



**SPECIAL MEETING OF THE
Board of Directors of the
El Segundo Senior Citizens Housing Corporation
AGENDA
Virtual Meeting via Zoom Teleconferencing**

MEETING DATE: Wednesday, November 18, 2020
MEETING TIME: 3:30 p.m.

DUE TO THE COVID-19 EMERGENCY, THIS MEETING WILL BE CONDUCTED
PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20.

TELECONFERENCE VIA ZOOM MEETING
MEETING ID: [970 3013 7445](https://zoom.us/j/97030137445)

How Can Members of the Public Observe and Provide Public Comments?

Join via Zoom from a PC, Mac, iPad, iPhone, or Android device, or by phone.

Please use this URL

<https://zoom.us/j/97030137445?pwd=U3U5a3BUalhMMTR6RFhoUVZyciJSQT09>

If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous.

OR

Join by phone: [1-669-900-9128 US](tel:1-669-900-9128)

Enter Meeting ID: [970 3013 7445](https://zoom.us/j/97030137445)

Your phone number is captured by the zoom software and is subject to the Public Records Act unless you first dial "*67" before dialing the number as shown above to remain anonymous.

The time limit for comments is five (5) minutes per person. Before speaking to the Board, please state: your name and residence or the organization you represent. Please respect the time limits.

Members of the public may also provide comments electronically by sending an email to the following address prior to the start of the meeting: vwesson@elsegundo.org. ***Please include the meeting date and item number in the subject line.*** If you would like to request that your emailed comment be read into the record, please include the request at the top of your email, limit your comments to 150 words or less, and email your comments at least 30 minutes prior to the start of the meeting. Depending on the volume of communications, the emails will be read to the Board at the appropriate time.

NOTE: Emails and documents submitted will be considered public documents and are subject to disclosure under the Public Records Act and possibly posted to the City's website.

NOTE: Public Meetings can be recorded and are subject to disclosure under the Public Records Act and possibly posted to the City's website.

Additional Information:

The Board of the Senior Citizen Housing Corporation, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Board.

PLEASE NOTE: Public Meetings are recorded.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Venus Wesson, 310-524-2344. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO

ORDER: 3:30 pm

ROLL CALL

A. PUBLIC COMMUNICATION

At this time, members of the public may speak to any item on the agenda only. Before speaking, you are requested, but not required, to state your name and address for the record. If you represent an organization or a third party, please so state.

B. APPROVAL OF MEETING MINUTES

1. Regular Meeting Wednesday, October 28, 2020

Recommendation: Approval

C. NEW BUSINESS

1. President's Report

- a. Reports regarding correspondence, meetings, and business related to Park Vista.

Recommendation: Receive and File

2. Financial Statements and LAIF (Local Agency Investment Fund)

- a. Discussion, review and status report including, but not limited to, statements, invoices, finances,
- b. LAIF investment fund and transfers between accounts.

Recommendation: Receive and File

3. Annual Rental Rate Survey

- a. Discussion of rental rate survey results.

4. Rental Rate Increase for Current Tenants

- a. Board will consider whether to increase rental rates for current tenants and, if so, by what amount.

Recommendation: Discussion and Possible Action.

5. Rental Rate Increase for New, Incoming Tenants

- a. Board will consider whether to increase rental rates for new, incoming tenants. At present, rental rates for new, incoming tenants are set at 50% of market rates for comparable units in the area as based on an annual rental rate survey conducted by management and approved by the Board.

Recommendation: Discussion and Possible Action.

6. Earthquake insurance

- a. Discussion of two earthquake insurance options.

Recommendation: Discussion and Possible Action.

7. Financial Audit

- a. Authorize Cadman Group to begin the 2020 Financial Audit for Park Vista with Hoffman, Short, Rubin, DeWinter, Sanderson, an Accountancy Corporation. Authorize execution of 2019 financial audit engagement letter.

Recommendation: Discussion and Possible Action

D. UNFINISHED BUSINESS

E. MANAGEMENT REPORT

Report from the Cadman Group regarding Park Vista operations and management. Unless otherwise listed on the agenda, the Board may not discuss or take action on matters raised in the management report, but may vote to place an item on a future agenda for discussion and possible action.

F. CITY STAFF REPORT

G. BOARD MEMBERS REPORT

A general report from the Board members.

NEXT REGULAR MEETINGS:

Wednesday, December 23, 2020 (canceled)

Wednesday, January 27, 2021

Wednesday, February 24, 2021

ADJOURNMENT