

MINUTES OF THE MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday,
October 23, 2024
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
Venus Wesson
Agnes Ho
Paul Chung
Neda Lyle

PUBLIC COMMUNICATION. (Suggestion Box Comments)

None.

A. CONSENT

1. APPROVAL OF MEETING MINUTES

Tim stated it is a typo in the heading date that read from August 23, 2024, and it should read September 25, 2024.

Paul Lanyi motion and Paula Rotol second, to approve the typo heading date to read September 25, 2024, Meeting Minutes. The motion passed 4-0.

B. UNFINISHED BUSINESS

None.

C. NEW BUSINESS

2. Financial Statements (Paul Lanyi)

- Paul noted that maintenance costs were over budget by \$90k in August and \$40k for the year, which he considered substantial. Neil explained that he had more vacancies than anticipated and that older units needed additional rehab.
- Neil mentioned that he plans to propose a budget increase for Cadman Group for 2025 at the next special board meeting for approval before presenting it to the council. Paul suggested meeting sooner rather than later.
- Paul pointed out that the preparation for unit #405 in September cost 11k. Neil clarified that this amount is for a full rehab and considered it a low cost.
- Tim inquired about the increase in vacancies in August and September and whether this was average. Neil responded that the year-to-date vacancies have been higher than anticipated.

Receive and file: Motion carried 4-0

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

- Neil provided an overview of a compensation survey for new tenants in El Segundo.
- Mr. Cadman shared current and proposed new tenant rates for Park Vista at 60%: Studios currently at \$1039 would be \$1295; One-bedrooms currently at \$1487 would be \$1636.
- Neil mentioned to the city liaison, Agnes, that it is time to renew the income qualifications at Park Vista during the upcoming December meeting.
- Denise suggested reviewing projections for new income qualifications before making a decision. Neil noted that there hasn't been a rent increase for new tenants in two years. Paul asked for clarification on when the last rent increase for new tenants was implemented. Neil confirmed there were no changes last year.
- Paul recommended adopting the new tenant rent rates at 60%, with the condition that if there is a 30% drop off in the waiting list, it will be reviewed. Neil agreed and said he would report back to the board if this occurred
- Neil stated that this will be part of the December agenda for an annual analysis.
- Neil suggested a dollar amount at 60% before the motion is made for the following: 1) 1 bedroom \$1636.80; 2) studio \$1295.
- Paul stated that he would make two motions on record.

Paul Lanyi motion and Denise Fessenbecker second, to approve the new tenant's rental rate 60% start on January 1st for 1-bedroom \$1630 and studios \$1295. The motion passed 4-0.

Paula Rotolo motion and Paul Lanyi second, to approve the first 90 days of 2025 we find 30% decrease in people on the waiting list, then review at 120-day mark. The motion passed 4-0.

4. Move All Funds in Excess of \$100,00 From the Park Vista Checking. (Neil Cadman) Account at Citizens Business Bank To the LAIF Account With the City.

- Neil reported at the previous meeting that the balance of the checking account is over \$900K and isn't gaining any interest. He suggested moving funds, leaving an excess amount of \$100,000 to LAIF. Paul stated that funds could be recalled within a certain time frame. Paul Chung confirmed it could be done within 24 hours if needed.
- Neil asked Michael for clarification to discuss on the access to move excess funds of \$150,000 automatically. Michael mentioned that the agenda recommendation included alternative discussions leading to the item.
- Paul suggested two motions to move all funds over \$100,00; the second motion is to allow permission for the Cadman Group to transfer funds over \$150,00 to the LAIF account provided he gives an update to the board at the next meeting.

Paul Lanyi motion to move all funds in excess of \$100,00 and Paula Rotolo second, Motion carried 4-0

Paul Lanyi motion to grant permission to move funds of \$150,00 to the LAIF account to provide notification at the next scheduled meetings and Paula Rotolo second, Motion carried 4-0

5. Ratify Payment to AmTrust E&S Insurance Services, Inc. For Required Annual General Liability Insurance. (Neil Cadman)

- Neil updated the board that the payment has been submitted.

Paul Lanyi motion and Paula Rotolo second, for the payment liability insurance. Motion carried 4-0

6. Update on the Facilities Assessment Update Report. (Neil Cadman)

- 2023 facilities upgrade: None to report.
- 2024 upgrades: 1) Replacing the kitchen floor for \$2,085; 2) Roof building maintenance of \$27,000 pending in November.
- 2025 upgrades: 1) exterior lighting upgrades for \$61,390; 2) Roof work for \$155,000; and 3) entire building lighting upgrades \$320,000.

D. REPORTS – COMMUNITY DEVELOPMENT DEPARTMENT

7. November and December 2024 Board Meetings. (Paul Lanyi)

- Confirmed that it will be a Special Boarding meeting on December 11th at 7:00 pm.

8. Upcoming Events (Ryan Delgado)

- Ryan informed the resident that the Chess Club meets every Wednesday at 1:00 PM, starting on October 16, 2024.
- Introduced a new program called “Across The Board” to play all types of board games and is open to any suggestions. Paul suggested Cribbage and Ticket to Ride.
- Updated an early voting location at the Cambria Hotel starting on Saturday and drop-off the ballot box at City Hall. To schedule a pickup at the polling location, contact the Joslyn Center.
- Residents were informed about the next day tripper event on November 9th to the original Farmers Market at The Grove for lunch. The cost is \$10 per person for the ride.

9. Housing Elements Status Presentation. (Paul Samaras)

- Paul presented a PowerPoint and provided a status update to board members and residents.
- Paul Lanyi inquired if ADU rents are set by the property owner or does it follow a city guideline. Mr. Samaras responded that rents are set by the property owner, but is not certain if other jurisdictions have a policy to control the rent.
- Mr. Lanyi asked about the in-lieu fees waived by the city for the Imperial property to allocate for lower-cost units. Mr. Samaras stated that the city has developed an affordable housing strategic plan consultant to help in a plan to spend the funds.

E. REPORTS – SENIOR CITIZENS HOUSING BOARD

10. President’s Report

None.

F. REPORTS – MANAGEMENT (CADMAN GROUP)

11. Management Report

- Provide an update on EDCO while moving the trash they cause damage to the building. He is confirming that repairs have been resolved.
- Tenant having Halloween party on 31st.
- Thanked everyone who attended the Anniversary Party and the committee.
- Flooring in both elevators is going to be replaced and the cost will be \$4,500 and is expected to take part within the next couple of weeks.
- Received a phone call from city staff that Edison cutting the power in the building. Glad to report that it would not be taking part.

ADJOURNMENT: 5:18 pm

NEXT SPECIAL MEETING: Wednesday, December 11, 2024