

Regular Meeting of the El Segundo Senior Citizen Housing Board Corporation

Agenda

Wednesday, February 27, 2013 at 7:00 pm

**Park Vista Senior Housing
615 E. Holly Avenue,
El Segundo, CA 90245**

Senior Citizen Housing Board

Martin Stone, President
Carol Wingate, Vice President
Karen Gorin, Secretary
Paula Rotolo, CFO
Laura Freeman, Board Member
Jim de Cordova, Board Member
Terry Sue Aikens, Board Member

City Council

Mayor, Carl Jacobson
Mayor Pro Tem, Suzanne Fuentes
Council Member, Bill Fisher
Council Member, Dave Atkinson
Council Member, Marie Fellhauer

Greg Carpenter - City Manager
Gregg Kovacevich - Board Representative per City Attorney, Mark Hensley
Neil Cadman - Cadman Group
Karen Renton - Stenographer
Bob Cummings - Director, Recreation & Parks Department
Meredith Petit - Recreation Superintendent / City Liaison

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Agenda Only - Posted at Joslyn Center
Agenda Only - Posted at Park Vista Apartments

REGULAR MEETING AGENDA
El Segundo Senior Citizen Housing Board Corporation
Wednesday, February 27, 2013 - 7:00 pm

Park Vista Senior Housing
615 E. Holly Avenue, El Segundo, CA 90245

Please note that, with limited statutory exceptions, the El Segundo Senior Housing Board may not discuss or take action on any item that does not appear on the agenda. There are two opportunities for public comment during each meeting. During the first public communication item at the beginning of the meeting, any member of the public may address the Board as to any item appearing on the agenda. During the second public communications item near the close of the meeting, any member of the public may address the Board as to any item of interest that is not on the agenda but which is within the subject matter jurisdiction of the Senior Housing Board. Members of the public may speak for up to five minutes during each public communication item. Before speaking to the Board, please give: Your name and address (or organization you represent). Please respect the five-minute time limit.

CALL TO ORDER: 7:00 pm

ROLL CALL

A. PUBLIC COMMUNICATION – (5 Minute Limit)

At this time, members of the public may speak to any item **appearing on the agenda**. Each member of the public may speak for a maximum of five minutes. Before speaking, please state your name and address for the record. If you represent an organization or a third party, please so state.

B. MINUTES OF THE MEETING OF January 23, 2013.

1. *Recommendation:* Approval

C. NEW BUSINESS

1. **President's Report**

Reports regarding correspondence, meetings, and business related to Park Vista.

Recommendation: Discussion and Possible Action

2. **Presentation of the Management Report.**

Report from the Cadman Group regarding Park Vista operations and management.

Recommendation: Discussion and Possible Action

3. Reserve Accounts LAIF (Local Agency Investment Fund)

Discussion, review, and status report on the Investment Fund.

Recommendation: Review and Approve

4. Financial Statements for Approval by Board

Discussion and review including, but not limited to, statements, invoices, finances, and transfers between accounts.

Recommendation: Discussion and Possible Action

5. Park Vista Budget

Discussion and review of the proposed 2013 Proposed Budget.

Recommendation: Discussion and Possible Action

6. Park Vista Roof Repair Project

Discussion and possible action regarding the solicitation of bids for the roof repair project.

Recommendation: Discussion and Possible Action

7. Application Fees for Prospective Tenants

Discussion and possible action regarding modifications to the application fee required of prospective tenants.

Recommendation: Discussion and Possible Action

8. Night Manager Position

Discussion and possible action regarding the potential addition of a Night Manger position.

Recommendation: Discussion and Possible Action

9. Senior Housing Board Member Insurance

Discussion and possible action regarding Errors & Omission insurance coverage for Senior Housing Board Members.

Recommendation: Discussion and Possible Action

D. UNFINISHED BUSINESS

1. Furniture Committee Sub-Committee Update

Discussion and possible action regarding the recommendations from the sub-committee created to review options for purchasing new furniture for the common areas of the Park Vista facility.

Recommendation: Discussion and Possible Action

2. Annual Income Requirements Sub-Committee Update

Discussion and review including, but not limited to, the status report of the findings from the Annual Income Requirements Sub-Committee.

Recommendation: Discussion and Possible Action

3. Independent Living Sub-Committee Update

Discussion and possible action regarding the recommendations from the sub-committee created to review the current policies associated with determining a tenant’s ability to live independently within Park Vista.

Recommendation: Discussion and Possible Action

E. OLD BUSINESS

F. CITY STAFF REPORT

A general report from City Liaison, Meredith Petit.

G. RESIDENT SUGGESTION BOX ITEMS

A designated Board member and/or the management company will report on comments received in the resident suggestion box since the last meeting. The Board may not discuss or take action on any comment or suggestion, but may vote to place an item on a future agenda for discussion and possible action.

H. BOARD MEMBERS REPORT

A general report from the Senior Citizen Housing Board Members.

I. PUBLIC COMMUNICATION (5 Minute Limit)

At this time, members of the public may speak to any item of interest **not appearing on the agenda** but which is within the subject matter jurisdiction of the Senior Housing Board. Please note that State law prohibits the Board from discussing or taking action on any item that does not appear on the agenda. Each member of the public may speak for a maximum of five minutes. Before speaking, please state your name and address for the record. If you represent an organization or a third party, please state it for the Minutes.

NEXT REGULAR MEETING: **March 27, 2013**; 7:00 pm at Park Vista.

ADJOURNMENT

POSTED BY: _____

DATE/TIME: _____