

MINUTES OF THE REGULAR MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday, June 27, 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
Paul Lanyi

Others: Neil Cadman, Property Manager, Cadman Group
Arecia Hester, Recreation Superintendent

A. PUBLIC COMMUNICATION

None

B. APPROVAL OF MEETING MINUTES

Motion: to approve the May 23, 2018 meeting minutes was made by Member Stone and Seconded by Member Rotolo. Motion carried 4-0

C. NEW BUSINESS

1. President's Report

Jim Latta- Inspections will begin soon. Perhaps he can receive an update on the finance reserve study.

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

Martin Stone asked regarding unit 103 and the laundry room plumbing expenses. He would like to know if it was part of the ongoing plumbing.

Neil Cadman explained that the unit plumbing issues is part of the ongoing plumbing however the laundry room is not. The laundry room drain line was significantly clogged. The enzyme treatment was done to try and break down the bacteria. A big section of it had to be replaced.

Paul Lanyi asked for the original estimate amount.

Neil Cadman explained it was an emergency therefore it had to be completed.

D. UNFINISHED BUSINESS

None

E. MANAGEMENT REPORT

Neil Cadman announced that the annual unit inspections are coming up.

Paul Lanyi asked for clarification as far as the unit inspections.

Neil Cadman explained it is an opportunity for the board members to get familiar with the surroundings and make sure the unit space is safe. Four inspections need to be done. The fourth and the fifth floors are half floors. Residents will be notified with plenty of time.

Paul Lanyi asked how long the inspections take.

Neil Cadman explained it has taken some board members six hours others one hour and a half. It depends on the board member. He suggested the board set aside two hours. He asked the board to provide a few available dates. He asked for one inspection a week.

Martin Stone	Friday, July 20 th
Paul Lanyi	Tuesday, July 24 th
Patricia Rotolo	Tuesday, July 31 st
Jim Latta	Friday, August 10 th
Arecia Hester	Thursday, August 16 th

The 31st Anniversary party of Park Vista will be on Saturday, August 25th .

Martin Stone would like an update regarding the forensic plumbing test.

Neil Cadman informed him it was completed however he did not receive the report. He hopes to have the report next month.

F. CITY STAFF REPORT

Arecia Hester welcomed new board member Paul Lanyi. She informed the board there is no financial update as of yet due to the finance director overseeing two departments. She invited everyone to the Fourth of July celebration. Day activities will be 12:00pm-3:00pm, evening activities are 5:00pm.-9:00pm. Fireworks show will begin at 9:00pm.

G. RESIDENT SUGGESTION BOX

Estevan needs to be replaced.

Rules must be enforced. Parking rules and key cards. Multiple family members and smoking in apartments.

Paul Lanyi asked for clarification regarding the rules.

Neil Cadman explained that they have a guest policy where family members must register with time limits as far as the number of days they are allowed to stay. Residents at times have a physician letter which states they need assistance from a family member. The building is a non-smoking facility. Residents have assigned parking spaces. As far as a key cards, if a resident misplaced the card then it is deactivated. A resident is allowed two key cards, one for them and one for family. Rules are enforced however a few residents take advantage.

H. BOARD MEMBER REPORT

None

I. PUBLIC COMMENT

Janet Rivas- Would like to know if there will be an anniversary party meeting.

Neil Cadman- Yes it will be scheduled soon.

NEXT MEETING: July 25, 2018

ADJOURMENT: