

MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 4463

GST No: M90371352Y

MINUTES OF THE 6TH COUNCIL MEETING OF THE 7TH MANAGEMENT COUNCIL HELD AT CLUBHOUSE AND *VIDEO CONFERENCE AT ZOOM MEETING (ID: 949 7463 8842) ON MONDAY, 23RD OCTOBER 2023 AT 7.30PM.

Present: -

Mr. Lai Leong Peng, Thomas - Chairperson
Mr. Lee Chiaw Bob - Secretary
Ms. Loi Wen Chi, Jane - Treasurer * via zoom
Ms. Weng Huiting - Council Member * via zoom

Absent with Apologies: -

Mr. Hon Kong Lum, Sam - Council Member
Ms. Tan Siok Yin, Daphne - Council Member
Mr. Nelson Yoh Chee Ping - Council Member

In Attendance: -

Mr. Teo Poh Siang } Wisely 98 Pte Ltd (MA)
Mr. KKNathan }
Mr. Ronnie }

S/N	DESCRIPTION	ACTION BY
1.0	OPENING OF THE MEETING The meeting commenced at 7.36 pm upon confirmation of a quorum comprising 4 Council Members. The meeting commenced under Paragraph 2 of the Second Schedule of the Building Maintenance and Strata Management Act.	Info
2.0	CONFIRMATION OF 5TH COUNCIL MEETING MINUTES	
2.1	To confirm the Minutes of the 5th Council Meeting of the 7th Management Council held on 25th September 2023 by the previous Managing Agent The Minutes of the 5th Council Meeting of the 7th Management Council held on 25th September 2023 were approved by Mr. Lai Leong Peng, Thomas as the proposer and Mr. Lee Chiaw Bob as the seconder.	Info

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3.0	MATTERS ARISING	
3.1	B52 Lobby Cracked Glass Door The insurance company granted approval and we had issued the award to Glass Point Pte Ltd on 11 Oct 2023. Glass Point has undertaken to deliver the glass during the initial week of December 2023. Upon the completion of the task, the Managing Agent (MA) will promptly notify the insurance company to initiate the subsequent procedures. The Council has directed the MA to guarantee that the glass door is constructed with fire-rated laminated glass.	MA
3.2	Letter of Demand to Goodview for Dead Olive Tree Further study on this matter is required and MA will provide an update in due course.	MA
3.3	Installation of a new side gate with access card system along Compassvale Drive MA informed the Council that 9 contractors were invited to submit tenders, and a site visit was scheduled for 10 Oct 2023. Unfortunately, the contractors were unable to meet the specified deadline for their responses. Consequently, the MA intends to extend another invitation to the contractors for tender submission and will provide the Council with a subsequent update.	MA
3.4	Replacement of Gym Equipment The irreparable gym equipment was replaced on 10 Oct 2023, and the Council received feedback from residents expressing their satisfaction with the new gym equipment.	MA
3.5	Light issue at La Fiesta The replacement works for the lights, carried out by Werkz Engineering, commenced on 18 Sep 2023. The pending task of replacing 108 corridor lights due to stock issues faced by the supplier has been addressed, and the Werkz technician started fixing the remaining lights from 23 Oct 2023 onwards. The MA will provide updates to the Council accordingly.	MA

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<p>3.6</p>	<p>Gym Room Wall Replacement due to Termite Infestation</p> <p>The MA has invited 3 contractors to quote for rectifying the gym room wall due to termite infestation. The contractors and their respective quotes are as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> EB Beauty & Design Pte Ltd (\$13,570) <input type="checkbox"/> Mechlynk Enterprises (\$9,800) <input type="checkbox"/> EVOV Designs (\$10,888) <p>The Council was informed by the MA about the contractor's advice regarding the potential spread of termites due to moisture on the steam room wall. It was emphasised that this issue needs to be addressed before constructing the new gym room wall. Consequently, the Council instructed the MA to consult with the contractor and ensure waterproofing cement is applied to the steam room wall. The MA will communicate with the contractor and provide the Council with updates accordingly.</p> <p>The MA has informed the Council about the requirement to engage a pest control contractor for termite treatment and potentially an aircon contractor to remove the aircon during ceiling patch-up work. Furthermore, the Council has emphasised the importance of reviewing the mirror specifications.</p> <p>The Council agreed to award this work to Mechlynk Enterprises in the amount of \$9,800, (No GST), The MA highlighted that the quote may vary due to adding up the wall waterproofing, and the MA will send an updated quote to the Council via email if needed.</p>	<p>MA</p>
<p>3.7</p>	<p>Landscape Matters</p> <p>Termites Issue</p> <p>MA activated the pest control contractor, Clean Solution, to address the issue with the trees near Block 54 and BBQ areas.</p> <p>Tree Pruning</p> <p>The MA has shared the quote received from Goodview Landscape for tree pruning work and will engage in further negotiations with them to finalise the price. Once the negotiations are complete, the MA will update the Council and proceed with the task.</p> <p>Tree Removal</p> <p>During the site inspection, the Goodview contractor emphasised the urgent need</p>	<p>MA</p>

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	<p>to remove two trees due to their poor health and lack of vigour. The Council has instructed the MA to negotiate with Goodview to identify any other trees that pose a risk and obtain a quote for their removal. The MA will then provide an update to the Council.</p> <p>Upon further discussion, the MA emphasised that a job to remove 7 trees was completed in July 2023 on an urgent basis. Three trees were removed free of charge, while the remaining four were chargeable, resulting in a total chargeable amount of S\$1,400.00. The Council has agreed to pay the outstanding amount, subject to GST.</p>																						
4.0	MANAGING AGENT REPORT																						
4.1	<p>To approve the Financial Statement for the month of September 2023</p> <p>The financial report for the month ended 30 September 2023 highlighted the following accumulated funds:</p> <table border="1"> <thead> <tr> <th>ITEMS</th> <th>YTD – JAN'22 – SEPT'23</th> </tr> </thead> <tbody> <tr> <td>Management Fund</td> <td>\$581,810.98</td> </tr> <tr> <td>Sinking Fund</td> <td>\$1,848,034.33</td> </tr> <tr> <td>Total Fund</td> <td>\$2,429,845.31</td> </tr> </tbody> </table> <p>The total income was \$1,722,065.66/- against the total expenditure of \$1,638,140.25/-.</p>	ITEMS	YTD – JAN'22 – SEPT'23	Management Fund	\$581,810.98	Sinking Fund	\$1,848,034.33	Total Fund	\$2,429,845.31	MA													
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4.1.1	<p>Fixed Deposit</p> <p>The MA highlighted the indicative FD rates below for the \$500,000 recommended placement.</p> <table border="1"> <thead> <tr> <th>BANKS</th> <th>6 MONTHS</th> <th>12 MONTHS</th> </tr> </thead> <tbody> <tr> <td>RHB</td> <td>3.50%</td> <td>3.65%</td> </tr> <tr> <td>BEA</td> <td>3.50%</td> <td>3.60%</td> </tr> <tr> <td>HL BANK</td> <td>3.50%</td> <td>3.65%</td> </tr> <tr> <td>MBB</td> <td>3.00%</td> <td>3.25%</td> </tr> <tr> <td>OCBC</td> <td>0.10%</td> <td>0.10%</td> </tr> <tr> <td>UOB</td> <td>3.0%</td> <td>3.06%</td> </tr> </tbody> </table> <p>MA recommend placing the Fixed Deposit with RHB as they have one of the highest rates and place the fund almost evenly into the 3 banks. Currently, we have an existing FD with HL Bank with a total of \$423K+, BEA - \$528K, and RHB - \$253K.</p>	BANKS	6 MONTHS	12 MONTHS	RHB	3.50%	3.65%	BEA	3.50%	3.60%	HL BANK	3.50%	3.65%	MBB	3.00%	3.25%	OCBC	0.10%	0.10%	UOB	3.0%	3.06%	MA
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	<p>The Council agreed to place the Fixed Deposit with RHB bank.</p> <p>The proposed financial report for the period ending 30th September 2023 was adopted by Mr. Thomas Lai Leong Peng and seconded by Mr. Lee Chiaw Bob.</p>	
4.1.2	<p>Unknown Deposits</p> <p>The Circular for unknown deposit sent on 23rd October 2023.</p>	MA
4.1.3	<p>Late Charges Waiver</p> <p>The MA informed that one of the subsidiary proprietors from Blk 62 #XX-XX have written to ask for waiver of late charge interest amount of \$55.20.</p> <p>The SP appeared to be cases in which they did not receive invoices during the tenure of the previous Managing Agent. This was due to invoices being sent to their former addresses, despite having served the notices to the office on their updated addresses.</p> <p>As a gesture of goodwill, the Council has decided to waive the accrued interest charges in these instances. However, it's important to clarify that this action should not be regarded as a precedent. The waiver is conditional on the affected Special Payers confirming their current official addresses in writing once more.</p>	MA
4.1.4	<p>Arrears Management Report</p> <p>The MA presented the latest arrears report as of Sept 2023 with about \$49,251.59/- owing over 180 days. The MA would manage the arrears according to the approved SOP for arrears management.</p>	MA

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4.2	To decide Term Contracts & Licenses – Expired/Expiring within next 3 Months				MA	
	S/ N	Company Name	Description	Contract Expiry Date		Remarks
	1	Wateronic Pte Ltd	Swimming Pool Services	30 Nov 2023		1. Wateronic -\$2,500 per month/Existing price \$2,350 2. Aquarius-\$3,000 per month 3. MensPool-\$3,180 Per month The Council has approved the contract renewal with Wateronics Pte Ltd at a monthly rate of \$2,500.
2	E&M Building Services	Domestic System	20 Nov 2023	1. E&M-\$380 Quarterly (Same Price as Last Year) 2. Redpower -\$750 Quarterly 3. LNS System-Not quoted The Council has approved the contract renewal with E&M Building Services at a Quarterly rate of \$380.		
4.3	To review Utility's consumption				MA	
	The utility report for Jan 2023 to September 2023 was presented by the MA. Additionally, the MA mentioned that a new meter was installed on 2nd Oct 2023 from 2pm to 3.30pm.					

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4.4	Access Card Update	
	Access Cards	Up to 25 Sept 2023
	Card Issued	106
	Card with MA	4
	Card with Security	6
	Card with Cleaner	10
	Balance Card	84
5.0	NEW MATTERS	
5.1	New QR App System	MA
	The existing myEstateHub portal will be replaced by the Qommunity Resident App on 1 December 2023. The existing security deposit collected for facility bookings will be kept in an account by MCST 4463 as a requirement for automatic approvals to be granted for facility booking under the new App.	
5.2	Parking Deregistered Car at La Fiesta	MA
	The resident of Block 74, unit number xx-xx, has made a formal request to park a deregistered vehicle with the Car Plate number SNFxxxH for three years. The Council unanimously did not approve the resident's request to park a deregistered car.	
5.3	Sembwaste excess bin payment	MA
	The current Council has approved the payment of \$650.31 for excess bin disposal fees for the period of 24/03/2023 to 23/04/2023, made by EX MA Knight Frank.	
5.4	AGM 2024	MA
	The Electronic Annual General Meeting (AGM) on 20 April 2024 (Sat) has been confirmed by the Council.	

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5.5	Barrier Post The quotation for the replacement of two barrier posts at the main entrance and one at Blk the Council has approved 54 B1 for a total cost of \$1,180.00 (excluding GST).	MA
5.6	End of Pokka vending machine contract The Council's decision not to renew vending machines was based on its low revenue generation and high electricity consumption. MA has informed that the Pokka technician will remove the machines on the last day of the contract which is 30 Oct 2023, between 9 am and 12 pm.	MA
5.7	Letter from Blk 74 #XX-XX The Council was notified that a resident from Block 74 had submitted a letter and copied to BCA regarding the repainting work. In response, the Council informed that the ELD painting work is currently in progress and the matter of repainting will be further discussed. The MCST would not embark on mass repainting as such mandate has not been obtained from AGM.	MA
5.8	B2 Car Washing Bay /Ejector Pit Issue The Council was informed that the E&M contractor had been activated to address the issue with the B2 car wash bay and ejector pit, causing a foul smell throughout Lafiesta. The contractor informed the MA about the discovery of greasy water entering the ejector pit, which resulted in the accumulation of sludge and blockage.	MA
6.0	ANY OTHER BUSINESS	
6.1	La Fiesta Outstanding Matters The Council was informed about the outstanding matters, which the MA is currently following up on and will provide updates to the Council accordingly.	MA

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7.0	Next Council Meeting	
	The council meetings for 27 th November 2023, and 19 th December 2023, are tentatively scheduled for Monday and Tuesday, respectively, at 7.30pm.	Info

There being no other matters, the meeting ended at 9.47pm with a note of thanks to all present.

Minutes recorded by: Wisely 98 Pte Ltd

Confirmed By

Mr. Lai Leong Peng, Thomas
Chairman, 7th Management Council

Date:

File: 7CMMIN6 (23102023).V3