

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 3rd COUNCIL MEETING OF THE 7th MANAGEMENT COUNCIL HELD ON FRIDAY, 28th JULY 2017 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Simon Lim Beng Wee	-	Chairman
	Mdm Goh Beng Lay	-	Treasurer
	Mr Charles Lee Swee Guan	-	Member
	Mr Tan Eng Yew	-	Member
	Mr Joerg Kalisch	-	Member
	Ms Chong Mei Yoon	-	Member
<u>Absent with</u>	Mr Lim Kian Huat	-	Secretary
<u>Apologies:</u>	Ms Felicia Lim Chue Er	-	Member
	Ms Sim Yoke Pheng	-	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 7TH MANAGEMENT COUNCIL HELD ON 28TH JUNE 2017.</u>		
1.1	The minutes of the 2 nd Council meeting of the 7 th Management Council held on 28 th June 2017 was unanimously adopted.	Info	
2.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>		
2.1	<u>Estate/Term service contracts/ Maintenance & Operational issues</u>		
2.1.1	MA informed Council that the Plaza expansion joints project has been completed recently.	Info	
2.1.2	Council enquired about the constant wet floors of the basement carpark. It was suggested that a surveyor/contractor to be engaged to look into the possibility of rectifications works to alleviate this problem. More details to be furnished in due time.	MA	31/8/17
2.1.3	Council also enquired about the security and cleaning services term contracts which are due to expire in near future. MA to get some competitive costs quotes for Council's consideration. To update further.	MA	31/8/17
2.2	<u>Carparking matters</u>		
2.2.1	Council commented that the carparking issues within the estate grounds are not resolved yet. It is noted that there are still many cars inside the basement carpark, especially overnight.	Info	
2.2.2	Duty security officers are required to patrol more regularly, to check on vehicles parking and to take photos of any vehicles that are being parked indiscriminately, either causing undue obstruction or posing as danger risks.	Info	

2.2.3	Plaza main entrance security officer is also required to note down all vehicles being towed into the Plaza building. He/she is to advise the tow truck drivers to bring the towed to Plaza level 10 compound (Repoco) or to the individual strata units' red lots. Duty security officer at Guardhouse (FCC) to monitor the in-coming tow trucks with their towed vehicles.	MA	1/8/17
2.2.4	Enforcement actions, eg towing, may be undertaken against any non-compliance, for placing damaged or faulty vehicles at common areas or parking lots, due to the limited parking lots available within the Plaza building.	Info	
2.3	<u>Carparks' EPS systems matters</u>		
2.3.1	MA reported that the one hour grace period daily, has been implemented since 15 th July 2017. Other parking charges remain unchanged.	Info	
2.3.2	Council asked MA to conduct a "vehicles IUs re-validation exercise" soonest possible. A temporary admin is to be assigned to the MCST office, to assist in this exercise to update the current vehicles IUs in the carparks systems.	MA	16/8/17
2.3.3	MA to issue notices to subsidiary proprietors/building tenants in due course, to seek submissions of IUs registration forms for purpose of re-validating vehicles' IUs.	MA	1/8/17
2.3.4	Other supporting documents, eg valid stamped tenancy agreements, vehicles' log-cards showing the corresponding ownership of rightful subsidiary proprietors/building tenants and valid vehicles insurance certificates, to be provided at the point of re-registration of vehicles' IUs.	Info	
2.3.5	For individual employees of companies, company letter to be produced to verify status of applicants for registering vehicles' IU.	Info	
2.3.6	For tenanted units, the expiry date of vehicles' IUs should not be more than 7 days after the expiry of the corresponding tenancy agreements.	Info	
2.3.7	The MCST reserves its rights to deny any vehicles' IUs registration if the required registration process is not duly completed.	Info	
2.3.8	MA to get Sun-Singapore to clear the carparks' systems database periodically, of infrequent/obsolete vehicles' IUs.	MA	16/8/17
2.3.9	Due to the high volume of vehicles IUs processing/updating and the workload of the MCST office staff, Council recommended that the lead time for this processing/updating work should not be more than 5 days for every request application.	Info	
2.4	<u>Company Emergency Response Team/CERT</u>		
2.4.1	MA informed Council that the company profile of MCST has been approved. The CERT training provider would assist to submit relevant applications to Skills Future Agency for the training subsidies in relation to our CERT team formation.	MA	31/8/17
2.5	<u>Review of Repoco Agency leasing agreement for Plaza level 10 carparks</u>		
2.5.1	Upon due discussion, Council decided that the leasing agreement for Plaza level 10 carparks to run on a monthly basis with Repoco Agency, till the next AGM in April 2018. The monthly fees payable is \$70,0008/-. GST applies.	MA	31/8/17
2.5.2	MA reported that Repoco would be undertaking any necessary works to alleviate concerns regards fire safety regulations, at own costs.	Info	

2.6	<u>Necessary enforcement actions against dumping activities</u>		
2.6.1	MA informed Council that a disposal contractor, Tai Hing Pte Ltd was engaged to clear away discarded wooden pellets and other debris at Plaza building on 24 th July 2017. A total of 3 OTCs and 2 truck-loads of refuse were collected during the exercise.	Info	
2.6.2	In another recent exercise, MA has acted against several units at Plaza buildings for committing dumping offences at common areas. Many of these units have co-operated to clear away items placed at carpark lots and common areas.	Info	
2.7	<u>Request for CPIB probe into irregularities (without prejudice)</u>		
2.7.1	Council asks MA to send second letter to CPIB for follow-up.	Info	
2.8	<u>StarBright Auto #02-13/14 application to Strata Title Board</u>		
2.8.1	MA informed that the STB hearing is scheduled on 11 th August 2017.	Info	
2.8.2	The meeting resolved that the following persons would be representing the MCST at this session: 1) Chairman Mr Simon Lim 2) Council Member Mr Jeorg Kalisch 3) Managing Agent Mr Glenn Lim 4) Managing Agent Mr Nicholas Leong	MA	11/8/17
2.9.	<u>Case of a woman falling into drain</u>		
2.9.1	MA reported that the pre-trial conference (neutral evaluation) on 7 th July 2017 was cancelled due to non-attendance by the Plaintiff lawyer, Fam, Tay & Lee. Another session was re-scheduled to 13 th July 2017.	Info	
2.9.2	At the later NE session presided by District Judge Laura, the indication of liabilities to be apportioned as follows: 1) Plaintiff – 40% 2) MCST – 20% 3) OKL – 40%	Info	
2.9.3	Hence in view of private settlement, the lawyer Wong Partnership has suggested to offer a global sum of \$3,500/- to Plaintiff. Any offer of settlement to the Plaintiff, to be apportioned internally between MCST and OKL. In any event, MCST is only liable for one third of the settlement costs if accepted by the Plaintiff. Council noted and agreed. To update further.	MA	31/8/17
3.0	<u>TO ADOPT THE FINANCIAL STATEMENTS FOR JUNE 2017</u>		
3.1	The financial statements for June 2017 were unanimously adopted by the meeting.	Info	
3.1.1	Treasurer to propose on the fixed deposits currently with the local banks upon expiry of FD period. To update further.	Info	
3.1.2	MA to follow up with owners who are falling behind in their quarterly maintenance payments, by means of legal letters if deemed necessary.	MA	31/8/17
4.0	<u>ANY OTHER BUSINESS:</u>		
4.1	<u>Possible petition to STB regards motor-trades at Plaza building</u>		
4.1.1	After careful deliberation, Council asked that MA to consult legal advice on the possibility of getting a petition to Strata Titles Board in near future, to seek clarification on motor-trades in Plaza building. Council also asked MA to enquire with URA, on the motor-trades operating herein at the estate. To update further.	MA	31/8/17

4.1.2	Reasons being, that these motor-trades with their vehicles parking indiscriminately, may lead to other problems eg danger risks, vehicular congestion, speeding within estate grounds and jostling for limited parking spaces.	Info	
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The meeting ended at 4.15pm with a note of thanks to all attendees.

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

Confirmed by

Treasurer/Council Member
7th Management Council
The Management Corporation Strata Title Plan No. 3564

Date