WCEGA PLAZA & TOWER MCST 3564 Management Office

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MINUTES OF THE 9TH COUNCIL MEETING OF THE 9th MANAGEMENT COUNCIL HELD ON WEDNESDAY, 18TH MARCH 2020 AT #02-71, MANAGEMENT OFFICE, WCEGA TOWER.

Present: Mr Ong Khek Chong Chairman Mr Dave Yoe Tong Hock Secretary Ms Catherine Kweh Hui Cheng Treasurer Mr Danny Teo Member Mr Chen XiaoDong Member Mr Ben Tan Eng Hua Member Absent with Mr Terry Goh Wei Qiang Member Apology: Mr Koh Sheng Wei Member Attendees: Mr Dennis Cheng Newman & Goh Property Mr David Khoo Consultants Pte Ltd Mr Rayan Lim (Managing Agent - MA) Ms Tan Ee Min Mr Chow Chee Weng

S/NO	<u>AGENDA</u>					
	The meeting was called to order at 2.10 pm, with quorum.					
1.0	TO CONFIRM MINUTES OF THE 8 TH COUNCIL MEETING OF THE 9 TH MANAGEMENT COUNCIL HELD ON 21 ST FEBRUARY 2020.					
The state of the s	The minutes of the 8 th Council meeting of the 9 th Management Council held on 21 st February 2020 was unanimously confirmed at meeting.					
	Proposer: Chen XiaoDong Sec	onder: Ben Tan				
2.0	TO PRESENT THE FINANCIAL STATEMENTS FOR FEBRUARY 2020.					
	MA referred to the above and highlighted the following salient points: -					
	INCOME & EXPENDITURE FOR THE MONTH OF FEBRUARY 2020					
	Income for the Month	\$198,885.44				
	Expenditure for the Month	\$163,346.80				
	Surplus for the Month (After Tax)	\$31,438.64				
	YTD Surplus (After Tax)	\$62,631.94				
	Cash & Bank Balances	\$4,458,156.68				
	Accumulated Management Fund	\$1,331,351.76				
	Accumulated Sinking Fund	\$2,832,341.87				
	Defects Claim Fund	\$3,794.80				

MA proceeded to report the debtors' listing as of 17th March 2020 and reported units which were in arrears for 2 quarters and more.

There was no further query by Council and the Financial Statement for the month of February 2020 was unanimously adopted.

Proposer: Dave Yoe

Seconder: Danny Teo

3.0 TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.

3.1 Repair and Redecoration Works.

M/s Bruce James Building Surveyors Pte Ltd (Alex) presented the completion certificate and the list of defects for the R&R works. Contractor will follow-up with the rectification works and submit photos of the completed works. Members inform the contractor to paint floor numbering at the column after the ram up at Wcega Plaza from level 2 to level 9.

1. Lift Lobby Wall Tiles.

The contractor informed that they are still waiting for the wall tiles reply from overseas.

CONTR

2. Damaged Lift Lobby Floor Tiles at Wcega Tower

Contractor have identified 2,872 pcs of damaged/hollow tiles at Tower lift lobby floor. The floor tile sample presented was accepted by members. The contractor will liaise with their supplier on the available quantity and provide quotation for members' approval.

CONTR

3. Replace Damaged Common Area Doors

Contractor has identified twenty-one (21) nos. of common area doors to be replaced. They are waiting for the shipment from oversea and will inform us on 1st week of March 2020. Once arrived, the fire-rated doors will be sent for testing and affix with the Authority's approved stickers.

CONTR

4. Building Expansion Joint

MA highlighted the building expansion joint beside unit #02-26 and building surveyor informed that the expansion joint is getting wider. Contractor will install a fixed cover on one side of the wall to allow for building movement.

CONTR

MA will seek comment from the structural engineer who carried out the recent five (5) year periodic building inspection on the building expansion joints.

Lift Matters.

3.2

3.3

MA informed that there are three (3) breakdowns reported for the month of February 2020. The cause of breakdown is in the MA's report.

Info

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

The mediation final hearing was on 13th March 2020 (Friday) at 10.30 am at 45 Maxwell Road #05-02, The URA Centre, Singapore 069118. The judgement result will be out on 24th April 2020 (Friday).

Info

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	Structural Inspection of Plaza Level 2 Void Area		
3.4	MA informed that Mr Joseph Tang (PE) from M/s Aston Consulting Engineers had a joint-inspection with MA on the air-well area on 28th February 2020 and will submit the floor loading report.	MA	
3.5	10 TH AGM Discussion		
	MA presented the 10 th AGM documents and slides to members for comment. Members approved the AGM document with some amendments on the resolutions.	MA	
	MA will further improve on the presentation slide and forward to members for comment.		
3.6	Renewal of TOL for #02-04/05/06 GT Café Pte Ltd		
	#02-04/05/06 GT Café Pte Ltd TOL for the common area will expire on 31st May 2020. They propose to sign a new TOL for five (5) years upon expiry of the current TOL.		
	Members deliberated and agreed to renew the TOL for three (3) years.		
3.7	#03-33 Appeal for Waiver of Wheel-Clamped Fee		
	#03-33 M/s Carpow Pte Ltd (Carpow) has appeal for waiver of wheel clamp fee to Management Office via email on 5 th March 2020.		
	Carpow Pte Ltd cited that they are new tenants in the estate and their staff worked late during Chinese New Year and forgot to move two (2) vehicles without number plate back into the unit.	/ Closed	
	Council has noted on MA's advice on the by-laws govening wheel clamping / towing of vehicle. Council deliberated and agreed to waive the wheel-clamped fee once.		
3.8	#17-75 Request to Re-instate Season Parking		
	On 6th March 2020, vehicle no. SKH9931G registered under unit #17-75 was being wheel-clamped for illegal parking at Tower basement carpark		
	The driver came to Management Office and claimed he does not have enough cash for the administrative fees for removal of wheel clamp. The driver was advised by MA that the only mode of payment for such matter was only by cash.		
	The then proceeded to remove the wheel and drove off with the wheel claim in his possession from the estate. A police report was filed with the Security incident report and subsequently the vehicle was blacklisted in the EPS system.		
	The driver made a total cash payment for the administrative fees for wheel clamping and the cost of the wheel clamp on 10th March 2020 and wrote to Management requesting to re-instate the season parking		
	After much discussion, Council agreed to suspend his season parking for one (1) month till 6 th April 2020. Meanwhile, the vehicle may enter the estate as a non-season holder.	Decision	

	T	T
	MA to write and remind the driver that if there is future violation, the vehicle will be blacklisted and any appeal will not be entertained.	Closed
3.9	#02-85 Request for Reduction of TOL Fee	
	Canteen operator at Tower Block #02-85, is appealing for a fifty (50) percent (%) reduction in monthly TOL fees for a period of six (6) months citing a sharp decline in business revenue due to the CoVID-19 situation.	Info
	After much discussion and deliberation Council does is unable to grant the reduction of TOL fees.	Decision / Closed
3.10	#02-12 Appeal for Waiver of Wheel-Clamped Fee	
	#02-12 Yah Motor Pte Ltd (YMPL) has appeal for waiver of wheel clamp fee to Management Office via email on 6th March 2020.	
	YMPL cited that they are new staff park their vehicle without season parking at the basement carpark overnight.	
•	After much deliberate the appeal was rejected.	Decision / Closed
3.11	Renewal of Fixed Deposit	
	MA informed that the is a fixed deposit of \$1 million with DBS Bank which will expire on 23 rd April 2020 and presented the fixed deposit indicative interest rates and tenure periods from the following banks.	Info
	1. M/s HL Bank (HLB) 2. M/s Standard Chartered Bank (SCB) 3. M/s United Overseas Bank (UOB	
	Council is in the opinion that during the uncertain times for businesses due to CoVID-19 situation, Council is more incline to place the deposit with Singapore local banks	
	After much discussion, MA will withdraw the fixed deposit from DBS Bank and source for the best FD interest rates from Singapore local banks.	MA
3.12	Valuation of the Building	
	MA highlighted that under the BMSM Act, The Management Corporation has the duty to ensure that their estate must be insured to its full reinstatement value in the event of total destruction.	Info
	MA further highlighted there was no property valuation done on the estate for some time.	
	MA recommend inviting licenced valuers to quote for their valuation service to determine the adequacy of the existing insurance coverage and if required, adjust the existing insured sum for Council's consideration.	
	As M/s Newman and Goh Property Consultants Pte Ltd (N&G) are licenced valuers, MA declare its interest to participate to quote for the said valuation service.	
	After some discussion, it was unanimously agreed by Council to proceed with the valuation of the estate and for N&G to participate in the quotation.	Decision / MA

3.13

M/s Newman & Goh Property Consultants Pte Ltd (N&G) Managing Agent Contract

Info

MA informed Council that the current Managing Agent Agreement will be expiring on 31st March 2020. MA further informed Council that in accordance to Clause 5.2(a), N&G shall hold office unit the conclusion of the 10th Annual General Meeting (AGM).

MA proposed to Council that N&G will extend the MA contract two months after the conclusion of the 10th AGM at the same fees, manpower, terms and condition of the existing contract in order for the incoming 10th Management Council sufficient time to appoint the Managing Agent.

After some discussion, Council unanimously agreed to MA's contract extension.

Decision / Closed

The meeting ended at 4.40 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

3/11 /2020 Date

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