

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No. 1 2009-2010

Held on 18 August 2009, 8:00 p.m. in Discovery Bay Office Centre

Present:

Mr. Christian Chasset	(CC)	- Chairman
Mr. Michael McGuire	(MMG)	- Vice-Chairman
Mr. Martyn Douglas Keen	(MDK)	- Member
Mr. Chan Ping Leung	(CPL)	- Member
Mr. Wilson Chan	(WC)	- Estate Manager – CM
Mr. Sam Lo	(SL)	- Assistant Manager – Contract Management & Works - CM
Mr. Calvin Ting	(CT)	- Assistant Estate Officer – CM
Ms. Ada Li	(ADL)	- Officer, Community Relations – CM (Secretary)

Apology:

Ms. Alice Li	(AL)	- Member
Mr. Nicholas Sean Wade	(NSW)	- Member
Ms. Daggie Tse	(DT)	- Member
Mr. Fan Chak Wah	(FCW)	- Member

1. Confirmation of Previous Meeting Minutes

The meeting minutes no. 6 of 2008/2009 on 18 May 2009, Annual General Meeting and Inaugural Meeting of 2009/ 2010 on 23 June 2009 were approved and signed by the Chairman.

2. Management Report

CT reported and presented some slides with details as follows:

2.1 Termite at Brilliance Court

CM reported that termite was found at the false ceiling of the staircase on the ground floor of Brilliance Court. Termite extermination had been carried out by the pest control service provider.

3. Matters Arising from Previous Minutes

3.1 To report the result of tender interview and decide the appointment of landscape consultancy service.

CM tabled and briefed Members of the tender analysis which had been circulated to them via a VOC Paper No. T477/09 dated 14 July 2009. CM stated that based on the scoring result consisting of 30% on tender price and 70% on performance at the interview, it was recommended that the contract be awarded to ADI, the higher scorer. CC pointed out the scoring of each consultant at the interview as follows:

ERM = 38.75

SDS = 61.25

ADI = 42.5

CC commented that ADI did not perform well at the interview and Members did not know what ADI was planning to do. CC considered that interview performance was the most important key factor in making the decision and was agreed by MDK and MMG.

CPL commented that the percentage of consultancy fee compared with the contractor sum was quite high which was similar to the tender exercise done last time. CPL enquired if owners' approval would be required to carry out the landscape improvement work. CM replied that according to the Building Management (Amendment) Ordinance, an Owners' Meeting to be held to decide for any tender over 20% of the annual budget. When the Committee would finalize the scope of work, an Extra-ordinary General Meeting (EGM) would be held to seek approval from owners to carry out the work and the estimated budget.

CPL enquired the budget of the landscape improvement work. CM replied that HK\$2.5M was reserved for this project from the Reserve Fund plus liquidated damages from the contractor of last renovation because of long delay of work. CC anticipated that owners' contribution might not be required for this landscape improvement work. CPL enquired when would be the next village renovation and if some reserve would be required for the same. CC commented that most of the major works were carried out at the last renovation, therefore, it would not spend too much

for the next renovation.

After discussion, Members unanimously agreed to select SDS as the landscape consultant subject to the approval to proceed with the landscape improvement work and to appoint SDS as the landscape consultant by owners at an EGM to be held on 22 September 2009. Members requested CM to invite SDS to attend and give a presentation at the EGM. (Post-Meeting Note: The date of EGM was changed to 29 September 2009)

SL excused from the meeting at 9:40pm

3.2 Decoration Work in Individual Units

CM reported that a letter received from a resident complaining of long decoration period by individual unit. The concerned unit had already applied for a 2nd extension of decoration for 2 months recently. CC mentioned that the City Rules regarding decoration work in individual work would be revised. In view of the on-going decoration of an individual unit for more than 9 months, members unanimously agreed that with effect from 1 September 2009, the decoration period allowed would be limited to 3 months maximum. Extension of work for 1 month could be applied once only. Noisy work would not be allowed on Saturdays. CM would issue guidelines to contractors applying decoration permit in Hillgrove.

4. Update on Outstanding Issues of Renovation Project

No further update.

5. Report on COC Meeting Held on 5 August 2008

CC reported the summary of COC meeting held on 5 August 2009 as follows:

5.1 Review of City Rule

CM requested COC members to review the proposed amendments and shared their comments with CM.

5.2 Budget 09/10

The budget was being studied by the Finance Sub-Committee.

5.3 Re-leveling of Tai Pak Beach

The members were yet to endorse the award of contract for Tai Pak beach area. COC would write to Hong Kong Resort to clarify the licensing arrangement.

5.4 Outstanding Items of the Final Report of ESFLG

Members would follow up on the issues related to cycling paths, EVA and building height.

5.5 Slope behind Midvale

Members requested Hong Kong Resort to improve the appearance of the protection surface of the landslide area.

5.6 Security and Cleaning Contract

The security and cleaning contract would be expired early next year.

5.7 CM Report

CM briefed the committee on works done since last meeting. The major works included (construction of bus shelter opposite to No. 17 Seabird Lane; new fencing along surface water channel etc.

5.8 Bus Interchange Arrangement at Community Hall

Route 4 and Route 9 would be extended to cover Yi Pak and DB North to form two circular routes. Route 4 would be in a clockwise manner while Route 9 would go anti-clockwise.

5.9 Defibrillators in DB

It was agreed to postpone this agenda item to the next meeting, because of the long agenda and insufficient time for discussion.

6. Community Event

6.1 Flea Market

The event would be held from 12:00 to 17:00 on 18 October 2009 at DB Piazza. There would be around 100 booths for residents selling their pre-loved household items.

6.2 Halloween

Discovery Bay Halloween would be held on 31 October 2009. Details

would be announced.

7. Any Other Business

7.1 Clothes Hanging at the Balcony

MM pointed out that some residents hung their clothes at the top of the balcony affecting the appearance of the building. CM would remind resident from doing the same.

7.2 Enclosure of Balcony

MM pointed out that the balcony of some units was enclosed by glass panels which were classified as an Unauthorized Building Work (UBW) by Buildings Department (BD). CM replied that these cases had been already reported to BD, however, BD replied that after inspection, as there was no immediate danger and thus it would not be the first priority for BD to take action against the UBW. CC requested CM to provide a copy of the reply letter from BD for reference.

7.3 Dog hit by a bus

MM stated a dog was hit by a bus in Discovery Bay Road opposite Hillgrove Village last week. MM pointed out that a similar accident happened at the same location before and suggested road safety measure at that area such as speed check, warning etc. CM would convey the message to DBTSL.

7.4 Replacement of Rubbish Trolley

MM stated that the metal trolley for carrying rubbish in Elegance Court was rusty and too big for the elevator. Moreover, metal trolley should not be allowed to enter the lobby. CM would request the cleaning contactor to replace a new one.

7.5 Ferry Broke Down

MDK commented that a notice from DBTPL stated that ferry was broken down and thus, DBTPL needed to rent a boat from other ferry company. MDK would like to know when the ferry will get fixed. CM would convey the message to DBTPL.

7.6 PCCW Unauthorized Visit

MDK stated that PCCW still visited units at night. CM would issue further warning to PCCW. (Post-Meeting Note: The warning to PCCW was issued on 26 August 2009)

7.7 Entrance Door with Auto Return

CM stated that the existing door hinge had no device for auto return and thus, there would be cost incurred if changing the hinge. VOC agreed to have further discussion in the next meeting.

7.8 “No Junk Mail” sticker

CM had already placed order to Mrs. Kate Wade who would provide the stickers free of charge.

7.9 Notice Board

As a big notice board was installed, the two small notice boards would be removed.

8. Date of Next Meeting

The Extra-ordinary General Meeting would be held on 22 September 2009 at 8:00 p.m. (Post-Meeting Note: The date of the Meeting was changed to 29 September 2009)

There being no other business, the meeting was adjourned at 10:49 p.m.

Chairman