

**MINUTES OF THE REGULAR MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday, September 26, 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  
Paul Lanyi

**Member Absent:** Martin Stone  
Patricia Gerber

**Others:** Neil Cadman, Property Manager, Cadman Group  
Arecia Hester, Recreation Superintendent  
Monse Palacios, Administrative Analyst

**A. PUBLIC COMMUNICATION**

None

**B. APPROVAL OF MEETING MINUTES**

August 22, 2018 minutes could not be approved as only two board members were allowed to vote.

**C. NEW BUSINESS**

**1. President's Report**

President Latta would like to receive a report on the plumbing report and would also like to discuss board updates.

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

No comments

**3. State of the Union for Park Vista**

Board member Latta asked the board members for their feedback regarding achievements and items that have not been completed.

Board member Rotolo would like to add the completion of the door closures. A bigger issue is that the plumbing was not resolved.

Board member Latta suggested the following details can be provided to council. Net income of \$18,000.00 per month. The last reserve study reported stated they needed to obtain \$27,000.00 a month. He is struggling to understand the difference in numbers.

Board member Lanyi suggested a subcommittee be created and meet with Finance Director Joe Lillio and members of city council in hopes of finding out where Park Vista stands as far as the financials. Board member Lanyi would like to add this to the agenda for next regular scheduled meeting.

Board member Latta would like to have State of the Union in the agenda for the next meeting.

#### **D. AMENDMENT TO HOUSE RULES**

Neil Cadman explained that a few residents are not happy with the new door closures as they accidentally lock themselves out of their apartments. Due to very unique circumstances they have temporarily disconnected two door closures. The city and the fire department have been notified. It was determined that the residents who are unable to open their door would put them at risk in case of an emergency. This is temporary and will be reviewed on a case by case basis.

Due to this situation the house rules must be amended because if a resident disable the door closures without proper approval it would be a violation of the lease agreement. The house rules are general and treated on a case by case basis.

Board member Lanyi asked who the arbiter is. Neil Cadman explained his management company would judge each violation and determine if it could be cured or cannot be cured. The city attorney will be notified.

Board member Lanyi would like to bring this item back to the agenda in the next scheduled meeting. He would like to discuss history of violations and terminations.

Board member Lanyi feels the house rules have 'no teeth'.

Motion: to add the amendment to the house rules was made by Member Rotolo and Seconded by Member Latta. Motion carried 3-0

#### **E. UNFINISHED BUSINESS**

None

#### **F. MANAGEMENT REPORT**

Neil Cadman informed the board that the final inspection for the city's site assessment would be on Friday. He was instructed by the board to continue with the reserve study. The reserve study is expected to be completed in the next 60 days.

Board member Lanyi asked what the difference was between the site assessment and the reserve policy.

The site assessment looks at the building and the reserve study looks at numbers specifically how much it will cost to replace certain items.

Neil gave a brief background on the history of the reserve study. A reserve fund policy was established by finance.

The board members would like a copy of the fund policy.

The center has new chairs, the outdoor parking lot is in bad shape and Public Works will inspect it during the week. The kitchen floor will be replaced and possibly the laundry floor as well.

Neil Cadman provided an update on the light switches. He spoke to the building department and was informed that if they made any changes to the switches then they would have to be replaced to be up to code.

If tenants have a switch where the heat is tied to their light they can ask management to adjust their switch.

Board member Latta asked for an update on the inspections.

Neil Cadman informed him they found nothing out of the ordinary. Neil asked the board members to please follow the schedule for the inspections.

#### **G. CITY STAFF REPORT**

Arecia Hester informed the board that Ken Berkman will attend the next meeting and will provide a better report on the site assessment.

#### **H. RESIDENT SUGGESTION BOX**

None

#### **I. BOARD MEMBER REPORT**

None

#### **J. PUBLIC COMMENT**

Jeanette 211- The manager is not allowed to make decisions because they have no rights. Feels Cadman group has a 'power trip'.

Mike 317- What prompted the fire marshal to inspect? Neil informed him the inspections are at random. Where is the report? Neil informed him it is public record. What did they inspect?

Donna 204- Please take noise complaints with the grain of salt. If they don't like a person they just complain.

Jeanette 211- Nothing is being done about the house rules.

NEXT MEETING: October 24, 2018

ADJOURMENT: 8:20pm.