

Meeting of the El Segundo Senior Citizen Housing Board Corporation

Agenda

Wednesday, February 26, 2014, at 7:00 pm

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

Senior Citizen Housing Board

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

City Council

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

Greg Carpenter - City Manager
Gregg Kovacevich - Board Representative per City Attorney, Mark Hensley
Neil Cadman - Cadman Group
Cindy Mortesen - 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 26, 2014 - 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.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Meredith Petit, Recreation Superintendent, at (310) 524-2880. Notification 48 hours prior to the meeting will enable the Housing Corporation to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER: 7:00 pm

ROLL CALL

A. PUBLIC COMMUNICATION

At this time, members of the public may speak to any item not 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 so state.

B. APPROVAL OF MEETING MINUTES

1. Special Meeting on December 19, 2013

Recommendation: Approval

C. NEW BUSINESS

1. President's Report

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

Recommendation: Receive and File

2. Presentation of the Management Report

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

Recommendation: Receive and File

3. Reserve Accounts LAIF (Local Agency Investment Fund)

Discussion, review, and status report on the Investment Fund for the months of December 2013 and January 2014.

Recommendation: Receive and File

4. Financial Statements

Discussion and review including, but not limited to, statements, invoices, finances, and transfers between accounts for the months of December 2013 and January 2014.

Recommendation: Receive and File

- 5. Updating the Authorized Signers on Senior Housing Board Corporation Bank Accounts**
Discussion and possible action regarding updating Board Member authorized signers on bank accounts.

Recommendation: Discussion and Possible Action

- 6. Rental Rates and Tenant Eligibility Requirements - Sub-Committee Recommendations**
Discussion regarding current rental rates and possible action to adjust future rental rates and eligibility requirements for new Park Vista tenants.

Recommendation: Discussion and Possible Action

- 7. Park Vista Roof Replacement Project Possible Change Order**

Discussion and possible action regarding a recommendation from Best Contracting to authorize a change order to coat and paint the exterior wall sections of the roof.

Recommendation: Discussion and Possible Action

- 8. Surveillance Camera Purchase**

Discussion and possible action regarding the purchase and installation of surveillance cameras.

Recommendation: Discussion and Possible Action

- 9. Furniture for Landings**

Discussion and possible action regarding the selection and purchase of furniture for common landing areas of the facility.

Recommendation: Discussion and Possible Action

- 10. Priority of Public Works Projects**

Discussion and possible action regarding prioritization of pending projects that require the involvement of the City's public works department including deck repair, awning installation, and exterior painting.

Recommendation: Discussion and Possible Action

D. UNFINISHED BUSINESS

- 1. Park Vista Roof Replacement Project Update**

Discussion and possible action regarding the status of the roof project.

Recommendation: Discussion and Possible Action

- 2. Plan of Operations Sub-Committee Report and Recommendations**

Discussion and possible action regarding recommendations from the members of the sub-committee to review and update the Plan of Operations.

Recommendation: Discussion and Possible Action

- 3. Senior Housing Needs Sub-Committee Status**

Discussion and possible action regarding the progress of the sub-committee created to research the needs of future senior housing within the City of El Segundo.

Recommendation: Discussion and Possible Action

- 4. Board Handbook Sub-Committee Status Update**

Discussion and possible action regarding the progress of the sub-committee created to compile a Board Handbook.

Recommendation: Discussion and Possible Action

E. CITY STAFF REPORT

A general report from City Liaison, Meredith Petit.

F. 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.

G. BOARD MEMBERS REPORT

A general report from the Senior Citizen Housing Board Members.

NEXT REGULAR MEETING: Wednesday, March 26, 2014; 7:00 pm at Park Vista.

ADJOURNMENT

POSTED BY: _____

DATE/TIME: _____