

Meeting of the El Segundo Senior Citizen Housing Board Corporation

Agenda

Wednesday, September 24, 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, Suzanne Fuentes
Mayor Pro Tem, Carl Jacobson
Council Member, Dave Atkinson
Council Member, Marie Fellhauer
Council Member, Michael Dugan

Greg Carpenter - City Manager
Gregg Kovacevich - Board Representative per City Attorney, Mark Hensley
Neil Cadman - Cadman Group
Cindy Mortesen - Stenographer
Meredith Petit - Director, Recreation & Parks Department
Jesse Bobbett - Acting 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, September 24, 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.

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, you are requested, but not required, to give your name and address (or organization you represent). Please respect the five-minute time limit.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Jesse Bobbett, Acting Recreation Superintendent, at (310) 524-2702. 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 on the agenda only. Before speaking, you are requested, but not required, to 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. Regular Meeting on August 27, 2014**
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 month of August 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 month of August 2014.

Recommendation: Receive and File

5. Review of Park Vista Management Contract

Discussion and possible action regarding extension of management agreement with Cadman Group and/or issuance of request for proposals for management services.

Recommendation: Discussion and Action

6. Enforcement of Smoking Policy at Park Vista

Discussion and possible action regarding enforcement of smoking policy at Park Vista.

Recommendation: Discussion and Possible Action

7. Enforcement of Unauthorized Occupants Policy for Park Vista

Discussion and possible action regarding enforcement of unauthorized occupant policy for Park Vista.

Recommendation: Discussion and Possible Action

8. Upgrades to Media and Exercise Rooms

Discussion and possible action regarding moving of Media and Exercise Rooms and upgrading Media Room.

Recommendation: Discussion and Possible Action

9. Building Maintenance Issues

Discussion and possible action regarding pending building maintenance issues.

Recommendation: Discussion and Possible Action

10. Unit Inspection Report

Discussion and possible action regarding concerns and comments from the Board's annual unit inspections.

Recommendation: Discussion and Possible Action

D. UNFINISHED BUSINESS

1. Park Vista Roof Replacement Project Update

Discussion regarding the status of the roof project.

Recommendation: Discussion and Possible Action

2. Contract Review – Laundry Services

Discussion and possible action to review and approve bids from various service providers. Board action may result in an increase in laundry rates.

Recommendation: Discussion and Possible Action

3. 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

4. Board Handbook Sub-Committee Status Update

Discussion and possible action regarding discrepancies in the Board Handbook.

Recommendation: Discussion and Possible Action

5. Future Senior Housing Options Sub-Committee Status

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

Recommendation: Discussion and Possible Action

E. CITY STAFF REPORT

A general report from City Liaison, Jesse Bobbett.

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.

H. 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, you are requested, but not required, to 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: Wednesday, October 22, 2014; 7:00 pm at Park Vista.

ADJOURNMENT

POSTED BY: _____

DATE/TIME: _____