

Minutes of Meeting (MoM) – Tudor Project Updates

Date: 03-June-2025

Location: 6th Floor, Conference Room, Casagrand Office, Thiruvanmiyur

CG & Tudor Collaborative Meeting

Date: 03-June-2025

Location: Casagrand Office, Thiruvanmiyur

Attendees

CG Team:

- Mr. Managal Raj
- Mr. Anszary
- Mr. Mohammed Javeed
- Mr. Arun
- Mr. Silambarasan
- Mrs. Rekha
- Mr. Saravanan

Tudor Team:

- Mr. Vivek
- Mr. Ramaswamy
- Mr. Fredrick
- Mrs. Vaishnavi
- Mr. Jitendra Prasad
- Mr. Parameswaran
- Mr. Sathappan
- Mr. Saddique
- Mr. Kathaperumal
- Mr. Saravanan.G
- Mr. Saravanan.S
- Mrs. Indumathi
- Mr. Premnath
- Mrs. Kavitha Balamurugan
- Mr. Victor James
- Mr. Suresh

1. Wells

- **Mr. Mangal Raj**, Senior Vice President, Casagrand, confirmed feasibility assessment for well construction will begin **on 9th June 2025**.
 - One trial well will be constructed to evaluate the yield and viability of wells as a long-term solution.
 - Initial suggestion to explore water source near **J Block** will be revisited using a **diviner**.
 - **Well dimensions:**
 - Distance from building structure: **7 feet**
 - Diameter: **1 meter**
 - Based on the output of the first well (in terms of yield and water quality), further decisions on additional wells will be made.
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2. Metro Water Update

- **Metro water connection will be delayed by 2 months**.
 - Application for metro water is **yet to be submitted**. Mr. Mangal Raj has committed to applying shortly.
 - A **collection sump** will be built for metro water as per **CMDA** norms (capacity: **204 KLD**).
 - Final capacity and sump location (either front or back gate) will be confirmed post inspection by **CMWSSB**.
 - Mr. Mangal Raj initially mentioned that all water (metro, borewell, and rainwater) would flow into a common **WTP collection sump**.
 - Owners insisted on **separate sumps** for:
 - **Metro water**
 - **Borewell water**
 - **Rainwater harvesting**
 - After discussion, Mr. Mangal Raj agreed to comply with **CMDA/Environmental Clearance Report**.
 - Sump construction was delayed due to pipeline alignment and location finalization.
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3. Borewells

- Out of **10 borewells** on the Tudor site:
 - Water available in **6 borewells**
 - Only **4 borewells** have **TDS within acceptable range**
 - Commissioning of functional borewells needs to be prioritized.
 - **Date of confirmation by Mr. Mangal Raj: 6th June 2025**
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4. Water Treatment Plant (WTP) & Sewage Treatment Plant (STP)

- **Mr. Rajiv**, Site Head, will be the single point of contact (SPOC) for WTP and STP.
 - WTP setup, completion, and commissioning dates to be shared by **Mr. Mangal Raj** after coordination with Mr. Rajiv **on 6th June 2025**.
 - Commissioning updates to be provided for:
 - **Iron removal filter**
 - **Water softener**
 - **Carbon filter**
 - **Fluoride filter**
 - **Sand filter**
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5. Sumps

- Total **8 sumps** in the Tudor project:
 - **3 sumps cleaned**
 - Remaining **5 sumps** to be cleaned by **20th June 2025**
 - **Mr. Silambarasan** is the POC for sump and overhead tank cleaning.
 - Owners need not coordinate with the project team directly regarding this.
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6. Overhead Tank (OHT) Cleaning

- OHT cleaning across all blocks will be completed by **30th June 2025**
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7. Water Quality Concerns

- Owners raised issues about poor water quality from tanker water.
 - Sample shown to **Mr. Mangal Raj** during the meeting.
 - Mr. Mangal Raj committed to:
 - Vendor quality check
 - Improved supply standards
 - Ensuring post-cleaning water quality is up to mark
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8. Storm Water Drainage

- **Internal Stormwater drainage system is exclusive to Tudor community use** and will not be accessible to unauthorized entities.
- **Mr. Mangal Raj** will coordinate with the liaison team to keep us updated on this Mugappair PWD doc mentioned existing storm water channel running as it a serious threat to Tudor.

9. STP Commissioning

- **Update expected from Mr. Mangal Raj by 6th June 2025**
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10. Emergency Plumbing Contact

- **Mr. Silambarasan** instructed by Mr. Mangal Raj to share emergency plumber contacts with all residents and volunteers **by 4th June 2025**.
 - **Plumber Deepak** will be coming back to resume duty, as confirmed in the meeting.
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11. Tudor Volunteering Group

- **Mr. Mangal Raj** to be added to the volunteer group for escalation and quicker resolution **(effective 4th June 2025)**
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12. Owners Meeting with Casagrand

- Scheduled for **Saturday, 14th June 2025 (Morning)** at Tudor site.
- Initially proposed for 7th June but rescheduled due to **Bakrid**.
- Attendees:
 - **Mr. Mangal Raj**
 - **Mr. Ansari**
 - **Mr. Hariprabhu (CRM team)**
- Agenda includes:
 - Lumber room
 - Car parking allotment
 - Narrow pathway lobby
 - C block alternate entry
 - Back gate open parking restrictions
 - 41 Visitors Car Parking & 15 Club House Car Parking

13. Unit Handover

- **47 pending units:**
 - **32 units** to be handed over by **end of June 2025**
 - Remaining **15 units** by **end of July 2025**
 - Owners insisted **QC & CQC stages be skipped** during handover
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14. Lift Issues

- Lift inspections and vendor evaluation in progress for all blocks.
 - **Silambarasan** to share daily lift cleaning photos.
 - Cleaning manpower allocation pending **Mr. Mangal Raj's approval**.
 - AMC for lifts renewed and confirmed.
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15. Internet Service Provider

- **ACT and Airtel** are being considered for broadband services.
 - **One NOC** will be finalized by **Mr. Ansari**.
 - Signing authorities from respective providers must contact Mr. Ansari for further steps.
 - **Local body approvals** for commercial operation of ISP will be obtained by **Mr. Mangal Raj**.
 - **Mobile tower connectivity** issues were also brought up and acknowledged.
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16. Podium & Accessibility

- Podium ramp access will be constructed for **all podiums**.
 - **A narrow entry pathway** will be restructured for wheelchair/stretcher ramp access in case of emergencies.
 - **Car parking near these ramps** will be restricted to ensure unobstructed access.
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17. Ticket Resolution Process

- Weekly **ETA updates** on raised issues (via iCare ticketing system) will be provided by **Silambarasan**.
 - Weekly volunteer meetings to track:
 - **Seepage**
 - **Dampness**
 - **All building-related concerns**
 - **SLA-breached tickets** will be escalated to **Mr. Mangal Raj** for immediate resolution.
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18. Exhaust Chimney

- **Redesign and extension** of the exhaust chimney above the **7th floor** underway.
- Completion expected **by end of June 2025**.
- **Block A (Mr. Ramaswamy)** raised an issue regarding **Brigade genset exhaust**, affecting **1 and 4 series units**.

- Casagrand will attempt to coordinate with Brigade to extend DG exhaust at their clubhouse as well.
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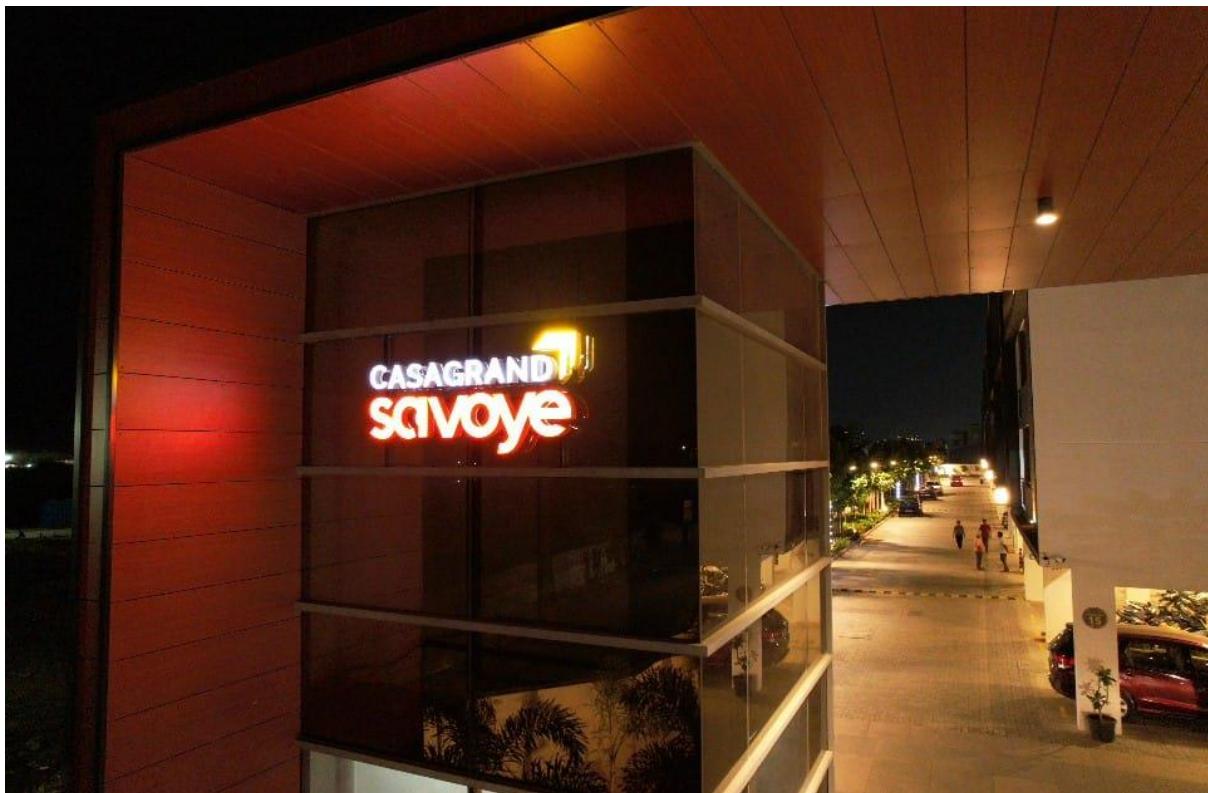
19. OSR & Back Gate

- Confirmation on OSR and back gate construction timeline to be shared by Mr. Mangal Raj by end of this week.
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20. Tudor Emblem

- Tudor emblem will be installed next to Casagrand branding, ensuring visibility and identity for the community.
- Placement to occur before development of any vacant adjacent land.
- Sample design as below





21. Security & Safety Concerns

- Issues reported by residents:
 - **Chain snatching**
 - **Misbehavior with a lady owner**
 - **Rash driving**
 - **Unauthorized parking**
 - **Mr. Ansari** and **Mr. Mangal Raj** assured action will be taken.
 - Security team to be alerted and **CCTV footage access** to be granted to volunteers when needed.
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22. Front Grill Gate

- The current **grill gate is oversized**, making it difficult to close manually.
 - **Motorized closing mechanism** will be explored for convenience and security.
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23. EV Charging Points

- **2 to 3 EV charging points** will be allocated.

- **Mr. Ansari** to confirm:
 - Exact **location**
 - **Commissioning date**
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24. EB Consumer Numbers

- **A & B Blocks** have received their **electricity consumer numbers**.
 - Remaining blocks expected to receive the same **within this week**.
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25. Solar Energy (Photovoltaic System)

- Residents insisted on adherence to **CMDA norms: 1/3rd of terrace area** to be used for solar panels.
 - Initially denied by **Mr. Mangal Raj**, citing general builder practices.
 - However, **solar systems have been installed** onsite.
 - **KW capacity and future expansion** to be discussed in the **14th June meeting** with the **site electrical team**.
 - Owners emphasized compliance as per **CMDA report**.
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26. IFM Entry Criteria (By Mr. Ansari)

1. Minimum of **20 households** – currently **250+ residents**
2. IFM will handle **facility maintenance**
3. **Customer-centric support** commitment
4. Project must complete **major pending works**
5. IFM can support with manpower but **not construction**
6. Project has experienced an **8-month delay**
7. IFM to provide **practical, sustainable solutions**
8. **Mr. Javeed** is the SPOC for IFM
9. **Defect Liability Period (DLP)**: 5 years, extendable by another 5 years
10. First 6 months: **2 service engineers** will handle all defects
11. IFM team will ensure all scope-of-work items committed by Casagrand are completed
12. **Documentation & final sign-off** from **Mr. Mangal Raj** and **Mr. Ansari** to be obtained during **14th June owners' meeting**

Key Discussion Points & Action Items

Topic	Discussion Summary	Action Owner	Deadline
Wells Feasibility	One test well to be initiated; safety confirmed (7 ft from structure)	Mr. Mangal Raj	June 9, 2025

Topic	Discussion Summary	Action Owner	Deadline
Metro Water Application	Application pending; sump location & capacity based on CMWSSB inspection	Mr. Mangal Raj	In progress
Borewell Commissioning	6/10 borewells yield water; 5 are usable. Commissioning date to be confirmed	Mr. Mangal Raj	June 6, 2025
WTP & STP Setup	Update on WTP commissioning to be shared	Mr. Mangal Raj	June 6, 2025
Sump Cleaning	3/8 cleaned; rest to be done by June 20	Mr. Silambarasan	June 20, 2025
OHT Cleaning	All blocks' cleaning to complete by June 30	Mr. Silambarasan	June 30, 2025
Water Quality	Quality assurance check to be conducted post sump cleaning	Mr. Mangal Raj	Ongoing
Stormwater Drainage	Drain is exclusive to Tudor; liaison update pending	Mr. Mangal Raj	TBA
Emergency Plumbing	Contact details to be shared	Mr. Silambarasan	June 4, 2025
Owner Meeting	Scheduled for June 14	All	June 14, 2025
Lift Inspection	Inspection, cleaning and AMC confirmed	Mr. Mangal Raj	Ongoing
Internet Provider	NOC to be signed; permissions to be obtained	Mr. Ansari / Mangal Raj	TBA
Ramp Access	Emergency ramp to be provisioned; parking restricted nearby	Project Team	TBA
Ticket Resolution	Weekly ETA sharing for iCare ticket tracking	Mr. Silambarasan	Weekly
Chimney Extension	Completion targeted by month-end; Brigade concerns raised	Project Team	June 30, 2025
OSR/Back Gate	Start confirmation awaited	Mr. Mangal Raj	This week
Security Concerns	Enhanced monitoring, CCTV access to volunteers	Security Team	Immediate
Front Grill Gate	Explore motorized gate installation	Project Team	TBA
EV Charging Points	Location confirmation & commissioning plan	Mr. Ansari	TBA
EB Consumer Nos	Issued to A/B; remaining blocks pending	Mr. Mangal Raj	This week
IFM Onboarding	Criteria discussed; documentation to be signed off	Mr. Mangal Raj / Ansari	June 14, 2025