

**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 6TH COUNCIL MEETING OF THE 9TH MANAGEMENT COUNCIL HELD ON
FRIDAY, 13TH DECEMBER 2019 AT #02-71, MANAGEMENT OFFICE, WCEGA TOWER.**

<u>Present:</u>	Mr Dave Yoe Tong Hock	-	Secretary
	Ms Catherine Kweh Hui Cheng	-	Treasurer
	Mr Terry Goh Wei Qiang	-	Member
	Mr Cheng XiaoDong	-	Member
	Mr Koh Sheng Wei	-	Member
	Mr Danny Teo	-	Member
<u>Absent with</u>	Mr Ong Khok Chong	-	Chairman
<u>Apology:</u>	Mr Ben Tan Eng Hua	-	Member
<u>Attendees:</u>	Ms Gean Chew	-	Newman & Goh Property
	Mr Rayan Lim	-	Consultants Pte Ltd
	Mr Sim CK	-	(Managing Agent – MA)
	Ms Tan Ee Min	-	

<u>No</u>		<u>Action</u>																												
	The meeting was called to order at 2.20 pm, with quorum.																													
1.0	<u>TO CONFIRM MINUTES OF THE 5TH COUNCIL MEETING OF THE 9TH MANAGEMENT COUNCIL HELD ON 15TH NOVEMBER 2019.</u>	INFO																												
1.1	The minutes of the 5 th Council meeting of the 9 th Management Council held on 15 th November 2019 was unanimously confirmed at meeting. Proposer: Chen XiaoDong Seconder: Terry Goh																													
2.0	<u>TO PRESENT THE FINANCIAL STATEMENTS FOR NOVEMBER 2019.</u>	INFO																												
	The Statement of Account for the month of November 2019 was unanimously confirmed at the meeting. Proposer: Catherine Kweh Seconder: Chen XiaoDong																													
2.1	Under GL 2008 Other Debtors, extracted from previous MA, there are four (4) outstanding TOL fee not collected from the following company:	MA																												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Date</th> <th style="text-align: center;">Company</th> <th style="text-align: center;">Period</th> <th style="text-align: center;">Amount</th> </tr> </thead> <tbody> <tr> <td>1/4/12</td> <td>Motor Universe Enterprise</td> <td>Apr 12 (credit)</td> <td>(\$30.00)</td> </tr> <tr> <td>1/7/12</td> <td>Motor Universe Enterprise</td> <td>Jul-Aug 12</td> <td>\$1,070.00</td> </tr> <tr> <td>1/9/12</td> <td>Motor Universe Enterprise</td> <td>Sep 12</td> <td>\$535.00</td> </tr> <tr> <td>1/9/12</td> <td>CJ Automobile Pte Ltd</td> <td>Sep 12</td> <td>\$535.00</td> </tr> <tr> <td>1/9/12</td> <td>Motorzone MZ Pte Ltd</td> <td>Sep 12</td> <td>\$535.00</td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>\$2,645.00</td> </tr> </tbody> </table>	Date	Company	Period	Amount	1/4/12	Motor Universe Enterprise	Apr 12 (credit)	(\$30.00)	1/7/12	Motor Universe Enterprise	Jul-Aug 12	\$1,070.00	1/9/12	Motor Universe Enterprise	Sep 12	\$535.00	1/9/12	CJ Automobile Pte Ltd	Sep 12	\$535.00	1/9/12	Motorzone MZ Pte Ltd	Sep 12	\$535.00			Total	\$2,645.00	
Date	Company	Period	Amount																											
1/4/12	Motor Universe Enterprise	Apr 12 (credit)	(\$30.00)																											
1/7/12	Motor Universe Enterprise	Jul-Aug 12	\$1,070.00																											
1/9/12	Motor Universe Enterprise	Sep 12	\$535.00																											
1/9/12	CJ Automobile Pte Ltd	Sep 12	\$535.00																											
1/9/12	Motorzone MZ Pte Ltd	Sep 12	\$535.00																											
		Total	\$2,645.00																											

<p>3.0</p> <p>3.1</p>	<p>MA attempt to contact the above-mentioned companies but in vain. As it has been more than seven (7) years, management proposed to write off the outstanding amount of \$2,645.00. Members agreed.</p> <p><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></p> <p><u>Repair and Redecoration Works.</u></p> <p>The following works were discussed:</p> <p><u>1. Concrete Humps at Plaza Ramp Area.</u></p> <p>To remove existing concrete humps at Plaza ramp area and construct new concrete hump from wall to wall with a gap in the middle for drainage purpose. Total 18 nos. (2 nos. per level from level 1 to 9).</p> <p>Dimension: Length: 6.25m Height: 50mm max Width: 1 m</p> <p>The following contractors provided their quotation.</p> <ol style="list-style-type: none"> 1. Berger Paints Singapore Pte Ltd quoted a lump sum of \$65,800.00. 2. Guan Teck Construction 2000 Pte Ltd quoted a lump sum of \$42,300.00. <p>After much discussion, Guan Teck Construction 2000 Pte Ltd agreed to lower the price at \$39,500.00 and members awarded the works to them.</p> <p><u>4. Metal Plate Cover for Ramp Area Expansion Joints.</u></p> <p>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 then 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></p> <p>The contractor update members on the progress of the works.</p> <p><u>6. Lift Lobby Wall Tiles.</u></p> <p>The contractor presented four (4) samples of the wall tiles and members have selected the wall tile and the code is 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:</p> <ol style="list-style-type: none"> 1. Plaza lift lobby wall tiles at 1.5m height 2. Tower lift lobby wall tiles up to ceiling height <p>The breakdown cost is:</p> <ol style="list-style-type: none"> 1. Tiling works at Plaza lift lobbies - \$65,000.00 2. Tiling works at Tower lift lobbies (level 3 to 29) – \$213,305.00 3. Tiling works at Tower lift lobbies (level 1 to 2) - \$35,300.00 <p><u>7. Paint Double Yellow Lines at Plaza Ramp Area</u></p> <p>With the Strata Titles Boards mediation on 29 November 2019, MA proposed to paint double yellow lines at Plaza ramp area (level 1 to 9) to deter illegal parking on the ramp area. The R&R contractor quoted a lump sum of \$1,850.00 and members agreed to the works.</p>	<p>CONTR</p>
-----------------------	---	--------------

3.2	<p><u>Lift Matters.</u></p>	INFO
	<p>MA informed that there is four (4) breakdowns reported for the month of November 2019. The cause of breakdown is in the MA report.</p>	
3.3	<p><u>Legal Letter from Units #24-76/77/78 & #08-27/28/29 (Supersonic Maintenance Services Pte Ltd) & Strata Titles Boards Mediation STB No. 86 of 2019</u></p>	MA
	<p>The mediation is on 29 November 2019 (Friday) at 10.30 am at 45 Maxwell Road #05-02, The URA Centre, Singapore 069118.</p> <p>At the mediation, parties agreed as follows:</p> <ol style="list-style-type: none"> 1. With regard to illegal parking, the Applicant agrees to identify the relevant potentially hazardous area and safety problems for the Respondent's review. The Respondent agrees to then determine further actions necessary (e.g. to mark these areas with double yellow lines, wheel clamp offenders, chain up to prevent entry into non-designated parking spaces). 2. The Applicant will write to the Respondent to confirm whether they still require the documents requested, and if so, to specify the documents that they are requesting for. The Respondent agrees to provide the requested documents, insofar as the documents exist and are in their possession. 3. With respect to the banners, advertisements and signage, the Applicant will specify the redundant banners, advertisements and signage that need to be removed for the Respondent to review accordingly. In particular, the Respondent agrees to remove the banners insofar as they are redundant. 4. The Respondent will also look into formalizing what is permitted in accordance to the BMSMA and/or by-laws governing display of banners, advertisements and signage; and table such resolutions for discussion at the next AGM (sometime in April 2020) for the general body to decide. 5. With regard to the issue on approved use of premises for vehicle repair workshops and motor vehicle showrooms, the Applicant will specify the documents that they are requesting for. The Respondent agrees to provide the requested documents, insofar as the documents exist and are in their possession. 6. The Applicant's counsel will liaise with the Respondent's counsel on the correct name of the Secretary for the MCST reflected under Section B, Form 8 of the Applicant's application dated 10 October 2019 and thereafter make the necessary change and re-submit Page 2 of Form 8 to STB and to serve a copy to the Respondent. 7. The 2nd mediation is fixed on 13 January 2020 (Monday) at 10.30am. <p>In the event that parties are able to resolve this matter amicably between themselves including cost issues, Applicant shall write in before 3 January 2020 to vacate the mediation and close this matter.</p>	

	<p>MA received a petition letter from forty-one (41) units (70.6%) of the fifty-eight (58) units at Plaza level 2 requesting not to chain up the air-well area as they are using it as temporary holding area and not causing any obstruction or safety hazard. Council deliberated and agree to suspend chaining up the air-well and raise the petition in the next Strata Titles Boards mediation on 13 January 2020.</p> <p>The Subsidiary Proprietors indicated that they will also submit a letter on a later date to include it as a special resolution to allow usage of the air-well as a holding area to be raised at the next AGM in April 2020. After much deliberation, MCST decided to counter a resolution/By-Law to chain up the area and restrict access to the air-well and leave it to the general body to decide.</p>	
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 agreed to renew the TOL with condition that they have to obtain all the permits and approval from the relevant Authority arising from the use of the common property for so long it is on lease to them under TOL. They have to undertake unreservedly to hold the Management and its Managing Agents free from all claims, damages, fines, penalties whatsoever imposed on the Management by the competent authorities arising from the grant of this TOL.</p>	MA
3.5	<p><u>Lift Comprehensive Maintenance Contract</u></p> <p>MA informed that the Lift Comprehensive Maintenance contract will expire on 31 December 2019 and presented the new three (3) years contract. Members highlighted that lift PL5 lift button is faulty and not rectified for a long time and task MA to arrange for a meeting with Sigma Elevator management before renewing the maintenance contract</p>	MA
3.6	<p><u>Repoco Agency – Parking of Vehicles at the Rooftop</u></p> <p>Repoco Agency informed MA thru email that there is a company who wish to parked about 100 saloon cars at the rooftop (shared rooftop parking) on a monthly basis at a parking fee of \$50.00/mth per car. Members do not agree with the large number of vehicles parked at Plaza rooftop.</p>	MA

The meeting ended at 5.00 pm 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

16/1/20
Date