

**MINUTES OF THE REGULAR MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday, May 27, 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

Members Present: Jim Latta, Martin Stone, Terry Sue Aikens, Paula Rotolo, and Jim de Cordova.

Members absent:

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.

None

B. APPROVAL OF MEETING MINUTES

1. Regular Meeting on April 27, 2016

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

C. NEW BUSINESS

1. President's Report Reports

Announced the new representatives to the SHB, Council Member Dugan, and Council Member Fuentes.

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

Mr. Cadman spoke about the increase usage of water. They have taken steps to improve water usage on the landscaping, and advise the tenants to use conservative measures. There is a water pipe leak, it has been clamped temporarily, and are requesting bids from plumbing

companies for replacement.

3. Reserve Accounts LAIF (Local Agency Investment Fund) For the month of April, 2016.

Financial Statements including, but not limited to, statements, invoices, finances, and transfers between accounts for the month April, 2016. Actual ending cash in the Bank \$142,660.83 as of April, 2016 Grand Point Account, was \$26,750.21, Park Vista Business checking account at Chase was \$11,100.00, LAIF was \$209,353.13 and Chase money market account was \$107,690.93 for a total checking and savings of \$495,555.10 Reserve Accounts LAIF (Local Agency Investment Fund) For the month of April, 2016.

Member Latta, expressed concern that we are not saving for our reserves. He stated perhaps we should be proactive instead of reactive.

Member Aikens suggested management to investigate getting a flat rate from one of the local hotels. She requested that be placed on the next agenda.

Mr., Cadman stated that we do not displace tenants enough that the any hotel would give us a flat rate.

Member Aikens asked if these type of repairs could be added to the Insurance. Mr. Cadman stated that Insurance does not cover maintenance, and is not an option.

Motion to receive and file statements, LAIF (Local Agency Investment Fund), invoices, finances, and transfers between accounts for the month of April, 2016 was made by Member Rotolo, Seconded by Member Stone. Motion carried unanimously.

4. Replacement of Light Fixtures

Mr. Cadman stated that they met as a group and counted the number of lights that are still in use. He said they are planning to use up existing stock. When the existing stock is used the light fixtures will be replaced with the LED fixtures and bulbs. Mr. Cadman stated LED tubes are about \$45.00 each but they use less energy.

5. Replacement of Existing Shower Heads and Kitchen and Bathroom Faucet Aerators with Energy Efficient Models

Motion to approve participation in Southern California Gas Company's Energy Smart Program. The program, administered by Honeywell, is offering free energy-efficient showerheads and kitchen and bathroom faucet aerators, including free installation. Honeywell estimates that these items will result in water and related energy savings of up to 40%, was make by Member Rotolo Seconded by Member Stone. Motion carried unanimously.

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 the project has been have completed.

2. Fan Unit on 2nd Floor at Park Vista

Mr. Babbitt reported that he and Mr. Cadman accessed the situation and determined that it would cost more than they anticipated. He can asked Public Works to weigh in on the project, but

this project would not be a high priority.

Mr. Cadman stated putting more fans would not be an option due to installation of electricity. He stated that this cannot be done in house, it must be a Public Works project. Member Stone asked if the current fan can be fixed, Management will take care of that.

Motion to refer this project to Public Works was made by Member Aikens, Seconded by Member Rotolo. Motion carried unanimously.

3. Loan Repayment and Reserve Study Subcommittee

Greg report that this issue is going to be taken up by City Council next Month. What he has discovered is, in 1982, voters adopted an ordinance 1041 which created a trust account of \$2,345,000.000.

The next election in 1983 the voters stated the trust account was to be used only for the purpose of constructing, purchasing property, and operating a Senior Housing Resident.

The City Council adopted a Resolution in 1986 setting a schedule of principal and interest payments and to the voter trust account. 800,000 of interest 162,000.00 was paid

In 1998 the City and the Senior Housing Corporation entered into a repayment agreement states that 1.78 million is to be paid back to the general fund over 20 years at \$14,898.00 a year. That same payment agreement stated that \$2,345 million plus \$882,000 in accumulated interest would be paid back to the general or a fund that the City Council determines.

The general fund was paid off in June, 2009 at that time Park Vista started paying the \$880,000 payments on the amount voters trust accumulated interest. That was paid off by the end of 2014.

Since January, 2015 Park Vista has been paying \$13,000 a month to the City towards the principal of the voters trust and that money has been going into a separate account marked for Senior Housing.

Once the Finance Department gathers and computes how much money was advanced to the Senior Housing Corporation, to make up short falls over the years, how much money is involved. .

Member Stone and Rotolo have been looking at the reserve study, a reserve of \$1,344,371.00 plus they recommended for three years we put ? away for 3 years, to reach this goal. They also discovered that this money was only for the outside of the building not the interior. There are more costs involved for interior updating. The Members ask Mr. Cadman if he could request the reserve study company to incorporate the interior number in the final report. The Committee would like to find a company that would do a complete study of the entire building inside and out, and come up with a reasonably accurate of an updated study.

4. Rental Rate Adjustments

Member Latta stated he felt a 2.15% rental increase for existing tenants would be fair. Member Aikens really doesn't want to do a rent increase, but it is necessary to have the funds to maintain the building.

Mr. Cadman stated the increase would be approximately \$8.30-\$17.00 depending on their rental rate. Member de Cordova would prefer to wait until the next meeting. He feels that we should look at adjusting the income requirements to keep up with El Segundo rents.

Motion to raise the rents 2% effective August 1, 2016 by Member Aikens, Seconded by Member Stone. A roll call vote was held:

Member Latta - yes
Member Stone- Yes
Member de Cordova - No
Member Rotolo - Yes
Member Aikens - Yes.

Motion passed by the following voice vote: Ayes: Latta, Stone, Rotolo, and Aikens. Noes: de Cordova. 4/1

F. RESIDENT SUGGESTION BOX ITEMS

Increase of the water usage is not the tenants, it is the faulty plumbing or too many tenants in one unit.

Stated the fan only brings in dirty air.

Requested what is done if they suspect more than the registered tenants living in the units. Mr. Cadman stated in the past they have taken action to stop this, and have evicted a tenant who did not comply.

G. BOARD MEMBERS REPORT

Member Latta, said that with the passage of the increase of TOT funds, he felt the increased funds should be used for residents.

H. PUBLIC COMMUNICATION (5 Minute Limit)

Shelby, 401, addressed the rent increase and the discussion the Board has had about plumbing issues, and upgrading the units as they become vacant. She stated nothing is being done about existing tenants not getting any upgrades.

Jennet Ringos, the fan on the second floor, she understood that a guard could be put on the fan.

Resident stated that a call can be made to assess the whole program, he suggested it would be a good idea.

Virgina Frazee, stated that watching the Saturday night movies in the main room is difficult and requested a screen or sun block to be placed on another window.

NEXT MEETING June 22, 2016

ADJOURNMENT 8:40
P.M.

Recording Secretary,

[Type text]

Senior Housing Board
May 27,2019

