

**REGULAR MEETING MINUTES**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, September 23, 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:** Raquel Martinez and Ann Bitter, representing 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.

211, Spoke regarding item number 5, the fan on the seconded floor. Member Stone believes they have come up with a solution for air flow. Mr. Cadman is working on a possible solution.

**B. APPROVAL OF MEETING MINUTES**

Motion: to approve the Minutes with corrections of the Regular Meeting of August 26, 2015 was made by Member Rotolo, Seconded by Member Latta. Motion carried unanimously.

**C. NEW BUSINESS**

1. President's Report Reports -- None.

2. Presentation of the Management Report from the Cadman Group regarding Park Vista operations and management.

Ms. Martinez announced the new manager, Teresa Estrada, She also announced a resident meeting is being planned for next month. Resident spoke regarding flooding from one floor to the that a remediation company is working on it currently. They are investigating the cause of the moisture and checking for mold, and leakage. Resident stated that she has not had any relief and is currently staying in a hotel.

3. Reserve Accounts LAIF (Local Agency Investment Fund) Discussion for the month of August, 2015. Financial Statements including, but not limited to, statements, invoices, finances, and transfers between accounts for the month August 2015.

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Actual ending cash in the Bank \$136,967.47 as of August, 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 \$107,662.53 for a total checking and savings of \$491,210.17

Motion was made to receive and file statements, LAIF (Local Agency Investment Fund), invoices, finances, and transfers between accounts for the month August, 2015 was made by Member Latta, Seconded by Member Rotolo. Motion passed unanimously.

#### **D. UNFINISHED BUSINESS**

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

The documents are still being processed and completed, they will schedule a start date.

2.Future Senior Housing Options Sub-Committee Status

Waiting on the reserve study.

3.Financial Audit

Motion to accept and approve the 2014 Financial Audit completed by accountants Forman, Richter, and Ruben was made by Member Stone, Seconded by Member Latta Motion passed unanimously.

Motion to authorize the CFO to sign the documents was made by Member Stone, Seconded by Member Latta, Motion passed unanimously.

4. Election of Board Officers

Motion to elect Terry Sue Aikens as secretary was made by Member Rotolo, Seconded by Member de Cordova. Motion passed unanimously. Motion to elect Member Latta as President was made by Member Stone, Seconded by Member de Cordova. Motion passed unanimously. Motion to elect Member de Cordova Vice President was made by Member Latta, seconded by Member Stone, Motion passed unanimously.

5. Fan Unit on 2<sup>nd</sup> Floor at Park Vista

Discussion and possible action regarding the hallway fan on the 2<sup>nd</sup> Floor at Park Vista. Mr. Cadman is getting bids on replacing the fan.

6. Ownership of Refrigerators at Park Vista

#### **E. CITY STAFF REPORT**

A general report from City Liaison, Jesse Bobbett reported on areas the board could possibly meet on different occasions. The city hall council chambers would be the most logical place to meet. agendaize at the next meeting to pick a date or two next year for holding a meeting in the chambers. New speakers have been installed, a couple of microphones need to be replaced. They are working on making the meetings easier to hear and speak.

#### **F. RESIDENT SUGGESTION BOX ITEMS None**

#### **G. BOARD MEMBERS REPORT**

Member Aikens stated they are still working on a television. Signage still needs to be framed or hard plastic made. More hard "No Smoking signs". Spoke on the machines for the exercise room, she requested someone to please see how many tenants are interested in new machines. The bars still need to be moved from the Media Room to the exercise room, and instructions still need to be mounted on how to use the equipment. The tenants need to respond on how many

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are interested in vending machines.

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

Resident unit 401 and 420, her and her neighbor have a smelly drain problem. She would like to have that checked.

Donna Cummings, stated that it costs to move the mirror, will there be a cost to move the bar, could the handy man move the bars. The exit signs need to be more definitive.

Mr. Kovacevich stated that a resident manager is not under the same restrictions as tenants. If they have children they man live in the facility. Member de Cordova is against any children living in the building.

The building was built contemplating a resident manager, and it was anticipated that a family with children may live in the Management Unit.

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

ADJOURNMENT 8:05 P.M.

Recording Secretary,  
Cindy Mortesen