

MINUTES OF THE MEETING
El Segundo Senior Citizen Housing Board Corporation
Wednesday,
February 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 President Paul Lanyi

ROLL CALL

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

A. PUBLIC COMMUNICATION. (Suggestion Box Comments)

- A comment came in inquiring about the purpose of the green mesh in the stairwell. Neil stated that insurance inspection required the installation because the rails presented a danger and the picket was more than four inches apart, which presented a ladder effect. The mesh was installed to fulfill insurance requirements at a cost of \$2,000.
- Someone inquired if Recreation and Parks are running PV activities and if there will be a charge for parties at Park Vista.
- Letter from Apartment #422 requesting an email of the City Council meeting addressing the PV rental increase.
- Paul addressed the Park Vista resident that the El Segundo School District made over 600 Valentine's Day cards. Denise apologized to any of the residents who live on the first wing who didn't receive Valentine's cards.

B. APPROVAL OF MEETING MINUTES

1. Paula Rotolo motioned and seconded by Denise Fessenbecker to approve the January 24, 2024, Meeting Minutes. The motion to approve passed 4-0.

C. CITY STAFF REPORT

2. Meet the Newly Appointed Chief Financial Officer, Paul Chung. (Paul Chung)

- Paul Chung introduced himself to the board and gave a brief overview of himself to residents. Michael suggested that a few Board members meet with him to discuss the projection for Park Vista. Paul Lanyi stated that it would be a great idea and he would take Michael up on the meeting and suggested that he, Cadman Group and Paula meet with Mr. Chung. Paul is delighted to know that he is friends with the previous director, Joe, and is looking forward to scheduling a meeting with the group.

3. Recreation Parks Upcoming Events. (Ryan Delgado)

- Ryan provided the residents with a March newsletter informing residents of some of the activities at Rec and Park throughout the upcoming weeks and the upcoming annual Elder Fest to be held in May at the Joslyn Center from 11:00 A.M. to 1:00 P.M. All the nomination forms to nominate a resident to be the Older American of the Year need to be turned in at the Joslyn Center.
- Paul brought up the suggestion box inquiry about Rec and Park running PV activities. Ryan stated residents can walk over to Joslyn or the contact number is on the back of the newsletter.
- Resident inquired if the elevator at the Joslyn Center is working. Ryan replied that the hours of operation start at 9:00 A.M.

Receive and file: Motion carried 4-0

D. NEW BUSINESS

4. President's Report. (Paul Lanyi)

- Paul suggested placing on the agenda in April the financial report presentation after meeting with Mr. Chung discussion Park Vista funds.
- Paul inquired about the delayed charge by F.A.S.T Five in the amount of \$10,000 in 2024 for a 2022-23 expense. Neil stated that the late invoicing has been addressed with the vendor, but they are a good vendor. Unfortunately, their billing system needs some work.
- Paul asked staff about the status on who's handling the yard sale, and the meet and greet. Michael stated that Recreation and Parks Department is taking the lead on facilitating coordination with residents in Spring or Summer. Eduardo indicated that inquiries about meet and greets should be directed to Ryan at Recreation and Parks for more information. Staff addressed the comments regarding residents being charge for parties are not authorized.

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

- Paul inquired about the turnover of oven usage. Neil stated that it is the life expectancy of the oven.

Receive and file: Motion carried 4-0

6. 2023 Financial Audit Scope of Services. (Neil Cadman)

- Neil stated that the Board President would need to sign and date the Audit Scope and Objectives document during this meeting.

Receive and file: Motion carried 4-0

7. Cost for Balcony Inspection Services. (Neil Cadman)

- Paul inquired if there work needs to be done on balconies, does it need to be completed in 2024. Neil responded no.
- Paul asked if there was an estimate of the cost since Cadman has done this for their other properties. Neil stated that he does not have a bid yet because he is bidding on an entire portfolio to get better pricing.

E. UNFINISHED BUSINESS

8. Rental Rate Increase for Current Tenants. (Neil Cadman)

- Eduardo suggested bringing this topic as an agenda item at the next meeting once the Board meets with Paul Chung. Paul asked in the discussion with Mr. Chung how much time Cadman Group will need to notify Park Vista rental increase.
- Paul inquired about rent increases in non-Section 8 housing in other similar cities. Neil provided information on affordable housing in the Long Beach 90813 zip code.

- Paul inquired about the rate comparison for non-HUD buildings that are a senior facility. Neil stated that his building in Long Beach is 20% affordable and the rates are about the same as Park Vista.

9. Water Rate for Park Vista. (Eduardo Schonborn)

- Eduardo stated that there is no special rate charged by the city for any City-owned facility, including Park Vista.

F. MANAGEMENT REPORT (Neil Cadman)

- In the last tenant meeting he shared the conversation with Carl Jacobson at Campus El Segundo in about 2004 or 2005 about rent increase. At that time, the City Council adopted a rent increase formula which was a little complicated based on the social security index along with some additional requirements. Neil believes that the minutes were done incorrectly and adopted that PV shall increase rent every year.
- The insurance inspection required the installation of material to ensure all interior stairwells do not have rails or pickets that present a ladder effect or are greater than four inches in spacing. He stated that the interior stairwell pickets had been missed by the past few inspectors and this time the inspector caught this. Paul asked if we were to change from the mesh what is the cost. Neil stated it will be between \$30,000 and \$35,000 depending if Public Works is involved, in which it potentially will be a \$90,000 expense.
- During the Quarterly Tenant Management Meeting, the topic of charging for a Super Bowl party was brought up. Cadman Group clarified that residents can watch the game in the community room even if they did not pay for the food. Residents can have a party, but it is not a private party because they are not reserving a room. The Cadman Group drafted a Community Use Agreement and adopted the use agreement after the City Attorney reviewed the draft so that residents may reserve the community room, video, or patio resident by submitting a Community Use Agreement to management.
- Yard sale questions are directed to and handled by the Recreation and Parks Department.
- One of the tenant's siblings received a mobile phone system notification regarding the water shutoff and was alarmed by the notification. Denise inquired if the Cadman Group uses an alert system to send out alerts or group texting. Neil stated that no it is not an actual alert system that they use but they can go into their system to send out a blast.
- Neil addressed what happened to the \$2 million set aside for the major plumbing project that didn't end up happening and if it could offset rent. Neil stated that during the current fiscal year, the plumbing did not need to be replaced, but at some time it is going to need to be replaced.
- Addressed the sheet regarding affordable housing in Long Beach that was presented at the last meeting by Daisy.

G. BOARD MEMBER REPORT

- None

ADJOURNMENT: 4:25 pm

NEXT REGULAR MEETING: Wednesday, March 27, 2024