

# Meeting of the El Segundo Senior Citizen Housing Board Corporation

## Agenda

Thursday, November 20, 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 Park Vista Apartments

**SPECIAL MEETING AGENDA**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Thursday, November 20, 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 October 22, 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 October 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 October 2014.

*Recommendation:* Receive and File

**5. Park Vista Proposed Budget for 2015**

Discussion and possible action regarding 2015 proposed budget for Park Vista. City staff to take approved budget to Council for approval in December.

*Recommendation:* Discussion and Possible Action

**6. Allocation of WASH Contract Revenues**

Discussion and possible action regarding allocation of \$4,900 for certain expenses for Park Vista.

*Recommendation:* Discussion and Possible Action

**7. Park Vista Cable Services**

Discussion and possible action regarding bids for cable services provided at Park Vista. Current contract with Time Warner expires in July 2015.

*Recommendation:* Discussion and Possible Action

**8. Proposed Policy for Balconies**

Discussion and possible action regarding proposed guidelines for balconies.

*Recommendation:* Discussion and Possible Action

**9. Enforcement of Locked Doors**

Discussion and possible action regarding enforcement of locked doors at Park Vista.

*Recommendation:* Discussion and Possible Action

**D. UNFINISHED BUSINESS**

**1. Repair and Modification of Patio Decks and Doors in Units 219, 200 and 221 to Prevent Further Water Intrusion**

Discussion and possible action regarding proposal(s) from qualified consultant to act as Public Works staff and prepare Request for Proposals and obtain bids for the repair and modification of patio decks and doors.

*Recommendation:* Discussion and Possible Action

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

Discussion and possible action regarding discrepancies in the Board Handbook.

*Recommendation:* Discussion and Possible Action.

**3. Insurance for Senior Housing Board Corporation Members**

Purchase of director's insurance to cover Board Members up to the City's \$750,000 self-insured retention amount.

*Recommendation:* Discussion and Possible Action

**4. Furniture for Landings**

Discussion and possible action regarding the estimates for the padded benches and occasional tables and chairs for the common landing areas of the facility.

*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, January 28, 2015; 7:00 pm at Park Vista.

ADJOURNMENT

POSTED BY: \_\_\_\_\_

DATE/TIME: \_\_\_\_\_