

**WCEGA PLAZA & TOWER**

MCST 3564 Management Office

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**MINUTES OF THE 7<sup>th</sup> COUNCIL MEETING OF THE 7<sup>th</sup> MANAGEMENT COUNCIL HELD ON TUESDAY, 5<sup>th</sup> DECEMBER 2017 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.**

<u>Present:</u>	Mr Laurence Chua	-	Chairman
	Mr Ong Khek Chong	-	Secretary
	Madam Goh Beng Lay	-	Treasurer
	Mr Michael Tan Ah Huat	-	Member
	Mr Ben Tan Eng Hua	-	Member
	Mr Koh Sheng Wei	-	Member
	Mr Roger Tan	-	Member
	Mr Charles Lee	-	Member
	Ms Catherine Kweh	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee		
	Mr Nicholas Leong		
<u>Observers:</u>	Mr Fabian Lim	-	#04-01
	Mr Desmond Ng	-	#04-10

<u>No</u>		<u>Action</u>	<u>Due</u>
	The meeting was called to order at 3.05pm, with sufficient meeting quorum.		
<b>1.0</b>	<b><u>TO CONFIRM MINUTES OF THE 6TH COUNCIL MEETING OF THE 7<sup>TH</sup> MANAGEMENT COUNCIL HELD ON 31ST OCTOBER 2017.</u></b>		
1.1	The minutes of the 6 <sup>th</sup> Council meeting of the 7 <sup>th</sup> Management Council held on 31 <sup>st</sup> October 2017 was unanimously confirmed at meeting.	Info	
<b>2.0</b>	<b><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></b>		
<b>2.1</b>	<b><u>Estate/Term service contracts/ Maintenance &amp; Operational issues</u></b>		
2.1.1	MA presented 5 costs quotes from interested vendors, pertaining to the Plaza high bay lights project. MA to consolidate various costs quotes, and to submit to Council for consideration. Further, MA to arrange for these 5 vendors to do actual mock-up of the actual light fittings at Plaza, for further evaluation. More details to be furnished in due course.	MA	31/12/17
2.1.2	MA to display notices regards windows seepages. Owners of affected units are to carry out own internal rectifications works for seepages first, and if the situation persists, then the MCST would consider other options, eg rope access method. Owners to show proof of internal rectifications works done to units, in the past 3 months.	Info	
2.1.3	MA updated that the replacement works of exit signs are on-going, and would be completed soon, in time for SCDF inspection likely in December 2017.	Info	
2.1.4	MA to solicit costs quotes to install concrete road humps at main Plaza barrier gantry systems, to replace the deteriorating rubberized humps therein. MA to update further.	MA	31/12/17

<b>2.2</b>	<b><u>Carparking matters</u></b>		
2.2.1	Upon careful deliberation, Council decided that there would no parking for visitors' vehicles at basement carparks, from 12 midnight to 6am daily. MA to install relevant signages at basement carparks, and to direct night security officers to patrol and check the basement carparks nightly with effect from 8 <sup>th</sup> December 2017 onwards.	MA	31/12/17
2.2.2	Enforcement actions, eg wheel-clamping, may be necessary against any unlisted vehicles that are found inside basement carparks during the said period. Relevant fees apply, to secure release of immobilized vehicles.	Info	
2.2.3	After due discussion, Council agreed that Tower's additional season vehicles are allowed to be parked at basement carparks, due to lack of parking spaces for these vehicles within estate grounds.	Info	
2.2.4	MA informed Council that all heavy vehicles (more than 20ft) are to be parked at Plaza level 10 carparks or Tower loading bay heavy vehicles lots with effect from 1 <sup>st</sup> December 2017. MA to co-ordinate with the Wcega owners of heavy vehicles, to facilitate the parking arrangements of these vehicles.	Info	
2.2.5	MA also informed Council that the SCDF service road is closed off to vehicular traffic from 5 <sup>th</sup> December 2017 onwards, on the directive from SCDF. MA to display relevant notices for info.	Info	
<b>2.3</b>	<b><u>Carparks' EPS systems/ Additional season fees revision</u></b>		
2.3.1	After careful deliberation, Council decided that the additional season parking fees for vehicles (less than 20ft) to be \$60/- per month and heavy vehicles (more than 20ft) to be \$120/- per month. This would take effect from 1 <sup>st</sup> December 2017 onwards. GST applies. MA to display relevant notices for info.	MA	31/12/17
2.3.2	Further, the additional season allowed per strata unit is up to 2 vehicles or 1 heavy vehicle. Corresponding vehicle log-cards must be produced upon registration of vehicles' IUs.	Info	
2.3.3	After due discussion, Council asked MA to verify all current additional seasons sold per strata unit, and to reduce if necessary, so as to comply with the new requirement. MA to update further. Council would further review the additional seasons sold for the estate.	MA	31/12/17
2.3.4	Small quantity of exit tickets for motor repair workshops, can be sold at \$8/- each, with the validity of 2 weeks. Any utilized tickets may be exchanged, upon expiry. This is a temporary measure until Council reviews the proposal from motor repair workshop group and further decides on the pricing of exit tickets.	Info	
2.3.5	Upon careful deliberation, Council asked that MA to cease updating of vehicles IUs belonging to motor repair workshops' clients, in view of the heavy workload of MA staff.	Info	
<b>2.4</b>	<b><u>StarBright Auto/29 Wcega car-dealers' application to Strata Title Board</u></b>		
2.4.1	For STB 55/2017 (StarBright Auto case), the MCST refunded StarBright Auto the sum of \$3,210/-, being the towing fees for 10 impounded vehicles and StarBright Auto returned the wheel-clamp to MCST. These are in line with the consent orders to resolve the STB proceedings, bringing matter to a close.	Info	
2.4.2	After due consideration, Council deemed the legal fees by law firm Selvam to be high, about \$30k, in handling this STB case. MA to write to Selvam,	MA	31/12/17

	for more discount. MA to update further.		
2.4.3	For STB 96/2017 (29 car-dealers case), the next hearing session is scheduled for 20 <sup>th</sup> December 2017, to close up the matter. More details to be furnished in due time.	MA	31/12/17
<b>2.5</b>	<b><u>Case of a woman falling into drain</u></b>		
2.5.1	MA updated Council that the MCST and OKL (co-defendant) would make an improved counter offer of \$5k, being global settlement sum, to the Plaintiff, on advice of lawyer Wong Partnership. MA to update further.	MA	31/12/17
<b>2.6</b>	<b><u>Lifts' refurbishment quotes/ current situation</u></b>		
2.6.1	MA to continue to monitor the current situation of Wcega lifts.	Info	
<b>2.7</b>	<b><u>Removal/disposal of items dumped at common areas</u></b>		
2.7.1	MA updated Council that Lim Soon Poh Trading would clear the common areas in time for SCDF inspection in early December 2017. Systemz would also be reducing their items at common areas.	Info	
<b>2.8</b>	<b><u>Petitions by Plaza tenants to regularize units' red lots</u></b>		
2.8.1	MA informed Council that SCDF would be convene a presentation cum Q&A session for Plaza tenants, regards the matter on 7 <sup>th</sup> December 2017. URA representatives would be present to address any queries.	MA	31/12/17
2.8.2	MA to display relevant notices for info, and to inform those Plaza tenants who signed up to register their interest.	Info	
<b>3.0</b>	<b><u>TO ADOPT THE FINANCIAL STATEMENTS FOR OCTOBER 2017</u></b>		
3.1	The financial statements for October 2017 were unanimously adopted by the meeting.	Info	
3.2	MA informed Council that legal letters (Letter of Demand) would be sent to Subsidiary Proprietors owing maintenance monies.	Info	
<b>4.0</b>	<b><u>ANY OTHER BUSINESS:</u></b>		
<b>4.1</b>	<b><u>High Bay Lights Project</u></b>		
4.1.1	MA presented 5 costs quotes in sealed envelopes, for Council review. The 5 vendors are Intertec (\$100,225/-), Invento (option 1 \$145,775/-, option 2 \$114,835/-, option 3 \$86,275/-), Summit (\$156,405/-), Arianetech (\$166,135/-) and AZ e-lite (\$196,100/-).	Info	
4.1.2	MA to tabulate data sheet on product items and to arrange for mock-up of actual light fittings at Plaza building for Council evaluation. Tentative dates for mock-up likely in late December 2017. More details to be furnished in due time.	MA	31/12/17
4.1.3	Thereafter, Council to decide on the successful vendor based on the quality of the light fittings and other factors, eg warranty.	Info	
<b>4.2</b>	<b><u>Proposed TPG Telecom license agreement for base station</u></b>		
4.2.1	MA informed Council that the new telco TPG Telecom has submitted a proposal to install base station at Tower rooftop. A one year contract with \$1,000/- monthly fees payable to MCST, applies from December 2017.	Info	
4.2.2	After due deliberation, Council agreed to TPG Telecom license agreement. MA to liaise with the telco, on any necessary arrangements.	MA	31/12/17
<b>4.3</b>	<b><u>Meet-up session with Wcega Used Cars Association/Motor repair work-shops</u></b>		
4.3.1	Council met with some representatives from WUCA and considered their	MA	31/12/17

	proposal to lease certain basement columns. It was discussed that MCST would lease out some basement columns at the far end of the basement carparks to WUCA. Reason being, the carparks areas therein, are empty for the last few months after the basement columnarized parking arrangements were revoked in June 2017. By leasing out the some basement columns currently not occupied, the MCST would have some parking revenue and the WUCA car-dealers would ensure neat and orderly parking at a centralized location. MA to see to necessary arrangements.		
4.3.2	After due consideration, Council voted for the pricing of the monthly fees per car chargeable. 4 members were in favour of \$60/- monthly per car while 5 members opted for \$45/- monthly per car. Hence, the meeting resolved that the monthly fees payable is \$45/- per car and an average sized column can accommodate 12 cars. A one month deposit is required for each basement column.	MA	31/12/17
4.3.3	Strict enforcement actions would be meted out against excess cars seen inside the basement columns or parking in common spaces outside the designated columns.	Info	
4.3.4	For those WUCA car-dealers who take up the basement columns parking arrangements, they would not be entitled to the 2 additional season per strata unit.	Info	
4.3.5	Following, Council also met some representatives from motor-repairs workshops. Upon discussion, the motor-repairs workshops rep is to write to Council on their proposal for 3 matters, namely the pricing of each exit ticket, the multiple entries during the one hour grace period, and the charges of \$50/- EPS fees when their vehicles are towed into the estate after office hours. More details to be furnished in due time.	MA	31/12/17
<b>4.4</b>	<b><u>Annual fire-drill exercise</u></b>		
4.4.1	MA informed Council that the annual fire-drill exercise to be held on 27 <sup>th</sup> December 2017. MA to display relevant notices for info.	MA	31/12/17
<b>4.5</b>	<b><u>Jet-spraying of drainage pipes at Plaza building</u></b>		
4.5.1	Upon due discussion, Council asked MA to arrange for jet-spraying of drainage pipes at Plaza building, to clear any pipe chokages.	MA	31/12/17
<b>4.6</b>	<b><u>Refuse/unwanted items disposal</u></b>		
4.6.1	After due consideration, Council decided to impose \$300/- admin fees per dumping incident which include labour and disposal costs or to recover the full costs incurred in disposing big quantity of refuse/unwanted items via OTC (skip tank).	Info	

The meeting ended at 6.50pm with a note of thanks to all attendees.

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

Confirmed by

\_\_\_\_\_  
Chairman/Council Member  
7<sup>th</sup> Management Council  
The Management Corporation Strata Title Plan No. 3564

\_\_\_\_\_  
Date