

# Meeting of the El Segundo Senior Citizen Housing Board Corporation

## Agenda

Wednesday, October 26, 2016 at 7:00 pm

**Park Vista Senior Housing  
615 E. Holly Avenue  
El Segundo, CA 90245**

### Senior Citizen Housing Board

Jim Latta, President  
Martin Stone, Vice President  
Paula Rotolo, CFO  
Terry Sue Aikens, Secretary  
Patricia Gerber, Board Member

### City Council

Mayor, Suzanne Fuentes  
Mayor Pro Tem, Drew Boyles  
Council Member, Michael Dugan  
Council Member, Carol Pirsztuk  
Council Member, Dr. Don Brann

Greg Carpenter - City Manager  
Gregg Kovacevich - Board Representative per City Attorney, Mark Hensley  
Neil Cadman - Cadman Group  
Cindy Mortesen - Stenographer  
Meredith Petit - Director, Recreation & Parks Department  
Jesse Bobbett - Recreation Superintendent / City Liaison

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**REGULAR MEETING AGENDA**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, October 26, 2016 - 7:00 pm**

**Park Vista Senior Housing**  
**615 E. Holly Avenue, El Segundo, CA 90245**

Please note that, with limited statutory exceptions, the El Segundo Senior Housing Board may not discuss or take action on any item that does not appear on the agenda.

There are two opportunities for public comment during each meeting. During the first public communication item at the beginning of the meeting, any member of the public may address the Board as to any item appearing on the agenda. During the second public communications item near the close of the meeting, any member of the public may address the Board as to any item of interest that is not on the agenda but which is within the subject matter jurisdiction of the Senior Housing Board. Members of the public may speak for up to five minutes during each public communication item. Before speaking to the Board, you are requested, but not required, to give your name and address (or organization you represent). Please respect the five-minute time limit.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Jesse Bobbett, Recreation Superintendent, at (310) 524-2702.**

**Notification 48 hours prior to the meeting will enable the Housing Corporation to make reasonable arrangements to ensure accessibility to this meeting.**

**CALL TO ORDER: 7:00 pm**

**ROLL CALL**

**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 September 28, 2016.**

*Recommendation:* Approval

**C. NEW BUSINESS**

**1. President's Report**

Reports regarding correspondence, meetings, and business related to Park Vista.

*Recommendation:* Receive and File

**2. Presentation of the Management Report**

Report from the Cadman Group regarding Park Vista operations and management.

*Recommendation:* Receive and File

**3. Financial Statements and LAIF (Local Agency Investment Fund)**

Discussion, review and status report including, but not limited to, statements, invoices, finances, LAIF investment fund and transfers between accounts for the months of September 2016.

*Recommendation:* Receive and File

**4. Plumbing Issues at Park Vista**

Discussion and possible action regarding increased plumbing issues at Park Vista.

*Recommendation:* Discussion and Possible Action

**5. Policy Regarding Enforcement of Unit Inspection Violations**

Discussion and possible action regarding enforcement of violations found during annual unit inspections.

*Recommendation:* Discussion and Possible Action

**6. Financial Audit (Pages 24-27)**

Discussion and possible action to approve the Cadman Group to begin the 2016 Financial Audit for Park Vista with accountants Forman, Richter, and Ruben.

*Recommendation:* Discussion and Possible Action

**7. November and December 2016 Meetings**

Discussion and possible action regarding rescheduling or cancelation of November and December 2016 regular meetings of the board.

*Recommendation:* Discussion and Possible Action

**D. UNFINISHED BUSINESS**

**1. Loan Repayment and Reserve Study Subcommittee**

Discussion and possible action regarding repayment of the Park Vista loan and reserve study.

*Recommendation:* Discussion and Possible Action

**E. CITY STAFF REPORT**

A general report from City Liaison, Jesse Bobbett.

**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.

**G. BOARD MEMBERS REPORT**

A general report from the Senior Citizen Housing Board Members.

**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.

NEXT REGULAR MEETING: TBD

ADJOURNMENT

POSTED BY: \_\_\_\_\_

DATE/TIME: \_\_\_\_\_