

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 9th COUNCIL MEETING OF THE 7th MANAGEMENT COUNCIL HELD ON THURSDAY, 1st FEBRUARY 2018 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Laurence Chua	-	Chairman
	Mr Ong Khek Chong	-	Secretary
	Mdm Goh Beng Lay	-	Treasurer
	Mr Michael Tan Ah Huat	-	Member
	Mr Ben Tan Eng Hua	-	Member
	Mr Charles Lee	-	Member
	Ms Catherine Kweh	-	Member
	Mr Roger Tan	-	Member
<u>Absent with apologies:</u>	Mr Koh Sheng Wei	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee		
	Mr Nicholas Leong		
	Ms Xavis Sim		
<u>Observer:</u>	Mr Danny Teo	-	#06-22

No		Action	Due
	The meeting was called to order at 2.10pm, with sufficient meeting quorum.		
1.0	<u>TO CONFIRM MINUTES OF THE 8TH COUNCIL MEETING OF THE 7TH MANAGEMENT COUNCIL HELD ON 22ND DECEMBER 2017.</u>		
1.1	The minutes of the 8 th Council meeting of the 7 th Management Council held on 22 nd December 2017 was unanimously confirmed at meeting.	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 reported Guan Teck Construction submitted a costs quote higher than the lowest quote from Sheng Yi Construction. Hence, the job was awarded to Sheng Yi whom further revised their costs quote lower to \$6,200/-. The improvement works started on 23 Dec 2017. The contractor would repaint the new concrete humps as some paintwork appears to be peeling off.	MA	28/2/18
2.1.2	MA also informed Council that there are plans to repaint road directional arrows at Plaza main entrance during the upcoming CNY period when less vehicular traffic is expected.	Info	
2.1.3	Council asked MA to look into repainting those concrete humps at Plaza other levels, with epoxy paint. MA to update further.	MA	28/2/18
2.1.4	MA informed Council that the ducted aircon unit at Tower lift lobby level 1, is faulty after checking by the term aircon contractor, Double H. They recommended to replace the ducted aircon unit with a ceiling cassette aircon unit, due to unavailability of essential spare part, eg sirocco fan.	Info	

2.1.5	After due discussion, Council agreed to accept the recommendation to install a new aircon unit at costs of \$4,750/-, including dismantling/installing of aircon unit and making good the lift lobby's false ceiling. MA to proceed expeditiously in this matter.	MA	28/2/18
2.2	<u>Carparking matters</u>		
2.2.1	MA briefed Council that Peter, Repoco has been updated to collect any excess of additional season parking of heavy vehicles from those heavy vehicles' owners directly.	Info	
2.2.2	After due deliberation, Council does not agree to the reimbursement of costs incurred by Repoco, eg re-align the perimeter fencing, in preparation to cater to heavy vehicles parking by Wcega's owners/tenants at roof-top carparks as Council has already consented to a reduction of \$10k in monthly leasing fees payable by Repoco, to provide ample parking spaces for the heavy vehicles therein.	Info	
2.2.3	MA also reported that the additional season collection by the MCST, is up to date. Any vehicle owner falling behind in their payment of monthly additional season, would be served a final reminder notice and thereafter, these vehicles' IUs would be cancelled upon non-receipt of the monthly additional season parking fees due to MCST, eg subject to hourly parking charges.	Info	
2.2.4	MA informed Council that a PE, Johnny from WRX Engineering P/L, has been appointed to study the feasibility of allowing heavy vehicles' parking at Plaza roof-top carparks. He has assessed the situation and will submit the PE report in due time. The costs of the report is \$2,500/-.	MA	28/2/18
2.2.5	MA informed Council, of the LTA's classification of maximum laden weight into categories, differentiated by the number of axle wheels typical of a heavy vehicle.	Info	
2.2.6	Upon careful consideration, Council decided that Wcega owners/tenants cannot tap on neighbouring units to register their vehicles. Corresponding vehicles logcards, bearing ownership and registered address of vehicles, to be submitted to MCST office for vehicles' IUs registration.	Info	
2.3	<u>Carparks' EPS systems</u>		
2.3.1	MA briefed Council on the meeting with barrier term contractor Sun-Singapore, on 26 th Dec 2017. The contractor was asked to quote for software and hardware upgrades of the current carpark gantries systems.	MA	28/2/18
2.3.2	Following, 2 costs quotes were submitted, being \$2,000/- for software upgrades and \$9,325/- for additional hardware equipment, eg CCTVs camera and DVR recorder.	Info	
2.3.2	Upon careful consideration, Council asked that Sun-Singapore to provide a software design template for further consideration, and the costs quote for hardware equipment to be KIV till further notice. MA to update in due time.	MA	28/2/18
2.3.3	Council also directed MA to report any tailgating incidents to LTA, for any actions to be undertaken against errant vehicles.	Info	
2.4	<u>StarBright Auto/29 Wcega car-dealers' application to Strata Title Board</u>		
2.4.1	MA informed Council that Selvam offered further discount to the final billings in relation to STB 55/2017 and STB 96/2017, being \$28,828/- and \$2,964.87 respectively.	Info	
2.4.2	Upon careful deliberation, Council agreed to accept Selvam's billing for STB 96/2017. However for STB 55/2017, Council proposed a sum of \$25,000/-	MA	28/2/18

	net (inclusive of GST) being final payment. MA to update further.		
2.5	<u>Case of a woman falling into drain</u>		
2.5.1	MA reported that the Plaintiff has agreed to accept the final settlement sum of \$6,981.60 to close the claims matter against MCST and OKL.	Info	
2.5.2	MA added that OKL would pay MCST an amount of \$4,654.40, being their share of the settlement sum. The liabilities between MCST and OKL, are apportioned in a ratio of 1:2, as determined by DJ Laura in an earlier hearing session.	Info	
2.5.3	MCST's lawyers from Wong Partnership, would bill for their work done, once Plaintiff receives the settlement cheque after discontinuation of the court proceedings for MC suit no: 7801.	MA	28/2/18
2.6	<u>Petitions by Plaza tenants to regularize units' red lots</u>		
2.6.1	MA updated Council that the response to the Plaza survey form recently given out to Plaza's owners was weak, as 86 survey forms were returned. In summary, 67 units opted for fair and equal distribution of GFA (Gross Floor Area) while 19 units preferred first come first served distribution of GFA. This translates to 77% (fair and equal) and 23% (first come first served) respectively.	Info	
2.6.2	MA added that a similar second Plaza survey form was subsequently given out in the hope of a better return rate, with a later dateline of end Jan 2018. Another 6 forms were then received, bringing the overall combined results of 73 units (79%) for fair and equal distribution and 19 units (21%) for first come first served distribution methods. These final results of the Plaza survey, was submitted to SCDF/URA.	Info	
2.6.3	MA mentioned that SCDF would expect Plaza's owners/tenants to either appoint a QP (Qualified Person) to represent the unit in applying for regularization of strata red carpark lots or to clear away items placed therein.	Info	
2.7	<u>High Bay Lights Project</u>		
2.7.1	After careful consideration, Council decided to relook into the high bay lights specifications due to concerns on whether these high bay lights are suitable for Plaza's driveways. Some issues raised, include lux levels, glare and light throw distance of the proposed high bay lights.	Info	
2.7.2	Following, Member Mr Charles would provide more product specifications regards the high bay lights for the interested parties to quote via sealed envelopes, in due time.	MA	28/2/18
2.7.3	Council asked that the contractors, namely Summit, Arianetech and Invento, to participate in the re-tender of the high bay lights' project, together with another 2 new bids to be sourced. MA to update further.	MA	28/2/18
2.8	<u>Jet-spraying of drainage pipes at Plaza building</u>		
2.8.1	MA informed Council that a contractor, Power Jet, is appointed to carry out jet-spraying of drainage pipes at Plaza building. In addition, jet-spraying activities would be extended to SCDF service road and the basement carparks.	MA	28/2/18
2.9	<u>Exit tickets for motor repairs workshops</u>		
2.9.1	MA reported that some motor repairs workshops are unable to use up the 25 exit tickets, based on minimum purchase each time. Given the short validity period of these tickets at 2 weeks, 2 motor repairs workshops wrote to request for refund/exchange of un-used exit tickets.	Info	

2.9.2	After due discussion, Council agreed to lower the minimum purchase of exit tickets to 10 pieces. Other terms and conditions governing the issuance of exit tickets remain unchanged.	Info	
3.0	<u>TO ADOPT THE FINANCIAL STATEMENTS FOR NOVEMBER & DECEMBER 2017</u>		
3.1	The financial statements for November & December 2017 were unanimously adopted by the meeting.	Info	
3.2	After due discussion, Council agreed that interest that was imposed on non-payment of quarterly maintenance fees payable by Subsidiary Proprietors, cannot be waived under the circumstances when legal letters had to be sent to such owners to chase after the monies owed to the MCST.	Info	
3.3	Treasurer Madam Goh briefed Council on the FD accounts with OCBC and DBS, due to mature in February and March 2018 respectively. She would email Council on her proposals, pertaining to these 2 FD accounts.	MA	28/2/18
4.0	<u>ANY OTHER BUSINESS:</u>		
4.1	<u>8th AGM (Annual General Meeting) matters</u>		
4.1.1	Upon due deliberation, Council agreed to convene the 8 th AGM either on Fri 9 th March 2018 or Fri 16 th March 2018, 1.30pm. The venue to be confirmed after the actual date of AGM is finalized. Reasons being, that time is needed for preparation of the audited financial reports and printing of documents, a 21 days period of notice to owners for special resolutions in the AGM agenda, etc. MA also presented the 8 th AGM agenda, for Council's discussion. Council noted.	MA	28/2/18
4.1.2	MA would write to SCDF, updating on the 8 th AGM timeline and the special resolutions for House vote, on the method of allocation of GFA for Plaza's owners/tenants.	MA	28/2/18
4.2	<u>Declaration for Council (Section 54, BMSMA)</u>		
4.2.1	After due discussion, Council asked MA to distribute forms for the purpose of declaration of Members, in accordance to Section 54, BMSMA. Going forward, all in-coming Members would have to sign the declaration forms pursuant to Section 54 and 60, BMSMA. MA noted.	Info	
4.3	<u>Festive CNY celebrations</u>		
4.3.1	Upon due consideration, Council decided that the annual Cai Qing festive event to be held on Fri 23 rd February 2018, 12noon at the Roundabout area. MA to see to necessary arrangements and to display relevant notices, for building occupants' info.	Info	

The meeting ended at 5.00pm with a note of thanks to all attendees.

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

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

Date