

REGULAR MEETING

EL SEGUNDO SENIOR HOUSING SENIOR BOARD

August 27, 2014

CALL TO ORDER:

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

ROLL CALL:

Directors present: Martin Stone, Jim Latta, Karen Gorin, Terry Sue Aikens, and Laura Freeman

Directors absent: James de Cordova and Paula Rotolo

Others: Neil, Property Supervisor, Cadman Group, a California Corporation, Gregg Kovacervich, City Legal Representative per Mark Hensley
Jesse Bobbett, Acting Recreation Superintendent/City Liaison

A. PUBLIC COMMUNICATION:

Donna Cummings, resident spoke on parking spaces.

B. APPROVAL OF MEETING MINUTES

MOTION: to approve the minutes of the Regular Meeting on July 23, 2014, with corrections was made by Member Gorin. Motion carried unanimously.

C. NEW BUSINESS

1. President's Report None

2. Presentation of the Management Report

Mr. Cadman discussed the anniversary party, and the Resident's Handbook. There have been discrepancies found, and management will mark the places for clarifications and agenda for the next meeting. Any Board member who notices errors or discrepancies may send them to Neil for corrections

3. Reserve Accounts LAIF (Local Agency Investment Fund)

Consensus to receive and file the reserve account report as presented was made by

4. Financial Statements for Approval by Board

For the month of July, 2014, Ms. Cadman reported actual ending cash \$75,725.66 As of July, 2014 PV Grand Point Account, was \$45,411.62 Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$208,191.86, and Chase money market account was \$107,616.08 for a total checking and savings of \$448,045.12.

Consensus to receive and file the financial reports as presented.

5. Review of Waiting and Parking Space List Procedures

Mr. Cadman reported on the transfer between units; a) during the tenant management meeting people who take an apartment simply to get into the Park Vista may not be able to afford to transfer to a larger unit, when one becomes available. The Board stated that the procedure remains that anyone who transfers to a larger unit must pay the existing rents.

Tenant spoke; the rent increase occurred at a particularly bad time, stated that the rent increase people were no longer able to afford the larger apartment.

Mr. Cadman spoke regarding changing parking spaces. No policy has been made regarding this item. When an internal space comes up, it automatically goes to a person who has a space on the outside. There is no policy; the Board authorized Management to develop a policy on transfers, and exchanges of all spaces. Mr. Cadman stated that if transfers are allowed, it will create another list to be policed. Consensus of the Board to not create a policy/procedure on space transfers and waiting lists for spaces.

D. UNFINISHED BUSINESS

1. Park Vista Roof Replacement Project Update

Public Works, Trimco and Best Roofing reviewed the punch list and will look at the areas that need to be address. Trimco has reviewed the list and is dealing with Best Roofing, all parties are collaborating on making sure the roof is completed and all areas and complaints fixed. The railing and the stairwells need to be touched up with paint, which will be done.

2. Surveillance Cameras

The VertaCore Company stated they will not make a presentation.

Motion: to approve the purchase of 7 new analog surveillance cameras (\$3,150.00); 1 16 Camera Digital Video recorder; (\$1,935.00) 1 new 27" inch Flat Panel Monitor and (\$450.00) Labor, including cabling, conduit, molding and set-up (\$4,200.00) for a total of \$9,735.00, from VertaCore with a one year guarantee, and a 5 year limited warrantee on the cameras was made by Member Stone, Seconded by Member Latta. Motion carried by the following voice vote. Ayes; Stone, Latta, Gorin, Aikens. Noes: Freeman. 4/1

Motion: to authorize Mr. Cadman to sign the agreement was made by Member Gorin, Seconded by Member Latta. Motion carried unanimously.

3. Contract Review – Web or Wash Service Company

Mr. Cadman will provide the Board a comparison of all the bids at the next meeting and approval for a company to provide Laundry Services for Park Vista will be decided at that meeting.

4. Furniture for Landings

Member Aikens stated it has not been decided upon yet.

5. Board Handbook Sub-Committee Status Update

All updates will be provided with a cover page with the updates listed and sections and pages that are being replaced. Staff is going to provide all revisions and lists.

6. Future Senior Housing Options Sub-Committee Status Update

Member Stone stated he hoped to have a report at the next meeting.

E. CITY STAFF REPORT

Jesse Bobbett reported that everything is up to date on line, and the Handbook is also on-line. To find agendas and minutes on the page it will state agenda's and scroll down for minutes.

Fall recreation schedule will be available next Thursday in the Herald and online.

F. RESIDENT SUGGESTION BOX

Why are supplies provided for the afternoon group and no other groups?

Mr. Cadman stated that this was decided several years ago.

What was the outcome of the follow-up on family members residing in the units with the resident?

Management does check on the complaints and makes every attempt to remedy it. This item to be agendized for the September meeting, the policy and procedure on this item.

The Sierra Street parking lot has an opening that dirt comes in and across the parking lot. Mr. Cadman stated that as a managerial point of view no Plexiglas is needed, but they will put it up if the Board decides it is needed. He will also check with the City to see if there is a reason why it can't be done.

Hazardous waste is being placed in the trash.

Management to check on this.

Are the Keys to the gate in the parking are able to be duplicated?

There are gate doors leading from the street to the parking lot.

The noisy exhaust fan on the second floor, the city has installed a vent fan. The second floor hallway is still hotter than others and asks if something can be done to cool that area. Mr. Cadman stated he will talk to the city.

The media room and the exercise room could they be reversed and/or upgraded.

Agendize for next meeting.

G. BOARD MEMBERS REPORT

Member Latta, spoke regarding the inspections and he was very impressed. He stated that if requested, management will change light bulbs for you.

Member Freeman stated that they still have sandbags outside their windows due to gutters drain; awnings should be on the agenda; water infiltration in certain units agendaized next meeting.

Member Freeman also stated trash cans need covers. She also spoke about tenant hording issues, and should there be a policy set for this.

Mr. Cadman stated that when any habitability issues arise the management company reivews the situation and assess if further action needs to be taken.

Member Freeman requested agendaizing the hording issues and habitability problems and how they can be addressed.

Member Aikens requested smoking issues on the agenda. Mr. Cadman stated the policy is the same and management is taking action when and where they can. Agenda item should state enforcement and legal action that can be taken.

H. PUBLIC COMMUNICATIONS

Joe Thomas, tenant, stated that they signed an agreement that there would be not smoking in the building or on the grounds.

Steve, 207, spoke regarding the garages and there is a fan in the garages that are closed in.

Resident; spoke on smoking and stated that a resident had in the past received an eviction notice for violating the smoking policy.

NEXT REGULAR MEETING: Wednesday, September 24, 2014, 7:00 pm at Park Vista.

ADJOURNMENT: at 8:40 p.m.

Submitted by,
Cindy Mortesen,
Recording Secretary