

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

ROLL CALL

Members Present: Paul Lanyi
Tim Whelan
Paula Rotolo
Denise Fessenbecker
Absent: Julia Newman
Others: Neil Cadman
Michael Allen
Agnes Ho
Venus Wesson

PUBLIC COMMUNICATION. (Suggestion Box Comments)

- A resident shared concerns about a comment regarding a non-voting board member being on the board. Board members stated that they did not recall any such comments being made and suggested that it may have come from the City Council.
- A resident inquired about an update on allowing a vending machine with both healthy and unhealthy snack options. Michael stated that he would respond during Item D.

A. CONSENT

1. APPROVAL OF MEETING MINUTES

Motioned by Paula Rotolo and seconded by Denise Fessenbecker to approve the July 23, 2025, Meeting Minutes. The motion passed 4-0.

B. UNFINISHED BUSINESS

None.

C. NEW BUSINESS

2. President's Report (Paul Lanyi)

- Paul apologized for missing the annual anniversary party on Saturday. He mentioned that he appeared to be the only board member who received an invitation. The other board members did not receive a copy via email or hard copy, and he asked for clarification on how this type of information is distributed to the board.
- Michael asked Neil about the process for notifying everyone to save the date. Neil stated that he sent the email to city staff to distribute to the board members and city council members.
- Paul asked if the process could be reviewed.

- Paul asked for an update on the Capital Improvement Program, specifically whether a budget presentation is scheduled for October. Neil responded that he will provide the first draft of the budget, but he is currently working on the rent survey. Paul inquired about the annual inspection. Neil stated that the inspections have been completed, and he is currently addressing the items noted in the report.
- Paul inquired about the status of the facility assessment report and whether it could be placed on the agenda. Michael stated that he had provided an update at the last meeting, noting that the dates are moving forward earlier than originally scheduled.
- Michael confirmed that the "Save the Date" invitations were sent out on July 14th. He stated that he would check with the IT department regarding email notifications and would follow up at the next meeting.

Receive and file: Motion carried 4-0

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

- Paul has a question about two expenses from Pit Bull for a maintenance clean-out. He asked if the tenant's deposit would cover the costs. Neil stated the tenant's deposit was not refunded because it covered the cost of clearing out the abandoned unit.
- Paul inquired whether funds are set aside from maintenance fees in the annual budget for rehabs. Neil confirmed that he does budget annually for maintenance fees.

Receive and file: Motion carried 4-0

4. Discussion and Consideration to Allow for Vending Machines in Park Vista.

- Michael stated if the board is interested in contracting a vendor and identifying a location for vending machines, they can begin the process of moving forward
- Resident stated that they have a vendor who is willing to provide a 30-day trial. Michael stated that we can go through the proper channels to obtain permits, insurance, etc.

The board motioned to move forward with obtaining vending machine proposals. This item will be placed on the agenda for the next meeting. The motion passed 4-0.

D. REPORTS – COMMUNITY DEVELOPMENT DEPARTMENT

5. Upcoming Events

- Michael stated that the new brochure was dropped off at Park Vista for September.
- Day-tripper to the Gene Autry Museum on September 9th with the cost of \$10 both ways.
- Planning Division handed out Land Use Element survey flyers asking if the resident would take time to fill out the survey.
- Status on the appointment of non-board member ordinance by the City Council was approved last week.
- Reappointment of the two board member seats is pending currently in the City Manager's office with further directions, and will follow up with additional information.

E. REPORTS – SENIOR CITIZENS HOUSING BOARD

None.

F. REPORTS – MANAGEMENT (CADMAN GROUP)

- Earthquake insurance billed in August for \$70,498 is lower than the previous year.
- Tenant management meeting included a discussion of different options for Park Vista.
- It was noted that more people on the waiting list are turning down units due to the rent rates. Recently, 4 prospective tenants declined. Michael inquired if the decline is toward the rent or qualification. Neil stated that it was due to the rent.

- A Ring camera was installed on the management unit due to an intruder attempted to enter in the early morning.
- The anniversary party was a great event. Neil stated that a generous amount of gift cards was received, the food was excellent, and he wanted to thank the National Charity League.

ADJOURNMENT: 4:45 PM

NEXT MEETING: Wednesday, September 24, 2025