

**MINUTES OF THE REGULAR MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, August 22, 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

**Member Absent:** Paul Lanyi

**Others:** Neil Cadman, Property Manager, Cadman Group  
Monse Palacios, Administrative Analyst

**A. PUBLIC COMMUNICATION**

None

**B. APPROVAL OF MEETING MINUTES**

Motion: to approve the July 25, 2018 meeting minutes 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 additional information regarding the reserve study and the plumbing report. He also stated he will be working on a board progress report.

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

Board Member Stone inquired on the repair in apartment 102. He asked if the repair was due to the old plumbing. He also asked if there is a charge back.

Neil Cadman explained it is due to the old plumbing as well as tenant misuse. He also mentioned that he usually does not charge back.

Board Member Latta inquired on the \$5,000 charge. Neil Cadman explained it was payment for the annual audit.

**3. 2018 November and December Meeting**

Motion: to keep the November meeting and cancel the December meeting was made by Member Latta and Seconded by Member Stone. Motion carried 4-0

#### **D. UNFINISHED BUSINESS**

Board Member Latta asked if it was possible to add a list of unfinished business on the agenda.

Neil Cadman explained that an item placed on the agenda will have to be discussed and approved. If the purpose of adding unfinished business is for an update it is best if the updates are done under the management and or staff report.

#### **E. MANAGEMENT REPORT**

Neil reminded the board and residents of the Annual Party held on Saturday, August 25<sup>th</sup>. The celebration will be a Western Theme.

The city has hired a consultant to survey the life expectancy of all city buildings including Park Vista.

The current outside waiting list is currently at 69.

Board member Stone would like to know if their own reserve study will be completed and if so, he would like a scope of work from the consultant.

A verbal plumbing report was received. The written report is pending. He was told there is 5-7 years left for fresh water pipe system. There is no imminent need to change the pipes.

Regarding the care taker extended stay, it will be handled on a case by case basis.

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

None

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

None

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

Board member Latta hopes the forensic report will be completed in order to add the results to the State of the Union for Park Vista.

#### **I. PUBLIC COMMENT**

Jeanette 211- She informed Neil that many people who claim to need a caregiver function properly and take care of themselves.

Margarette 201- She thinks the board should continue with their own reserve study and not rely on the city. She is a fitness instructor and she would like to teach at Park Vista and be compensated. She asked if the board can perhaps add a class to the budget.

Steve- He was under the impression the report would be to see if they can use a chemical to clear up the pipes.

Donna 204- She would like to compensate Teresa for her hard work, perhaps a gift card. She appreciates Teresa working on her day off. Teresa should be compensated.

NEXT MEETING: September 26, 2018

ADJOURMENT: 7:45pm.