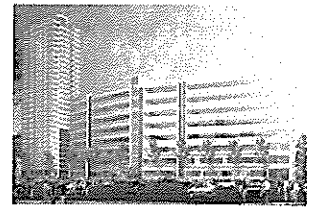


THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO 3564

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



Date: 7 November 2019

NOTICE IS HEREBY GIVEN THAT THE 5TH COUNCIL MEETING OF THE 9TH MANAGEMENT COUNCIL OF THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3564 WILL BE HELD:

DATE : 15 November 2019 (Friday)
TIME : 2.00 P.M.
VENUE : #02-71 (Management Office)

AGENDA

1. To confirm and adopt the minutes of the 4th Council Meeting of the 9th Management Council held on 16 October 2019.
2. To adopt the Financial Statement for October 2019.
3. Discussion – Matters Arising:
 - 3.1 Repair & Redecoration (R&R) works.
 - 3.2 Strata Titles Boards-Legal suit by Supersonic Maintenance Services Pte Ltd.
4. Any Other Matters.
 - 4.1 TOL for #02-85 - Star-Ray Heat Exchangers Pte Ltd.
 - 4.2 Appeal for vehicle No. SJK5107S (blacklisted for tailgating).
 - 4.3 #03-01 - Appeal for purchase of exit tickets.

Yours faithfully,

Rayan Lim
Complex Manager
For and on behalf of MCST 3564

Managing Agent: Newman & Goh Property Consultants Pte Ltd

Blk 125A Lorong 2 Toa Payoh #02-134 Singapore 311125
Tel: 62569333 Fax: 62512028 Email: info@newman-goh.com

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 5TH COUNCIL MEETING OF THE 9TH MANAGEMENT COUNCIL HELD ON
 FRIDAY, 15TH NOVEMBER 2019 AT #02-71, MANAGEMENT OFFICE, WCEGA TOWER.**

<u>Present:</u>	Mr Ong Khek Chong	-	Chairman
	Mr Dave Yoe Tong Hock	-	Secretary
	Ms Catherine Kweh Hui Cheng	-	Treasurer
	Mr Terry Goh Wei Qiang	-	Member
	Mr Ben Tan Eng Hua	-	Member
	Mr Danny Teo	-	Member
	Mt Cheng XiaoDong	-	Member
<u>Absent with Apology:</u>	Mr Koh Sheng Wei	-	Member
<u>Attendees:</u>	Mr Dennis Cheng	-	Newman & Goh
	Ms Gean Chew	-	Newman & Goh
	Mr Nicholas Leong	-	Newman & Goh
	Mr David Khoo	-	Newman & Goh
	Mr Rayan Lim	-	Managing Agent
	Mr Sim CK	-	Managing Agent
	Ms Tan Ee Min	-	Managing Agent

<u>No</u>		<u>Action</u>
	The meeting was called to order at 2.15 pm, with quorum.	
1.0	<u>TO CONFIRM MINUTES OF THE 4TH COUNCIL MEETING OF THE 9TH MANAGEMENT COUNCIL HELD ON 16TH OCTOBER 2019.</u>	INFO
1.1	The minutes of the 4 th Council meeting of the 9 th Management Council held on 16 th October 2019 was unanimously confirmed at meeting. Proposer: Ben Tan Seconder: Catherine Kweh	
2.0	<u>TO PRESENT THE FINANCIAL STATEMENTS FOR OCTOBER 2019.</u>	INFO
2.1	The Statement of Account for the month of October 2019 was unanimously confirmed at the meeting. Proposer: Chen XiaoDong Seconder: Terry Goh	
3.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>	
3.1	<u>Repair and Redecoration Works.</u> The following works were discussed:	CONTR

	<p><u>1. Concrete Humps at Plaza Ramp Area.</u> To remove existing concrete humps at Plaza ramp area level 1 to level 9 and construct new concrete hump from wall to wall with a gap in the middle for drainage purpose. The width will be 1 metre. Total 9 nos. The R&R contractor quoted a lump sum of \$65,800.00. MA presented the previous cost for construction of the existing concrete humps and members invited Terry Goh to provide quotation for the job scope as stated above.</p> <p><u>2. Install Hanger for UPVC Drainage Pipe at Ceiling.</u> To install additional metal drainage pipe support at the ceiling for Wcega Plaza & Tower. Total 124 nos. at a lump sum cost of \$6,640.00 (\$53.50 each). For additional pipe support, the cost will also be \$53.50/pc. during the contract period. Members agreed to proceed with the works. R&R contractor have completed installing 124 nos with an additional 190 nos and the total cost for 314 nos of metal support is \$16,814.50.</p> <p><u>4. Metal Plate Cover for Ramp Area Expansion Joints.</u> The design of the metal plate cover was discussed and Building Surveyor provided his feedback on the need to install metal plate cover at expansion joints. Members then tasked MA to remove the damaged/dislodged metal plate and monitor the amount of wear & tear of the water proofing material on the expansion joint.</p> <p><u>5. Floor Tiles at Tower Roundabout Area and Construct Ramp at Plaza Entrance.</u> The quotation for replacement of floor tiles is \$160,000.00 and the construction of the ramp at Plaza entrance beside unit #02-61 is \$20,000.00 was approved/signed on 23 October 2019. Work in progress.</p> <p><u>6. Lift Lobby Wall Tiles.</u> The contractor presented four (4) samples of the wall tiles and members have selected the wall tile code no. CVC63251G. MA informed that there are 49 pcs of cracked wall tiles at Tower lift lobby level 1 & 2 and proposed to replace all the wall tiles. Members agreed to the following: 1. Plaza lift lobby wall tiles up to 1.5m height. 2. Tower lift lobby wall tiles up to ceiling height. Contractor to work out the area involved and provide quotation for MA to forward via email to council for approval.</p>	
3.2	<p><u>Lift Matters.</u> MA informed that there is one (1) breakdown reported for the month of November 2019. The cause of breakdown is in the MA report.</p>	INFO
3.3	<p><u>Legal Letter from Units #24-76/77/78 & #08-27/28/29 (Supersonic Maintenance Services Pte Ltd)</u> MA informed that the Management Corporation have received mediation letter from Strata Titles Boards on 17 October 2019. Council have agreed to engage Lee & Lee (solicitor) to represent MCST 3564 for this legal case. The mediation is on 29 November 2019 (Friday) at 10.30 am at 45 Maxwell Road #05-02, The URA Centre, Singapore 069118. Members tasked MA to arrange a meeting with Lee & Lee before the STB mediation.</p>	MA

3.4	<p><u>Renewal of TOL for Unit #02-85-Star-Ray Heat Exchangers Pte Ltd</u></p> <p>MA informed that the TOL for unit #02-85 (Tower canteen) will expire on 31 December 2019. Owner write in to request for an extension for another one year from 1 January 2020 to 31 December 2020. The rental rate remains at \$0.60 psf with the monthly TOL fee at \$1,470.00.</p> <p>Members decided to hold on the TOL and wait for the outcome of the STB mediation on 29 November 2019 as both TOL is similar in nature.</p>	MA
3.5	<p><u>Vehicle No. SJK5107S Black-Listed for Tailgating</u></p> <p>Vehicle no. SJK5107S belongs to unit #02-57 and leased out to unit #06-77 was caught tailgating out at Plaza exit gantry on 5 November 2019. The said vehicle was black-listed in the EPS system immediately. ICS Carz Leasing Pte Ltd (#02-57) write in to request for lifting of the black-listing as the hirer did not make payment to them and they have repossessed the vehicle.</p> <p>Members deliberated and objected to release the blacklist as they have repeatedly tailgate at the exit gantry.</p>	MA
3.6	<p><u>#03-01 Appeal for Purchase of Exit Tickets</u></p> <p>On 24 October 2019, the management revoke the sales of exit tickets to unit #03-01 due to illegal double parking at the main driveway/ramp area. The tenant, Autotriz Singapore Pte Ltd write in on 6 November 2019 to appeal for purchase of exit tickets. On 11 November 2019, the security staff reminded them again to refrain from double parking at the driveway. Due to their persistent illegal parking at the driveway, the management have stop selling exit tickets to them and will black-list the violating vehicle in the EPS system.</p>	MA
3.7	<p><u>Web-Portal</u></p> <p>MA presented the quotation from Amphitrite Pte Ltd at \$2,100.00 to upgrade the web-portal. Members agreed to proceed with the 2nd phase upgrading.</p>	MA

The meeting ended at 5.10pm with a note of thanks to all attendees.

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

Confirmed by



Secretary
 9th Management Council
 The Management Corporation Strata Title Plan No. 3564

13/12/19
 Date

