

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No 5 2009-2010

Held on 5 May 2010, 8:00 pm in Discovery Bay Office Centre

Present:

Mr Christian Chasset	(CC)	- Chairman
Mr Michael McGuire	(MMG)	- Vice-Chairman
Ms Alice Li	(AL)	- Member
Mr Chan Ping Leung	(CPL)	- Member
Mr Nicholas Wade	(NW)	- Member
Mr G H Koo	(GH)	- Manager, Estate – City Management (CM)
Mr Kelvin Siu	(KL)	- Officer, estate – CM
Mr Calvin Ting	(CT)	- Assistant Officer, Estate – CM

Apology:

Ms Daggie Tse	(DT)	- Member
Mr Fan Chak Wah	(FCW)	- Member
Mr Martyn Douglas Keen	(MDK)	- Member

1. Confirmation of Previous Meeting Minutes

The draft meeting minutes of the Village Owners' Committee (VOC) Meeting No 4 of 23 February 2010 was approved provided that the word "conspired" under item no 2.1 would be replaced by "non-conspicuous", and. item no 3 about site walk appointment would be deleted as the site walk has been completed

2. Management Report

CM advised the Committee on the follow up actions, as below.

2.1 Painting works

- Railing along site boundary facing Discovery Valley Road was completed.
- Vehicle access barrier in front of the buildings was completed.
- All cage covers for water meter were completed.

2.2 Operations

- Security night patrol continued to clear any unauthorized overnight golf cart / vehicle parking.
- Estate staff has contacted respective occupants on the issue of obstruction of floor lobbies. CPL commented that the resident concerned had occasionally occupied the floor lobby for packaging. CM would instruct the security to approach the resident at the scene and to ensure that the articles were being removed immediately away from the common area if similar incident recurred.

2.3 Repairs and Maintenance

- Door hinges of refuse chamber were adjusted.

2.4 Landscape area

- New plants were added to the two main planters.
- Cleaning mobile team would clear the pebbles at the gaps between the outdoor floor tiles.

2.5 Improvement items

- Relocation of dog latrine was completed.
- Fragrance dispensers were installed.
- Recycling bins were placed near mailbox system at lobbies.

3. Matters Arising from Previous Minutes

3.1 Clothes hanging at balconies

It was noted that there were several units repeatedly doing laundry at the balconies. Despite the issue of management notice and written message to the occupants, it seemed that the situation persisted. To tackle the issue, CM would instruct the security to carry out regular home visits to remind the respective occupants to observe the rule.

3.2 Traffic Issue on Discovery Bay Road

CM advised that existing design of the crossing was concluded by traffic consultant after the tunnel operation. Under certain occasions, vehicles entering into the turning at a high speed might create potential hazard. CM would continue monitoring of the current situation of the spot and include this issue in the future traffic review exercise. In addition, the Committee requested CM to explore the feasibility of adding an outbound bus stop in front of Hillgrove.

4. Update on Outstanding Issues of Renovation Project

No further update. CM would contact Messrs R Cheng for follow up on the Buildings Department submission.

5. Proposed Lift Maintenance Contract

The existing contract with Fujitec was due to expire soon. Tender was issued to reputable lift maintenance contractors and CM would submit tender analysis after receiving feedback on tender queries. Both MMG and CPL commented that the waiting time of lift call was rather long when one of lift was being occupied. CM would review the existing picking-up-call arrangement with the maintenance contractor.

6. Major Expenditure of Budget 2010-2011

The major variances of income and expenditure of the village account were highlighted as follows:-

- Interest Income – Income reduced by about 30% was due to lower interest rate.
- Salary and Allowance – The provision increased by about 40% was made according to full man strength under the existing deployment.
- Security – An increase of 17% was made to reflect the addition of manpower in dayshift.
- Pest Control – A provision increased by 45% is made under the existing contract for monthly pest control and termite inspection services in common areas.
- Repairs and Maintenance – Outsiders – The provision has been increased by 32% for replacement of fire extinguisher and generator set filter.
- Water charge – An increase of 88% is allowed for the flushing water charge review in the financial year.
- Depreciation – Additional provision is made for the replacement of computer set.
- Miscellaneous – The provision is made with respect to the level of the previous budget.

It was planned to carry out the underground potable water supply pipe replacement works in this financial year and the costs totaling HK\$300,000.00 would be drawn from the Reserve Fund. Members requested CM to further evaluate the need and the timing of the replacement work, as it could be possibly postponed until the next renovation in order minimize disturbance to residents. Upon clarification, the revision if any would be circulated to Members for endorsement.

7. Report on previous City Owners' Committee (COC) Meeting of 31 March

7.1 Review of Flushing Water Supply Charge

The committee reviewed the existing rates of flushing water supply charge, which applied to the whole Discovery Bay.

7.2 Revision of City Budget

The budget was being further studied and several items required further clarification with Finance Sub-committee.

7.3 Introduction Electric Golf Cart

The first batch of electric golf carts would be delivered to Discovery Bay and the provision of power charging stations would be studied.

7.4 Major Service Contracts in Discovery Bay

The security service contract has been renewed with Centurion Facility Company Limited under which the provision of defibrillator was in place, and the tender of cleaning contract was in progress.

8. Community Event

Event	Venue	Date / Time	Activities
Action Sprint Adventure Race	Racing route	9 May 9am – 2pm	Running contest
Recycling Day	Piazza	16 May 11:30am – 5pm	Promotion of recycling activities
Discovery Bay Dragon Boat Races and Carnival 2010	Tai Pak Bay and Piazza	16 June Races: 8am – 4:30pm Carnival: 11am – 5:30pm	Over 30 teams join the Races and over 70 sales booths

NW added that at the Recycling Day, there would be a display and introduction of electric golf cart and glass recycling activities. Residents were encouraged to visit the event.

9. Any Other Business

8.1 Date and Agenda of Upcoming Annual General Meeting

CM mentioned that the last Annual General Meeting was conducted in June last year, and under Sub-Deed of Mutual Covenant, a new VOC would be elected in one year's time. After discussion, it was agreed that the upcoming Annual General Meeting was fixed at 8:00 pm on Wednesday 23 June 2010 for the new VOC election.

8.2 Fire Drill

The next fire drill was scheduled at 11:00 am on Saturday 12 June 2010.

8.3 Signal of HDTV Reception

Members commented that the signal was found unstable recently. CM would follow up. (Post meeting notes: The maintenance work to rectify the digital signal was completed.)

10. Date of Next Meeting

The next VOC meeting would be held on Wednesday 23 June 2010 at 7:30 pm.

There being no other business, the meeting was adjourned at 9:50 pm.

Chairman