

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 3rd COUNCIL MEETING OF THE 5th MANAGEMENT COUNCIL HELD ON FRIDAY, 31st JULY 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 Tan Kim Hai	-	Member
	Mr Terry Goh Wei Qiang	-	Member
<u>Absent with</u>	Mr Koh Sheng Wei	-	Secretary
<u>Apologies:</u>	Mr Alex Lee Seow Min	-	Member
	Mr Danny Teo Kian Guan	-	Member
	Mr Ng Lam Hwa	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee		
	Mr Nicholas Leong		

<u>No</u>		<u>Action</u>	<u>Due</u>
	The meeting was called to order at 2.05pm, with sufficient meeting quorum.		
1.0	<u>To confirm Minutes of the 2nd Council Meeting of the 5th Management Council held on 19th June 2015.</u>		
1.1	The minutes of the 2nd Council meeting of the 5th Management Council held on 19th June 2015 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 briefed Council on the mediation session held at SMC on 28 July 2015. After hours of intense negotiations and price haggling, it was agreed by all parties present, that the full and final settlement of the MCST's claims against developer SSL and related parties would be \$919K.	Info	
2.1.2	MA further informed Council that once the monies are paid to the MCST, arrangements would be made to carry out render repairs works and lift lobbies re-tiling works expeditiously. Council noted.	MA	15/8/15
2.1.3	Further, Council and MA discussed on the building defects rectifications works, so as to draw up a tentative time-line to address these issues.	Info	

2.1.4	<p>Building defects rectifications time-line:</p> <ol style="list-style-type: none"> 1) Render/plaster – Tower/Plaza – 2015. 2) Lift lobbies re-tiling – Tower/Plaza – 2015. 3) Basement carparks – Tower/Plaza – 2016. 4) Waterseepages @ Lift 1, level 1, & @ Lift 2, level 1 – 2016. 5) Lift Motor Room – Tower – 2016. 6) Expansion joints – Plaza – 2016/2017. 7) Major repainting – Tower/Plaza – 2017/2018. 	Info	
2.1.5	Note: Upon confirmation that the monies are duly paid into the MCST's account by early August 2015, lawyer TM filed a Notice of Discontinuance/Withdrawal to end the legal proceedings on 17 August 2015.	Info	
2.2	<u>Term service contracts and operational issues</u>		
2.2.1	MA presented three costs quotes for security services. After due discussion, Council decided on the new manpower deployment revision to five security officers per day and night shift, as security manpower costs have risen. This meant a reduction of one security officer per day shift.	MA	31/8/15
2.2.2	Council asked that MA to solicit for more security quotes prior to a decision on the current security services contract with Westminster Security.	MA	15/8/15
2.2.3	Mr Ben would review the fire protection services contract with Unique Fire Protection after MA passed three other costs quotes to him.	MA	31/8/15
2.2.4	MA briefed Council on the monthly ops meeting held earlier, with key site personnel.	Info	
2.2.5	MA reported that the bulging cargo lifts' doors have been riveted into position by Sigma.	Info	
2.2.6	MA to undertake some minor improvement works projects, eg replacing missing speed humps at Plaza and installing bollards in lieu of cones placed at designated locations at basement carparks.	MA	31/8/15
2.3	<u>BCA periodic inspection of buildings</u>		
2.3.1	MA informed that the structural surveyor from Worley Parsons requested more time to submit report to BCA, which was notified accordingly. To furnished more details in due course.	MA	31/8/15
2.4	<u>LED lights project</u>		
2.4.1	MA reported that the LED project is almost 80% completed. As the electrical contractor has two height equipment (scissors lifts) on site, MA asked that they assist to replace current faulty high bay lights at Plaza. Troubleshooting and labour costs to be separately charged. Council noted.	MA	31/8/15
2.5	<u>SCDF matters – regularization of red lots at Wcega Plaza</u>		
2.5.1	MA reported on a URA meeting on 25 June 2015, whereby the MCST's request for waiver of the 90% resolution for conversion of use of carpark lots at Plaza, was rejected. Council noted.	Info	
2.5.2	Following, MA displayed relevant notices to inform all Plaza's building occupants of the latest update, and to urge everyone to tidy up their red lots so as to comply with fire-safety regulations. By failing to do so, the individual unit's owners/building occupants may have to "face the music" directly from SCDF.	Info	

2.6	<u>Repoco Agency leasing of Plaza 10th level</u>		
2.6.1	MA briefed Council on the renewal process of the leasing arrangements Plaza's level 10 areas. MA also informed that Repoco Agency has placed a two months deposit of 130K as required under the new leasing terms for a two year period.	Info	
2.7	<u>Feedback – corner between #02-12 and #02-13 at Plaza</u>		
2.7.1	Both parties declined to meet up for mediation purposes. However, MA noted that there was no further reported conflict between the two sides.	Info	
3.0	<u>To adopt the Financial Statements for JUNE 2015.</u>		
3.1.1	The financial statements for June 2015 were unanimously adopted by the meeting.	Info	
3.1.2	MA reported that the debtors' aging summary listings beyond 90 days and the renovation deposits have been reduced considerably over the past months.	Info	
4.0	<u>Any Other Business:</u>		
4.1	<u>Major term contracts renewal – security, cleaning & fire protection</u>		
4.1.1	Security – The current security services contract with Westminster security to be renewed with adjusted manpower deployment strength of 5 day & 5 night security personnel and stricter liquidated damages (LD) clauses for shortfall of security officers on a daily basis. Other competitive costs quotes are comparable or higher. New security contract to be based on a 2 year term, priced at \$34,180/- per month, wef Sept 2015.	Info	
4.1.2	Cleaning – The existing cleaning contract to be considered following review of other competitive costs quotes. To be discussed at next meeting.	MA	31/8/15
4.1.3	Fire protection – The current fire protection services contract to be considered for review, after other competitive costs quotes are comparable or higher. To meet up with term contractor, Unique Fire Protection, for further clarifications on job scope, revised price and terms & conditions of a new 2 year term. To update further.	MA	31/8/15
4.2	<u>Outdoor advertising at common areas</u>		
4.2.1	MA discussed the possibility of allowing outdoor advertising in the form of promotional banners displayed at lift lobbies' glass panels. Upon due consideration, Council decided not to allow such advertising modes as these would affected the uniformity of the glass facades of both buildings in the estate.	Info	
4.3	<u>Listing of major rectifications works projects & timeline</u>		
4.3.1	Refer to para 2.1.4.	Info	

4.4	<u>Special dinner event – to mark successful closure towards the cause of building defects’ matters</u>		
4.4.1	Following the MCST’s successful closure towards the building defects case which started out few years ago, Council expressed thanks to lawyer TM, building surveyor Bruce James, past & present Members, current MA and all Subsidiary Proprietors/building occupants who have contributed to this major cause.	Info	
4.4.2	Upon due deliberation, Council would like to organize a special dinner event for past & present Members who have volunteered their services and contributions to the MCST. Costs of this dinner event shall not exceed 3k.	MA	31/8/15

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

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

Date