

**MINUTES OF THE REGULAR MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, March 28, 2018**  
**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 p.m. at Park Vista, Chairman Latta presiding.

**ROLL CALL**

**Members Present:** Jim Latta  
Paula Rotolo  
Martin Stone  
Patricia Gerber

**Others:** Neil Cadman, Property Manager, Cadman Group  
Arecia Hester, Recreation Superintendent  
Monse Palacios, Sr. Administrative Specialist  
Jeanette Gant, Recreation Supervisor  
Linnea Palmer, Recreation Coordinator

**A. PUBLIC COMMUNICATION**

None

**B. APPROVAL OF MEETING MINUTES**

President Latta would like to amend the minutes under New Business section 6. He would like to remove the last sentence.

Motion: to approve the February 28, 2018 meeting minutes as amended was made by Member Rotolo and Seconded by Member Stone. Motion carried 4-0

**C. NEW BUSINESS**

**1. President's Report**

President Latta would like an update on the plumbing, consultant for the new building and the fire inspection.

**2. Financial Reports and LAIF (Local Agency Investment Fund) – Neil Cadman**

Neil Cadman informed the board that he did not receive the LAIF for the month of February.

**D. UNFINISHED BUSINESS**

None

## **E. MANAGEMENT REPORT**

Neil contacted the city regarding over grown trees that need to be trimmed. Insurance premium is due in March and it has increased. Spectrum rate is also rising by 5%. Forensic plumbing company will be on site in April to conduct their test and report back with their findings. C.C Layne entered a bid of a not to exceed amount of \$7,300.00 for the door replacement. The hinges required will be purchased from S&S Hardware. Lastly, the next tenant management meeting will in April.

## **F.CITY STAFF REPORT**

Arecia Hester informed the board that the fire inspection has been the priority therefore the division of the units has not been discussed.

Arecia introduced Jeanette Gant, Recreation Supervisor and Linnea Palmer, Recreation Coordinator. Both Jeanette and Linnea manage the Aquatics section of the department.

## **G. RESIDENT SUGGESTION BOX**

None

## **H. BOARD MEMBER REPORT**

None

## **I. PUBLIC COMMENT**

Tenant unit 509- would like to know if the elevator will be fixed.

NEXT MEETING: April 25, 2018

ADJOURMENT: 7:19 P.M.