

# WCEGA PLAZA & TOWER

MCST 3564 Management Office

21 Bukit Batok Crescent #17-78, Singapore 658065

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

**MINUTES OF THE 2<sup>st</sup> COUNCIL MEETING OF THE 5<sup>th</sup> MANAGEMENT COUNCIL HELD ON TUESDAY, 19<sup>th</sup> JUNE 2015 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.**

<u>Present:</u>	Mr Ben Tan Eng Hua	-	Chairman
	Mdm Goh Beng Lay	-	Treasurer
	Mr Michael Tan Ah Huat	-	Member
	Mr Danny Teo Kian Guan	-	Member
	Mr Ng Lam Hwa	-	Member
<u>Absent with</u>	Mr Koh Sheng Wei	-	Secretary
<u>Apologies:</u>	Mr Terry Goh Wei Qiang	-	Member
	Mr Alex Lee Seow Min	-	Member
	Mr Tan Kim Hai	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee		
	Mr Nicholas Leong		

<u>No</u>		<u>Action</u>	<u>Due</u>
1.0	The meeting was called to order at 2.05pm, with sufficient meeting quorum. <b><u>TO CONFIRM MINUTES OF THE 1ST COUNCIL MEETING OF THE 5TH MANAGEMENT COUNCIL HELD ON 19TH MAY 2015.</u></b>		
1.1	The minutes of the 1 <sup>st</sup> Council meeting of the 5 <sup>th</sup> Management Council held on 19 <sup>th</sup> May 2015 was unanimously adopted.	Info	
2.0	<b><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></b>		
2.1	<b><u>Building Defects, Rectification Work-progress and Correspondences with Developer</u></b>		
2.1.1	MA informed Council that the surveyor Bruce James would be providing some competitive quotes for the Scotts' schedule at the mediation session to be held in late July 2015. This is to justify his rates, for some of the big ticket items on the Scotts' schedule, eg lift lobbies tiling works and render repairs.	MA	28/7/15
2.1.2	Lawyer TM advised that the claimed amount would be subjected to intense scrutiny and negotiations by the developer Sin Soon Lee, representing other related parties. Further, he would be discussing strategy with MCST's sub-com members and surveyor at upcoming meetings.	Info	
2.1.3	Lawyer TM also mentioned that the MCST must have realistic expectations in the mediation process, so as to avoid a lengthy and costly affair, if this long standing matter is to be brought to High Court.	Info	

<b>2.2</b>	<b><u>Term service contracts and operational issues</u></b>		
2.2.1	Council reviewed three competitive MA quotes. Following due deliberation, Council agreed to appoint current MA, Newman & Goh Property Consultants P/L, on a reimbursement package for two years, with effect from 1 <sup>st</sup> July 2015. This translated into a monthly MA fee of \$5k, and site staff salaries to be determined by Council at market competitive rates.	Info	
2.2.2	MA briefed Council on the monthly ops meeting held earlier, with key site personnel.	Info	
2.2.3	MA informed Council that only two units (located at Plaza level nine) still have not responded to the MCST's penalty of \$500 imposed for dumping activities. And that the landlord has already been notified, of these incidents. MA to proceed to recover these amounts accordingly.	MA	31/7/15
2.2.4	MA wrote to lift contractor Sigma on several occasions, to highlight the recent spate of lift breakdowns in Tower and the bulging internal door panel at SL1. To monitor the situation closely.	MA	31/7/15
<b>2.3</b>	<b><u>BCA periodic inspection of buildings</u></b>		
2.3.1	MA reported that rectifications works were done at several floors at Tower as per QP recommendations under BCA directive. The assigned contractor, Eross General Services, submitted photos to the QP for his report to BCA. Now awaiting this report to close the matter.	MA	31/7/15
<b>2.4</b>	<b><u>LED lights project</u></b>		
2.4.1	MA informed Council that Intertec would be commencing works to replace 4ft fluorescent tubes with LED tubes on 6 <sup>th</sup> July 2015. This project would be expected to be completed in about 4-6 weeks. Relevant notices to be displayed, for building occupants' info.	MA	31/7/15
2.4.2	During these processes, MA to arrange to sell old light fittings and ballasts to recyclables materials' collectors. Used fluorescent tubes to be discarded properly, as recyclables' collectors do not want these items.	Info	
<b>2.5</b>	<b><u>SCDF matters – regularization of red lots at Wcega Plaza</u></b>		
2.5.1	MA informed Council that URA would require a 90% resolution from the MCST pertaining to any change of use of carpark spaces and further, MCST must satisfy LTA's requirements on carparking facilities, before any consideration to be given for this exercise.	MA	31/7/15
2.5.2	MA would appeal to URA at upcoming meeting on 25 June 2015, to waive this 90% resolution requirement. More details to be furnished later.	MA	1/7/15
2.5.3	MA updated Council that SCDF would allow time extension up to end July 2015, for Plaza's building occupants to tidy up their red lots and to comply with any fire safety regulations. MA to display relevant notices for info.	Info	
<b>2.6</b>	<b><u>Repoco Agency leasing of Plaza 10<sup>TH</sup> level</u></b>		
2.6.1	MA notified Peter Repoco Agency, about his successful bid for the new leasing agreement for the said areas. MA to liaise with HQ accounts to ensure that all due payments and deposits are in order.	Info	

<b>3.0</b>	<b><u>TO ADOPT THE FINANCIAL STATEMENTS FOR MAY 2015.</u></b>		
3.1.1	The financial statements for May 2015 were unanimously adopted by the meeting.	Info	
3.1.2	Treasurer Mdm Goh pointed out the increment of the MA HQ office petty cash float should be \$500/-, instead of \$400/- as per previous meeting minutes of 1 <sup>st</sup> council meeting on 19 May 2015. This is to cater for higher costs of direct mailing to all owners, of their quarterly maintenance billings. MA reported amendment done.	Info	
3.1.3	After careful deliberation, Council agreed to waive off late interests charges for several units, namely #09-07/08/09, #09-79 and #12-79. It was noted that this should not form a basis for future similar consideration. Other appeals for waiver of late interest charges, are on a “per case basis”. MA noted.	Info	
<b>4.0</b>	<b><u>ANY OTHER BUSINESS:</u></b>		
<b>4.1</b>	<b><u>Appointment of financial auditor</u></b>		
4.1.1	Upon due discussion, Council agreed to appoint M/S Tan, Chan & Partners as the MCST’s financial auditor for another year, at a contract price of \$2k per financial year.	Info	
<b>4.2</b>	<b><u>Feedback – corner between #02-12 and #02-13 at Plaza</u></b>		
4.2.1	MA received feedback that there are some disputes between neighbours in relation to parking of vehicles that may have caused obstruction, resulting in inconveniences to other building occupants.	Info	
4.2.2	MA to speak to the parties concerned, and to facilitate mediation between them so as to resolve the matter amicably. MA to urge all parties to be considerate and cordial, in order to maintain harmony within the Wcega community.	MA	31/7/15

The meeting ended at 4.05pm with a note of thanks to all attendees.

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

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Treasurer/Council Member  
5<sup>th</sup> Management Council  
The Management Corporation Strata Title Plan No. 3564

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Date