



The Management Corporation Strata Title Plan No. 3798
67 Pasir Ris Grove, Management Office #B1-49 Singapore 518218
Tel: 6636 0981 Fax: 6636 0985 Email: livia.pasir.ris.ma@gmail.com

**Minutes of the 8th Council Meeting of the 11th Management Council of MCST 3798 held on
27th February 2024 at 7.30 p.m. Function Room 2**

Present

Mr. Tan Peng Seng (Henry)	Chairman
Ms. Lum Sok Yee	Secretary
Mr. Sim Ching Tong	Treasurer
Ms. Corrine How Huey Choo	Member
Mr. Lee Suen Woon	Member
Ms. Dixin Su Meiyu	Member
Mr. Abhinav Venkateswaran	Member

Present via Zoom Platform

Mr. Virendra Shelar	Member
---------------------	--------

Absent with Apologies

Mr. Harry Li Hongwei	Member
Mr. Ong Eng Ann	Member
Mr. William Tan Yeow Chong	Member

In attendance

Ms. Joey Tan	M/s D'Proman & Co. Pte Ltd
Mr. Any Tan	Managing Agent (MA)
Mr. Mogan	

There being a quorum, the meeting was called to order at 7:30 p.m. in accordance to Section 2 of the Second Schedule of the Building Maintenance Strata Management Act.

S/N	ITEM	ACTION BY
1.0	<u>Opening of meeting</u>	
	Mr. Tan Peng Seng (Henry) took the chair of the meeting.	INFO



2.0	<u>To adopt the Minutes of the 7th Council Meeting of the 11th Management Council held on 18th January 2024.</u>	
	<p>The minutes of the 7th council meeting of the 11th management council were adopted with the following amendment: -</p> <p>Item 5.10: <u>LTA – Discussion on Pasir Ris Grove Covered Linkway</u></p> <p><i>Paragraph 2</i></p> <p>The council requested MA to obtain quotations for a design and build contract, including submission to relevant authorities for the sheltered walkway from the entrance to the common drop off point. MA to source quotations from M/s Metal Works Pte Ltd and other relevant contractors.</p> <p>Proposer, Mr. Abhinav Venkateswaran and seconded by Ms. Lum Sok Yee.</p>	INFO
3.0	<u>Review of MA Report</u>	
4.0	<u>To adopt the Financial Statements for the month of December 2023 and January 2024</u>	
	<p>MA presented the financial statements for the month of December 2023 and highlighted that there was a surplus of \$6,196.60 and \$237,412.24 recorded for "month-to-date" and a deficit for "year-to-date" of the management fund, respectively.</p> <p>The council tasked MA to prepare the annual budgeting report for next meeting as the Annual General Meeting is approaching.</p> <p>MA also updated the status of withdrawing 3 no. of existing fixed deposits with low interest rate and re-placement of fixed deposits as follows: -</p> <p><u>Withdrawal</u></p> <p>Currently, MA informed that withdrawal was made from Maybank and the amount has been deposited with DBS while waiting for RHB to approve the opening of the account. Letter of Authorization form has been prepared to withdraw the fixed deposit from Bank of China.</p> <p><u>Re-placement</u></p> <ol style="list-style-type: none"> 1) Standard Chartered: Placement done on 2nd January 2024 with 12 months tenure and interest of 3% per annum. 2) Hong Leong bank: Obtained signature for placement cheque of \$500,000.00 to be send to bank. <p><i>Afternote: Placement cheque of \$500,000.00 together with some pending forms had been collected by Hong Leong bank courier on 28th February 2024.</i></p>	<p>MA</p> <p>MA</p>



	<p>3) RHB bank: Form filled and signed together with placement cheque of \$600,000.00. MA to arrange with relation manager (RM) to verify signatories' signatures.</p> <p><i>Afternote: RM verified all signatories' signature on 1st March 2024.</i></p>							
5.0	<u>Matters Arising from the Minutes of the 7th Council Meeting of the 11th MC</u>							
5.1	<u>Update on EPDM Flooring</u>							
	<p>MA informed the council that a site discussion was made with M/s BigToys (Mr. Prem) personnel in charge to deal with the EPDM issues on 26th February 2024 but they fail to turn up.</p> <p>The council tasked MA to itemize the defects to be emailed to M/s BigToys as follows:</p> <p>1) <u>Playground beside Block 69</u></p> <p>The council mentioned that they are not asking the contractor to re-design the "whale" but to make good the design for the "whale."</p> <p>2) <u>Playground behind Block 65</u></p> <p>It was mentioned that there were debonding issues after M/s BigToys (Mr. Prem) conducted the rectification works. And the MA was asked to monitor.</p> <p>Council further highlighted that the debonding issue is worsening. As such, the council is not accepting the EPDM condition and has tasked MA to get the contractor to rip it off and redo it.</p> <p>3) <u>Playground between Block 79 and Block 81</u></p> <p>Holes and surface scratches can be seen.</p> <p>4) <u>Swing Area (Api Api)</u></p> <p>Holes and surface scratches can be seen.</p> <p>The council tasked MA to itemise the defect items and submit the list to M/s Big Toys (Mr. Prem).</p> <p>PMN: Council highlighted that debonding issued were also observed on playground behind Blk 61. MA to inform M/s Big Toys.</p>	MA						
5.2	<u>Update on Water Seepage to Units</u>							
	<p>MA presented the list showing the status of water seepage issues as follow: -</p> <table border="1"> <thead> <tr> <th>S/N</th><th>Location</th><th>Status / Remarks</th></tr> </thead> <tbody> <tr> <td> </td><td> </td><td> </td></tr> </tbody> </table>	S/N	Location	Status / Remarks				MA
S/N	Location	Status / Remarks						



1	Block 73, #10-XX	<u>In Progress</u> MA confirmed the said unit is leaking and the leaks came from #12-xx. MA will send #12-xx an official notice
2	Block 75 Near swimming pool pump room (basement)	<u>On hold - Monitoring</u> MA informed that the said location has been checked and monitored to be dried.
3	Block 63, #15-XX	<u>Pending</u> MA informed that it is pending the waterproofing job to be awarded.
4	Block 61, #05-XX	<u>Pending – Memo & Quote</u> In-principle approval obtained. MA to send email to council to record approvals.
5	Block 75, #01-XX	<u>In Progress</u> MA confirmed is interfloor seepage from #02-xx. MA will send an official notice to the said unit.
6	Block 81 #15-XX	<u>Pending</u> MA informed that it is pending the waterproofing job to be awarded.
7	Block 65 Level 1 outside lobby ceiling	<u>Pending</u> MA informed that Starlink quoted \$6.7k. To get more quotes for comparison.
8	Block 63 #09-XX	<u>Pending</u> In-principle approval obtained. MA to send email to council to record approvals.
9	Block 61 #14-XX	<u>Pending</u> MA informed that it required “Spiderman” work to be carried out. MA to check if it includes internal work.
10	Block 71 #03-XX and Blk 79 #12-XX	<u>Pending</u> MA to check the quotation of \$1,870 and what is included in the job scope.
11	Block 75 #15-XX	<u>Pending</u> MA informed council that contractor has visited his unit and explained that the ceiling seepage issues have to be carried out together with the rectification of the roof top waterproofing work. MA informed that another contractor will be arranged to visit his unit again to look at the said issue.
The council tasked MA to update the excel spreadsheet timely to present during council meeting.		



5.3	<u>Update on Pneumatic Waste System</u>	
	<p>MA informed Council that the investigation by Starlink and Envac has concluded. They will submit an investigation report by mid-March 2024 to MA, indicating the locations of the underground pipes.</p> <p>The council tasked MA to expedite the submission of the investigation report.</p>	MA
5.4	<u>Update on EV Charger</u>	
	<p>MA informed the Council that the proposal from EV charger vendor have been emailed to them for approval.</p> <p>Council queried and tasked MA on the following:</p> <ol style="list-style-type: none"> 1. Email LTA approval to all Council 2. Seek approval on the layout of cables and chargers from Building LEW prior to seeking approval from MC. 3. MA to check all routing etc. whether they will be in the existing cable tray / new cable trays. When new cable tray are installed, please check for height clearances. 4. MA to check with EV Vendor and work out the programme including parking lot closures etc. and circulate to all. All Residents need to be informed on the parking lot closure. 5. MA to check the capacity of the EV chargers based on the submission from the EV Vendor. 6. MA to check mounting locations of the charger as the Council recall that the contractor needs to install post for mounting where columns were not available and the car stop guard needed to be shifted. <p>MA to follow up with the Vendor asap.</p>	MA
5.5	<u>Update on Driveway Tiles</u>	
	<p>MA informed the council that M/s ISE (Mr. Ekram) has made an error in their quotation. Hence, they have revised and re-submitted their quotation, which is still the lowest among the five quotations.</p> <p>The council tasked MA to compare the five (5) sets of quotations to make sure they are similar in the descriptions of the job scope and the quantities of tiles to be replaced.</p> <p>The council also tasked MA together with M/s ISE to reassess the main driveway as it was observed that more areas required tile replacement.</p>	MA
5.6	<u>Update on Irrigation System</u>	



	MA informed the council that M/s Eroes Eco has completed the installation of 5 nos. of battery irrigation on 26 th February 2024.	MA
5.7	<u>Update on House Rules</u>	
	MA informed the council that the revision of the house rules is near completion and will email to council for vetting soon.	MA
5.8	<u>LTA - Discussion on Pasir Ris Grove Covered Linkway</u>	
	<p>Mr. Abhinav Venkateswaran informed MA that he would provide them with a few contacts besides M/s Metal Works Pte Ltd for price comparison for the covered linkway for the estate.</p> <p>The Council reminded MA that the contractors have to be knowledgeable, as the construction of the covered linkway must be PE endorsed and submitted to a few relevant authorities. The Council tasked MA to present the Contractors proposal by next MC meeting.</p> <p><i>PMN: Contacts of Contractors able to carry out these works were forwarded by Mr Abhinav and Mr William Tan</i></p>	MA
5.9	<u>Update on GYM Upgrading</u>	
	<p><u>Gym Equipment and floor varnishing</u></p> <p>MA informed the council that the varnishing work has begun and will be completed on 28th February 2024. Once completed, the new gym equipment will arrive and be assembled.</p> <p>The council requested that MA prepare a circular to inform the residents once the gym is ready to be opened for use.</p> <p>The council also requested that MA prepare a list of new equipment in the gym.</p> <p><i>Afternote: Equipment replacement and floor varnishing work were completed ahead of schedule. With council approval, a circular was posted on 2nd March 2024 to reopen the gym on 3rd March 2024.</i></p>	MA
5.10	<u>Update on LTC – Painting defects</u>	
	MA informed that the painting defects has been completed.	CLOSED
5.11	<u>Update on MCST Fixed Deposits on BOC and Maybank Interest</u>	
	This subject is being shared at item 4.0.	INFO
5.12	<u>Replacement of aircon system at Blk 71 & 81 Lobby</u>	
	MA informed the council that the memorandum and quotations had been	MA



	<p>emailed to the council for approval.</p> <p>The council tasked MA to find out from M/s Daikin whether the aircon system can be in the manner of pre-timer instead of using remote controller.</p>	
5.13	<u>Roof Waterproofing work</u>	
	<p>MA informed the council that due to a reschedule, only three 3 sets of contractors will be able to make it for the tender interview on 2nd March 2024. Hence, Council decided to conduct the tender interview on weekdays commencing at 7.30p.m. to be spread over 2-3 days.</p> <p>MA to arrange with contractors and let council know once the interview is fixed.</p>	MA

6.0	<u>Any Other Business</u>	
6.1	<u>Installation of Additional CCTVs</u>	
	<p>MA informed the council that 10 additional CCTVs have been installed by M/s Advance FT.</p> <p>MA is pending a quotation for an additional three (3) CCTVs.</p>	MA
6.2	<u>Tennis Court lights</u>	
	The council tasked MA to obtain an apple-to-apple comparison for the tennis court lights.	MA
6.3	<u>Basketball Court</u>	
	MA informed the council that the warranty for the basketball court had expired, and they are seeking contractors to quote for rectification of the cracks in the basketball court.	MA
6.4	<u>Water Tank washing</u>	
	MA informed the council that the water tank washing is still in progress by the appointed contractor, M/s Rico Building Maintenance Pte Ltd.	MA
6.5	<u>Faulty Resident Entry Barrier</u>	
	MA updated the council that M/s Fermax does not carry ex-stock for their current barrier system, and MA is obtaining quotations from other contractors for replacement of the whole barrier system for the resident entry barrier, together with a maintenance quotation.	MA
6.6	<u>Landscape Contract</u>	



	MA informed that the landscape maintenance contract with M/s Lucky Gardens Pte Ltd will expire on 30 th April 2024 and they had invited other landscape contractors to quote.	
6.7	<u>Mechanical Ventilation & Jet Fan Contract</u>	
	MA informed that the Mechanical Ventilation & Jet Fan maintenance contract with M/s V-Cool Pte Ltd will expire on 31 st March 2024. M&E sub-committee commented to renew the maintenance contract with M/s V-Cool Pte Ltd if they maintain the quote.	MA

6.8	<u>Air-Conditioning Contract</u>	
	MA informed council that the memorandum and quotations had been emailed to council. The council tasked MA to obtain information from M/s Daikin to compare payable parts vs. comprehensive parts to determine if a comprehensive contract helps MCST in savings.	MA
6.9	<u>Decking</u>	
	The council tasked MA to check the decking at the lounge pool area.	MA

There being no other matter to discuss, the meeting was called to close at 10.45 p.m., with a thank you to those who attended.

Warmest Regards,

Minutes recorded by:

Mr. Andy
Condominium Manager
D'Proman & Co. Pte Ltd
Managing Agent
For and on behalf of MCST 3798

Confirmed by: _____
Name:
Designation:
MCST 3798, Livia