

MINUTES OF THE MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday,
September 24, 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: Daisy Epifanio (Cadman Group)
Michael Allen
Agnes Ho
Venus Wesson

PUBLIC COMMUNICATION. (Suggestion Box Comments)

- Michael acknowledged that he is aware of the recent incident that occurred at the facility. He cautioned the attendees (or residents/board) that management is handling the matter separately and that it is crucial to avoid naming any individuals or listing apartment numbers to maintain respect for privacy rights
- Val Smith shared her concerns regarding a recent incident she witnessed inside the facility. She suggested the need to establish a dedicated Disturbance Policy to ensure consistent and appropriate handling of similar events in the future

A. CONSENT

1. APPROVAL OF MEETING MINUTES

Motioned by Denise Fessenbecker and seconded by Paula Rotolo to approve the August 27, 2025, Meeting Minutes. The motion passed 4-0.

B. UNFINISHED BUSINESS

Michael provided an update regarding the vending machines.

C. NEW BUSINESS

2. President's Report (Paul Lanyi)

- Paul asked for an update on the vending machines today. Michael informed the Board that he recently received a draft vending machine proposal. To ensure a well-informed decision, he recommended obtaining a second quote for comparison. He intends to present both quotes and recommendations to the Board at a later date for a decision on how to move forward.

Receive and file: Motion carried 4-0

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

- None.

4. Review and Authorize Premium Payment for Basic Liability and Fire Insurance for Park Vista. (Daisy Epifanio Cadman Group).

- Daisy confirmed that the renewal policy for Acrisure West Insurance Service has been fully processed and is now only awaiting authorization from the Board. Paul suggested that for all future renewals, staff should state that the payment has already been made, clarifying that only the formal authorization is required from the Board.

Receive and file: Motion carried 4-0

5. Housing Element Update Presentation

- Michael informed the Board that Paul Samaras was unavailable for this meeting and would need to be placed on the agenda for the next board meeting.

D. REPORTS – COMMUNITY DEVELOPMENT DEPARTMENT

6. Review Board Notification Process

- Michael provided an update on the formal notification process for the Annual Anniversary Party. He stated that the email notification was blind copied (bcc'd) to the Board members, City Staff, and Council to ensure compliance and avoid potential violations of the Brown Act policy. Additionally, Michael noted that Neil consistently provides a verbal notification to both the Board and residents approximately one month in advance during the official Board meetings. Michael wanted to remind everyone that some of our official emails may occasionally go into your spam folder. If you are missing communications, please check there first.

7. Upcoming Events (Ryan Delgado)

- Mr. Delgado announced the following two events for the upcoming month: Daytripper to the Grammy Museum, which is scheduled for October 11, 2025. This will be a round-trip excursion. The cost is \$20 per person, plus the cost of the museum entrance. Senior luncheon Halloween party, which is scheduled for October 21, 2025, starting at 12:00 pm. The location for the party is at the Joslyn Center.

E. REPORTS – SENIOR CITIZENS HOUSING BOARD

- Paul inquired about the update on the facility assessment. Michael stated that it was completed on September 16th consultant walked the exterior, roof, and parking lot, and he was hoping to receive the draft report within the next couple of weeks.
- Tim stated that Julia and he is still working to schedule a meeting with the City Attorney regarding artwork policy.
- Michael updated the Board the interviews for the two vacated seats and the non-voting member went to City Council on September 16th, and the report would take place on the October 7th meeting. Paul stated that there would be changes at the next meeting besides the non-voting members.
- The Annual Anniversary Committee has received additional raffle gift cards after the recent party. They propose that these gift cards be raffled off at the upcoming Board meeting for all who is of attendance.

F. REPORTS – MANAGEMENT (CADMAN GROUP)

- The consultant was recently onsite to conduct the facility assessment

ADJOURNMENT: 3:52 PM

NEXT MEETING: Wednesday, October 22, 2025