

**DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE**

**Minutes of Meeting No 5 2010-2011**

**held on 23 March 2011, 8:00 pm in Discovery Bay Office Centre**

**Present:**

Mr Christian Chasset	(CC)	- Chairman
Mr. Michael McGuire	(MMG)	- Vice-Chairman
Mr. Chan Ping Leung	(CPL)	- Member
Mr. Fan Chak Wah	(FCW)	- Member
Mr. G H Koo	(GH)	- Manager, Estate – City Management (CM)
Mr. Kelvin Siu	(KS)	- Officer, Estate – CM
Ms Carol Lee	(CL)	- Officer, Community Relations – CM

**Apologies:**

Ms Alice Li	(AL)	- Member
Ms Daggie Tse	(DT)	- Member
Mr. Martyn Douglas Keen	(MDK)	- Member
Mr. Lee Shap Chun	(LSC)	- Member

**In Attendance:**

Mr T Gabauer of Elegance Court

**1. Confirmation of Previous Meeting Minutes**

The meeting minutes of the Village Owners' Committee (VOC) Meeting No 4 on 19 January 2011 was approved.

**2. Management Report**

CM advised the Committee on the following operations:

**2.1 Security wiring**

CM proposed to add security wiring around the piping at the low level of all the buildings as to increase the security measure of Hillgrove Village. After discussed with the Committee, Members agreed to defer the proposal and to include this item in the consultancy services for a more comprehensive design.

**2.2 Installation of new booster tank in Brilliance Court**

The existing booster tank located in Brilliance Court approached the end of its life span and needed to be replaced. The Committee agreed to the replacement subject to competitive quotation exercise. In addition, CM would work out alternative models as durability and installation costs were concerned. CM would also carry out inspections on the booster tanks in the other two buildings and advised the Committee on the current condition of the facilities.

2.3 Decoration noise on Saturday morning

CM briefed that the frequency of patrol had been increased as to ensure that the workers observed the rules of working on Saturdays. Furthermore, the Committee emphasized that 'no noisy work on Saturday' should be stated clearly on all the notices and letters related to the decoration application.

3. **Matters Arising from Previous Minutes**

3.1 Request for Bus Stop in front of Hillgrove

The issue was being reviewed by the new team of Transport Division and it was expected that a feasibility report could be done within four weeks. CM would follow up with Transport Division.

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

No further information was available since last update.

5. **Update on Tender of Consultancy Services**

5.1 Condition survey questionnaire to residents

CM advised that a draft of questionnaire to all residents regarding renovation was prepared and presented to the Committee. After discussion, CM would fine-tune the draft by adding specific locations under the improvement section and the revised version would be disseminated among the Members again before the end of this week.

5.2 Time frame for the whole renovation project

CM presented the time frame to the Committee and Members was content about the lead time under which the site work would start in September 2012.

5.3 Past performance of consultants who worked in Discovery Bay

CM would provide information about the past performance of consultants who had worked in Discovery Bay under the working paper of consultancy services tender. CM would update the Committee after the Meeting.

6. **Major Expenses in Budget 2011-2012**

CM presented the summary of all the major expenditures in 2011-2012 to the Committee. To achieve a balanced budget and prepare for the upcoming renovation, it was necessary to raise the management fee this year. There was no adverse comment from the Members on the major expenditure, however it was more preferable to introduce a slight increment. CM would work out a revision for consideration.

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

The last COC meeting was held on the 26 January 2011 and the major issues are as follows:

- Organic Waste Treatment Facility at Siu Ho Wan  
It was suggested that the Clubs and Discovery Bay commercial tenants should be encouraged to join the scheme to dispose of their food and organic waste when the facilities were in operation.
- Declaration of Interest  
The COC agreed to adopt in principle a mechanism for the declaration of interest.
- Proposed Fare Increase for Discovery Bay Ferry Services  
No conclusion was made on the proposed ferry fare increase.
- Tendering of Security Contract  
As further discussion was required, a working group was formed to study the proposal.

**8. Community Event**

Date	Event	Venue
27 March 2011	Lantau Buffalos Duathlon for Kids	DB North & Siena Park
10 April 2011	Sunday Flea Market	Piazza
5 June 2011 to 6 June 2011	Dragon Boat Carnival and Races	Piazza and Tai Pak Beach

**9. Any Other Business**

**9.1 Invite Landscape Team to attend next VOC Meeting**

Members would like to invite Landscape Team to attend the next meeting for a discussion on the landscape plan.

**9.2 Update progress of clearance of bicycle racks**

The progress had been delay due to no spare room available in Hillgrove Village at the moment, however this exercise was now expected to be completed by the end of April 2011 when storage space became available a few weeks later.

9.3 Maintenance of slope behind Hillgrove Village

The issue of maintenance responsibility and insurance coverage of the slope behind Hillgrove Village was raised. The Chairman would put forward this issue in the next COC Meeting.

9.4 Laundry hanged in the balcony

Members urged CM to take further action against the residents concerned including warning letters, home visits to remind the occupants to remove the clothes at height. Records would be kept in management office for further action, if required.

9.5 New mailbox for cheque collection in main lobby

CM would source more models with the suppliers and submit to the Committee in the next VOC Meeting.

**10. Date of Next Meeting**

The next meeting was fixed at 8:00 pm on Wednesday 4 May 2011.

There being no other business, the meeting was adjourned at 10:15 pm.

Chairman