Minutes of the owners meeting held on 5th Dec 2021 at 11:30 AM

Board Members present

Mr Abdul Sattar (President), Adv Nitin (Vice president), Mr Harirajan (Secretary), Mr Nagesh Rao (Head-Fin, audit & legal), Mr Samidh Chaterjee (Treasurer), Mr Vijay Tripati, Mr Pritam marik, Mr Senthil.

Agenda for discussions

Finalizing the elevator service contract.
 Finalizing STP contract, 3) Survey and estimates for seepage and leakage problems, 4) Schedule of OH tank cleaning.
 Approval for voluntary CCTV proposals.
 Kannada Rajyotsava celebrations
 Other Points

Vendor for Elevator service and Maintenance

Since L1 vendor M/s Quality who was shortlisted in the earlier owner's meeting backed out at the last moment (due to non acceptance of payment terms), it had compelled the Board to continue with existing vendor M/s Microtec as a stop gap arrangement till an alternate vendor is taken on Board. L2 vendor M/s CETRA Elevators was the next choice for the Board and the same was explained to the owners in the meeting and also to avail their services.

Vendors short Listed for Elevator Maintenance

Rates for Non - Comprehensive AMC

Quality Lift and Spares - 15.45 Lakhs-Not accepted our Payment Terms

Cetra Elevators – 15.50 Lakhs-Second Recommended Vendor

Kone Elevators - 23.01 Lakhs (HIGHEST)

Note: The quoted rates are inclusive of the cost for carrying out the health check of all the elevators except M/s Kone as they have already submitted their report.

Though one more vendor M/s Axel has quoted marginally less value (Rs 15.08 Lakhs), technical team was not in favour this vendor citing quantum of kone elevators being handled by them vis a vis other two vendors. Additionally their management is shared among many people and it shall be difficult to attribute / owning the responsibility in case of accidents.

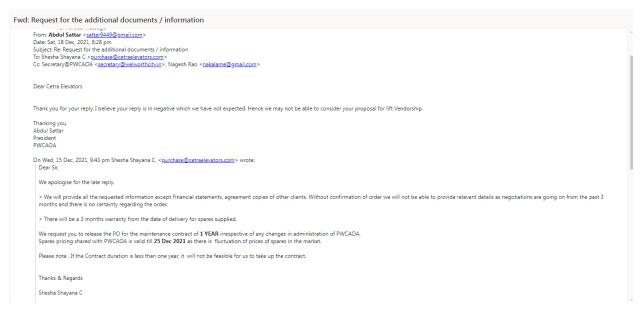
We also sought list of critical spares to be maintained for 2 sets of elevators. Below are their quotes.

Quality Lift and Spares – 7.72 Lakhs

Cetra Elevators – 14.63 Lakhs

Kone Elevators – 56.62 Lakhs

Before firming up the contract, the Board sought certain details from the vendor M/s Cetra as detailed below which the vendor refused to share. Due to their negative comments, board has decided ignore their offer. Board shall continue with the existing vendor for some more time as a stop gap arrangement till a fresh proposal is finalized.



The Board advised it's PFMs to doubly ensure mutual acceptance of the commercials and payment terms before they put up to the board for necessary scrutiny and approval. There should not be any ambiguity on these aspects at later stage. The ownership strictly lies with the PFMs and the Finance and audit team.

Certain section of the owners made hue and cry about recent incidence of lift failure due to which a mother and a child got struck in the lift for a quite a reasonable time. The affected owner spoke to the Board members and president about who shall be accountable for such failures. The President made it clear that it was mere negligence of the concerned portfolio Manger having known the issue

well in advance and not attending it. The Board shall conduct an internal enquiry and initiate action on the concerned PFM for negligence of his duties if any.

<u>Selection of vendor for Maintaining Sewage treatment Plant (STP)</u>

Necessity for changing the vendor:

- Benchmarking the existing vendor commercials with that of market rates.
- Failure on the part of the vendor to control different parameters within the prescribed limits of KSPCB and to get our license renewed.
- Board policy not to engage any vendor / renew their contract for long duration of time without any proper justification and owners approval.
- As the existing vendor served the notice abruptly and discontinued the services even before hand over and take over process.
- Observations made by KSPCB officials when they visited the site earlier.
- Board was receiving many complaints related foul smell of STP treated water.
- Equipments turning out faulty and not addressing the same (5 out of 9 motors are non functional) as observed by the SME.

Treasurer Mr Samidh Chaterjee along with the secretary short listed the vendor M/s Biotech Enviro Consultancy Pvt ltd., basis their extensive survey and vendor being the L1 . Prior to the selection of the vendor , team had visited Prestige wellington and Godrej woodsman Estate housing complexes to assess their capability, technical competency and so on. The vendor also assured that they will coordinate with KSPCB and obtain our long pending "Consent For Operation" (CFO) in maximum of 45 days time . Treasurer informed the owners that it is a mandatory requirement to run an STP else the authorities will advise to shut down the facility and may impose hefty penalties.

The cost comparison as prepared by the secretary is pasted below.

A	В	С	D	E	F	G	Н
ALL INCLUSIVE(RS)	AQUACHEM	ENVIRO	BIOTECH	GENEX	CRYSTAL	<u>ABHI</u>	VALUEADD
INCLUDING GST@1	8%		STP AMC CO	MPARISON	CHART		
DESCRIPTION	AMC(INR)	AMC(INR)	AMC(INR)	AMC(INR)	AMC(INR)	AMC(INR)	AMC(INR)
STP-AMC/YEAR	2534640	1926750	1982400	2761200	2824920	2124000	2081520
STP-AMC/MONTH	211220	160563	165200	230100	235410	177000	173460



Management Team of M/s Biotech Enviro consultancy services Pvt Ltd.,



Mr. Thimmaraju, M. Sc.,P.G.D.E.P,
(Environmental Science)

Director



Mr. P Suresh Kumar-B.E (chemical)

Project Engineer



Mr. Ramesh-M.Sc.(Environmental Science)

Quality & Training officer



Mr. Jaising, M.Sc., (Environmental Science)
Environmental audit and Assessment

Client list of the vendor M/s Biotech Enviro consultancy services Pvt Ltd.,











Plugging Seepage and leakage issues

Owner Mr Kannan informed the Board that there are cases of water seepage, leakage issues from the upper floors, from the external walls, leakage due to the damages in the ducts are the matters of serious concern. He informed the Board to frame a proper policy to address such issues by involving an external consultant (Preferably a certified civil engineer) who can able survey all such areas and to give a proposal with the estimates to the board for their consideration and further action. He also informed since the buildings are almost 10 yrs old, builder will not take any responsibility for the same and the issues needs to be addressed by the association itself.

President's Feedback

- Any leakage from the bath room of the upper floor needs to be addressed by the respective flat owner only. Board only intimates the owner of the upper floor to get the repair done at their own cost.
- Even leakage is also due to the gaps maintained between blocks (allowed due to expansion and contraction of the buildings due to the effect of heat)

- Any leakage in the common plumbing shafts due to the damages, shall be taken care by the
 association. One tower shall be taken as a pilot project to rectify all the issues related to the
 shafts and on the basis of satisfactory results, other towers shall be taken up in phased
 manner.
- He also informed that the issue has already been taken up with an expert consultant who
 informed, shall take up the survey once rains stops / rainy season is over.
- Requested all the owners to raise the complaints through My Gate app if they are facing any such issue. Even if the tickets are closed without any resolution, owners can re-open the tickets.

Vice president Adv Nitin apologized on behalf of the association for not addressing the issue related to the flat owner Mr Harish Kaushik (water seepage issue in his flat at the 7th Floor). This is in spite of sending the mails by the owner , registering the complaint and speaking to the secretary . Vice president Adv Nitin informed that he shall be sending the technical manager to understand the issue and the possible solution to get it rectified. Treasurer Mr Samidh assured Mr Harish , that he himself shall visit his place to address the issue.

The list of complaints raised so far w.r.t water leakage is mentioned below (12 Cases as on date)

SI No	Date	Time	Block	Flat No	Owner Name	Mail conformation to owners	common duct/top floor /flat inside	Nature of Complaint	Received By	Attend
1	17.06.2021	06:00PM	E6	304	Steven MD Souza	Mail Confirmed	Plumbing shaft wall	plumbing shaft wall seepage	Pavan	Manjukun
2	03.09.2021	11:00am	G10	606 &607	Inayat Kasmani	Mail Confirmed	window wall	Rain water leakage from window wall crack	Anand	Manjukun
3	06.09.2021	10:00am	E7	702	RAJ HALAHARVI		Terrace	Rain water seepage from terrace	Payan	Phabitra
4	14.09.2021	11:00AM	J1	707	Rupam Datta	Mail Confirmed	Terrace	Rain water leakage in terrace	Pavan	Manjukun
5	16.09.2021	10:30AM	B3	407&507	Kshitij Mallick & Mala	Mail Confirmed	out side wall crack	External wall crack issue major water seepage	Anand	Niranjan
6	22.09.2021	11:00am	G9	701	Gopal Kualkami		Terrace	Rain water seepage from terrace	Anand	Niranian
7	04.10.2021	10:30am	J2	206	Anilmanhapra		Cooridor tiles	Cooridor tiles damaged	Pavan	Niranjan
8	04.10.2021	2:30pm	F3	602	David M	Mail Confirmed	wall crack issue	rain water entering in the flat through out side wall crack	Pavan	Manu
9	11.10.2021	11:30am	E7	703	Krishna Rathore		Terrace	Rain water seepage from terrace through wall cracks	Pavan	Nanjappa
10	17.10.2021	11:15am	H2	706	Arunachala		Terrace	Rain water pipe line surrounding water seepage	Anand	Venkatesh
11	18.10.2021	2:00pm	B5	Lift machine room			Lift machine room	Terrace rain water seepage	Anand	Biju
12	05.11.2021	10:25pm	G6	703	Harish Kaushik	Mail complaint	Terrace	Terrace rain water seepage	Secretary	Handymar

Schedule for overhead tank and water sump cleaning

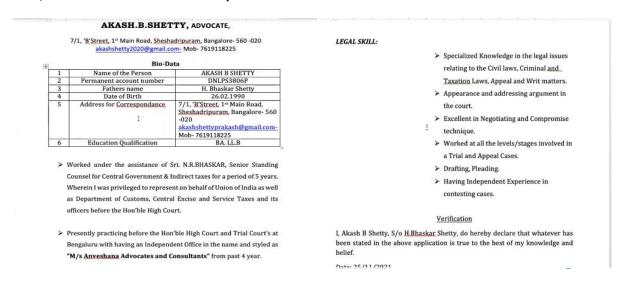
Board informed the members that they have scheduled cleaning of OH tank and sumps once in six months. As per the request of one of the members, board shared the dates on which the OH tanks were cleaned last time and the same is mentioned below.

	over head tank cleaniing schedu				edule			
SL.NO	Over head tank location	Tank capacity	Tank cleaning date	Timings	Effected Blocks	Remarks		
1	A1 TO A5	25000 Ltrs	04.08.2021	10:00am to 04:00pm	A1 TO A5			
2	B1TO B7	25000 Ltrs	05.08.2021	10:00am to 04:00pm	B1TO B7			
3	C1 TO C7	25000 Ltrs	06.08.2021	10:00am to 04:00pm	C1 TO C7			
4	D1TO D5	15000 Ltrs	09.08.2021	10:00am to 04:00pm	D1TO D5			
5	F1 to F4	15000 Ltrs	10.08.2021	10:00am to 04:00pm	F1 to F4			
6	E1 TO E8	15000 Ltrs	11.08.2021	10:00am to 05:00pm	E1 TO E8			
7	G1 TO G6	25000 Ltrs	12.08.2021	10:00am to 04:00pm	G1 TO G6			
8	G7 TO G12	25000 Ltrs	13.08.2021	10:00am to 04:00pm	G7 TO G12			
9	H1 TO H3	25000 Ltrs	16.08.2021	10:00am to 04:00pm	H1 TO H3			
10	J1 TO J5	25000 Ltrs	17.08.2021	10:00am to 04:00pm	J1 TO J6			
11	J7 TO J9	25000 Ltrs	18.08.2021	10:00am to 04:00pm	J7 TO J10			

Need for Engaging a new competent advocate

Subsequent to the termination of services being availed from the existing advocate, Vice president Adv Nitin informed that he is on the look out for a new competent advocate who has expertise in civil, criminal and laws related to Taxation. Process regarding the same has already been initiated two weeks back itself by publishing it in the Bar council of Bangalore. Though the responses were less, one advocate has come forward, shared his resume and the same is under due consideration to engage him to the association panel. However Vice president has agreed to send a mail to invite resident / advocate owners if any to form Part of the selection panel to check his credentials / capability and taking him on board including any other options also.

He felt that this is very much required to take appropriate actions in a timely manner on the vendors who are walking out abruptly without serving the notice and proper handing over , vendors staging protest and taking the association for a ride and other issues currently concerning the association. Also to handle cases filed on the association, address the matters which are not represented, continuation of representation of unsettled cases and so on. Advocate's resume who has expertise in Civil , criminal and Taxation laws is pasted below .



Invoking the bye law clause No 20.5

(related to Framing the Rules and regulations for smooth functioning of the association and it's committees)

Vice President Adv Nitin had earlier communicated in one of the Board's meeting that it is high time we should frame rules and regulations and invited owners to share their points and suggestions on this subject. Basis the feed back received, below are the actions which shall be implemented.

Since many of the Board members exists only on the paper, are there only for name sake (namkavaste), participate only to exercise their voting rights, neither attending any of the board meetings nor taking active part in contributing for the betterment of the society, in a way have become "Non Performing Assets". They shall be dealt as per the below rules and regulations. This also helps OBs / PFMs to co-opt other owners, forming committees / sub committees to strengthen the Board as it shall be difficult to address all the issues raised by 3360 owners.

In the initial rounds of discussions and points received from some of the owners, the following basic rules and regulations for board of managers have been pointed down.

- Every board member shall attend board meetings regularly and in the absence of being present for two consecutive meeting their membership to the board shall be terminated.
- The Members of the board who are unable to contribute towards the associations operations shall be terminated.
- The members shall not have any conflict of interest while operating as board of manager failing which the said board member's membership shall be terminated.
- Member shall act towards the betterment of the society any action against the association and the society shall be considered as a ground for termination or removal.

Upon further discussion additional rules and regulations shall be added from time to time. Any member so removed shall not be eligible to contest elections for the next 3 subsequent years.

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To be discussed further at length:

6. The member shall do the best possible in terms of assisting the association. Any action of the member of the board who has been authorized to look into any particular portfolio if has knowing/intentionally caused any loss to the association then for the said amount the concerned member shall be held personally liable and responsible.

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Point No 5 shall undergo further discussions in the Board on how to make concerned board members accountable and liable in the event of any ignorance or knowingly neglected in performing their duties and responsibilities.

KUDOS to the owner Mr Ravindra Hegde (J5 Model)

Mr Ravindra Hegde a civil engineer by profession was working at Muscat till recently. Currently he is staying in J5 Block with his family. He took a brilliant initiative to install CCTV cameras at his block with an investment of Rs 1 lakh. He has taken consent from all the owners at his block and approached Board seek the permission to install CCTVs inside the elevators and also at other important points. Sought a little space at the CH under lock and key facility to keep the equipments. Mr Nagesh Rao and Mr Samidh wholeheartedly appreciated his efforts and requested block representatives to come out with such revolutionary ideas / initiatives as it shall be difficult for the association to fulfill all the needs of the owners due to budgetary constraints. Mr Nagesh Rao also

insisted the importance of forming block committees, Tower committees and come out with such proposals. He also informed byelaw also insists on block wise representation of members.

Vice president Adv Nitin informed the team that when the association decides and installs CCTVs across all the locations in full fledged manner, the above CCTVs will be amalgamated and shall have right to access to the same.

Recovery process to collect the Huge MC outstanding

Vice president Adv Nitin informed the members that Board will not shy away in taking stringent action against defaulting owners who owe huge outstanding towards the MCs . Apart from penalizing them with the applicable intrest, they shall cut down all the services being rendered. Those who filed cases against the association and brought an injection order for the reasons such as not producing financial statements, non availability of transfer documents, not allowed access the information at the club house etc., shall be addressed when next dates for ADR (alternate dispute resolution) are announced and the same shall be closed in front of the Honorable Judge. Those who continue to owe the association huge amount of MCs in excess of one lakh, appropriate legal action shall be initiated.

KANNADA RAJYOSTAVA CELEBRATIONS ON 11th and 12th DEC 2021 by "PWC Kannada Janapara Sangha (PKJS)"

A team led by the President Mr Raju of "PWC Kannada Janapara Sangha", Jt. Secretary Mr KS Sathyanarayana and erstwhile President of the PWCAOA Mr Sanjay Hampanavar met the BOARD OBs on 4th Dec 2021 at 7 pm to seek BOARD's permission to use premises of Amphitheatre, area adjacent to the Amphitheatre to put the stalls by different vendors, entire road stretch up to clubhouse for conducting various cultural events and for making seating arrangements with strict social distancing, use of community hall (only in case of any disturbances due to rain or any other reasons). Mr Hampanavar requested the Board to offer these community areas / facilities in line with decisions taken in the earlier BOARD. They also assured that these will be used strictly as per the time slots and shall not occupy throughout these two days.

President PKJS Mr Raju briefed the details of the program and the dignitaries invited. He also informed the BOARD that they have taken all the precautions as per the existing covid protocols including organizing 2000 plus face masks. They also informed the board that this is a cultural event, festival of the land, a non political event and hence no politicians, outsiders shall be invited other than the PWC residents. The charges thus collected from the vendors for putting up the stalls shall be used by PKJS to meet their own expenses for conducting the events. They said any contribution from the BOARD is also welcome. Team requested the president Mr Abdul Sattar to address and grace the occasion which he wholeheartedly agreed.

Mr Hampanavar also took the opportunity to share his perspectives on the various issues concerning the PWC. BOARD was pleased with the way the meeting was held in a most cordial manner and thanked the members of PKJS the kind of meticulous arrangement made and assured PKJS all the support from the BOARD.

As informed by the members of PKJS, dignitary invited for this occasion is Dr Doddarange Gowda who has contributed immensely to the kannada literature, art and culture.

Brief of Chief guest:

"Dr. Gowda, from Tumakuru district, studied Kannada Literature at Bangalore University and taught Kannada for over three decades in the city. He has brought out 48 poetry collections, six ballets and 29 anthologies of critical essays and travelogues, among other works. His main area of work has been folk literature. He has also worked in Kannada films as a lyricist and dialogue writer and won three State film awards for lyrics. He was awarded the Padma Shri in 2018 "



Dr Doddarange Gowda

Schedule of various events, competitions organizined by PKJS and their invite is pasted below.



Other Points:

Head - Fin, audit and legal Mr Nagesh Rao has taken a decision to go ahead with the automation, upgradation and customization of Tally. Below are the slides on the necessity, scope of work, quotes received and the short listed vendor.

Tally Up gradation and Customization

Necessity and Importance:

 Accounting staff spends 70% of their time in addressing the queries related to non receipt of MC payment voucher, requesting statement of accounts, intimating the owners on their current outstanding etc.,

•We do not have any mechanism of sending reminders to the defaulting owners.

•No Control mechanism even to handle the inventory of our items .

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•To rejig the accounts staff in order to increase their productivity and to focus on their core responsibilities.

·Automation is need of the hour and do away with many manual activities

Scope of work

- Autos trigger tally receipt voucher along with the individual statement of accounts as soon as receipt entry is passed in Tally for a particular owner. This is through the registered mail ID of the owner as captured in Tally.
- Auto trigger reminders to the defaulted owners who owe more than Rs 50,000/- weekly
 once and monthly once to those who owe < Rs 50,000 to the association.
- 3) Facilitating auto backup facility of the tally Data and Retrieval mechanism
- Importing Tally Data in a specific format (<u>vouchers</u>) for correcting the various accounting heads in accordance with the newly defined ones and re-uploading back to tally.
- Training the accounts staff on the basic features, enhanced features and those incorporated post customization.

			d Upgradation
Activity	Alpha Channel	Flik Soft Technologies	Info 2 Day (Existing vendor)
Customization and upgradation	Rs 70,800/-	Rs 20,709 /-	Rs 48,852/-
GST	Inclusive	Inclusive	Inclusive
Training Cost (variable)	Not mentioned	Rs 531/ per hr	Rs 3000 for 2 hrs and Rs 1000 for every additional hr
Payment Terms	Not mentioned	60% Advance, 20% on delivery, 20% on completion	50% advance and balance at the time o installtion

Registration of the Association

Vice president Adv Nitin has made it very clear, whoever wants to get our association registered under appropriate and applicable law are most welcome to do so and association shall render all the support. They even can make a committee of interested owners to pursue the matter further.

Reward and recognition of the Board Memebers

Mr Senthil member of the current Board has recommended some sort recognition and reward should be offered to the Board Members who spend lot of time in addressing various issues on the ground. He is of the opinion that owners will not come forward if board do not incentivize for their efforts / contribution and time. Board informed him that the matter will be taken up for further discussion and decide on this.

Issues related to Security

Few members highlighted that number of security guards were reduced to 29 and unable to trace them in case of emergency. Board informed that they have already noted down this issue and increased their strength. Their place of deployment shall also be intimated.

President thanked all the owners and the board members who took their time out and actively participated in the meeting.