

**Minutes of the 2<sup>nd</sup> Council Meeting of the 7<sup>th</sup> Management Council held on  
 26 Jun 2023 at 7:30 PM, via Electronic Means**

<b>Present</b>	Mr. Lai Leong Peng, Thomas Mr. Lee Chiaw Bob Ms. Tan Siok Yin, Daphne Mr. Hon Kong Lum, Sam Ms. Weng Huiting Mr. Nelson Yoh Chee Ping	Chairman Secretary Council Member Council Member Council Member Council Member
<b>Absent with Apologies</b>	Ms. Loi Wen Chi, Jane	Treasurer
<b>In Attendance</b>	Mr. Chua Jin Ghee Ms. Marlitte Gomez Ms. Komathi Raghavan	Managing Agent Knight Frank Property Asset Management Pte Ltd (KFPAM)
<b>Observer</b>	Mr. Donald Siew Mr. Benedict	New Managing Agent Wisely 98 Pte Ltd

Item	Matters Discussed	Action
<b>1.0</b>	<b>Commencement/Opening of the Meeting</b>	
	There being a quorum, the meeting was called to order at 7:33 pm in accordance with paragraph 2 (1) (b) of the Second Schedule of the Building Maintenance and Strata Management Act.	Info
<b>2.0</b>	<b>Confirmation of the Council Meeting Minutes of the 6<sup>th</sup> &amp; 7<sup>th</sup> Management Council</b>	
	The minutes of the 12 <sup>th</sup> Council Meeting of the 6 <sup>th</sup> Management Council and the minutes of the 1 <sup>st</sup> Council Meeting of the 7 <sup>th</sup> Management Council were duly acknowledged and adopted.  Proposed by: Mr. Lai Leong Peng, Thomas Seconded by: Mr. Nelson Yoh Chee Ping	MA
<b>3.0</b>	<b>To review the financial report</b>	
	<b>3.1 <u>To receive &amp; review the FS for the month of May 2023</u></b>	
	MA informed the meeting that the Financial Statement for Mar, Apr and May 2023 were disseminated via email.  Considering the unavailability of the Treasurer, it was determined that the Financial Statement would be reviewed during the forthcoming Council Meeting.	MA
	<b>3.2 <u>To discuss and adopt the Arrears Management Policy</u></b>	
	This matter is to be discussed with the upcoming Managing Agent, M/s Wisely 98 P/L.	MA
	<b>3.3 <u>To update on the change of authorized signatories</u></b>	Closed



Item	Matters Discussed	Action
	<p>MA updated the meeting that the update of the authorized signatories has been successfully concluded, along with the completion of online access for the 7<sup>th</sup> Management Council.</p>	
	<p><b>3.4 <u>To appoint an auditor</u></b></p> <p>MA has sent the 3 quotations obtained from Accounts with the following auditors on 20 Jun 2023.</p> <p>1) MGI Singapore PAC                  2) YWL &amp; CO                  3) DRC Growell Assurance PAC</p> <p>Based on the history, M/s K C Koon &amp; Co was the appointed Auditor for the 1<sup>st</sup> AGM, while the M/s Precise Accountant company has been the Auditor for La Fiesta since 2<sup>nd</sup> to 5<sup>th</sup> AGM and the appointed auditor for 6<sup>th</sup> AGM was M/s YWL &amp; Co Chartered Accounts. Chairman requested MA to obtain' s Precise Accountant company participation and pending reply. MA to follow up and update members accordingly.</p>	<p>MA</p>
	<p><b>3.5 <u>Outstanding payment Amounting to \$266,318.87</u></b></p> <p>Referring to the minutes of the 1<sup>st</sup> (Part 2) Council Meeting held on 25 May 2023, the 7<sup>th</sup> Management Council (MC) had previously authorized the 6<sup>th</sup> Management Council (MC) to proceed with online approval, which unfortunately did not occur as intended.</p> <p>The 6<sup>th</sup> MC made attempts to process the approval but encountered an issue as OCBC accidentally updated the online access and inadvertently removed the access of the 6<sup>th</sup> MC, rendering them unable to proceed with the online process.</p> <p>Subsequently, the 7<sup>th</sup> MC obtained access and proceeded with the approval, taking into account the diligent scrutiny by the 6<sup>th</sup> MC of the payment vouchers. This matter has now been resolved and considered closed.</p>	<p>Closed</p>
	<p><b>3.6 <u>Outstanding payment Amounting to \$105,606.98</u></b></p> <p>MA was tasked to liaise with KF Accounts to re-do the total sum of \$105,606.98 into separate invoices via OCBC Online approval. This would provide members with the option to individually approve each invoice.</p>	<p>MA</p>
<p><b>4.0</b></p>	<p><b>To receive minutes of the Seventh AGM held on 29 April 2023</b></p>	
	<p>MA updated that the 7<sup>th</sup> AGM minutes have been thoroughly reviewed by the council members and duly displayed on the notice board within the stipulated 45-day timeframe, as mandated by the Building Maintenance and Strata Management Act (BMSMA).</p>	<p>Closed</p>
<p><b>5.0</b></p>	<p><b>To discuss matters arising from the last council meeting</b></p>	
	<p><b>5.1 <u>Blk 68 Staircase Water Seepage and in between Blk 58 &amp; Blk 60 B1 carpark lot</u></b></p> <p>The 6<sup>th</sup> Management Committee (MC) has instructed MA to engage the services of a leak detection specialist to identify and address the existing leak. MA has reached out to three contractors for this purpose: IGM Engineers, Evergloss P/L, and Flux Solutions.</p>	<p>MA</p>

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	<p>Among them, IGM Engineers and Flux Solutions has already provided their quotation, while the remaining Evergloss P/L is yet to submit their quotations.</p>	
	<p>5.2 <u>Replacement of Motorized Valve at Blk 64 rooftop</u></p> <p>The responsibility of replacing the faulty motorized valve for Blk 64 was assigned to E&amp;M Building Tech. However, while carrying out the replacement, the technician identified a short circuit in the 6-core cable, necessitating its replacement as well. The summary of the quotations was presented to the 6<sup>th</sup> MC during the 2<sup>nd</sup> Council Meeting and concluded to award to M/s E&amp;M Building being the lowest quote.</p> <p>MA to update the scheduled date for the replacement work and update the members.</p>	MA
	<p>5.3 <u>Social Pool - To replace 01 set of Emergency Stop Button</u></p> <p>MA has extended invitations to 3 pool vendors to provide comparison quotes. However, there are still two pending quotations yet to be received.</p>	MA
	<p>5.4 <u>BBQ Pit 1 - Repair work</u></p> <p>MA presented to the 6<sup>th</sup> MC during the 2<sup>nd</sup> Council Meeting and concluded to award the work to the contractor with the lowest quote, namely M/s E.B Beauty &amp; Design P/L.</p> <p>MA to update the scheduled date for the replacement work and update the members.</p>	MA
	<p>5.5 <u>To replace Hose reel pump 2 check valve - Fire-Mech</u></p> <p>During the monthly servicing conducted yesterday by Fire-Mech Term Contractor, it was discovered that the check valve of hose reel pump 2 was faulty and in need of replacement. In response, MA invited 3 vendors and obtained approval from the council members.</p> <p>MA updated that the scheduled date for the replacement work is set for 1 Jul 2023. The council members have taken note.</p>	MA
	<p>5.6 <u>Water Tank Water Overflow</u></p> <p>Upon inspection, E&amp;M Building tech determined that the ball float valve in the water tank of Blk 54 is faulty and in need of replacement. MA has acquired 3 quotations and presented the summary during the 2<sup>nd</sup> Council Meeting.</p> <p>After careful consideration, it was decided that the work would be awarded to the incumbent – E&amp;M Building with the lowest quote. MA to update council on the replacement schedule.</p>	MA
	<p>5.7 <u>Bulk items, ladders, etc at B2. Is there a schedule to clear up the space.</u></p> <p>MA updated that the open-top container is to be delivered on 3 Jul 2023 and Cleaning Team to assist to dispose off items such as timber deck and other items placed in basement 2.</p>	
	<p>5.8 <u>Water pressure at the kids' pool is faulty</u></p>	MA

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	Pending for two quotations. As this item is part of the excel tracker made by the 7 <sup>th</sup> MC – The new MA, Wisely 98 Pte Ltd to follow-up.	
	5.9 <u>Faulty Shower push button at the Kids' pool area because no water came out</u>  Pending with the vendor, Wateronic to check.	MA
	5.10 <u>Tiles came out at the kids' pool</u>  Pending with the vendor, Wateronic to check.	MA
	5.11 <u>White Stain with algae at social pool</u>  Pending with the vendor, Wateronic to check.	MA
	5.12 <u>Review house rules for any changes</u>  The Council Members has decided to place this matter on hold (Keep in View - KIV), and any changes to the house rules will be handled by the new Managing Agent, M/s Wisely 98 Pte Ltd.	MA
	5.13 <u>Rotting wood outside club house</u>  MA presented to the 6 <sup>th</sup> MC during the 2 <sup>nd</sup> Council Meeting and concluded to award the work to the contractor with the lowest quote, namely M/s Koh Peng Teng Service.  MA to update the scheduled date for the replacement work and update the members.	MA
	5.14 <u>Oil Stains mark at car park</u>  The Operations Manager for cleaning, Steven, confirmed verbally that he has instructed the cleaning team to switch the chemical used during the high-pressure jet wash at the carpark lot. The purpose of this change is to determine whether the stains can be reduced compared to previous attempts.	MA
	5.15 <u>B70 safety barrier [Related to Blk 70 #XX-46 Incident]</u>  MA presented the last email received from the resident from Blk 70 #XX-46 with the counteroffer, explained the stands and the decision made by the insurer. MA further explained that neither MCST nor MA are in any position to deviate any by-laws of the development. Any Subsidiary Proprietor (SP)/Unit Owner(s) however may present such request as a private requisition in the next general meeting.  Council members has concluded that the decision made by the insurer takes precedence in this matter and MA to prepare an email draft to be sent to council for comments prior sending to SP.	MA
	5.16 <u>B70 safety barrier hit the car of Blk 70 #XX-46 (Railing Repair/Replacement)</u>  MA to follow up on the required repair/replacement cost.	MA
	5.17 <u>Dead Palm Tree (Total 3) at Blk 56 / Grass at Tea Garden need to Patch Up</u>	MA

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	The landscape vendor, Goodview has been notified both through WhatsApp and email. However, they have not yet responded. The status of this matter will be further pursued, and the council shall be updated in due course.	
5.18	<u>Bicycles Registration</u>  MA informed that the registration process was completed in April 2023. However, the MA advised the council to issue a final reminder to all residents before proceeding with the removal of unauthorized bicycles. Council took note.	MA
5.19	<u>Files (6<sup>th</sup> Council Meeting Minutes) unable to download</u>  MA updated the meeting that an email chaser had been sent to MEH but as of now, no response has been received. MA reassured that they would diligently follow up on the matter and provide council members with an update at the suitable juncture.	MA
5.20	<u>Originally 4 treadmills, due to covid restriction, we only leased for 3 machines. Please reinstate the number 4 treadmill</u>  Pending with the vendor, F1 Recreation's response.	MA
5.21	<u>KOI pond lights and swimming pools lights are down</u>  Pending with the technician to check.	MA
5.22	<u>LEW Contract Renewal</u>  MA informed that the approved, signed quotation and letter of appointment has been sent to the vendor, Ms/ Portfolio Engineering Pte Ltd on 7 Jun 2023.	Closed
5.23	<u>Blk 52 fire rated glass door MCST Insurance Claim</u>  MA to follow up on the required repair/replacement cost.	MA
5.24	<u>Unprofessional conduct of security and uncivilised neighbour at 62 #XX-26</u>  MA updated that this feedback was pertaining to the noise issue at Unit 62 #XX-26. The Security Officer attended to the matter and, unfortunately, brought the individual who provided the feedback to the unit, resulting in a conflict among the neighbours'. Hence, the email from 62 #XX-26. Council members requested that Wisely review and improve the standard operating procedures to prevent such unnecessary misunderstandings in the future. Meanwhile, Knight Frank was requested to forward the feedback to council members for their reference.	MA
5.25	<u>Swimming Coach Schedule to re-arrange</u>  The Council Members has decided to place this matter on hold (Keep in View - KIV), and any changes to the house rules will be handled by the new Managing Agent, M/s Wisely 98 Pte Ltd.	MA
5.26	<u>Efflorescence at the external wall of Block 70</u>  Pending with the main contractor to rectify as part of the work façade in Blk 70.	MA
5.27	<u># 01-16 &amp; #01-25 PES Roof is leaking</u>	SP

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	Requested the unit owner to send an official email to MA pertaining to the PES Leaking issue.	
5.28	<u>To check Blk 56, #01-15 PES roof and extended roof are within the guideline.</u>  MA to look into it this feedback and update council members accordingly.	MA
5.29	<u>To write to # XX-22 unit pertaining the broken glass panel from block 68 level 1 lift lobby entrance for safety issues (CCTV Footage in Share Google Drive)</u>  Pending with the MA to prepare the letter.	MA
5.30	<u>Replacement DVR 4TB HDD (Surveillance Grade)</u>  MA presented to the 6 <sup>th</sup> MC during the 2 <sup>nd</sup> Council Meeting and concluded to award the work to the contractor with the lowest quote, namely M/s Sound & Vision Pte Ltd.  MA to update the scheduled date for the replacement work and update the members.	MA
5.31	<u>Water feature wall no water supply</u>  Pending with the technician to check.	MA
<b>6.0</b>	<b>To discuss any other business</b>	
6.1	<u>Handover / Takeover (KFPAM to Wisely98) Update</u>  MA, Knight Frank Property Asset Management Pte Ltd updated that the handover is ongoing.	MA
6.2	<u>Email feedback dated 26 May 2023 from Blk 50 #XX-01</u>  MA presented to the 6 <sup>th</sup> MC during the 2 <sup>nd</sup> Council Meeting and concluded that this matter is to be handled by the new Managing Agent, M/s Wisely 98 Pte Ltd.	MA
<b>7.0</b>	<b>To decide on date of the next meeting</b>	
	The next Council Meeting is to be decided at a later stage.	

No other business has been discussed; the meeting ended at 09:08 PM with a vote of thanks to all present.

Minutes Recorded By  
**Knight Frank Property Asset Management Pte Ltd**

Minutes Confirmed By:

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 Mr. Lai Leong Peng  
 Chairman, on behalf of 7<sup>th</sup> Management Council  
**The Management Corporation Strata Title Plan No. 4463**



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