$375	\$375	\$375	\$375	\$375	\$375
Floor Finishes (Building A Units 147 to 160) - Replace Carpet	10	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145
Floor Finishes (Building A Units 161 to 177) - Replace Carpet	10	\$1,540	\$1,540	\$1,540	\$1,540	\$1,540	\$1,540	\$1,540	\$1,540	\$1,540	\$1,540
Planters (Courtyard A & B) - Replace corroded planters	10	\$978	\$978	\$978	\$978	\$978	\$978	\$978	\$978	\$978	\$978
External Lighting (Courtyards) - Replace inground lighting	10	\$1,835	\$1,835	\$1,835	\$1,835	\$1,835	\$1,835	\$1,835	\$1,835	\$1,835	\$1,835
Floor Finishes (Building B Units 73 to 76) - Replace Carpet	10	\$229	\$229	\$229	\$229	\$229	\$229	\$229	\$229	\$229	\$229
Floor Finishes (Building B Units 66 to 83) - Replace Carpet	10	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020
Floor Finishes (Building B Units 84 to 87) - Replace Carpet	10	\$229	\$229	\$229	\$229	\$229	\$229	\$229	\$229	\$229	\$229
Floor Finishes (Building B Units 88 to 101) - Replace Carpet	10	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020
Floor Finishes (Building B Units 102 to 121) - Replace Carpet	10	\$1,290	\$1,290	\$1,290	\$1,290	\$1,290	\$1,290	\$1,290	\$1,290	\$1,290	\$1,290
Planters (Courtyard B & C) - Replace corroded planters	10	\$978	\$978	\$978	\$978	\$978	\$978	\$978	\$978	\$978	\$978
Floor Finishes (Building C Units 9 to 12) - Replace Carpet	10	\$291	\$291	\$291	\$291	\$291	\$291	\$291	\$291	\$291	\$291
Floor Finishes (Building C Units 1 to 24) - Replace Carpet	10	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353
Floor Finishes (Building C Units 30 to 33) - Replace Carpet	10	\$458	\$458	\$458	\$458	\$458	\$458	\$458	\$458	\$458	\$458
Floor Finishes (Building C Units 43 to 65) - Replace Carpet	10	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353	\$1,353
Floor Finishes (Building C Level 3) - Replace Carpet	10	\$1,831	\$1,831	\$1,831	\$1,831	\$1,831	\$1,831	\$1,831	\$1,831	\$1,831	\$1,831
CCTV (All) - Upgrade CCTV to site (allowance)	10	\$1,372	\$1,372	\$1,372	\$1,372	\$1,372	\$1,372	\$1,372	\$1,372	\$1,372	\$1,372
External Lighting (East) - Replace floodlights	10	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149
Cost		\$23,698	\$23,698	\$23,698	\$23,698	\$23,698	\$23,698	\$23,698	\$23,698	\$23,698	\$23,698
Contingency @ 10%		\$2,370	\$2,370	\$2,370	\$2,370	\$2,370	\$2,370	\$2,370	\$2,370	\$2,370	\$2,370
TOTAL COST		\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067

5. Cost Estimate

5.4 Reserve Fund Annual Levy Calculation

Reserve Fund Annual Levy Estimate Calculation

Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Total Capex Cost (Drawdown)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$236,977	\$236,977
Annual Levy (Amortised Capex)	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$26,067	\$260,674
Retained Funds	\$26,067	\$52,135	\$78,202	\$104,270	\$130,337	\$156,405	\$182,472	\$208,540	\$234,607	\$23,698	\$23,698

RESERVE FUND QUALIFICATIONS

The table above provides an estimate of the annual reserve fund levy that should be applied to ensure funds are available when required.

The levy is based on the previous table that has inflation built into the costs as well as a 10% contingency.

The costs includes GST.

The reserve fund estimate should be re-estimated every 5 years and levy adjusted.

The estimated levy does not take into account interest earnings on the retained funds.

6. Database

6.1 Overview of the Database

The figures contained within Section 5, are based upon the costs generated within the MS Excel 2007 Database, which is attached to this report.

The Database enables the user to search by specific items, across a number of levels. For example, the user could obtain the cost and quantity for external door painting by searching as follows: search by Trade (Painter), Work Type (Maintenance), and Specific Item (External Joinery). The database will then display all items within this search field. The database columns are as follows

1. Works ID - Unique works identification number
2. Building - This identifies the specific location for the works, for example, Unit 49, or Swimming Pool Changing
3. Location – The column identifies the specific location, for example, Roof or east elevation
4. Category – This is the specific building element, such as Drainage, Roof Covering etc.
5. Definitions - Defect / Maintenance / Capex – This specifies the type of work item.
 - Defect – A defect is an element which is not performing as intended and requires repair or replacement to place back in a fully functional state. Typical examples include a deteriorated road surface.
 - Maintenance – Works to be undertaken to maintain the element operating as intended. Typical examples include repainting external doors.
 - Capex – Works which are an upgrade of the existing element to provide an improved or replacement item whilst the existing element is still functional. Typical examples includes upgrades of air conditioning systems at the end of their projected lifespan.
1. Element – The element is the specific item which requires the works, for example Guttering or Downpipes, and is the next step from Category
2. Works Description – The text describes the issue with the Element, for example, gutters leaking at joints
3. Trade – The works have been allocated to specific trades to assist with creating works package
4. Quantity – the quantity is only provided as a number, and should be interpreted against the type of works – for example, painting will be square metres, whereas Electrical testing will be the number of units needing testing
5. Unit Cost – this is the estimated cost for an individual piece of work, such as 1m² of painting. The costs are in isolation, and do not alter with quantity.
6. Cost – the cost is the sum of the Unit Cost and quantity
7. Priority / Frequency – The column details the timeline for the works, with Defects and Replacement to be completed within the time stated, whereas maintenance items are to be repeated as per the frequency stated. The timelines used in the report following discussion with the client were
 - Immediate
 - 0-12 Months
 - 12-36 Months
 - 36-60 months
 - 60-120 months

6. Database

8. Works Notes – the notes column is used to provide additional detail regarding the specific item, and is also used as the Asset Register Section, to provide Make, Model Number etc. for Hot Water Units, Air Conditioning Split Systems etc.
9. The age is the estimated age of the element.
 - New
 - 1-3 Years
 - 3-5 Years
 - 5-10 Years
 - 10+ Years
10. Condition - The condition is the current condition of the element
 - A - As New
 - B - Good Condition – Minor Deterioration
 - C - Fair Condition – Damaged or Worn, but not failed
 - D -Poor Condition – Element Failed but can be Repaired
 - E - Failed – Element failed and cannot be repaired
 - N/A - Not applicable
11. Probability - The probability is the likelihood of the works having to be undertaken, and is a risk assessment of the likely requirement to undertake the works.
 - High Priority – Works should be undertaken to minimise risk.
 - Medium Priority – The Works may be undertaken to minimise risk, but may lead to further deterioration of the element if not attended to
 - Low – There is low risk in not undertaking the works.
12. Risk Rating - The risk rating is the driver behind undertaking the works.
 - Compliancy – Works should be undertaken to meet current standards, such as servicing and testing of fire equipment
 - Consequential Damage – Further damage will occur to the element, or other parts of the building if the recommended works are not undertaken, such as repair of roof leaks.
 - Continuous Use – The condition of the element will deteriorate due to ongoing use such as the deterioration of floor finishes.
 - Health and Safety – the works should be undertaken to prevent an OH&S issue on site
 - Image and Reputation – Works should be undertaken to maintain the image of the premises, such as the upgrade of signage, or painting of ceilings
 - Operational Efficiency – Works undertaken will improve the operational efficiency of the element, such as installing dual flush toilets
 - Security – Works are recommended which will improve the security on site
13. Severity - The severity is the level of severity of potential damage which could occur as a result of not undertaking the works. Works classed as High should be undertaken ASAP to prevent significant damage
 - High Priority – Severe damage could occur or a high risk issue could evolve if the works are not undertaken
 - Medium Priority – Moderate damage may occur
 - Low – There is low risk in not undertaking the works.
14. Make / Model - This is the make and model of the asset, such as the air conditioning units, or boilers.

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