



Martin Towers

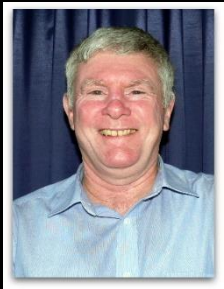
**MANAGEMENT COMMITTEE
REPORT 2015**



CORPORATION STRUCTURE

- Primary Corporation – Responsible for Whole Building
 - Apartments (Lot 1) One Vote
 - Resident Car Park (Lot 3) One Vote
 - Commercial Car Park (Lot 2) One Vote
 - Retail Shops (Lot 5) One Vote
 - *There is no Lot 4*
- All Primary Corporation business must be done by agreement as no party has a voting majority
- Our Secondary Corporation is responsible for **62.8%** of Primary Corporation costs

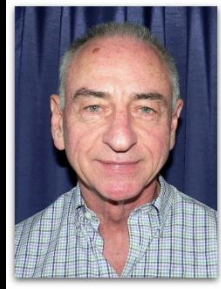
MANAGEMENT COMMITTEE (2014/2015)



David
Chadbourn



Elizabeth
Farrant



John
Hynd



Michael
Hammerton



Phillip
Relf

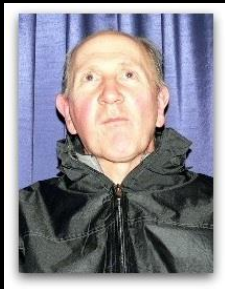


Daniel
Silvestri



Carolyn
Wastell

Julie Obst – no photo available



Greg Powell
Caretaker



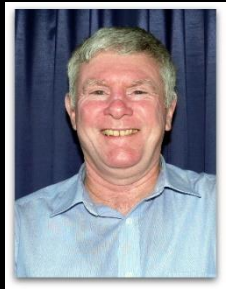
Peter Affleck
Body Corporate

Your Management Committee **freely volunteer** their time to support the apartment complex.

We meet bi-monthly and on other occasions when necessary.

We bring areas of expertise from our individual professions to enhance the quality of the complex.

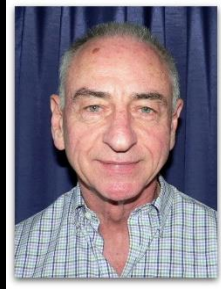
MANAGEMENT COMMITTEE (2014/2015)



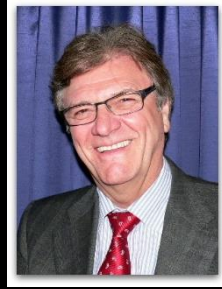
David
Chadbourne



Elizabeth
Farrant



John
Hynd



Michael
Hammerton



Phillip
Relf



Daniel
Silvestri



Carolyn
Wastell

Julie Obst — Finance

Presiding
Officer

Member

Secretary

Treasurer

Member

Member

Member

Primary
Corporation
Finance
Utilities

Finance

Property
Maintenance
(North Tower &
Plaza)

By-Laws
Complaints
Gym area

Security
Web Site
Caretaker
Interface

Property
Maintenance
(South Tower)
Recycling

Emergency
Response
Pool area



MANAGEMENT COMMITTEE – STRATEGIC PLAN

Our strategic goals are to:

- Continue to explore viable options to reduce operating costs and ensure value for money.
- Reduce annual member contributions to 1% of the average apartment value.
- Raise the Sinking Fund to the amount recommended by the Sinking Fund Analysis Report within five years.
- Strive for process improvement by the development of Management Committee procedures by 01st July 2016.





MANAGEMENT COMMITTEE – PROPOSED PROCUREMENT POLICY

- A member of the Management Committee must state any pecuniary interests that they hold in relation to any works being considered and must excuse themselves from any discussion and voting.
- Works over \$50k cannot be approved by the Management Committee and can only be approved at an AGM or an EGM.
- Works over \$5k should be supported by three quotations.
- Works up to and including \$5k may be supported by a single quotation.



POST EGM

- An EGM was held on the 25th March 2015
 - The lot owners moved to transition from MPG to Whittles as our new body corporate manager
 - Subsequently monies transitioned:
 - **\$264,842.63** from the Administration Fund and
 - **\$209,739.91** from the Sinking Fund
- Savings Identified by Management Committee and Whittles
 - Caretaking & Cleaning
 - \$100k per annum by removing night work cleaning
 - Insurance – Primary Corporation
 - \$50k per annum reduction realised
 - Rubbish removal
 - \$14k per annum savings realised by engaging the ACC and terminating the *Clean Away* contract

FINANCES

- Fund balance as of:

- Administration fund
- Sinking fund

30 June 2014	30 June 2015
\$2,792	\$227,035
\$125,952	\$219,142

- Long Term Funds Management (no fees)

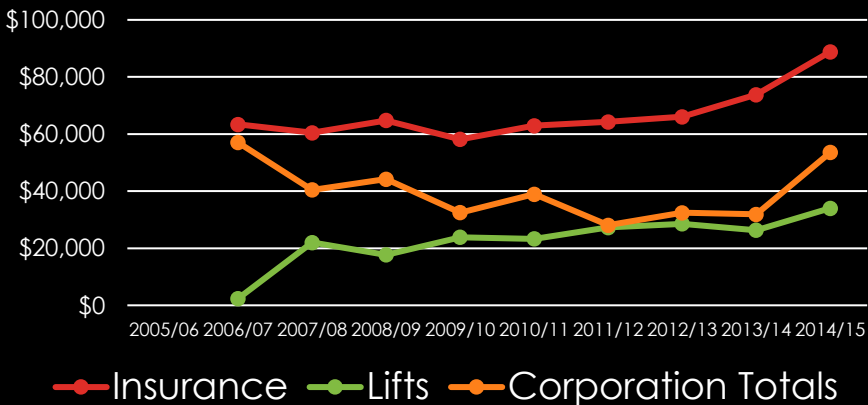
- \$300k moved to term deposits at 2.9%
- \$100k to be moved this year Admin to Sinking Fund



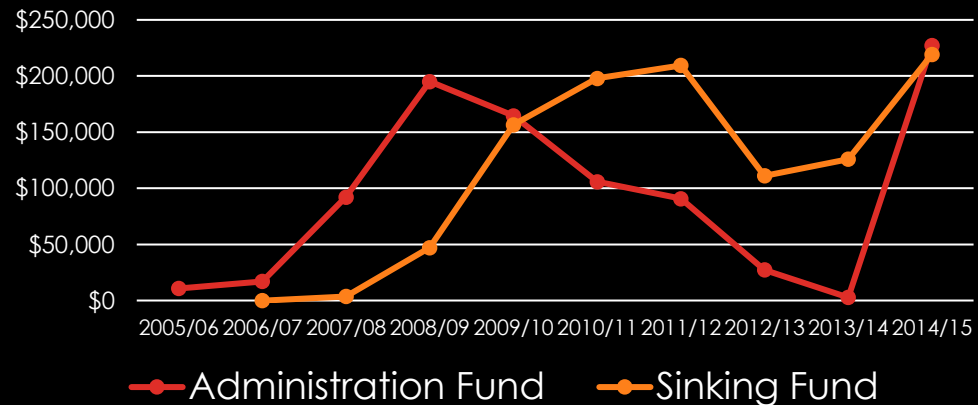


FINANCE & EXPENDITURE SUMMARY (2014/2015)

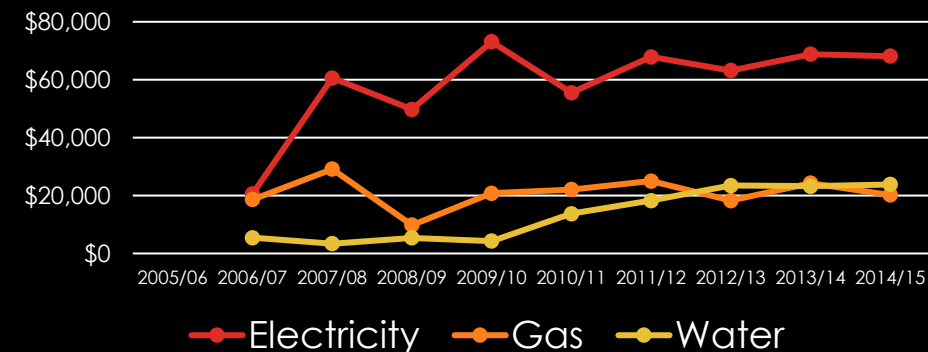
Martin Towers - General Costs



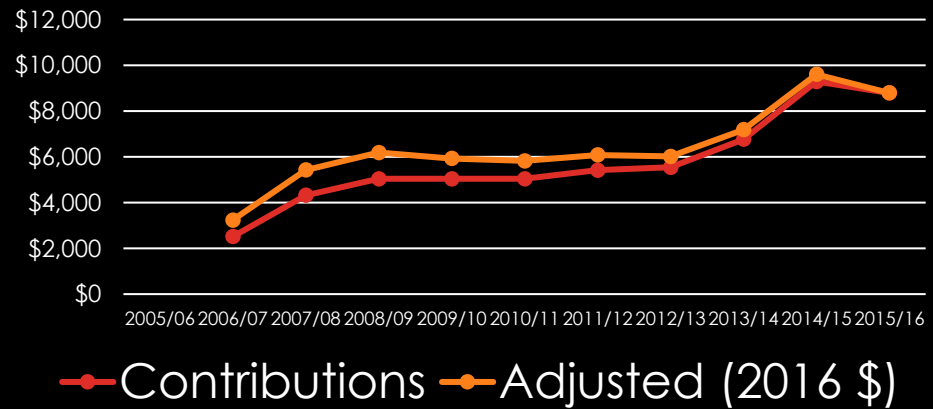
Martin Towers EoY Balance



Martin Towers - Utility Costs



Contributions for a Typical Apartment





BUDGET 2015/2016

Administration Fund

- Balance Opening \$227,035
- Income \$665,000
- Expenditure \$715,670 (\$100,000 to Sinking)
- Balance Closing \$176,365

Sinking Fund

- Balance Opening \$219,142
- Income \$363,020 (\$100,000 from Admin)
- Expenditure \$70,000
- Balance Closing \$512,162



MARTIN TOWERS

What has been happening?



CAR PARK STAIRWELLS

- Primary Corporation Insurance Claim
 - Approved 11th June 2015
 - Work started 17th June 2015
 - Work completed (see below)
 - Primary Corp. AGM - considering pressure cleaning
- Work scope
 - Paint over graffiti in stairwells
 - Replace damaged fire door NW Stairs level 3
 - Replace damaged door closer NW Stairs level 4
 - Repair fire door SW Stairs level 6



PRIMARY CORPORATION

- Considerable effort was put into realising and then rectifying power distribution within the building
- Electricity was being on-sold by Commercial Lots (i.e., 2 & 5) in the Primary Corporation to our Secondary Corporations



CAR PARK CLEANING

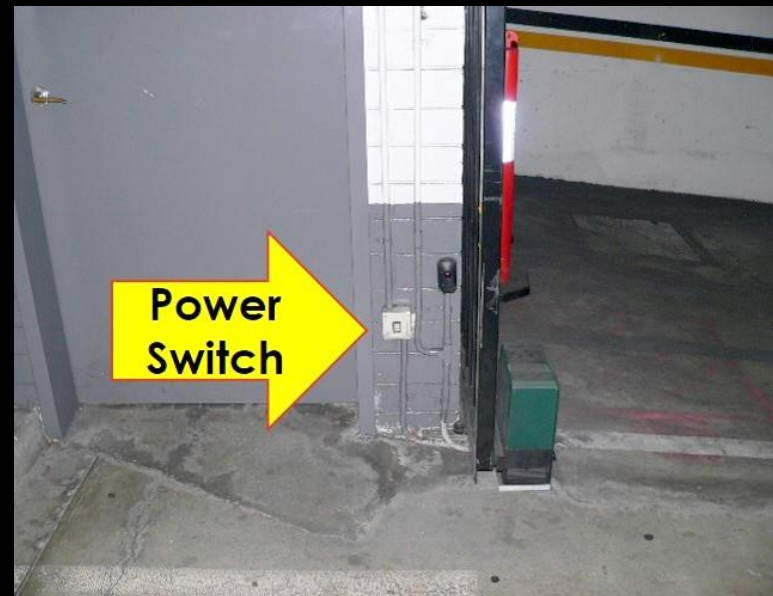
- Primary Corporation responsible for remedying sewage leakage
- Multiple messages sent to MPG to fix issue from future occurrences



Occurrences: 19Mar15, 22Aug15, 04Sep15

CAR PARK ACCESS

- 04th July 2015 – Sliding Gate Power Switch turned off by unknown person
 - Now protected with lock-box
- Resident safety increased
- Training in gate release





APARTMENT STAIRWELLS

- Work to place FOB readers on all resident stairwell levels – West side only
 - FOB access provided to enhance building security, resident safety and easy of access by emergency services personnel
 - Incidents of residents waiting in stairwells to get let onto their floor when lift fails
- Work scope
 - South Tower – car park gate, levels 2, 4 & 5
 - North Tower – levels 1, 2, 4, 6A & 7A



WORKS – HOT WATER

- North Tower Hot Water Service
 - Four hot water heaters
 - time of life about two years, then need replacement
 - Pump failed early 2015
 - Repaired
 - Water filter blocked, reduced water pressure
 - Cleared
 - [Installed external water filter that Caretaker can access]
- South Tower Hot Water Service
 - Heat Exchanger failed
 - Replace – needed to remove the roof over the heater

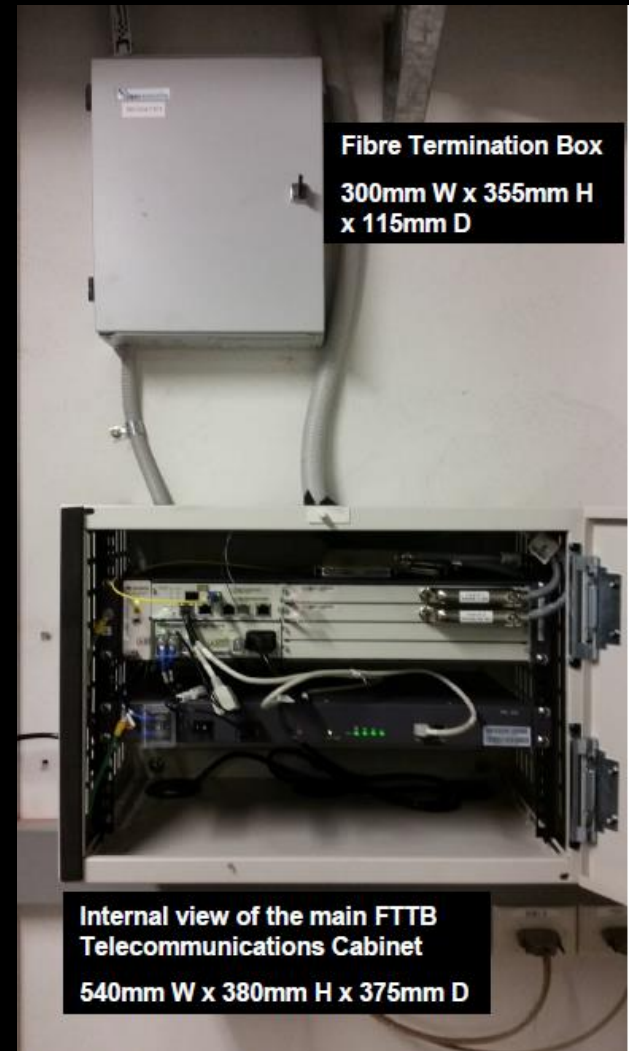


GYM & POOL AREA

- Gym
 - 05th June 2015 broken tread mill removed and an '**industrial**' strength stationary bike installed
 - 16th September 2015 quotation accepted to install a new tread mill
- Spa
 - A long running warranty issue has been addressed, resulted in the replacement of the spa heater and recommissioning of the spa

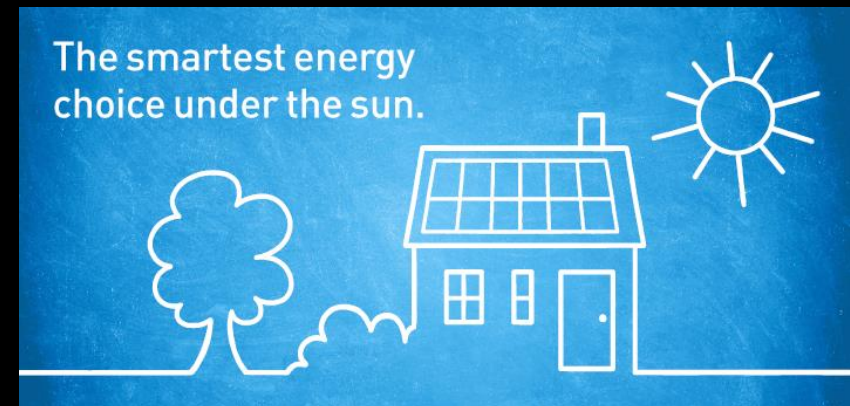
INTERNET ACCESS

- TPG have installed fibre optic cabling to apartment complex
 - No installation, insurance or maintenance costs to residents
 - \$365/year credit for use of common power
- Apartment access **Mid Oct 2015**
 - 80 – 90 Down, 30 – 40 Up (Mbps)
 - No change to current fixed-line Internet access solutions
 - ~20 service providers available
- Mail out to residents when available



SOLAR POWER

- North & South Tower common area power
- ZEN Energy Systems providing updated quotation – still being evaluated
 - Initial outlay of \$47k
 - Savings of \$152k over a five-year period





CARETAKING/CLEANING

- Organisations invited to quote on statement of work:
 - ***BJ Caretaking***
 - ***Complete Maintenance Services***
 - ***Site Services SA***
- Recommendation
 - Go with ***Complete Maintenance Services***
 - *A slight increase in cost but a vastly superior service offered*

CARETAKING & CLEANING

- Evaluation of Caretaking & Cleaning services provided
- Recommendation:
 - Terminate **Site Services SA** contract
 - Engage **Complete Maintenance Services**

Organisation's Name	Cost	Date of Response	Hours	Detail	Score
BJ Caretaking	\$127,400	11-Sep-15	70	No schedule of cleaning presented.	60
Complete Maintenance Services	\$131,583	25-Aug-15	62	Very detailed schedule and break-down of cleaning presented.	62
Site Services SA - Option 1	\$123,828	14-Sep-15	14	No schedule of cleaning presented.	45
Site Services SA - Option 2	\$176,945	14-Sep-15	14	No schedule of cleaning presented.	25



SECURITY REPORT

- Open circuit on North Tower level 7A lift corrected
 - Issue with intercom system
- FOB Allocations
 - 10 Apartments given FOB access to Bike Storage area
 - 13 FOB Lost – cancelled and new FOB issued to residents
 - 4 FOB additional - issued to owners
 - 1 FOB additional - issued to electrical meter readers
- Replaced and additional FOB
 - Credit goes directly to Secondary Corporation
 - \$50 for a replacement FOB & \$100 for an additional FOB
 - Any lot holder can now request one additional FOB



WEBSITE

- Web Site to provide residents with current information
 - WWW.223NorthTce.info
 - password: “martin” (or “resident” for limited access)
- Useful information for residents
- Reporting events, for example
 - News
 - Scheduled window cleaning, Management Committee meetings and AGM dates



RESIDENT'S REQUESTS

- Feedback form on web site (March)
 - Web useful to residents
- Replace equipment in gym
 - Maintenance contract implemented



OWNER SUGGESTIONS

- ✓ Reduce the corporation contribution amount – on going
- Clean stairwells (both commercial car park and resident levels)
- Clean car park
- ✓ Gym – different equipment
- ✓ Connect to National Broadband
- Aging Intercom system – replace
- Roller door to stop smokers sitting in fire access door – ground level
- Remove the “223 North Terrace” sign on Charles St
- ✓ Solar Power System to support common area power needs
- Provision of power at car park, to charge electric cars (solar)
- Eastern Garden Area – refurbish
- Build a third tower – offset contributions => return a credit to lot holders
- Buy the commercial car park and/or shops



Further Discussion



TPG - INTERNET ACCESS

- TPG Plan
 - 18 month contract: \$10
 - \$70 per month
 - Unlimited data & VoIP phone



TELSTRA INTERNET ACCESS

- Telstra Plan + Telephone Handset
 - 24 month contract: \$120
 - Monthly rate, see below
 - Local calls to fixed line numbers free
 - Mobile calls capped at \$2 per call

Data	50 GB	200 GB	500 GB	1,000 GB
Cost / month	\$69	\$89	\$119	\$149
T-Box Wi-Fi	No	Yes	Yes	Yes



POWER OUTAGE

- In the case of a sustained power outage
 - Lift access will not be possible
 - Apartments should maintain an emergency light for traversing the stair wells
 - Emergency stair well lighting will function for 90 minutes
 - Residents should carry their general-access key
- Recently the lighting in the North-West stairs failed
 - Primary corporation contacted to repair fault
 - Considering options to improve security

MAINTAINING THE AESTHETICS

- Keeping laundry off the balconies
 - Addressed as required
- Use of car parks to store goods
 - Under consideration
- Upgrade of North Tower foyer
 - Long term project – need to work with Adelaide City Council regarding their plans for Charles Street
 - ACC will not commit to a plan until Rundle Mall is completed

