

**DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE**

**Minutes of Meeting No 4 2010-2011**

**held on 19 January 2011, 8:00 pm in Discovery Bay Office Centre**

**Present:**

Mr Christian Chasset	(CC)	- Chairman
Ms Alice Li	(AL)	- Member
Ms Daggie Tse	(DT)	- Member
Mr Martyn Douglas Keen	(MDK)	- Member
Mr G H Koo	(GH)	- Manager, Estate – City Management (CM)
Mr Calvin Ting	(CT)	- Assistant Officer, Estate – CM
Ms Pearl Curreem	(PC)	- Assistant Officer, Community Relations – CM

**Apologies:**

Mr Michael McGuire	(MMG)	- Vice-Chairman
Mr Chan Ping Leung	(CPL)	- Member
Mr Fan Chak Wah	(FCW)	- Member
Mr Lee Shap Chun	(LSC)	- Member

**In Attendance:**

Nil

**1. Confirmation of Previous Meeting Minutes**

The meeting minutes of the Village Owners' Committee (VOC) Meeting No 3 on 2 December 2010 was approved and the Chairman signed the minutes.

**2. Management Report**

CM advised the followings:

**2.1 Landscape Works**

- Trimming exercise was carried out in late December 2010 to avoid tress from overgrowing at golf cart parking area.
- New plants were introduced at areas near Elegance Court.
- New border was being planted to replaced the existing Duranta which became lignified. However, Members commented that Duranta was more preferred. CM agreed to reinstate the border with Duranta.

**2.2 Improvement of Cleaning at Elegance Court**

After re-arrangement of the existing working schedule and a change of deployment, the performance at floor lobbies was improved.

2.3 Lift operation

The lift by-pass sensor had been adjusted by Fujitec to a loading capacity of 75 percent, such that the lift car would skip floor calls when fully occupied, while the another lift cars would be triggered to attend the calls. The arrangement was to reduce the waiting time at mid levels during peak hours.

2.4 Replacement of lightings with T5 fluorescent tubes in refuse chamber

Replacement of lighting with energy saving fluorescent tubes to all refuse chambers was completed.

3. **Matters Arising from Previous Minutes**

3.1 Request for Bus Stop in front of Hillgrove

Transport Division was reviewing 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

The subject would be raised in the upcoming City Owners' Committee Meeting on 26 January.

3.3 Proposed CCTV System at Ingress

Cost estimate and location plan of CCTV system was presented. CCTV set with image transferred to Local Management Office (including supply and install) would cost about HK\$6,000.00. In view of the limited perspective that only covered the driveway, it was more preferred to increase the outdoor patrol frequency to strengthen the control on security and debris dumping. CM would revise the patrol schedule.

4. **Update on Outstanding Issues of Renovation Project**

CM advised that there were about 8 outstanding cases of monies not yet refunded to owners who had installed the balustrade by themselves. The refund would be processed only after the completion of Building Department process.

5. **Formation of Renovation Working Group (RWG)**

CM advised that invitation of formation of RWG was issued to all owners in Hillgrove early this month. At this stage, despite the low response rate and in order to expedite the process, it was recommended a combination of RWG and VOC, such that the renovation matters could be discussed immediately before each VOC Meetings which would form resolution on the discussions. The Committee unanimously agreed. It was further agreed that each VOC member would become a member in RWG.

The Building Surveying Company List of The Hong Kong Institute of Surveyors was tabled. There were a total of 43 consultancy firms on list. CM would circulate the list among the Committee for comment before sending express of interest to these firms.

CM advised that according to the past experience, it required about 3 to 4 months to complete the consultancy services selection process and about 9 months for main contract tendering before the site work. It was then expected that the actual renovation would take place in October 2012 after the rainy season.

The estimated renovation cost would be further discussed at the consultation of the new budget.

CM would also prepare a wish list to be sent to all owners for consultation of improvement items. The draft would be submitted to the Committee for comment.

## **6. Financial Status**

According the last record as at 31 December 2010, it was noted that the expenses were in line with the budgeted figures. A surplus of about HK\$73,000.00 from the saving in City Expenses was achieved.

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

The upcoming meeting was scheduled on 26 January. A Member suggested a review on the speeding control along Discovery Bay Road as speeding occurred from time to time especially in front of Hillgrove.

## **8. Community Event**

<b>Event</b>	<b>Venue</b>	<b>Date</b>	<b>Activities</b>
Walking on Air of Playright	Piazza and beach area	27 February	Game booths for children

## **9. Any Other Business**

### **9.1 Decoration Work Noise Control during Weekends**

Members commented that the control during weekends was not effective. According to the City Rules, no noise decoration was allowed on Saturdays, Sundays and Public Holidays. However, it was observed that some contractors had violated the rules. CM would study the manpower deployment to improve the situation.

9.2 Upgrade Program of PCCW

PCCW advertised that the broadband was available at 100M. However, MDK pointed out that the speed was far below PCCW's statement in the advertisement. CM would update the Committee on the recent improvement works carried out by PCCW and would clarify with PCCW on the broadband speed that could achieve.

9.3 Maintenance of Doorphone System

MDK learnt from some owners that the flat doorphones were not working properly. CM would contact the owners concerned for repairs.

9.4 Nullah near Hillgrove

It was recommended fencing the entire area to prevent children from entering into the canal accidentally.

9.5 Modification of Entrance Door Floor Hinge

For power saving of lobby air-conditioners during summers, CM would replace the existing door floor hinge with adjustable type, such that the doors could be closed automatically.

9.6 Notice Board at Entrance Lobbies

It was agreed to remove any unnecessary stands or signs placed on the floor, while notices and posters should be confined to the wall-mounted notice boards.

**10. Date of Next Meeting**

The next meeting was fixed at 8:00 pm on Wednesday 23 March 2011.

There being no other business, the meeting was adjourned at 9:35 pm.

Chairman