

REGULAR MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday, March 25, 2015 - 7:00 pm
Park Vista Senior Housing
615 E. Holly Avenue, El Segundo, CA 90245

CALL TO ORDER:

The regular meeting was called to order at 7:00 pm at Park Vista Vice Chairman Jim Latta presiding

ROLL CALL

Members present: Jim Latta, Karen Gorin, Paula Rotolo, Jim de Cordova, Laura Freeman, and Terry Sue Aikens.

Members absent: Martin Stone

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

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.

Mike, 317 asked, since they spent \$20,000 on new furniture, can't they spend a little on new microphone, and so everyone can have one?

Donna Cummings, resident; stated the minutes did not state what she has said about the "City" running the facility she stated what was quoted in the paper about the "City" providing funds for supporting the facility.

B. APPROVAL OF MEETING MINUTES

1. Regular Meeting on February 25, 2015.

Motion: to approve the Minutes of the February 25, 2015 Regular Meeting with corrections was made by Member Gorin, Seconded by Member Rotolo. Motion carried unanimously.

C. NEW BUSINESS

1. President's Report

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

Vice Chair Latta spoke for Chair Stone, that they were working with the City Attorney's office on how to for a non-profit committee for donations to support increased housing for Senior Citizens.

2. Presentation of the Management Report

Mr. Cadman reported that the Cadman Group had a planting party on the Sierra side of the

building and had a resident come out and join them;
He stated that a resident has already requested that new microphones be purchased;
The new janitor started, and is fitting in nicely;
He stated that their In House Transfer Policy conforms to California Laws, a Holding deposit is required at the time the tenant accepts the transfer, and in turn is guaranteed that the resident will be given the unit. If for some reason the tenant refuses the unit the deposit is not refunded. If the tenant changes their mind after the 3 day period.

Consensus to Receive and File

3. Reserve Accounts LAIF (Local Agency Investment Fund)

Motion to receive and file the Investment Fund for the month February 2015, was made by Member Latta, Seconded by Member Rotolo. Motion carried unanimously.

4. Financial Statements

The Board began a discussion regarding the excessive costs on rehabbing a unit. Mr. Cadman stated this was an unusual circumstance. Discussion continued on problems being called to the management's attention when unlivable or hazardous conditions arise, and then the result reported back to the Board. Mr. Cadman stated this could involve a privacy issue, but when the Safety Inspections are done, and a Board Member reports a problem to the Management that Board Member will be advised when the situation is resolved. Mr. Cadman reported that when they are aware of a situation, the next of kin is contacted especially if there is a danger to the tenant or to the building.

Member Freeman requested that an agenda item be developed to set a policy for a rating system dealing with tenants who may pose a risk to themselves or the building.

Board Received and Filed statements, invoices, finances, and transfers between accounts for the month February 2015.

D. UNFINISHED BUSINESS

1. Repair and Modification of Patio Decks and Doors in Units 219, 220 and 221 to Prevent Further Water Intrusions

Mr. Cadman reported that the consultant recommends modifying the slope of the patio and the addition of a drain grate on the outside of the patio. No trench drain will be considered due to the amount of reinforcing steel that would be cut and moved. Member Freeman asked if the awnings were replaced would that fix the problem. Mr. Cadman stated the awnings are not the problem. Member Freeman also suggested replacing the sliding doors with one door, and eliminate the need to raise the header, she further stated the City is spending excessive monies on what seems to be a simple fix. Member de Cordova stated that perhaps the increase in spending limits would provide Board with the ability to manage the repair of the deck.

2. Application of Rental Rate Adjustments to Inter-Unit Transfers by Current Tenants

The Board stated that a policy should be developed to alleviate any confusion. Mr. Cadman suggested the following:

For residents on the inter unit transfer waiting list as of February 25, 2015, the rent rate for a one-time transfer per the policy is frozen at 2014 newly vacated rent rates plus any calculation for rent increases from 2015 to the year in which the tenant transfers.

The Board also requested a policy be developed for ADA inter-unit transfers, or include them in the regular transfer policy.

Motion to approve a policy as follows: For residents on the inter unit transfer waiting list as of February 25, 2015, the rent rate for a one-time transfer per the policy is frozen at 2014 newly vacated rent rates plus any calculation for rent increases from 2015 to the year in which the tenant transfers was made by Member de Cordova, Seconded by Member Rotolo, Motion carried by the following vote; Ayes; Latta, Gorin, Rotolo, de Cordova and Aikens. Noes: Freeman 5/1

3. Request to City Council for Increased Spending Limits

Mr. Kovacevich, City Attorney's office, stated he has work with Ms. Katsouleas, Public Works Director to prepare an ordinance raising the limit imposed on Public Works Projects only. The ordinance will be presented to Council at the April 7, 2015 City Council Meeting. The Board will still have approval of projects and bids unless they are an emergency situation.

Motion to request City Council to approve the Park Vista Senior Housing Board spending limits for major issues and repairs in regards to Public works projects was made by Member Rotolo, Seconded by Member Latta. Motion carried unanimously. Mr. Bobbett, Board Members, and residents are encouraged to attend the City Council Meeting to speak regarding the adoption of the Ordinance increasing the spending limits.

4. Board Handbook Sub-Committee Status Update

Mr. Bobbett stated he was directed to bring all changes to the Board in the package and hard copies for insertion in their books.

Changes requested were:

Update Member Rotolo's term dates;

Insert the date if the replacement or adoption of the changes on the lower right corner of each page replaced

5. Future Senior Housing Options Sub-Committee Status

Vice Chair Latta stated they are still compiling information,

D. CITY STAFF REPORT

Mr. Bobbett and Mr. Cadman met with Public Works and discussed the painting project. Public Works stated they are ready to proceed with the painting, combining it with the Library project. Me. Bobbett and Mr. Cadman stated that at this time they do not think this is the best time for a total repaint, and are agendizing for the meeting in April.

Elder fest is scheduled for May 8, 2015 at the Automobile Museum from 11:00-1:00, the Senior Citizen of the year is Jan Cruickshank.

E. RESIDENT SUGGESTION BOX ITEMS - None

F. BOARD MEMBERS REPORT

Member Aikens stated she might have a vendor to install film on the windows where the new furniture has been placed. She would also like to investigate costs on reading lamps for the area where the new chairs were placed. She is also concerned with the second floor fan that still does not shut off can it be replaced? She would also like he signs framed and affixed to the walls, instead of just being placed in place and stuck on the walls.

Member Freeman stated she is happy with the agendas being placed in the elevators. She visited

the game room and exercise room, the bars and mirrors need to be moved to the exercise room, and the evacuation plan updated. She stated that she would also like a current copy of the rent rolls.

Motion to have given to the Board only a copy of the rent rolls, for comparison with costs to run building vs. revenue coming in was made by Member Aikens, Seconded by Member Freeman. Motion failed by the following voice vote. Ayes: Aikens and Freeman. Noes: Latta, Gorin, Rotolo, and de Cordova. 2/4

Member Latta stated he would be out of town for the next meeting.

Member Gorin - None

Member de Cordova reminded the Board that if someone who is not disabled and are in an ADA unit, they sign a temper agreement that states they will move when a non ADA unit becomes available.

G. PUBLIC COMMUNICATION (5 Minute Limit)

Donna Cummings, resident; asked if there is separate rental amounts for the A and B units?

Mr. Cadman stated they are currently the same amount.

Member Freeman requested to agendize for the next meeting different rents for different size units. Vice Chair Latta took a verbal straw poll, with Members Freeman and Aikens in favor and Members Latta, Gorin, Rotolo, and de Cordova against.

Item will not be placed on the agenda.

NEXT REGULAR MEETING: Wednesday, April 22, 2015; 7:00 pm at Park Vista.

ADJOURNMENT at 9:10 P.M.

Submitted by
Cindy Mortesen,
Recording Secretary