

**SPECIAL MEETING OF  
EL SEGUNDO SENIOR HOUSING  
SENIOR HOUSING**

**NOVEMBER 20, 2014**

**CALL TO ORDER:**

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

**ROLL CALL:**

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

Directors absent James de Cordova, Karen Gorin, Paula Rotolo

Others: Neil Cadman, Property Supervisor, Cadman Group, a California Corporation,  
Gregg Kovacervich, City Legal Representative per Mark Hensley  
Vina Ramos, representing Recreation Superintendent/City Liaison

**PUBLIC COMMUNICATION:**

Resident, 317, why is a new cable company being considered?

**APPROVAL OF MEETING MINUTES**

MOTION: to approve the minutes of the Regular Meeting on October 22, 2014 was made by Member Latta, Seconded by Member Stone. Motion carried unanimously.

**NEW BUSINESS**

1. President's Report None
2. Presentation of the Management Report  
Mr. Cadman gave a report of the meeting with the tenants, they talked about appropriate and allowable decoration; some of the areas have been painted; also the fan on the second floor is being considered. Last weekend 40 units went on and off without hot water. A plumbing company was called and there was a temporary repair. Three plumbing companies have stated that the water heater will have to be replaced.
3. Reserve Accounts LAIF (Local Agency Investment Fund)  
Consensus to receive and file the reserve account report as presented.
4. Financial Statements  
For the month of October, 2014, Mr. Cadman reported actual ending cash in the Bank \$91,033.02 as of October, 2014 PV Grand Point Account, was \$44,723.06 Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$208,326.08, and Chase money market account was \$107,626.08 for a total checking and savings of \$462,808.03.

Member Freeman requested the uniform contact be agendize in February for consideration, it expires in May of 2013

Consensus to received and file the financial reports as presented.

5. Parks Vista Proposed Budget for 2015-Held till later in the meeting
6. Allocation of WASH Contract Revenues  
Consensus to approve the use of a partial amount of the WASH Revenues (\$4,900) for updating the wash room.
7. Park Vista Cable Services  
Mr. Cadman stated there are two companies, Direct TV and AT&T who provide the services, but AT&T does not do multiple dwellings. It will be very expensive, at least \$100,000 to convert the building to Direct TV. The agreement signed with Time Warner stated that they own all the wiring system and may not be used for another company as they own the wiring. Direct TV stated they can set up a wireless system. Mr. Cadman will request a cost from Direct TV and bring the issue back to the Board.
8. Proposed Policy for Balconies  
Mr. Cadman is to prepare a policy for the guidelines for balconies to be placed into the handbook. Most CC&Rs limit the weight, painting requirements, storage, etc. Holiday lighting may only be affixed to the balconies for a fixed time during the season and the paint on the railings not damaged. Mr. Cadman read a draft policy for inclusion in the handbook.
9. Enforcement of Locked Doors  
The door on the Holly side access has been found unlocked. There is a schedule followed by the management checking all the doors. Mr. Cadman suggested the possibility of alarms, or a night security officer. The residents should be policing this matter themselves to help with security.

D. UNFINISHED BUSINESS

1. Repair and Modification of Patio Decks and Doors in Units 219, 200, and 221 to prevent further water intrusions.  
Member Latta attended the City Council and expressed the need for the improvements on the decks. The City Council realized the urgency of this item and has agreed to pay for some or all of costs for the consultant. It is a possibility this could be made a public works project. Management will do all they can to secure the balconies until a permanent fix can be accomplished. The Board has requested that three smaller doors be made so a threshold can be devised. The consultant will be asked to scale down his solution to a reasonable cost to fix this problem.
2. Board Handbook Sub-Committee Status Update.  
Member Latta, requested on the progress of the resident handbook. Mr. Cadman stated that it will take another month at least to convert the documents to a word file, to allow the correction and update of the book moving forward. After they are converted, changes and updates will be easier to accomplish.
3. Insurance for Senior Housing Board Corporation Members  
The purchase of Director's Insurance to cover Board Members up to the City's \$750,000 self-insured retention amount has been explored. It has been discovered that many insurance companies do not want to provide this type of policy. Currently the finance Department is looking for a company that will provide a policy of this type. Mr. Cadman has found a company that may provide this type of insurance. Mr. Kovacervich stated that there are several issues that need clarification before a policy can be considered.
4. Furniture for Landings  
MOTION, to Authorize Management to pay for the purchase of furniture consisting of padded benches, occasional tables and chairs and possible delivery charges for the common landing areas of the facility at not to exceed amount of \$5,000 was made by Member Stone, Seconded by Member Latta. Motion carried unanimously.

5. Future Senior Housing Options Sub-Committee Status  
They hope to have a draft copy ready for Board approval and ready to go to Council after the next meeting.

E. CITY STAFF REPORT

Staff requests that in January the Board consider Rental rates.  
Jesse was appointed as the permanent Superintendent today.  
Member Freeman has some sign examples to discuss with Mr. Cadman.

6. Parks Vista Proposed Budget for 2015

The current proposed budget does not include the increase of rents.

Mr. Cadman stated rental rates are normally discussed this time of year. The average rental rates in El Segundo have increased to almost \$1600 per month, and he expects a possible \$200 increase for new tenants at Park Vista in the following year. El Segundo is an expensive neighborhood to live in. Mr. Cadman anticipates a significant increase in rental rates for future turn overs.

F. RESIDENT SUGGESTION BOX ITEMS

Balcony questions have been resolved; discussion about the parking and Plexiglas has been installed in the parking area. There is a proposal that an angel group be set up to assist people in the laundry room; Furniture removal from the balcony has been resolved.

G. BOARD MEMBERS REPORT - None

H. PUBLIC COMMUNICATION (5 minute limit)

Resident: The landing furniture purchase, if a credit card is being used can't a card that gives cash back used?  
Response: no, the credit card from the Management Company must be used.

Resident; the laundry room fan is being switch off and the room becomes very hot. Mr. Cadman stated they are looking at purchasing a different fan.

Resident: Spoke about signage and people obeying them. He also spoke regarding the Time Warner switch, and dust on the landing furniture.

Resident: Spoke about Time Warner channels freezing.

NEXT REGULAR MEETING: Wednesday, January, 28, 2015, 7:00 pm at Park Vista.

ADJOURNMENT: at 8:57 p.m.

Submitted by,  
Cindy Mortesen,  
Recording Secretary