

NOTICE OF AN ANNUAL GENERAL MEETING

THE OWNERS OF STRATA PLAN 60853

RIVERSHORE PLACE

NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF THE OWNERS OF RIVERSHORE PLACE, 2 DOEPEL STREET, NORTH FREMANTLE STRATA PLAN 60853, WILL BE HELD IN THE LOBBY OF THE QUEEN VICTORIA BUILDING, 30 KWONG ALLEY, NORTH FREMANTLE , ON WEDNESDAY 28TH FEBRUARY 2018 COMMENCING AT 5.00PM

Please find enclosed the following for information

1. Notice of Meeting and Agenda
2. Financial Statements
3. Proposed Budget
4. Certificate of Currency
5. Proxy Form & Enduring Proxy Form
6. Council of Owners Nomination Form

AGENDA

1 ELECTION OF MEETING CHAIRPERSON

Nominations called to elect a Chairperson for this meeting.

2 MINUTES

That the Minutes of the last Annual General Meeting duly convened 15 February 2017 be accepted as a true and accurate record of that Meeting.

3 BUSINESS ARISING FROM THE MINUTES

Any Business Arising from that Meeting

4 FINANCIAL STATEMENT

Perth Management Services tabled the Financial Statements for the Period ending 30 November 2017 be accepted.

5 PROPOSED BUDGET

To receive and adopt a Budget and determine Owner Levies for the year commencing 1 December 2017.

6 GENERAL BUSINESS

6.1 ADDITION/ALTERATION TO BALCONY

To consider and if thought fit, permit the Owners of Lot 33 (QV 16) to install retractable glass bi-folding doors to the inside front of their balcony. If approval is obtained at this meeting, the installation of the proposed glass sectioned door is subject to approval from the City of Fremantle. Upon approval all costs will be borne by the lot owner. A copy of the application will be distributed at the meeting.

6.2 ALTERATION TO COMMON PROPERTY

To consider and if thought fit approve the installation of a gate behind the RS building letterboxes to deter the area being used by the public. The cost of the supply and installation of the gate will be \$2,800.00 plus GST and has been included in the proposed budget.

6.3 PERMANENT CLOSURE OF GATE QV BUILDING

To consider and if thought fit approve the permanent closure of the external gate to Queen Victoria Street to cease it being left open and alarms being activated.

7 STRATA INSURANCE

A copy of the Certificate of Currency has been provided for the perusal and safe keeping of all lot owners. Perth Management Services may receive a commission from the broker for arranging Insurance however, this has no impact on the premium payable by the Strata Company.

8 DETERMINE NUMBER OF COUNCILLORS

To agree the number of Councillors. (As per the Strata Titles Act, the minimum number of Councillors required is three, maximum seven).

The Council of Owners recommend a Council of 7 people.

9 ELECTION OF COUNCIL

Accepted nominations the nominees will form a new Council of Owners

PLEASE NOTE

*** If there are any items that you wish to have clarified or require further information about, particularly in respect to the financial statements, **please contact our office in writing 48 hours prior to the meeting.**

If you are unable to attend the Annual General Meeting, to enable the meeting to proceed with a sufficient quorum, it is imperative that all Registered Proprietors who are joint owners or a Company complete the Proxy Form nominating a person to act and vote on their behalf at the meeting.

To be entitled to vote, you must be financial and all outstanding levies, including those for current quarter, must be paid prior to the meeting.

If a Quorum is not declared an Adjourned Annual General Meeting fee of \$700.00 plus GST will apply.

**EV BELINGHERI
STRATA MANAGEMENT
PERTH MANAGEMENT SERVICES
ev@p-m-s.com.au**

ANNUAL REPORTS

for the financial year to 30/11/2017

Strata Scheme 60853

**2 Doepel Street & 30 Kwong Alley, NORTH FREMANTLE WA
6159**

Manager: Evelyn Belingheri

	Page
Balance Sheet	1
Income & Expenditure Statement	2
Budget commencing 01/12/2017	5
Levy Schedule commencing 01/12/2017 General	8

Balance Sheet

As at 30/11/2017

Owners of Rivershores/Queen Victoria
Apartments SP60853

2 Doepel Street & 30 Kwong Alley, NORTH
FREMANTLE WA 6159

Current period

Owners' funds

Administrative Fund

Operating Surplus/Deficit--Admin	34,167.06
Owners Equity--Admin	73,405.88
	107,572.94

Sinking Fund

Operating Surplus/Deficit--Sinking	85,201.52
Owners Equity--Sinking	209,154.37
	294,355.89

Net owners' funds

\$401,928.83

Represented by:

Assets

Administrative Fund

Cash at Bank--Admin	112,396.33
Prepaid Expenses--Admin	51,208.39
Receivable--Levies--Admin	5,414.54
Receivable--Owners--Admin	480.05
	169,499.31

Sinking Fund

Investments--Sinking	293,517.89
Receivable--Levies--Sinking	921.80
	294,439.69

Total assets

463,939.00

Less liabilities

Administrative Fund

Creditor--GST--Admin	(11,343.48)
Creditors--Other--Admin	72,665.25
Provision--Income Tax--Admin	604.60
	61,926.37

Sinking Fund

Creditor--GST--Sinking	83.80
	83.80

Total liabilities

62,010.17

Net assets

\$401,928.83

Income & Expenditure Statement for the financial year to 30/11/2017

Owners of Rivershores/Queen Victoria
Apartments SP60853

2 Doepel Street & 30 Kwong Alley, NORTH
FREMANTLE WA 6159

Administrative Fund

Current period

01/12/2016-30/11/2017

Revenue

Insurance Claim Refunds	22,121.15
Interest on Arrears--Admin	785.75
Levies Due--Admin	469,910.52
Recovery--Legal Fees	350.00
Recovery--Security Remotes & Keys	1,939.01
Sundry Income	1,200.00
<i>Total revenue</i>	496,306.43

Less expenses

Admin--Admin Expenses--Admin	9,004.29
Admin--Ancillary Fees	1,000.06
Admin--Income Tax--Admin	1,722.60
Admin--Legal & Debt Collection Fees	6,326.34
Admin--Management Fees	17,150.00
Admin--Meeting Fees	750.00
Insurance--Premiums	35,645.15
Maint Bldg--Airconditioning	5,031.90
Maint Bldg--Cleaning	61,918.14
Maint Bldg--Cleaning--Windows/Glass	11,130.00
Maint Bldg--Electrical Repairs	10,450.99
Maint Bldg--Fire Protection	21,284.09
Maint Bldg--General Repairs	19,298.96
Maint Bldg--Gym Equipment	1,028.03
Maint Bldg--Insurance Repairs	29,107.08
Maint Bldg--Lift	45,406.98
Maint Bldg--OWS Maintenance/Repairs	4,297.06
Maint Bldg--Painting	9,106.18
Maint Bldg--Pest/Vermin Control	2,700.00
Maint Bldg--Plumbing & Drainage	15,295.29
Maint Bldg--Plumbing--Back Flow & Sewers	5,799.81
Maint Bldg--Safety Equipment	950.00
Maint Bldg--Security	2,953.25
Maint Bldg--Security Remotes & Keys	4,991.70
Maint Bldg--Service Telephone	6,040.90
Maint Bldg--Signs & Notice Boards	499.92
Maint Bldg--Trolley Management System	4,243.68
Maint Grounds--Gardening	13,166.00
Maint Grounds--Gates	1,866.18

Administrative Fund

Current period

01/12/2016-30/11/2017

Maint Grounds--Pool	22,526.49
Maint Grounds--Rubbish Removal	2,279.43
Maint--Special Projects	15,707.08
Utility--Electricity	38,074.74
Utility--Gas	20,259.45
Utility--Water Consumption	14,882.69
Utility--Water/Fire Rates	244.91

<i>Total expenses</i>	<u>462,139.37</u>
-----------------------	-------------------

Surplus/Deficit	<u>34,167.06</u>
------------------------	------------------

Opening balance	73,405.88
-----------------	-----------

Closing balance	<u><u>\$107,572.94</u></u>
------------------------	-----------------------------------

Sinking Fund

Current period

01/12/2016-30/11/2017

Revenue

Interest on Investments--Sinking	5,201.52
Levies Due--Sinking	80,000.00
<i>Total revenue</i>	<u>85,201.52</u>

Less expenses

<i>Total expenses</i>	<u>0.00</u>
-----------------------	-------------

Surplus/Deficit

	<u>85,201.52</u>
--	------------------

Opening balance	209,154.37
-----------------	------------

Closing balance

\$294,355.89

Proposed Budget to apply from 01/12/2017

Owners of Rivershores/Queen Victoria
Apartments SP60853

2 Doepel Street & 30 Kwong Alley, NORTH
FREMANTLE WA 6159

Administrative Fund

Proposed budget

Revenue

Levies Due--Admin	519,307.50
<i>Total revenue</i>	<u>519,307.50</u>

Less expenses

Admin--Admin Expenses--Admin	8,000.00
Admin--Ancillary Fees	1,050.00
Admin--Income Tax--Admin	1,000.00
Admin--Legal & Debt Collection Fees	20,000.00
Admin--Management Fees	18,007.50
Admin--Meeting Fees	750.00
Insurance--Premiums	44,000.00
Maint Bldg--Airconditioning	6,200.00
Maint Bldg--Cleaning	60,000.00
Maint Bldg--Cleaning--Windows/Glass	11,500.00
Maint Bldg--Electrical Repairs	17,500.00
Maint Bldg--Fire Protection	25,000.00
Maint Bldg--General Repairs	40,000.00
Maint Bldg--Gym Equipment	2,000.00
Maint Bldg--Insurance Repairs	5,000.00
Maint Bldg--Lift	40,000.00
Maint Bldg--OWS Maintenance/Repairs	6,000.00
Maint Bldg--Painting	15,000.00
Maint Bldg--Pest/Vermin Control	3,000.00
Maint Bldg--Plumbing & Drainage	12,000.00
Maint Bldg--Safety Equipment	950.00
Maint Bldg--Security	5,000.00
Maint Bldg--Security Remotes & Keys	6,000.00
Maint Bldg--Service Telephone	5,500.00
Maint Bldg--Signs & Notice Boards	1,000.00
Maint Bldg--Timber Deck Maintenance	15,000.00
Maint Bldg--Trolley Management System	4,800.00
Maint Grounds--Gardening	18,000.00
Maint Grounds--Gates	11,000.00
Maint Grounds--Pond Repairs/Maintenance	2,500.00
Maint Grounds--Pool	20,000.00
Maint Grounds--Reticulation Repairs	300.00
Maint Grounds--Rubbish Removal	15,000.00

Owners of Rivershores/Queen Victoria
Apartments SP60853

2 Doepel Street & 30 Kwong Alley, NORTH
FREMANTLE WA 6159

Utility--Electricity	38,000.00
Utility--Gas	25,000.00
Utility--Water Consumption	15,000.00
Utility--Water/Fire Rates	250.00
<i>Total expenses</i>	<u>519,307.50</u>
Surplus/Deficit	<u>0.00</u>
Opening balance	107,572.94
Closing balance	<u>\$107,572.94</u>
Total units of entitlement	10000
Levy contribution per unit entitlement	\$57.12
 Budgeted standard levy revenue	519,307.50
Add GST	51,930.75
Amount to raise in levies including GST	<u>\$571,238.25</u>

Sinking Fund

**Proposed
budget**

Revenue

Levies Due--Sinking	88,000.00
<i>Total revenue</i>	<u>88,000.00</u>

Surplus/Deficit

Opening balance	294,355.89
-----------------	------------

Closing balance

\$382,355.89

Total units of entitlement	10000
Levy contribution per unit entitlement	\$9.68

Budgeted standard levy revenue	88,000.00
Add GST	8,800.00
Amount to raise in levies including GST	<u>\$96,800.00</u>

Proposed Levy Schedule to apply from 01/12/2017

Owners of Rivershores/Queen Victoria
Apartments SP60853

2 Doepel Street & 30 Kwong Alley, NORTH
FREMANTLE WA 6159

Quarterly levy instalments that would apply to each lot if proposed budgets are accepted by the general meeting:

Lot	Unit	Unit Entitlement	Admin Fund	Sinking Fund	Quarterly Total	Annual Total
1	1/30	64.00	914.00	154.90	1,068.90	4,275.60
2	2/30	69.00	985.40	167.00	1,152.40	4,609.60
3	3/30	74.00	1,056.80	179.10	1,235.90	4,943.60
4	4/30	74.00	1,056.80	179.10	1,235.90	4,943.60
5	5/30	69.00	985.40	167.00	1,152.40	4,609.60
6	6/30	76.00	1,085.35	183.95	1,269.30	5,077.20
7	3/2	74.00	1,056.80	179.10	1,235.90	4,943.60
8	1/2	94.00	1,342.45	227.50	1,569.95	6,279.80
9	CAFE0	98.00	1,399.55	237.20	1,636.75	6,547.00
10	2/2	122.00	1,742.30	295.25	2,037.55	8,150.20
11	4/2	174.00	2,484.90	421.10	2,906.00	11,624.00
12	5/2	122.00	1,742.30	295.25	2,037.55	8,150.20
13	6/2	122.00	1,742.30	295.25	2,037.55	8,150.20
14	7/2	194.00	2,770.55	469.50	3,240.05	12,960.20
15	7/30	95.00	1,356.70	229.90	1,586.60	6,346.40
16	8/30	71.00	1,013.95	171.85	1,185.80	4,743.20
17	9/30	77.00	1,099.65	186.35	1,286.00	5,144.00
18	10/30	77.00	1,099.65	186.35	1,286.00	5,144.00
19	11/30	71.00	1,013.95	171.85	1,185.80	4,743.20
20	12/30	104.00	1,485.25	251.70	1,736.95	6,947.80
21	13/2	77.00	1,099.65	186.35	1,286.00	5,144.00
22	16/2	209.00	2,984.75	505.80	3,490.55	13,962.20
23	15/2	124.00	1,770.85	300.10	2,070.95	8,283.80
24	14/2	126.00	1,799.40	304.95	2,104.35	8,417.40
25	12/2	237.00	3,384.60	573.55	3,958.15	15,832.60
26	11/2	222.00	3,170.40	537.25	3,707.65	14,830.60
27	10/2	191.00	2,727.70	462.25	3,189.95	12,759.80
28	9/2	198.00	2,827.65	479.20	3,306.85	13,227.40
29	8/2	190.00	2,713.40	459.80	3,173.20	12,692.80
30	13/30	122.00	1,742.30	295.25	2,037.55	8,150.20
31	14/30	89.00	1,271.05	215.40	1,486.45	5,945.80
32	15/30	96.00	1,371.00	232.35	1,603.35	6,413.40
33	16/30	96.00	1,371.00	232.35	1,603.35	6,413.40
34	17/30	104.00	1,485.25	251.70	1,736.95	6,947.80
35	18/30	130.00	1,856.55	314.60	2,171.15	8,684.60

Owners of Rivershores/Queen Victoria
Apartments SP60853

2 Doepel Street & 30 Kwong Alley, NORTH
FREMANTLE WA 6159

36	22/2	353.00	5,041.20	854.30	5,895.50	23,582.00
37	21/2	400.00	5,712.40	968.00	6,680.40	26,721.60
38	20/2	248.00	3,541.70	600.20	4,141.90	16,567.60
39	19/2	212.00	3,027.60	513.05	3,540.65	14,162.60
40	18/2	212.00	3,027.60	513.05	3,540.65	14,162.60
41	17/2	208.00	2,970.45	503.40	3,473.85	13,895.40
42	19/30	124.00	1,770.85	300.10	2,070.95	8,283.80
43	20/30	96.00	1,371.00	232.35	1,603.35	6,413.40
44	21/30	100.00	1,428.10	242.00	1,670.10	6,680.40
45	22/30	100.00	1,428.10	242.00	1,670.10	6,680.40
46	23/30	113.00	1,613.75	273.50	1,887.25	7,549.00
47	24/30	146.00	2,085.05	353.35	2,438.40	9,753.60
48	28/2	372.00	5,312.55	900.25	6,212.80	24,851.20
49	27/2	422.00	6,026.60	1,021.25	7,047.85	28,191.40
50	26/2	273.00	3,898.70	660.70	4,559.40	18,237.60
51	25/2	222.00	3,170.40	537.25	3,707.65	14,830.60
52	24/2	222.00	3,170.40	537.25	3,707.65	14,830.60
53	23/2	218.00	3,113.25	527.60	3,640.85	14,563.40
54	34/2	390.00	5,569.60	943.80	6,513.40	26,053.60
55	33/2	444.00	6,340.75	1,074.50	7,415.25	29,661.00
56	32/2	287.00	4,098.65	694.55	4,793.20	19,172.80
57	31/2	237.00	3,384.60	573.55	3,958.15	15,832.60
58	30/2	237.00	3,384.60	573.55	3,958.15	15,832.60
59	29/2	232.00	3,313.20	561.45	3,874.65	15,498.60
		10,000.00	\$142,810.70	\$24,201.10	\$167,011.80	\$668,047.20

Certificate of Currency

Insured:	SP 60853 - Rivershores
Policy Number:	93210628
Policy Period:	From: 4PM on 22/11/2017 To: 4PM on 22/11/2018
Particulars Of Insurance:	Residential Strata Insurance as outlined in -16-2-1116
Location:	2 Doepel Street, North Fremantle WA 6159
Sum Insured:	
Building & Common property	\$65,700,000
Temporary Accommodation and Loss of Rent	\$9,780,000
Catastrophe Extension and Owners Improvements	\$9,780,000
First Loss Terrorism	Not Insured
General Liability	\$20,000,000
Crime Insurance	\$70,000
Machinery Breakdown	\$100,000
Management Committee Liability	\$1,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$100,000
Professional Expenses (in the aggregate any one period)	\$30,000
Appeal Expenses (in the aggregate any one period)	\$150,000
Unit Number:	<UnitNumber>
Owner:	<Owner>
Interested Party	<Owner>
Chubb Proportion:	100%

THE OWNERS OF STRATA PLAN 60853
RIVERSHORE APARTMENTS, 2 DOEPEL ST,
NORTH FREMANTLE
ENDURING PROXY FORM FOR GENERAL MEETINGS

Please read the important notes below before completing this form

I/We

being the proprietor/s of Lot Numbers/s hereby appoint

☐ **Option 1** Name of proxy holder..... only, **or**

☐ **Option 2** The Chairperson from time to time of General Meetings of the Strata Company, **or**

☐ **Option 3** Name of proxy holder.....or failing
his/her attendance at the General Meeting, the Chairperson of the General Meeting

to speak and act as my/our proxy holder and vote for me/us in my/our name at all General Meetings of the Strata Company until this Enduring Proxy is revoked.

Dated this day of 2018

Signature of Sole Proprietor

Or all Co-proprietors Name

..... Name

..... Name

This section is for use by a Corporate Proprietor only:

In the case of an **Incorporated Proprietor** this form requires the signature of a duly authorised person to sign by its constitution.

..... Director / Secretary / Attorney / Officer / Agent

(Please delete those not applicable)

..... Name

IMPORTANT NOTES

1. Any natural person may hold a proxy form. That person does not have to be a proprietor.
2. An Incorporated Proprietor should appoint a natural person as its proxy holder if it intends to vote.
3. Except in the case of a unanimous resolution, co-proprietors of a lot (e.g. husband & wife) may **only** vote on a show of hands if a proxy form has been completed by **all** co-proprietors appointing one person to vote for them.
4. If possible, please complete and return the proxy form to the Strata Manager well before the General Meeting and confirm its safe receipt. Fax: 08 9212 9998 or Email: ev@p-m-s.com.au
5. If you wish to revoke this proxy, please give notice of revocation to the proxy holder and the Strata Manager.
6. An incorrectly completed proxy form may result in the proxy being invalid.

**The Owners of Rivershore Apartments
2 Doepel Street, North Fremantle**

Strata Plan 60853

**COUNCIL OF OWNERS
NOMINATION FORM**

I/We _____

Being the Registered Proprietor/s of Lot/Unit No/s _____

Hereby Nominate _____

To be elected as a member of the Council of Owners _____

SIGNED

DATE

SIGNED

DATE

I _____

Being the Registered Proprietor of Lot/Unit No/s _____

HEREBY ACCEPT the Nomination to be a member of the Council of Owners.

SIGNED

DATE

THE OWNERS OF RIVERSHORE APARTMENTS

STRATA PLAN 60853

Annual General Meeting of the Owners of Rivershore Apartments, 2 Doepel Street, North Fremantle Strata Plan 60853 to be held in the Lobby of the Rivershore Building, 2 Doepel Street, North Fremantle on Wednesday 28th February 2018 commencing at 5.00 pm.

PROXY FORM

I/We being the proprietors of Lots(s)..... on the Strata Plan 60853 and entitled to vote hereby appoint

Mark Kendle of Perth Management Services

The Chairperson

Other (please specify).....

or failing him/her the Chairperson as my proxy to vote for me/us on my/our behalf at the Meeting on all matters on the Agenda and any that may arise during the meeting and in particular as instructed below and at any adjournment thereof.

10.1 ALTERATION/ADDITION TO BALCONY

To consider and if thought fit, permit the Owners of Lot 33 (QV 16), to install retractable glass bi-folding doors to the inside front of their balcony. If approval is obtained at this meeting, the installation of the proposed glass sectioned door is subject to approval by the Fremantle City Council. Upon approval, all supply, installation and maintenance costs are to be borne by the lot owner and the installation is to be to the same standard or better than the one installed at QV 15.

☐ Yes

☐ No

10.2 ALTERATION TO COMMON PROPERTY

To consider and if thought fit, approve the installation of a gate behind the RS letterboxes to deter the area being used by the public. The cost of supply and installation of the gate is \$2,800.00 plus GST and has been factored into the Proposed Budget.

☐ Yes

☐ No

10.3 CLOSURE OF GATE REAR QV BUILDING

To consider and if thought fit, approve the permanent closure of the external entry gate to Queen Victoria Street to cease it being left open and activating the alarm.

☐ Yes

☐ No

Dated this..... day of 2018

Signed by the said

.....

or

..... (Company Name)

..... (Director)

..... (Director/Secretary)

NOTES:

- 1 **Execution of this proxy form by a corporation MUST be in accordance with the Corporate Law Regulations.**
- 2 **A proxy need not be a proprietor of the Strata Company.**
- 3 **Proxies must be in writing and available for verification at the meeting.**
- 4 **A proxy may be withdrawn in writing to the meeting or by personal attendance at the meeting.**
- 5 **Co-proprietors of a unit (ie. Mr/Mrs/Ms) can not vote on a show of hands at the General Meeting unless a proxy has been completed nominating the party entitled to vote.**

The Strata Company
Owners of Strata Plan 60853
Rivershores/Queen Victoria Apartments
2 Doepel St/30 Kwong Alley
NORTH FREMANTLE 6159

7 February 2018

Dear Owners,

Please accept the application for the installation of bi-fold balcony doors in apartment QV16 on the West balcony facing Queen Victoria Street.

The application includes; plans and specifications for the construction, a statement that the installation will not need to be taken into account for the purposes of calculating the plot ratio restrictions and open space requirements and photographs of the Western vertical elevation of the building.

The details of the materials to be used are included in the quotations from Lotus Doors as attached.

As the head track and floor track will not be visible from outside the only visible items will be five panels of 15mm toughened glass. The attached photographs show the view from the street of identical doors at QV15 next door.

It is estimated that the installation time will not be more than 3 days and work will only occur between 7am and 5pm on a weekday. Neighbours will be given ample notice of the installation date. The only significant noise for a short period occurs when the head and floor tracks are fitted. There is no significant dust during the installation.

The reason for the installation is to be able to use the west balcony without the excessive road noise and pollution. From the pedestrian walkway on Queen Victoria Street my apartment is hardly visible behind a large tree as shown in the photographs. The installation will mirror the external appearance of the apartment next door.

Providing approval for the installation is granted at the forthcoming AGM the planning and building permit application with Fremantle Council will be submitted.

Sincerely,



Dr James Wheeler

Owner QV16



Christine Wheeler

Resident QV16

List of attachments:

Quotation from Lotus Doors dated 31 January 2018
Drawings 40602 and 40602.2 dated 8 February 2018
Photo 1 showing QV16 from pedestrian path on west side of Queen Victoria St
Photo 2 showing close up of QV15 and QV16 (with QV15 doors closed)
Photo 3 showing more distant view of QV15 and QV16
Statement regarding plot ratios and open space



31/01/18

Christine Wheeler
16/30 Kwong Alley
North Fremantle

Lotus Proposal Ref GW17021702 Project Wheeler Residence

It is with pleasure that we provide the following proposal for the supply and installation as described herein of **Glas-STAX** glass walls for the above project. Please note that this proposal views all walls from the outside when reference is made to left or right stacking, doors etc.

1. WALL DETAIL

Wall type 1	Lotus code: 85G / 15 / EFF 2bb-b
No. walls & size	1 wall, 2905 mm high by 4450 mm wide
Rail & stile type	Frameless panels, 85 mm rails, endcaps to match rails
Glass type	15 mm clear toughened glass
Track system	100 mm wide No.1 track, with covers in a floating endfold layout Total 5 panels parking 5 inside left and none right
Floor sill and jambs	Sill to match track type. Weather resistant jambs
Closure & locking	A free pivot (no spring) on the left, opening inwards only. No keylocking required
Weather resistance and seals	Stepped endcaps on the top and bottom rails, radius jambs, sills and other design features to improve weatherproofing Top and bottom rails: brush seals on inside & outside. Glass seals: clear pvc, bulb shape.
Wind loading	Calculated by Lotus based on the relevant Australian Standards to be 1.1 Kpa SLS and 1.7 Kpa ULS
Finishes	Track: t.b.a.. Frames: t.b.a.. Jambs: . Sill: t.b.a.
Fixings by Lotus	Track fixed to slab above. Floor sill with no recess, or recess provided by others
Cost of the above	\$ 24,880 plus 10% GST

2. TOTAL INVESTMENT

\$24,880 + GST

Victoria - Head Office 20-24 National Drive / PO Box 4534 Dandenong South VIC 3175/3164 vic@lotusdoors.com.au	New South Wales / ACT 8/87 Fitzroy Street Marrickville NSW 2204 nsw@lotusdoors.com.au	Queensland 10/50 Parker Court Pinkenba QLD 4008 alc@lotusdoors.com.au	Western Australia 11/11 President Street Wellsipool WA 6106 wa@lotusdoors.com.au	South Australia / NT 43 Cawthorne Street Thebarton SA 5031 sa@lotusdoors.com.au	Tasmania 25 Foley Road Kingston TAS 7050 tas@lotusdoors.com.au	Lotus Folding Walls and Doors Pty Ltd ABN 61 007 087 523 info@lotusdoors.com.au lotusdoors.com.au
---	---	---	--	---	--	--



NOTE: All residential works must be contracted through a registered builder as previously outlined. All council permit/license requirements are to be provide by others & do not form part of Lotus scope.

This proposal is based on the normal arrangement of one visit for track installation and one visit for glass panel installation. If, through no fault of Lotus, lockdown is unachievable on the day panels are finally installed and further visits are required, additional costs will apply at a rate of \$85 + GST per hour for all subsequent work including travel time. Lotus will advise of this additional cost as the situation arises with maximum notice. Note that a minimum four hour call out fee of \$340 + GST will apply.

This proposal is valid for 90 days, after which Lotus reserves the right to revise the quotation.

3. TERMS & CONDITIONS OF SUPPLY

25% deposit before manufacture starts. Balance to be received before despatch from Melbourne.

A written order and / or return of this quote (signed) and / or credit approval as applicable is required before production can commence. Full terms and conditions are available at <http://www.lotusdoors.com.au/terms.html> and form part of this quote.

4. COST SAVING OPPORTUNITIES

Nil unless specification is changed.

5. INCLUSIONS BY LOTUS

Provision of the following: supply and installation as described herein.

If installed by Lotus, provision of written instructions and demonstration to the end user.

Our standard warranty of 1 year shall apply to all product and labour supplied by Lotus.

Finishes: This proposal is based on standard powdercoat colours or natural anodised finishes to the track, sill, jambs and panel frames. Pearl, Ripple or Duratec powdercoat finishes, along with colour anodising, will incur additional costs.

6. GLAZING CERTIFICATE PROVISIO

Please note that in order to supply a Glazing Certificate at the end of the project we will require written advice from the project engineer of the specific wind loading requirements that the wall needs to meet.

7. OVERHEAD WORKS

Refer to details in the table above for headworks and floorworks provided by Lotus.

Overhead support must be strong enough that deflection under moving load is no more than 2mm. Lotus can provide job specific wall weights on request.

8. NOT INCLUDED IN LOTUS SCOPE OF WORKS

No allowance has been included in our quotation for the following items:



Provision of structural support for the top track unless in "Fixings by Lotus" in the tables
Packing between the builder's structure and Lotus tracks in excess of 10mm thickness.
Working outside standard hours of 6:00am to 6:00pm, Monday to Friday (not including public holidays).
Modification, removal &/or disposal of any existing structures if required.
Relocation of any obstructions within the ceiling (eg lights, fire systems, aircon ducts etc).
Carrying the panels up more than 6 stairs &/or more than 50m from the truck unloading area to the installation area.
Any other exclusion as detailed in this proposal.

9. BUILDER'S/CLIENT'S RESPONSIBILITIES

Preparation of the opening including overhead structural support to Lotus' requirements.
Any cutting, modification or making good of ceiling tiles, plaster, grids or bulkhead linings.
This quotation does not include provision of jambs unless specifically mentioned above.
Hoisting or craning the materials to the installation area.
Making good of the opening, including all cover trims, cavities, render, plaster and floor finishes on completion of the installation
Supply and installation of decals (stickers) to the glass as may be required by AS1288.

10. TOLERANCES

Floors must be level to within +/- 2mm across the path of the wall and its stack area.
End walls must be plumb vertical to +/- 2 mm.
Any rectification to meet these tolerances is the customer's responsibility.

11. ACCESS

This quotation is based on there being suitable close and easy access to carry the panels to the installation area. If stairs / lift are required to get the panels to the installation area we assume they are suitably sized. Should the stairs / lift be unsuitable, any hoisting or additional panels required will be the responsibility of the builder / client at no cost to Lotus.

12. TIMING

Please note that project lead times can only commence from receipt of written order, deposit and credit approval by Lotus (if applicable). Lead times are also subject to the availability of exact site dimensions and final sign-off of all finishes. Once these items have been met, please allow 4 to 6 working weeks to complete your installation.

13. WEATHER-RESISTANCE

Please note that, while **Glas-STAX** has been very carefully developed to ensure that the walls are as weather-resistant as possible, the extent to which the systems perform is dependent upon many factors including the panel layout, the tracking system, the prevailing weather conditions, the building orientation, the drainage system etc. Therefore it is not possible to warrant that the product is '100%



weather proof'. A detailed discussion should be had with us so we can advise the best way to meet your requirements.

Should you require additional information or assistance, please do not hesitate to contact the undersigned on mobile 0420 302 736 or our estimating office on tel 9470 2054.

Lotus thanks you for this opportunity and we look forward to the prospect of working with you.

Yours sincerely,

Lotus Folding Walls and Doors Pty. Ltd.

State office: 11/1 President Street Welshpool WA 6106

Head office: 20 - 24, National Drive, Dandenong South, Vic 3175

A.B.N. 61 007 087 523

Gary Wardle

WA Sales Manager

14. ACCEPTANCE

To proceed with this proposal, please complete the details below and fax/email back all pages of this quotation to your nominated builder for order placement to Lotus.

Details of Fairweather & Son, who have previously been engaged on the project and are familiar with requirements are shown below. All fees associated with applications etc are to be undertaken directly with your Builder and do not form part of this quotation

W Fairweather & Son Pty Ltd | Builders Registration 1902
245 Churchill Avenue SUBIACO WA 6008
Tel: 08 9381 6955 | Fax: 08 9388 1593
Email: build@wfairweather.com.au | Web: www.wfairweather.com.au

I confirm acceptance of the product specification, scope of works, cost and payment terms outlined in the above quotation of (please enter number) pages and instruct Lotus to proceed on this basis.



Signed: Date:

Name: Lotus Proposal No: GW17021002

Company:

Position:

Circle On-site Protective Tape Option required: YES / NO

Upon return of the above to Lotus, a 25% deposit invoice shall be issued.

<input checked="checked" type="checkbox"/>	Indicate below your deposit payment method by ticking the appropriate box;
<input type="checkbox"/>	1. EFT to Lotus' Bank Account (details will be included on the deposit invoice)
<input type="checkbox"/>	2. Post Cheque (address details will be included on the deposit invoice)
<input type="checkbox"/>	3. Credit Card – Visa, Bankcard, MasterCard (only for single transactions of \$5,000 or less incl. GST – we will telephone you to establish your card details)

4460 Finished skirting

Inside

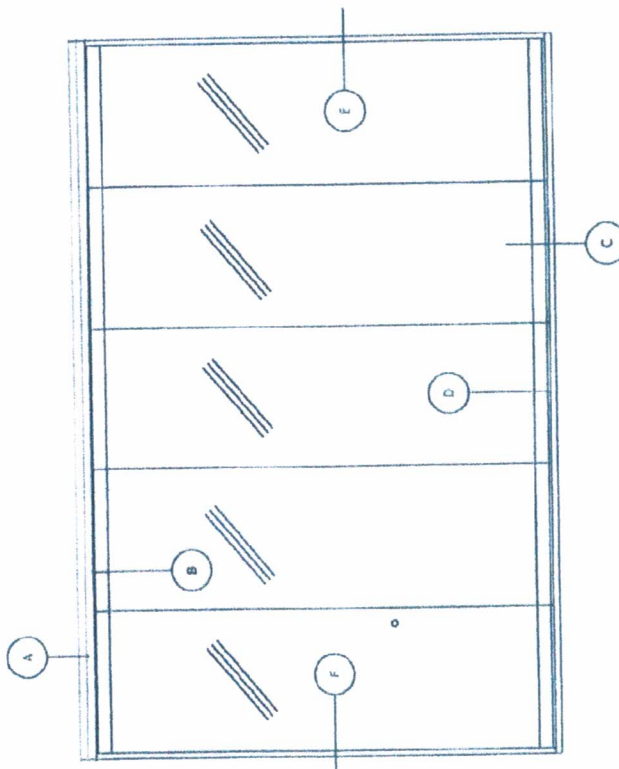
878



Outside

10mm packing behind jambs

4480 finished walls to be packed out to skirting



50

50

3040 Tile to u/s concrete soffitt

2900 u/s headtrack to top of sill

KEY:

WALL DETAILS:

PANEL FINISH - 19MM CLEAR TOUGHENED GLASS

- A. 100-01 HEAD TRACK FIXING
- B. 100-1 HEADTRACK, TOP RAIL & BRUSH SEAL
- C. 100MM FLOORTRACK
- D. BOTTOM RAIL & BRUSH SEAL
- E. 100MM JAMB PASSIVE END
- F. 100MM JAMB PIVOT END

ALL ALUMINIUM TO BE POWDERCOAT FINISH: INTERPON ANODIC NATURAL MATT MY235A

SEALS:
BOTTOM RAIL WITH BRUSH SEALS ON INSIDE AND OUTSIDE
TOP RAIL WITH BRUSH SEALS ON INSIDE AND OUTSIDE

HARDWARE:
GLASS KNOB HANDLE, SNIB LOCKING INSIDE ONLY, TOP LOCKS TO PAIRS AND DOOR

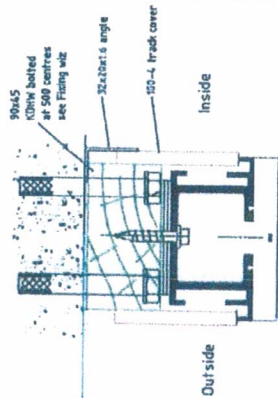
FLOORING LEVELS:
FLOORING LEVELS TO +/- 5mm (MAX)

SUPPORT DETAILS:
EACH PANEL WEIGHS 100KG (APPROX)
& STD PANELS = 100KG
DOOR = 100KG
TOTAL = 500KG (APPROX)

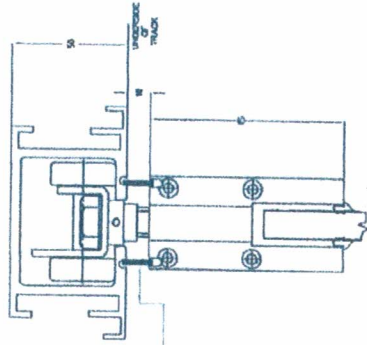
GENERAL:
- DRAWING PREPARED IN LINE WITH LOTUS QUOTATION DOCUMENTATION
- ALL DIMENSIONS IN (mm) TO CENTRE LINE OF TRACK
- PANELS MANUFACTURED TO SUIT AGREED SITE DIMENSIONS

REV	DATE	DESCRIPTION
-	08/02/18	PRELIMINARY ISSUE
PROJECT: Wheeler Residence		
TITLE: FRAMELESS WALL 01		
WALL SPEC: 850/500		
PLEASE APPROVE IN ORDER TO PROCEED WITH MANUFACTURE		
NAME:		
SIGNED:		
DATE:		

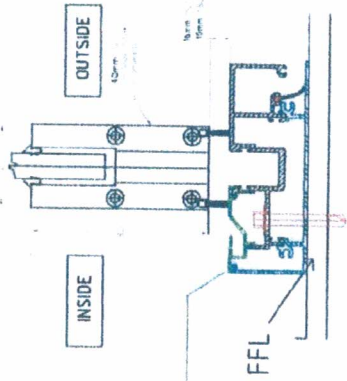
LOTUS
A COMPANY OF LOTUS BUILDING SOLUTIONS LTD.
LOTUS BUILDING SOLUTIONS LTD. is a company limited by guarantee. The registered office of the company is at 10, The Quadrant, London, W1A 1AA. The company is registered in England and Wales. The company number is 02060840. The company is a member of the Lotus Building Solutions Group. The company is a member of the Lotus Building Solutions Group. The company is a member of the Lotus Building Solutions Group.



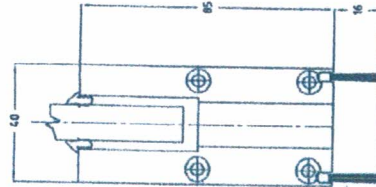
(A) 100-1 HEAD TRACK FIXING
Scale: NTS



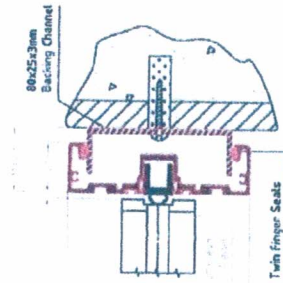
(B) 100-1 track & Top Seal
Scale: 1/2"



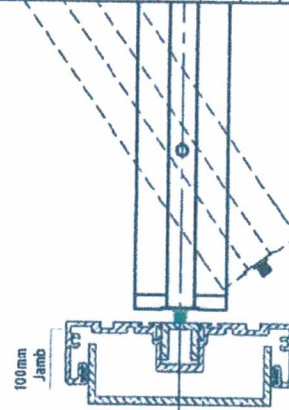
(C) 100mm FLOOR TRACK
Scale: NTS



(D) BOTTOM RAIL & BRUSH SEAL
Scale: NTS



(E) 100mm JAMB PASSIVE END
Scale: 1/2"



(F) 100mm JAMB PIVOT END
Scale: NTS

KEY:

WALL DETAILS:

- A. 100-01 HEAD TRACK FIXING
- B. 100-1 HEADTRACK TOP RAIL & BRUSH SEAL
- C. 100MM FLOORTRACK
- D. BOTTOM RAIL & BRUSH SEAL
- E. 100MM JAMB PASSIVE END
- F. 100MM JAMB PIVOT END

HARDWARE:
GLASS KNOB

GENERAL:

- DRAWING PREPARED IN LINE WITH LOTUS QUOTATION DOCUMENTATION
- ALL DIMENSIONS IN (mm) TO CENTRE LINE OF TRACK
- PANELS MANUFACTURED TO SUIT AGREED SITE DIMENSIONS

REV	DATE	DESCRIPTION
-	08/02/18	PRELIMINARY ISSUE
PROJECT: Wheeler Residence		
TITLE: WALL 01		
DRG NO. 40602.2		
WALL SPEC 85G / 15 / 2F F		
PLEASE APPROVE IN ORDER TO PROCEED WITH MANUFACTURE		
NAME:		DATE:
SIGNED:		

LOTUS

1. COPYRIGHT LOTUS HOLDINGS PTY. LTD.
2. LOTUS HOLDINGS PTY. LTD. IS A COMPANY INCORPORATED IN AUSTRALIA.
3. ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM LOTUS HOLDINGS PTY. LTD.

Photo 1



QV15 and QV16 behind the tree on 2nd floor

Photo 2



QV15 to the left with doors closed. QV16 on the right

Photo 3



OWNER'S STATEMENT

I, Dr James Wheeler, owner of lot 33 (apartment QV16) in the Queen Victoria building of Rivershores Place, declare that, if installed, the bi-fold doors detailed in my application will not have an impact on plot ratios or open space calculations. The floor surface area of apartment and balcony will be unchanged and there will be no structure external to the existing balcony.

Signed



Date

19 / 2 / 2018



**PERTH
MANAGEMENT
SERVICES**

Excellence in Property, Sales & Leasing

13 February 2018

Dear Owners
Rivershore Place Strata Plan 60853

As per Regulation 30 of the Strata Titles Act 1985 we draw your attention to the attached Section 7 for your information in relation to item **6.1 ADDITION/ALTERATION TO BALCONY** listed on the agenda for the Annual General Meeting called for Wednesday 28th February 2018.

Kind Regards,

Ev Belingheri
STRATA PROPERTY MANAGER

ev@p-m-s.com.au
PHONE: 08 9212 9999

567 NEWCASTLE STREET, WEST PERTH, WESTERN AUSTRALIA 6005 | P.O BOX 610, LEEDERVILLE,
WESTERN AUSTRALIA, 6903.

PHONE: 08 9212 9999 | FAX: 08 92129998 | EMAIL: queries@p-m-s.com.au
Licensee: Acorus Pty, Ltd. TC 2866 Proprietors Acorus Pty. Ltd. | A.C.N. 008 962 561 | A.B.N.
83 734 343 665

Registrar of Titles and upon registration the Registrar of Titles shall amend the strata/survey-strata plan accordingly.

[Section 6 amended by No. 84 of 1994 s. 46; No. 58 of 1995 s. 11 and 95; No. 57 of 1997 s. 115(1); No. 24 of 2000 s. 40(1) and (2).]

6A. Restrictions relating to retired persons

- (1) A restriction under section 6 may limit the use of the lots by requiring that each lot is to be occupied only, or predominantly, by retired persons.
- (2) Nothing in this section or section 6 is to be read as limiting the power of the strata company to make by-laws under section 42 relating to the circumstances in which persons, other than the occupier, may reside in a lot which is subject to a restriction referred to in subsection (1).
- (3) In subsection (1) —

retired person means a person who has —

- (a) attained the age of 55 years; or
- (b) retired from full-time employment,

and is deemed to include a person who is or was the spouse or de facto partner of such a person.

[Section 6A inserted by No. 58 of 1995 s. 12; amended by No. 28 of 2003 s. 195.]

7. Structural erections, alterations and extensions restricted, strata schemes

- (1) This section does not apply to —
 - (a) a lot in a survey-strata scheme; or
 - (b) the erection of, alteration to or extension of a structure on a lot in a strata scheme if —
 - (i) each proprietor of a lot in the scheme has in writing given approval to the erection, alteration or extension; and

- (ii) that approval, if subject to conditions, is given by each proprietor subject to the same conditions; and
 - (iii) a copy of each such approval is served on the strata company.
- (2) The proprietor of a lot shall not cause or permit —
 - (a) any structure to be erected; or
 - (b) any alteration of a structural kind to, or extension of, a structure,on his lot except —
 - (c) with the prior approval of the proprietor of the other lot in the case of a strata scheme in which there are not more than 2 lots; and
 - (d) in any other case with the prior approval, expressed by resolution without dissent, of the strata company.
- (3) Where an application is made to a proprietor in accordance with section 7B the proprietor may refuse to give approval on any ground that is permitted by subsection (5), but not otherwise.
- (4) Where an application is made to a strata company in accordance with section 7B —
 - (a) notice of the general meeting to which the application is to be submitted shall contain or be accompanied by a statement, in the prescribed form, of the effect of paragraphs (c) and (d); and
 - (b) the chairman of the general meeting shall before a vote is taken on the application read out the statement referred to in paragraph (a); and
 - (c) a proprietor may vote —
 - (i) against a resolution to approve the application; or
 - (ii) in support of a resolution to refuse approval of the application,on any ground that is permitted by subsection (5), but not otherwise; and

- (d) a vote referred to in paragraph (c) is of no effect unless the person casting the vote discloses as a ground for his vote one or more of the grounds permitted by subsection (5).
- (5) The grounds on which approval may be refused are —
 - (a) that the carrying out of the proposal will breach the plot ratio restrictions or open space requirements for the lot ascertained in accordance with section 7A(3); or
 - (b) in the case of a lot that is not a vacant lot, that the carrying out of the proposal —
 - (i) will result in a structure that is visible from outside the lot and that is not in keeping with the rest of the development; or
 - (ii) may affect the structural soundness of a building; or
 - (iii) may interfere with any easement created by section 11 or 12;
 - or
 - (c) any other ground that is prescribed.
- (6) In this section —
 - structure** includes any prescribed improvement;
 - vacant lot** means a lot that is wholly unimproved apart from having merged improvements within the meaning of that expression in the *Valuation of Land Act 1978*.

[Section 7 inserted by No. 58 of 1995 s. 13.]

7A. Structural erections, alterations and extensions restricted, survey-strata schemes

- (1) This section does not apply to a lot in a strata scheme.
- (2) The proprietor of a lot shall not cause or permit —
 - (a) any structure to be erected; or

- (b) any alteration of a structural kind to, or extension of, a structure to be made,

on his lot if on completion of the work the structures on the lot will not conform to plot ratio restrictions or open space requirements for the lot, except —

- (c) with the prior approval of the proprietor of the other lot in the case of a survey-strata scheme in which there are not more than 2 lots (not including lots designated as common property lots); and
 - (d) in any other case with the prior approval, expressed by resolution without dissent, of the strata company.
- (3) For the purposes of subsection (2) the plot ratio restrictions or open space requirements for a lot are —
- (a) those provided for by the by-laws of the strata company; or
 - (b) in the absence of any such provision, those that represent the *pro rata* entitlements of or requirements for the lot calculated on the proportion that the area of the lot bears to the area of the parcel.

- (4) In this section —

structure includes any prescribed improvement.

[Section 7A inserted by No. 58 of 1995 s. 13.]

7B. Further provisions as to approvals for purposes of s. 7 and 7A

- (1) A proprietor who wishes to obtain an approval of a proposal that comes within section 7(2) or 7A(2) shall serve an application on the strata company or the other proprietor, as the case may require, and in the application shall set out details of the proposal and such other information as may be prescribed.
- (2) Where an application is made to a strata company under subsection (1) the council of the company shall submit the application to a general meeting of the company convened for

the purpose, or for purposes which include that purpose, within 35 days after the application is received (the *allowed period*).

- (3) If the council does not —
- (a) give notice of such a meeting, within 14 days after the application is served on the strata company, to each proprietor and registered mortgagee who has notified his interest to the strata company; or
 - (b) convene a general meeting of the company within the allowed period,
- any proprietor may convene a general meeting, in the same manner as nearly as possible as that in which meetings are to be convened by the council, and submit the application to that meeting.
- (4) Despite subsection (2), a council may submit an application to a general meeting convened by the council after the allowed period if that meeting is held before a meeting is convened by the applicant under subsection (3).
- (5) Notice in writing of the decision on an application shall be given to the applicant —
- (a) in the case of a two-lot scheme, by the other proprietor within 42 days after the service of the application on him; and
 - (b) in any other case, by the strata company within 77 days after service of the application on the company.
- (6) If an application made to a strata company or the other proprietor for approval under section 7 is not approved, a notice under subsection (5) shall show the ground or grounds —
- (a) disclosed by each proprietor who cast a vote of a kind referred to in section 7(4)(c); or
 - (b) on which approval is refused by the other proprietors,
- as the case may be.

- (7) If notice of a decision is not given to the applicant in accordance with subsection (5) and, where applicable, subsection (6) the approval applied for is to be taken to have been given.

[Section 7B inserted by No. 58 of 1995 s. 13.]

8. Re-subdivision within a scheme

- (1) Lots or common property, or lots and common property, may be re-subdivided by the registration of a plan under and in the manner provided by this Act as a plan of re-subdivision.
- (2) A lot in a strata scheme may only be re-subdivided by a strata plan of re-subdivision.
- (3) A lot in a survey-strata scheme may only be re-subdivided by a survey-strata plan of re-subdivision.
- (4) The reference in subsection (1) to common property does not include common property that is the subject of a lease accepted by the strata company under section 18.

[Section 8 inserted by No. 58 of 1995 s. 14.]

8A. Requirements for plan of re-subdivision

A plan of re-subdivision shall —

- (a) be accompanied by an application in the prescribed form requesting the Registrar of Titles to register the plan; and the application —
- (i) shall be under the seal of the strata company; and
- (ii) shall confirm that —
- (I) the strata company has by unanimous resolution consented to the proposed re-subdivision and to the proposed allocation of unit entitlement set out in the application; or
- (II) the plan either complies with any by-laws of the kind described in item 8

From: Charisse Coleman <Charisse@p-m-s.com.au>
Sent: Wednesday, 14 February 2018 9:51 AM
Cc: Ev Belingheri
Subject: Rivershore Apartments - Annual General Meeting

Hello Owners,

Further to the previous correspondence and meeting notification the following Regulation 30 Statement of the *Strata Titles Act 1985* is for your perusal and additional information in relation to GENERAL BUSINESS 6.1. ADDITION/ALTERATION TO BALCONY.

30 . Statement under Act s. 7(4)(a), form of prescribed

The following statement is prescribed for the purposes of section 7(4)(a) —

“

As proprietor, you may vote —

- against a resolution to approve the application; or
- in support of a resolution to refuse approval of the application,

on any of the following grounds, but not on any other ground —

1. The carrying out of the proposal will breach the plot ratio restrictions or open space requirements for the lot, ascertained in accordance with section 7A(3) of the *Strata Titles Act 1985* (“the Act”).
2. If the lot is not a vacant lot, the carrying out of the proposal:
 - (i) will result in a structure that is visible from outside the lot and that is not in keeping with the rest of the development; or
 - (ii) may affect the structural soundness of a building; or
 - (iii) may interfere with any easement created by section 11 or 12 of the Act.
3. The carrying out of the proposal will contravene a specified by-law or specified by-laws of the strata company.

A vote of the kind mentioned above is of no effect unless when voting you disclose as a ground for your vote one or more of the grounds listed above, including in the case of the third ground, the by-law(s) which will be contravened.

NOTE: A **vacant lot** is one that is wholly unimproved apart from having merged improvements, as defined in the [*Valuation of Land Act 1978*](#).

100

Many thanks

Kind Regards,

Ev Belingheri

STRATA PROPERTY MANAGER

ev@p-m-s.com.au

PHONE: 08 9212 9999



**PERTH
MANAGEMENT
SERVICES**

Excellence in Property, Sales & Leasing

567 Newcastle Street, West Perth
PO Box 610 Leederville WA 6903
Ph 08 9212 9999 Fax 08 9212 9998

Perth Management Services Disclaimer

This email, including any attachments, is intended only for use by the addressee(s) and may contain confidential and/or personal information and may also be the subject of legal privilege. Any personal information contained in this email is not to be used or disclosed for any purpose other than the purpose for which you have received it. If you are not the intended recipient, you must not disclose or use the information contained in it. In this case, please let me know by return email, delete the message permanently from your system and destroy any copies. Emails and their attachments may be interfered with, may contain computer viruses or other defects and may be successfully replicated on other systems. All other attachments are opened at the recipient's risk.

Belinda Burke

From: Geoff Payne <geoff@totalmanager.com.au>
Sent: Friday, 2 February 2018 11:43 AM
To: Belinda Burke
Subject: stuff

The-green-lizard.com/rivershores.com.au/wp-admin

Belinda.
1amBelinda\$

