## THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO 3564

WCEGA Plaza & Tower Management Office 21 Bukit Batok Crescent #02-71 Singapore 658065 Tel: 65617759/60 Fax: 65626252 Email: enquiry@sgwcega.com



NOTICE IS HEREBY GIVEN THAT THE 11<sup>th</sup> COUNCIL MEETING OF THE 8<sup>th</sup> MANAGEMENT COUNCIL OF THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3564 WILL BE HELD:

**DATE** 

10 January 2019 (Thursday)

TIME

2.00 P.M.

**VENUE** 

#02-71 (Management Office)

### **AGENDA**

- 1. To confirm and adopt the minutes of the 10<sup>th</sup> Council Meeting of the 8<sup>th</sup> Management Council dated 21 December 2018.
- 2. To Present the Financial Statement for December 2018.
- 3. Discussion Matters Arising:
- 3.1 Lift Matters AE Inspection.
- 3.2 Carpark EPS System.
- 3.3 Ram Area High Bay Lights Project.
- 3.4 Encroachment at Common Area.
- 3.5 Repair & Redecoration Works.
- 3.6 Water Seepage Repair at #04-10/11.
- 3.7 Legal Letter from Plaza #02-12.
- 3.8 Appeal for Instalment Payment.
- 4. Any Other Business.

Yours faithfully,

Ravan Lim

Complex Manager

For and on behalf of MCST 3564

# WCEGA PLAZA & TOWER MCST 3564 Management Office

21 Bukit Batok Crescent #02-71, Singapore 658065 Tel: 6561 7759/60 Fax: 6562 6252 Email: enquiry@sgwcega.com

## MINUTES OF THE 11<sup>th</sup> COUNCIL MEETING OF THE 8<sup>th</sup> MANAGEMENT COUNCIL HELD ON THURSDAY, 10<sup>th</sup> JANUARY 2019 AT #02-71, MANAGEMENT OFFICE, WCEGA TOWER.

Present:	Mr Ong Khek Chong	-	Chairman
	Mr Dave Yoe Tong Hock	-	Secretary
	Ms Catherine Kweh	-	Treasurer
	Mr Ben Tan Eng Hua	-	Member
	Mr Koh Sheng Wei	-	Member
	Ms Meryl Ng Gek Hui	-	Member
Absent With	Mr Terry Goh Wei Qiang	<u></u>	Member
<u>Apology</u>	Mr Daniel Low	-	Member
	Mr Danny Teo Kian Guan	-	Member
Attendees	Mr Rayan Lim	_	Managing Agent
<u> Zitteridees</u>	Ms Tan Ee Min	<del>"</del>	Managing Agent Managing Agent
	Mr Sim CK	<del>"</del> -	Managing Agent Managing Agent
	WIL OUT OIL	-	managing Agent

<u>No</u>		<u>Action</u>
	The meeting was called to order at 2 pm, with quorum.	
1.0	TO CONFIRM MINUTES OF THE 10 <sup>TH</sup> COUNCIL MEETING OF THE 8 <sup>TH</sup> MANAGEMENT COUNCIL HELD ON 21 <sup>ST</sup> DECEMBER 2018.	Closed
1.1	The minutes of the 10 <sup>th</sup> Council meeting of the 8th Management Council held on 21 December 2018 was unanimously confirmed at the meeting.	
	Proposer: Ben Tan Seconder: Dave Yoe	
2.0	TO PRESENT THE FINANCIAL STATEMENTS FOR DECEMBER 2018	Closed
2.1	The Statement of Account for the month of December 2018 will be presented at the next meeting.	
3.0	TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.	
3.1	Carparks' EPS Systems	MA
	The IT company, M/s Amphitrite (Singapore), has completed the design of the Web Portal. Management staff will hands-on and highlight any improvement/addition to the system. There will be a meeting on 11 January 2019 between the IT company	

and the management to look into more details and improvement to the Web Portal.

For the installation of CCTVs at all the entry/exit barrier gantries, M/s Sun Singapore Systems Pte Ltd's quotation of \$10,000.00 for installation of fibre optic cables is inclusive of 4 core and 10 core fibre optic cables from the car park room to all the six (6) gantry points of Wcega Plaza & Tower. They will commence works only upon receiving fifty (50) percent down payment of the quoted price.

#### 3.2 Plaza Ram Area High Bay Lights Project

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The replacement of ram area high bay lights started on 3 January 2019. They have completed replacing the lights from level 9 to level 3. The targeted completion date is 15 January 2019.

Members highlighted on the operation timing of the high bay lights both at the ram area and the common driveway.

Ram area operation timing: 7.00 am to 8.00 pm – day time (alternate lights turn on) 8.00 pm to 7.00 am – night time (all lights turn on)

Driveway operation timing: 7.00 am to 8.00 pm – day time (all lights turn on) 8.00 pm to 7.00 am - night time (alternate lights turn on)

### 3.3 Repair and Redecoration Works

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Mr Alex from M/s Bruce James Building Surveyor Pte Ltd brief members on the Tender Report and the five (5) lowest quotations were as follows:

S/No.	Contractor
1	Tay Hao Paint Works Pte Ltd
2	Berger Paints Singapore Pte Ltd
3	Foong Ah Weng Construction PL
4	ATC Painting & Trading Pte Ltd
5	T3 International Pte Ltd

The Building Surveyor summarize each individual contractors' tender price and highlighted the working experiences with some of the above-mentioned contractors. He recommended to shortlist the three (3) lowest quotations for interview. Members agreed with the proposal and the interview will be conducted on 18 January 2019 at 2.00 pm at the management office.

The meeting ended at 4.20 pm with a note of thanks to all attendees.

Minutes prepared by: Rayan Lim (Newman & Goh Property Consultants Pte Ltd)

Confirmed by

Secretary/Council Member 8th Management Council

The Management Corporation Strata Title Plan No. 3564

13/2/19 Date