

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