

Meeting of the El Segundo Senior Citizen Housing Board Corporation

Agenda

Wednesday, March 22, 2017 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
Liz Tran	-	Recreation Supervisor / City Liaison

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Agenda Only	-	Posted at Park Vista Apartments

REGULAR MEETING AGENDA
El Segundo Senior Citizen Housing Board Corporation
Wednesday, March 22, 2017 - 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 Liz Tran, Recreation Supervisor, at (310) 524-2363. 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 February 22, 2017.

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 month of February 2017.

Recommendation: Receive and File

4. Annual Rental Rate Review and Adjustments

Review management’s survey of current market rental rates and consider whether to increase rental rates for current tenants and/or new, incoming tenants.

Recommendation: Discussion and Possible Action

5. Proposed Reserve Study Contractor

Consider whether to engage the services of a consultant to complete a comprehensive reserve study that will include common area, life expectancy, and interior unit items.

Recommendation: Discussion and Possible Action

D. UNFINISHED BUSINESS

None

E. CITY STAFF REPORT

A general report from City Liaison, Liz Tran.

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: Wednesday, April 26, 2017

ADJOURNMENT

POSTED BY: _____

DATE/TIME: _____