

WCEGA PLAZA & TOWER

MCST 3564 Management Office

21 Bukit Batok Crescent #17-78, Singapore 658065

Tel: 6561 7759/60 Fax: 6562 6252 Email: enquiry@wcegamcst.com.sg

MINUTES OF THE 3rd COUNCIL MEETING OF THE 2nd MANAGEMENT COUNCIL HELD ON FRIDAY, 17 AUGUST 2012 AT 2.00PM AT THE MANAGEMENT OFFICE AT #17-78 WCEGA TOWER, SINGAPORE

| | | |
|-----------------------|-----------------------|--|
| <u>Present:</u> | Mr Tan Ah Huat | - Chairman |
| | Mr Ang Chin Kok | - Secretary |
| | Mr Koh Sheng Wei | - Treasurer |
| | Mr Goh Geok Kiat | - Member |
| | Mr Lee Soon Kiong | - Member |
| | Mr Lee Wee Buang | - Member |
| <u>Absent with</u> | Mr Fan Zhi Ping | - Member |
| <u>Apologies:</u> | Mr Tok Yong Khoon | - Member |
| | Mr Poo Chang Hee | - Member |
| | Mr Chew Teck Fatt | - Member |
| | Mr Tan Chuan Hong | - Member |
| <u>In Attendance:</u> | Mr Frederick Loi (FL) | - Exceltec Property Management Pte Ltd |
| | Mr Jack Lee (JL) | as Managing Agent |
| | Mr Francis Koh (FK) | |
| | Mr Alan Lim (AL) | |

| <u>S/No</u> | | <u>Action</u> |
|-------------|--|---------------|
| | The meeting was called to order at 2.20pm | |
| 1.0 | CONFIRMATION OF MINUTES OF THE 1ST & 2TH COUNCIL MEETINGS | |
| 1.1 | The minutes of the 1 st & 2 nd Council meeting of the 2 nd Management Council held on 25 May 2012 and 6 July 2012 respectively were unanimously confirmed. | For Info |
| 2.0 | MATTERS ARISING | |
| 2.1 | REVIEW OF WEB PORTAL DESIGN | |
| 2.1.1 | E3 presented the latest design proposal for Council's review. Council deliberated and agreed on what was presented and requested for the following add-ons:- a) To add a page for MCST's open tenders b) To add a page for outdoor advertising – locations and rates | MA |
| 2.1.2 | Council also explored the possibility of installing touch screen directory at all lift lobbies for visitors to search occupants / companies in the buildings. This would be re-visited at a later meeting. | MA |
| 2.1.3 | E3 to revert by 31 August 2012. | MA |

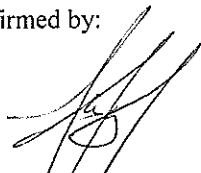
| | | |
|------------|--|----|
| 2.2 | REVIEW OF PROPOSED SEASON PARKING RATES | |
| 2.2.1 | <p>MA presented a proposed car parking rates based on feedback from occupants and carpark management companies. Council deliberated and resolved as follows:</p> <ul style="list-style-type: none"> a) Tower (Blue & designated Red Zone) Season Parking (\$150 per month) Tower's owner occupants would have priority over tenants; Tower parking lots balloting would be conducted every half-yearly. b) Plaza Season Parking (\$65.00 per month) Tower's owners / occupants who were unsuccessful at Tower's balloting And Plaza owners / occupants. c) Tower Lorry Parking (\$200 per month) Only 7 open air lorry lots at Tower subject to balloting. Only eligible for Tower occupants, VPC is strictly not allowed. d) Car Hourly Parking (7.01 am to 10.00 pm) \$1.00 for 1st Hour & \$0.50 for every subsequent half hour e) Car Night Parking (10.01pm to 7.00 am) \$2.00 per Entry f) Car Sundays & PHs Parking \$2.00 per Entry. g) Tower Lorry Parking Hourly Parking - \$2.00 per Hour (7.01 am to 10.00 pm) Night Parking - \$3.00 per Entry (10.01 pm to 7.00 am) Sundays & PHs Parking - \$3.00 per Entry h) Tower Loading Bay Container Parking - \$20.00 for 1st Day - \$40.00 for 2nd Day - \$100.00 daily from 3rd Day onwards i) Motorcycle Parking Daily Parking - \$0.50 per Entry Season Parking - \$10.00 per month payable quarterly in advance. | MA |
| 2.3 | ENGAGEMENT OF BUILDING SURVEYOR FOR BUILDING DEFECTS | |
| 2.3.1 | MA reported that M/s Bruce James would revert on cost of building defects" by end August 2012. | MA |
| 2.3.2 | Council directed MA to engage a lawyer to follow up with M/s Bruce James, as M/s Bruce James had taken too long and has yet to revert with the requested answers. | MA |
| 2.3.3 | Council instructed MA to look at appointing a QP to study and to propose a suitable location to construct a permanent MCST's Management Office. QP was to apply for all necessary approvals from the relevant authorities, and to convert Plaza's 2 nd Floor void areas into driveways. | MA |
| 2.4 | PROPOSED ENERGY SAVING LIGHTS FOR COMMON CORRIDORS AND STAIRCASE | |
| 2.4.1 | MA reported that 1 st phase replacement exercise of Plaza's high bay lights was scheduled for completion by 3 rd week of September 2012. | MA |

| | | |
|-------|--|----------|
| 3.0 | TO ADOPT FINANCIAL STATEMENTS FOR THE MONTHS OF MAY, JUNE & JULY 2012 | |
| 3.1 | The meeting unanimously resolved to adopt financial statements for the months of May, June and July 2012. | For Info |
| 4.0 | VERIFICATION OF DRAFT MINUTES OF THE 2nd AGM | |
| 4.1 | The meeting resolved unanimously to accept the draft minutes of the 2 nd AGM as correct record of the proceedings. | For Info |
| 5.0 | ANY OTHER BUSINESS | |
| 5.1 | PROPOSED OUTDOOR ADVERTISING SPACES | |
| a. | POAD'S EXTERNAL FAÇADE ADVERTISING PROPOSAL | |
| a.1 | MA briefed the meeting on POADS' advertising proposal at 5 outdoor locations at Plaza. Council approved POAD's proposal for locations 1 and 5. For location 2, POAD should offer unit owner M/s SSL the first priority for external façade advertising outside their unit. Council unanimously disapproved locations 3 and 4. | MA |
| b. | FOCUS MEDIA LIFT LOBBIES TV ADVERTISING PROPOSAL | |
| b.1 | Council had no objection to the revised TV advertising proposal by Focus Media at 15% share revenue generated from paid TV commercials broadcasted on their network at Wcega Plaza & Tower. There would be a total of 7 LCD TV monitors, to be installed at both Plaza & Tower lift lobbies and all installation, maintenance & repairs and insurance would be borne by Focus Media. | MA |
| 5.2 | COUNCIL MEMBERS' VACATED OF OFFICE | |
| 5.2.1 | MA briefed the meeting that Council members would be deemed to have vacated their offices if he/she had been absent from three (3) consecutive Council Meetings. This matter would be discussed at the 4 th Council meeting. | MA |
| 5.3 | LEASE OF LEVEL 1 CARPARK SPACE | |
| 5.3.1 | Council deliberated and resolved to extend the lease of level 1 carpark space on a month to month basis together with Rooftop's Annex A. This was to cater for the needs of parking space when EPS comes operational in October 2012. Leasing term would be subject to review in October 2012. | MA |
| | The meeting ended at 5.00 pm with a vote of thanks to all present. | |

Minutes recorded by: Jack Lee

Vetted by: Frederick Loi

Confirmed by:



Chairman

2st Management Council

The Management Corporation Strata Title Plan No. 3564

16/11/2012

Date