

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 9th COUNCIL MEETING OF THE 4th MANAGEMENT COUNCIL HELD ON FRIDAY, 20th MARCH 2015 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Ben Tan Eng Hua	-	Chairman
	Mdm Goh Beng Lay	-	Treasurer
	Mr Koh Sheng Wei	-	Secretary
	Mr Danny Teo Kian Guan	-	Member
	Mr Jarryl Ng Yew Teck	-	Member
	Mr Michael Tan Ah Huat	-	Member
	Mr Terry Goh Wei Qian	-	Member
<u>Absent with Apologies:</u>	Mr Simon Tan Teck Ann	-	Member
	Ms Anny Chong Mei Yoon	-	Member
	Mr Alex Lee Seow Min	-	Member
	Mr Ng Mong Hua	-	Member
	Mr Ng Lam Hwa	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee	-	Managing Agent
	Mr Nicholas Leong	-	Managing Agent

<u>No</u>		<u>Action</u>	<u>Due</u>
	The meeting was called to order at 2.15pm, with sufficient meeting quorum.		
1.0	<u>TO CONFIRM MINUTES OF THE 8TH COUNCIL MEETING OF THE 4TH MANAGEMENT COUNCIL HELD ON 5TH FEBRUARY 2015.</u>		
1.1	The minutes of the 8 th Council meeting of the 4 th Management Council held on 5 th February 2015 were unanimously adopted.	Info	
2.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>		
2.1	<u>Building Defects, Rectification Work-progress and Correspondences with Developer</u>		
2.1.1	MA updated Council on this matter. Lawyer TM advised that Letters of Authorization to be sent out to all Subsidiary Proprietors to seek original owners' signatures in support of the MCST's cause in pursuing claims from the developer. This was carried out in first week of March 2015. Total of 222 copies of LOAs were subsequently received by the Management office after verifications. These LOAs were passed to TM's office.	Info	
2.1.2	Further, the developer's lawyer Robert agreed to Council's suggestion, to bring this matter for an arbitration hearing before the Singapore Mediation Centre.	MA	15/4/15
2.1.3	At the hearing, both sides would have a mediator representing the parties involved. Developer SSL suggested a Mr Ding (BCA) while the MCST would likely appoint a Mr Kan (retired judge). Details to be confirmed in due time.	Info	
2.2	<u>Term Service Contracts and Operational Issues</u>		
2.2.1	MA presented three costs quotes to Council, pertaining to the estate insurance matters.	MA	15/4/15

2.2.2	Upon due discussion, Council decided to renew the current estate insurance policies with Overseas Assurance Corporation Ltd for another year w.e.f. 1 st May 2015, at the same terms and conditions. OAC quote is the lowest contract price submitted.	Info	
2.2.3	MA reported on an ops meeting held on 20 th February 2015. Security and cleaning supervisors met to discuss daily operations matters.	Info	
2.3	<u>BCA periodic inspection of buildings</u>		
2.3.1	MA reported that BCA issued a directive in regards to the above matter. It was required that some minor repairs works to be carried out at Tower's common corridors areas, to rectify some minor hairline cracks on the floors.	MA	30/4/15
2.3.2	MA to see to the necessary repairs works, under the supervision of the appointed structural engineer Worley Parsons. More details to be furnished in due time.	MA	30/4/15
2.4	<u>LED lights project</u>		
2.4.1	After careful deliberation and review, Council agreed to award the job of replacing 4ft fluorescent tubes to LED ones at Tower staircases and other common areas eg basement carparks, to Intertec Engineering Pte Ltd, on the premise that the contractor is able to provide up to 200 pieces (approx. 10%) of lighting holders and fittings that may arise of out unforeseen breakages during the installation processes. MA to liaise with the company on the revised quotations. Contract awarded on the basis of lowest costs.	MA	30/4/15
2.4.2	For Plaza's staircases, Council decided to award the job of replacing outdoor light fittings to Idelux Engineering Pte Ltd. Contract awarded on the basis of lowest costs.	MA	30/4/15
2.4.3	MA to proceed expeditiously on these LED projects, expected to commence around June 2015. Notices to be displayed on the installation schedules once ready.	Info	
2.5	<u>Proposed car carnival event</u>		
2.5.1	MA reported that the organizers have informed that the proposed plans for the car carnival event scheduled in July 2015 are shelved till further notice. Council noted.	Info	
2.6	<u>Annual fire-drill exercise</u>		
2.6.1	MA informed Council that the upcoming annual fire-drill exercise to be held on 30 th March 2015. Relevant notices to be displayed for building occupants' info.	Info	
2.7	<u>5th AGM related matters</u>		
2.7.1	MA informed Council that the seminar rooms at the Bukit Batok Civil Service Club would not be available on 24 th April 2015. After due discussion, Council agreed to bring forth the 5th AGM date to Thurs 23rd April 2015, 2pm.	MA	15/4/15
2.7.2	MA presented the budgetary AGM financial report for due discussion. After careful deliberation, Council decided to increase the quarterly Sinking Funds contributions to 30 cents per share value per month , up from the current rate of 20 cents per share value per month. Reason being, that the MCST must adjust the contribution rate to grow the Sinking Funds faster, in anticipation of future major cyclical works, eg estate repainting.	Info	
2.7.3	Council also decided to maintain the current Management Funds' quarterly contribution rates of \$1.10 per share value per month.	Info	

2.8	<u>Plaza's common fire-sprinkler systems incidents</u>	Info	
2.8.1	MA updated Council that additional road humps have been installed at Plaza level 3, to regulate the speed of heavy vehicles, especially 40ft container trucks, as an experimental bid to minimize such incidents whereby the common fire-sprinklers are damaged due to reckless driving and fast moving heavy vehicles.		
2.8.2	MA also reported that two heavy vehicles were recently subjected to the additional penalty of \$300/- imposed, after hitting the fire-sprinkler systems.	Info	
2.9	<u>Repoco Agency's towing/daily storage charges pertaining to MCST's enforcement activities on illegal/unauthorized parking</u>	Info	
2.9.1	MA informed Council that Peter, Repoco Agency, is agreeable to the proposed rates chargeable for towing/daily storage fees in relation to the MCST's enforcement activities on illegal/unauthorized parking.		
2.9A	<u>CNY related matters</u>	Info	
2.9A1	MA reported that CNY related matters were carried out.		
2.9B	<u>Management office – CCTV cameras</u>	MA	30/4/15
2.9B1	MA in process to review the costs quotes to install the office CCTV cameras.		
3.0	<u>TO ADOPT THE FINANCIAL STATEMENTS FOR JANUARY & FEBRUARY 2015.</u>		
3.1.1	The financial statements for January & February 2015 were unanimously adopted by the meeting.	Info	
3.1.2	Upon due deliberation, Council agreed to transfer \$800K from the Management Funds to the Sinking Funds.	Info	
3.1.3	MA reported that the audited financial reports are ready for Council's vetting and endorsement. Soft copies are sent to Members for perusal.	Info	
4.0	<u>ANY OTHER BUSINESS:</u>		
4.1	<u>SCDF matters – regularization of red lots at Wcega Plaza</u>	MA	15/4/15
4.1.1	MA reported that SCDF would require the MCST's assistance to co-ordinate an exercise to regularize red lots at Wcega Plaza. MA to send out a SCDF final advisory letter to all Plaza's owners/businesses via certificate of posting.		
4.1.2	Following a meeting with Maj Azmi and Capt Goh, MA informed Council that all Plaza owners/tenants who wish to utilize their red carpark lots at individual units for any other purposes other than parking cars, eg storage or work stations, must make documents submissions to URA (for change of use) and to SCDF (for fire safety requirements) to obtain prior approval.	Info	
4.1.3	Note: MA and some Council Members also went to SCDF HQ on 23 rd March 2015, to meet up with senior SCDF officers, to understand the matter better.	Info	

The meeting ended at 5.15pm with a note of thanks to all attendees.
Minutes prepared by: Glenn Lim (Newman Goh Property Consultants P/L)
Confirmed by:

Treasurer/Council Member
4th Management Council
The Management Corporation Strata Title Plan No. 3564

Date