

PERBADANAN PENGURUSAN MEGAN AVENUE 1
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Minutes of the Tenth Annual General Meeting (10th AGM) of Perbadanan Pengurusan Megan Avenue 1 ("PPMA1") held at the Foyer Meeting Room, 3rd Floor, Wisma MCA, 163 Jalan Ampang, 50480 Kuala Lumpur, W.P. Kuala Lumpur, on Friday, 6th September 2024 at 2:00 p.m.

Present

Owners / Proxies : As per Attendance List
Mr. Prakash A/L K.V.P. Menon : Chairman of the Meeting

Incumbent Management Committee ("MC")

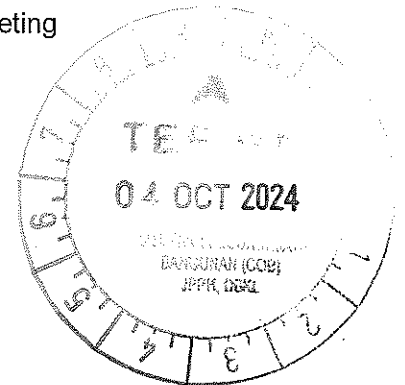
Mr. Daniel Tan Tiong Wee (Mr. Daniel Tan) : Secretary
Mr. Patrick Goh Boon Siah (Mr. Patrick Goh) : Treasurer
Mr. Daniel Dass A/L Devadass : Committee Member

Absent with apologies:

Dato' Ng Kee Beng : Committee Member
Mr. David Cheam Tat Lim : Committee Member
Mr. Wong Ding Sheng : Committee Member

By Invitation:

Dato' Mohan R. Karthigasu (Dato' Mohan) : CEO, Crest Consulting Services
Ms. Yeang Lai Ching (Ms. Yeang) : Building Manager
Ms. Punitha Karunakaran : Finance Manager, Crest
Ms. Fathin Nabila Binti Jamaludin : Asst. Finance Manager, Crest
Ms. Namiza Najmin Binti Najmudin : Building Executive
Ms. Fitria Binti Zainun : Account Executive
Ms. Shamsinariah Binti Mohamed : Admin Executive
En. Shafeez Bin Shaffiee : Chargeman
En. Abdillah Bin Ahmad : Handyman
En. Muhammad Haris Bin Madin : Casa Maya Sdn Bhd
Ms. Fatin Atikah : Auditor representative, Shee & Associates
Ms. Nurul Huda : Auditor representative, Shee & Associates
Ms. Janet Chee Wai Yen : Minute-taker



1. NOTICE OF MEETING

The Notice convening the 10th AGM of Perbadanan Pengurusan Megan Avenue 1 ("PPMA1") dated 21st August 2024, had been duly given by the Management Corporation.

2. METHOD OF VOTING

The manner of voting is regulated from Section 17 of the Second Schedule of SMA2013 as follows :

- Any matter that requires a decision at a general meeting shall be decided on a show of hands, unless a poll is demanded by a proprietor or his proxy.
- The proprietor or his proxy demanding the poll may withdraw such demand at any time.

MINUTES OF 10TH ANNUAL GENERAL MEETING

3. QUORUM

- 3.1 Dato' Mohan (Crest) welcomed all the owners and proxies (hereon referred as "members") present at the meeting. He informed that the members entitled to vote at 2:00 p.m. was sixty-three (63); and it has not met the required quorum of 50% of total eligible members. He informed that pursuant to Section 15 of the Second Schedule of the Strata Management Act 2013 [SMA2013 or Act 757] which provides that, if within half an hour after the time appointed for the meeting a quorum is not present, those members entitled to vote who are present at 2:30 p.m. shall constitute a quorum.

A total of 98 proprietors constituted a quorum for the 10th AGM of PPMA1 and the meeting was called to order at 2:30 p.m.

- 3.2 The attendees at the 10th AGM are as follows:

Total Proprietors who were eligible to Vote	: 285
Quorum Required (50%)	: 143
Eligible Proprietors and Proxies present at 2:00 p.m.	: 63 (No Quorum)
Eligible Proprietors and Proxies present at 2:30 p.m.	: 98 (Quorum)

4. AGENDA NO. 1 : ELECTION OF CHAIRMAN FOR THE 10TH AGM

- 4.1 Dato' Mohan (Crest) proceeded to call for nomination of a chairperson from the members present. According to Paragraph 16 of the Second Schedule of the Strata Management Act 2013, that every general meeting is required to be presided by a chairperson who would be elected from amongst the parcel owners entitled to vote at the meeting. The election of a presiding Chairman is strictly for this 10th AGM who shall preside over this meeting until its conclusion and required to sign the minutes of meeting.
- 4.2 Mr. Ng Wymin [REDACTED] proposed the nomination of Mr. Prakash A/L K.V.P. Menon [REDACTED] and was seconded by Datuk Ganesan A/L Karuppanar [REDACTED].
- 4.3 As there was no further nomination from the floor, Dato' Mohan informed that the motion is deemed closed. Since the appointment of the presiding Chairman was uncontested; the resolution was duly assented by the floor.
- 4.4 There being no objection, **IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 that Mr. Prakash A/L K.V.P. Menon [REDACTED] be and is hereby elected as the presiding Chairman of the meeting (hereinafter referred to "the Chairman").

5. AGENDA NO. 2 : MC CHAIRMAN'S SUMMATION REPORT

- 5.1 The MC Chairman, Mr. Prakash Menon extended warm greetings and welcomed the members to the 10th AGM. He took a brief moment to introduce the 2023/2024 Management Committee, Mr. Daniel Tan – Secretary, Mr. Patrick Goh – Treasurer, and Mr. Daniel Dass – Ordinary Member, who are present at the meeting. There are two Ordinary Members, Mr. Wong Ding Sheng and Dato's Ng Kee Beng who could not make it for this AGM, with apologies.

The MC Chairman reflected that six years ago, during his previous tenure as Chairman, the council made the decision to eliminate the RM200.00 meeting allowance for council members. Since then, no meeting allowances have been paid, as the focus has been on serving out of dedication, not for financial reward. This decision has resulted in annual savings of approximately RM15,000.00, accumulating to around RM90,000.00, which has significantly benefited the maintenance fund.

The MC Chairman proceeded to highlight some of the things that were raised and discussed at the last AGM with photos projected on the screen :

Lift modernization — We are delighted to inform you that the modernization of all 38 lifts was successfully completed by the end of 2023. This comprehensive upgrade encompassed both the machinery and the interiors, now showcasing a sleek, modern design, as you can see today. Notably, each lift is equipped with screens for advertisements, which are also displayed in the ground floor lobby. From this advertising platform, the MC generates a monthly income of RM5,795, totalling RM69,540 annually, further contributing to our financial sustainability.

While we have successfully upgraded the lifts, there are still a few minor issues that need to be addressed. Some lifts are not yet performing as efficiently as expected, and although occasional breakdowns do occur, they are promptly managed by the Management. It is important to note that the goal of modernizing these 27-year-old lifts is to minimize disruptions. In response to these ongoing concerns, we have penalized the lift vendor. In fairness, the vendor has offered a discount of RM31,790 and waived RM50,600 to account for complaints raised by residents and tenants. Although we cannot expect the lifts to function like brand-new systems, the upgrades focused on enhancing critical components to improve both performance and safety. We continue to press the vendor to resolve outstanding issues. If you experience any further problems, please submit your complaints to the Management Office so they can be properly recorded. Under our agreement with Casa Maya, they are responsible for providing maintenance for 10 years, with the understanding that we reserve the right to terminate their services if performance standards are not met. Without written complaints from you, we may not be aware of any ongoing issues you are facing.

Although the lifts have undergone modernization and received the PMA certificate from JKKP, their performance is still considered average, and we are aware that some of you continue to experience inconveniences due to occasional minor breakdowns. In response, the Council, together with the Management team, has revisited the terms and conditions of the lift maintenance contract with Casa Maya. As part of their commitment, they offered to waive the maintenance charges for the unresolved issues and deduct RM7,000.00 in lift audit fees from the overall Post-Mod Lift Maintenance cost. We hope this provides some reassurance to all Owners, as we take this matter seriously, recognizing that it directly impacts the safety of all occupants.

MRT Link Bridge — At the last AGM, the members had approved a budget of RM250,000.00 to construct a link bridge for direct access from Megan Avenue 1 to MRT Ampang Park station. We have held several meetings with a representative from IMC Parkville, the landowner of MRT Ampang Park, to express our strong interest in constructing a link between the MRT station and Megan Avenue 1. Last year, we sent them a draft contract agreement for the link access construction, and in February of this year, we followed up with a formal letter. Unfortunately, IMC Parkville informed us that they had undergone a change in leadership, and the new director is not inclined to proceed with the arrangement. But we are still trying to pursue the matter with IMC and

MINUTES OF 10th ANNUAL GENERAL MEETING

will keep the owners posting as to what is done. For the moment, we can save RM250,000.00 in our account. We will pass this matter on to the new Management Council, who will continue to advocate on behalf of all of us.

MMC Gamuda KVMRT Repair Works – The Management Office has been diligently coordinating with the MMC Gamuda project team to ensure that all repairs are executed according to the defects list. However, we have encountered delays from MMC Gamuda, who have consistently stalled progress. A particular issue is the water feature, which has remained dried up for years due to a persistent leak caused by piling work at the MRT station. Despite ongoing efforts, no effective solution has been found to resolve this long-standing problem. MMC Gamuda KVMRT is currently working to address water ingress issues in the basement carpark as part of their continued repairs.

Last year, the members voted to remove the water feature and explore a new design concept. While some have expressed that the water feature is an asset for Megan Avenue 1, we will provide both the pros and cons for further consideration. Maintenance costs are a key factor, while the aesthetic value and potential Feng Shui benefits are also elements to be evaluated as we move forward.

SCP Carpark Basement Repainting – Nearly 30 years have passed since SCP initiated the repainting of the carpark levels. With the completion of the painting and the installation of new lighting, we anticipate that the basement carpark will have a noticeably brighter and more refreshed appearance.

Break-in and CCTV – All the CCTV cameras along the corridors have been upgraded to high-definition video surveillance. High-definition CCTV cameras detail the image and footage which is more precise and we can see the person's face from whichever angle. That's what happened to a break-in case recently, we identified the person without any blur vision and the case was handed over to the police. We have successfully reduced the number of break-ins from four per month to just one per year. Our goal is to achieve zero break-ins; however, in early July, we received a report from an Owner in Block E that their unit had been broken into, resulting in the theft of nine laptops.

The burglar's image was captured on the unit's own CCTV, and news of the incident was shared on their Facebook page. We urge everyone to remain vigilant and enhance your unit's security by installing CCTV cameras and motion sensor alarms. If you have staff working outside of usual hours, please notify the Management Office so that the guards can be alerted to the presence of activity after normal working hours. For those with vacant units, we advise frequent visits to ensure that doors are securely locked, as vacant units are often targeted by burglars for easy access to adjacent offices through shared staircases.

Unwanted Tenant – We previously had a tenant leasing a shop lot on the Ground Floor who operated a restaurant specializing in African cuisine. While we initially embraced the diversity this added to our food offerings, the tenant's repeated misconduct swiftly altered our view. On their very first day of operation, a violent altercation erupted between their customers and gangs from a nearby pub, culminating in a stabbing incident that necessitated police involvement. It soon became apparent that the establishment was not only serving African food but was also operating as a pub and serving alcohol well beyond the permitted hours.

MINUTES OF 10TH ANNUAL GENERAL MEETING

The Management Office received numerous complaints about their behaviour, including fights and arguments in common areas, intoxicated individuals lying at the entrance, and loud noises that disturbed other tenants—these issues were reported on a weekly basis. The situation escalated to the point where the authorities (DBKL and police) had to be called multiple times to address the ongoing problems. After numerous attempts and discussions with the Owner, the tenant finally vacated the unit willingly last April.

Corridor Tiles and Lift Lobby Tiles — This is one of the projects approved by the floor at the last AGM, and we have refurbished all the corridor tiles and lift lobby tiles, and the project is almost 99% completed. The seven MCs have come together to select the colour for the tiles and hopefully it can enhance the value of the property, and the painting works that have been done for Block E. Some people have commended the MC for choosing the colour, and that's also the collective decision of the MC. They are going to do the final part of the work which involve washing and clean the tiles.

Building Façade Painting Works — The painting of Block E has been successfully completed, with the entire project amounting to approximately RM600,000.00. We trust that you are pleased with the chosen color scheme, and please rest assured that the MC is committed to providing any assistance necessary to ensure your satisfaction.

Windows Seal — The window seals have significantly deteriorated due to wear and tear, having been in place for quite some time, and it is now necessary to replace them. We are making steady progress, though we ask for your patience as this process is time-consuming and involves procedures such as the tender exercise. Our goal is to have the replacement of all window seals completed by the time of the next general meeting.

Control Room — We have built a new Control Room which is strategically located and accessible nearby Mynews.com at Block B. This Control Room is placed strategically to monitor the security of the whole place. Previously, the Control Room was located at Basement 1 which is not good enough because you can't do anything from there. Hopefully within the next two months we should be able to get it up and running from here.

Acknowledgement

The incumbent MC Chairman expressed his gratitude and appreciation to Dato' Mohan and Crest Team lead by Ms. Yeang for their outstanding performance in managing the day-to-day operations. He also expressed his gratitude to his fellow committee members for their active and unwavering support as we work together to bring our plans to fruition.

5.2 Mr. Daniel Tan, the Secretary elaborated on the followings:-

1) **Lifts contract**

The incoming Management Committee will review the contractual obligations within the 10-year lift maintenance contract and, if everything is in order, proceed with signing. This contract includes a well-defined penalty clause for non-compliance or failure to meet required standards. For the first time, we have introduced measurable penalties—should a lift malfunction or if a mantrap occurs for more than a specified number of hours, penalties will be imposed.

It's important to understand the complexity involved, as the Chairman noted there have been at least 5 or 6 different lift vendors over the past two decades. Each vendor introduced new spare parts, made software adjustments, and modified the motors and engines, often leading to communication issues between these mixed

MINUTES OF 10TH ANNUAL GENERAL MEETING

components. As a result, lifts with multiple vendors' parts tend to experience the most problems, and even the best modernization efforts struggle to resolve these issues.

On the other hand, lifts with fewer part replacements have shown better performance after Casa Maya's modernization efforts, which introduced a more cohesive system. The alternative solution—replacing the entire lift system—would undoubtedly be more effective but comes with significantly higher costs. Therefore, while the current approach offers a reasonable and cost-effective solution, it also comes with limitations that require continuous attention to ensure optimal functionality.

To provide clarity, there is no justification for any failure to perform, as the vendor is fully aware of their contractual obligations. We are monitoring the performance of each lift daily, and if you encounter any issues, please ensure they are reported in writing to the management office. This helps us maintain accurate records and hold the vendor accountable for their service.

2) Arch – Invitation of Lease & Management

As you enter Megan Avenue 1, you may have noticed that the arch at the entrance has become quite an eyesore. We have reached out to the owners for their opinions and suggestions on how to modernize this structure. Dismantling and removing the arch will incur significant costs, but we have received a proposal from an advertising company to transform it into an LED display billboard, with an initial setup cost of approximately RM180,000.00.

However, the Management Committee has decided against maintaining the LED screen. The MC will retain ownership of the structure, but any party interested in commercializing the LED screen for advertising purposes may do so after covering the infrastructure costs and paying rent to the MC. They will have the flexibility to charge market rates based on demand for advertising space.

If anyone has suggestions for the redesign of the arch or new business model concepts, please coordinate with the incoming Management Committee. This is something we had hoped to address previously, but there were too many priorities to manage at that time.

3) Piazza – Upgrading Works

At the last AGM, members decided to deactivate the water feature due to ongoing leaks into the Basement Level, which raised significant concerns about structural integrity. By turning off the water feature, we can save between RM2,000.00 and RM3,000.00 in monthly electricity costs. However, the Piazza has unfortunately become an eyesore, as it no longer serves its intended purpose.

We invite members to consider the commercial potential of the Piazza, which has a lettable area of approximately 18,000 sq. ft. We could explore leasing this space to an event management company or any business interested in utilizing the area. However, we must be mindful not to host functions or parties due to its proximity to the residences. Previously, we received an inquiry from an artisan business that did not materialize, and it seems that food businesses are the most popular among interested parties. We are sensitive to the needs of our existing tenants in the food and beverage sector, so we must carefully balance their interests with those of the

MINUTES OF 10TH ANNUAL GENERAL MEETING

residents while seeking ways to commercialize the area to help offset some capital expenditure costs.

We wholeheartedly welcome all owners and residents to share their ideas or business concepts. If you have contacts with potential interested parties for the Piazza, please connect them with the Management Committee.

3) Commercialization of Open Space

Part of our commercialization initiative is to use up the open space in front of KK Super Mart. For the first time, we are experimenting with Kiosk business, and there is one green colour Kiosk setup under "KOPPIKU" who basically want to sell designer coffee. The Kiosk for KOPPIKU has not started operation yet, and if this is a commercial success, this type of Kiosk concept can serve our tenants, occupiers, residents and visitors coming to Megan Avenue 1. We also must be sensitive that this will not be competing with the current retail business here.

4) Conclusion

Mr. Daniel Tan highlighted that most of the work and initiatives have been carried out by the property management company, Crest, rather than the Management Committee itself. For the first time in many years, we have implemented Key Performance Indicators (KPIs) for increment and bonus structures for management office personnel, including Ms. Yeang and her entire team. While the Management Committee does not have specific targets, the management office now has goals related to cost savings and innovative ideas that help reduce expenses. Many of these ideas have also translated into income or revenue for the MC.

We are not merely asking the management office to adopt a business mindset; they are genuinely aware of spending and income generated for the owners. Rather than offering fixed bonuses based solely on seniority or years of service, we have now linked bonuses to performance. Consequently, some team members may receive higher bonuses due to their involvement in various projects.

Mr. Tan emphasized that the entire lift interior design work was executed by our in-house Tech Team, which resulted in substantial savings as it was completed as part of their overtime work, rather than contracting a vendor at full commercial rates. This strategic approach has contributed to the surplus reflected in our accounts.

6. AGENDA NO. 3 : MINUTES OF THE 9TH AGM (ORDINARY RESOLUTION 1)

- 6.1 The Chairman moved to the next agenda, to confirm and adopt the Minutes of the 9th Annual General Meeting of Perbadanan Pengurusan Megan Avenue 1 held on 8th June 2023. Copies of the said Minutes were circulated to all the proprietors in the AGM Pack. He enquired whether there is any comment to the said Minutes.
- 6.2 As there were no comments from the floor, the Chairman invited a proposer and seconder to move the motion for an ordinary resolution.
- 6.3 Mr. Ng Wymir [REDACTED] proposed to move the motion for ordinary Resolution 1; and was seconded by Madam Chen Lin [REDACTED]

PERBADANAN PENGURUSAN MEGAN AVENUE 1 (PPMA1)

MINUTES OF 10TH ANNUAL GENERAL MEETING

- 6.4 There being no objection, the motion was duly assented by the floor.
- 6.5 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 ("PPMA1") that the Minutes of the 9th Annual General Meeting of PPMA1, held on 8th June 2023 was confirmed without amendment.

7. AGENDA NO. 4 : TREASURER'S SUMMATION REPORT FOR THE TERM 2023/2024

7.1 The Chairman handed over to the Treasurer, Mr. Patrick Goh for the presentation of the Treasurer's Report and the financial performance of PPMA1. Mr. Patrick Goh extended warm greetings and expressed his gratitude to be given an opportunity to serve as Treasurer and it is his first year acting in the MC. He felt delighted to be given an opportunity to monitor the way how the MC and MO works.

7.2 Mr. Patrick Goh presented an overview of 5 Years Financial Standing of PPMA1 as follows :

- (1) The Debtors ageing report (excluding rental & winding-up cases) is reducing and downward trend below 3 months debtors' ageing as of last month was the lowest at RM166,240.
- (2) The Debtors ageing report (including rental & winding-up cases) and debtors action report as of 31 August 2024. The MO is putting much effort to recover the debts from these defaulters. The following actions have been taken as below :

Action Taken	No. of cases	Amount Outstanding	Total Payment received in Sept 2024
<u>MAINTENANCE FEES</u>			
Winding-up case	2	RM 363,400	
Other Legal case / Demand Letter	6	RM 487,779	
Instalment Plan	11	RM 134,566	RM 5,320
Final Reminder / CTOS	25	RM 163,128	RM 45,272
Reminder	48	RM 85,278	
TOTAL	92	RM 1,234,151	RM 50,591
<u>RENTALS</u>			
Final Reminder	3	RM 116,727	
Reminder	4	RM 12,300	RM 6,600
TOTAL	7	RM 129,027	RM 6,600
GRAND TOTAL	99	RM 1,363,173	RM 57,191

- (3) Maintenance Fund is meant for day-to-day operation and services. The year 2023/2024 is an active management year, as you can see there are a lot of projects and special projects for Sealant works which cost RM306,500 with the goals to increase efficiency and that's how it works to upkeep and maintain the buildings. For the maintenance fund account, we have enough for the day-to-day operation, and we do not keep a lot of excess because the team has

MINUTES OF 10TH ANNUAL GENERAL MEETING

optimised the fund. As you can see the balance in the current account is RM32,874. This is efficient cash management policy by the team.

- (4) The breakdown on how the maintenance fund have been utilised for the followings : (i) Lift maintenance cost of RM208,010; (ii) The water feature service was closed since October 2023 with savings of RM20,553; (iii) The rates for other services are normal; (iii) Security guard services is a major cost of RM822,332 to provide security and keep the place safe; (iv) The other repair works were for maintenance of the buildings.
- (5) Sinking Fund is meant for long term investment and one of the major items is repainting work to enhance the property.
- (6) The Bar Chart produced a summary of Sinking Fund account. In 2020 we have moved about RM4.5 mil into the Sinking Fund for lift modernization project. For this year the movement in Sinking Fund are normal.
- (7) Some of the effort put into Sinking Fund expenditure are refurbishment of corridors and lift lobbies which we spent RM327,218. We also have put in initiative for the Control Room for about RM52,434.
- (8) Cash projection in Sinking Fund is enough for the next 5 years and we are sure it can meet our financial commitment.

7.3 Mr. Patrick Goh took this opportunity to thank the MC for giving him the opportunity to act as treasurer and provide useful insight and guidance as this is his first year in the MC. He also took the opportunity to thank Dato' Mohan by providing important comments on how to run the management corporation, and Crest team for their efforts. As Mr. Daniel Tan has mentioned earlier, a lot of KPI's been set for performance in this coming term.

7.4 The Chairman thanked Mr. Patrick Goh for the presentation of the Treasurer's Summation Report of PPMA1 for the term 2023/2024. He opined that the idea is not to keep money in the bank account, instead the idea is to spend the money to enhance and spruce up the place. We are trying to spend the money wisely for the buildings.

8. AGENDA NO. 5 : AUDITED ACCOUNTS FOR THE FYE 31 DECEMBER 2023 (ORDINARY RESOLUTION 2)

8.1 The Chairman informed that the audited accounts for the financial year ended 31 December 2023 have been circulated to all the proprietors in the AGM Pack.

8.2 The Chairman enquired whether the floor has any comment to raise regarding the said audited accounts.

8.3 As there were no comments from the floor, the Chairman invited a proposer and seconder to move the motion for an ordinary resolution.

8.4 Datuk Ganesan A/L Karuppanan [REDACTED] proposed to move the motion for ordinary Resolution 2; and was seconded by Madam Chen Lin [REDACTED]

8.5 There being no objection, the motion was duly assented by the floor.

PERBADANAN PENGURUSAN MEGAN AVENUE 1 (PPMA1)

MINUTES OF 10TH ANNUAL GENERAL MEETING

- 8.6 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by PPMA1 that the audited accounts for the financial year ended 31 December 2023 as enclosed in the AGM Pack to the proprietors, is hereby received and adopted by Perbadanan Pengurusan Menara Avenue 1 ("PPMA1").

9. **AGENDA NO. 6 : RE-APPOINTMENT OF AUDITORS - FYE 31 DECEMBER 2023 (ORDINARY RESOLUTION 3)**

- 9.1 The Chairman moved to the next agenda, to ratify the approval for the re-appointment of Messrs. Shee & Associates as the External Independent Licensed Auditors to audit the annual accounts for FYE 31 December 2023 at a remuneration fees of RM7,500.00 excluding 6% SST per year. He commented that the MC do not have any issue with the auditors and the audited accounts were done in timely manner.
- 9.2 The Chairman enquired whether the floor has any issue with the auditors, Messrs. Shee & Associates.
- 9.3 As there were no comments from the floor, the Chairman invited a proposer and seconder to move the motion for an ordinary resolution.
- 9.4 Ms. Yen Yoon Fong [REDACTED] proposed to move the motion for ordinary Resolution 3; and was seconded by Mr. Goh Boon Siah [REDACTED]
- 9.5 There being no objection, the motion was duly assented by the floor.
- 9.6 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 to ratify the re-appointment of Messrs. Shee & Associates as the External Independent Licensed Auditors to audit the annual accounts for FYE 31 December 2023 at a remuneration fees of RM7,500.00 excluding 6% SST per year.

10. **AGENDA NO. 7 : APPOINTMENT OF AUDITORS FOR FYE 31 DECEMBER 2024 (ORDINARY RESOLUTION 4)**

- 10.1 The Chairman moved to the next agenda, to appoint Messrs. Shee & Associates as the External Independent Licensed Auditor to audit the annual accounts for the FYE 31 December 2024 at a remuneration fees of RM7,500.00 excluding 8% SST per year. He informed that the audit fee is the same as last year, except SST increase by 2%.
- 10.2 As there were no comments from the floor, the Chairman invited a proposer and seconder to move the motion for an ordinary resolution.
- 10.3 Datuk Ganesan A/L Karuppanan [REDACTED] proposed to move the motion for ordinary Resolution 4; and was seconded by Ms. Hoon Chooi Ngoh [REDACTED]
- 10.4 There being no objection, the motion was duly assented by the floor.
- 10.5 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 to appoint Messrs. Shee & Associates as the External Independent Licensed Auditor to audit the annual accounts

MINUTES OF 10TH ANNUAL GENERAL MEETING

for the FYE 31 December 2024 at a remuneration fees of RM7,500.00 excluding 8% SST per year.

11. AGENDA NO. 8 : TO APPROVE FUND TRANSFER INTERNALLY (ORDINARY RESOLUTION 5)

- 11.1 The Chairman moved to the next agenda pertaining to the transfer of RM2 million of excess Maintenance Fund Fixed Deposit account to the Sinking Fund Fixed Deposit account to meet future Sinking Fund expenditure. The proposed motion is to give a mandate for the MC to manage the fund in the best way as we can. It is not a mandate to spend the money without obtaining approval from the members. For instance, when we went through the process to modernize all the lifts, the project cost was RM4.38 million and the arrangement with Casa Maya is that we are going to pay them on staggering basis. We have to meet a commitment of RM50,000.00 per month and so far, we have settled RM2.73 million and the remaining RM1.65 million will be paid over the next 33 months. We will still be collecting maintenance fund for other services and the fund will build up.
- 11.2 As there was no query from the floor, the Chairman invited a proposer and seconder to move the motion for an ordinary resolution.
- 11.3 Datuk Ganesan A/L Karuppanan [REDACTED] proposed to move the motion for ordinary Resolution 5; and was seconded by Madam Chen Lin [REDACTED]
- 11.4 There being no objection, the motion was duly assented by the floor.
- 11.5 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 that approval is granted to transfer of RM2 million from Maintenance Fund Fixed Deposit account to the Sinking Fund Fixed Deposit account.

12. AGENDA NO. 9 : TO CONSTRUCT NEW EXPOSED BOMBA HYDRANT PIPE (ORDINARY RESOLUTION 6)

- 12.1 The Chairman moved to the next agenda, to seek budgetary approval to construct a new exposed surface mounted Bomba hydrant pipe at Basement 1 and to connect to the existing Bomba Hydrants at Ground Level of Blocks D and E at a cost of not more than RM200,000.00. This project cost to be funded from Sinking Fund.
- 12.2 Dato' Mohan (Crest) projected the slide photos of the existing concealed Bomba Hydrant pipes that supply water to the fire hydrant system which over time and due to its age are subject to deterioration resulting in water leakage underground and the water bill is very high. We have engaged specialist using special equipment to detect for sound underneath. Engineers from Syabas came in to carry out extension survey to identify the leakage but they cannot identify exactly where is the leak. If we carry out this survey on a regular basis it will cost more than its worth.

It is proof of water leakage from the underground hydrant pipes as the water bill remains high despite Tokio Marine and Menara Avenue carried out repairs recently. It is more cost effective to run a whole new Bomba hydrant pipe to the fire hydrant system on the surface,

MINUTES OF 10TH ANNUAL GENERAL MEETING

- so that in future it will be easier to rectify if there is any leak. To carry out this whole exercise, we need to spend the money for capex. The management is seeking budgetary approval of not more than RM200,000.00 for consideration by the members.
- 12.3 The Chairman enquired whether the floor has any query to approve a budget of RM200,000.00 to rectify the problem.
- 12.4 There being no query, the Chairman invited a proposer and seconder for the motion.
- 12.5 Datuk Ganesan A/L Karuppanan () proposed to move the motion for ordinary Resolution 6; and was seconded by Ms. Nur Sheyrinna Zailan ()
- 12.6 There being no objection, the motion was duly assented by the floor.
- 12.7 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 that approval is granted to construct a new exposed surface mounted Bomba hydrant pipe at Basement 1 and to connect to the existing Bomba Hydrants at Ground Level of Blocks D and E at a cost of not more than RM200,000.00. This project cost to be funded from Sinking Fund.

13. **AGENDA NO. 10 : TO REPLACE THE EXISTING DOMESTIC COLD WATER FILTER (ORDINARY RESOLUTION 7)**

- 13.1 The Chairman moved to the next agenda, to seek budgetary approval to replace the existing Domestic Cold-Water Filter at a cost of not more than RM 92,000.00. This project cost to be funded from Sinking Fund.
- 13.2 The Chairman projected the slide photo of the existing water filtration system which is about 30 years old, but it was designed as water filtration system for swimming pool use. It is not designed as water filtration system for drinking and consumption.
- 13.3 Dato' Mohan from Crest emphasized that the new water filtration system is designed with health and safety in mind. The incoming water from the supply tanks undergoes treatment for health considerations before being transferred to the rooftop tanks.
- 13.4 The Chairman inquired if any members had questions regarding the approval of a budget of RM92,000.00 for replacing the existing Domestic Cold-Water Filter.
- 13.5 There being no query, the Chairman invited a proposer and seconder for the motion.
- 13.6 Madam Chen Lin (E) proposed to move the motion for ordinary Resolution 7; and was seconded by Ms. Rozina Binti Mat Rawi ()
- 13.7 There being no objection, the motion was duly assented by the floor.
- 13.8 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 that approval is granted to replace the existing Domestic Cold Water Filter at a cost of not more than RM92,000.00. This project cost to be funded from Sinking Fund.

MINUTES OF 10TH ANNUAL GENERAL MEETING

14. AGENDA NO. 11 : TO REPAIR WATER LEAKS & WATERPROOFING IN THE PIAZZA (ORDINARY RESOLUTION 8)

- 14.1 The Chairman moved to the next agenda, to seek budgetary approval to repair water leaks and waterproofing to the targeted areas in the Piazza at a cost of not more than RM120,000.00.
- 14.2 Dato' Mohan (Crest) explained that this initiative is not for aesthetic improvement but to stop water ingress through the tiles into the Basement carpark. Currently, the management corporation is responsible for any damage to the owners for their cars parked below the Piazza. This proposed motion is strictly for repair and maintenance because it is costing the MC money to repair those cars. Those who parked at the Basement will know the issue down there and we need to resolve the crucial issue. The areas of major concern have been identified and we need to remove the old tiles and apply waterproofing in that area with a cost of around RM120,000.00. If we purchase the tiles on our own for the contractor to do the work, we may expect to have some cost savings.
- 14.3 The Chairman enquired whether the members have any query to approve a budget of RM120,000 to repair the water leakage and do the waterproofing in the Piazza. He reiterated that it has nothing to do with the appearance or aesthetic of the water feature. We have no choice but to rectify the water seepage issue, but we will also be considering on how to go about refurbishing the entire Piazza and we will get back to you later. Although we had the approval at the last AGM to change the Piazza into a nice garden or reinstate the water feature but we will keep you posted on the development.
- 14.4 There being no query, the Chairman invited a proposer and seconder for the motion.
- 14.5 Datuk Ganesan A/L Karuppanan [REDACTED] proposed to move the motion for ordinary Resolution 8; and was seconded by Mr. Leow Zhen Ran [REDACTED].
- 14.6 There being no objection, the motion was duly assented by the floor.
- 14.7 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 that approval is granted to repair water leaks and waterproofing to the targeted areas in the Piazza at a cost of not more than RM120,000.00.

15. AGENDA NO. 12 : PROPERTY MANAGEMENT REPORT BY CREST

- 15.1 The Chairman handed over to Dato' Mohan (Crest) for the presentation of Property Management Report by Crest Consulting Services.
- 15.2 Dato' Mohan (Crest) briefly went through the list of works done during the term 2023/2024 and reviewed photos in the slide's presentation:
- (I) The philosophy of management is to do the work in-house and encourage the Tech Team to do as much as possible to save costs unless it's for specialised job or contract services by appointed service providers. Since Crest came in Year 2020, we will try to save on the contractors' margin of profit and other

MINUTES OF 10TH ANNUAL GENERAL MEETING

charges as much as we possibly can do in-house. The tabulation of cost savings in the last four years commencing Year 2020 are as follows :

No.	Year (Cost Savings)	Contractor Quotes	In-House Tech	Notional Savings
1.	2020 - 2022	RM 265,335.00	RM 31,526.91	RM 233,808.09
2.	2022 - 2023	RM 751,795.00	RM 157,280.64	RM 594,514.36
3.	2023 - 2024	RM 1,094,908.16	RM 432,972.58	RM 661,935.58
TOTAL		RM 2,112,038.16	RM 621,780.13	RM 1,490,258.03

- (a) The notional savings to Maintenance Fund for 2023/2024 was RM661,935.58
- (b) When we initiated the lift modernization project, one key aspect was the refurbishment of the lift interiors. We gathered several quotations from lift interior designers and contractors but ultimately determined that we could complete this work ourselves to avoid additional costs, and the Management Committee agreed. Our Tech Team was compensated for their overtime to focus on the lifts' interiors, and all 38 lift interiors were refurbished by the Megan Avenue 1 Tech Team. By not hiring outside contractors, we achieved substantial savings of RM544,388.00 on the lift interior refurbishment.

The contractor will cost us $RM20,000 \times 38 = RM760,000.00$
The actual cost for finishing all the lifts interior = RM215,612.00
The difference is net cost savings of RM544,388.00
- (c) Repair works for the roof restoration and waterproofing were done in-house by the Tech Team.
- (d) Rectification work for the broken flexible pipe joints in the BOMBA pump room was done in-house.
- (e) Repair work for fire control panel to the fire fighting system was done in-house.
- (f) Replacement work for the hose reel, hydrant gate valve cover and repainting of hydrant pillar was done in-house.
- (g) Rectification works for DCW piping and replacement of meter for the Domestic Cold Water was done in-house.
- (h) Rectification works for DCW piping and brass gate valve was done in-house.
- (i) Rectification works for sewerage water tray, discharge sump pipe and sump pit cleaning work was done in-house.
- (j) Electrical installation work for the new Control Room was done in-house.
- (k) Rectification work for sump pump control panel at Basement 4 and Basement 2 was done in-house.
- (l) Rectification work for Domestic Cold Water Pump System was done in-house.
- (m) Electrical tripping issue and troubleshooting work on electrical installation was done by Tech Team.

MINUTES OF 10TH ANNUAL GENERAL MEETING

- (n) Replacement of blown-out fuse, cable and faulty MCCB was done by Tech Team.
- (o) Schedule maintenance works for individual electrical panel and tightening cables was done in-house.
- (p) Repainting of pedestrian crossing, arrow line and warning on traffic pillar was done in-house.
- (q) Epoxy repainting works at M&E Room was done in-house.
- (r) Refurbishment of old dustbins was done in-house.
- (s) Hacking and rectification works for popped-up tiles before retiling work was done in-house.
- (t) Replacement for broken ceiling, manhole, door knobs and door closers was done in-house.
- (II) Works done by external contractors which are the most specialized works :-

(i) **Lift Modernization**

- 26.07.2021 Mock-up commenced.
- 19.05.2022 Letter of Award signed with Casa Maya Sdn Bhd.
- 12.09.2022 First batch of lifts closed for Modernization.
- 06.10.2023 Final batch of lifts closed for Modernization.
- 1st Schedule Inspection carried out by JKPP to Modernised Lifts.
- 2nd Schedule Inspection carried out by JKPP to Modernised Lifts.
- MC/MO negotiated with Casa Maya that all completed modernized lifts are not charged maintenance during the mod duration and a further 30 days monitoring period.
- Based on MO's monitoring record, 5 lifts were reported still experiencing breakdown after the mod-completion. Following this, MC/MO negotiated a 10% discount for all lifts totalling RM31,790.00 for the post-mod maintenance charges and further RM50,600 to account for complaints raised by residents and tenants.

(ii) **Corridor and Lobby Tiles Refurbishment**

We bought the materials directly from a warehouse and there was a fair amount of savings just for the tiles. If we got the contractor to supply the tiles it would cost us RM273,801.92, instead we went to buy the materials from a warehouse at RM95,411.20 and give to the contractor to install and laying the tiles. There is no markup on the materials which normally will add-on to its quotation, resulting in a big savings on the budget.

The breakdown of the cost is as follows :

Corridor	- Purchase of tiles	RM 95,411.20
& Lift Lobby	(RM 273,801.92	
Refurbishment	if supplied by contractor)	

MINUTES OF 10TH ANNUAL GENERAL MEETING

- Rental of forklifts	RM 10,720.00
- Purchase of Sika Ceram	RM 36,550.00
- Purchase of Edge Protection & Hardwares	RM 10,075.52
- Workmanship for corridor & lift lobby refurbishment	RM 174,461.27
TOTAL	RM 327,217.99

Total approved budget for the project : RM 600,000.00

Contractor Quotes: RM 483,904.16

o Actual Cost (Labour): RM 152,756.72

o Actual Cost (Material): RM 174,461.27

** Notes: Cost excludes Wall Tiling at Lobby areas as this was removed from the project (Budget Cost of RM220,000).

Total Actual Cost: RM 327,217.99

Total Notional Cost Savings: RM 156,686.17

(iii) **Construction of new Control Room**

We negotiated with the contractor for the Control Room and managed to secure at a lower price. The cabling work and wiring was done in-house.

Total approved budget for the project : RM 150,000.00

Contractor Quotes: RM 135,245.00

** Notes: The quotes incl. internal wiring works by In-House Tech Team. If engage outsourced contractor for internal wiring works, the cost would have been an additional RM 38,960.00

Total Notional Cost Savings: RM 14,755.00

(iv) **Building Façade Cleaning & Painting**

We negotiated with the contractor for the painting work and brought it down to below budget by RM 47,200.00.

(v) **External Façade Sealant Works**

The external façade sealant works is carried out at the same time.

(vi) **Road Resurfacing**

The management office has managed to get DBKL to carry out road resurfacing and fix the potholes outside.

Datuk Ganesan requested to investigate the street lightings and the management office has been following up with DBKL to look into the issue.

(vii) **On-going rectification works with Gamuda MMC**

Currently, MMC Gamuda KVMRT is still conducting repairs in the basement carpark to address the ongoing water ingress issue.

The Management Office has been diligently following up with MMC Gamuda project team to ensure that all repairs are carried out in accordance with the defect list. We requested Gamuda to fix the planter box as well.

(viii) Installation of LED Advertising Screen

MO and MC worked together to rent out space in the lift and lobby area to display LED media screen advertisements. This has generated additional income to the Maintenance Fund as follows :

- Rental Income per month: RM 5,795.00
- Rental Income per annum: RM 69,540.00

(ix) Central Ducting for all the Kitchens

The central ducting for all the kitchens has never been cleaned or serviced for several years. It is a health hazard, and we got it cleaned and serviced.

(x) VTAG Engineering Sdn Bhd – Installation of Remote-Control Panel (RCP), air force cooling fan, lay new high tension cable, cable tray and calibration work.

(xi) TM – Replacement of fiber optic cable and removal of old obsolete copper cable.

(xii) Ventilation Shaft

When Crest took over the property management, we have highlighted the fire security system and identified that to the ventilation shaft.

Ms. Yeang explained that each lift would have three fan ductings which are visible from outside the building, and in case of fire these exhaust fans will kick-start so that occupiers may have time to exit the building. In the past twenty-seven years, the ventilation shafts have never been inspected and we got a fire-fighting contractor to check using a machine and found that there are a lot of blockages. We have carried out two phases of hacking and the work is still on-going, but we want to do it in stages because it takes time to hack and rectify the issue. Although each vent is 9 inch wide, it takes time to hack and patch back, we are planning for Phase 3.

(xiii) Fireline Safety Industries (M) Sdn Bhd – Hydrant Pipe Leakage

Date: 25.09.2023 Survey work started.

Location: Common area on ground floor in MA1

Description: Hydrant pipe leakage

Action Taken: Tech Team assisted Fireline Safety Industries Sdn Bhd and carried out troubleshooting work for hydrant pipe leakage issue.

Note: 2 types of sensors was used which is :-

1. Primayer Mikron – abnormal sound
2. Primayer Eureka 3 – Velocity

Performed by: Fireline Safety and Tech Team

MINUTES OF 10TH ANNUAL GENERAL MEETING

Status: On-going

(Identify few hot spots, however we need to conduct 2nd troubleshooting works, will liase with Fireline Safety team, and they will bring additional equipment for further testing).

(xiv) **Sunshine Roofguard Sdn Bhd** – major works on roof restoration & waterproofing.

(xv) **IWK -- Sewerage pipe and Manhole cleaning works**

The sewerage pipes have not been cleaned out for a long time. It's not pleasant to see but these are the works which need to be undertaken and collaborate with IWK.

15.3 The Chairman thanked Dato' Mohan for the presentation and commended Crest team for the significant cost savings and the works they have carried out. He proposed a vote of thanks to Crest for a good job done, which was met with a round of applause from the floor. But don't worry about the property management fee which would be maintained.

16. AGENDA NO. 13 : ELECTION OF MEMBERS OF THE MANAGEMENT COMMITTEE (ORDINARY RESOLUTION 9)

16.1 The Chairman proceeded to the next agenda, to determine the number of members of the Management Committee for the year 2024/2025 and to elect the Management Committee consisting of not less than 3 and not more than 14 proprietors.

16.2 The Chairman informed that the current MC comprised of seven (7) members. This is a voluntary service, but it doesn't matter the number that make up the Committee. It is a thankless job and takes up a lot of time in meetings. If the number is too big, sometimes it is difficult to get everybody together and form a quorum to hold a meeting. So far, we were able to meet the requirement of a quorum to hold a meeting.

16.3 The Chairman called upon the members of the floor to determine the number of Management Committee for the term 2024/2025.

16.4 Mr. Ng Wymin proposed to fix the number for seven (7) committee members.

16.5 There being no other number to consider, the Chairman requested for a show of hands by the members to confirm the number of seven (7) members. A majority votes by show of hands assented to fix the number of seven (7) committee members.

16.6 The Chairman declared **THAT IT IS HEREBY UNANIMOUSLY RESOLVED AND AGREED** by Perbadanan Pengurusan Megan Avenue 1 that the number of management committee members shall comprised of seven (7) natural persons pursuant to Paragraph 2(1) of the Second Schedule of the Strata Management Act 2013.

16.7 Dato' Mohan (Crest) informed that the management office has received nine (9) nomination forms prior to the meeting. He enquired whether there is any further volunteer from the floor. There being no nomination from the floor, the motion is deemed closed. He requested the members to choose seven (7) candidates from a list of nine (9) nominees. The list of nominees was produced on the screen for election process :-

PERBADANAN PENGURUSAN MEGAN AVENUE 1 (PPMA1)

MINUTES OF 10TH ANNUAL GENERAL MEETING

No.	Name	Unit No.
1)	Prakash A/L K.V.P. Menon	[REDACTED]
2)	Daniel Dass A/L Devadass	[REDACTED]
3)	Wong Ding Sheng	[REDACTED]
4)	Sylvia Sim Lian Gek	[REDACTED]
5)	Patrick Goh Boon Siah	[REDACTED]
6)	Ng Wymin	[REDACTED]
7)	Law Gin Kye	[REDACTED]
8)	Dato' Kuek Kian Joo	[REDACTED]
9)	Yen Yoon Fong	[REDACTED]

- 16.8 For the record, Mr. Wong Ding Sheng and Dato' Kuek Kian Joo have given written consent notice to the Management Office to say, that in absentia they agreed to stand for nomination as committee member, and they have appointed proxies to represent them in the meeting.
- 16.9 Dato' Mohan received a request for the election of MC members by polling.
- 16.10 Dato' Mohan called for two (2) volunteers to act as scrutineers for the counting and tally of votes.
- 16.11 Datuk Ganesan A/L Karuppannan [REDACTED] and Mr. Cheong Kin Fong [REDACTED] volunteered to act as scrutineers.
- 16.12 Dato' Mohan called upon the members to vote not more than seven (7) candidates or less than seven (7) in the Blue Poll Slip for Agenda 13(b) and fill up the number corresponding to the name of candidates of your choice. The MO team will go around to collect the Poll Slips and assist in the counting and tally of votes. The scrutineers will verify the result.
- 16.13 The Chairman allowed a recess of 15 minutes for the process of tallying the votes.
- 16.14 The process for compiling of votes took some time and results were verified by the scrutineers. Datuk Ganesan announced the result for the top seven (7) candidates according to the highest ranking :

No.	Name	Unit No.	No. of Votes by Share Units	Remarks / Result
1)	Prakash A/L K.V.P. Menon	[REDACTED]	77124	Carried
2)	Patrick Goh Boon Siah	[REDACTED]	76472	Carried
3)	Ng Wymin	[REDACTED]	74096	Carried
4)	Daniel Dass A/L Devadass	[REDACTED]	65745	Carried
5)	Sylvia Sim Lian Gek	[REDACTED]	62801	Carried
6)	Wong Ding Sheng	[REDACTED]	58800	Carried
7)	Law Gin Kye	[REDACTED]	58012	Carried
8)	Yen Yoon Fong	[REDACTED]	31086	Not Carried
9)	Dato' Kuek Kian Joo	[REDACTED]	29821	Not Carried

- 16.15 Dato' Mohan congratulated the new MC for 2024/2025. There was a round of applause from the floor. He declared **THAT IT IS HEREBY RESOLVED AND AGREED** by Perbadanan Pengurusan Menara Avenue 1 that the Management Committee shall comprise of the following seven (7) natural persons pursuant to Paragraph 2(1) of the Second Schedule of the Strata Management Act 2013 who are duly elected to hold office until the next Annual General Meeting, as tabulated below (in no particular order) :-

No.	Name of 2024/2025 Management Committee	Unit No.
1)	Prakash A/L K.V.P. Menon	[REDACTED]
2)	Patrick Goh Boon Siah	[REDACTED]
3)	Ng Wymin	[REDACTED]
4)	Daniel Dass A/L Devadass	[REDACTED]
5)	Sylvia Sim Lian Gek	[REDACTED]
6)	Wong Ding Sheng	[REDACTED]
7)	Law Gin Kye	[REDACTED]

17. AGENDA NO. 14 : ANY OTHER MATTERS

- 17.1 Pursuant to Subsection 13(1) of the Second Schedule, Strata Management Act 2013 [Act 757] any owner may by notice in writing deposit at the management office of PPMA1, not less than seven (7) days before the time for holding the AGM, require inclusion of any other matter to be transacted in the meeting.
- 17.2 Mr. Alex Chang Huey Wah [REDACTED] shared a recent fire blaze involving EVs in an underground parking lot in South Korea, and it took many hours to douse the fire which is a serious problem. He asked, is the new MC going to investigate the issue of fire hazards and what we are going to do about this. Do we consider installing any charging station in the basement.
- 17.3 The Chairman expressed uncertainty about whether SCP has the authority to restrict the entry of electric vehicles (EVs) due to a fire incident that occurred in South Korea. He mentioned that he is unaware of any legal basis for implementing such measures and emphasized the need to consult with the authorities to clarify the situation. Regarding the charging station for electric vehicles (EVs), he expressed skepticism that SCP would invest in installing such a station. He noted that it took them ten years to consider and ultimately agree on the painting work. One can only imagine that they might address the charging station issue after the vehicles have become obsolete. Rest assured, it's unlikely that they will take action on this matter.
- 17.4 Dato' Mohan opined that the problem arises when the EV battery is over-charging. If not mistaken, there is no charging facility inside the basement carpark but there is no law that applies to EVs charging. Ideally for safety measure, if you want to install EV charging station, it should be on open surface level, not inside basement carpark.

PERBADANAN PENGURUSAN MEGAN AVENUE 1 (PPMA1)

MINUTES OF 10TH ANNUAL GENERAL MEETING

18. CONCLUSION OF THE 10TH AGM

- 18.1 As there was no further matters to be discussed, the 10th AGM of PPMA1 was concluded at 4:25 p.m. with a vote of thanks to the Chair.
- 18.2 There being no further comments, the Chairman invited a proposer and seconder to close the 10th AGM.
- 18.3 Mr. Alex Chang Huey Wah [REDACTED] proposed to close the meeting; and was seconded by Datuk Ganesan A/L Karuppattan [REDACTED]

I, the undersigned, hereby certify and endorse that the above minutes of the 10th AGM of Perbadanan Pengurusan Megan Avenue 1 held on Friday, 6th September 2024, are correct record.



Signature :

Name : PRAKASH A/L K.V.P. MENON

Designation : Chairman of 10th AGM of Perbadanan Pengurusan Megan Avenue 1

Date : 2.10.2024