

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

Friday, 7th July, 2023.

Gracemere Manor,

21 Gracemere Boulevard,

Peregian Springs, QLD 4573

Meeting commenced: 9.00 am.

1. Attendance: Pat Bowen (Chair), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Keith Van Rangelrooy.

Cosi Ronconi, Community Business Manager,

Paul Davis, Assistant Community Business Manager

Apologies: Arnold Vandenhurk.

2. Confirmation of Minutes of BCC meeting held on 2nd June, 2023.

Correction to Minutes, Community Manager's Report – New Action Items.

1) "Excavate and repair Sewer drainage ILU 163" – work was carried out at ILU 167.

2) **Action:** Works at ILU 167 & ILU 157 were carried out before June Committee meeting. Management will, going forward, obtain 2 quotes before work is carried out.

Moved: John Weeden.

Seconded: Keith Van Rangelrooy.

3. Business arising from Minutes :

3.1 Street Lighting – Pat Bowen.

Defer to next meeting as more discussion with Aveo is needed regarding ultimate responsibility for payment.

3.2 Second painting quote – Cosimo Ronconi. Refer Item 8.

3.3 Repairs to Water Harvest System – Tom Shaw & Cosi Ronconi.

Tom Shaw inspected system & reports that the major drawback is that we can't inspect the tanks on a regular basis as access is difficult & restrictive.

Cosi will speak with service provider & ask following questions –

- a) can we clean tanks after initial service? b) is there a filtration system existing & how do we clean that? c) can we have a simpler access entry? d) what is the on-going service cost?

3.4 Waste Collection costs clarification – Cosi Ronconi. Refer Item 8.

3.5 Chairman's meeting with Rev. Chris Ivey report – Pat Bowen.

Committee members were very disappointed with response from College Principal regarding future development at the College.

Letter to be written to Cosimo Ronconi, re Rev. Ivey's response, advising him that we have corresponded with Rev. Ivey on behalf of residents with our concerns regarding their future building plans. We ask Cosi if there is anything further we can do on behalf of residents?

3.6 Up-grade to fountain area – Cosi Ronconi.

Cosi is following up with Hedge gardeners to carry out work as already paid for!

4. Outward Correspondence:

4.1 Cosimo Ronconi, 7/6/2023 – Re: Street Lighting.

4.2 Sandi Ferber, 8/6/2023 – Re: Inquiry for clarification on Unity Water meter changes.

4.3 Rev Chris Ivey, 9/6/2023 – Re: Future St Andrews Anglican College Development.

Endorsed: Keith Van Rangelrooy.

Seconded: John Weeden.

5. Inward Correspondence:

5.1 Sandi Ferber, 3/6/2023 – Request for clarification regarding Unity Water meter up-grade.

5.2 Bob Horsley, 9/6/2023 – Request for tree removal in front garden.

5.3 Nole Beardwood, 23/6/2023 – Re: Street Lighting.

5.4 Rev. Chris Ivey, 3/7/2023 – Re: St Andrews Anglican College Development Plans.

5.5 George & Bronwyn West, 5/7/2023 – Water hazard at clothesline.

Cc: Jan Cox, Re: Maintenance charges to residents.

Received: Keith Van Rangelrooy.

Seconded: Tom Shaw.

6. Business arising from Correspondence:

6.1 (re 5.1) Requested information was forwarded to Sandi Ferber.

6.2 (re 5.2) Cosimo Ronconi to follow up request with resident.

6.3 (re 5.3) Refer to Item 3.1

6.4 (re 5.4) Refer to Item 3.5

6.5 (re 5.5) This problem is a re-occurrence of a previous issue - Cosimo Ronconi will follow up & address the problem.

Cc: The Contract for Hedge gardeners is a Body Corporate responsibility and the Committee was not consulted on the change to a fee for any service provided to a resident by the handyman. Letter to Cosimo Ronconi expressing the Committee's concern regarding these changes & asking if Cosi could put an explanation in the August Newsletter for the information of all residents?

7. Treasurer's Report : John Weeden –

This report is prepared for the July 2023 BCC meeting with the financial information available for May 2023.

INCOME

The Actual Income (excluding Interest) for the month of May was \$1,764 **below** Budget, and the ytd at \$173,145 was \$7,438 **below Budget**.

EXPENSES

There was expenditure in six line items.

Quantity Surveyor Reports:- Whilst there was no expense listed for this month, the actual ytd is **minus** \$1,247 after several reversals and recodes in previous months. I expect this will change.

Contractor – Pest Control:- \$2,608 for Exterra Termite Control. Over the last few months there has been several Recodes and Reversals but the actual ytd at \$15,336 seems to be correct.

Schedule Maintenance – Grounds Maintenance:- **minus** \$500. Last month we commented that there was no money in the budget for this line item so it has been moved somewhere else.

R&M Roofs:- \$895 Replacement of rusted gutter on two villas.

R&M Electrical:- \$477 Work on electrical box at V150.

R&M Plumbing:- \$3,299 Investigation and clearing of blocked sewer line at two locations.

This puts our Plumbing ytd at \$43,385 compared to a total budget of \$25,000.

R&M

Garden & Grounds:- \$2,643. There are four items totalling \$963 dating back to January 2023 relating to delivery and installation of stone and soil. The remaining \$1,680 relates to "Easter and Labour Day Mondays for Hedge Landscape" **Should this be charged here?**

R&M Antennae:- \$100 Antenna reception tuning.

The total expenditure for the month was \$9,530 giving a surplus of \$5,317 for the month. The Actual ytd was \$190,354 compared to Budget ytd of \$181,127.

The Total Year Budget is \$197,593.

BALANCE SHEET

In the Balance Sheet was listed four Term Deposits each of \$50,000 and one of \$53,865. The ANZ Main Operating A/c was \$87,029 which agreed with the Bank Statement and the Reconciliation Report.

Total Accounts Receivable was \$80,420 and Total Liabilities was \$13,947 giving Net Assets of \$407,367 which compares favourably with the Quantity Surveyor's Report which suggests we should have \$396,916 in the Sinking Fund at 30th June 2023.

Moved that report be accepted: John Weeden. Seconded: Cheryl Hodges.

8. Community Manager's Report: Cosimo Ronconi.

- **Roof Tile Replacement / Repair by DS Roofing.**

Contractor: DS Roofing: The next lot of villa roofs repairs has now been rescheduled to take place in September. (Ref. Quote 9633 for \$ 14,205.00)

- DS has recently advised that they have been able to source a large lot of the tiles coming off a residential roof in August. We will purchase a store the tiles prior to the works.

- **Streetlights**

EMF Griffiths was engaged by Aveo to conduct an External Lighting Lux Assessment and to provide Lighting Recommendations & Budgets. The Report has been tabled previously followed by correspondence between Body Corporate and Aveo.

- **Stormwater drainage between the back of Villa 78 and 79 and School Boundary fence**

Community Manager to follow up with James Blackley; the new facility Manger of St. Andrew's school on the progress of tree lopping and cleaning of the gardens along the boundary fence on the school side and cleaning the section opposite Villa 78 and 79 to ensure the correct stormwater drainage and the area outside the Emergency Exit gate behind Villa 71.

- **Meeting with Programmed Painting**

Programmed and Higgins are both working on their proposal for the new annual painting maintenance program with the scope for Year 1 being limited to Villas Wash down and timber repairs. The report is currently pending.

- **Repairs to water harvest system**

Following the recent 6 monthly servicing, the Pump House has submitted a quote for \$ 6,664.18 + GST and repairs required on three water harvest systems (Tank 2, Tank 3 and Tank4) Quote and report have been tabled at the previous meeting. We have been unsuccessful in sourcing alternate quotes as the alternative companies for this type of work have not responded to our multiple requests.

- **Balcony Posts and Tiles ILU50**

The Quote from Greg McMillan for \$ 14,318 .18 + GST was approved at the last meeting. The contractor has since advised that he is unable to complete the work. Aizier Building has accepted the work and honoured the approved price. Works are scheduled to take place in August.

- **Village Trees Audit**

Top Cut has recently conducted an audit of all trees in the village and provided their report and the following quote:

Quote 1: Trimming and reshaping of all trees that are inside the 3m clearance of homes for fire safety. Waste to be removed.

Work to be completed by 4-man crew including AQF Level 5 and 3 Arborists. Truck, chipper, and trailer lift EWP. Based on 8hr day including travel. Estimated time for completion: 5 days.

Action: Approved unanimously by Committee members.

Quote 2: Trimming and reshaping of remaining street trees throughout complex. Waste to be removed. Works completed under day rate as quoted above. Estimated time for completion: 4 days.

Action: This will be re-assessed after 1st job is completed.

Price per day; \$ 4,000.00 + GST

- **Waste Collection**
The Community Manager is still liaising with the Council regarding the number of bins vs. cost of services vs. green waste.
- **Excavate and repair Sewer drainage ILU167.**
Skipper Plumbing has completed the repairs to the broken pipe.
- **Excavate and repair Sewer drainage ILU157.**
Eastern Plumbing has completed the repairs to the broken pipe.
- **New action items:**
- **Line Painting Roundabout**
Action Maintenance has submitted a quote for \$ 335.00 + GST to paint a yellow highlight line around the roundabout in front of the Manor Entry to improve visibility at night for Residents.
Unanimously approved by Committee members.
- **Trees removals**
Top cut has submitted a quote for \$900.00 + GST to remove and grind the roots of 2 trees (**ILU106** and opposite **ILU15**)
Action: Above quote unanimously approved with addition of same action at ILU 107.
- **Fence damage** On 2nd June an unknown vehicle drove onto and damaged the boundary fence between the village and Peregian Springs Drive. An incident report has been lodged with Police Link and we have requested a quote to repair the broken fence.

9. General Business:

9.1 Responsibility for smoke detectors – battery replacement & replacement of unit.

Discussed under Cc correspondence.

9.2 Nominations received for BCC 2023/2024 –

Ordinary Committee members – John Weeden, Tom Shaw, Arnold Vandenhurk.

Pat Bowen has put forward a Motion for the AGM stating that if we don't receive any more Lot Owners nominating for positions at the AGM, that Leaseholders could nominate for an Ordinary Committee member position - this would be a non-voting role.

Date of next meeting: **Friday, 4th August, 2023 at 9.00am** in Gracemere Manor.

Close of Meeting: 11.00 am

Chairman:

Date: