

**MINUTES OF THE REGULAR MEETING  
El Segundo Senior Citizen Housing Board Corporation  
Wednesday, October 26, 2016  
Park Vista Senior Housing  
615 E. Holly Avenue, El Segundo, CA 90245**

**CALL TO ORDER:**

The regular meeting was called to order at 7:05 p.m. at Park Vista, Chairman Latta presiding.

**ROLL CALL**

**Members Present:** Jim Latta, Martin Stone, Terry Sue Aikens, Patricia Gerber  
**Members Absent:** Paula Rotolo

**Others:** Neil Cadman, Property Manager, Cadman Group, a California Corporation  
Gregg Kovacevich (via phone) 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 September 28, 2016

Motion: to approve the Minutes of the Meeting of September 28, 2016 was made by Member Gerber and Seconded by Member Aikens. Motion carried 4-0.

Member Aikens requested the comments from the public be more succinct in the Meeting Minutes.

**C. NEW BUSINESS**

**1. President's Report – Jim Latta**

Welcomed City Council liaisons Drew Boyles and Mike Dugan to the Senior Housing Corporation and welcomed Pat Gerber to the Senior Housing Board.

Jim gave a reminder that items from the suggestion box that are not on the agenda will be read at the end of the meeting. The only item in the suggestion box tonight is not on the agenda and will be read at the end of the meeting.

## **2. Presentation of the Management Report – Neal Cadman**

Neal shared news that Frank Lococo in unit #411 passed away last night and offered prayers to his family and Park Vista neighbors.

Neal informed the Board they will be paying the bill from Stanley Lewis for the water replacement. The project was an emergency and approved by Public Works. The cost to replace both tanks one boiler was \$17,838.80. \$719.49 has already been paid so they will be paid the balance of \$17,119.31 tomorrow. The Board did not have any concerns with this.

Member Aikens asked how long it took to complete the project. Neal explained that half of the building went down on a Friday and it was back up the following Monday afternoon.

## **3. Financial Reports and LAIF (Local Agency Investment Fund) – Neal Cadman**

Neal Cadman the Board that he and Jesse Bobbett attended a meeting with the City's Finance Director and Meredith Petit. They were told the money was put in the LAIF accounts. The LAIF now has \$1,261,495.29. That is all of the money, plus the \$13,000 that was overpaid, minus about \$78,000 withheld for the deck work.

Neal Cadman explained to the Board there is \$800,000 that does not show in The Cadman Groups books, but is in the bank. Neal is working with the auditor to resolve the bookkeeping with the City.

Jesse Bobbett explained, in answer to a question from Donna Cummings, that the January through July money is included in the \$1,261,495.29 noted in the LAIF. If there is a big project, the Board would approve, then one Board member would go to City Council to request approval. If approved, the money would be transferred.

Neal informed the Board that the checking account is top heavy and he would like to move some money to a money market of LAIF to get the checking account to \$75,000. Member Aikens suggested moving the money to Grand Point. The Board agreed. Neal will get with Paula Rotolo to get the transaction completed.

## **4. Plumbing Issues at Park Vista**

Neal Cadman explained the building is 29 years with inferior copper plumbing.

Motioned by Member Stone and seconded by Member Aikens to turn the freshwater plumbing system project to Public Works and ask them to completely re-plumb the hot and cold water for the building. Motion carried 4-0

Jesse Bobbett informed the Board that the City's Public Works Director, Stephanie Katsouleas is leaving the City and an interim Director has been appointed.

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

Neal Cadman informed the Board this is resolved and there are no violation of lease at this time.

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

Neal Cadman explained if the Board approves the audit tonight, on January 1, all books and records will be sent and the audit will be complete in 30 – 45 days.

Motioned by Member Stone and seconded by Member Gerber to approve the audit. carried 4-0.

## **7. November and December 2016 Meetings**

Motioned by Member Aikens and seconded by Member Gerber to move the November meeting to November 30 at the same time and to cancel the December meeting. Motion carried 4-0.

## **D. UNFINISHED BUSINESS**

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

Neal Cadman explained reserve study companies are busy with end-of-year rush. This item will be addressed in January.

## **E. CITY STAFF REPORT – Jesse Bobbett**

Jesse Bobbett informed the Board this is his last meeting as he is leaving the City. He enjoyed working with the Board.

## **F. RESIDENT SUGGESTION BOX ITEMS**

Member Aikens read a letter from Park Vista resident Steve Haxton, who requested to hold all Senior Housing Board Meetings at Park Vista.

## **G. BOARD MEMBERS REPORT**

Member Gerber – This is her second Board Meeting She has taken a tour of Park Vista and finds most residents are happy, management is great, and so far she is pleased with what she has seen. Her friends that live there are upbeat. An event she attended was absolutely positive.

Member Aikens – Hopes this year has been positive for everybody. The windfall of money is a gift and will help tremendously.

Member Stone – Would like to have one or more meeting a year at a different location to give other residents an opportunity to learn about Park Vista. If the meeting was at City Hall, parking would not be an issue, and the meeting may even be televised.

Member Latta – Thinks it is a good idea to have one meeting elsewhere.

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

Shelly expressed her concerns about a massive plumbing project. She is concerned that they will go through the money lickety-split and they will end up scratching for money. She asked how the project will impact residents as five days without hot water and four days with a cold shower was no fun. Carrying pans of boiling water to do dishes was not ballgame. Wants to

[Type text]

[Type text]

Senior Housing Board  
October 26, 2016

know what they are facing down the line.

Jeanette Ringas, #211, asked if the project is going to Public Works, do they still have to pay for it.

Shelly said there are civil codes to protect tenants. They have to be provided with hot water, heat and certain things.

Donna Cummings, #204, informed the Board about Heritage Point, in a neighboring city, having similar plumbing problems. She suggested contacting them to see how they resolved their problems.

Resident asked if it cost more if they go through Public Works.

Donna reported when Rotary asked what they wanted for Christmas she was going to suggest a computer with limited access, like the Library, but her understanding is that it was already decided by one person at Park Vista they were going to get a Christmas tree. They have very little information about techno. She suggested the techno committee get a smart teenager to show them how to work techno. They can't even work the TV and video in the supposed movie room, and the movie people tie up the lobby on Saturday nights. Maybe they could get a limited access computer for email.

NEXT MEETING November 20, 2016

ADJOURNMENT 7:55 P.M..

Substitute Recording Secretary,  
Jackie Day