

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No 15 2018-2019
held on 23 September 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 Edmund Fan	(EF)	Member
Mr Edwin Tam	(ET)	Member
Mr John Antweilier	(JA)	Member
Ms Nikki Wepener	(NW)	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:

Fine Faith Limited –		
Mr. Dominic Ho	(DH)	Member
Ms Kimberly Keng	(KK)	Member
Ms Lo Yuk Shan Connie	(CL)	Member
Mr Yiu Leslie Sheun Lai	(LY)	Member
Mr Martyn Keen	(MK)	Member
Mr Michael McGuire	(MM)	Member

In Attendance

Mr. K. L. Wong Glamour Court

1. Confirmation of previous meeting minutes

RY stated that Mr. Dominic Ho tendered his resignation on 23 September. There were 14 VOC members of the Village as at today.

The draft meeting minutes of Village Owners' Committee (VOC) Meeting No.14 of 25 August 2021 was tabled and circulated for review before the meeting, NR commented that the record of Item 8.0 regarding the discussion of renovation defects were unclear. CM would work on the related section and rewrite for a better record of the discussion.

The Chair would sign off the meeting minutes at the manager's office after amended.

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

2. Matters arising

- 2.1 Report on actions on golf cart parking
CM reported that so far there were 336 warning notes issued out in August and 55 warning notes issued out so far. So far 2 golf carts had been wheel champed.
- 2.2 NR believed that some golf carts repeatedly violate the rules and got more than one warning notes. CM would issue warning letters to the owners of the golf carts.
- 2.3 The Chairman requested CM to review and give proposal for improving golf cart parking control measure especially during night time.

3. Management Report by City Management

- 3.1 For the case of causing dirt marks on many floors of a side of external wall of Units B by a unit renovation contractor, there were still a few floors in mid floor uncleaned yet. CM was discussing with the unit renovation contractor the way to clean the rest of the wall, and may need to seek co-operation with related unit residents to help.

4. Resolve to Adjust Refundable "Renovation Deposit" to HK\$15,000 and "Non-Refundable Renovation Charge" to HK\$1,500 per month for Unit Renovation in Hillgrove

- 4.1 NR proposed, JA seconded. The Committee voted to adjust refundable "Renovation Deposit" to HK\$15,000 and "Non-Refundable Renovation Charge" to HK\$1,500 per month for Unit Renovation in Hillgrove. The motion was put forward to vote by show of hands.

The result was shown in the following table.

For	Against	Abstain
ER, JF, AL, CKW, EF, ET, JA, NW, NR	--	--
9 votes	0 vote	0 vote

The motion carried.

- 4.2 The adjustment will start from 1st November 2021. CM will issue notice to inform the residents.

5. Study and Discuss Suitable Type of Insurances to Protect Members of VOC from Risks Involved in Handling Estate Matters

- 5.1 NR suggested considering to purchase VOC members liability insurance policy. Reference can be taken from another Village Parkvale (PV), who has purchased this kind of insurance. The insurance covers VOC members, Chairman and members taking duties of COC and / or sub-committees. The policy also covers defense cost from lawsuits, etc. The PV policy cost of this year is HK\$52,000.
- 5.2 CM will circulate the PV insurance policy for VOC members' reference, and may further discuss about this issue later.

6. Outstanding improvement Items

- 6.1 Improvement items can be referred to the attached Table for Task Items to Follow Up.

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

- 7.1 CM reported that the message of refusing to pay the driveway work on the grounds due to Fulam's failure of settling the problem of driveway ponding was delivered to HPA and Fulam. CM urges HPA to prepare the finalize report of practical completion of works.

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

- 8.1 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.
- 8.2 EF thought that CM should sue the related unit, and doubted whether CM had negligence in breach of its duty.

9. Matters of City Owners' Committee Meeting

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

10. Any Other Business

- 10.1 ER shared a brief presentation conducted at the COC meeting by another resident before. There was a view that the developer HKR should bear more management expenses of the City based on the City areas that it owns, including the retained area,

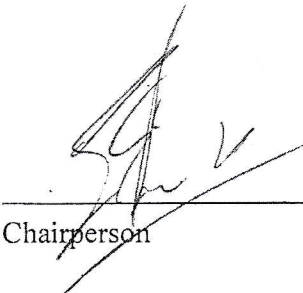
public recreational facilities, etc.

10.2 VOC planned to have an Annual General Meeting (AGM) of Owners in either 8:00p.m. on 18 November 2021 (Thursday) or at 11:00a.m. on 20th November 2021 (Saturday), and suggested to seek owners' advice. CM would issue a questionnaire to Village owners collecting their preference of the above meeting dates.

11. Date of Next Meeting

The next meeting set as 28 October 2021.

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



Chairperson

Table for Task Items to Follow Up

Updated on : 23-Sep-21

Date	Work Items	Approved by VOC	Action	Status
Ongoing	Painting of unmatched-color-tiles in corridors	Yes	Unstable weather causes high humidity from Aug to Sept. Plan to do the work in Oct 2021	Schedule to carry out the work in Oct 2021
Ongoing	Design and install LED lightings (refurbishment may be needed) for internal and external G/F lobbies	No	- CM is asking designer to provide initial scope of work and initial cost to the work for reference and prepare tender document for future work. Aims to have the information by mid-October 2021	In progress
Ongoing	Window Checking and Repairing	No	- follow up from the VOC meeting on Aug 2021, CM contacted another window contractor who provided quotation in 2019, and confirm that the contractor will give the bid if the Village have tender for repairing work later. - VOC agreed CM to re-tender the window repair work based on the window checking result from prior-chosen-tendered contractor Wing Lok. - CM will replace all side of existing plants by thicker plants a few each time in the future.	CM will prepare the re-tender document
Ongoing	Replace plants at front of village between road and playground to thicker plants (for avoid people cutting through)			
May-21	Replace the old metal gate by 4 stainless steel bollards on the pathway in front of Elegance Court	Yes	- The work is agreed by VOC to be proceeded within \$10,000. CM just placed the order for the bollard materials and will arrange in-house technicians to install them so as to do the work within the target.	Plan to complete the work within October 2021
Jun-21	Provide BD highway type railing quotation for VOC's consideration.	No	- prepared the breakdown details of railing work matching with Highway standards for reference. - Provide ordinance requirement of the work under Minor Work Category 1 under Minor Work Control System for OC's reference. Information will be circulated to VOC for reference.	VOC is considering
Jul-21	CM to get a cost indication to be made available to residents to then fix their broken mailboxes in G/F lobbies	Yes	- 2 quotations are got from from available contractors for the reference. - VOC agreed CM to issue notice with contractors' prices for residents' reference in the meeting on September 2021.	In progress
Jun-21	Install emergency push locks with alarms on all roof doors to secure the roof from general access	Yes	- the work starts in 22 September 2021 and planned to be completed by October.	In progress
Jun-21	Electric barrier for golf cart parking area next to Glamour Court	No	VOC agreed to drop this study item in the meeting of September 2021.	Dropped
Jul-21	Purchase a laptop for the use of VOC	Yes	- the laptop has been delivered to the Chairman on 15 September 2021.	Completed
Jul-21	Remove operating stuff such as barriers, cones, sand bags from the hollow space facing the road at Brilliance Court	Yes	Completed to remove all tools and equipment.	Completed

Jul-21	Clear down notices on the wall on G/F lobbies and lifts. Put all the notice on notice board in G/F lobby (only some emergent notice would be put on the side of lift entrance) - All posters also eliminated on the wall but put into the notice board if necessary	Yes	Completed and continue to keep this practice.	Completed
Jul-21	Cleaning the lift by removing the plastic protection panels	Yes	For the contractor was required to re-order the materials due to size mistake, the work planned to be completed in October 2021.	In progress
Jul-21	Add additional 2 sets of recycling bins at the G/F of towers	Yes	- Environmental Protection Department (EPD) replied approving 4 new sets of recycling bins to the Village. EPD planned to deliver them to the Village within October 2021.	In progress
Jul-21	Propose to build brick walls in front of some open storage areas of the towers	No	CM has sent a letter to Building Department trying to verify if we build a wall at the building G/F open storage area in the Village.	In progress