

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No 9 2018-2019

held on 8 October 2020 at 7:30pm

at Conference Room No 2, Discovery Bay Office Centre

Present:

Mr Edwin Rainbow	(ER)	Chairperson
Ms Janice Fung	(JF)	Vice Chairperson
Ms Alice Li	(AL)	Member
Mr Chung Kwok Wah	(CKW)	Member
Mr Edmund Fan	(EF)	Member
Mr John Antweilier	(JA)	Member
Ms Lo Yuk Shan Connie	(CL)	Member
Mr Martyn Keen	(MK)	Member
Mr Nigel JH Reid	(NR)	Member
Ms Nikki Wepener	(NW)	Member
Mr Yiu Leslie Sheun Lai	(LY)	Member
Mr G H Koo	(GH)	Manager – Estate, City Management (CM) (Secretary)
Mr Sam Lo	(SL)	Contracts Manger – Works, CM
Ms Ricky Kong	(RK)	Senior Officer – Estate, CM
Mr John Chan	(JC)	Senior Officer – Works, CM

Absent with Apologies:

Mr Edwin Tam	(ET)	Member
Fine Faith Limited	(FFL)	Member
Ms Kimberly Keng	(KK)	Member
Mr Michael McGuire	(MM)	Member

In Attendance

Mr Philip Wong	(HPA)	Messrs Ho & Partners
Mr Raymond Leung	(Fulam)	Fulam Construction Engineering Co Ltd
Mr T S Yeung	(Fulam)	Fulam Construction Engineering Co Ltd

1. Confirmation of previous meeting minutes

The draft of meeting minutes of Village Owners' Committee (VOC) Meeting No 8 of 4 June 2020 was tabled and circulated for review before the meeting. ER commented that the record of Item 6.2 Legal Actions for Recovery of Interest over Long Overdue Debt was not proper and CM needed to re-write for a better record of the discussion. CM would work on the related section and put the revision forward for VOC's vetting.

2. Matters arising

2.1 Report on actions on golf cart parking and other daily irregularities

The parking control problem persisted. To address the issue, some Members suggested printing message “Priority to Hillgrove Residents” on the parking spaces. It was also suggested to re-paint the demarcation as lines faded out. To identify the resident’s golf cart, Members proposed to introduce a label system for Hillgrove residents. CM would review and assess the effectiveness of the system, and report.

2.2 WR2 Fixed Electrical Installation Inspection and Subsequent Rectification

CM advised that WR2 inspection was completed in the second quarter with a minor delay due to revised working programme to accommodate the need of work from home in the midst of Covid-19. Rectification followed the inspection and the work was completed satisfactorily.

3. Management Report by City Management

3.1 Improvement Work to Local Management Office

CM mentioned that the counter at Local Management Office was renewed by mounting a marble-patterned sticker. The appearance was satisfactory. Similarly, CM applied the same sticker to cover the worn-out building name sign. The Committee was invited to view the mock up and feedback after the Meeting.

3.2 Smart Meter provided by CLP

CM advised that CLP were prepared to replace the existing electricity meters of individual flats by smart meters. With the new meters, CLP was able to take the meter readings remotely without physical attendance of CLP staff. During the replacement, there would be a power suspension for a short period of time, while notice would be sent to affected residents in advance.

4. Progress of Renovation

4.1 Improvement Items

According to the last meeting, CM has prepared and circulated the improvement list for review. The list was divided into three categories with cost estimate / lowest bids after quotation invitations: (i) items to be done through routine repairs and maintenance; (ii) items requiring tender process in view of estimated contract sums; and (iii) wish list of suggestions / feedback from residents after the completion of renovation.

On items under point (i) above, VOC suggested a site walk to go through these items in order to assess if these items were desirable. Decision could be made on the spot and CM could proceed accordingly. CM to coordinate the site walk and report afterward.

On items under point (ii) above, the draft scope of work / specification was tabled. CM would complete the full sets of tender documents and carry out tender exercise according to the procurement practice.

On items under point (iii) above, Members would walk through these items on site to confirm if they were desired and could covered under points (i) or (ii) above.

4.2 Underground Conduit Work (for digital notice board and CCTV system)

ER mentioned that he and CM had attended a presentation organized by a vendor of digital display. While the renovation was just completed, it might not worth to open up the walkway for installing underground conduit through which the display panels could be connected in three buildings. ER and CM would work out the solution after the Meeting. Wireless technologies might apply.

4.3 Discussion of Various Variation and Defects for Renovation Work

General

Fulam presented the progress of defect rectification of which 70~80 percent on various items was completed. As the defect liability period was due to expire in early December, CM would fix the date of final site inspection where HPA would verify the defective items according to the contract requirement.

Renovation Cost

While preparing the final amount, there was an adjustment required to the unsuccessful repairs of driveway paving block. A reduction would be assessed, based on the bill of quantity in the contract and quantity surveyors' verification. Fulam offered a sum of reduction for settling the work for Committee's consideration.

Outdoor Areas – Driveway Ponds

After the replacement and re-leveling of certain areas, ponds persisted after heavy raining. HPA explained that the problem was due to a mixture of old and new paving blocks where the rainwater did not penetrate and drain away from the surface effectively. A video was presented to illustrate the finding. Members asked HPA to further explore a possible solution, for example, improving the existing drainage system. HPA and Fulam would study the existing drainage provision and revert.

5. Report on Financial Status

5.1 Legal Actions for Recovery of Interest over Long Overdue Debt

Before the discussion on the subject, the Chair stated that he would like to remind owners through this minutes the fact that the owner had effectively been allowed by CM to borrow from the Hillgrove Village Reserve Fund at a favourable rate of interest for 17 years between 2003 to now. The loss might have continued to accumulate with no action had a Member not found a massive loophole in the accounts. CM obstructed the payment of the Chair “Out of Pocket” expenses used to obtain legal counsel in order to accelerate the process.

The VOC had two problems:

- A need to recover the debt which could only be done through CM; and
- The continuing failure of the Senior Management to action the debt recovery.

CM then reported on the progress of the instruction to Messrs Chung and Kwan to initiate the legal proceedings against the default owner(s). When Messrs Chung and Kwan drafted the first demand letter, the debt amount with late payment interest was being computed on single basis which deviated from that (compound basis) suggested by VOC. In order to clarify the basis, Messrs Chung and Kwan was requested [by HKR?] to give an advice. The legal advice from which indicated that simple basis should be adopted in this case. Eventually, Messrs Chung and Kwan declined the instruction and ceased to represent CM to proceed further.

In these circumstances, CM had to invite competitive quotes from law firms again to continue the legal actions. A list of five was presented in the Meeting as attached. CM would submit a cost comparison and proceed with appointment of law firm for the legal actions.

6. Matters of City Owners’ Committee Meeting

ER has provided the summary of last City Owners’ Committee meeting held on 7 October 2020 which was recorded in Annexure I attached.

7. Reports of Sub-Committees and Working Groups

ER also provided a summary of various reports as shown in Annexure I attached

8. Community events

Due to the outbreak of Covid-19 early this year, community events and activities were suspended until further notice.

9. **Any Other Business**

Nil

10. **Date of Next Meeting**

Next meeting to be confirmed and the upcoming Annual General Meeting to be held in December tentatively.

As there be no further business, the Meeting was closed at 9:45 pm.



Chairperson