

**MINUTES OF THE REGULAR MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday, February 24, 2016
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 Latta presiding.

ROLL CALL

Present: Jim Latta, Martin Stone, 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.

Donna Cummings 204, spoke regarding the fan on the second floor, stated it is being worked on and can they have a temporary fan until the work is completed.

Mike, resident, asked if the survey on rents compared the sizes of apartments. He also stated that "adjustment" of rents is the same as raising the rents.

B. APPROVAL OF MEETING MINUTES

1. Regular Meeting on January 27, 2016

Motion: to approve the Minutes of the Meeting of January 27, 2016 was made by Member Aikens, Seconded by Member Stone. Motion carried unanimously.

C. NEW BUSINESS

1. President's Report Reports

Member Latta stated he attended the Council meeting and the budget was approved as submitted. Reminded everyone that the procedure for questions should be addressed to management first, the Mr. Bobbett. Then If no response or feel further action needs to take place, request Mr. Bobbett to memo the Board, and the Board can decide whether it should be placed on an agenda for discussion, or have Mr. Bobbett handle it with the management. Any

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communications sent to the Council are public record and in the future all communications that are sent to Council will be read and entered into the record.

2. Presentation of the Management Report from Mr. Cadman reported on

The next tenant - management meeting will be next Wednesday at 10:00 am. A pest control person will be present to address the issue of roaches and other pests. A notice to the tenants has been distributed stating the Cadman group has purchased a table at the Good Friday Breakfast, and after offering the seats to other groups, it is being offered to the residents. Names will be drawn if too many requests are submitted. Since only seven have requested a seat, everyone that requested a seat will receive one.

Spoke regarding a deck on the 5th floor, times of use have been changed, by petition, to extend the closing until 10 p.m. except for the 4th of July.

Motion to receive and file the report was made by Member Stone, Seconded by Member Rotolo. Motion carried unanimously.

3. Reserve Accounts LAIF (Local Agency Investment Fund) For the month of November, 2015.

Financial Statements including, but not limited to, statements, invoices, finances, and transfers between accounts for the month November, 2015. Actual ending cash in the Bank \$152,603.50 as of November, 2015 Grand Point Account, was \$26,733.54, Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$208,945.34, and Chase money market account was \$107,673.21 for a total checking and savings of \$507,055.59. Reserve Accounts LAIF (Local Agency Investment Fund) For the month of November, 2015.

Financial Statements including, but not limited to, statements, invoices, finances, and transfers between accounts for the month January, 2016. Actual ending cash in the Bank \$149,371.76 as of January, 2016 Grand Point Account, was \$26,740.34, Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$209,095.45, and Chase money market account was \$107,680.25 for a total checking and savings of \$503,987.80.

Consensus to receive and file statements, LAIF (Local Agency Investment Fund), invoices, finances, and transfers between accounts for the months of November, 2015 and January 2016

D. UNFINISHED BUSINESS

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

Paperwork issues look positive, and are confident that the work will begin this coming Monday. The contractor has 20 days to complete the work. There will be construction noise from 8:30 to 5:30 Monday through Friday, and may work on Saturday, if needed. All three units will be worked on at one time.

2. Fan Unit on 2nd Floor at Park Vista.

A bid has been submitted, the fan cannot be turned on, it currently is not safe. An update from the city will be presented at the next meeting.

3. Rental Rate Adjustments

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Mr. Cadman presented a rent survey of El Segundo. The Board has been given a survey with addresses, the survey was made available to the public without addresses. Thirty one buildings have been surveyed. Comparisons have been made with sizes where applicable. He has sectioned the city into the rent levels. From highest areas to lowest areas. The singles are currently at market, the one bedrooms have increased slightly. No appreciable change in singles. The square footage is never used, it is balanced not by the size of the unit, the list of amenities are used. If this was private sector, much higher rents would be allowed due to the types of amenities in this building. There currently is no buildings in El Segundo that are comparable. Rental increases applicable to the vacant units only. For the reserve study approximately \$20,000 should be banked each month.

Motion for a rental increase of \$895.00 for One bedrooms and Singles would be \$637.00 (no change) for new tenants effective immediately was made by Member Stone, Seconded by Member Rotolo. Motion carried unanimously.

Resident; one thing to take into consideration on an incoming tenant, what if the new tenant has many repair issues.

Donna Cummings; she requested that if a tenant is on the list for transfer they would pay the current rents (2015). Only persons on the outside list will pay the new rent.

Tenant, stated that peoples income are not being taken into consideration.

Mary Jane Cutter submitted a letter explaining that tenants income are not being considered and that this building was built for El Segundo Seniors to be able to stay in El Segundo.

Donna Cummings stated she felt that no one is taking into consideration that the Seniors do not get income raises as others do. She does not feel they are being treated fairly.

Member Latta stated that he would help anyone contact Section 8 for rental assistance.

Member de Cordova asked when it would be in effect.

Mr. Cadman stated April 1, 2016. Member de Cordova asked if it was possible to do the increase over a longer period of time.

With regards to the loan Repayment Study, Mr. Kovacevich stated that the Finance Department is doing an investigation to provide the Board with exactly how the loan and the repayments have been handled over the years.

Member Stone stated that this may not be resolved until all the information is available, and may have to be taken to the City Council to ask them to help and suggest what can be done to provide the best care and maintenance for the building with keeping the rents within a reasonable parameter.

Consensus to wait for 2 months, so all the information can be assembled. This item will be tabled for two more meetings.

1. Loan Repayment and Reserve Study Subcommittee

Member Stone stated they are waiting for the reserve study to be completed and are waiting for the loan repayment information to be gathered.

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E. CITY STAFF REPORT

Mr. Bobbett spoke about the nominations for Senior of the year. He has forms available, and he will provide the paperwork if anyone wants one.

F. RESIDENT SUGGESTION BOX ITEMS

Agendize: Clarification of a policy on putting up residents when an apartment is damaged. This should be a policy issue for the board to decide, not a case by case situation. What insurance do we currently have and what does it cover? is there a way our current insurance will pay the relocation costs? There will likely be more plumbing issues and hotel bills, can we get some insurance to cover this in the future? Is there a tenants' rights item that says no rent owed if the apartment is uninhabitable.

Agendize: Time Warner contract was a good thing, but the boards procedure making all tenants pay for it, is wrong. Each resident should be allowed to decide whether or not they want Cable TV. A procedure should be adopted for residents on whether or not they want to participate in the TV contract option.

G. BOARD MEMBERS REPORT None

H. PUBLIC COMMUNICATION (5 Minute Limit)

Genet Regas, 211. Windows cannot be opened on the second floor due to a resident not allowing it, can this be addressed, Especially while the fan is being repaired.

Mary Jane Clutter, 208 Resident; asked about the odor coming from the plumbing in her apartment.

Donna Cummings, 204 expressed her displeasure with the plumbers being used. She has had several instances when her apartment has been flooded, and they are not fixing the problem.

Resident, he is living under the 5th floor balcony, and he would like others to experience the noise that comes from the balcony.

Shelly Tucker, 401, stated she loves the new managers.

NEXT MEETING March 23, 2016

ADJOURNMENT 8:37 P.M.

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Recording Secretary,
Cindy Mortesen

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