

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 8th COUNCIL MEETING OF THE 3rd MANAGEMENT COUNCIL HELD ON WEDNESDAY, 15th JANUARY 2014 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Ben Tan Eng Hua	-	Chairman
	Mr Kannappan Selvam	-	Treasurer
	Mr Alex Lee Seow Min	-	Secretary
	Ms Joyce Baey	-	Member
	Mr Chan Wai Kiat	-	Member
	Mr Danny Teo Kian Guan	-	Member
	Ms Ivy Ng Soh Peng	-	Member
	Mr Venkatesha Murthy	-	Member
<u>Absent with Apologies:</u>	Ms Liew Sue Chee	-	Member
	Ms Anny Chong Mei Yoon	-	Member
	Mr Chai Jurn Wei	-	Member
	Mr Andrew Ho Tuck Keong	-	Member
	Mr Jeorg Kalisch	-	Member
	Mr Jeffrey Tan Yam Sia	-	Member
<u>Attendees:</u>	Mr Paul Ng	-	Managing Agent
	Mr Patrick Lim		
	Mr Glenn Lim		
	Mr Eric Lee		

No		Action	Due
1.0	The meeting was called to order at 2.35pm, with sufficient meeting quorum. TO CONFIRM MINUTES OF THE 7TH COUNCIL MEETING OF THE 3RD MANAGEMENT COUNCIL HELD ON 18TH DECEMBER 2013.		
1.1	The minutes of the 7 th Council meeting of the 3 rd Management Council held on 18 th December 2013 was unanimously adopted.	Info	
2.0	TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.		
2.1	<u>Building Defects, Rectification Work-progress and Correspondences with Developer</u>		
2.1.1	MA informed Council that lawyer TM has yet to finalize a meeting with surveyor Bruce, to clarify issues pertaining to the second building report. To update Council further.	Info	
2.2	<u>Car parking issues at WCEGA Plaza & Tower</u>		
2.2.1	MA updated Council on the progress of the on-going implementation processes of barrier-arm gantries at Plaza main entrance.	Info	

2.2.2	Upon careful discussion, Council asked MA to report any drivers caught using an un-registered IU to gain unauthorized entry into the seasons' carparks, to the Police and lawyer TM, for further course of actions needed.	MA	16/1/14
2.2.3	Following meetings with Plaza's tenants to address their concerns, Council decided to turn-on the barrier-arm systems at Plaza on Sat 1 st March 2014. MA to see to any necessary arrangements, to facilitate the smooth running of the barrier-arm gantries by then. MA to display relevant notices, for info.	MA	30/1/14
2.2.4	The following issues were discussed and resolved: 1) Grace period to be extended to 30 minutes and ERP charging of "per 15 minutes block" of \$0.38 apply, with effect from 1 st March 2014. 2) Admin charges of \$10 plus GST, to be imposed for updating of vehicles' IU records, if the number of changes per strata unit, exceeds 5 times a year. Separate charges apply to car-dealers. 3) Leasing of level one carparks (Plaza side) to the car-dealers, for \$650/month per column at the far rear-end areas. These areas are strictly for car-parking purposes. MA to consider allocating 2 columns or more to interested parties. 4) Leasing of common spaces at Plaza for business activities or car-parking purposes. In view of some businesses operating out of the common spaces in front of the individual strata units, Council decided to lease out these areas, to interested parties for \$1,200/month. 5) To cater for genuine demand of seasons' labels beyond the first four free seasons labels per strata unit, Council proposed to charge \$30/month plus GST for the fifth and sixth seasons' labels. Any application beyond the sixth label, to be considered on a case-by-case basis. 6) Customers of any motor-repairs shops or related, to be subjected to the hourly charges as per ERP pricings.	MA	1/3/14
2.2.5	Note: Sub-com Members reviewed item 6 and proposed some complimentary tickets, for motor-repairs shops whose customers' vehicles are required to park beyond 24 hours, due to complicated repairs works needed. More details to be furnished in due course.	MA	1/3/14
2.3	<u>Service Contracts and Operational Issues</u>		
2.3.1	MA reported that IMG Vision, has completed about 80% of the restoration works for FCC/Guardhouse. The project is still on-going. To update further.	MA	30/1/14
2.4	<u>Security and Lift</u>		
2.4.1	For security, MA reported that the security buggy is repaired and the security personnel have been advised to drive carefully. MA technicians to maintain and service the security buggy, eg top up battery water.	Info	
2.4.2	For lifts, Council asked MA to liaise with lifts contractor Sigma, for proposals to improve the Tower lift motor room's ventilation. To update Council further.	MA	30/1/4
2.5	<u>Authorized persons to only view MCST's bank accounts online</u>		
2.5.1	MA informed Council that the relevant bank tokens were issued to MCST's Treasurer Mr Selvam and HQ accts I/C, Jemmy.	Info	

2.6	<u>Proposed cars' washing bays</u>		
2.6.1	MA informed Council that SCDF has notified the Management to close off the far rear-end of the SCDF fire-engine access-way to any car washing/polishing activities. MA to proceed expeditiously with the necessary actions. Also, MA informed the car-dealer concerned, to cease operations.	Info	
2.6.2	MA to liaise with surveyor Alex, on any suitable sites at level one carparks, for car-washing bays. To update Council further.	MA	30/1/14
2.7	<u>Feedback from Wcega car-dealers' group</u>		
2.7.1	<p>Council members Mr Ben, Ms Joyce and Mr Chan, together with MA, met the representatives of the Wcega car-dealers' group on 21 Jan 2014. Items discussed included:</p> <ol style="list-style-type: none"> 1) Leasing of level one carparks (Plaza side) to the car-dealers, for \$650/month per column at the far rear-end areas. Council to consider leasing the proposed common spaces to Wcega Used Cars Association, who is responsible to co-ordinate the subletting amongst it's members and to maintain the general cleanliness of these areas. 2) Leasing of common spaces to car-dealers, other than at Plaza level one carparks, eg Plaza level four. 3) The proposed common spaces for leasing, at Plaza level one, are strictly for car-parking purposes only. 4) Updating of vehicles' IU records to be charged a nominal fee of \$5/- following a free one-time vehicles' IU registration. 5) MA to conduct an inspection to determine the actual number of vehicles parking within the individual strata units of car-dealers and at the common areas proposed for leasing arrangements. 6) Red labels to be issued to these vehicles and must be prominently displayed on windscreens. 7) All vehicles' displaying red labels, must not park at any common spaces and if so, will be subjected to wheel-clamp enforcement actions. 8) The allocation of four seasons' labels as per each strata unit and up to six seasons labels allowed for vehicles parking at specific red lots in front of individual strata units at Plaza. 	MA	1/3/14
2.8	<u>Feedback from unit #05-28 Plaza</u>		
2.8.1	MA briefed Council on the nightly operations of AM Deli, following an observance trip on 10 Jan 2014.	MA	30/1/14
2.8.2	Hence, MA recommended to extend the grace period to 30 minutes but to maintain the mid-night sub-charge applicable under ERP pricing systems. MA further proposed to waive off the mid-night sub-charge only for the unit's delivery vans for the purpose of picking up the daily bread and pastries supplies.		
2.8.3	Upon careful deliberation, Sub-com agreed to subject the unit's delivery vans to IU registration for waiver of mid-night sub-charge. Any future consideration for other Plaza's units' night operations, would be granted only on a special case basis.		
2.8.4	MA to liaise with SP #05-28 Plaza, on Council's decisions.		

3.0	TO ADOPT THE FINANCIAL STATEMENTS FOR OCTOBER AND NOVEMBER 2013		
3.1	The financial statements for December 2013 were unanimously adopted by the meeting.	Info	
3.2	Treasurer Mr Selvam enquired about the financial statements.		
3.3	Upon due discussion, MA to submit the list of recommended performance incentives for the service providers to the Council via email, for approval.		
4.0	ANY OTHER BUSINESS:		
4.1	<u>Lunar New Year celebrations</u>		
4.1.1	Upon due discussion, Council agreed to MA's proposal to hold a Dragon & Lions Dance "Cai Qing" performance here at Wcega site on Mon 10 Feb 2014, 12noon. MA to see to all necessary preparations for this festive event. Mandarin oranges, packet drinks and candies will be distributed as well-wishes to Wcega building occupants. MA to display relevant notices for info.	MA	10/2/14
4.2	<u>Consumer switch room rectifications works</u>		
4.2.1	MA updated Council on the LEW's recommendation to install a submersible pump at the drainage areas of the consumer switch room, as a measure to pump out water streaming into the consumer switch room.	MA	30/1/14
4.2.2	Upon due discussion, Council directed MA to proceed with the rectifications works as recommended by the LEW.		
4.3	<u>Enquiries with BCA/URA on temples and showroom operations</u>		
4.3.1	Council requested MA to enquire from relevant government agencies, pertaining to temples and showroom operations in Wcega site. To update Council further.	MA	30/1/14

The meeting ended at 4.45pm with a note of thanks to all attendees.

Minutes prepared by: Glenn Lim (Newman Goh Property Consultants P/L)

Confirmed by:

Chairman
3rd Management Council
The Management Corporation Strata Title Plan No. 3564

Date