

Meeting of the El Segundo Senior Citizen Housing Board Corporation

Agenda

Wednesday, February 28, 2018 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
Marjolein Oakley, Board Member
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
Meredith Petit	-	Director, Recreation & Parks Department
Arecia Yee	-	Recreation Superintendent / City Liaison
Monse Palacios	-	Senior Administrative Analyst/City Liaison

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Agenda Only	-	Posted at Joslyn Center
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AGENDA
El Segundo Senior Citizen Housing Board Corporation
Wednesday, February 28, 2018 at 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 *Monse Palacios, Senior Administrative Analyst, at (310) 524-2882.* 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. Special Meeting on November 29, 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. 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.
Recommendation: Receive and File

3. Plumbing Assessment

Review and discuss retaining a forensic plumber for the purposes of analyzing the condition of the pipes at Park Vista Apartments.

Recommendation: Discussion and Possible Action

4. Options and Strategies for Increasing Park Vista’s Monthly Income

Report from Board Member Stone regarding available options for converting bachelor units to one-bedroom units in order to increase Park Vista's rental income.

Recommendation: Discussion and Possible Action

5. Fire Department Inspection

Review, update and discuss the fire inspection conducted by the El Segundo Fire Department and the impending recommendations.

Recommendation: Discussion and Possible Action

6. Reserve Fund Policy

Discussion and recommendation for a reserve fund policy to be established and ultimately approved by the City Council.

Recommendation: Discussion and Possible Action

D. UNFINISHED BUSINESS

None

E. MANAGEMENT REPORT

Report from the Cadman Group regarding Park Vista operations and management. Unless otherwise listed on the agenda, the Board may not discuss or take action on matters raised in the management report, but may vote to place an item on a future agenda for discussion and possible action.

F. CITY STAFF REPORT

A general report from City staff.

G. 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.

H. BOARD MEMBERS REPORT

A general report from the Senior Citizen Housing Board Members.

I. 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, March 28, 2018

ADJOURNMENT

POSTED BY: _____

DATE/TIME: _____