

MINUTES OF THE MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday,
June 26, 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 Tim Whelan.

ROLL CALL

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

A. PUBLIC COMMUNICATION. (Suggestion Box Comments)

- Letter regarding two potential safety issues: 1) Leaning tree located on the southwest corner between the scoreboard and Park Vista; 2) Deteriorating rotten broken fence located at the same corner of Park Vista.

B. APPROVAL OF MEETING MINUTES

1. Denise Fessenbecker motioned, and Julia Newman seconded to approve the May 22, 2024, Meeting Minutes. The motion to approve passed 3-0.

C. CITY STAFF REPORT

2. Upcoming Events. (Ryan Delgado)

- Ryan was not in attendance
- Board member acknowledged the upcoming annual 4th of July event at Recreation and Park.

Receive and file: Motion carried 3-0

D. NEW BUSINESS

3. President's Report. (Paul Lanyi)

- Paul was not in attendance.
- Tim stated that at the City Council meeting on June 4th, the city earmarked \$200k into the budget. Michael confirmed that the annual \$200k will go into the 504-fund account.

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

- Tim inquired about the maintenance expenses of \$10k despite no vacancies on the monthly report. Neil stated that there is still maintenance being done and some interior repairs along with appliances that are not a part of the vacancy preparations.
- Tim asked what happened to the elevators. Neil responded that they broke down.

Receive and file: Motion carried 3-0

5. Current Security and Pet Deposit, and Parking Rates. (Neil Cadman)

- Neil provided current rates: one-time \$30 card deposit fees on parking rates; exterior \$20.81; interior \$31.41; covered parking not behind the gate \$26.01.
- There is a one-time pet deposit fee of \$200.
- Security deposit is subject to one month's rent during the first year of tenancy.

Receive and file: Motion carried 3-0

6. Budget Allocation for the Fourth of July Party. (Neil Cadman)

- Tim inquired about what other parties were budgeted. Neil stated that the anniversary party budget is \$9,000.
- Neil asked the board if they wanted to consider funds not to exceed an amount. Denise asked what amount Neil would consider appropriate.
- Tim asked what had been set up for the potluck. Park Vista residents stated that they've requested a \$5.00 donation per person to cover food and one person has been designated to purchase additional items from Costco.
- Neil suggested that the board purchase \$200 worth of drinks for the events.
- A resident suggested that they get reimbursed for out-of-pocket expenses. Neil stated it is tricky for public money to be given directly to individuals. The resident asked about hiring her to cater the event. Neil responded that the City Attorney would require caterers to have a business license and insurance.
- Neil asked if the board would allow him to spend up to \$200 at his discretion for future events such as Labor Day.

Denise Fessenbecker motioned, and Julia Newman seconded to approve the authorization to spend up to \$200 at his discretion. The motion to approve passed 3-0.

7. Amazon Locker Installation. (Neil Cadman)

- Neil stated that Amazon has inspected the facility and approved the area for locker placement. The next step is to have the City Attorney review the contract.

Denise Fessenbecker motioned, and Julia Newman seconded to approve the Amazon locker installation. The motion to approve passed 3-0.

8. Review bids received for balcony inspection services and consider retaining a qualified contractor. (Neil Cadman)

- Neil stated that the inspector rescheduled the inspection to July and reiterated that last month the board gave him the authority not to exceed \$10,000 for the inspection contractor SB721.

E. UNFINISHED BUSINESS

F. MANAGEMENT REPORT (Neil Cadman)

- Neil provided major rehab before and after photos, which cost approximately \$9,000.
- Annual Inspection for July schedule: Denise will inspect the 1st & 5th floor on July 3rd; Tim will inspect the 3rd floor on July 17th; Julia will inspect the 4th floor on July 26th; Paul will inspect the 2nd floor on a pending date.
- Neil wanted to bring to the City Staff's attention that the portable water system located 2nd floor has not been touched in 7 years.

G. BOARD MEMBER REPORT

- None.

ADJOURNMENT: 4:13 pm

NEXT REGULAR MEETING: Wednesday, July 24, 2024