

MINUTES OF THE MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday,
August 28, 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
Julia Newman
Paula Rotolo
Denise Fessenbecker

Others: Neil Cadman
Michael Allen
Venus Wesson
Agnes Ho
Elias Sasson
Ryan Delgado

A. PUBLIC COMMUNICATION. (Suggestion Box Comments)

- Letter concerning a few issues: 1.) Caregiver needing to wear mask will be in the building for fear of being exposed to Covid; 2.) Cleaning common area chairs and the benches outside need to be sanded down; 3) Front door is malfunctioning before residents enter the building.
- Adell submitted a letter requesting to place item on the agenda to discuss revisiting the rate of low-income housing \$65,000 threshold to live in Park Vista. She believes that this unrealistic in this economy to pay \$2,500 a month.

B. APPROVAL OF MEETING MINUTES

1. Julia Newman motioned, and Paula Rotolo seconded, to approve the July 24, 2024, Meeting Minutes. The motion passed 5-0.

C. CITY STAFF REPORT

2. Upcoming Events. (Ryan Delgado)

- Ryan updated the day tripper sign-up events for Saturday, September 21st to Los Angeles Arboretum. The cost to ride is \$10 per person and \$11 entry into the Arboretum. He also stated that trips in October would be planned for the Getty Villa, and LA Farmers market in November.
- During the Elections city staff will be providing rides from Lyft services. To schedule pickup to polling location contact the Joslyn Center.

Receive and file: Motion carried 5-0

D. NEW BUSINESS

3. President's Report. (Paul Lanyi)

- Paul mentioned the upcoming Park Vista Anniversary party on September 28th and requested that email notification inviting city council members. He also asked to invite all council candidates. Neil stated that a discussion at the recent tenant management to bring a guest was a "No". Paul asked for exception for potential council members that are running to be allowed. Neil responded that is up to the board, but they would be prohibited from discussing the election. Paul made a motion to invite the potential councilmember to the party.
- Paul inquired about meeting times adjustment in the Fall season to have more attendee. Paula responded that the past meeting started at 7:30 pm with the same amount of attendees currently. Neil provided a history of the meeting start time pre-Covid at 7:00 or 7:30 with an attendance of 60 – 65 people. He stated that the board became continuous causing the meeting to go to 9:30 pm. Michael shared that the By-Laws have been approved by Council indicating the meeting time, and suggested that the board cancel a regular meeting and schedule a special meeting at the suggested later time. Michael provided additional information a survey completed in 2023 with results supporting keeping the existing start time. The board asked to merge the November and December meeting as special meeting to test the later start time.

Receive and file: Motion carried 5-0

4. Financial Statement and LAIF (local Agency Investment Fund). (Neil Cadman)

- Paula inquired about multiple plumbing related costs on July 8, 2024. Neil stated that it was multiple units billed for plumbing issues due to tenants' negligence. Paula asked if there was a process in place to address the negligence. Neil stated that yes if the negligence continues to be issue.

Receive and file: Motion carried 5-0

5. Review The Findings from the SB 721 Balcony Inspection and Review the Capital Repair Plan. (Neil Cadman)

- Neil updated that the SB 721 inspections were completed and the facility is now in compliance for the next 6 years. Neil provided an overview of the inspection report.
- Elias provided a report finding that the building overall is in good condition. He stated that an inspection of the roof was done back in June 2024, they found some debris that needed to be removed. Elias stated that he provided a copy of the report with Neil in which he proposed \$50k each year in the CIP 5 year forecast for fiscal year 26/27 and 28/29 for emergency repairs. Neil clarified when the next citywide inspection would occur to include Park Vista to ensure the expense is covered by the city. Paul agreed with the clarification of the expense. Elias wanted to clarify that this expense is just incase of emergency to have funds allocated as line-item.
- Julia inquired if there can be clear language in the ask of the funds requested as a line item. Elias stated that he can add a language for the line item.

Receive and file: Motion carried 5-0

6. 2023 Draft Financial Audit. (Neil Cadman)

- Neil stated that the 2023 Draft Financial Audit documents for the El Segundo Senior Citizens Housing Corporation to be signed by board.
- Paul asked to clarify that the document is for 2023. Neil clarified that financial statement of December 31, 2022, audits run the last day of preceding year.

- The board had questioned about the period to cover January 1, 2023, they recall already signed this audit engagement letter sometime last year. Paul indicated that he would not sign until clarification of the audit is addressed. The board has requested to place the item back on agenda with the timeframe confirmed.

E. UNFINISHED BUSINESS

F. MANAGEMENT REPORT (Neil Cadman)

- Alarm device side of building was the flow device.
- Board inspections have been completed and reported. He stated that maintenance items were noted.
- Tenant management meeting discussed upcoming Anniversary party. He stated that the rummage event was a huge success.
- He mentioned that Councilmember Ryan Baldino is attending today.
- Created tenant advisory party committee to help with selection for food. He confirmed that staff and council have all been invited to the Anniversary Party.
- He believes that the Amazon locker should be installed tomorrow and confirmed that all the electrical work has been completed. He informed the resident that Amazon now has authorization to enter the building and deliver any outside boxes to the door.
- Paul inquired if there is a policy to have caregivers wear masks. Michael stated that the facility and city would follow county guidelines.
- The front door issues have been repaired and addressed.
- During the meeting a resident brought up the alarm that went off on the 4th of July, they inquired who can shut off alarm. Neil stated that this was a one-off situation that caused the inconvenience.
- Rent increase issue was brought up during the meeting on raising the minimum amount of income qualification for Park Vista.

G. BOARD MEMBER REPORT

- Reminder to combine the November and December meeting as a special meeting at the later start time.

ADJOURNMENT: 4:38 pm

NEXT REGULAR MEETING: Wednesday, September 25, 2024