

REGULAR MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday, August 26, 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, Jim Latta, Jim de Cordova, Paula Rotolo and Terry Sue Aikens.

Members absent: None

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.

B. APPROVAL OF MEETING MINUTES

Motion: to approve the Minutes of the Special Meeting of June 14, 2015 and the Regular Meeting of June 22, 2015 was made by Member Latta Seconded by Member Aikens. Motion carried unanimously.

C. NEW BUSINESS

1. President's Report Reports regarding correspondence, meetings, and business related to Park Vista. Recommendation: Chairman Stone reported that the Council has been receiving a high number of emails from Park Vista tenants. He reminded everyone that there is a grievance process in the Handbook, and things might be expedited if that process was followed.

2. Presentation of the Management Report from the Cadman Group regarding Park Vista operations and management. Mr. Cadman stated the washing machines have been replaced. He announced that Mr. Maynard will be retiring and until a permanent replacement is found, employees from his firm will be rotating through.

3. Reserve Accounts LAIF (Local Agency Investment Fund) Discussion, review, and status report on the Investment Fund for the months of April, May, June and July 2015. Motion to receive and file the Investment Fund for the month April, May, and June was made by Member Rotolo, Seconded by Member Latta. Motion carried unanimously.

4. Financial Statements Discussion and review including, but not limited to, statements, invoices, finances, and transfers between accounts for the month July 2015 Cadman reported actual ending cash

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in the Bank \$125,926.92 as of July, 2015 Grand Point Account, was \$26,720.14 Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$208,701.53, and Chase money market account was \$107,658.89 for a total checking and savings of \$480,107.89.iken

Motion was made to receive and file statements, invoices, finances, and transfers between accounts for the month July, 2015 was made by Member Latta, Seconded by Member Aikens. Motion passed unanimously.

5. Financial Audit Discussion and possible action to accept and approve the 2014 Financial Audit completed by accountants Forman, Richter, and Ruben. The Board requested an explanation of the maintenance expenses and the verbiage used, and placed on next month's agenda.

THIS ITEM HELD UNTIL THE END OF THE MEETING.

6. Election of Board Officers Discussion and possible action regarding election of officer positions for the Park Vista Senior Housing Board. Recommendation: Discussion and Possible Action

7. Fan Unit on 2nd Floor at Park Vista Discussion and possible action regarding the hallway fan on the 2nd Floor at Park Vista Explore air conditioners, and contact SCE for further advice. Check out the possibility of installing some sort of vent or window at the other end of the hall and place on next month's agenda.

8. Ownership of Refrigerators at Park Vista Discussion and possible action regarding ownership of refrigerators at Park Vista. The refrigerators will be replaced as needed with the most energy efficient models available and remain owned by the Park Vista Corporation.

9. General Equipment and Vending Machines at Park Vista Discussion and possible action regarding general building equipment and vending machines at Park Vista. The Board requested a sign up list of the tenants who would utilize these types of equipment. A valid number of people need to express an interest.

D. UNFINISHED BUSINESS

1. Repair and Modification of Patio Decks and Doors in Units 219, 220 and 221 to Prevent Further Water Intrusions Discussion and possible action regarding status of the deck repair project. Project is moving forward and another update will be on the next agenda.

2. 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. Things are being discussed and an update will be presented at the next meeting.

E. CITY STAFF REPORT - None

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.

The items in the box were mostly on the refrigerator issue and have be addressed.

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G. BOARD MEMBERS REPORT A general report from the Senior Citizen Housing Board Members.

Member Latta commented on the Anniversary Party. He also asked if a potential tenant representative to talk to the Board that would represent the tenant views on items could be discussed by the tenants.

Member Aikens stated the window film is done; requested signage updated and framed; bars in the media room need to be moved to the exercise room; requested a list of tasks the maintenance man performs and his responsibilities.

6. Election of Board Officers Discussion and possible action regarding election of officer positions for the Park Vista Senior Housing Board. Motion to place on next agenda was made by Member Aikens, seconded by Member de Cordova. Motion passed unanimously.

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.

Donna Cummings; An instruction sheet needs to be posted for equipment; suggested sliders be placed under the refrigerators; would like a tenant representative to have informal meetings with board members.

Diane; would like the quarterly meetings with management to resume.

Mike; Stated it is ridiculous for one item suggested by one person take up so much of the Boards time.

Diane; requested that if a tenant agreed to repaint the walls white in their room, could they paint the walls different colors.

NEXT REGULAR MEETING: Wednesday, September 23, 2015; 7:00 pm at Park Vista.

ADJOURNMENT 8:40 PM

Recording Secretary,
Cindy Mortesen