

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No 3 2010-2011

held on 2 December 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 Fan Chak Wah	(FCW)	- Member
Mr Lee Shap Chun	(LSC)	- Member
Mr G H Koo	(GH)	- Manager, Estate – City Management (CM)
Mr. Kelvin Siu	(KS)	- Office, Estate – CM
Mr Calvin Ting	(CT)	- Assistant Officer, Estate – CM
Ms. Pearl Curreem	(PC)	- Assistant Officer, Community Relations – CM

Apologies:

Ms Daggie Tse	(DT)	- Member
Mr Martyn Douglas Keen	(MDK)	- Member

In Attendance:

Nil

1. Confirmation of Previous Meeting Minutes

The meeting minutes of the Village Owners' Committee (VOC) Meeting No 2 on 14 September 2010 was approved and the Chairman signed the minutes.

2. Management Report

CM advised the Committee of the following village operations:

2.1 Replacement of lobby lightings with energy saving fluorescent tubes

Replacement of lobby lighting with energy saving fluorescent tubes to all typical floor lobbies and main lobbies were completed in early October.

2.2 High pressure water jet cleaning of outdoor area

The work was scheduled in mid-December and would focus on underground piping. It would become a regular cleaning item and the frequency was set to twice a year.

2.3 Proposed CCTV viewing village ingress

CM would further study the technical viability as well as the cost of the work, therefore more up to date information would be provided in the next VOC meeting.

2.4 Lift operation

The lift maintenance contractor Fujitec had confirmed there was lift by-pass sensor installed in the original design and Fujitec would review the setting on 9 December in order to reduce the waiting time during peak hours, if possible.

3. Matters Arising from Previous Minutes

3.1 Request for Bus Stop in front of Hillgrove

CC mentioned that the issue had been conveyed to Transport Division at the recent City Owners' Committee (COC) Meeting. Transport Division concurred to study the proposed temporary bus stop being operated in off-peak hours for outbound routes. CM would follow with Transport Division.

3.2 Update Progress of Installation of Motion Sensor

Price comparison of motion sensor was presented, but VOC commented that it should be a city-wise exercise and requested the Chair to raise the subject during the next COC meeting.

4. Update on Outstanding Issues of Renovation Project

Members asked if there were any outstanding cases of monies not yet refunded to owners who had installed the balustrade by themselves. CM would check with Finance and Accounts Department on records beyond the past three years and advise the Committee after the Meeting.

5. Discussion on Upcoming Renovation Project

The workflow of selecting consultancy firm was presented. The Committee agreed in principle to the process of a two-envelop system with a scoring ratio of 70% of technical aspect and 30% of pricing. The Committee also requested CM to send out the Renovation Working Group (RWG) membership invitation by next week and preferred to start the process in mid-January. The RWG Convener would normally be one the VOC Members and all owners were welcome to join the RWG. CM would provide a preliminary timetable in the next meeting.

Members suggested several items to be included in this renovation:

- i) Roof waterproofing refurbishment;
- ii) Lift programming (supposed to be studied and executed by the nominated maintenance contractor Fujitec);
- iii) New paint for facade in a lighter and nature tone;
- iv) Architectural treatment at street level including entrances and outdoor / landscape area;
- v) Lift door renewal; and
- vi) Floor lobby flooring and paint and lobby lightings.

Members were welcome to give their inputs to CM for consolidation and these suggestions would be further discussed in RWG once formed.

6. Financial Status

According the last record as at 31 October, it was noted that the expenses were in line with the budgeted figures. A surplus of about HK\$40,000.00 from the saving in City Expenses was achieved.

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

7.1 Election of Chairman

Mr Collin Boshier was re-elected as the Chairman of the new term.

7.3 Electrical Bus

After the presentation of Discovery Bay Transit Services Limited in the previous meeting, an electrical bus was delivered to Discovery Bay for exhibition in the coming weekend.

7.4 Road Usage License and Vehicle Entry Fees

The new rates were introduced with effect from 1 October. For Vehicle Entry Fee, it was expected to generate an additional income of about HK\$85,000.00 each month in Road Fund.

8. Community Event

Event	Venue	Date	Activities
COC and VOC Christmas Party	SkyCity Marriott Hotel	10 December	COC and VOC gathering
Flea Market	Piazza	9 January 2011	Sales of second hand products

9. Any Other Business

9.1 Poor performance of cleaner of Elegance Court

The cleaner performance in Elegance Court was not up to standard and CM would review the situation with Winson.

10. Date of Next Meeting

The next meeting was fixed at 8:00 pm on Wednesday 19 January 2011.

There being no other business, the meeting was adjourned at 9:45 pm.

Chairman