

**REGULAR MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, April 22, 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 Chairman Stone presiding

**ROLL CALL**

**Members present:** Martin Stone, Karen Gorin, Paula Rotolo, Jim de Cordova, Terry Sue Aikens.

**Members absent:** Jim Latta

**Others:** Neil Cadman, Property Supervisor, Cadman Group, a California Corporation  
Elizabeth Calciano, 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.

**B. APPROVAL OF MEETING MINUTES**

**1. Regular Meeting on March 25, 2015.**

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

**C. NEW BUSINESS**

**1. President's Report - None**

**2. Presentation of the Management Report**

Mr. Cadman reported they have ordered a new ironing board cover for the laundry room, and the bids for tinting on the windows will be sent out.

**3. Reserve Accounts LAIF (Local Agency Investment Fund)**

Motion to receive and file the Investment Fund for the month March 2015, was make by Member Rotolo, Seconded by Member de Cordova . Motion carried unanimously.

**4. Financial Statements**

For the month of March, 2015, Ms. Cadman reported actual ending cash in the Bank \$113,994.20 as of March, 2015 Grand Point Account, was \$26,706.75 Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$208,556.11, and Chase money market account was \$107,644.58 for a total checking and savings of \$468,644.58

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

## **5. Financial Audit**

Motion to approve the Cadman Group beginning the 2014 Financial Audit for Park Vista with Forman, Richter, and Ruben was made by Member Rotolo, Seconded, by Member de Cordova. Motion carried unanimously.

## **6. Formulation of an At Risk Tenant Policy**

Mr. Cadman stated that he does not believe that a written policy needs to be formulated. Currently Staff has a process that handles these type of situations. Staff always reports to family members if they feel that there is a situation, and they work with them to resolve the situation. If necessary they will work with the City Liaison, and City Attorney resolve the situation. The Board suggested they maintain a list of County Agencies that may be helpful if needed.

## **7. Painting Project**

Mr. Bobbett talked about the proposed Public Works outside building painting project. He requested a Board recommendation.

Motion to send a memo to Public Works, requesting that the outside not be painted at this time, as long as spot painting is continued, was made by Member Gorin, Seconded by Member Aikens. Motion carried unanimously.

## **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 stated that bidding should begin in May and construction June. He suggested that the material be removed the first week in May so the tenants can use their patio.

### **2. Request to City Council for Increased Spending Limits**

The first and second reading has taken place, and the Ordinance will become effective in 30 days.

### **3. Board Handbook Sub-Committee Status Update**

Mr. Bobbett stated that page numbers and dates have been placed in the lower corner for all replacement pages. He has hard copies for the Board Members.

### **4. Future Senior Housing Options Sub-Committee Status**

No report this evening

## **D. CITY STAFF REPORT**

Mr. Bobbett stated that Member Freeman resigned from the Board after the last meeting, her resignation was to take effect immediately. Her term was to expire in June 30, 2015.

Member Gorin requested the reduction of the Board to 5 members be agendaized at the next Senior Housing Board Meeting  
April 22, 2015

meeting.

#### **E. RESIDENT SUGGESTION BOX ITEMS**

Member Aikens reported on the suggestions:

Gambling and drinking going on during the playing of games in the common area;

A statement was made regarding the restriction on decks, the disruption during meetings and the interruptive comments between board members and public. The meetings should be conducted like the City Council. The in-house manager previously gave a report at each meeting.

Motion to agendaize for the June Meeting the gambling and drinking problems was made by Member Aikens, seconded by Member de Cordova. Motion carried unanimously.

Agendaize the addition of a non-voting tenant advocate to be added to the board.

The addition of a shade for the west window to prevent strong sunlight in the afternoon.

Member Aiken requested the difference in rent amounts be agendaized for the June meeting.

Replacement of the fan on the second floor.

The removal of the free standing ironing board in the laundry room, repositioning of the laundry hang pole, and re-wrapping of the pipes,

The mirrors and the exercise bar moved from the game room to the exercise room.

Remove the TV credenza from the second floor and discarded,

Lamps cannot be placed on the landings with new furniture due to the lack of plugs.

#### **E. PUBLIC COMMUNICATION (5 Minute Limit)**

Steve Haxton, 227 stated that a petition was submitted to Council at the April 7, 2015 requesting a resident be made a voting member of the Board.

Donna Cummings, resident stated she does not understand why something cannot be done about the fan.

Jeannette Ringus, Resident, complimented the new cleaning man.

NEXT REGULAR MEETING: Wednesday, May 27, 2015; 7:00 pm at Park Vista.

ADJOURNMENT at 7:50 P.M.

Submitted by  
Cindy Mortesen,  
Recording Secretary