

**MINUTES OF THE REGULAR MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, April 25, 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  
Ryan Delgado, Recreation Supervisor

**A. PUBLIC COMMUNICATION**

The tenants did not receive the second page of the agenda.

Would like an update on the board member vacancy.

President Latta informed the tenants that the board member vacancy will be discussed during the agenda item.

**B. APPROVAL OF MEETING MINUTES**

Motion: to approve the March 28, 2018 meeting minutes was made by Member Gerber and Seconded by Member Latta. Motion carried 4-0

**C. NEW BUSINESS**

**1. President's Report**

None

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

Paula Rotolo inquired on the cameras. Neil Cadman informed the board that the old cameras were replaced.

Neil Cadman mentioned he received an old plumbing invoice.

Patricia Gerber asked for an update on the plumbing issue. Neil Cadman informed her it is a work in progress. He is waiting for the forensic company to be available while City Hall is focusing on adding Park Vista to the repair schedule.

### **3. Updating Reserve Study**

Finance Director Joseph Lillio has instructed Neil Cadman to contact the company who conducted the last reserve study and update it with a few items. The reserve study will help have a better look at the Park Vista finances.

Martin Stone asked if they receive \$200,000 in revenue. Neil Cadman said yes.

Motion: to authorize Neil to work with the company to update the reserve study and ties in with with the city to tighten the reserve study was made by Member Latta and Seconded by Member Gerber. Motion carried 4-0

### **D. UNFINISHED BUSINESS**

None

### **E. MANAGEMENT REPORT**

Neil Cadman informed the board the plumbing study will be in May. Tenant meeting was successful. A few topics covered were elevators, washer and dryers, and the non-profit status. It was determined by Greg Kovacevich that all donations must be made out to the City of El Segundo.

### **F. CITY STAFF REPORT**

Arecia Hester informed the tenants that they do take their concerns serious. There is a way that the meeting needs to be conducted and that is by following the Brown Act.

Regarding the board member vacancies, they have been posted however interviews will be held in June after City Council elections.

Arecia asked Jim Latta if perhaps they can meet and discuss the apartment conversions.

Recreation Supervisor, Ryan Delgado invited everyone to Elderfest May 12<sup>th</sup>.

### **G. RESIDENT SUGGESTION BOX**

None

### **H. BOARD MEMBER REPORT**

None

### **I. PUBLIC COMMENT**

Donna Cummings- Would like to know who was the person who said they are a 501(C)(3) but do not act like one? Neil responded saying it was City Attorney, Greg Kovacevich.

What is the name of the person at Public Works that is in charge of the plumbing? Arecia replies by saying it was Ken Berkman.

90% of the tenants are concerned about the janitorial person not being replaced. People feel they are getting shorthanded because one person does not have enough time to do all the work.

Brown Act says that you can answer if it does not require a vote.

NEXT MEETING: May 23, 2018

ADJOURMENT: 7:30 P.M.