

## PERBADANAN PENGURUSAN VISTA KOMANWEL B (BUKU DAFTAR STRATA 2114)

Minutes of the 70<sup>th</sup> Property Management Committee Meeting

Ref : PPVKB/070/2021  
 Date : 17/04/2021  
 Time : 10.00AM  
 Venue : Badminton Hall

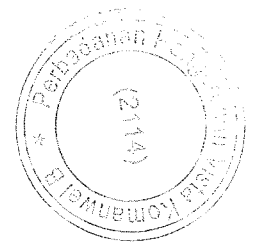
Attended by:

MANAGEMENT COMMITTEE (MC)

1.	Mr. Hoi Kam Fatt @Alan Hoi	HKF	Chairman
2.	Mdm. Tan Lai Yong @Melissa Tan	TLY	Secretary
3.	Mr. Chong Siew Han	CSH	Treasurer
4.	Mdm. Tan Siew Ling @Michelle Tan	TSL	Absent with Apologies
5.	Mr. Chow Yue Wing	CYW	Committee Member
6.	Mr. Ho Lee Wah @Daniel Ho	HLW	Committee Member
7.	Mr. Henry Lee Sin Fook @Henry Lee	HLS	Committee Member
8.	Mdm. Amarjit Kaur	AK	Committee Member

RAINE, HORNE & ZAKI PROPERTY MANAGEMENT (RHZ)

1.	Mr. Selvakumaran P.	SP	Operation Manager
2.	Mr. Norrol Kamal bin Md Zainin	KZ	Building Manager
3.	Mr. Barani Kumar	BK	Senior Account Executive
4.	Puan Suhana binti Sa'aya	SS	Admin Assistant



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Minutes of 70th MC Meeting @VKB – 17th April 2021

The Chairman welcomed all committee members to the 70<sup>th</sup> Property Management Committee meeting of Perbadanan Pengurusan Vista Komanwel B.

Item	Agenda	Matter Discussed	Action	PIC	Deadline
1.0	1.1 To adopt the last MC meeting minutes.	1.1.1 The minutes of the last Meeting (PPVKB/069/2021) were deliberated and was proposed to be adopted by TLY and seconded by HLW.	Info.		
2.0	2.1 Accounts	2.1.1 BK presented the Mar'2021 management report as below: Income - RM 167,269.45, Expenses – RM 172,664.26 deficit- (RM5,394.81).  2.1.2 MC was informed that non-contractual expenses for the month is RM 18,024.30 and major Non-contractual expenses is general repair maintenance expenses for RM15,880.00. Major expenses include: a) Repair & Service water pump & motor @ tower b for RM5,600.00. b) Repair, Supply & replace fire alarm system, CO2 system & wet wiser system RM6,610.00. c) Replace emergency battery operated power supply (EBOPS) for lift B2-3 RM2,550.00	Info.  Info.	BK	
	2.2 Defaulter	2.2.1 SS reported on the defaulters list with 19 units outstanding as per detail below: <b>B Tower</b> - 7 units (RM19,276.68) <b>B1</b> - 5 units (RM9,506.99) <b>B2</b> - 7 units (RM19,122.77)	Info.	KZ	

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	2.3 Tribunal Case	<p>2.2.2 MC was informed that shame list for defaulters as provided for in the Strata Management Act (SMA) for outstanding sum above RM1,000.00 has been displayed on notice board in respective lifts based on blocks.</p> <p>2.3.1 KZ presented the Tribunal listing to HKF for endorsement for unit B2-17-04, B2-02-06 and B2-09-04.</p> <p>2.3.2 MC was informed that a Notice of Demand will be issue to unit B1-06-01 if owner fails to pay before month end.</p>	Info.		
3.0	3.1 Lift - B Tower (Mitsubishi) Lift Refurbishment & Modernization - B Tower	<p>3.1.1 MC was informed that all PMA certificates issued by JKKP has been laminated and place in the respective lifts. Further to this KZ was requested to ensure certificates, and other signages in the lift to be put up in a way that they won't fall off easily. Also there was a request to place signage outside identifying each lift based on numbering.</p> <p>3.1.2 MC members deliberated at length on the operation of the newly refurbished lifts whereby there were frequents breakdown and SP informed the meeting that he will fix the meeting with Senior Management of Mitsubishi to discuss on all shortcomings. KZ to prepare the necessary documentation for the meeting schedule on 30<sup>th</sup> April 2021 at 10.30am and to be chaired by AK.</p> <p>3.1.3 MC was informed that Mitsubishi will forward a schedule for replacement of new switch board and it was suggested that a said works be carried out over the weekend tentatively on midnight on 2<sup>nd</sup> May 2021. KZ was requested to ensure that sufficient notices are issued and place at all prominent sections of the building including the lifts to ensure that residents take note of this operation.</p>	<p>KZ to arrange for signage.</p> <p>SP/KZ/AK.</p> <p>KZ to update.</p>	KZ	AK



4.0	4.1 Lift - B 1 and B2 Access Elevator	4.1.1 MC was informed that Access Elevator will replace the faulty grouping card for call buttons in Lift no 1 & 2 at B2 tentatively by next week as they place order for the items.	KZ to update.		
5.0	5.1 SECURITY (Veritas Security)	<p>5.1.1 MC was informed that a warning letter was issued to the Security for non-performance and MC requested that a copy of letter and their reply be forwarded to MC for info.</p> <p>5.1.2 MC was briefed on the collection for roro bin rental and penalty for clamping as at 17<sup>th</sup> April 2021 as detail below:</p> <p>5.1.3 Car clamping RM50.00 X 11 = 550.00</p> <p>5.1.4 Roro Bin RM100 X 3 = 300.00</p> <p><b>Total RM = 850.00</b></p>	<p>KZ to ensure compliance.</p> <p>Info.</p>		
6.0	6.1 CLEANER (TWOT Cleaning Services)	<p>6.1.1 MC was informed that TWOT is carrying out sanitization work once a week at all common area and in the event of any residents who are reported for covid-19 quarantine, they will be carried out the sanitization according our SOP.</p> <p>6.1.2 MC was informed that TWOT also provide landscape services and this matter was deliberated as there was proposal to engage them to replace the current landscapers. After much deliberation MC agreed that they should focus on the current assignment of cleaning and not be engage to carry out landscape work.</p>	<p>Info.</p> <p>Info.</p>		



7.0	7.1 PEST CONTROL (New-Tech Pest Control)	<p>7.1.1 MC was informed on the fogging schedule of our neighbors in view of the proposal to match the fogging timing with the as per detail below: VKA = Wednesday 5pm to 6pm VKC = Wednesday 9am &amp; 4.30pm IMU = Monday &amp; Thursday 7am</p> <p>7.1.2 In view of the difference of timing between 3 parcels, MC agreed that we should carried out our fogging on Wednesdays similar to VKA.</p>	KZ.		
8.0	8.1 LANDSCAPING (UVA Trading)	<p>8.1.1 MC raised their concern on the badly maintain landscape works namely at the playground and the contractor continuously needs to be reminded constantly to carried out his task to clear this area. The workers on site are not diligence due to non-supervision by the contractor and are lacking to carry out their daily routine.</p> <p>8.1.2 MC requested KZ to issue a final notice to the landscaper for non-performance and KZ to monitor and report to the MC during the next meeting if there is any improvement.</p>	<p>Info.</p> <p>KZ to act.</p>		
9.0	9.1 FIRE FIGHTING SYSTEM (Rida Selenggara)	<p>9.1.1 MC was informed that one (1) jockey pump at B2 pump room was noisy and needs replacement. Rida Selenggara to provide the necessary quotation for the action.</p> <p>9.1.2 KZ reported that monthly inspection was carried out and all systems are functioning well.</p>	<p>KZ to update.</p> <p>Info.</p>		
10.0	10.1 SUPERVICING ENGINEER (K.L.Chock)	10.1.1 No matters arising.	Info.		



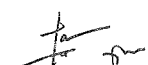
11.0	11.0 Building Automation				
	11.1 Access Card (lift)	11.1.1 No matters arising.	Info.		
	11.2 Access Card (vehicle)	11.2.1 No matters arising.	Info.		
	11.3 Access Card (Pedestrian)	11.3.1 No matters arising.	Info.		
	11.4 CCTV Holistic Resource	<p>11.4.1 MC was informed that 2 cameras in B Tower lift and 1 camera at B1 lift was not functioning and contractor to take action by end of next week.</p> <p>11.4.2 MC requested KZ to update the status of cameras upon all rectification works by the contractor.</p>	<p>KZ to follow up.</p> <p>KZ to act.</p>		
12.0	12.1 Renovation Works / Listing	<p>12.1.1 MC was informed that a total of 9 units are currently undergoing renovation as detail:</p> <p><b>BT 5 units:</b></p> <ul style="list-style-type: none"> <li>B-02-05 (16/03/2021-15/04/2021)</li> <li>B-11-07 (07/04/2021-07/05/2021)</li> <li>B-18-06 (06/04/2021-06/05/2021)</li> <li>B-16-06 (08/04/2021-30/04/2021)</li> <li>B-05-06 (09/04/2021-16/04/2021)</li> </ul> <p><b>B1 1 unit:</b></p> <ul style="list-style-type: none"> <li>B1-15-07 (15/04/2021-16/05/2021)</li> </ul>	Info.		



		<b>B2 3 units:</b> <ul style="list-style-type: none"> <li>B2-02-05 (29/09/2020-30/04/2021)</li> <li>B2-3A-5 (06/11/2020-30/04/2021)</li> <li>B2-13A-08 (04/01/2021-15/04/2021)</li> </ul>			
13.0	<b>13.0 Other Matters</b>  <b>13.1 Notice Board (Lifts)</b>  <b>13.2 Covid-19 case</b>  <b>13.3 Upgrading Works (Cold Water Pipe)</b>	<p>13.1.1 MC was informed that all new notice board provide by TIME has been installed at the respective lifts as agreed during the last meeting.</p> <p>13.2.1 MC was informed that there were 2 cases reported, 1 in B Tower and the other at B1 and currently they are under home quarantine. Security has been briefed on this matter and to provide assistant for delivery.</p> <p>13.2.2 MC was informed that sanitization was carried out to the respective levels, lifts and general notice issued to this effect.</p> <p>13.3.1 MC was informed that the final meeting with the contractor, consultant, management (SP and KZ) and MC members (ML, HLS and HLW) attending was held on 7<sup>th</sup> April 2021.</p> <p>13.3.2 MC was informed that members deliberated based on line items on the final quotation submitted and after much deliberation MC requested for further discount of the price quoted by the contractor RM718,000.00 and a counter offer by the MC was proposed for RM700,000.00. After much deliberation, 5 votes were given that a final sum of RM705,000.00 was agreed by party present.</p>	<p>Info.</p> <p>Info</p> <p>Info.</p> <p>SP/KZ to follow up.</p> <p>Info.</p>		



	13.4 Roof top issue	<p>13.3.3 Perunding TNLE to prepare the necessary draft award letter and sent to MC for comments and for adoption and endorsement during the monthly meeting.</p> <p>13.4.1 MC was informed that the roofing contractor YFC Trading have carry out rectification works to a number of units and have provided a one-year warranty period for sections repaired by him.</p> <p>13.4.2 MC was briefed by SP on the leaking problems still faced by penthouse owners for B Tower, B1 and B2 owners and said that the building was more than 22 years old and no total replacement has been carried out as at to date. RHZ had in fact prepared overall proposal to replace and repair the roof for all three blocks with a 10 years warranty but this proposal was put on hold by the committee and RHZ was advised to carry out ad hock repairs based on complaints from residents. Currently numerous complaints have been lodged to the management office on roof leaks by owners as detail below:</p> <p><b>B Tower</b></p> <ol style="list-style-type: none"> <li>1) B-28-03</li> <li>2) B-28-06</li> <li>3) B-28-07</li> <li>4) B-29-01</li> <li>5) B-29-05</li> <li>6) B-29-08</li> </ol> <p><b>B1</b></p> <ol style="list-style-type: none"> <li>1) B1-16-01</li> <li>2) B1-16-07</li> <li>3) B1-16-08</li> </ol> <p><b>B2</b></p> <ol style="list-style-type: none"> <li>1) B2-18-03</li> <li>2) B2-18-06</li> </ol>	<p>KZ to follow up.</p> <p>Info.</p> <p>Info.</p>		
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		13.4.3 After much deliberation, MC requested KZ to get close up shot of all roofs starting with B Tower to identified section of leaks and gets quotes from roofing specialist.	KZ to act.		
	13.5 Resignation	13.5.1 CYW raised his concern on certain matters with regards to the installation of CCTV and timeline on completion of work, installation of main switch board at lift B Tower motor room and long delay in modernization works for the lifts currently carried out by Mitsubishi including numerous defects.	Info.		
		13.5.2 HKF explained at length that a meeting with the top management of Mitsubishi has been arranged by SP/KZ and this meeting will be held on 30 <sup>th</sup> April 2021 at the management office and requested CYW to attend this meeting so that a proper explanation can be given by them. CYW was not satisfied with this explanation provided by HKF and he thumbed the table and told all members present that he was resigning from the committee with immediate effect.	Info.		
		13.5.3 HKF requested SP for confirmation if there were sufficient quorum to proceed and SP confirmed sufficient quorum and HKF deliberated on the next agenda and advised KZ to record this matter accordingly.	Info.		
	13.6 RORO Bins	13.6.1 KZ presented the proposal to place Roro bins at certain location and after much deliberation the MC decided that this are operation matters and KZ should take charge.	KZ to act.		
		13.6.2 KZ to ensure safety and hygiene matters are taken into account and all bins are covered with canvas or plastic sheets to avoid water leaking out of the bins and water pooling issues.	KZ to act.		

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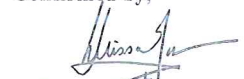
14.0	14.1 Procurement	14.1.1 Supply and Install Jockey Pump for Wet Riser System (Makmur Pressure Solution Ent) RM6,500.00  14.1.2 Letter of Award for Cold-Water Upgrading Work (Aras Bina MS Sdn. Bhd.) RM705,000.00			
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The meeting was adjourned at 1:00pm with a word of thanks from the Chairman and the next meeting is scheduled on **Saturday 29<sup>th</sup> May 2021** at 10:00am.

Prepared by,

  
MR. NORROL KAMAL BIN MD ZAININ  
RAINE, HORNE & ZAKI (RHZ)  
Property Management Sdn. Bhd.

Confirmed by,

  
MDM. TAN LAI YONG  
SECRETARY  
Perbadanan Pengurusan Vista Komanwel B

Approved by,

  
MR. HO KAM FATT  
CHAIRMAN  
Perbadanan Pengurusan Vista Komanwel B