

**REGULAR MEETING
EL SEGUNDO SENIOR HOUSING CORPORATION
SENIOR HOUSING BOARD**

June 26, 2013

CALL TO ORDER:

The regular meeting was called to order at 7 p.m. at Park Vista. Martin Stone, President, presiding.

ROLL CALL:

Directors present: Martin Stone, Carol Wingate, Karen Gorin,
Paula Rotolo, Laura Freeman, Terry Sue Aikens,
and James de Cordova

Others: Neil Cadman, Cadman Group, a California Corporation
Gregg Kovacevich, City Legal Representative
Meredith Petit, Recreation Superintendent/City Liaison

PUBLIC COMMUNICATION:

Martin Stone asked if there were any public communications regarding agenda items.

Mona, spoke about the theft of her laundry cart from the laundry room and the need for extra security measures. Member Wingate requested that the item be placed on the next agenda for discussion.

Steve Haxton, agrees there should be cameras in the laundry room.

Mike Corenman, 317, commented on the laundry security.

MINUTES:

Member Gorin requested that the minutes be corrected to include Member De Cordova as a member of the sub-committee that was created instead of Member Rotolo.

Motion: to approve the May 22, 2013 regular meeting minutes with corrections, was made by Member Wingate and seconded by Member Gorin. Motion carried unanimously.

NEW BUSINESS:

President's Report

None

Presentation of the Management Report

Neil Cadman presented an oral report from the Cadman Group regarding Park Vista operations and management. The annual inspection schedule was set, and discussion was had regarding the upcoming Anniversary Party that will take place on August 24, 2013,

including allowing residents to help plan and identifying a budget for the event. Cadman also mentioned a drain line leak in the parking garage that needs attention and repair.

Reserve Account LAIF

Motion to accept the reserve account report as presented, was made by Member Wingate and seconded by Member Rotolo. Motion carried unanimously.

Presentation of the Financial Statements and Park Vista Budget

For the month of May, 2013, Neil Cadman reported a net profit of \$11,903.64. As of May 31, 2013, Citizen's checking account was \$117,819.73, Park Vista business checking account at Chase was \$11,100.00, Grandpoint account was \$216,268.31 , LAIF was \$207,588.44, and Chase money market account was \$178,243.54, for a total checking and savings of \$731,220.02.

The Board requested more information on Capital listings. Questions were asked and answered about the laundry contract, gardening contract, advertising, and elevator testing schedule.

Motion: To accept the financial reports as presented was made by Member Wingate, seconded by Member Rotolo. Motion carried unanimously.

Reserve Study

Member Freeman indicated many projects that need to be removed from the Reserve Study for the next year's report.

Member Freeman requested an update on where the exterior painting of the building falls on the list of projects for Public Works bidding.

UNFINISHED BUSINESS

2012 Financial Audit

Cadman reported that the audit is in progress and the auditor is expected to provide a response by July 15, 2013.

Park Vista Roof Project Update

City Liaison Petit reported that the Public Works Department is currently revising the specifications based on the direction from the Board, with the expected job bidding to be completed by the end of July. A special meeting may be scheduled to authorize the expenditure for a new contract.

OLD BUSINESS

None

CITY STAFF REPORT

City Liaison Petit announced that the Park Vista 2013 Budget will be recommended for approval by City Council on July 16, 2013; two Board terms are expiring; and reminded the residents about the 4th of July event.

SUGGESTION BOX

Member Freeman reported that suggestions included cleaning and improving the restrooms and laundry room security.

BOARD MEMBERS' REPORT

Member Aikens would like to discuss the Plan of Operations at the next meeting.

Member Aikens reported that the new furniture has arrived and that she will coordinate a handyman to add sliders to allow for ease of moving. Any costs associated with it will fall into her originally approved budget. It was determined that Management would coordinate the removal of the old furniture.

PUBLIC COMMUNICATION

Shelly Tucker, 401, spoke about installing slip guards in her shower and commented about annual inspections.

Irene Sierra, 414, commented about annual inspections.

Virginia Tracy, 416, asked for exercise machine instructions be posted in the exercise room.

ADJOURNMENT: 8:13pm, to the next regularly scheduled meeting on July 24, 2013, at 7:00pm.

Motion to adjourn the meeting was made by Member Wingate and seconded by Member De Cordova. Motion carried unanimously.

Respectfully Submitted

Meredith Petit