



DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No 14 2018-2019

held on 25 August 2021 at 7:30pm

at Room 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 John Antweilier	(JA)	Member
Mr Martyn Keen	(MK)	Member
Straba Company Limited –		
Mr Nigel JH Reid	(NR)	Member
Mr Ringo Yeung	(RY)	Manager – Estate, City Management (CM) (Secretary)
Mr Wilson Chu	(WC)	Assistant Officer – Estate, CM

Absent with Apologies:

Mr Edwin Tam	(ET)	Member
Fine Faith Limited –		
Mr. Dominic Ho	(DH)	Member
Ms Kimberly Keng	(KK)	Member
Mr Yiu Leslie Sheun Lai	(LY)	Member
Ms Lo Yuk Shan Connie	(CL)	Member
Mr Edmund Fan	(EF)	Member
Ms Nikki Wepener	(NW)	Member
Mr Michael McGuire	(MM)	Member

In Attendance

Mr. Cheng Lok Man	Brilliance Court
Ms. Ho Yiu Heung	Brilliance Court
Ms. Manda Chan	Glamour Court

1. Demonstration of Automated External Defibrillator (AED) by Supplier

An AED has been purchased placing outside of the Local Management Office of Hillgrove Village. The supplier was invited to have a demonstration of using AED and answer enquiries from VOC members in this meeting.

愉景灣服務管理有限公司
Discovery Bay Services Management Limited

香港大嶼山愉景灣廣場徑二號愉景灣商務中心103室
Unit 103, Discovery Bay Office Centre
No.2, Plaza Lane, Discovery Bay, Lantau Island, Hong Kong
電話 Tel: (852) 2238 3601 傳真 Fax: (852) 2987 8192

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香港興業國際集團有限公司成員
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2. Confirmation of previous meeting minutes

The draft meeting minutes of Village Owners' Committee (VOC) Meeting No.13 of 22 July 2021 was tabled and circulated for review before the meeting. No further comment from VOC members was raised and the minute was proposed by JA and seconded by MK. The Chair would sign off the meeting minutes at the manager's office.

3. Matters arising

- 3.1 Report on actions on golf cart parking
CM reported that as at today after implemented the control measure from 2 August, 18 parking permits have issued, and a few of permits are processed. So far none of applications were rejected. There were 336 warning notes issued out and 1 golf cart was wheel champed.
- 3.2 As the issued permits seems would be more than 21 numbers of parking spaces Hillgrove has, the parking spaces would be allowed for authorized drivers to park in a way of first come first serve.

4. Management Report by City Management

- 4.1 For the case of causing dirt marks on a side of external wall from Units B from 17th floor to the ground floor, the related unit contractor arranged its workers to remove the dirt by using a truck with rising platform on 23 August 2021. The cleaning result was satisfied. As the platform could not reach over 12th floors, CM will follow with the contractor for removing dirt on the rest of higher floors by using other cleaning ways.
- 4.2 NR suggested to raise the refundable unit renovation fee deposit to \$15,000 and the non-refundable unit renovation charge to \$1,500 per month. Other Members agreed to have resolution for the renovation deposit and charge adjustment in next VOC meeting.

5. Discuss measures dealing with goods vehicles parking for long time at Hillgrove

- 5.1 NR reported that a blue van always parked at the front of Elegance Court for hours or longer without loading or unloading goods, seems abuse the system of vehicle temporary parking for service purpose.
- 5.2 CM stated that the driver of the van was the resident of Hillgrove. He always parked the van there going home to have meal and get stuff. Staff had talked to the driver and reminded him parking at the road of the side in the Village for long time without doing service was not acceptable. The driver agreed to stop parking in the Village if no service provided. CM and VOC members would monitor the situation in the future.

6. Communal lighting and waste disposal

- 6.1 NR stated that a resident in Elegance Court had put several tube strip lighting bulbs into the glass recycling bin. This was dangerous and inappropriate.
- 6.2 CM stated that our village has joined the Fluorescent Lamp Recycling Programme held by Environmental Protection Department (EPD). Regular bulbs can be put into the designated box in the Local Management Department while long fluorescent tubes can be given to CM staff for putting into the store room until next collection of the light bulbs and tubes arranged from EPD. CM would put notices at the recycling corners to tell residents to recycle the lighting bulbs and tubes by giving them to the CM staff at the Local Management Office.
- 6.3 Some area of the village buildings were still using CFL bulbs which are highly toxic and inefficient compared with LED bulbs. Hence NR proposed not to use any CFL bulbs in Hillgrove Village unless there is a strict technical requirement to do so, and use LED bulbs instead in the future.
- 6.4 All attended members agreed and CM will use LED bulbs to replace existing CFL bulbs if they failed.

7. Outstanding improvement Items

7.1 Window Checking

- 7.1.1 In the last meeting, there was query that the number of repair items recently checked by chosen tendered Wing Lok was far more than that checked by other 2 contractors who provided quotation for window checking and repairing for blocks of Hillgrove in 2019. CM stated that the two quotations were carried out in 2019 and were not a formal checking reports and could not fulfill the compulsory window checking standard. By the way, one of the said contractors Wang Hing was invited to the tender for the work of window checking and repairing, but it didn't return tender at the end.

On the other hand, for the concerns of quantity of defective items, CM technical team contacted Wing Lok to perform further joint inspection, and performed another random checked to verify the inspection on 16 August 2021 again, items reported are required to repair. Google drive link for detailed reports and photos of Wing Lok's checking were given to all members' reference before the meeting.

- 7.1.2 ER stated that the said contractor Wang Hing has good reputation and the quoted unit price in 2019 was lower than the chosen one. Some members suggested CM to find out the reason Wang Hing didn't return the recent, and wonder if Wang Hing are still interested and willing to return the bid if re-tender is conducted. Further decision can be made to the progress of this work after VOC got the said information.

7.2 Railing work

7.2.1 CM issued another VOC paper No.T1902/21 contained the price of alternative offer to replace hot-dip galvanize steel railing to match with Highways Department's standard design (refer to Appendix). The lowest bid is \$484,500 which is higher than the cost of using hot-dip galvanize steel railing in original railing design (\$230,000). Higher cost for using Highways Department's standard design because additional cost involved on recast bottom concrete curb and process submission to obtain approval under Building Department's Minor Works Control System.

7.2.2 Members would like to have further cost breakdown of the railing work for using metal railing in Highways Department's standard design. Besides, related ordinances requirement for seeking approval from Building Department are also required for further comment to the railing job.

7.3 Paint tiles to match existing corridor floor tiles

As painting work would be better to be carried out in dry season, CM proposed to have the painting work started in October of this year. First priority would be painting those tiles in the middle of the corridor which still let residents passing by. The tiles in front of the lift or unit entrances would be painted later with special arrangement.

7.4 Project to Install LED lighting throughout

For arranging the work of design, procure and proceed the work through tendering to replace lighting not replaced by the main contractor in the recent renovation, CM was drafting the scope of work for the tendering.

7.5 Plant bushes around the front of the Hillgrove playground

CM will replace the existing plants with thicker bushes in a few of each time when suitable bushes were found and ordered.

7.6 Replace the outdoor old barrier by bollards at the pathway in front of BC

7.6.1 The quotation from outside contractor to provide materials and install the bollards is \$20,000 which was over the cost estimated at the beginning. If CM purchases the bollards and installs them by in-house labours, the cost will estimate to be lower (materials cost about \$4,400 with labour cost about \$3,000).

7.6.2 Members agreed that the work could be carried out if the cost would be under \$10,000.

7.7 Replacement of failed lighting around the towers

CM completed the repair of tower entrance lights and the post light on side of the road in mid-August.

7.8 Encourage resident to repair broken mailbox in G/F lobby

CM had got 2 quotations from contractors as cost indication or reference to be made available to residents to then fix their broken mailboxes in G/F lobbies. CM was trying to get more quotations for reference.

- 7.9 Lift button sensor on G/F Lobby
The lift contractor has completed installing the lift button sensor on G/F lobby in mid-August.
- 7.10 Roof Security Measures
- 7.10.1 The cost of installing 6 push bars with alarm on all roof doors was \$23,100. Members agreed to install the push bars.
- 7.10.2 After discussion, Members agreed that CCTV would not be installed at the roof entrance area at this moment.
- 7.11 Electric barrier for golf cart parking area
As the installation involved different minor work details such as electricity supply and required contractor of related field's proposal, CM requires further time to get the cost reference for the work. Nevertheless, there was cost about \$300,000 to install similar electric barrier in Discovery Bay which was given for reference.
- 7.12 Purchase a laptop for VOC
CM was placing order to purchase a laptop for VOC. It should be ready by 3-week time.
- 7.13 Tidy up and clean the G/F open storage spaces
- 7.13.1 CM has tidied up and only placed small amount of materials such as blocking cones for emergency at storage space by August 2021.
- 7.13.2 Members requested to remove all materials at the storage space. CM would make do it soon.
- 7.14 Clear down notices on the wall at G/F lobbies
Members reminded that instead of some emergency notices posting at the lift front area, all notices including posters should be posted onto the notice board at G/F lobbies.
- 7.15 Remove plastic protection panels to clean the lift cars
CM was getting quotation to repair some lift plastic protection panels and remove all panels for cleaning walls and floors of lift cars.
- 7.16 Improve the appearance of the G/F shelter spaces
For the suggestion of building a permanent unenclosed wall (with height to block the recycling bins) in front of the space and left space for the entrance. CM found that there was insufficient Gross Floor Area to build any walls. Members would like to have the information for reference.
- 7.17 Place additional recycling bins to the blocks
CM had applied for additional 2 sets of free recycling bins from Environment Protection Department (EPD). EPD Officers stated that they may have an on-site visit and would reply the result of application soon.

8. Discussion of various variation and defects for the renovation works

- 8.1 NR stated that pooling repairing work for the driveway paving by renovation contractor Fulam remains unsatisfactory and has failed to resolve the problem for many months. Fulam recently drilled holes on the driveway but the situation has not improved. Fulam remains unwilling to resolve the situation and offers a 50% reduction on the final unpaid billing in respect of such.
- 8.2 The total payment of the defective driveway work can also considerably not to be paid, while there are still have approximately HK\$976,000 under retention of the renovation, which is well in excess of the driveway billings under dispute.
- 8.3 After discussing, the Committee mutually decide to reject Fulam's offer and refuse to pay anything for the driveway work on the grounds that Fulam failed totally to comply with the terms of the tender making unilateral decisions that several VOC members had to spend numerous hours (unpaid) intervening and ensuring that a total disaster did not happen.

9. Legal actions for recovery of interest over long overdue debt

- 9.1 CM stated that the management and company's legal section are studying appropriate way to follow up the collection of outstanding fee from units with the long overdue payments, and will report to VOC if there are any updates.

10. Matters of City Owners' Committee Meeting

- 10.1 The Chairman had circulated a summary of the recent City owners Meeting.

11. Reports of Sub-Committees and Working Groups

- 11.1 ER reported that there was a proposal at the COC meeting of setting places to collect polystyrene in individual villages in the future.

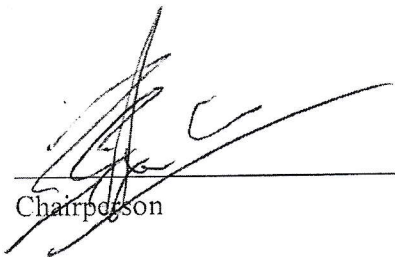
12. Any Other Business

- 12.1 JF stated that there was a banner near the pier showing that a Church was using a unit at Glamour Court to hold religion activities. CM stated that they sent a letter to give warning to the related unit owner before informing that resident unit cannot be used for non-domestic purpose. CM would follow up that.
- 12.2 ER suggested to hold the Owners' Meeting of Hillgrove at 20 November 2021. Details can be discussed later.

13. Date of Next Meeting •

The next meeting set as 23 September 2021.

As there be no further business, the Meeting was closed at 10:05 pm.


Chairperson

