



**AGENDA
CITY OF EL SEGUNDO
SPECIAL MEETING
SENIOR CITIZEN HOUSING CORPORATION
BOARD
3:30 PM
615 E HOLLY AVE

EL SEGUNDO, CA 92683
DECEMBER 10, 2025**

MEMBERS OF SENIOR CITIZEN HOUSING CORPORATION BOARD

Timothy Whelan, Vice President
Denise Fessenbecker
Julia Newman
Paula Rotolo
George Funk
Valerie Smith- Non-Voting Member

The Senior Citizen Housing Corporation Board, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the Senior Citizen Housing Corporation Board, regarding any matter on this agenda, that the City received after issuing the agenda packet are available for public inspection in the Park Vista Lobby, Joslyn Center, and the El Segundo Public Library during normal business hours. Such documents may also be posted on the City's website at www.elsegundo.org and additional copies will be available at the meeting.

Unless otherwise noted in the agenda, the public can only comment on city-related business that is within the jurisdiction of the Senior Citizen Housing Corporation Board and/or items listed on the agenda during the Public Communications portion of the Meeting. Members of the public may also provide comments electronically by sending an email to the following address before 3:00 P.M. on the day of the meeting: agnesho@elsegundo.org. Please include the meeting date and item number in the subject line. The time limit for comments is five (5) minutes per person. Before speaking to the Senior Citizen Housing Corporation Board, please state: your name, residence, and organization/group you represent, if desired. Please respect the time limits.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact

the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.

CALL TO ORDER/ROLL CALL

PUBLIC COMMUNICATION – (Related to City Business Only – 5-minute limit per person, 30-minute limit total) *Individuals who have received value of \$50 or more to communicate to the **Senior Citizen Housing Corporation Board** on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the **Senior Citizen Housing Corporation Board** . Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow action on any item not on the agenda.*

A. CONSENT

1. Approval of Meeting Minutes

Recommendation -

1. Approve the regular Senior Citizen Housing Corporation Meeting Minutes for the October 22, 2025, meeting.
2. Alternatively, discuss other actions related to this item.

B. UNFINISHED BUSINESS

C. NEW BUSINESS

2. President's Report

Recommendation -

1. Receive and file reports regarding correspondence, meetings, and business related to Park Vista.
2. Alternatively, discuss and take other actions related to this item.

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

Recommendation -

1. Receive and file the status of reports including, but not limited to, statements, invoices, and finances for October 2025.
2. Receive and file the LAIF investment fund and transfer between accounts.
3. Alternatively, discuss and take other action related to this item.

4. **Consideration of New Vending Machine Proposals**

Recommendation -

1. Review and evaluate the vending machine proposals for Park Vista.
2. Alternatively, discuss and take other action related to this item.

5. **2026 Park Vista Operating Budget**

Recommendation -

1. Review and approve the 2026 operating budget.
2. Alternatively, discuss and take other action related to this item.

6. **Park Vista's Income/ Net Worth Thresholds for Tenancy**

Recommendation -

1. Review the income/ net worth qualification thresholds for tenancy at Park Vista and consider amendments/modifications to same.
2. Alternatively, discuss and take other action related to this item.

7. **Appointment of Board President**

Recommendation -

1. Consider and vote on the appointment of the Senior Citizen Housing Corporation Board President.
2. Consider the appointment of any other vacant positions within the board, as needed.
3. Alternatively, discuss and take other action related to this item.

8. **Planter Box Garden in Park Vista**

Recommendation -

1. Discuss and consider having a planter box garden in Park Vista, to be maintained by residents.
2. Alternatively, discuss and take other action related to this item.

D. REPORTS - COMMUNITY DEVELOPMENT DEPARTMENT

9. **Upcoming Events**

Recommendation -

1. Receive and file updates about upcoming events at the Joslyn Center and citywide.

10. Learn Basic Tech (LBT) Program

Recommendation -

1. Discuss and consider free, beginner-friendly digital skills workshops for residents.
2. Alternatively, discuss and take other action related to this item.

E. REPORTS – SENIOR CITIZENS HOUSING BOARD

A General Report From Individual Board Members

F. REPORTS – MANAGEMENT (CADMAN GROUP)

ADJOURNMENT

POSTED:

DATE:

TIME:

BY:

MINUTES OF THE MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday,
October 22, 2025
Park Vista Senior Housing
615 E. Holly Avenue, El Segundo, CA 90245

CALL TO ORDER:

The meeting was called to order at 3:30 p.m. by Board Tim Whelan.

ROLL CALL

Members Present: Tim Whelan
Paula Rotolo
Denise Fessenbecker
Julia Newman
Non-Voting Member: Val Smith
Others: Neil Cadman
Michael Allen
Agnes Ho
Venus Wesson

PUBLIC COMMUNICATION. (Suggestion Box Comments)

- A resident submitted a letter requesting that others refrain from feeding the squirrels in front of the building for the safety of all residents.
- Resident shared concerns with management regarding another altercation in the facility and general safety inside the facility.
- Neil clarified that feeding squirrels is not a building operations issue. Michael also informed the resident that feeding wildlife is a violation of health and safety code.

A. CONSENT

1. APPROVAL OF MEETING MINUTES

Motioned by Paula Rotolo and seconded by Denise Fessenbecker to approve the September 24, 2025, Meeting Minutes. The motion passed 4-0.

B. UNFINISHED BUSINESS

- Tim asked Staff for the status of the vending machines. Michael has stated that the representative is currently on vacation.

C. NEW BUSINESS

2. President's Report (Tim Whalen)

- Tim welcomed Val Smith as a new non-voting board member. He also congratulated Julia Newman on her reappointment to the Board.
- Tim informed the residents and the Board that Paul was not reappointed. He further stated that interviews to fill the vacant seat are scheduled to take place next week.

Receive and file: Motion carried 4-0

3. Financial Statements and LAIF (Local Agency Investment Fund). (Neil Cadman)

- Val inquired about the HD Supply expense on September 19th. Neil stated that he believed it is for two dishwashers and related materials.
- Val inquired about the September 26th expense, as it did not include a description. Neil stated that he would look further into the item.

Receive and file: Motion carried 4-0

4. Housing Element Update Presentation

- Paul Samaras provided a PowerPoint presentation update to the Board and residents.
- Julia asked about the city's ADU's goal. Paul stated that the goal is to meet the requirements set by the state, and studies show ADUs primarily contribute to the natural supply of homes.

5. Annual Market Rent Survey and Adjustment of Rental Rates for New Incoming Tenants. (Neil Cadman)

- Neil provided the updated survey results and stated that there was no change in the findings. He recommended that the current rates remain the same.

Motioned by Denise Fessenbecker and seconded by Paula Rotolo to maintain the current rent rates. The motion passed 4-0.

6. Analysis of 2025 Facility Maintenance Compared to the Scheduled Maintenance Plan (Neil Cadman)

- Neil provided an updated schedule for the 2026 CIP, recommending that many projects be deferred due to the assessments.
- The exterior asphalt repair project for \$3,172 is scheduled for 2026.
- The following projects are no longer needed: exterior painting for \$168,489; roof exhaust fan replacement \$6,283; gymnasium carpet replacement for \$4,000; parking lot lighting for \$6,100; roof upgrade for \$155,00; and the entire building lighting for \$320,00.
- The planned budget of \$181,800 for 2026 is now anticipated to be reduced, with an expected spending of only \$3,000 for the year.

D. REPORTS – COMMUNITY DEVELOPMENT DEPARTMENT

7. November and December 2025 Board Meeting

- A Special meeting is scheduled for December 10, 2025. The regular November and December meetings have been adjourned.

8. . Upcoming Events (Ryan Delagdo)

- Mr. Delgado provided the following announcements:
 - The annual costume contest and luncheon were held yesterday.
 - The Halloween Frolic is scheduled for this Saturday on Main Street, from 12:00 pm to 4:00 pm.
 - The Day Tripper trip is scheduled for November 8th to the Norton Simon Museum, which is celebrating 55th Anniversary.
 - The Holiday Eve dinner is scheduled for December 24th.

E. REPORTS – SENIOR CITIZENS HOUSING BOARD

- Val requested the addition of an item to a future agenda concerning the implementation of box garden installations in the yard, to be maintained by residents.
- Michael reported that Public Art confirmation is pending City Attorney. He expects the vending machine draft report in mid-November.

F. REPORTS – MANAGEMENT (CADMAN GROUP)

- The HVAC unit in the community room was replaced. The cost for the blower component was \$7,500.
- Daisy confirmed awareness of a recent building incident concerning tenant safety, but was limited in the details she could provide at this time.
- The Hilltop Church Annual Thanksgiving luncheon is scheduled for November 15th.
- The women's downstairs bathroom is scheduled for an upgrade due to the recent issue.
- The question regarding renter rates was addressed.
- An inquiry was made about the continuation of management meetings, considering the recent addition of a non-voting member to the Board. The feedback was that it is important for meetings to continue.

ADJOURNMENT: 5:00 PM

NEXT SPECIAL MEETING: Wednesday, December 10, 2025



PARK VISTA

Financial Reporting Analysis

October 2025

Gross Income: \$104,121.61

Gross Expenses: \$69,187.69

Expenses for the month were normal except for the following:

- *Maintenance of \$34,158.71. Normal operations with a vacancy prep of one unit at a cost of \$9,414.00.*
- *Water bill of \$172.95 in October.*
- *Bank interest of \$8,832.62 reported by the City for October.*

Net Income: \$34,933.92

Total Account Balances: \$2,603.193.12

NOTE: THIS DOCUMENT IS A SUMMARY AND ANALYSIS ONLY OF THE MONTHLY FINANCIAL STATEMENTS FOR PARK VISTA. THEY ARE NOT PART OF THE ACTUAL FINANCIAL STATEMENTS FOR PARK VISTA.

Total number of vacancies for the month: 99% occupied on 10/1/2025
99% occupied on 10/31/2025

Move-outs: 0

Move-ins: 1

Notices to Vacate: 1

Budget Comparison Notes:

Operations: Operations for the month performed \$28,645.77 over budget for October, \$270,516.23 over budget YTD. Water much less than budget due to the City crediting the facility over the wrong billing structure.

Income

- Income for the month of October \$16,723.80 over budget for October, \$106,861.84 over budget YTD.

Expenses:

- Overall expenses for October \$7,256.01 under budget, \$121,009.26 under budget YTD.
- Maintenance \$9,575.38 over budget for October, \$36,890.35 under budget YTD.
- Electricity under budget for October by \$250.24, and \$179.72 over budget YTD.
- Gas under budget by \$565.08 for October and \$865.00 under budget YTD.
- Cable Television under budget by \$520.8 for October, \$5,058.86 under budget YTD.
- Water performing \$33,674.2823 under budget YTD, but this is due to the City of El Segundo roll back of over charging for previous years.
- Telephone \$5,096.75 budget for October and \$24,639.87 under budget YTD.
- Elevator service over budget by \$7,715.23 YTD due to the final payment of the new flooring.

NOTE: THIS DOCUMENT IS A SUMMARY AND ANALYSIS ONLY OF THE MONTHLY FINANCIAL STATEMENTS FOR PARK VISTA. THEY ARE NOT PART OF THE ACTUAL FINANCIAL STATEMENTS FOR PARK VISTA.

**EL SEGUNDO SENIOR CITIZENS HOUSING
DEVELOPMENT CORPORATION**

350 MAIN STREET, EL SEGUNDO, CA 90245

November 25, 2025

RE: Interest Income from Deposit with the City, per Agreement for Investment of Funds

Dear President:

| | | |
|--|-------------------|------------------------|
| The deposit and interest for the quarter/month ending is as follows: | Q3-2025 | October-25 |
| | | <u>Original</u> |
| Beginning balance at September 30, 2025 | \$ | 2,441,242.82 |
| Accrued: Interest (Posted quarterly) | \$ | 8,832.62 |
| Add: Deposits | | |
| Add: Deposits | | |
| Less: Withdrawals | | |
| TOTAL IN LAIF/CAMP - G/L# 504-101-0000-0004: | As of | |
| | 10/31/2025 | \$ 2,450,075.44 |

| | | | | | | |
|--|------------------------|---|--------|--------|--------------------------------|--------------------|
| Accrued Interest (posted quarterly by the 15th day following quarter): | | | | | | |
| Interest Earned | October | @ | 4.260% | Actual | CAMP for 31 days | \$ 8,832.62 |
| Interest Earned | November | @ | | Actual | CAMP for 30 days | \$ - |
| Interest Earned | December | @ | | Actual | CAMP for 31 days | \$ - |
| Accrued Interest | quarter to date | | | | | \$ 8,832.62 |

Interest earned is based on the interest earnings rate the City of El Segundo received from the California Asset Management Program and the number of days the funds were held by the City during the given period. Per the understanding reached at the September 1997 meeting of the Board of Directors, interest will be credited to the account and compounded on a quarterly basis. Interest shown for each month is for your information only.

If you have any questions, please do not hesitate to give me a call.

Sincerely,
Dino R. Marsocci

Dino R. Marsocci
Treasury & Customer Services Manager

- Cc: Paul Chung, Chief Financial Officer
Brenda Sum, Accountant
Michael Allen, Community Development Director
Neil Cadman, Facility Management for Park Vista
Eduardo Schonborn, Planning Manager
Venus Wesson, Sr. Admin Specialist
Agnes Ho, Administrative Analyst

Income Statement

Cadman Group

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

Owned By: El Segundo Senior Citizens Housing Corporation

As of: Oct 2025

Accounting Basis: Cash

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

| Account Name | Selected Month | % of Selected Month | Year to Month End | % of Year to Month End |
|---------------------------------------|------------------|---------------------|-------------------|------------------------|
| Operating Income & Expense | | | | |
| Income | | | | |
| RENT | | | | |
| Rent Income | 91,491.00 | 96.01 | 871,809.72 | 97.68 |
| Parking Income | 1,660.49 | 1.74 | 16,609.31 | 1.86 |
| Passthrough Charges | 0.00 | 0.00 | 0.00 | 0.00 |
| Total RENT | 93,151.49 | 97.76 | 888,419.03 | 99.54 |
| Maintenance Charge (Income Account) | 0.00 | 0.00 | 2,539.02 | 0.28 |
| Prepayment | 1,513.38 | 1.59 | -3,656.07 | -0.41 |
| NSF Bank Fees Collected | 0.00 | 0.00 | 100.00 | 0.01 |
| Application Fee Income | 0.00 | 0.00 | 0.00 | 0.00 |
| Laundry Income | 624.12 | 0.65 | 5,111.76 | 0.57 |
| Total Operating Income | 95,288.99 | 100.00 | 892,513.74 | 100.00 |
| Expense | | | | |
| Fire Service | 510.00 | 0.54 | 4,296.73 | 0.48 |
| Fire Extinguisher Service | 0.00 | 0.00 | 0.00 | 0.00 |
| Maintenance | 34,158.71 | 35.85 | 208,942.99 | 23.41 |
| Elevator service | 6,346.75 | 6.66 | 20,215.23 | 2.26 |
| Gardening | 1,355.49 | 1.42 | 14,563.21 | 1.63 |
| Management Fees | 16,500.00 | 17.32 | 165,500.00 | 18.54 |
| Pest Control | 611.80 | 0.64 | 3,060.54 | 0.34 |
| Insurance - Property | 0.00 | 0.00 | 27,654.44 | 3.10 |
| Earthquake Insurance | 0.00 | 0.00 | 70,498.00 | 7.90 |
| Licenses and Permits | 0.00 | 0.00 | 450.00 | 0.05 |
| Electricity | 1,833.09 | 1.92 | 20,653.62 | 2.31 |
| Gas | 1,101.58 | 1.16 | 15,801.68 | 1.77 |
| Water | 172.95 | 0.18 | 11,325.72 | 1.27 |
| Telephone/Internet | 281.03 | 0.29 | 2,860.13 | 0.32 |
| Trash | 0.00 | 0.00 | 335.83 | 0.04 |
| Cable/Television | 5,729.52 | 6.01 | 57,441.14 | 6.44 |
| Office Supplies | 61.77 | 0.06 | 3,355.39 | 0.38 |
| Uniforms | 0.00 | 0.00 | 542.00 | 0.06 |
| Advertising & Promotion | 0.00 | 0.00 | 8,953.69 | 1.00 |
| Legal Expenses (Expense account) | 525.00 | 0.55 | 930.00 | 0.10 |
| Bank Service Fees | 0.00 | 0.00 | 48.00 | 0.01 |
| Professional Fees | 0.00 | 0.00 | 6,000.00 | 0.67 |

Income Statement

| Account Name | Selected Month | % of Selected Month | Year to Month End | % of Year to Month End |
|-----------------------------------|------------------|---------------------|-------------------|------------------------|
| Total Operating Expense | 69,187.69 | 72.61 | 643,428.34 | 72.09 |
| NOI - Net Operating Income | 26,101.30 | 27.39 | 249,085.40 | 27.91 |
| Other Income & Expense | | | | |
| Other Income | | | | |
| Interest on Bank Accounts | 8,832.62 | 9.27 | 84,311.81 | 9.45 |
| Total Other Income | 8,832.62 | 9.27 | 84,311.81 | 9.45 |
| Net Other Income | 8,832.62 | 9.27 | 84,311.81 | 9.45 |
| Total Income | 104,121.61 | 109.27 | 976,825.55 | 109.45 |
| Total Expense | 69,187.69 | 72.61 | 643,428.34 | 72.09 |
| Net Income | 34,933.92 | 36.66 | 333,397.21 | 37.35 |

Balance Sheet

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

As of: 10/31/2025

Accounting Basis: Cash

Include Zero Balance GL Accounts: No

| Account Name | Balance |
|--|---------------------|
| ASSETS | |
| Cash | |
| Cash in Bank | 153,117.68 |
| Park Vista Reserve Account - LAIF | 2,450,075.44 |
| Total Cash | 2,603,193.12 |
| Building Improvements | 1,046,041.00 |
| Equipment | 184,779.00 |
| Furnishings | 153,863.00 |
| Personal Property | -0.05 |
| Accumulated Depreciation | -1,084,089.00 |
| TOTAL ASSETS | 2,903,787.07 |
| LIABILITIES & CAPITAL | |
| Liabilities | |
| Pet Deposit | 4,525.00 |
| Key Deposit | 1,770.00 |
| Security Deposit | 81,461.00 |
| Passthrough Cash Account | 1,596.00 |
| Accounts Payable | 11,429.00 |
| Total Liabilities | 100,781.00 |
| Capital | |
| Owner Contribution | 35,996.00 |
| Owner Distribution | -35,996.00 |
| Retained Earnings | 36,195.95 |
| Prior Years Retained Earnings | 12,696.00 |
| Calculated Retained Earnings | 333,397.21 |
| Calculated Prior Years Retained Earnings | 2,420,716.91 |
| Total Capital | 2,803,006.07 |
| TOTAL LIABILITIES & CAPITAL | 2,903,787.07 |

Bill Detail

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

Payees: All

Payment Type: All

Created By: All

GL Accounts: All

Bill Status: All

Date Type: Bill Date

Date Range: 10/01/2025 to 10/31/2025

Show Reversed Transactions: No

Project: All

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|-----------|-----------|----------|------------|----------|------|------------|------|--------|---------|-----------|-------------|------------------|
|-----------|-----------|----------|------------|----------|------|------------|------|--------|---------|-----------|-------------|------------------|

4550 - Application Fee Income

| | | | | | | | | | | | | |
|--|------------|------------|-------------------------------|---|--|--------------|-------|------|-----|------------|------------------------------------|--|
| | 10/02/2025 | 10/02/2025 | 4550 - Application Fee Income | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 20.00 | 0.00 | ACH | 10/02/2025 | Application Fee Income for 10/2025 | |
|--|------------|------------|-------------------------------|---|--|--------------|-------|------|-----|------------|------------------------------------|--|

6000 - Fire Service

| | | | | | | | | | | | | |
|-------------|------------|------------|---------------------|---|--|-------------------|--------|------|-----------|------------|--|--|
| FSF-1133152 | 10/14/2025 | 10/14/2025 | 6000 - Fire Service | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Fire Safety First | 255.00 | 0.00 | B320-6A70 | 10/22/2025 | Quarterly monitoring 4th quarter 2024. | |
| FSF-1133480 | 10/20/2025 | 10/20/2025 | 6000 - Fire Service | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Fire Safety First | 255.00 | 0.00 | B320-6A70 | 10/22/2025 | Quarterly monitoring 4th quarter 2025. | |

510.00 0.00

6210 - Maintenance

| | | | | | | | | | | | | |
|------------|------------|------------|--------------------|---|--|-----------|--------|------|-----------|------------|--|--|
| | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 181.08 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies - New Disposal | |
| 9241496761 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 111.91 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies for the building. | |
| 63958-1-35 | 10/01/2025 | 10/01/2025 | 6210 - | Park Vista - | | Pitbull | 150.00 | 0.00 | 141F-1D60 | 10/07/2025 | Repair upper | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|----------------------------------|----------|--------|----------------------|------------|--|------------------|
| | | | Maintenance | 615 E. Holly Avenue El Segundo, CA 90245 | | Remodeling & Maintenance | | | | | garage ceiling light. | |
| 64150-1-46 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Pitbull Remodeling & Maintenance | 350.00 | 0.00 | B31E-7CB0 | 10/22/2025 | Hauled away old furniture and appliances from vacancies including (2) refrigerators, dishwasher, mattress. | |
| 63740-3-41 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Pitbull Remodeling & Maintenance | 350.00 | 0.00 | B31E-7CB0 | 10/22/2025 | Sand, primer and paint northwest metal fence after it was repaired on property exterior. | |
| 63740-2-40 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Pitbull Remodeling & Maintenance | 450.00 | 0.00 | 6513-B180 | 10/24/2025 | Removed damaged 2x2 metal frame bottom tubes and 2x2 damaged post on property. Welded new metal post and railing tube. | |
| 63740-1-39 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Pitbull Remodeling & Maintenance | 250.00 | 0.00 | 6513-B180 | 10/24/2025 | Repairs made to exterior metal railing next to northwest entrance gate. | |
| 46347 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 403 | Total Maintenance Group, Inc. | 9,604.00 | 0.00 | 5E5C-1230, 6517-1EFO | 10/27/2025 | Vacancy prep #403; enitre studio unit prep and paint including ceiling, walls, patio, | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|---------------------------------|--------|--------|------------|------------|--|------------------|
| | | | | | | | | | | | cabinets, closets, supply and install new hardware in kitchen on cabinets, doors, sliding door tracks, replace bathroom ceiling vent heater/fan, new GFCI outlets. | |
| 46452 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 324 | Total Maintenance Group, Inc. | 380.00 | 0.00 | 0AF1-4FE0 | 10/23/2025 | Supply and replace shower stem and knobs. | |
| 46449 | 10/01/2025 | 10/01/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 403 | Total Maintenance Group, Inc. | 187.50 | 0.00 | 0AF1-4FE0 | 10/23/2025 | Vacancy prep; entire unit cleaning after complete rehab, studio. | |
| 9241594341 | 10/02/2025 | 10/02/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 101.84 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies for the building. | |
| 5688 | 10/02/2025 | 10/02/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 217 | V&E Carpet Care | 200.00 | 0.00 | 6518-3760 | 10/24/2025 | Deep clean and sanitize carpet area in traffic lanes, deodorize. | |
| 9241643847 | 10/03/2025 | 10/03/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 52.61 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies. | |
| 255866 | 10/03/2025 | 10/03/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 308 | Industrial Lock & Security Inc. | 135.00 | 0.00 | 3000000644 | 10/24/2025 | Service call; realign front door and service lock. | |
| 891170131 | 10/03/2025 | 10/03/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly | 401 | L.A. Hydro Jet & Rooter | 115.00 | 0.00 | 6519-5E90 | 10/24/2025 | Snaked toilet to main line | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|------------------------------|--------|--------|------------|------------|---|------------------|
| | | | | Avenue El Segundo, CA 90245 | | Service Inc | | | | | to clear clog. | |
| 9241700376 | 10/06/2025 | 10/06/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 12.72 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies. | |
| 9241700377 | 10/06/2025 | 10/06/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 26.32 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies for the building. | |
| 9241700378 | 10/06/2025 | 10/06/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 10.46 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies. | |
| 9241648379 | 10/06/2025 | 10/06/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 124.53 | 0.00 | 5864 | 10/09/2025 | Maintenance supplies for the building. | |
| 39398 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 21.37 | 0.00 | ACH | 10/07/2025 | Quill INV: 45709639 - cleaning supplies | |
| 39398 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 125.29 | 0.00 | ACH | 10/07/2025 | Quill INV: 45847660 -cleaning supplies | |
| 48753 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Southbay Industrial Hardware | 49.66 | 0.00 | 3000000645 | 10/24/2025 | Maintenance supplies; plastic wall bend, 12 inch drain extension, (2) sink traps. | |
| 48767 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Southbay Industrial Hardware | 95.56 | 0.00 | 3000000645 | 10/24/2025 | Maintenance supplies; patio door rescreen. | |
| 48769 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly | | Southbay Industrial | 72.29 | 0.00 | 3000000645 | 10/24/2025 | Maintenance supplies; roll | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|-----------------------|---|------|---|--------|--------|------------|------------|--|--------------------------------------|
| | | | | Avenue El Segundo, CA 90245 | | Hardware | | | | | of rags, window screen. | |
| 48785 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Southbay Industrial Hardware | 208.51 | 0.00 | 3000000645 | 10/24/2025 | Maintenance supplies; Dewalt 20 volt impact drill. | |
| 48803 | 10/07/2025 | 10/07/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Southbay Industrial Hardware | 94.74 | 0.00 | 3000000645 | 10/24/2025 | Maintenance supplies; 1 patio door rescreen. | |
| 9241648380 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 136.09 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies. | |
| 9241648381 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 94.34 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies for the building. | |
| 9241648382 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 153.28 | 0.00 | 5865 | 10/23/2025 | | |
| 9241648383 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 125.10 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies. | |
| 9241648384 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 128.65 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies for the building. | |
| 9241648385 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 117.66 | 0.00 | 5865 | 10/23/2025 | Janitor- Cleaning supplies. | |
| 64163-1-53 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA | 216 | Pitbull Remodeling & Maintenance | 95.00 | 0.00 | 28FC-3D90 | 11/06/2025 | Cleaned bathroom ceiling exhaust fan. | Other Maintenance - Not Listed |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|-----------------------------------|----------|--------|-----------|------------|---|------------------|
| | | | | 90245 | | | | | | | | |
| 64160-1-51 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 216 | Pitbull Remodeling & Maintenance | 280.00 | 0.00 | 28FC-3D90 | 11/06/2025 | Checked and replaced kitchen faucet and installed new water supply line connectors. | Faucet Leak |
| 252314 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | The Stanley Louis Company | 695.00 | 0.00 | 651A-8350 | 10/24/2025 | Service to roof boiler to empty and remove sediment in tank causing clogs to system, west boiler. | |
| 252689 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | The Stanley Louis Company | 695.00 | 0.00 | 651A-8350 | 10/24/2025 | Service to roof boiler to empty and remove sediment in tank causing clogs to system, east boiler. | |
| 32642 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | TRIANGLE AIR SYSTEM OR VLAD BALAS | 7,750.00 | 0.00 | 651B-BFF0 | 10/24/2025 | Common area HVAC system replaced, 10 years warranty on equipment, 3 years warranty on partys, 1 year warranty on labor. | |
| 31279 | 10/09/2025 | 10/09/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | TRIANGLE AIR SYSTEM OR VLAD BALAS | 770.00 | 0.00 | 651B-BFF0 | 10/24/2025 | Service call for non-operating HVAC unit for common area, burned out PC board found and replaced with new Carrier | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|-------------------------------------|----------|--------|----------------------|------------|---|------------------|
| | | | | | | | | | | | part, redo wiring, left working, needs full replacement of entire unit to stop from burning out again. | |
| 9241894229 | 10/10/2025 | 10/10/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 32.90 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies. | |
| 891271807 | 10/10/2025 | 10/10/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | L.A. Hydro Jet & Rooter Service Inc | 1,860.00 | 0.00 | 6519-5E90, 81E2-C5A0 | 11/18/2025 | Plumber saw cut and excavated to expose P-trap under common area women's bathroom drain. Removed the existing P-trap and replaced it with a new schedule 40 ABS P-trap with new couplings and fittings. | |
| 9241945630 | 10/14/2025 | 10/14/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 27.17 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies for the building. | |
| 9242018181 | 10/15/2025 | 10/15/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 12.72 | 0.00 | 5865 | 10/23/2025 | Maintenance Suppliers | |
| 9242018182 | 10/15/2025 | 10/15/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 192.50 | 0.00 | 5865 | 10/23/2025 | Maintenance Supplies- New drain snake | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|---------------------------|--------|--------|-----------|------------|--|------------------|
| 9242080548 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 181.08 | 0.00 | 5865 | 10/23/2025 | New garbage disposal. | |
| 9242187108 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 12.39 | 0.00 | 5865 | 10/23/2025 | Janitor-Cleaning supplies. | |
| 9242110554 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 155.02 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies | |
| 9242110555 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 62.51 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies for the building. | |
| 9242180940 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 31.48 | 0.00 | 5865 | 10/23/2025 | Maintenance supplies. | |
| 4163 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 105 | OC-LA Appliance Solutions | 245.00 | 0.00 | 651D-19B0 | 10/24/2025 | Replace drain line of dishwasher to work properly again. | |
| 4171 | 10/20/2025 | 10/20/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 219 | OC-LA Appliance Solutions | 275.00 | 0.00 | 651D-19B0 | 10/24/2025 | Repair thermostat in fridge not cooling enough. | |
| 39413 | 10/22/2025 | 10/22/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 156.83 | 0.00 | 1022 | 10/22/2025 | Quill INV 46029504 - cleaning supplies | |
| CC077074 | 10/22/2025 | 10/22/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 320 | Carpet Concepts | 195.00 | 0.00 | 651E-73C0 | 10/24/2025 | Carpet stretched in unit and re-tackle. | |
| 64533-1-86 | 10/22/2025 | 10/22/2025 | 6210 - | Park Vista - | 217 | Pitbull | 150.00 | 0.00 | 591B-D6C0 | 11/10/2025 | Snaked | Drain/Pipe |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|------------|------------|------------|--------------------|---|------|----------------------------------|--------|--------|-----------|------------|---|------------------|
| | | | Maintenance | 615 E. Holly Avenue El Segundo, CA 90245 | | Remodeling & Maintenance | | | | | bathtub drain. | Clog |
| 9242315644 | 10/23/2025 | 10/23/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 147.15 | 0.00 | 5866 | 11/12/2025 | Janitor-Cleaning supplies. | |
| 9242407835 | 10/27/2025 | 10/27/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 170.24 | 0.00 | 5866 | 11/12/2025 | Janitor supplies -cleaning supplies | |
| 64649-2-98 | 10/29/2025 | 10/29/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 110 | Pitbull Remodeling & Maintenance | 350.00 | 0.00 | 591B-D6C0 | 11/10/2025 | Replace cast iron san tee and fitting with new no hub clamps that was causing leak behind kitchen wall by sink. | |
| 64649-1-97 | 10/29/2025 | 10/29/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 110 | Pitbull Remodeling & Maintenance | 250.00 | 0.00 | 591B-D6C0 | 11/10/2025 | Snaked kitchen sink main line drain to clear deep clog. | Sewer |
| 5694 | 10/29/2025 | 10/29/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | V&E Carpet Care | 300.00 | 0.00 | 591F-A510 | 11/10/2025 | Carpet cleaning and sanitize hallway on 2nd floor. | |
| 9242532963 | 10/30/2025 | 10/30/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 12.06 | 0.00 | 5866 | 11/12/2025 | Maintenance supplies - Gloves | |
| 9242532964 | 10/30/2025 | 10/30/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | HD Supply | 23.08 | 0.00 | 5866 | 11/12/2025 | Janitor- New mop | |
| 9242588681 | 10/31/2025 | 10/31/2025 | 6210 - Maintenance | Park Vista - 615 E. Holly Avenue El | | HD Supply | 43.13 | 0.00 | 5866 | 11/12/2025 | Maintenance Supplies- New LED | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|-----------|-----------|----------|------------|----------------------|------|------------|-----------|--------|---------|-----------|-------------|------------------|
| | | | | Segundo, CA 90245 | | | | | | | | bulbs |
| | | | | | | | 29,385.77 | 0.00 | | | | |

6245 - Elevator service

| | | | | | | | | | | | | |
|-------------|------------|------------|-------------------------|---|--|-------------------------|----------|------|-----------|------------|---|--|
| DVB18326001 | 10/15/2025 | 10/15/2025 | 6245 - Elevator service | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Amtech Elevator Service | 3,831.75 | 0.00 | B324-A0A0 | 10/22/2025 | Emergency service call; overtime service to repair back elevator stuck on 2nd floor, worked on operation of car controller - PC board, processor. | |
| DVB18526001 | 10/22/2025 | 10/22/2025 | 6245 - Elevator service | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Amtech Elevator Service | 2,515.00 | 0.00 | 651F-70A0 | 10/24/2025 | Burning smell reported on back elevator, mechanic came out and checked elevator functions and operation, left working normally with no smell. | |
| | | | | | | | 6,346.75 | 0.00 | | | | |

6250 - Gardening

| | | | | | | | | | | | | |
|------|------------|------------|------------------|---|--|---------------------------|----------|------|-----------|------------|---|--|
| 6918 | 10/01/2025 | 10/01/2025 | 6250 - Gardening | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Octavio Rojas Landscaping | 1,303.49 | 0.00 | D0FA-2000 | 10/02/2025 | Monthly Service - September | |
| 6918 | 10/01/2025 | 10/01/2025 | 6250 - Gardening | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Octavio Rojas Landscaping | 52.00 | 0.00 | D0FA-2000 | 10/02/2025 | Extra supplies and approved work 50lb lawn fertilizer | |
| | | | | | | | 1,355.49 | 0.00 | | | | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|-------------------------------|------------|------------|------------------------|---|------|---|-----------------|-------------|------------|------------|-----------------------------|------------------|
| 6270 - Management Fees | | | | | | | | | | | | |
| | 10/02/2025 | 10/02/2025 | 6270 - Management Fees | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 16,500.00 | 0.00 | ACH | 10/02/2025 | Management Fees for 10/2025 | |
| 6315 - Pest Control | | | | | | | | | | | | |
| 24278 | 10/07/2025 | 10/07/2025 | 6315 - Pest Control | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Al & Sons Termite and Pest Control Inc. | 175.00 | 0.00 | 3000000639 | 10/07/2025 | service 8/21/25-9/18/25 | |
| 438951 | 10/28/2025 | 10/28/2025 | 6315 - Pest Control | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Terminix | 86.80 | 0.00 | 3000000646 | 10/29/2025 | Monthly Service - October | |
| | | | | | | | 261.80 | 0.00 | | | | |
| 6410 - Electricity | | | | | | | | | | | | |
| 700335296712 | 10/01/2025 | 10/01/2025 | 6410 - Electricity | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 321 | Edison | 16.60 | 0.00 | 3000000636 | 10/02/2025 | Service 8/12/25 - 9/10/25 | |
| 700587779325 | 10/16/2025 | 10/16/2025 | 6410 - Electricity | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | 109 | Edison | 98.35 | 0.00 | 3000000642 | 10/22/2025 | service 9/11/25-10/9/25 | |
| 700394170456 | 10/16/2025 | 10/16/2025 | 6410 - Electricity | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Edison | 1,734.74 | 0.00 | 3000000643 | 10/22/2025 | service 9/11/25-10/9/25 | |
| | | | | | | | 1,849.69 | 0.00 | | | | |
| 6420 - Gas | | | | | | | | | | | | |
| 056 105 3200 3 | 10/09/2025 | 10/09/2025 | 6420 - Gas | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | SoCalGas | 1,101.58 | 0.00 | 3000000640 | 10/09/2025 | service 9/3/25-10/2/25 | |

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|---------------|------------|------------|--------------|---|------|----------------------------|-------|--------|---------|------------|-------------------------|------------------|
| 075-18531-000 | 10/15/2025 | 10/15/2025 | 6430 - Water | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | City of El Segundo - Water | 83.76 | 0.00 | ACH | 10/15/2025 | service 7/14/25-9/15/25 | |
| 075-18481-000 | 10/15/2025 | 10/15/2025 | 6430 - Water | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | City of El Segundo - Water | 5.43 | 0.00 | ACH | 10/15/2025 | service 7/14/25-9/15/25 | |
| 075-18411-000 | 10/15/2025 | 10/15/2025 | 6430 - Water | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | City of El Segundo - Water | 83.76 | 0.00 | ACH | 10/15/2025 | | |

172.95 0.00

6445 - Telephone/Internet

| | | | | | | | | | | | | |
|---------------------|------------|------------|---------------------------|---|--|--------------|--------|------|-----|------------|-------------------------|--|
| 39422 | 10/24/2025 | 10/24/2025 | 6445 - Telephone/Internet | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 49.86 | 0.00 | ACH | 10/24/2025 | Spectrum Mobile | |
| 8448 30 006 0397046 | 10/27/2025 | 10/27/2025 | 6445 - Telephone/Internet | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Spectrum | 231.17 | 0.00 | ACH | 10/27/2025 | service 10/8/25-11/7/25 | |

281.03 0.00

6455 - Cable/Television

| | | | | | | | | | | | | |
|---------------------|------------|------------|-------------------------|---|--|----------|----------|------|------------|------------|--------------------------|--|
| 8448 30 006 0017008 | 10/15/2025 | 10/15/2025 | 6455 - Cable/Television | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Spectrum | 5,697.33 | 0.00 | 3000000641 | 10/22/2025 | service 10/4/25-11/3/25 | |
| 8448 30 006 0255251 | 10/20/2025 | 10/20/2025 | 6455 - Cable/Television | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Spectrum | 32.19 | 0.00 | ACH | 10/20/2025 | service 9/30/25-10/29/25 | |

5,729.52 0.00

Bill Detail

| Reference | Bill Date | Due Date | GL Account | Property | Unit | Payee Name | Paid | Unpaid | Check # | Paid Date | Description | Work Order Issue |
|--|------------|------------|---|---|------|---------------------|------------------|-------------|-----------|------------|---------------------------------------|------------------|
| 7420 - Office Supplies | | | | | | | | | | | | |
| 39398 | 10/07/2025 | 10/07/2025 | 7420 - Office Supplies | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Cadman Group | 61.77 | 0.00 | ACH | 10/07/2025 | Quill INV: 45709946 - Coffee supplies | |
| 7610 - Legal Expenses (Expense account) | | | | | | | | | | | | |
| 9499 | 10/15/2025 | 10/15/2025 | 7610 - Legal Expenses (Expense account) | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Joseph L. Cruz, APC | 175.00 | 0.00 | B322-8BE0 | 10/22/2025 | | |
| 9526 | 10/21/2025 | 10/21/2025 | 7610 - Legal Expenses (Expense account) | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Joseph L. Cruz, APC | 175.00 | 0.00 | B322-8BE0 | 10/22/2025 | | |
| 9555 | 10/29/2025 | 10/29/2025 | 7610 - Legal Expenses (Expense account) | Park Vista - 615 E. Holly Avenue El Segundo, CA 90245 | | Joseph L. Cruz, APC | 175.00 | 0.00 | 9186-C3B0 | 10/29/2025 | | |
| | | | | | | | 525.00 | 0.00 | | | | |
| Total | | | | | | | 64,101.35 | 0.00 | | | | |

Budget - Comparative

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

Period Range: Oct 2025 to Oct 2025

Comparison Period Range: Oct 2024 to Oct 2024

Additional Account Types: Asset, Cash, Liability, Capital

Accounting Basis: Cash

Level of Detail: Detail View

| Account Name | Period Actual | Period Budget | Period \$ Variance | Period % Variance | Comparison Actual | Comparison Budget | Comparison \$ Variance | Comparison % Variance |
|--|------------------|------------------|--------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| Income | | | | | | | | |
| RENT | | | | | | | | |
| Rent Income | 91,491.00 | 80,325.00 | 11,166.00 | 13.90% | 82,227.57 | 78,690.00 | 3,537.57 | 4.50% |
| Parking Income | 1,660.49 | 1,654.44 | 6.05 | 0.37% | 1,599.21 | 1,622.00 | -22.79 | -1.41% |
| Total RENT | 93,151.49 | 81,979.44 | 11,172.05 | 13.63% | 83,826.78 | 80,312.00 | 3,514.78 | 4.38% |
| Vacancy | 0.00 | -4,016.25 | 4,016.25 | 100.00% | 0.00 | -2,916.66 | 2,916.66 | 100.00% |
| Prepayment | 1,513.38 | 0.00 | 1,513.38 | – | 804.71 | 0.00 | 804.71 | – |
| Application Fee Income | 0.00 | 0.00 | 0.00 | 0.00% | 20.00 | 0.00 | 20.00 | – |
| Laundry Income | 624.12 | 602.00 | 22.12 | 3.67% | 450.17 | 860.00 | -409.83 | -47.65% |
| Total Budgeted Operating Income | 95,288.99 | 78,565.19 | 16,723.80 | 21.29% | 85,101.66 | 78,255.34 | 6,846.32 | 8.75% |
| Expense | | | | | | | | |
| Fire Service | 510.00 | 833.33 | 323.33 | 38.80% | 0.00 | 833.33 | 833.33 | 100.00% |
| Fire Extinguisher Service | 0.00 | 83.33 | 83.33 | 100.00% | 0.00 | 0.00 | 0.00 | 0.00% |
| Maintenance | 34,158.71 | 24,583.33 | -9,575.38 | -38.95% | 47,934.25 | 17,500.00 | -30,434.25 | -173.91% |
| Elevator service | 6,346.75 | 1,250.00 | -5,096.75 | -407.74% | 0.00 | 1,250.00 | 1,250.00 | 100.00% |
| Gardening | 1,355.49 | 1,750.00 | 394.51 | 22.54% | 1,236.59 | 1,750.00 | 513.41 | 29.34% |
| Management Fees | 16,500.00 | 16,500.00 | 0.00 | 0.00% | 15,750.00 | 16,500.00 | 750.00 | 4.55% |
| Pest Control | 611.80 | 500.00 | -111.80 | -22.36% | 257.17 | 500.00 | 242.83 | 48.57% |
| Insurance - Property | 0.00 | 2,708.33 | 2,708.33 | 100.00% | 0.00 | 25,000.00 | 25,000.00 | 100.00% |
| Earthquake Insurance | 0.00 | 7,916.66 | 7,916.66 | 100.00% | 80,885.00 | 0.00 | -80,885.00 | – |
| Licenses and Permits | 0.00 | 50.00 | 50.00 | 100.00% | 0.00 | 50.00 | 50.00 | 100.00% |
| Electricity | 1,833.09 | 2,083.33 | 250.24 | 12.01% | 2,212.25 | 2,350.00 | 137.75 | 5.86% |
| Gas | 1,101.58 | 1,666.66 | 565.08 | 33.90% | 982.34 | 2,000.00 | 1,017.66 | 50.88% |

Budget - Comparative

| Account Name | Period Actual | Period Budget | Period \$ Variance | Period % Variance | Comparison Actual | Comparison Budget | Comparison \$ Variance | Comparison % Variance |
|---|------------------|------------------|--------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| Water | 172.95 | 4,500.00 | 4,327.05 | 96.16% | 12,018.06 | 4,500.00 | -7,518.06 | -167.07% |
| Telephone/ Internet | 281.03 | 2,750.00 | 2,468.97 | 89.78% | 0.00 | 2,750.00 | 2,750.00 | 100.00% |
| Cable/Television | 5,729.52 | 6,250.00 | 520.48 | 8.33% | 5,596.76 | 6,250.00 | 653.24 | 10.45% |
| Office Supplies | 61.77 | 400.00 | 338.23 | 84.56% | 101.03 | 400.00 | 298.97 | 74.74% |
| Advertising & Promotion | 0.00 | 1,166.66 | 1,166.66 | 100.00% | 2,060.85 | 450.00 | -1,610.85 | -357.97% |
| Entertainment | 0.00 | 416.66 | 416.66 | 100.00% | 0.00 | 0.00 | 0.00 | 0.00% |
| Legal Expenses (Expense account) | 525.00 | 300.00 | -225.00 | -75.00% | 0.00 | 300.00 | 300.00 | 100.00% |
| Bank Service Fees | 0.00 | 6.25 | 6.25 | 100.00% | 0.00 | 6.25 | 6.25 | 100.00% |
| Postage | 0.00 | 20.83 | 20.83 | 100.00% | 0.00 | 20.83 | 20.83 | 100.00% |
| Professional Fees | 0.00 | 708.33 | 708.33 | 100.00% | 0.00 | 625.00 | 625.00 | 100.00% |
| Total Budgeted Operating Expense | 69,187.69 | 76,443.70 | 7,256.01 | 9.49% | 169,034.30 | 83,035.41 | -85,998.89 | -103.57% |
| Total Budgeted Operating Income | 95,288.99 | 78,565.19 | 16,723.80 | 21.29% | 85,101.66 | 78,255.34 | 6,846.32 | 8.75% |
| Total Budgeted Operating Expense | 69,187.69 | 76,443.70 | 7,256.01 | 9.49% | 169,034.30 | 83,035.41 | -85,998.89 | -103.57% |
| NOI - Net Operating Income | 26,101.30 | 2,121.49 | 23,979.81 | 1130.33% | -83,932.64 | -4,780.07 | -79,152.57 | -1655.89% |
| Other Income | | | | | | | | |
| Interest on Bank Accounts | 8,832.62 | 4,166.66 | 4,665.96 | 111.98% | 5,493.41 | 2,500.00 | 2,993.41 | 119.74% |
| Total Budgeted Other Income | 8,832.62 | 4,166.66 | 4,665.96 | 111.98% | 5,493.41 | 2,500.00 | 2,993.41 | 119.74% |
| Net Other Income | 8,832.62 | 4,166.66 | 4,665.96 | 111.98% | 5,493.41 | 2,500.00 | 2,993.41 | 119.74% |
| Total Budgeted Income | 104,121.61 | 82,731.85 | 21,389.76 | 25.85% | 90,595.07 | 80,755.34 | 9,839.73 | 12.18% |
| Total Budgeted Expense | 69,187.69 | 76,443.70 | 7,256.01 | 9.49% | 169,034.30 | 83,035.41 | -85,998.89 | -103.57% |

Budget - Comparative

| Account Name | Period Actual | Period Budget | Period \$ Variance | Period % Variance | Comparison Actual | Comparison Budget | Comparison \$ Variance | Comparison % Variance |
|-----------------------------------|------------------|-----------------|--------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| Net Income | 34,933.92 | 6,288.15 | 28,645.77 | 455.55% | -78,439.23 | -2,280.07 | -76,159.16 | -3340.21% |
| Cash | | | | | | | | |
| Cash in Bank | 27,396.30 | 0.00 | -27,396.30 | — | -881,092.64 | 0.00 | 881,092.64 | — |
| Park Vista Reserve Account - LAIF | 8,832.62 | 0.00 | -8,832.62 | — | 805,493.41 | 0.00 | -805,493.41 | — |
| Total Budgeted Cash | 36,228.92 | 0.00 | -36,228.92 | — | -75,599.23 | 0.00 | 75,599.23 | — |
| Liability | | | | | | | | |
| Pet Deposit | 0.00 | 0.00 | 0.00 | 0.00% | 200.00 | 0.00 | 200.00 | — |
| Key Deposit | 0.00 | 0.00 | 0.00 | 0.00% | -30.00 | 0.00 | -30.00 | — |
| Security Deposit | 1,295.00 | 0.00 | 1,295.00 | — | 2,670.00 | 0.00 | 2,670.00 | — |
| Total Budgeted Liability | 1,295.00 | 0.00 | 1,295.00 | — | 2,840.00 | 0.00 | 2,840.00 | — |

Joseph Chun
Owner/Operators
onestopven@gmail.com
(213) 249-8842

Subject: Vending Services Proposal for Park Vista

To Whom It May Concern:

We are pleased to introduce **One Stop Vending, Inc.**, a family-owned business providing world-class vending solutions throughout Southern California. Our machines feature the latest technology, and our service model is built on personalized support to ensure the best possible experience for you and your employees.

Vending Machines

Our state-of-the-art machines include:

- Touchless payment options
- Guaranteed vend technology
- Real-time inventory management
- Energy-efficient operation
- Touchscreen interface
- ADA compliance
- Local service available within 24–48 hours

We work closely with our clients to customize product offerings. Each machine can include snacks, beverages, fresh food, and microwaveable options in a single unit. For Park Vista, we will install **MVP 10CP machines from VendTech**, a trusted manufacturer with over 35 years of industry experience.

Product Selection

At One Stop Vending, Inc., we collaborate directly with you to determine the best product mix for your employees. We use real-time feedback and inventory monitoring to ensure selections always meet your needs. Adjustments can be requested at any time via email, text, or any preferred communication method.

Maintenance & Customer Service

We will manage all aspects of installation, maintenance, and restocking for the vending and coffee machines. If internal plumbing or mechanical support is required, we will coordinate with the appropriate local teams.

All machines will remain clean, fully functional, and properly stocked. In the event of a malfunction affecting service, a technician will be dispatched within 48 hours. If delays occur beyond our control, we will notify the designated Park Vista representative with details and corrective actions.

Contract

A formal contract is not required. All parties understand that One Stop Vending, Inc. will be making a significant equipment investment to support Park Vista's operational needs.

Placement Agreement

One Stop Vending, Inc. agrees to provide and install **one MVP 10CP vending machine**. Power access will be required for operation, and machine access during business hours will be needed for service and restocking.

Pricing

- Prices will be \$2-\$4 and will include chips, candy bars, microwavable foods, sodas, juices and energy drinks.
- Park Vista will receive a **monthly sales summary** at the beginning of each month.
- A commission of **\$0.30 per item sold** will be issued by check to the designated payee.

- This amount is equivalent to **20% of all prices**, net of sales tax, cost of goods sold (COGS), and credit card fees.
 - Pricing will follow a cost-plus methodology.
-

Conclusion

We are confident that our vending services will provide Park Vista with a flexible, cost-effective, and fully customizable solution. Our equipment, service responsiveness, and commitment to customer satisfaction set us apart in the industry.

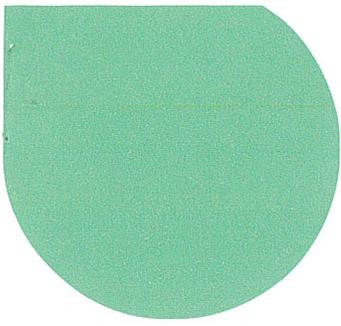
If you would like to move forward or have any questions, please feel free to contact me at your convenience.

Warm regards,

Joseph Chun

One Stop Vending, Inc.

(213) 249-8842 | onestopven@gmail.com



WESTSIDE VENDING
CO.

VENDING PROPOSAL

Prepared For
**El Segundo
Senior Citizen
Housing
Corporation**

ATTN: Agnes
1(310)-751-4024
Westsidevend@gmail.com



Westside Vending Co. Proposal

Prepared for: Senior Citizen Housing Corporation Board of El Segundo
Prepared by: Westside Vending Co.(C/O Dodie P Gomez-PV resident 310-344-2862)

Our Promise

Westside Vending Co. offers modern vending solutions for residential communities in Los Angeles, proposing vending machine installations to improve resident satisfaction and provide added value for visitors and staff. We offer easy installation and specialty machines to make sure the communities taste are fulfilled to the fullest.

Benefits to your community

| Benefit Resident | Description |
|---------------------------|---|
| Convenience | Greater peace of mind knowing snacks are only a step away |
| Quality control | Machines are tailored to meet the preferences of the community. |
| Cost-Free to the Property | We handle all installation costs and customer service calls. |
| Revenue Potential | Quality rebate options, 10-15% of gross sales in select locations |
| Modern & Reliable Service | 24/7 Service to Ensure Machines Are Always Stocked |

Proposed Placement

We recommend installing the machine in a central common area such as a community lounge, laundry room, or lobby ensuring accessibility for both residents and visitors.

Next Steps

We would be delighted to schedule a walkthrough of your property to discuss placement and product preferences. Upon approval, installation can be completed within 10 business days.

Contact Information

Freddy Pacheco-Gomez
Westside Vend Co.
1(310)-751-4024
Westsidevendco@gmail.com



Terms of Agreement

This Agreement is made between Westside Vending Co. and interested parties.

Vendor agrees to install, operate, and maintain a vending machine at the Property. The machine will remain the sole property of the Vendor and will be placed in a mutually agreed upon location on the Property.

Vendor will stock the machine regularly with fresh products and provide maintenance and cleaning to keep it in good working order. Products may be customized to reflect the preferences of the community, including senior-friendly and health-conscious options. Vendor will be responsible for all costs associated with equipment, stocking, and servicing.

The Property will provide access to electricity at no cost. The Property will not be responsible for the purchase, repair, or replacement of the machine. Vendor will be responsible for damages caused by its equipment or negligence.

If agreed upon by both parties, the Property may receive a share of vending revenue, with details to be determined in writing.

This Agreement will remain in effect until ended by mutual consent or written notice from either party. Both parties agree to conduct business in compliance with applicable laws and regulations.

Vendor name (Your Business Name): _____

Property (Community Name): _____

Westside Vending Co.

DIGITAL SKILLS TRAINING

Host Presentation



LearnBasicTech



Funding for this project has been provided in part through a grant by the Broadband Adoption Account of the California Advanced Services Fund, a program administered by the California Public Utilities Commission.

Stakeholders

Los Angeles County



In October 2020, amid the pandemic, the LA County Board of Supervisors unanimously directed the Internal Services Department to lead the response to digital inequity.

California Public Utilities Commission



Funding for this project has been provided in part through a grant by the Broadband Adoption Account of the California Advanced Services Fund, a program administered by the California Public Utilities Commission.

Internal Services Department



The Internal Services Department (ISD) is the backbone of Los Angeles County, leading the charge against digital inequity through the launch of the Delete the Divide initiative, which gave rise to LearnBasicTech.org.

DeleteTheDivide.org



DELETE THE DIVIDE™

Delete The Divide is an initiative led by the County of Los Angeles to advance digital equity in under served communities through partnerships, infrastructure investments, and technology resources that empower residents and small businesses.

Introduction

Learn Basic Tech (LBT) is a program that helps delete the digital divide as a part of the **DELETE THE DIVIDE (DTD)** initiative administered by the Internal Service Department (ISD) of County Los Angeles.





- Funded by California Public Utilities Commission (CPUC).
- Mission: Bring digital equity to underserved communities.
- Goal: To train 7500 LA County residents with basic digital skills through our educational courses.

Objectives



Reach the people who need it

This program is designed for individuals of ages 13+ lacking basic digital skills, with a focus on adults and economically disadvantaged groups.



Partner with you

With your partnership, we can significantly enhance our reach and effectiveness, ensuring no resident is left behind in acquiring essential digital skills.



Equip residents with essential digital skills

The primary goal of this training is to equip residents with necessary digital skills required to confidently navigate today's technology-driven world.

The Offer

Free Training

- Online or In-person
- English and Spanish
- (1-day) 8-hour workshop
- (2-days) 4-hour workshops
- Remove fear
- Boost confidence

6 Basic Courses

- Cybersecurity Basics
- Smartphone Basics
- Computer Basics
- Internet Basics
- App Basics
- Navigating The Web

5 Intermediate Courses

- Intro to AI vs. Real
- Intermediate App
- Smartphone Accessibility Features
- Google Maps
- Google Photos Basics

Goal: To train 7,500 LA County residents to increase their digital skills.

Host Criteria

Seeking partners to host **FREE** LBT training classes

- Secure a minimum of 15 learners per class
- Facility must be internet & audio-video ready
- Ample seating & Tables
- Promote event to ensure attendance
- Scheduling
 - Monday through Saturday 9AM- 6PM
 - (1) 8-hour workshop or
 - (2) 4-hour workshops
 - Exclude Sundays and County holidays
- Offer free parking



01

Connect & Confirm

Conduct discovery meeting to align on needs, confirm logistics, and select a training date.

02

Prepare & Promote

Facilitate site visit and setup. Launch outreach to recruit participants.

03

Train & Transform

LBT team delivers digital skills training.

Host Interest Form



THANK YOU