

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 5th COUNCIL MEETING OF THE 5th MANAGEMENT COUNCIL HELD ON MONDAY, 23rd OCTOBER 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 Alex Lee Seow Min	-	Member
	Mr Ng Lam Hwa	-	Member
	Mr Terry Goh Wei Qiang	-	Member
<u>Absent with</u>	Mr Michael Tan	-	Member
<u>Apologies:</u>	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>
	The meeting was called to order at 2.20pm, with sufficient meeting quorum.		
1.0	<u>To confirm Minutes of the 4th Council Meeting of the 5th Management Council held on 31st August 2015.</u>		
1.1	The minutes of the 4th Council meeting of the 5th Management Council held on 31 st August 2015 was 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 reported on the external façade walls repairs at both buildings undertaken. Photos of the areas repaired were shown.	Info	
2.1.2	The appointed contractor Guan Teck Construction P/L, informed that there were additional repairs spots done during the process of rectifications works. Hence, the contractor was seeking a variation order for additional costings amounting to \$7,600/-.	MA	15/11/15
2.1.3	Upon due discussion, Council asked that the contractor justified its' related costings for further consideration. The contractor was also asked to even up some rough patches seen on the rectified spots of the external walls of Wcega Plaza.	MA	15/11/15
2.1.4	MA also forwarded the listing of the render spot repairs and relevant photos to lawyer TM, so that the developer could be informed accordingly, in respect of the settlement agreement between the MCST and Sin Soon Lee.	Info	

2.2	<u>Term service contracts and operational issues</u>		
2.2.1	MA informed Council that the Guardhouse/FCC CCTVs for Tower is currently down, due to wiring issues and some faulty hard wares. MA to get contractor IMG Vision, to carry out trouble shooting checks so as to ascertain the extent of needed replacement/rectifications works to restore the CCTV surveillance systems. Thereafter, MA to solicit for three competitive costs for this project. To update Council further.	MA	15/11/15
2.2.2	MA briefed Council on the recent feedback pertaining to basement carparks being overcrowded and more often than not, the registered vehicles' drivers are unable to find any vacant carpark lots during the day.	Info	
2.2.3	MA further added that regular spot checks to be carried out at the basement carparks on any suspected vehicles found hoarding carpark lots, with dubious carpark payments records and/or without valid road tax discs. Enforcement actions including wheel-clamping or towing any errant vehicles to be undertaken, so as to ensure compliance to carparks' House-rules.	MA	31/10/15
2.2.4	MA to present a review of the carparks' House-rules at next meeting, to ensure relevancy of guidelines/regulations to the current carparks' situation at Wcega estate.	MA	15/11/15
2.2.5	MA updated Council on the monthly ops meeting held with key site staff.	Info	
2.3	<u>BCA periodic inspection of buildings</u>		
2.3.1	MA reported that structural engineer Worley Parsons submitted a report to BCA and the MCST for the relevant works done, in relation to the periodic inspection as required.	Info	
2.4	<u>LED lights project</u>		
2.4.1	MA informed Council that the technicians had verified the extra quantity of LED tubes/fittings that were fitted during the recent LED project on top of the quantity that the contractor Intertec P/L, to be valid and correct.	Info	
2.4.2	MA explained that these extra LED tubes/fittings were overlooked in the initial counting process as the total quantity to be considered was very huge, covering two buildings in the estate. Summing up, the technicians verified that works was indeed done after the installation processes.	Info	
2.4.3	MA added that the unit price of each LED tube/fitting of the initial quote by Intertec, is used to calculate the additional costings chargeable for the extra quantity of materials used. Hence, this amount added up to \$30,973.80 factoring a 5% discount offered by the contractor. After due deliberation, Council noted and agreed.	Info	
2.5	<u>Special dinner event</u>		
2.5.1	Upon due discussion, Council suggested to host the dinner at Kimly Seafood Restaurant, TradeHub 21 on 30 th October 2015. Both lawyer TM and surveyor Bruce confirmed their attendance for this dinner event.	MA	30/10/15
3.0	<u>To adopt the Financial Statements for August and September 2015.</u>		
3.1.1	The financial statements for August and September 2015 were unanimously adopted by the meeting.	Info	
3.1.2	After careful consideration, Council agreed to deposit some funds up to one million dollars into fixed deposits ranging from short to long terms maturity	MA	15/11/15

	periods. Treasurer Mdm Goh to propose to Council on the feasible fixed deposits arrangements at next meeting.		
3.1.3	Upon due discussion, Council noted that GT Café #02-06 Plaza has been paying \$350/- monthly for three years being the existing contract period of its' leasing agreement. Hence, Council decided to extend the existing leasing contract by increasing the monthly payments to \$400/- each month. Other terms and conditions to remain unchanged. MA to follow up.	MA	15/11/15
4.0	<u>Any Other Business:</u>		
4.1	<u>Temporary leasing of parking lots</u>		
4.1.1	MA briefed Council on some requests by Plaza's car-dealers for additional carparking spaces at basement. The Management hopes to balance the needs of the various stakeholders and the Wcega community at large.	MA	15/11/15
4.1.2	After careful deliberation, Council agreed on the following conditions for temporary leasing of basement carpark spaces (exclude Wcega Used Car Association): <ol style="list-style-type: none"> 1) Temporary leased parking spaces do not exceed 80 vehicles in total. Queue system to allocate available spaces and the Management decides on allocation if the demand exceeds supply. 2) These temporary lease arrangements to be capped @ 30 vehicles per car-dealership. 3) Wcega Used Car Association members pay \$30/car/month while non-members pay \$45/car/month under temporary lease. 4) MCST issued templates to be prominently displayed in vehicles at all times. 5) \$50/- chargeable for lost or damaged template. 6) All vehicles to be parked bumper to bumper at designated areas during lease period. 7) Each lease period is for 2 months only, subject to further review and renewal. MCST reserves it's rights not to renew temporary lease or to amend conditions governing such arrangements without prior notice. 8) Late payment fees of \$5/- per car/day, to be imposed on each parking vehicles under any temporary lease agreement not in force. 9) Errant vehicles to be wheel-clamped for 24hours and thereafter towed away, if wheel-clamp release fees remain unpaid. 10) MCST By-laws and carparking House-rules are also applicable to such arrangements of temporary leasing for carpark spaces. 	MA	15/11/15
4.2	<u>Vehicle parking certificate (VPC)</u>		
4.2.1	MA informed Council that the MCST is not authorized to issue any VPC for heavy vehicles' parking. Hence, any enquiries pertaining to this matter, would be re-directed to relevant authority, LTA.	Info	

The meeting ended at 5.10pm 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