

**REGULAR MEETING OF THE  
Board of Directors of the  
El Segundo Senior Citizens Housing Corporation  
AGENDA  
In-Person Meeting**

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MEETING DATE: Wednesday, October 26, 2022

MEETING TIME: 3:30 p.m.

LOCATION: Peter and Edna Freeman Community Room  
Park Vista Apartments  
615 E. Holly Avenue  
El Segundo, CA 90245

The Board of the Senior Citizen Housing Corporation, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Board.

*The time limit for comments is five (5) minutes per person. Before speaking to the Board, please state: your name and residence or the organization you represent. Please respect the time limits.*

Members of the public may also provide comments electronically by sending an email to the following address before 3:00 P.M. on the day of the meeting: [eschonborn@elsegundo.org](mailto:eschonborn@elsegundo.org). **Please include the meeting date and item number in the subject line.** If you would like to request that your emailed comment be read into the record, please include the request at the top of your email, limit your comments to 150 words or less, and email your comments at least 30 minutes prior to the start of the meeting. Depending on the volume of communications, the emails will be read to the Board at the appropriate time.

**NOTE:** Emails and documents submitted will be considered public documents and are subject to disclosure under the Public Records Act and possibly posted to the City's website.

**NOTE:** Public Meetings can be recorded and are subject to disclosure under the Public Records Act and possibly posted to the City's website.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Venus Wesson, 310-524-2344. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

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**CALL TO ORDER:**

**ROLL CALL**

**A. PUBLIC COMMUNICATION**

At this time, members of the public may speak to any subject within the Board's subject matter jurisdiction. Also, any member of the public wishing to address the Board regarding an item listed

on this agenda must do so at this time. Before speaking, you are requested, but not required, to state your name and address for the record. If you represent an organization or a third party, please so state.

## **B. APPROVAL OF MEETING MINUTES**

### **1. Regular Meeting: Wednesday, September 28, 2022**

*Recommendation:* Approve

## **C. CITY STAFF REPORT**

## **D. NEW BUSINESS**

### **2. President's Report. (Paul Lanyi)**

Reports regarding correspondence, meetings, and business related to Park Vista.

*Recommendation:* Receive and File

### **3. Financial Statements and LAIF (Local Agency Investment Fund). (Neil Cadman)**

a. Discuss, review and status report including, but not limited to, statements, invoices, and finances for September 2022.

b. LAIF investment fund and transfers between accounts.

*Recommendation:* Receive and File.

### **4. Amendment to Management Agreement Between Cadman Group, Inc. and the City of El Segundo Senior Citizens Housing Corporation. (Hank Lu)**

Consider amending the Management Agreement to delete the requirement for the manager to maintain property insurance coverage for Park Vista since the City has obtained adequate coverage for Park Vista through its insurance pool.

*Recommendation:* Approve the Seventh Amendment to the Management Agreement and authorize the Board President and CFO to sign the same.

### **5. Update on the Facilities Upgrade Report. (Neil Cadman)**

The Board will hear a presentation on the facilities assessment plan with regards to actual upgrades performed and the costs associated with those upgrades.

*Recommendation:* Receive and File.

### **6. Election of Board Officers. (Eduardo Schonborn)**

Hold election for offices of treasurer, secretary, vice president and president.

*Recommendation:* Receive nominations and vote on the election of corporate officers.

## **E. UNFINISHED BUSINESS**

None.

## **F. MANAGEMENT REPORT**

Report from the Cadman Group regarding Park Vista operations and management. Unless otherwise listed on the agenda, the Board may not discuss or take action on matters raised in

the management report but may vote to place an item on a future agenda for discussion and possible action.

## **G. BOARD MEMBERS REPORT**

A general report from individual Board members.

## **ADJOURNMENT**

### **NEXT REGULAR MEETINGS:**

Wednesday, November 23, 2022 (Cancelled)

Wednesday, December 7, 2022 (Special)

Wednesday, December 28, 2022 (Cancelled)

Wednesday, January 25, 2023

**MINUTES OF THE MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday,**  
**September 28, 2022**  
**Park Vista Senior Housing**  
**350 Main St., El Segundo, CA 90245**

**CALL TO ORDER:**

The meeting was called to order at 3:32 p.m. by Board President Paul Lanyi.

**ROLL CALL**

**Members Present:** Paula Rotolo  
Tim Whelan  
Julia Newman  
Paul Lanyi  
Denise Fessenbecker

**Others:** Neil Cadman  
Michael Allen  
Eduardo Schonborn  
Venus Wesson

**A. PUBLIC COMMUNICATION**

- Shelly Tucker email from September 12, 2022 photo of sign inside the building regarding the pet policy.
- From the suggestion box: that the laundry room is fine and additional machines are not needed.
- Suggestion box, a statement regarding laundry machines: they are available in the early morning, cost to use the machine are fair, and no additional machine are needed in the area.

**B. APPROVAL OF MEETING MINUTES**

Paul stated there is a typo on agenda item #5, which should read 2021 Draft and not 2021 Drat. Also, a change in the second bullet point where Tim asked if it is the board member's "judiciary".

Paul Lanyi motioned and seconded by Denise Fessenbecker to approve with changes the August 28<sup>th</sup> Minutes. Motion to approve passed 5-0.

**C. CITY STAFF REPORT**

None.

**D. NEW BUSINESS**

**2. President's Report. (Paul Lanyi)**

- Paul donated 2 carts today to Park Vista and he has tagged them for identification. Receive and file: Motion carried 5-0

### **3. Recap of the Annual Update to the City Council (Paul Lanyi and Paula Rotolo)**

- Paul stated that the parking rate will go up by 2% starting January 1, 2023 and 2% increases will follow each year thereafter.
- Paul asked Council if the 504 funds can be dedicated to the Park Vista. Council stated that it cannot dedicate those.
- Paul asked how to add items to expenses that were not in the 2022/2023 budget. Michael Allan suggested the board can make a presentation of priority expenses and propose those items to the council during the budget process.
- Tim asked about the rental rate to cover capital expenses. Neil stated that it is contemplated in the budget.
- Paul asked Neil to provide anticipated funds spent and not spent from 2018 to present at the next meeting.

Receive and file: Motion carried 5-0

### **4. Financial Statements. (Neil Cadman)**

- Neil stated that the City is 2 months behind on reconciling. Eduardo continues to reach out to Finance to receive reports.
- Paul noted two vacancies.
- Paul asked about two expenditures for earthquake insurance. Neil provided overview of earthquake expenditure for Park Vista insurance where two payments were made in the same billing cycle.
- Paul asked staff if they can reach out to Elias and Joe to provide projections of the anticipated expenses for 2022/2023 and what has been spent to date.
- Paul asked Neil to provide expenditures spent and not spent from 2018 to present.

### **5. Washer/Dryer Machines (Neil Cadman)**

- Neil stated that WASH can cancel the month to month contract at any time. He has reached out to All Valley Wash, which provided the following options: 1) shift to different commercial machines that front loader; 2) price \$1.25 per wash and \$1.00 per dry; 3) cost implantation of 4 machines and additional dryer giving a total of 5 dryers.
- Paul suggested to ask the residents to place their concerns on new washers and dryers, in the suggestion box.
- Denise suggested to agendize a vote on new contract with All Valley Wash at a future meeting.

### **6. Annual Market Rent Survey; Adjustment of Rental Rates for New, Incoming Tenants. (Neil Cadman)**

- Neil provided an overview of his annual market rent survey and the rates for the upcoming year.
- Denise suggested accepting Neil's report, and set the rental rate for new tenants at 65% of market rate.
- Paul asked the board to raise rates for new tenants to 65% market rate starting on January 1, 2023, which will be \$1039 for studio units and \$1487 for 1-bedroom units.
- Tim asked for clarification on the rental rate increase and how it impacts budget analysis and capital expenditures. Neil responded that it should be analyzed as the rate is adjusted.
- Tim inquired about the documents for the regarding operations. Neil stated that they are still being gathered.

Receive and file: Motion carried 5-0

**7. High-Speed Data, Internet, and Cable Television Service to Park Vista. (Neil Cadman)**

- Neil provided an update on Dish Network and Spectrum, stating that they are both very comparative in cost. Dish cost per unit is \$52 per unit and Spectrum is \$51 per unit monthly.
- Suggested to bring options up at the Tenant Management meeting for their response and then place on the agenda of a future meeting.

**E. UNFINISHED BUSINESS**

None.

**F. MANAGEMENT REPORT (Neil Cadman)**

- Paul asked about the SB71 balcony inspection cost and budget to meet the 2024 deadline. Neil stated that it will be feasible to do inspections by the deadline.
- Tim asked what happens if the balconies are not in compliance with the state. Neil stated that they can shut down the facility.
- Neil stated that the board will receive documents after they have been verified by staff and the city attorney.

**G. BOARD MEMBER REPORT**

- Paula asked about the last two meetings being adjourned. The board requested a special meeting on December 7, 2022
- Paula motioned and Denise seconded to adjourn the November 23, 2022 and December 28, 2022 meeting, and conduct a special meeting on December 7, 2022.  
Motion carried 5-0.

ADJOURMENT: 5:27 pm

NEXT MEETING: Wednesday, October 26, 2022  
Wednesday, November 23, 2022, (Day before Thanksgiving)  
Wednesday, December 28, 2022



**CADMANGROUP**

# **PARK VISTA**

## Financial Reporting Analysis

### September 2022

**Gross Income:** \$71,626.86

*No out of the ordinary issues with regards to income for the month*

**Gross Expenses:** \$69,059.96

*Expenses for the month were normal except for the following:*

- *Cable bill double the amount than usual since no invoicing was done by Spectrum in August, therefore September was two invoices.*
- *No water bills in September.*
- *Maintenance of \$32,431.12 which comprised mostly of normal operations plus major vacancy preparation cost to two units.*

**Net Income:** 5,044.79

**Total Account Balances:** \$2,080,716.82

*Upcoming major expenses: Pipe replacement project run by Public Works.*

**NOTE: THIS DOCUMENT IS A SUMMARY AND ANALYSIS ONLY OF THE MONTHLY FINANCIAL STATEMENTS FOR PARK VISTA. THEY ARE NOT PART OF THE ACTUAL FINANCIAL STATEMENTS FOR PARK VISTA.**

**Total number of vacancies for the month: 95.9% occupied on 9/1/2022  
100% occupied on 9/30/2022**

**Move-outs: 0**

**Move-ins: 4**

**Notices to Vacate: 0**

**Budget Comparison Notes:**

**Operations: Operations for the month was a net \$13,256.85 under budget for September, and \$23,046.45 under budget YTD.**

**Income**

- **Income for the month of September \$3,951.86 over budget \$36,501.85 over budget YTD.**

**Expenses:**

- **Overall \$17,208.71 over budget for all expenses for September and \$59,548.30 over budget YTD, primarily due to TWO \$50,000 earthquake insurance that was not anticipated.**
- **Maintenance \$14,931.12 over budget for September and \$43,180.39 under budget YTD.**
- **Electricity \$1,082.75 over budget in September and \$1,553.61 over budget YTD.**
- **Gas \$247.14 under budget for September, but to be expected due to the time of year where tenant take longer showers with hot water. Gas \$369.91 over budget YTD**
- **Cable Television over budget due to billing practices by Spectrum.**
- **Water \$3,332.78 under budget YTD.**

***NOTE: THIS DOCUMENT IS A SUMMARY AND ANALYSIS ONLY OF THE MONTHLY FINANCIAL STATEMENTS FOR PARK VISTA. THEY ARE NOT PART OF THE ACTUAL FINANCIAL STATEMENTS FOR PARK VISTA.***



## Income Statement

### Cadman Group

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

Owned By: El Segundo Senior Citizens Housing Corporation

As of: Sep 2022

Accounting Basis: Cash

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Selected Month	% of Selected Month	Year to Month End	% of Year to Month End
<b>Operating Income &amp; Expense</b>				
<b>Income</b>				
<b>RENT</b>				
Rent Income	68,251.00	95.29	619,154.00	96.57
Parking Income	1,580.00	2.21	14,100.50	2.20
<b>Total RENT</b>	<b>69,831.00</b>	<b>97.49</b>	<b>633,254.50</b>	<b>98.77</b>
Prepayment	1,447.00	2.02	3,455.50	0.54
NSF Bank Fees Collected	0.00	0.00	25.00	0.00
Application Fee Income	40.00	0.06	40.00	0.01
Laundry Income	308.86	0.43	4,363.85	0.68
<b>Total Operating Income</b>	<b>71,626.86</b>	<b>100.00</b>	<b>641,138.85</b>	<b>100.00</b>
<b>Expense</b>				
Fire Service	0.00	0.00	12,470.00	1.94
Maintenance	32,431.12	45.28	114,319.61	17.83
Elevator service	1,545.84	2.16	4,512.24	0.70
Gardening	1,184.59	1.65	10,525.88	1.64
Management Fees	15,500.00	21.64	139,500.00	21.76
Security Service	0.00	0.00	0.00	0.00
Pest Control	175.00	0.24	4,104.00	0.64
Earthquake Insurance	0.00	0.00	105,952.00	16.53
Licenses and Permits	0.00	0.00	475.00	0.07
Electricity	2,782.75	3.89	16,853.61	2.63
Gas	1,252.86	1.75	13,869.91	2.16
Water	0.00	0.00	30,417.22	4.74
Telephone/Internet	2,710.40	3.78	21,989.67	3.43
Cable/Television	10,727.30	14.98	52,613.13	8.21
Office Supplies	375.10	0.52	1,045.28	0.16
Bank Service Fees	0.00	0.00	12.00	0.00
Professional Fees	375.00	0.52	5,875.00	0.92
<b>Total Operating Expense</b>	<b>69,059.96</b>	<b>96.42</b>	<b>534,534.55</b>	<b>83.37</b>
<b>NOI - Net Operating Income</b>	<b>2,566.90</b>	<b>3.58</b>	<b>106,604.30</b>	<b>16.63</b>
<b>Other Income &amp; Expense</b>				
<b>Other Income</b>				
Interest on Bank Accounts	2,477.89	3.46	9,156.65	1.43
<b>Total Other Income</b>	<b>2,477.89</b>	<b>3.46</b>	<b>9,156.65</b>	<b>1.43</b>

## Income Statement

Account Name	Selected Month	% of Selected Month	Year to Month End	% of Year to Month End
<b>Other Expense</b>				
<b>Capital Expenditures</b>				
Plumbing	0.00	0.00	0.00	0.00
Capital Improvements	0.00	0.00	0.00	0.00
<b>Total Capital Expenditures</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Other Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Other Income</b>	2,477.89	3.46	9,156.65	1.43
Total Income	74,104.75	103.46	650,295.50	101.43
Total Expense	69,059.96	96.42	534,534.55	83.37
<b>Net Income</b>	<u>5,044.79</u>	<u>7.04</u>	<u>115,760.95</u>	<u>18.06</u>

## Balance Sheet

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

As of: 09/30/2022

Accounting Basis: Cash

Include Zero Balance GL Accounts: No

Account Name	Balance
<b>ASSETS</b>	
<b>Cash</b>	
Cash in Bank	486,159.06
Park Vista Reserve Account - LAIF	1,161,427.81
<b>Total Cash</b>	<b>1,647,586.87</b>
Building Improvements	1,046,041.00
Equipment	167,194.00
Furnishings	153,863.00
Personal Property	-0.05
Accumulated Depreciation	-933,968.00
<b>TOTAL ASSETS</b>	<b>2,080,716.82</b>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
Pet Deposit	4,525.00
Key Deposit	1,590.00
Security Deposit	59,842.00
Passthrough Cash Account	-661.00
Accounts Payable	4,957.00
<b>Total Liabilities</b>	<b>70,253.00</b>
<b>Capital</b>	
Owner Contribution	35,996.00
Owner Distribution	-35,996.00
Retained Earnings	94,221.95
Prior Years Retained Earnings	12,696.00
Calculated Retained Earnings	115,760.95
Calculated Prior Years Retained Earnings	1,787,784.92
<b>Total Capital</b>	<b>2,010,463.82</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>2,080,716.82</b>

**Bill Detail**

**Properties:** Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

**Payees:** All

**Payment Type:** All

**GL Accounts:** All

**Bill Status:** All

**Date Type:** Bill Date

**Date Range:** 09/01/2022 to 09/30/2022

**Automated AP:** All

**Show Reversed Transactions:** No

**Project:** All

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
<b>2120 - Passthrough Cash Account</b>											
	09/13/2022	09/13/2022	2120 - Passthrough Cash Account	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	213	Keel, Charlotte A.	951.00	0.00	6479	09/13/2022	Charlotte A. Keel, Park Vista - 213: Move Out Refund
	09/13/2022	09/13/2022	2120 - Passthrough Cash Account	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	211	Ringus, Jeannette	480.50	0.00	6480	09/13/2022	Jeannette Ringus, Park Vista - 211: Move Out Refund
							1,431.50	0.00			
<b>4550 - Application Fee Income</b>											
	09/30/2022	09/30/2022	4550 - Application Fee Income	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	40.00	0.00	1010	10/10/2022	Application Fee Income for 09/2022
<b>6210 - Maintenance</b>											
1098436	09/02/2022	09/02/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Fire Safety First	525.00	0.00	3000000309	09/28/2022	Urgent service call to fire panel to make adjustments after signals of backflow issues recieved; trouble-shooted, tested, system normal upon departure of tech.
M15601	09/03/2022	09/03/2022	6210 -	Park Vista -	211	CARPET	2,100.00	0.00	81F5-CEAC	09/28/2022	Vacancy prep

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
			Maintenance	615 E. Holly Avenue El Segundo, CA 90245		DEPOT, INC.					#211 studio; installation of new flooring throughout unit - carpet and vinyl.
586863	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Frank Hauling & Maintenance	200.00	0.00	9FDC-BC3E	09/09/2022	Haul away large old furniture and bulk trash left behind in trash rooms.
586864	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Frank Hauling & Maintenance	200.00	0.00	9FDC-BC3E	09/09/2022	Vacancy prep; haul away old appliances units #310, #311.
586865	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Frank Hauling & Maintenance	200.00	0.00	9FDC-BC3E	09/09/2022	Haul away old furniture left by tenants who moved out in trash rooms.
38664	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	310	Total Maintenance Group, Inc.	6,440.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #310 1b/1b; entire unit painting, ceilings, patio, closets, cabinets, walls, countertop repairs, light fixture hardware and outlet plates installed, blinds repairs, cabinet sand, seal, repair where needed.
38665	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	311	Total Maintenance Group, Inc.	5,916.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #311 studio; entire unit painting, ceilings, patio, closets, cabinets, walls, countertop repairs, light

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
38775	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	311	Total Maintenance Group, Inc.	287.00	0.00	AB47-C8E8	09/26/2022	fixture hardware and outlet plates installed, blinds repairs, cabinet sand, seal, repair where needed, and cleaning. Vacancy prep #311; install new stove, exhaust fan, and dishwasher machine. (installation only)
38776	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	311	Total Maintenance Group, Inc.	225.00	0.00	AB47-C8E8	09/26/2022	Vacancy prep #311; install new angle stop valves in bathroom to stop leaking.
38777	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	311	Total Maintenance Group, Inc.	95.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #311; installation of new bathroom faucet.
38778	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	311	Total Maintenance Group, Inc.	380.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #311; urgent plumbing repairs needed under kitchen sink. Cut and remove section of wall to investigate for leak location, supply and replace section of copper pipe of cold water supply, supply drywall to patch after repair and paint.

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
38779	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	311	Total Maintenance Group, Inc.	410.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #311; due to previous repaired leak, demo and remove rotted/damaged wall and cabinet sections, supply and replace cabinet panels and interior drywall areas.
38780	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	310	Total Maintenance Group, Inc.	374.00	0.00	AB47-C8E8	09/26/2022	Vacancy prep #310; replace leaking angle stop valves in bathroom with new ones to stop leaking of old corroded ones.
38781	09/03/2022	09/03/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	310	Total Maintenance Group, Inc.	85.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #310; install new ceiling fan.
38801	09/07/2022	09/07/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	310	Total Maintenance Group, Inc.	180.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #310; entire unit cleaning, patio, cabinets, appliances after construction.
45214-7	09/07/2022	09/07/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Total Maintenance Group, Inc.	215.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #311; entire unit cleaning, patio, cabinets, appliances after construction.
0000642	09/07/2022	09/07/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	326	Vazquez, Raul	325.00	0.00	AB50-04A4	09/26/2022	Afterhours emergency call #326; unclogged overflowed kitchen sink by

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
630133	09/08/2022	09/08/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	250.00	0.00	81F6-C870	09/28/2022	snaking drain pipe, installed new p-trap, cleared, cleaned and sanitized up after debris. Replace bathroom shower cartridge, hardware, plate and handle.
630134	09/08/2022	09/08/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	150.00	0.00	81F6-C870	09/28/2022	Repair bedroom window.
9206305704	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	43.08	0.00	6472	09/09/2022	Janitorial supplies
9206327128	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	108.41	0.00	6472	09/09/2022	New range hood -Vacancy Prep for Unit #213
9206327127	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	45.19	0.00	6472	09/09/2022	Maintenance supplies
9206327124	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	87.92	0.00	6472	09/09/2022	Maintenance supplies
9206403360	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	1,645.79	0.00	6472	09/09/2022	New Dishwasher & Gas Range - Vacancy Prep #213
9206069963	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	44.81	0.00	6472	09/09/2022	Maintenance supplies - Vacancy Prep #211



**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
9206069962	09/09/2022	09/09/2022	6210 - Maintenance	90245 Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	163.76	0.00	6472	09/09/2022	Maintenance supplies - Vacancy Prep #211
9206069961	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	136.52	0.00	6472	09/09/2022	Maintenance supplies
9206119625	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	137.99	0.00	6476	09/09/2022	Maintenance supplies #211
9206119627	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	125.54	0.00	6476	09/09/2022	Maintenance supplies #311
9206119628	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	186.70	0.00	6476	09/09/2022	Maintenance supplies #211
9206186708	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	76.16	0.00	6476	09/09/2022	Maintenance supplies
9206240453	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	10.85	0.00	6476	09/09/2022	Vacancy Prep #211
9205568913	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	61.73	0.00	6476	09/09/2022	Maintenance supplies
9205996641	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	167.15	0.00	6476	09/09/2022	Vacancy Prep #310
9205991560	09/09/2022	09/09/2022	6210 -	Park Vista -		HD Supply	128.32	0.00	6476	09/09/2022	Maintenance

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
			Maintenance	615 E. Holly Avenue El Segundo, CA 90245							supplies
9205568912	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	97.90	0.00	6476	09/09/2022	Janitorial supplies
46565	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	33.92	0.00	6474	09/09/2022	Maintenance supplies
46582	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	13.11	0.00	6474	09/09/2022	Maintenance supplies
46602	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	51.97	0.00	6474	09/09/2022	Maintenance supplies
46603	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	50.34	0.00	6474	09/09/2022	Maintenance supplies
46605	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	105.01	0.00	6474	09/09/2022	Maintenance supplies
46615	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	38.58	0.00	6474	09/09/2022	Maintenance supplies
46621	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	108.29	0.00	6477	09/09/2022	Maintenance supplies
46623	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA		Southbay Industrial Hardware	8.53	0.00	6477	09/09/2022	Maintenance supplies

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
46629	09/09/2022	09/09/2022	6210 - Maintenance	90245 Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	50.34	0.00	6477	09/09/2022	Maintenance supplies
46635	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	19.96	0.00	6477	09/09/2022	Maintenance supplies
46640	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	74.43	0.00	6477	09/09/2022	Maintenance supplies
46645	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	48.96	0.00	6477	09/09/2022	Maintenance supplies
46615	09/09/2022	09/09/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	1.00	0.00	6478	09/09/2022	Maintenance supplies
0000645	09/14/2022	09/14/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	310	Vazquez, Raul	195.00	0.00	81F7-DB8E	09/28/2022	Urgent after-hours call; snaked to drain to unclog kitchen sink, clean out debris.
0000648	09/14/2022	09/14/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	310	Vazquez, Raul	195.00	0.00	81F7-DB8E	09/28/2022	Urgent after-hours call; snaked to drain to unclog bathtub, clean out debris and install new pop up drain plug.
0000653	09/14/2022	09/14/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	407	Vazquez, Raul	195.00	0.00	81F7-DB8E	09/28/2022	Urgent after-hours call; snaked to drain to unclog kitchen sink, clean out debris.

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
45632	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Gerhard Weise Plumbing Inc	337.50	0.00	81F9-1B3E	09/28/2022	Emergency service; drains cabled to main line in a/c closet room to clear deep back up, 60 ft. commercial cable used.
38870	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	406	Total Maintenance Group, Inc.	85.00	0.00	81ED-F72C	09/28/2022	Installation price for new ceiling fan in living area to replace old broken one. (install only)
38872	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	211	Total Maintenance Group, Inc.	664.00	0.00	E3EE-CC84	10/04/2022	Vacancy prep #211; supply and install new angle stops in bathroom and kitchen, install new ceiling fan (install only), repairs made in bathroom to fixtures, install entry door closure.
38688	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	211	Total Maintenance Group, Inc.	5,721.00	0.00	E3EE-CC84	10/04/2022	Vacancy prep #211 studio unit; patch and paint throughout unit, repair missing outlet covers and plates, sand and paint cabinets in kitchen, repair hinges of kitchen cabinets, bathroom ceiling exhaust fan light fixture supply and install.
38878	09/16/2022	09/16/2022	6210 -	Park Vista -	211	Total	190.00	0.00	81ED-F72C	09/28/2022	Vacancy prep

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
			Maintenance	615 E. Holly Avenue El Segundo, CA 90245		Maintenance Group, Inc.					#211; entire unit deep cleaning after construction.
38871	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	213	Total Maintenance Group, Inc.	160.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #213; install new kitchen faucet to stop leaking.
38881	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	213	Total Maintenance Group, Inc.	65.00	0.00	81ED-F72C	09/28/2022	Vacancy prep #213; install supplied bathroom wall light fixture.
38873	09/16/2022	09/16/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Total Maintenance Group, Inc.	75.00	0.00	81ED-F72C	09/28/2022	Install supplied 5th floor door closer.
34400	09/20/2022	09/20/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	94.31	0.00	920	09/20/2022	Quill Invoice #27158689 - cleaning supplies
34390	09/20/2022	09/20/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	1,031.00	0.00	920	09/20/2022	Stanley Louis Co. - repairs to boilers- Paid by Cadman Group credit card saved in vendors file
34390	09/20/2022	09/20/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	9.08	0.00	920	09/20/2022	Quill Invoice 26928681 - Maintenance supplies
34390	09/20/2022	09/20/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	119.91	0.00	920	09/20/2022	Quill Invoice 26731968 - cleaning supplies
M15657	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	213	CARPET DEPOT, INC.	2,300.00	0.00	E48D-F6C4	10/04/2022	Vacancy prep #213; new flooring throughout unit, commercial carpet in living

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
891212	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	327	Garcia, Gerardo	120.00	0.00	3000000310	09/28/2022	area and vinyl in bathroom and kitchen areas. Replace shower valve due to hot water not working.
891211	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	102	Garcia, Gerardo	85.00	0.00	3000000310	09/28/2022	Unclog toilet.
891210	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	327	Garcia, Gerardo	130.00	0.00	3000000310	09/28/2022	Urgent call to unclog kitchen sink almost over-flowing; cabled sink 60 ft. to main sewer line to clear.
891207	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Garcia, Gerardo	680.00	0.00	3000000311	10/04/2022	Emergency Service: Shampoo and dry the hallway carpet after clogged drains overflowed outside air-conditioner room.
891206	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	511	Garcia, Gerardo	120.00	0.00	3000000310	09/28/2022	Emergency call to unclog overflowing toilet.
891205	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Garcia, Gerardo	180.00	0.00	3000000310	09/28/2022	Service and attempt to clear drain lines of a/c closet room from clean outs to main sewer line, clear buckets of debris, clean and sanitize

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
891201	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Garcia, Gerardo	160.00	0.00	3000000310	09/28/2022	overflow area inside closet and outside. Emergency weekend after-hours call; snaked laundry drain lines to clear clog and stop overflow into laundry room.
38774	09/23/2022	09/23/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	213	Total Maintenance Group, Inc.	6,080.00	0.00	E3EE-CC84	10/04/2022	Vacancy prep #213 1b/1b; repaint entire unit, repairs made to fixtures throughout, sand and paint cabinets, install new GFCI outlets and cover plates, install new bathroom exhaust ceiling light fan.
1274490	09/29/2022	09/29/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Lambert Heating & Air Conditioning	210.00	0.00	DE70-C2A6	10/17/2022	Rec Room air conditioning repairs made.
38969	09/29/2022	09/29/2022	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	213	Total Maintenance Group, Inc.	125.00	0.00	DE6B-FED8	10/17/2022	Vacancy prep #213; 1b/1b full unit cleaning after construction work.
							<b>41,756.06</b>	<b>0.00</b>			
<b>6245 - Elevator service</b>											
151400933791	09/14/2022	09/14/2022	6245 - Elevator service	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Amtech Elevator Service	1,545.84	0.00	B943-D14C	09/19/2022	Service 10/1/22 - 12/31/22

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
<b>6250 - Gardening</b>											
5481	09/09/2022	09/09/2022	6250 - Gardening	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Octavio Rojas Landscaping	1,184.59	0.00	9FDF-69CA	09/09/2022	Monthly Service - August
<b>6270 - Management Fees</b>											
	09/13/2022	09/13/2022	6270 - Management Fees	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	15,500.00	0.00	ACH	09/13/2022	Management Fees for 09/2022
<b>6315 - Pest Control</b>											
149194	09/09/2022	09/09/2022	6315 - Pest Control	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Al & Sons Termite and Pest Control Inc.	175.00	0.00	3000000308	09/09/2022	Vermin Service 8/18/22
15499	09/30/2022	09/30/2022	6315 - Pest Control	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	105	Golden One Pest Control	175.00	0.00	DE71-76B0	10/17/2022	Roaches extermination #105.
15509	09/30/2022	09/30/2022	6315 - Pest Control	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	106	Golden One Pest Control	175.00	0.00	DE71-76B0	10/17/2022	Roaches extermination #106.
15510	09/30/2022	09/30/2022	6315 - Pest Control	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Golden One Pest Control	300.00	0.00	DE71-76B0	10/17/2022	Treated window for drywood termites, 1 year warranty, #424.
							<b>825.00</b>	<b>0.00</b>			
<b>6410 - Electricity</b>											
700394170456	09/21/2022	09/21/2022	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Edison	2,684.09	0.00	6488	09/21/2022	Service 8/11/22 - 9/11/22
700587779325	09/21/2022	09/21/2022	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA	109	Edison	98.66	0.00	6489	09/21/2022	Service 8/11/22 - 9/11/22



**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
				90245			2,782.75	0.00			
<b>6420 - Gas</b>											
056 105 3200 3	09/13/2022	09/13/2022	6420 - Gas	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Gas Company	1,252.86	0.00	6483	09/13/2022	Service 8/4/22 - 9/2/22
<b>6445 - Telephone/Internet</b>											
145150448	09/09/2022	09/09/2022	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	153.50	0.00	6471	09/09/2022	Service 8/27/ 22 - 9/26/22
310-322-5036	09/13/2022	09/13/2022	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	1,065.89	0.00	6482	09/13/2022	Service 9/4/22 - 10/3/22
310-640-7156	09/21/2022	09/21/2022	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	1,354.24	0.00	6486	09/21/2022	Service 9/5/22 -10/4/22
337000205336	09/21/2022	09/21/2022	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	89.43	0.00	6487	09/21/2022	Service 9/9/22 - 10/8/22
287272447593	09/28/2022	09/28/2022	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	47.34	0.00	6490	09/28/2022	Service 8/17/ 22 - 9/17/22
							2,710.40	0.00			
<b>6455 - Cable/Television</b>											
8448 30 006 0255251	09/09/2022	09/09/2022	6455 - Cable/ Television	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Spectrum	21.57	0.00	6475	09/09/2022	Service 8/30/ 22 - 9/29/22
8448 30 006 0017008	09/13/2022	09/13/2022	6455 - Cable/ Television	Park Vista - 615 E. Holly Avenue El Segundo, CA		Spectrum	10,705.73	0.00	6484	09/13/2022	Service 8/4/22 - 10/3/22 -2 Months

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description
				90245			10,727.30	0.00			
<b>7420 - Office Supplies</b>											
34390	09/20/2022	09/20/2022	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	256.11	0.00	920	09/20/2022	Tenant Meeting Bagels
34390	09/20/2022	09/20/2022	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	98.40	0.00	920	09/20/2022	Quill Invoice 26931716 - Kitchen/ Coffee supplies
34390	09/20/2022	09/20/2022	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	20.59	0.00	920	09/20/2022	Quill Invoice 26967728 - kitchen supplies
							375.10	0.00			
<b>7620 - Professional Fees</b>											
Client 1ParkVi	09/19/2022	09/19/2022	7620 - Professional Fees	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Hoffman Short Rubin Dewinter Sanderson	375.00	0.00	6485	09/19/2022	Tax Preparation Fees
<b>Total</b>							<b>80,506.40</b>	<b>0.00</b>			

## Budget - Comparative

Properties: Park Vista - 615 E. Holly Avenue El Segundo, CA 90245

Period Range: Sep 2022 to Sep 2022

Comparison Period Range: Sep 2021 to Sep 2021

Accounting Basis: Cash

Level of Detail: Detail View

Account Name	Period Actual	Period Budget	Period \$ Variance	Period % Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance	Comparison % Variance
<b>Income</b>								
<b>RENT</b>								
Rent Income	68,251.00	68,000.00	251.00	0.37%	61,829.20	63,562.00	-1,732.80	-2.73%
Parking Income	1,580.00	1,550.00	30.00	1.94%	1,372.50	1,445.00	-72.50	-5.02%
<b>Total RENT</b>	<b>69,831.00</b>	<b>69,550.00</b>	<b>281.00</b>	<b>0.40%</b>	<b>63,201.70</b>	<b>65,007.00</b>	<b>-1,805.30</b>	<b>-2.78%</b>
Vacancy	0.00	-2,250.00	2,250.00	100.00%	0.00	-1,906.86	1,906.86	100.00%
Prepayment	1,447.00	0.00	1,447.00	0.00%	-1,701.20	0.00	-1,701.20	0.00%
Application Fee Income	40.00	0.00	40.00	0.00%	0.00	0.00	0.00	0.00%
Laundry Income	308.86	375.00	-66.14	-17.64%	684.60	375.00	309.60	82.56%
<b>Total Budgeted Operating Income</b>	<b>71,626.86</b>	<b>67,675.00</b>	<b>3,951.86</b>	<b>5.84%</b>	<b>62,185.10</b>	<b>63,475.14</b>	<b>-1,290.04</b>	<b>-2.03%</b>
<b>Expense</b>								
Fire Service	0.00	300.00	300.00	100.00%	0.00	500.00	500.00	100.00%
Maintenance	32,431.12	17,500.00	-14,931.12	-85.32%	16,622.47	13,000.00	-3,622.47	-27.87%
Elevator service	1,545.84	1,500.00	-45.84	-3.06%	1,483.20	1,250.00	-233.20	-18.66%
Gardening	1,184.59	1,250.00	65.41	5.23%	1,099.70	1,250.00	150.30	12.02%
Management Fees	15,500.00	15,500.00	0.00	0.00%	15,000.00	15,000.00	0.00	0.00%
Security Service	0.00	0.00	0.00	0.00%	848.68	0.00	-848.68	0.00%
Pest Control	175.00	400.00	225.00	56.25%	300.00	400.00	100.00	25.00%
Electricity	2,782.75	1,700.00	-1,082.75	-63.69%	1,597.28	1,700.00	102.72	6.04%
Gas	1,252.86	1,500.00	247.14	16.48%	978.26	1,200.00	221.74	18.48%
Water	0.00	3,750.00	3,750.00	100.00%	0.00	3,500.00	3,500.00	100.00%
Telephone/Internet	2,710.40	1,500.00	-1,210.40	-80.69%	2,193.60	1,300.00	-893.60	-68.74%
Cable/Television	10,727.30	5,000.00	-5,727.30	-114.55%	4,934.69	4,700.00	-234.69	-4.99%
Office Supplies	375.10	150.00	-225.10	-150.07%	0.00	300.00	300.00	100.00%
Uniforms	0.00	40.00	40.00	100.00%	0.00	40.00	40.00	100.00%

## Budget - Comparative

Account Name	Period Actual	Period Budget	Period \$ Variance	Period % Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance	Comparison % Variance
Advertising & Promotion	0.00	250.00	250.00	100.00%	0.00	250.00	250.00	100.00%
Bank Service Fees	0.00	6.25	6.25	100.00%	0.00	6.25	6.25	100.00%
Postage	0.00	5.00	5.00	100.00%	0.00	5.00	5.00	100.00%
Professional Fees	375.00	1,500.00	1,125.00	75.00%	200.00	500.00	300.00	60.00%
<b>Total Budgeted Operating Expense</b>	<b>69,059.96</b>	<b>51,851.25</b>	<b>-17,208.71</b>	<b>-33.19%</b>	<b>45,257.88</b>	<b>44,901.25</b>	<b>-356.63</b>	<b>-0.79%</b>
Total Budgeted Operating Income	71,626.86	67,675.00	3,951.86	5.84%	62,185.10	63,475.14	-1,290.04	-2.03%
Total Budgeted Operating Expense	69,059.96	51,851.25	-17,208.71	-33.19%	45,257.88	44,901.25	-356.63	-0.79%
<b>NOI - Net Operating Income</b>	<b>2,566.90</b>	<b>15,823.75</b>	<b>-13,256.85</b>	<b>-83.78%</b>	<b>16,927.22</b>	<b>18,573.89</b>	<b>-1,646.67</b>	<b>-8.87%</b>
<b>Other Income</b>								
Interest on Bank Accounts	2,477.89	200.00	2,277.89	1,138.95%	194.89	600.00	-405.11	-67.52%
<b>Total Budgeted Other Income</b>	<b>2,477.89</b>	<b>200.00</b>	<b>2,277.89</b>	<b>1,138.95%</b>	<b>194.89</b>	<b>600.00</b>	<b>-405.11</b>	<b>-67.52%</b>
<b>Net Other Income</b>	<b>2,477.89</b>	<b>200.00</b>	<b>2,277.89</b>	<b>1,138.95%</b>	<b>194.89</b>	<b>600.00</b>	<b>-405.11</b>	<b>-67.52%</b>
Total Budgeted Income	74,104.75	67,875.00	6,229.75	9.18%	62,379.99	64,075.14	-1,695.15	-2.65%
Total Budgeted Expense	69,059.96	51,851.25	-17,208.71	-33.19%	45,257.88	44,901.25	-356.63	-0.79%
<b>Net Income</b>	<b>5,044.79</b>	<b>16,023.75</b>	<b>-10,978.96</b>	<b>-68.52%</b>	<b>17,122.11</b>	<b>19,173.89</b>	<b>-2,051.78</b>	<b>-10.70%</b>
<b>Cash</b>								
Cash in Bank	3,253.90	0.00	-3,253.90	0.00%	18,238.72	0.00	-18,238.72	0.00%
Park Vista Reserve Account - LAIF	2,477.89	0.00	-2,477.89	0.00%	194.89	0.00	-194.89	0.00%
<b>Total Budgeted Cash</b>	<b>5,731.79</b>	<b>0.00</b>	<b>-5,731.79</b>	<b>0.00%</b>	<b>18,433.61</b>	<b>0.00</b>	<b>-18,433.61</b>	<b>0.00%</b>

## Budget - Comparative

Account Name	Period Actual	Period Budget	Period \$ Variance	Period % Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance	Comparison % Variance
<b>Liability</b>								
Key Deposit	20.00	0.00	20.00	0.00%	150.00	0.00	150.00	0.00%
Security Deposit	667.00	0.00	667.00	0.00%	4,017.00	0.00	4,017.00	0.00%
Passthrough Cash Account	0.00	0.00	0.00	0.00%	-2,855.50	0.00	-2,855.50	0.00%
<b>Total Budgeted Liability</b>	<b>687.00</b>	<b>0.00</b>	<b>687.00</b>	<b>0.00%</b>	<b>1,311.50</b>	<b>0.00</b>	<b>1,311.50</b>	<b>0.00%</b>

**SEVENTH AMENDMENT TO PROPERTY MANAGEMENT  
AGREEMENT BETWEEN THE EL SEGUNDO SENIOR CITIZEN  
HOUSING CORPORATION AND CADMAN GROUP, INC.**

This SEVENTH AMENDMENT (“Amendment”) to the PROPERTY MANAGEMENT AGREEMENT BETWEEN THE EL SEGUNDO SENIOR CITIZEN HOUSING CORPORATION AND NEIL R. CADMAN DBA CADMAN GROUP (since incorporated as Cadman Group, Inc., a California Corporation) dated October 1, 2004 (“Agreement”) is made and entered into effective as of the 9<sup>th</sup> day of October, 2022 (the “Effective Date”), by and between the El Segundo Senior Citizen Housing Corporation, a California nonprofit public benefit corporation (“Owner”) and Cadman Group, Inc., a California Corporation (“Manager”).

**WHEREAS**, Section 13.2.1.1 of the Agreement obligates Manager to maintain, on behalf of Owner and at the expense of Owner, a policy of insurance described as “Fire with extended coverage with coverage on buildings in an amount not less than \$4,859,500 and coverage on contents of not less than \$24,100 with a deductible amount not to exceed \$1,000;”

**WHEREAS**, in accordance with Section 13.2.1.1 of the Agreement, Manager has heretofore maintained the required policy of insurance;

**WHEREAS**, for the period from October 9, 2020 through October 9, 2021, Manager obtained a policy of insurance through Topa Insurance Company consistent with the requirements of Section 13.2.1.1 at a cost of \$30,208.00;

**WHEREAS**, for the period from October 9, 2021 through October 9, 2022, Manager obtained a policy of insurance through Comstar General Insurance Solutions consistent with the requirements of Section 13.2.1.1 at a cost of \$25,149.59;

**WHEREAS**, on October 4, 2022, five days before the policy was set to expire, Manager was informed that the renewal rate for the policy would be \$62,188.78;

**WHEREAS**, upon being informed of the sharp increase in the insurance premium, Manager contacted an insurance broker to price out other carriers for a comparable policy;

**WHEREAS**, Manager was informed that no other carrier would agree to underwrite the policy either because the building is government owned or because of its loss history;

**WHEREAS**, Manager contacted Hank Lu, Risk Manager for the City of El Segundo (the owner of the Park Vista property) to inquire about alternative insurance options that may be open to the City at a lower cost;

**WHEREAS**, the City’s Risk Manager informed Manager that the building is covered on an excess basis though the City’s insurance pool (the Independent Cities Risk Management Authority (“ICRMA”));

**WHEREAS**, the City of El Segundo, through the ICRMA, maintains property coverage for the Park Vista facility that the City’s Risk Manager has deemed adequate;

**WHEREAS**, the City of El Segundo’s securing of property coverage for Park Vista through the ICRMA obviates the need for Manager to obtain the policy of insurance otherwise required by Section 13.2.1.1 of the Agreement; and

**WHEREAS**, the parties wish to amend the Agreement to delete Manager’s obligation to maintain the property insurance policy currently required by Section 13.2.1.1.

**NOW, THEREFORE**, in exchange for valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. Section 13.2.1.1 of the Agreement is hereby amended to read as follows:

“13.2.1.1 Reserved.”

2. This Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitute one instrument executed on the same date.

3. Except as otherwise provided herein, all terms and conditions of the Agreement shall remain in full force and effect.

**IN WITNESS HEREOF**, the parties hereto have affixed their respective signatures as of the Effective Date.

**EL SEGUNDO SENIOR CITIZENS  
HOUSING CORPORATION**

**CADMAN GROUP, INC.  
NEIL R. CADMAN, PRESIDENT**

\_\_\_\_\_  
President

\_\_\_\_\_  
Neil R. Cadman

\_\_\_\_\_  
Chief Financial Officer

\_\_\_\_\_  
Taxpayer ID



# PHYSICAL NEEDS ASSESSMENT



Prepared for:

**City of El Segundo**  
Public Works Department  
350 Main Street  
El Segundo, California 90245  
Ken Berkman

## PHYSICAL NEEDS ASSESSMENT

Park Vista Senior Living Center  
615 East Holly Avenue  
El Segundo, California 90245

**PREPARED BY:**

EMG  
10461 Mill Run Circle, Suite 1100  
Owings Mills, Maryland 21117  
800.733.0660  
[www.EMGcorp.com](http://www.EMGcorp.com)

**EMG CONTACT:**

Mark Surdam  
Senior Engineering Consultant  
800.733.0660 x6251  
[msurdam@emgcorp.com](mailto:msurdam@emgcorp.com)

**EMG Project Number:**

131118.18R000-015.152

**Date of Report:**

November 9, 2018

**On Site Date:**

September 27, 2018



engineering | environmental | capital planning | project management



**PARK VISTA SENIOR LIVING CENTER  
Replacement Reserves Report**



4/23/2019

Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	Deficiency Repair Estimate
5.2	Exterior Parking Lot	<a href="#">1034711</a>	Vehicle Control Gate w/ Controller, , Replace	15	7	8	1	EA	\$9,293.63	\$9,294									\$9,294													\$9,294
5.2	1st Floor Garage	<a href="#">1034722</a>	Vehicle Control Gate w/ Controller, , Replace	15	6	9	1	EA	\$9,293.63	\$9,294										\$9,294												\$9,294
5.2	2nd Floor Garage	<a href="#">1034739</a>	Vehicle Control Gate w/ Controller, , Replace	15	6	9	1	EA	\$9,293.63	\$9,294										\$9,294												\$9,294
5.2	Exterior Parking Lot	<a href="#">1034692</a>	Roadways, Asphalt Pavement, Seal & Stripe	7	0	7	7400	SF	\$0.43	\$3,172								\$3,172														\$6,344
5.4	Throughout the Site	<a href="#">1036695</a>	Irrigation System, , Replace	25	8	17	8500	SF	\$3.57	\$30,322																						\$30,322
5.5	North elevation	<a href="#">1036636</a>	Fences & Gates, Vinyl, 4' High, Replace	20	6	14	60	LF	\$58.88	\$3,533															\$3,533							\$3,533
5.5	Exterior Parking Lot	<a href="#">1034786</a>	Fences & Gates, Chain Link, 6' High, Replace	30	14	16	380	LF	\$42.34	\$16,090																						\$16,090
5.5	Building Exterior	<a href="#">1034688</a>	Fences & Gates, Wrought Iron, 6' High, Replace	30	12	18	160	LF	\$51.52	\$8,243																						\$8,243
5.5	West elevation	<a href="#">1036641</a>	Retaining Wall, Brick/Stone (per SF Face), Repair	0	31	0	16	SF	\$12.85	\$206	\$206																					\$206
5.5	West elevation	<a href="#">1036640</a>	Retaining Wall, Brick/Stone (per SF Face), Replace	40	31	9	160	SF	\$147.33	\$23,573										\$23,573												\$23,573
5.5	Exterior Parking Lot	<a href="#">1034767</a>	Pole Light, 80 - 100 WATT, Replace/Install	20	14	6	2	EA	\$3,069.29	\$6,139							\$6,139															\$6,139
5.5	Site	<a href="#">1034738</a>	Ballard Lights, Exterior, 80 to 100 W LED, Replace	20	12	8	10	EA	\$3,069.29	\$30,693										\$30,693												\$30,693
6.3	Roof	<a href="#">1036693</a>	Roof, Cool Reflective Coating, Replace	10	4	6	20500	SF	\$7.59	\$155,625							\$155,625															\$155,625
6.3	Units Balconies	<a href="#">1036689</a>	Awning, Fabric 32 SF, Replace	10	2	8	32	EA	\$1,489.68	\$47,670																						\$47,670
6.4	Building exterior	<a href="#">1036690</a>	Exterior Wall, Painted Surface, 3+ Stories, Prep & Paint	10	3	7	39000	SF	\$4.32	\$168,489								\$168,489														\$168,489
6.4	Building exterior walls and balconies	<a href="#">1036691</a>	Exterior Wall, Stucco, 3+ Stories, Replace	40	23	17	9750	SF	\$24.73	\$241,076																						\$241,076
6.6	3rd-4th & 5th Floor windows	<a href="#">1036630</a>	Window, Aluminum Double-Glazed 12 SF, 3+ Stories, Replace	30	18	12	128	EA	\$731.60	\$93,645																						\$93,645
6.6	1st & 2nd Floor tenant windows	<a href="#">1036629</a>	Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	18	12	97	EA	\$658.99	\$63,922																						\$63,922
6.6	4th Floor Corridor	<a href="#">1034787</a>	Window, 24 SF, Replace	30	15	15	5	EA	\$731.60	\$3,658																						\$3,658
6.6	3rd Floor Corridor	<a href="#">1034753</a>	Window, 24 SF, Replace	30	15	15	9	EA	\$1,054.48	\$9,490																						\$9,490
6.6	3rd Floor Corridor	<a href="#">1034766</a>	Window, 24 SF, Replace	30	15	15	11	EA	\$731.60	\$8,048																						\$8,048
6.6	4th Floor Corridor	<a href="#">1034728</a>	Window, 24 SF, Replace	30	15	15	3	EA	\$731.60	\$2,195																						\$2,195
6.6	5th Floor Corridor	<a href="#">1034769</a>	Window, 24 SF, Replace	30	15	15	3	EA	\$731.60	\$2,195																						\$2,195
6.6	2nd Floor Corridor	<a href="#">1034716</a>	Window, 12 SF, Replace	30	14	16	8	EA	\$658.99	\$5,272																						\$5,272
6.6	2nd Floor Corridor	<a href="#">1034719</a>	Window, 24 SF, Replace	30	14	16	2	EA	\$981.87	\$1,964																						\$1,964
6.6	4th Floor Corridor	<a href="#">1034694</a>	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	15	15	76	SF	\$54.14	\$4,115																						\$4,115
6.6	3rd Floor Corridor	<a href="#">1034731</a>	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	15	15	76	SF	\$54.14	\$4,115																						\$4,115
6.6	5th Floor Corridor-Patio	<a href="#">1034685</a>	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	15	15	150	SF	\$54.14	\$8,122																						\$8,122
6.6	5th Floor Corridor	<a href="#">1034736</a>	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	15	15	76	SF	\$54.14	\$4,115																						\$4,115
6.6	St Floor Lobby-Patio	<a href="#">1034723</a>	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	15	15	120	SF	\$54.14	\$6,497																						\$6,497
6.6	Tenant units-Patio doors	<a href="#">1036615</a>	Exterior Door, Fully-Glazed Aluminum- Framed Sliding, Replace	25	15	10	96	EA	\$2,633.10	\$252,778											\$252,778											\$252,778
6.6	5th Floor Corridor-Patio	<a href="#">1034764</a>	Exterior Door, Fully-Glazed Aluminum- Framed Swinging, Replace	30	15	15	2	EA	\$2,376.21	\$4,752																						\$4,752
6.6	3rd Floor Corridor	<a href="#">1034705</a>	Exterior Door, Fully-Glazed Aluminum- Framed Swinging, Replace	30	15	15	2	EA	\$2,376.21	\$4,752																						\$4,752
6.6	Lobby-Patio	<a href="#">1034717</a>	Exterior Door, Fully-Glazed Aluminum- Framed Sliding, Replace	25	10	15	4	EA	\$2,633.10	\$10,532																						\$10,532
6.6	2nd Floor Garage	<a href="#">1034785</a>	Exterior Door, Steel, Replace	25	7	18	6	EA	\$1,071.74	\$6,430																						\$6,430
6.6	1st Floor Garage	<a href="#">1034714</a>	Exterior Door, Steel, Replace	25	7	18	5	EA	\$1,071.74	\$5,359																						\$5,359
6.7	Building exterior Balconies and Terraces	<a href="#">1051689</a>	Exterior Floor Finish, Elastomeric Coating, Prep & Paint	10	2	8	11200	SF	\$15.15	\$169,669									\$169,669													\$169,669
6.8	Throughout building	<a href="#">1034710</a>	Interior Door, Steel, Replace	25	11	14	115	EA	\$1,071.74	\$123,250																						\$123,250
6.8	Lobby	<a href="#">1034781</a>	Interior Door, Fully-Glazed Aluminum- Framed Swinging, Replace	30	15	15	1	EA	\$2,376.21	\$2,376																						\$2,376
6.8	1st Floor Kitchen	<a href="#">1034730</a>	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	385	SF	\$5.41	\$2,085							\$2,085															\$2,085

**PARK VISTA SENIOR LIVING CENTER  
Replacement Reserves Report**



4/23/2019

Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	Deficiency Repair Estimate		
6.8	1st Floor Laundry Room	1034751	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	4	11	280	SF	\$5.41	\$1,516												\$1,516										\$1,516		
6.8	2nd Floor Trash Room	1034699	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	4	11	55	SF	\$5.41	\$298												\$298										\$298		
6.8	5th Floor Trash Room	1034748	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	4	11	37	SF	\$5.41	\$200												\$200										\$200		
6.8	3rd Floor Trash Room	1034737	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	4	11	37	SF	\$5.41	\$200												\$200										\$200		
6.8	Gymnasium	1034742	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	3	7	480	SF	\$8.19	\$3,931								\$3,931									\$3,931					\$7,862		
6.8	Common area and Stairs	1036632	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	2	8	10600	SF	\$8.19	\$86,806									\$86,806								\$86,806					\$173,613		
7.1	Roof	1034691	Condensing Unit/Heat Pump, 2.5 TON, Replace	15	5	10	1	EA	\$3,797.25	\$3,797											\$3,797											\$3,797		
7.1	Roof	1034725	Exhaust Fan, 8000 CFM, Replace	15	8	7	1	EA	\$6,283.01	\$6,283								\$6,283															\$6,283	
7.1	1st Floor Utility Closet	1034709	Furnace, Gas, 51 to 100 MBH, Replace	20	5	15	1	EA	\$4,288.04	\$4,288																							\$4,288	
7.2	1st Floor Public Restroom	1034696	Toilet, Flush Tank (Water Closet), Replace	20	8	12	2	EA	\$1,190.21	\$2,380																							\$2,380	
7.2	1st Floor Public Restroom	1034772	Sink/Lavatory, Vitreous China, Replace	20	8	12	2	EA	\$971.78	\$1,944																							\$1,944	
7.2	Site	1034734	Backflow Preventer, 6 INCH, Replace	15	3	12	1	EA	\$6,769.60	\$6,770																							\$6,770	
7.2	Site	1034763	Backflow Preventer, 4 INCH, Replace	15	3	12	2	EA	\$6,769.60	\$13,539																								\$13,539
7.2	Site	1034697	Backflow Preventer, 4 INCH, Replace	15	3	12	1	EA	\$6,769.60	\$6,770																								\$6,770
7.2	Roof	1034750	Water Storage Tank, 115 GAL, Replace	20	2	18	1	EA	\$2,414.55	\$2,415																							\$2,415	
7.2	Roof	1034773	Water Storage Tank, 115 GAL, Replace	20	2	18	1	EA	\$2,414.55	\$2,415																								\$2,415
D2029	Throughout building	1219183	Plumbing System, Domestic Supply, Replace - Phase I	40	38	2	30000	SF	\$19.44	\$583,063																							\$583,063	
D2029	Throughout building	1212063	Plumbing System, Domestic Supply, Replace - Phase II	40	37	3	30000	SF	\$19.44	\$583,063																								\$583,063
7.2	Throughout building	1212064	Plumbing System, Sanitary Waste, Replace	40	27	13	60000	SF	\$5.48	\$329,094														\$329,094										\$329,094
7.2	Roof	1034720	Boiler, 399 MBH, Replace	25	20	5	1	EA	\$26,892.50	\$26,893																								\$26,893
7.2	Roof	1034778	Boiler, 399 MBH, Replace	25	11	14	1	EA	\$26,892.50	\$26,893															\$26,893									\$26,893
7.4	2nd Floor Garage-Electrical Room	1034758	Transfer Switch, 200 AMP, Replace	18	9	9	1	EA	\$10,473.87	\$10,474												\$10,474												\$10,474
7.4	2nd Floor Garage-Electrical Room	1034790	Switchboard, 600 AMP, Replace	30	18	12	1	EA	\$27,938.37	\$27,938																								\$27,938
7.4	2nd Floor Garage-Electrical Room	1034700	Switchboard, 1200 AMP, Replace	30	18	12	1	EA	\$29,769.80	\$29,770																								\$29,770
7.4	2nd Floor Garage-Electrical Room	1034780	Switchboard, 2000 AMP, Replace	30	18	12	1	EA	\$33,168.12	\$33,168																								\$33,168
7.4	2nd Floor Garage-Electrical Room	1034702	Disconnect Switch, 600 AMP, Replace	50	31	19	1	EA	\$8,219.96	\$8,220																								\$8,220
7.4	2nd Floor Garage-Electrical Room	1034724	Disconnect Switch, 600 AMP, Replace	50	31	19	1	EA	\$8,219.96	\$8,220																								\$8,220
7.4	2nd Floor Garage-Electrical Room	1034754	Disconnect Switch, 600 AMP, Replace	50	31	19	1	EA	\$8,219.96	\$8,220																								\$8,220
7.4	2nd Floor Garage-Electrical Room	1034693	Disconnect Switch, 600 AMP, Replace	50	31	19	1	EA	\$8,219.96	\$8,220																								\$8,220
7.4	Entire Building	1036635	Electrical Distribution System, Multi-Family, Upgrade	40	28	12	60000	SF	\$16.33	\$980,006														\$980,006										\$980,006
7.4	Entire Building	1036634	Lighting System, Interior, Multi-Family, Upgrade	25	19	6	60000	SF	\$5.34	\$320,126																								\$320,126
7.4	2nd Floor Garage	1034707	Generator, Diesel, 35 kW, Replace	25	11	14	1	EA	\$70,524.22	\$70,524															\$70,524									\$70,524
7.5	2nd Floor Garage-Elevator Room	1034735	Elevator Controls, 1 Car Cluster, Modernize	20	10	10	1	EA	\$13,025.30	\$13,025																								\$13,025
7.5	1st Floor Garage-Elevator Room	1034779	Elevator Controls, 1 Car Cluster, Modernize	20	6	14	1	EA	\$13,025.30	\$13,025																								\$13,025
7.5	2nd Floor Garage-Elevator Room	1034745	Elevator, 2500 LB, Renovate	30	14	16	1	EA	\$272,926.37	\$272,926																								\$272,926
7.5	1st Floor Garage-Elevator Room	1034712	Elevator, 2500 LB, Renovate	30	10	20	1	EA	\$272,926.37	\$272,926																								\$272,926
7.5	Elevator	1034743	Elevator Cab Finishes, Standard w/ Stainless Steel Doors, Replace	15	3	12	2	EA	\$9,024.00	\$18,048																								\$18,048
7.6	Throughout building	1034687	Fire Alarm System, Multi-Family, Upgrade/Install	20	12	8	60000	SF	\$2.47	\$148,219																								\$148,219
7.6	Main Office	1034704	Fire Alarm Control Panel, Addressable, Replace	15	6	9	1	EA	\$22,895.68	\$22,896																								\$22,896
7.6	Main Office	1034775	Annunciator Alarm Panel, , Replace	15	6	9	1	EA	\$1,633.70	\$1,634																								\$1,634
7.6	1st Floor Garage	1034732	Fire Alarm Control Panel, Multiplex, Replace	15	6	9	1	EA	\$9,344.75	\$9,345																								\$9,345
7.6	2nd Floor Garage Electrical Room	1212587	Fire Alarm Control Panel, Multiplex, Replace	15	6	9	1	EA	\$9,344.75	\$9,345																								\$9,345
Totals, Unescalated											\$206	\$0	\$583,063	\$583,063	\$0	\$28,977	\$481,889	\$181,875	\$492,351	\$95,853	\$269,600	\$2,214	\$1,277,900	\$498,294	\$240,396	\$79,251	\$451,877	\$443,818	\$329,006	\$32,880	\$275,011	\$6,347,525		
Totals, Escalated (3.0% inflation, compounded annually)											\$206	\$0	\$618,572	\$637,129	\$0	\$33,592	\$575,401	\$223,684	\$623,696	\$125,066	\$362,320	\$3,065	\$1,821,979	\$731,762	\$363,621	\$123,470	\$725,130	\$733,564	\$560,111	\$57,655	\$496,700	\$8,816,722		
* Markup/LocationFactor (1.128) has been included in unit costs.																																		

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## Certification

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EMG has completed a Physical Needs Assessment (PNA) of the subject property, Park Vista Senior Living Center, located at 615 East Holly Avenue in El Segundo, California, 90245. The PNA was performed on September 27, 2018.

The PNA was performed at the Client's request using methods and procedures consistent with good commercial and customary practice conforming to ASTM E2018-15, *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process*. Within this Physical Needs Assessment Report, EMG's follows the ASTM guide's definition of User, that is, the party that retains EMG for the preparation of a baseline PNA of the subject property. A user may include, without limitation, a purchaser, potential tenant, owner, existing or potential mortgagee, lender, or property manager of the subject property.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and EMG.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of EMG. Any reuse or distribution without such consent shall be at the client's or recipients' sole risk, without liability to EMG.

The opinions EMG expresses in this report were formed utilizing the degree of skill and care ordinarily exercised by any prudent architect or engineer in the same community under similar circumstances. EMG assumes no responsibility or liability for the accuracy of information contained in this report which has been obtained from the Client or the Client's representatives, from other interested parties, or from the public domain. The conclusions presented represent EMG's professional judgment based on information obtained during the course of this assignment. EMG's evaluations, analyses and opinions are not representations regarding the building design or actual value of the property. Factual information regarding operations, conditions and test data provided by the Client or their representative has been assumed to be correct and complete. The conclusions presented are based on the data provided, observations made, and conditions that existed specifically on the date of the assessment.

EMG certifies that EMG has no undisclosed interest in the subject property, EMG's relationship with the Client is at arm's-length, and that EMG's employment and compensation are not contingent upon the findings or estimated costs to remedy any deficiencies due to deferred maintenance and any noted component or system replacements.

EMG's PNA cannot wholly eliminate the uncertainty regarding the presence of physical deficiencies and the performance of a subject property's building systems. Preparation of a PNA in accordance with ASTM E2018-15 is intended to reduce, but not eliminate, the uncertainty regarding the potential for component or system failure and to reduce the potential that such component or system may not be initially observed. This PNA was prepared recognizing the inherent subjective nature of EMG's opinions as to such issues as workmanship, quality of original installation, and estimating the remaining useful life of any given component or system. It should be understood that EMG's suggested remedy may be determined under time constraints, formed without the aid of engineering calculations, testing, exploratory probing, the removal of materials, or design. Furthermore, there may be other alternate or more appropriate schemes or methods to remedy the physical deficiency. EMG's opinions are generally formed without detailed knowledge from individuals familiar with the component's or system's performance.

Any questions regarding this report should be directed to Mark Surdam at [msurdam@emgcorp.com](mailto:msurdam@emgcorp.com) or at 800.733.0660, x6251.

**Prepared by:** Mouaz Alrayes  
Field Observer

**Reviewed by:**   
Mark Surdam, RA  
Program Manager

# 1. Executive Summary

## 1.1. Summary Of Findings

The El Segundo City contracted with EMG to conduct a Physical Needs Assessment (PNA) of the subject property, Park Vista Senior Living Center, located at 615 East Holly Avenue in El Segundo, California, 90245. The PNA was performed on September 27, 2018.

Structures Assessed:	Building Type	No. Of Bldgs.	No. Of Stories	Apt. Units	Units Assessed	Date of Const. Phase-I	Date of Const. Phase-II	Size (Sf):
Park Vista	Senior Living	1	5	96	4	1987	N/A	60,000

The site area is approximately 1.45 acres.

### Summary of Physical Needs Assessment:

On-site amenities include, an exercise room, and 1 laundry room.

Generally, the property appears to have been constructed within industry standards in force at the time of construction and have been well maintained during recent years and is in good overall condition.

According to property management personnel, the property has had no an active capital improvement expenditure program over the past three years.

## 1.2. Follow Up Recommendations

No additional evaluation is necessary.

## 1.3. Opinions Of Probable Cost

This section provides estimates for the repair and capital reserves items noted within this Physical Needs Assessment (PNA).

These estimates are based on invoice or bid documents provided either by the Owner/facility and construction costs developed from construction resources such as *R.S. Means* and *Marshall & Swift*, EMG’s experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

## 1.4. Methodology

### Physical Needs Assessment:

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, EMG opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age. Projections of Remaining Useful Life (RUL) are based on continued use of the Property similar to the reported past use. Significant changes in tenants and/or usage may affect the service life of some systems or components.

The evaluation period identified in this report is defined as 20 years.

The physical condition of building component to be repaired is typically defined as being in one of five categories: Priority One through Five. For the purposes of this report, the following definitions are used:

**Priority One** – These items are to be addressed as Immediate. Items in this category require immediate action and include corrective measures to:

1. Correct life safety and/or code hazards
2. Repair item permitting water leaks into the building or structure
3. Repair mold or mildew conditions
4. Down unit repairs
5. Further study investigations



**Priority Two** – These items are to be addressed within the next 1 year. Items in this category require corrective measures to:

1. Return a system to normal operation
2. Stop deterioration to other systems
3. Stop accelerated deterioration
4. Replace items that have reached or exceeded their useful service life
5. ADA/UFAS deficiencies

**Priority Three** – These items are to be addressed within the next 2-3 years. Items in this category, if not corrected expeditiously, will become critical in the next several years. Items in this category include corrective measures to:

1. Stop intermittent interruptions
2. Correct rapid deterioration
3. Replace items that will reach or exceed their useful service life
4. Correct functionality and/or aesthetic issues that are not critical

**Priority Four** – These items are to be addressed within the next 3-5 years. Items in this category include conditions requiring appropriate attention to preclude predictable deterioration or potential downtime and the associated damage or higher costs if deferred further.

**Priority Five** – These items are to be addressed within 6-20 years. Items in this category represent a sensible improvement to the existing conditions. These are not required for the most basic function of the facility; however, Priority 5 projects will improve overall usability and/or reduce long-term maintenance costs.

### 1.5. Facility Condition Index (FCI)

One of the major goals of this PNA is to calculate the FCI, which gives an indication of a building’s overall condition. Two FCI ratios are calculated and presented, the Current Year and Ten-Year. The Current Year FCI is the ratio of Immediate Repair Costs to the building’s Current Replacement Value. Similarly, the Ten-Year FCI is the ratio of anticipated Capital Reserve Needs over the next ten years to the Current Replacement Value.

#### FCI Ranges & Description

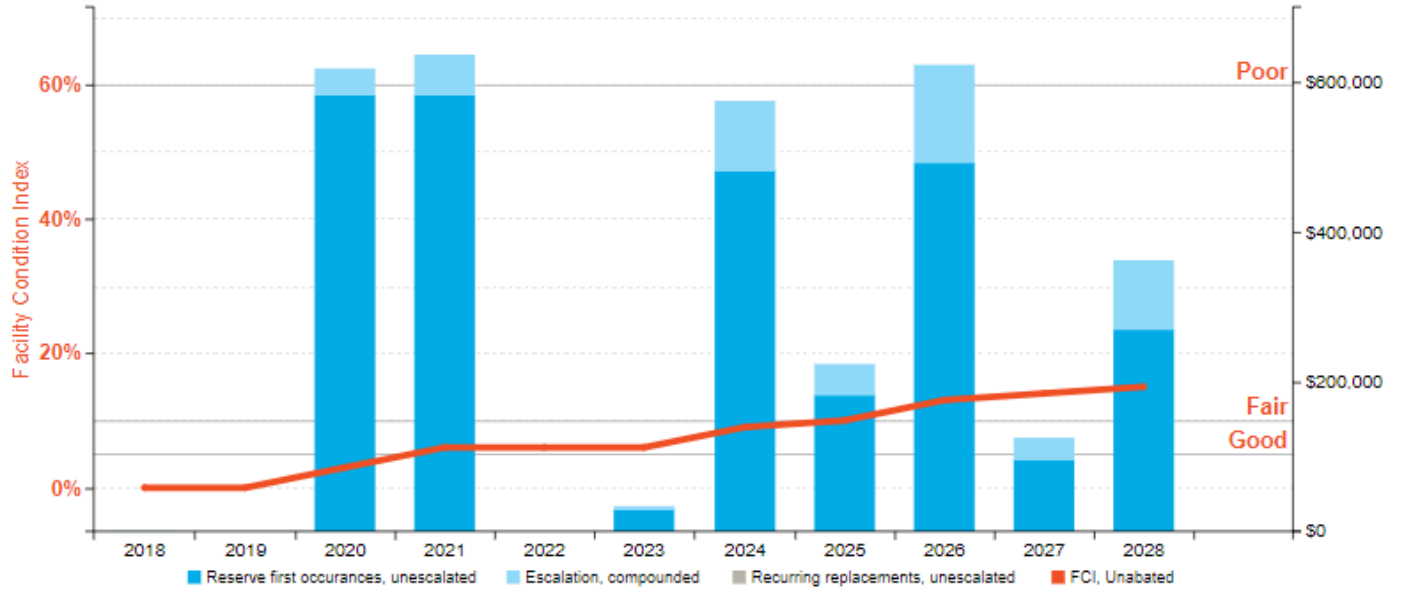
<b>0 – 5%</b>	In new or well-maintained condition, with little or no visual evidence of wear or other deficiencies.
<b>5 – 10%</b>	Subjected to wear but is still in a serviceable and functioning condition.
<b>10 – 60%</b>	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
<b>60% and above</b>	Has reached the end of its useful or serviceable life. Renewal is now necessary.





### FCI Analysis: PARK VISTA SENIOR LIVING CENTER

Replacement Value: \$ 21,000,000; Inflation rate: 3.0%



The graphs above and tables below represent summary-level findings for the PNA. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall strategy that can serve as the basis for a portfolio-wide capital improvement funding strategy. Key findings from the assessment include:

#### FCI Analysis | PARK VISTA SENIOR LIVING CENTER (1987)

<i>Replacement Value</i> \$ 21,000,000	<i>Total SF</i> 60,000	<i>Cost/SF</i> \$ 350
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	Est Reserve Cost	FCI
<b>Current</b>	\$ 300	<b>0.0 %</b>
3-Year	\$ 1,256,000	6.0 %
5-Year	\$ 1,289,500	6.1 %
10-Year	\$ 3,199,700	15.2 %



## 2. Physical Needs Assessment - Purpose and Scope

### 2.1. Purpose

The purpose of this Physical Needs Assessment (PNA) is to assist the Client in evaluating the physical aspects of this property and how its condition may affect the soundness of the Client's financial decisions over time. For this PNA, representative samples of the major independent building components were observed, and their physical conditions were evaluated. This included site and building exteriors, representative interior common areas, and a representative sample of the apartment units. Apartment unit observations include a minimum of 50 percent of the vacant units and all of the down units.

The property management staff and code enforcement agencies were interviewed for specific information relating to the physical property, code compliance, available maintenance procedures, available drawings, and other documentation. The property's systems and components were observed and evaluated for their present condition. EMG completed the *Systems and Conditions Table*, which lists the current physical condition and estimated remaining useful life of each system and component present on the property, as observed on the day of the site visit. The estimated costs for repairs and/or capital reserves are included in the enclosed cost tables. All findings relating to these opinions of probable costs are included in the narrative sections of this report.

The physical condition of building systems and related components are typically defined as being in one of five conditions: Excellent, Good, Fair, Poor, Missing/Failed, or a combination thereof. For the purposes of this report, the following definitions are used:

Excellent	=	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	=	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	=	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	=	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Missing/Failed	=	Component or system has either failed or is missing where it should be present. Replacement, repair, or addition of component(s) or system(s) is recommended or required.

Throughout sections 5 through 9 of this report, each report section will typically contain three subsections organized in the following sequence:

- A descriptive table (and/or narrative), which identifies the components assessed, their condition, and other key data points.
- A simple bulleted list of Anticipated Lifecycle Replacements, which lists components and assets typically in Excellent, Good, or Fair condition at the time of the assessment but that will require replacement, or some other attention once aged past their estimated useful life. These listed components are typically included in the associated inventory database with costs identified and budgeted beyond the first several years.
- A bulleted cluster of Actions/Comments, which include more detailed narratives describing deficiencies, recommended repairs, and short-term replacements. The assets and components associated with these bullets are/were typically problematic and in Poor or Missing/Failed condition at the time of the assessment, with corresponding costs included within the first few years.



## 2.2. Deviations From The Astm E2018-15 Guide

ASTM E2018-15, *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process* requires that any deviations from the Guide be so stated within the report. EMG's probable cost threshold limitation is reduced from the Guide's \$3,000 to \$2,000, thus allowing for a more comprehensive assessment on smaller scale properties. Therefore, EMG's opinions of probable costs that are individually less than a threshold amount of \$2,000 are omitted from this PNA. However, comments and estimated costs regarding identified deficiencies relating to life/safety or accessibility items are included regardless of this cost threshold.

In lieu of providing written record of communication forms, personnel interviewed from the facility and government agencies are identified in Section 2.5. Relevant information based on these interviews is included in Sections 2.5, 3.1, and other applicable report sections.

## 2.3. Additional Scope Considerations

Items required by ASTM E2018-15 and Fannie Mae's *Exhibit III Specific Guidance to the Property Evaluator* are included within the Physical Needs Assessment (PNA). Additional "non-scope" considerations were addressed at the recommendation of EMG and subsequent contract with the Client. These additional items are identified as follows:

- Property disclosure information was obtained from the EMG's Pre-Survey Questionnaire
- An assessment of accessibility utilizing EMG's Accessibility Checklist
- A limited visual assessment and review of the property for mold growth, conditions conducive to mold growth, and evidence of moisture in accessible areas of the property
- Provide a statement on the property's Remaining Useful Life
- Provide cross reference indexing between cost tables and report text
- Determination of FEMA Flood Plain Zone for single address properties

## 2.4. Property's Remaining Useful Life Estimate

Subject to the qualifications stated in this paragraph and elsewhere in this report, the Remaining Useful Life (RUL) of the property is estimated to be not less than 35 years. The Remaining Useful Life estimate is an expression of a professional opinion and is not a guarantee or warranty, expressed or implied. This estimate is based upon the observed physical condition of the property at the time of EMG's visit and is subject to the possible effect of concealed conditions or the occurrence of extraordinary events such as natural disasters or other "acts of God" that may occur subsequent to the date of EMG's site visit.

The Remaining Useful Life for the property is further based on the assumption that: (a) the immediate repairs, short term repairs, and future repairs for which replacement reserve funds are recommended are completed in a timely and workman-like manner, and (b) a comprehensive program of preventive and remedial property maintenance is continuously implemented using an acceptable standard of care. The Remaining Useful Life estimate is made only with regard to the expected physical or structural integrity of the improvements on the property, and no opinion regarding economic or market conditions, the present or future appraised value of the property, or its present or future economic utility, is expressed by EMG.

## 2.5. Personnel Interviewed

The following personnel from the facility and government agencies were interviewed in the process of conducting the PNA:

Name and Title	Organization	Phone Number
Teresa Strada Property Manager	City Of El Segundo	310-322-5036
Salvador Hernandez Maintenance Personal	City of El Segundo	310-524-2709

The PNA was performed with the assistance of Salvador Hernandez, Maintenance Personal, of the City of El Segundo and Teresa Strada, Property Manager the on-site Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The on-site contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The property manager involvement at the property has been for the past 4 years.

## 2.6. Documentation Reviewed

Prior to the PNA, relevant documentation was requested that could aid in the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions. The review of submitted documents does not include comment on the accuracy of such documents or their preparation, methodology, or protocol. The following documents were provided for review while performing the PNA:

- Site plan
- Floors plan and construction plans
- Prior reserve analysis study

A prior property reserve analysis study was reviewed while performing the PNA. The report was prepared by McCaffery Reserve Consulting and is dated to 2017. Property condition and/or factual information discrepancies between the prior report and actual conditions are not readily apparent.

No other documents were available for review. The Documentation Request Form is provided in Appendix E.

## 2.7. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was sent to the POC prior to the site visit. The questionnaire is included in Appendix E. Information obtained from the questionnaire has been used in preparation of this PNA.

## 2.8. Weather Conditions

Weather conditions at the time of the site visit were clear, with temperatures in the 70s (°F) and light winds.

### 3. Code Information, Accessibility, and Fungal Growth

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#### 3.1. Flood Zone

According to the Flood Insurance Rate Map number 06037C1770F, published by the Federal Emergency Management Agency (FEMA) and dated September 26, 2008, the property is located in Zone X, defined as an area outside the 500-year flood plain with less than 0.2% annual probability of flooding. Annual Probability of Flooding of Less than one percent.

#### 3.2. ADA Accessibility

ADA Accessibility was not within the scope of this Facility Condition Assessment. Accessibility issues are addressed in a separate report, 131118.18R000-015.303.

#### 3.3. Moisture and Fungal Growth

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of suspected fungal growth, conditions conducive to such growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Sampling is not a part of this assessment.

There are no visual indications of the presence of suspected fungal growth, conditions conducive to such growth, or evidence of moisture

## 4. Existing Building Evaluation

### 4.1. Apartment Unit Types and Unit Mix

The appendices contain floor plan illustrations, which graphically represent the various unit types. The gross area measurements in the chart below are an approximation, are based on information provided by on-site personnel, and are not based on actual measurements. Due to the varying methods that could be utilized by others to derive square footage, the area calculations in the chart below do not warrant, represent, or guarantee the accuracy of the measurements.

Apartment Unit Types and Mix		
Quantity	Type	Floor Area
33	Studio	414 SF
32	1 Bedroom/ 1 Bathroom	610 SF
25	1 Bedroom/ 1 Bathroom	520 SF
6	1 Bedroom/ 1 Bathroom	537 SF
There are currently 0 vacant units.		
There are currently 0 down units.		
<b>96</b>	<b>TOTAL</b>	<b>49,404 SF</b>

### 4.2. Apartment Units Observed

Five apartment units were observed in order to establish a representative sample of each unit type and to gain a clear understanding of the property's overall condition. Other areas accessed included the exterior of the property, the roofs, and the interior common areas. The following apartments were observed.

Apartment Units Observed			
Unit #	Floor	Type	Comments
104	1 <sup>st</sup>	1 Bedroom/ 1 Bathroom	Occupied. Fair condition.
204	2 <sup>nd</sup>	1 Bedroom/ 1 Bathroom	Occupied. Fair condition.
307	3 <sup>rd</sup>	1 Bedroom/ 1 Bathroom	Occupied. Fair condition.
414	4 <sup>th</sup>	1 Bedroom/ 1 Bathroom	Occupied. Fair condition.
511	5 <sup>th</sup>	Studio	Occupied. Good condition.

All areas of the property were available for observation during the site visit.

A "down unit" is a term used to describe a non-rentable apartment unit due to poor conditions such as fire damage, water damage, missing appliances, damaged floor, wall or ceiling surfaces, or other significant deficiencies. According to the POC, there are no down units.

## 5. Site Improvements

### 5.1. Utilities

The following table identifies the utility suppliers and the condition and adequacy of the services.

Site Utilities		
Utility	Supplier	Condition and Adequacy
Sanitary sewer	City of El Segundo	Fair
Storm sewer	City of El Segundo	Fair
Domestic water	City of El Segundo	Fair
Electric service	Southern California Edison	Fair
Natural gas service	The Gas Company	Fair

**Actions/Comments:**

- According to the POC, the utilities provided are adequate for the property. There is one emergency power generator located in the parking garage, however, there are no unique on-site utility systems such as septic systems, water or waste water treatment plants, or propane gas tanks.

### 5.2. Parking, Paving, And Sidewalks

Site Access	
Item	Description
Main Ingress and Egress	East Holly Street
Access from	South
Additional Entrances	Form the Park
Additional Access from	West

Paving and Flatwork (Exterior Parking Lot)			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Concrete	+10	Fair
Parking Lot	Asphalt	0	Excellent
Drive Aisles	Asphalt	+10	Fair
Service Aisles	None	--	--
Sidewalks	None	--	--
Curbs	None	--	--
Pedestrian Ramps	None	--	--

Paving and Flatwork (Parking Garage 1 & 2)			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Concrete	Original	Fair
Parking Lot	Concrete	Original	Fair
Drive Aisles	Concrete	Original	Fair
Service Aisles	None	--	--
Sidewalks	None	--	--
Curbs	None	--	--
Pedestrian Ramps	None	--	--

Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
1	0	2	0	0
Number of ADA Compliant Spaces		2		
Number of ADA Compliant Spaces for Vans		0		
Total Parking Spaces		59		
Parking Ratio (Spaces/Apartment)		0.615		
Method of obtaining parking count		Physical count		

Exterior Stairs			
Location	Material	Handrails	Condition
Inner Court	Wood-framed	Metal	Fair

**Anticipated Lifecycle Replacements:**

- Asphalt seal coating
- Parking garage 1 & 2 gates
- Parking gate operators

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.



### 5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists at Site	Condition
Surface Flow	<input checked="" type="checkbox"/>	Fair
Inlets	<input type="checkbox"/>	--
Swales	<input type="checkbox"/>	--
Detention pond	<input type="checkbox"/>	--
Lagoons	<input type="checkbox"/>	--
Ponds	<input type="checkbox"/>	--
Underground Piping	<input checked="" type="checkbox"/>	Fair
Pits	<input type="checkbox"/>	--
Municipal System	<input checked="" type="checkbox"/>	Fair
Dry Well	<input type="checkbox"/>	--

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. There is no evidence of major ponding or erosion.

### 5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the north side of the property to the south property line and from the east side to the west property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation	Automatic Underground		Drip		Hand Watering		None
	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

Retaining Walls		
Type	Location	Condition
Brick	West elevation	Fair
CMU	North elevation	Fair



**Anticipated Lifecycle Replacements:**

- No components of significance
- Brick retaining walls

**Actions/Comments:**

- The topography and adjacent uses do not appear to present conditions detrimental to the property. There are no significant areas of erosion.
- Although the underground irrigation system has no history of leaks but due to system age portions of the system, such as some of the control boxes and pop-up heads must be replaced the irrigation system should be repaired and restored.
- Isolated areas of the bricks retaining walls appear problematic with few broken parts of the wall. Damaged portions of the retaining walls must be replaced.

**5.5. General Site Improvements**

Property Signage	
Property Signage	Printed on Entrance Canopy
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Building Lighting	None		Wall Mounted	Recessed Soffit	
	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Site Fencing		
Type	Location	Condition
Vinyl	North elevation	Fair
Wrought iron	West elevation	Fair
Chain link with metal posts	Around exterior parking lot	Fair

Refuse Disposal				
Refuse Disposal			Garbage Chute	
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Parking garage	Concrete Pad	Trash room	Yes	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	--	--





Other Site Amenities			
	Description	Location	Condition
Tennis Courts	None	--	--
Basketball Court	None	--	--
Swimming Pool	None	--	--

**Anticipated Lifecycle Replacements:**

- Entrance canopy
- Exterior lighting
- Site fencing
- Balconies canopies

**Actions/Comments:**

- No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended.
- The property currently lacks adequate identification signage. The lack of adequate signage may impede the timely arrival of emergency services personnel and equipment. New identification signage must be installed.

## 6. Building Architectural and Structural Systems

### 6.1. Foundations

Building Foundation		
Item	Description	Condition
Floor	Concrete Slab on grade	Good
Footings	Concrete slab with perimeter footings and pads	Good
Basement and Crawl Space	Concrete slab with poured in place concrete walls	Good

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- There are no significant signs of settlement, deflection, or movement. The parking garage walls appear intact and structurally sound. There is no evidence of movement or water infiltration.

### 6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing	Conventional Wood Framing- Load bearing walls	Good
Upper Floors	Wood joists with plywood sheathing	Good
Roof Structure	Wood Trusses	Fair
Roof Sheathing	Plywood	Fair

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- The superstructure is concealed. Walls and floors appear to be plumb, level, and stable. There are no significant signs of deflection or movement.

### 6.3. Roofing

Primary Roof			
Type	Flat	Finish	Single-ply membrane
Maintenance	Outside Contractor	Roof Age	+6 Yrs.
Flashing	Sheet metal	Warranties	Yes

Primary Roof			
Parapet and Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	No	Ponding	No
Ventilation Source-1	None	Leaks Observed	No
Ventilation Source-2	None	Roof Condition	Fair

**Anticipated Lifecycle Replacements:**

- Reflective coating

**Actions/Comments:**

- The roof finishes appear to be approximately 6 years old. The POC advised that the roof is warranted and a maintenance contract with and outside vendor provides annual inspections and tune ups. Periodic coatings with a reflective elastomeric coating are anticipated to extend the life of the underlying roof membrane.
- According to the POC, there are no active roof leaks. There is no evidence of active roof leaks.
- There is no evidence of roof deck or insulation deterioration. The roof substrate and insulation should be inspected during any future roof repair or replacement work
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management’s routine maintenance and operations program.

**6.4. Exterior Walls**

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Stucco	Fair
Secondary Finish	None	--
Accented With	None	--
Soffits	Not Applicable	--

Building sealants (caulking) are located between dissimilar materials, at joints, and around window and door openings.

**Anticipated Lifecycle Replacements:**

- Exterior paint
- Stucco repair

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.



### 6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	Wood framed	Close	Metal	Metal	Fair
Building Interior Stairs	Wood-framed	Close	Metal	Metal	Good

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

### 6.6. Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminium framed units with fixed panes	Single glaze	Corridors and Common areas	<input type="checkbox"/>	Fair
Aluminium framed storefront	Single glaze	Corridors, Lobby and Common areas	<input type="checkbox"/>	Fair
Aluminum framed sliding units	Single glaze	All units	<input checked="" type="checkbox"/>	Fair
Security Bars				
Type	Location	Emergency Release	Condition	
None	--	--	--	

Building Doors						
Apartment Doors	Door Type			Condition		
	Metal-clad Wood			Fair		
	Cylindrical Lockset	Handle	Security Chain	Deadbolts	Spy-Eyes	Door Knockers
	Yes	Lever	No	Keyed	No	No
Apartment Screen Doors	Door Type			Condition		
	None			--		
Apartment Patio Door	Aluminum framed sliding doors			Fair		
Service Door	Metal-clad Wood			Fair		
Main building Entrance Door	Storefront			Fair		

**Anticipated Lifecycle Replacements:**

- Windows
- Storefront glazing



- Exterior doors
- Sliding patio doors
- Window sealants
- Apartment unit doors

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The windows are antiquated, energy-inefficient units with single-pane glazing. Window replacement is recommended during the assessment period.

**6.7. Patio, Terrace, and Balcony**

Building Patio, Terrace and Balcony			
Type	Description	Enclosure	Condition
Ground Floor Patio	Concrete	Painted metal-guardrails	Good
1 <sup>st</sup> level Terrace	Concrete	Stucco-finished guardrails	Fair
2 <sup>nd</sup> level Terrace	Concrete	Stucco-finished guardrails	Fair
5 <sup>th</sup> level Terrace	Wood-Framed	Stucco-finished guardrails	Fair
Balcony Decks	Stucco	Stucco-finished guardrails	Fair
Exterior Stairs	Liquid applied elastomeric membrane	None	Fair

**Anticipated Lifecycle Replacements:**

- Elastomeric membrane

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

**6.8. Common Areas And Interior Finishes**

The building ground floor contains the management office, a lounge, common area restrooms, laundry room and a common area kitchenette.

Lobby furnishings include sofas, chairs, tables, a television, and wall decorations. The common area kitchenette is equipped with residential-style appliances, including a refrigerator, range, and dishwasher.

Apartment unit entrances are accessed from corridors on each floor.

An exercise room is located on the 3<sup>rd</sup> floor.

Building Common Area Laundry	
	Laundry Room-1
Laundry Room Location	Ground floor
Property owned / leaded	Leased



Building Common Area Laundry	
	Laundry Room-1
No. of Top Load Washers	0
No. of Front Load Washers	4
Total Washers Per Location	4
Washer Manufacturer	Maytag
Clothes Dryer Type	Gas
No. of Dryers	4
Dryer Input Heat Capacity	65 Btuh
Dryer Manufacturer	Maytag

The following table identifies the interior common areas and generally describes the finishes in each common area:

Common Area Interior Finishes		
Floor Finishes		
Floor Finish	Locations	General Condition
Carpet	Lobby, management office, exercise room, corridors	Fair
Vinyl tile	kitchenette, laundry, trash chute rooms	Fair
Quarry tile	Restrooms	Fair
Wall Finishes		
Wall Finish	Locations	General Condition
Painted drywall	Lobby, management office, exercise room, corridors, kitchenette, laundry, restrooms, trash chute rooms	Fair
Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Painted drywall	Lobby, management office, exercise room, corridors, kitchenette, laundry, restrooms, trash chute rooms	Fair

**Anticipated Lifecycle Replacements:**

- Carpet
- Vinyl tile
- Interior paint
- Interior doors
- Exterior doors



**Actions/Comments:**

- It appears that the interior finishes in the common areas have been renovated within the last 10 years.
- No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended.

## 7. Building Mechanical and Electrical Systems

### 7.1. Building Heating, Ventilating, and Air Conditioning (Hvac)

Individual Units	
Primary Components	Split system furnaces and condensing units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	1 unit at 2.5 tons
Total Heating or Cooling Capacity	2.5 tons
Heating Fuel	Natural gas
Location of Equipment	Condenser: Rooftop Furnace: Off lobby utility closet
Space Served by System	Lobby
Age Ranges	Unit is dated 2013
Primary Component Condition	Fair

Supplemental Components	
Supplemental Component #1	None

Controls and Ventilation	
HVAC Control System	Individual programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Ceiling fan
Ventilation System Condition	Fair

Heating and cooling are limited to the ground floor lobby area. Air distribution is provided to supply air registers by ducts concealed above the ceilings. The heating and cooling system are controlled by local thermostats.

The parking garages are equipped with a mechanical ventilation system. The system consists of exhaust fans and a network of sheet metal ducts. The fans are automatically controlled by carbon monoxide sensors.

**Anticipated Lifecycle Replacements:**

- Split system furnaces and condensing units
- Rooftop exhaust fan

**Actions/Comments:**

- The HVAC systems are maintained by the in-house maintenance staff. Records of the installation, maintenance, upgrades, and replacement of the HVAC equipment at the property have been maintained since the property was first occupied.





- The HVAC equipment varies in age. But the split system condenser and furnace/fan coils have been installed in 2013. HVAC equipment is replaced on an "as needed" basis.
- The HVAC equipment appears to be functioning adequately overall. property management staff were interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.

## 7.2. Building Plumbing

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	Cast Iron Pipe	Fair
Vent Piping	Cast Iron Pipe	Fair
Water Meter Location	Parking Garage	

Domestic Water Heaters or Boilers	
Components	Boiler
Fuel	Natural gas
Quantity and Input Capacity	2 units at 399 MBH
Storage Capacity	NA
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	Yes
Storage Tank Quantity & Volume	2 units at 115 gallons each
Quantity of Storage Tanks	2
Storage Tank Condition	Fair
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Common Area Plumbing Fixtures	
Water Closets	Commercial
Water Closets Rating	1.8 GPF
Common Area Faucet, GPM	1.5 GPM
Condition	Fair

### **Anticipated Lifecycle Replacements:**

- Supply distribution piping
- Waste/sanitary collection piping
- Boilers

- Storage tanks
- Toilets
- Urinals
- Sinks
- Vanities

**Actions/Comments:**

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient.
- The plumbing infrastructure is original to the 1987 construction of the property. Management has reported frequent leak issues with the supply piping at fixture connections and throughout the building. A budget for required repairs or partial replacements is included in the reserve table.
- The POC reported that there have been instances of sanitary waste line replacement due to cracks in the pipe. Due to the age of the installation, waste line replacement is anticipated in the long term. A budget for the replacement is included in the reserve table.

### 7.3. Building Gas Distribution

Not applicable. The property is not supplied with natural gas.

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within each unit is malleable steel (black iron).

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- The pressure and quantity of gas appear to be adequate.
- The gas meters and regulators appear to be functioning adequately and will require routine maintenance.
- Only limited observation of the gas distribution piping can be made due to hidden conditions.

### 7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	2000 Amps	Volts	120/208 Volt, three-phase
Meter & Panel Location	Specify Location	Branch wiring	Copper
Conduit	Metallic	Circuit Breaker Panel	Located throughout the building
Security / Surveillance System?	Yes	Building Intercom System	No
Lighting Fixtures		T-8, CFL, LED	
Main Distribution Condition		Fair	
Secondary Panel and Transformer Condition		Fair	
Lighting Condition		Fair	



Building Emergency System			
Size	35 kW	Fuel	Diesel
Generator / UPS Serves	Emergency lights, elevators	Tank Location	Belly Tank
Testing Frequency	UNK	Tank Type	Integral ("belly") tank
Generator / UPS Condition		Fair	

**Anticipated Lifecycle Replacements:**

- Circuit breaker panels
- Switchboards
- Step-down transformers
- Interior light fixtures
- Distribution wiring
- Emergency generator
- Transfer switch

**Actions/Comments:**

- The on-site electrical systems up to the meters are owned and maintained by the respective utility company.
- The electrical service and capacity appear to be adequate for the property's demands.
- The panels, switchboards, step-down transformers are mostly original 1987 components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the switchboards & step-down transformers and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.
- The light fixtures throughout most of the facility utilize older, inefficient T-8 lamps. Replacement with newer fixtures with LED light is highly recommended to save substantial amounts of energy.

**7.5. Building Elevators and Conveying Systems**

	Elevator-1	Elevator-2
Building Name	Park Vista Senior Living Center	Park Vista Senior Living Center
Elevator Category	Passenger	Passenger
Elevator Type	Hydraulic	Hydraulic
Elevator Capacity	2,500 Lbs.	2,500 Lbs.
Elevator Manufacturer	Otis	Dover
Equipment Location	Parking Garage Elevator room	Parking Garage Elevator room
Elevator Safety Stop	Electronic	Electronic
Elevator Emergency Communication	Yes	Yes
Elevator Cab Floor	Vinyl sheet	Vinyl sheet
Elevator Cab Wall	Laminated wood	Laminated wood
Elevator Cabin Lighting	F42T8	F42T8

	Elevator-1	Elevator-2
Machinery Condition	Fair	Fair
Controls Condition	Fair	Fair
Cab Finish Condition	Fair	Fair

Other Conveyance	Wheelchair Lifts	Dumbwaiters	
Condition	--	--	--

**Anticipated Lifecycle Replacements:**

- Elevator controls
- Hydraulic equipment
- Elevator cab finishes

**Actions/Comments:**

- The elevator machinery and controls appear to be more than 15 years old.
- The elevators appear to provide adequate service. The elevators are serviced on a routine basis.
- The elevators are inspected on an annual basis by the municipality, and a certificate of inspection is displayed in each elevator cab.
- The emergency communication equipment in the elevator cabs appears to be functional. Equipment testing is not within the scope of the work.
- The finishes in the elevator cabs will require replacement. The cost to replace the finishes is included in the replacement reserve table.

**7.6. Fire Protection Systems**

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	<input checked="" type="checkbox"/>	Battery-Operated Smoke Detectors	<input checked="" type="checkbox"/>	Alarm Horns	<input type="checkbox"/>
	Annunciator Panels	<input checked="" type="checkbox"/>	Hard-Wired Smoke Detectors	<input checked="" type="checkbox"/>	Strobe Light Alarms	<input checked="" type="checkbox"/>
	Pull Stations	<input checked="" type="checkbox"/>	Emergency Battery-Pack Lighting	<input checked="" type="checkbox"/>	Illuminated EXIT Signs	<input checked="" type="checkbox"/>
Alarm System Condition	Fair					
Sprinkler System	None	<input type="checkbox"/>	Standpipes	<input type="checkbox"/>	Backflow Preventer	<input checked="" type="checkbox"/>
	Hose Cabinets	<input type="checkbox"/>	Fire Pumps	<input type="checkbox"/>	Siamese Connections	<input type="checkbox"/>
Suppression Condition	Fair					
Central Alarm Panel System	Location of Alarm Panel			Installation Date of Alarm Panel		
	Main office & Parking garage			+6		



Item	Description			
Fire Extinguishers	Last Service Date		Servicing Current?	
	Common areas		Yes	
Hydrant Location	Building exterior			
Siamese Location	N/A			
Special Systems	Kitchen Suppression System	<input type="checkbox"/>	Computer Room Suppression System	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Central alarm panels
- Alarm devices and system
- Sprinkler heads

**Actions/Comments:**

- No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended.
- The fire alarm systems appear somewhat antiquated. Due to the age of the components and apparent shortcomings, a full modernization project is recommended as part of the major recommended renovations, a facility-wide fire alarm modernization is recommended. A budgetary cost is included.



## 8. Dwelling Units

### 8.1. Interior Finishes

The following table generally describes the interior finishes in the apartment units:

Apartment Interior Finishes		
Floor Finishes		
Floor Finish	Locations	General Condition
Carpet	Living room, Dining area, Hallway, Bedroom,	Fair
Sheet Vinyl	Kitchen, Bathroom	Fair
Wall Finishes		
Wall Finish	Locations	General Condition
Painted Drywall	Living room, Dining area, Kitchen, Hallway, Bedroom, Bathroom	Fair
Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Painted drywall	Living room, Dining area, Kitchen, Hallway, Bedroom, Bathroom	Fair
Apartment Interior Doors		
Item	Type	Condition
Interior Doors	Hollow Core	Fair
Door Framing	Metal	Fair
Closet Doors-Type1	Sliding-Vinyl	Fair
Closet Doors-Type2	Sliding-Vinyl	Fair

**Anticipated Lifecycle Replacements:**

- Carpet
- Sheet vinyl
- Interior paint
- Interior doors
- Closet doors

**Actions/Comments:**

- The interior finishes in the apartment units vary in age and condition and will require regular lifecycle replacements per the above list, typically performed upon unit turnover as part of the facility’s regular maintenance program.



## 8.2. Dwelling Appliances

Each apartment unit kitchen typically includes the following appliances:

Apartment Kitchen Appliances				
Item	Type			Condition
Refrigerator	Frost-free	Energy Star	16 - 18 Cu ft	Fair
Cooking Range	Natural gas			Fair
Range Hood	Ducted			Fair
Dishwasher	Provided			Fair
Food Disposer	Provided			Fair
Kitchen Cabinet	Stained Wood			Fair
Kitchen Countertop	Plastic laminated wood			Fair
Apartment Laundry	Property Management Provided			

### Anticipated Lifecycle Replacements:

- Refrigerators
- Ranges
- Range hoods
- Dishwashers
- Kitchen cabinets
- Kitchen countertops

### Actions/Comments:

- The vast majority of the kitchen appliances are replaced as needed. Based on an extrapolation of the observed sample size, approximately 20% percent of the kitchen appliances are less than five years old, 80 percent are roughly five to ten years old. Cabinets and appliances are replaced on an “as needed” basis as part of the facility’s regular maintenance program.
- No significant repair actions or short-term replacement costs are required beyond the anticipated lifecycle replacements listed above. Routine and periodic maintenance is recommended.

## 8.3. HVAC

Apartment Heating System		
Primary Heating System Type	Wall Mounted Gas Heater	
Heating Fuel	Natural Gas	
Heating System Types	0-Bed	1-Bed
Input Capacity	35MBH	35MBh
Manufactured Rated Efficiency	80%	80%

Apartment Heating System		
Age	Varies	Varies
Heating Plant Condition	--	--

Apartment Cooling System	
Primary Cooling System Type	None

Distribution System	
Fan Coil System	No
Location of Fan Coil System	--
Ductwork	--
Common Area Temperature Control:	--
Bathroom Exhaust Fan	--

Natural ventilation is provided by operable windows. Mechanical ventilation is provided in the bathrooms by ceiling exhaust fans.

**Anticipated Lifecycle Replacements:**

- Gas wall heaters
- Bathroom exhaust fans

**Actions/Comments:**

- The HVAC systems are maintained by the in-house maintenance staff.
- Approximately 80 percent of the HVAC equipment is original. HVAC equipment is replaced on an "as needed" basis as part of the facility's regular maintenance program.
- The HVAC equipment appears to be functioning adequately overall. The maintenance property management staff and management were interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported. However, due to the inevitable failure of parts and components over time, the furnaces will require replacement.

**8.4. Plumbing**

Apartment Plumbing Fixtures		
Item	Type	Condition
Bath Tub	Fiberglass	Fair
Tub/Shower Surround	Fiberglass	Fair
Water Closet (GPF)	1.6 GPF	Fair
Bathroom Faucet (GPM)	2.0 GPM	Fair
Shower head (GPM)	2.0GPM	Fair
Kitchen Faucet (GPM)	1.0 GPM	Fair





Apartment Plumbing Fixtures		
Item	Type	Condition
Bathroom Vanity Cabinet	Wooden	Fair

Domestic Water Heater	
Domestic Water Heater	Central System
Water Heater Volume	N/A
Input Capacity	N/A
Water Heater Location	Rooftop
Set point Temperature	120F
DWH Condition	--

Domestic hot water is supplied by the central system described in Section 7.2

**Anticipated Lifecycle Replacements:**

- Tubs and shower surrounds
- Toilets
- Vanities

**Actions/Comments:**

- The pressure and quantity of hot water appear to be adequate, and the water pressure appears to be sufficient in the apartment units. No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended.

**8.5. Electrical**

The electrical service to each apartment unit is assumed to be 60 amps. A circuit breaker panel inside each unit supplies the HVAC system, appliances, receptacles and light fixtures.

Apartment Electrical Service	
Electric Service Rating to Each Apt.	60 Amps
Circuit Breaker Panel in Each Apt.	<input checked="" type="checkbox"/>
GFCI Plug in Kitchen (Some)	<input checked="" type="checkbox"/>
GFCI Plug in Bathrooms (Some)	<input checked="" type="checkbox"/>

The apartment units have incandescent, CFL and fluorescent light fixtures. Each apartment unit has at least one cable television outlet and telephone jack. The table below provides the typical light fixtures observed in the apartments.

Apartment Lighting Fixtures	
Location	Typical Lamp Type
Living Room	Tenant Provided
Kitchen	T8 - Linear Fluorescent
Bedrooms	Tenant Provided
Hallways	Incandescent Lamps



Apartment Lighting Fixtures	
Bathrooms	Incandescent Lamps
Entry and Patio	Incandescent Lamps

**Anticipated Lifecycle Replacements:**

- Interior unit light fixtures

**Actions/Comments:**

- No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended.
- The vast majority of electrical components within the units, including the circuit breaker panels, outlets, and wiring, are original to the 1987 construction. A full modernization/upgrade is recommended to the aging interior electrical infrastructure as described and included in Section 7.4.
- The light fixtures throughout most of the units utilize older, inefficient incandescent lamps and T-8 lamps. Replacement of incandescent bulbs with CFL lamps and newer fixtures with LED lamps is highly recommended to save substantial amounts of energy.

**8.6. Furniture, Fixtures And Equipment (FF&E)**

Not applicable. There are no furnished apartments.

## 9. Other Structures

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Not applicable. There are no major accessory structures.

## 10. Appendices

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- Appendix A: Photographic Record
- Appendix B: Site and Floor Plans
- Appendix C: Supporting Documentation
- Appendix D: Pre-Survey Questionnaire
- Appendix E: Acronyms

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## **Appendix A: Photographic Record**

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#1	WEST ELEVATION
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#2	FRONT ELEVATION
----	-----------------



#3	LEFT ELEVATION
----	----------------



#4	RIGHT ELEVATION
----	-----------------



#5	REAR ELEVATION
----	----------------



#6	MAIN ENTRANCE
----	---------------





#7	LANDSCAPING
----	-------------



#8	LANDSCAPING
----	-------------



#9	LANDSCAPING
----	-------------



#10	NORTH PROPERTY LINE FENCE
-----	---------------------------



#11	OFFSITE PARKING LOT
-----	---------------------



#12	OFFSITE PARKING LOT
-----	---------------------



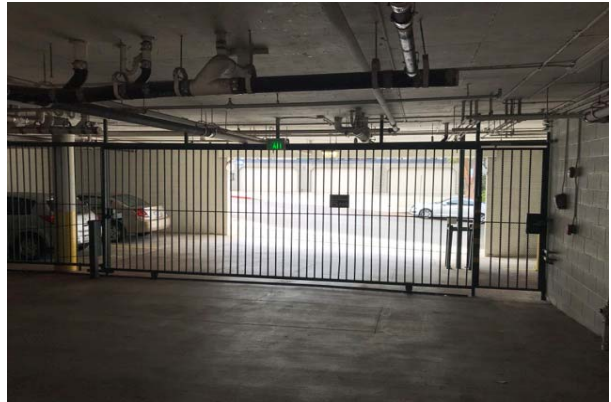
#13	OFFSITE PARKING LOT FENCE AND LIGHTING
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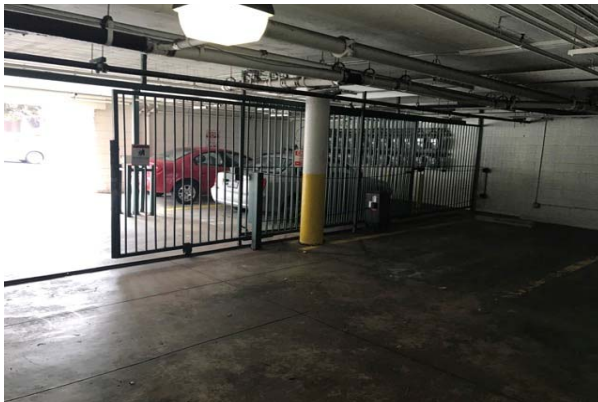
#14	OFFSITE PARKING LOT GATE
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#15	PARKING GARAGE 1
-----	------------------



#16	PARKING GARAGE 1
-----	------------------



#17	PARKING GARAGE 2
-----	------------------



#18	PARKING GARAGE 2
-----	------------------





#19	ROOF
-----	------



#20	ROOF
-----	------



#21	TERRACE
-----	---------



#22	TERRACE
-----	---------



#23	CONDENSING UNIT
-----	-----------------



#24	FURNACE
-----	---------



#25	EXHAUST FAN
-----	-------------



#26	EXHAUST FAN
-----	-------------



#27	DOMESTIC WATER BOILER
-----	-----------------------



#28	WATER STORAGE TANK
-----	--------------------



#29	FIRE ALARM CONTROL PANEL
-----	--------------------------



#30	FIRE ALARM CONTROL PANEL
-----	--------------------------





#31	ELEVATOR, HYDRAULIC #1
-----	------------------------



#32	ELEVATOR, HYDRAULIC #2
-----	------------------------



#33	EMERGENCY GENERATOR
-----	---------------------



#34	ELECTRICAL ROOM
-----	-----------------



#35	SWITCHBOARD
-----	-------------



#36	SWITCHBOARD
-----	-------------



#37	LOBBY
-----	-------



#38	LOBBY
-----	-------



#39	INTERIOR CORRIDOR
-----	-------------------



#40	LAUNDRY ROOM
-----	--------------



#41	EXERCISE ROOM
-----	---------------



#42	MEETING ROOM
-----	--------------





#43 UNIT INTERIOR



#44 UNIT CORRIDOR



#45 UNIT KITCHEN



#46 UNIT KITCHEN



#47 UNIT BEDROOM



#48 UNIT RESTROOM



#49	UNIT LIVING ROOM
-----	------------------



#50	UNIT KITCHEN
-----	--------------



#51	UNIT SHOWER
-----	-------------



#52	UNIT BALCONY
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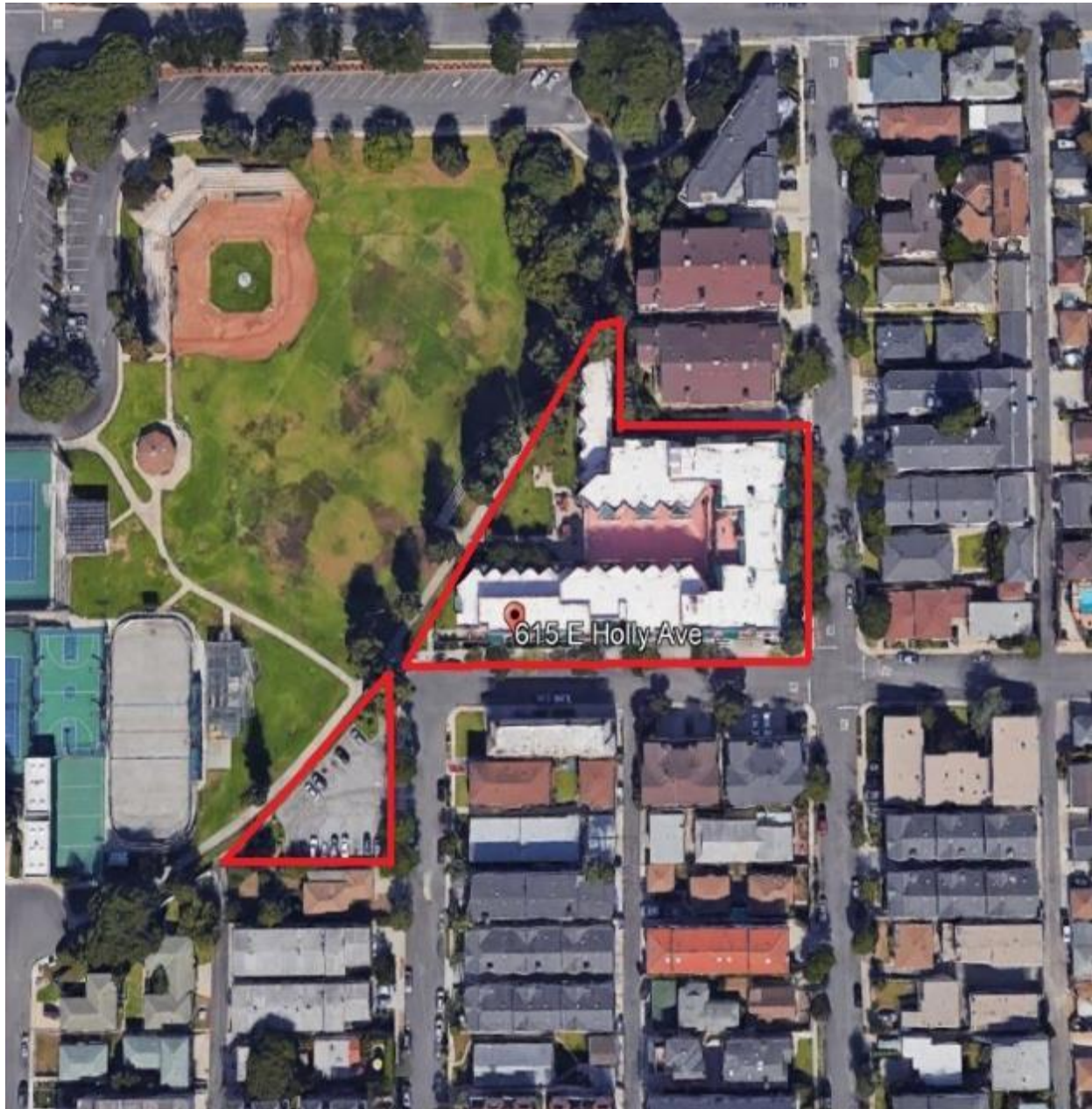
## **Appendix B: Site and Floor Plans**

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## Aerial Site Plan



SOURCE:

Google Maps: Imagery ©2018 Google, Map Date ©2018 Google

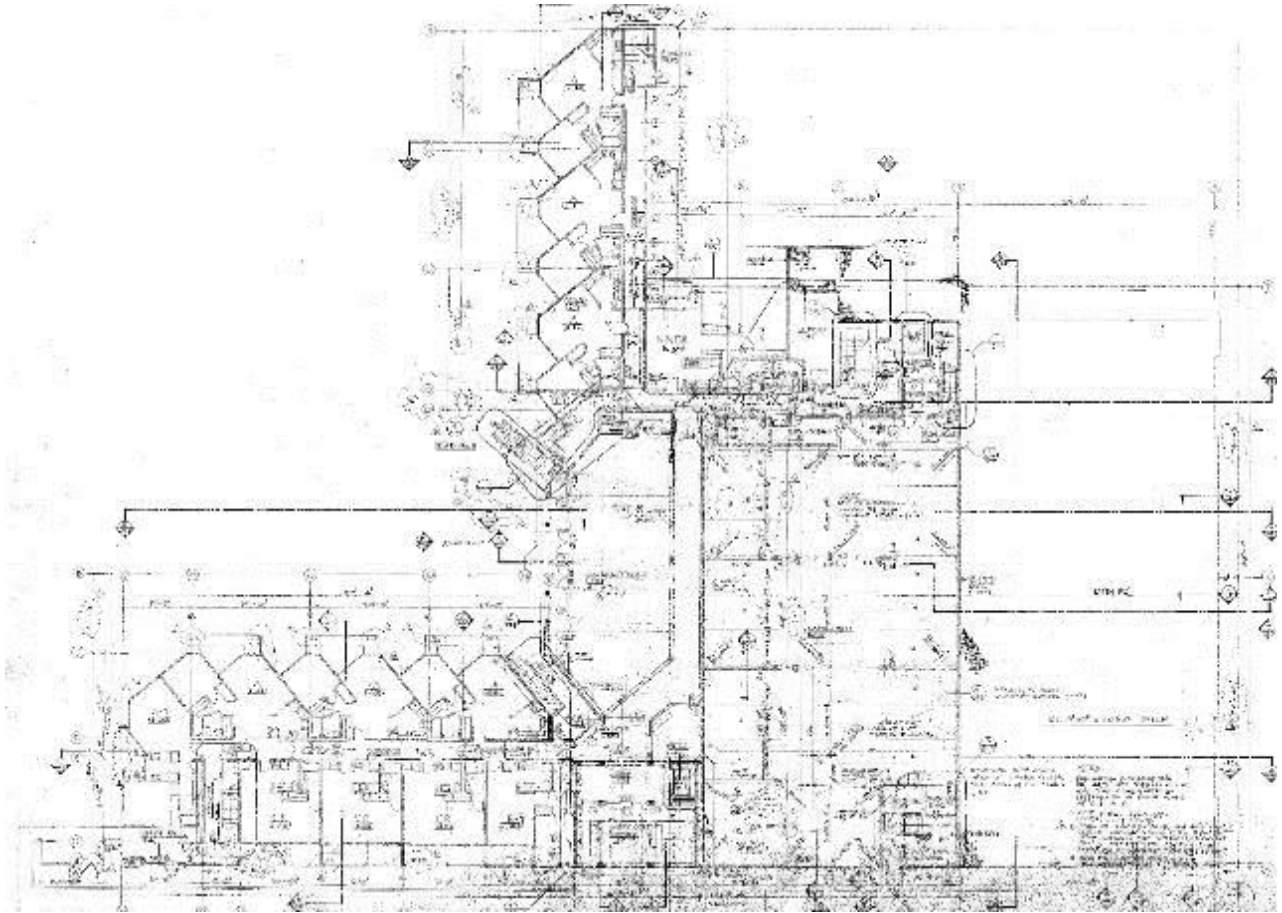


ON-SITE DATE:

September 27, 2018



# 1<sup>st</sup> Floor Plan



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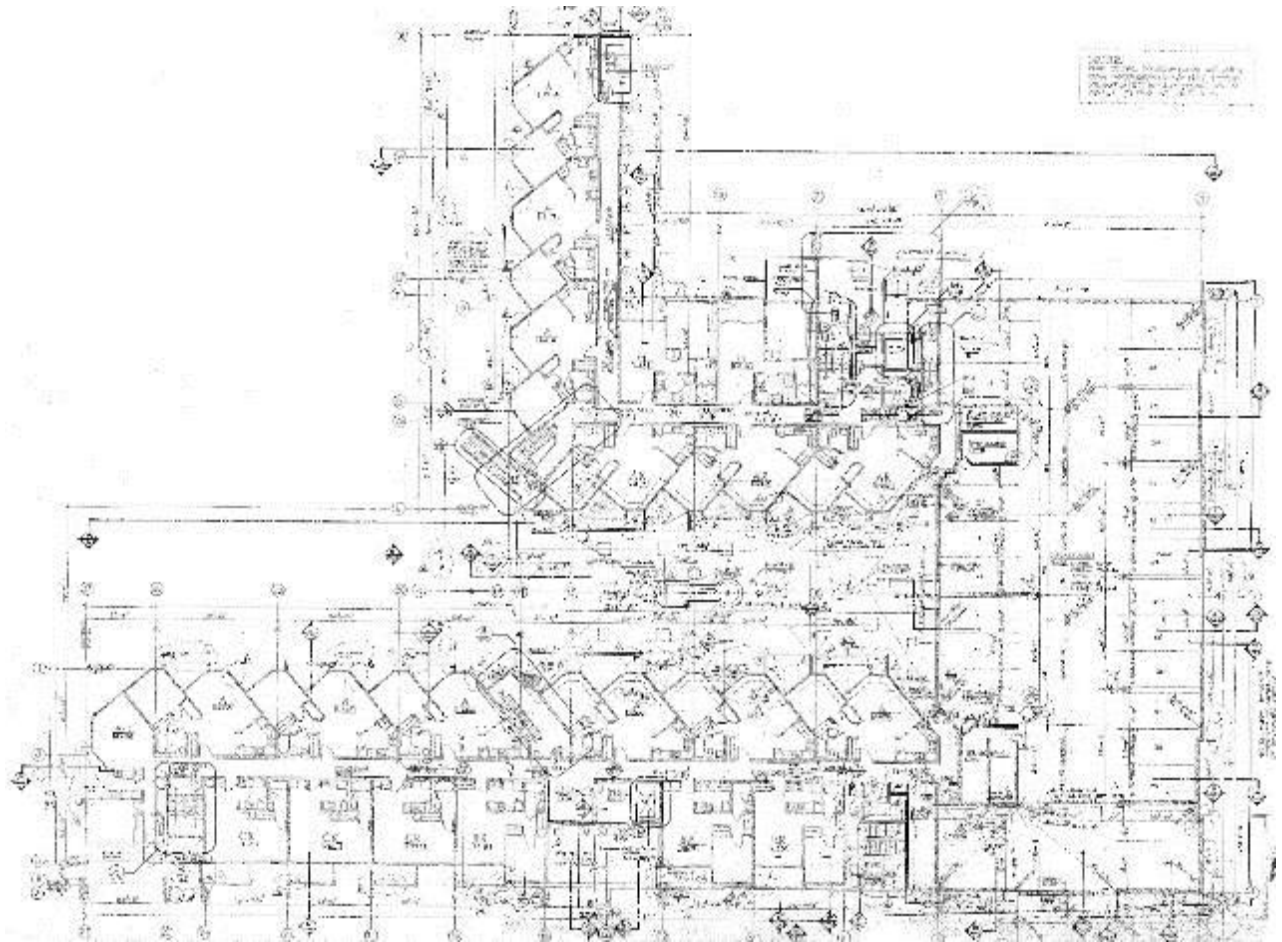
City of El Segundo



ON-SITE DATE:

September 27, 2018

## 2<sup>nd</sup> Floor Plan



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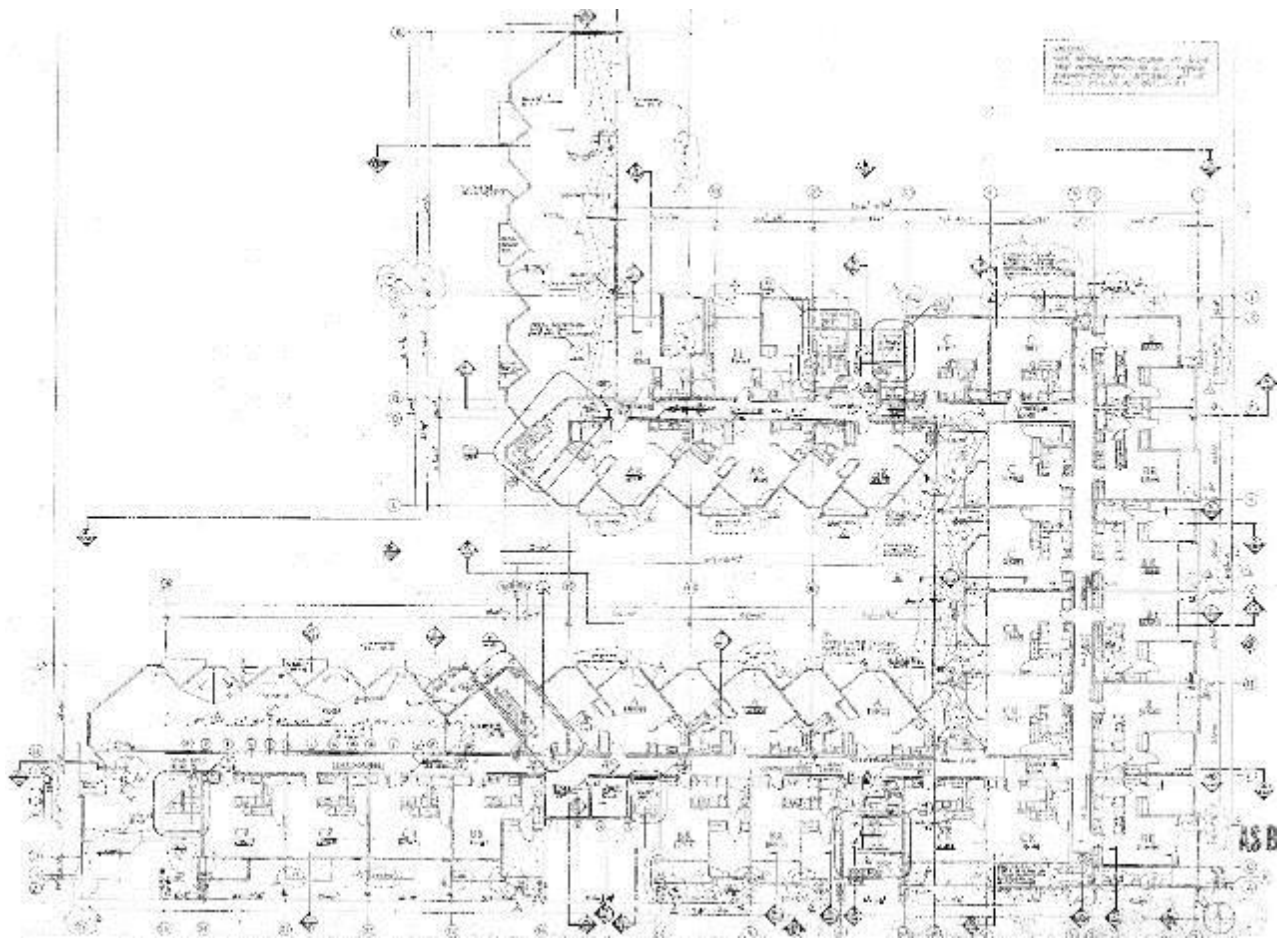
City of El Segundo



ON-SITE DATE:

September 27, 2018

### 3<sup>rd</sup> Floor Plan



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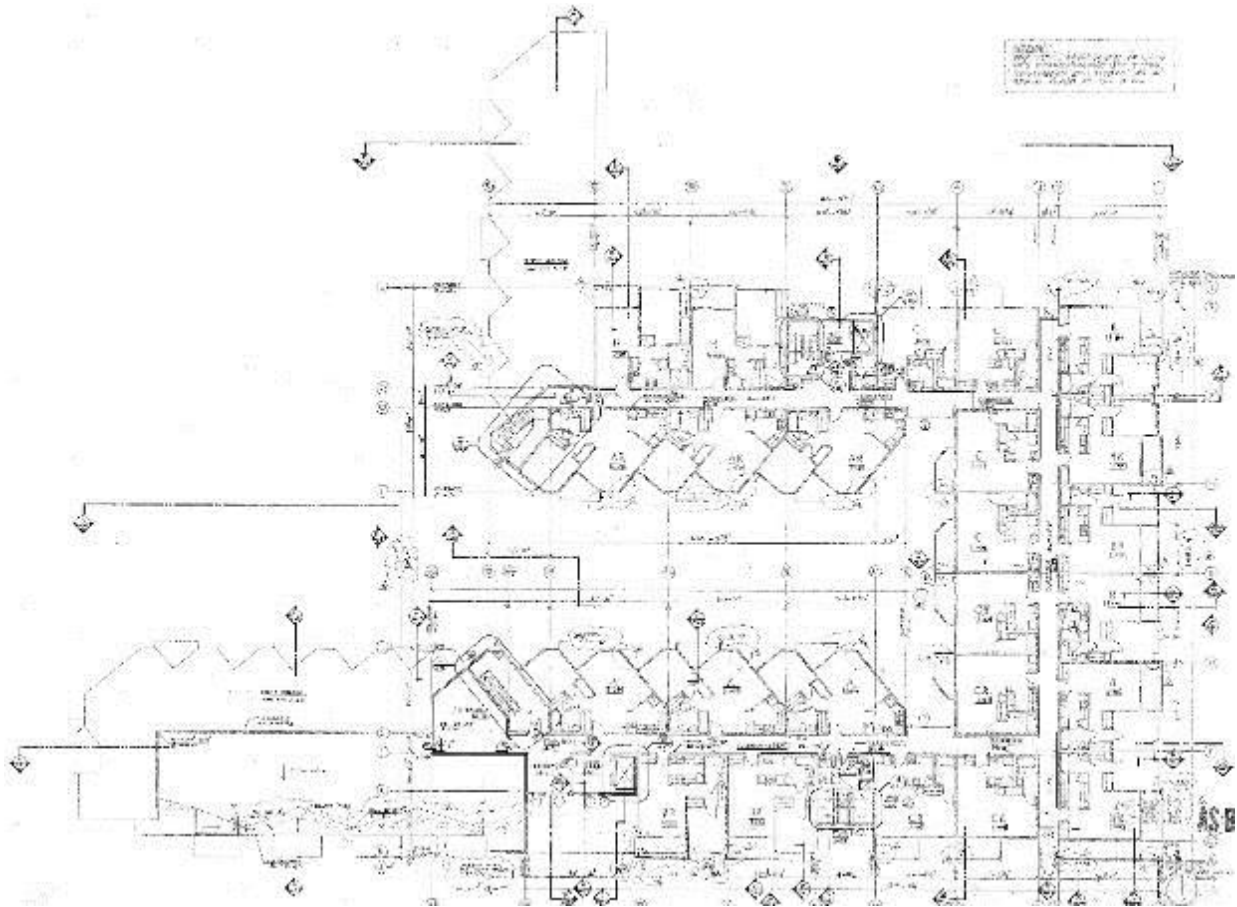
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September 27, 2018

### 4<sup>th</sup> Floor Plan



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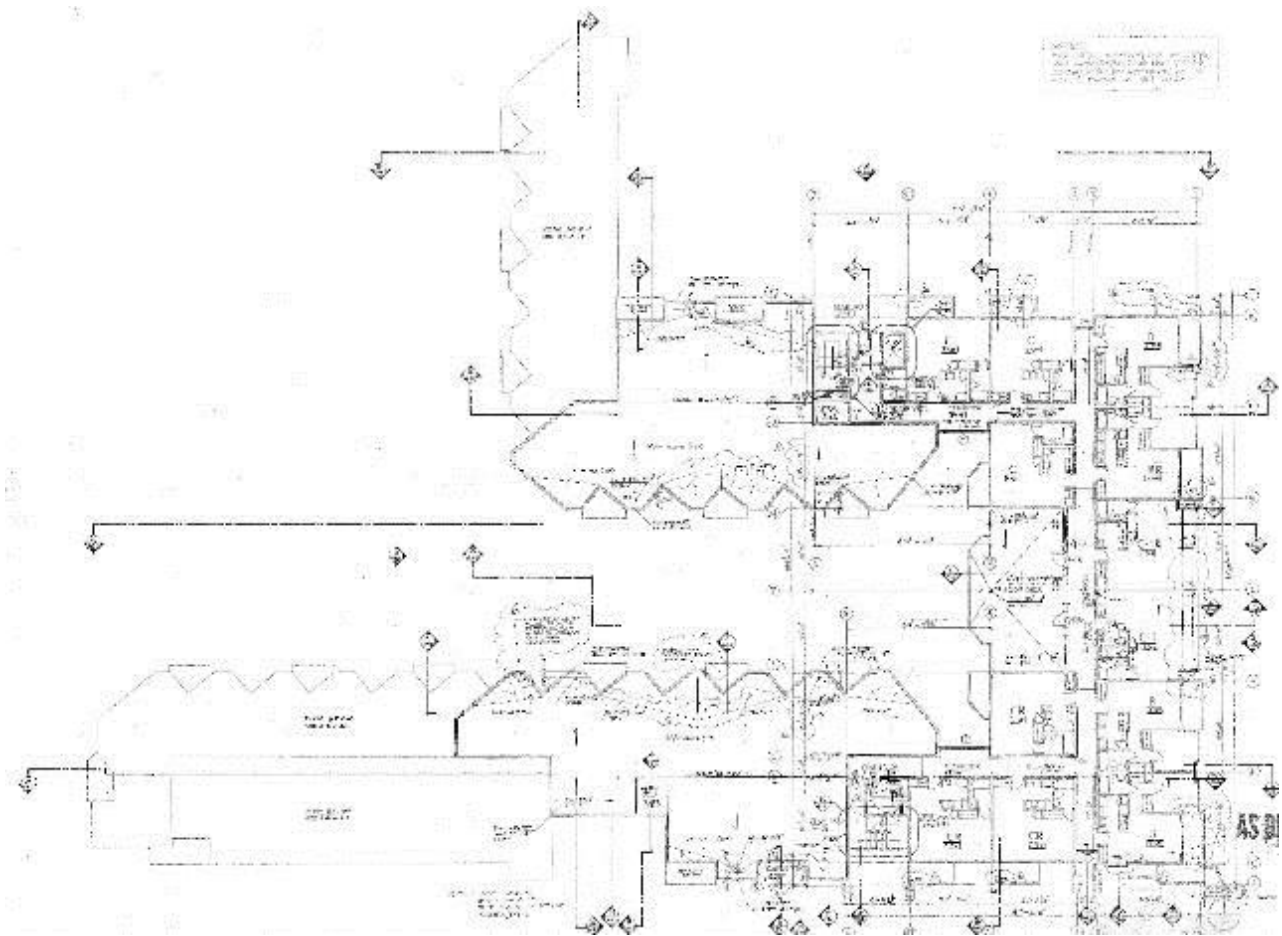


ON-SITE DATE:

September 27, 2018



### 5<sup>th</sup> Floor Plan



SOURCE:

City of El Segundo



ON-SITE DATE:

September 27, 2018

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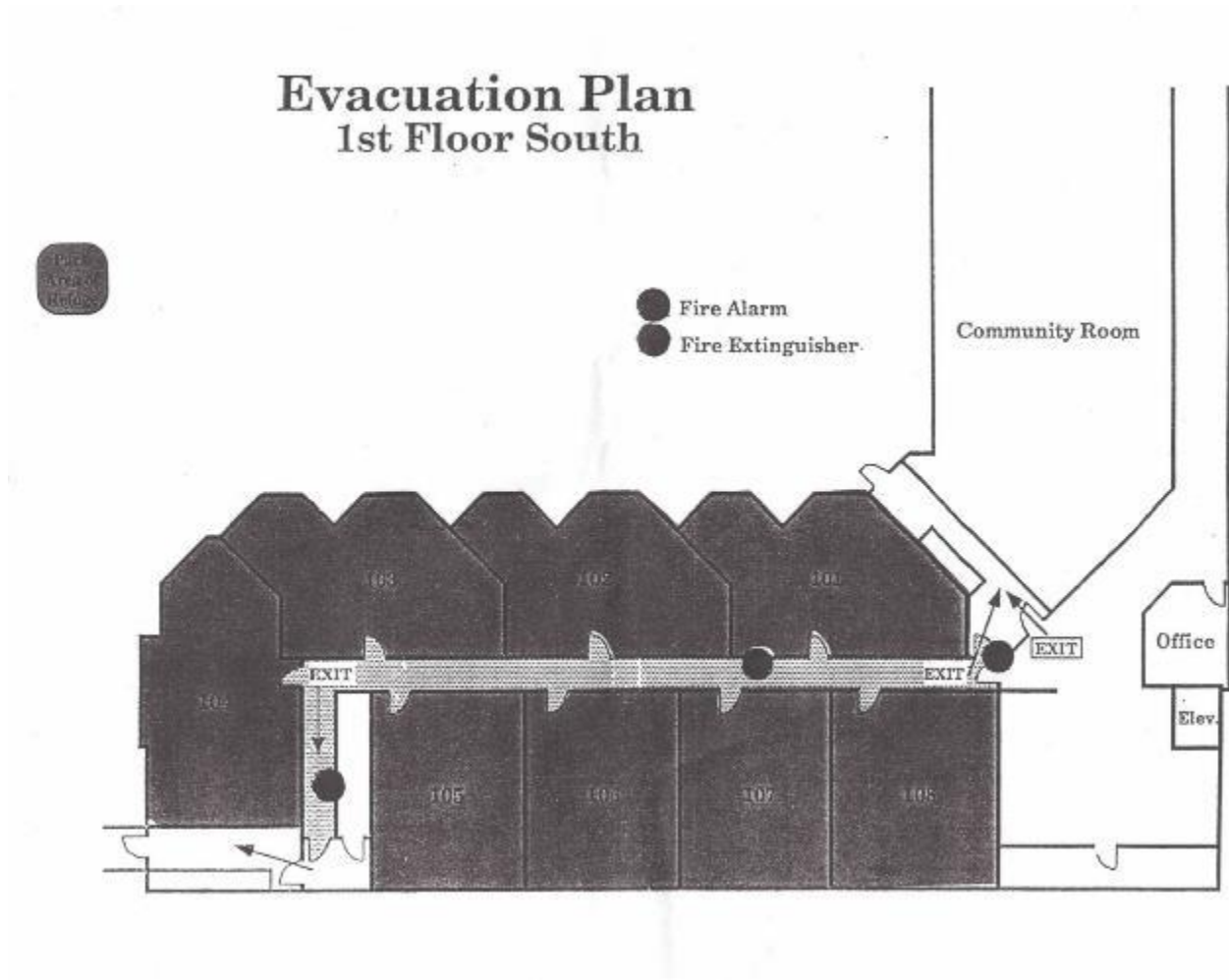
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## **Appendix C: Supporting Documentation**

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### Floor Plan



SOURCE:

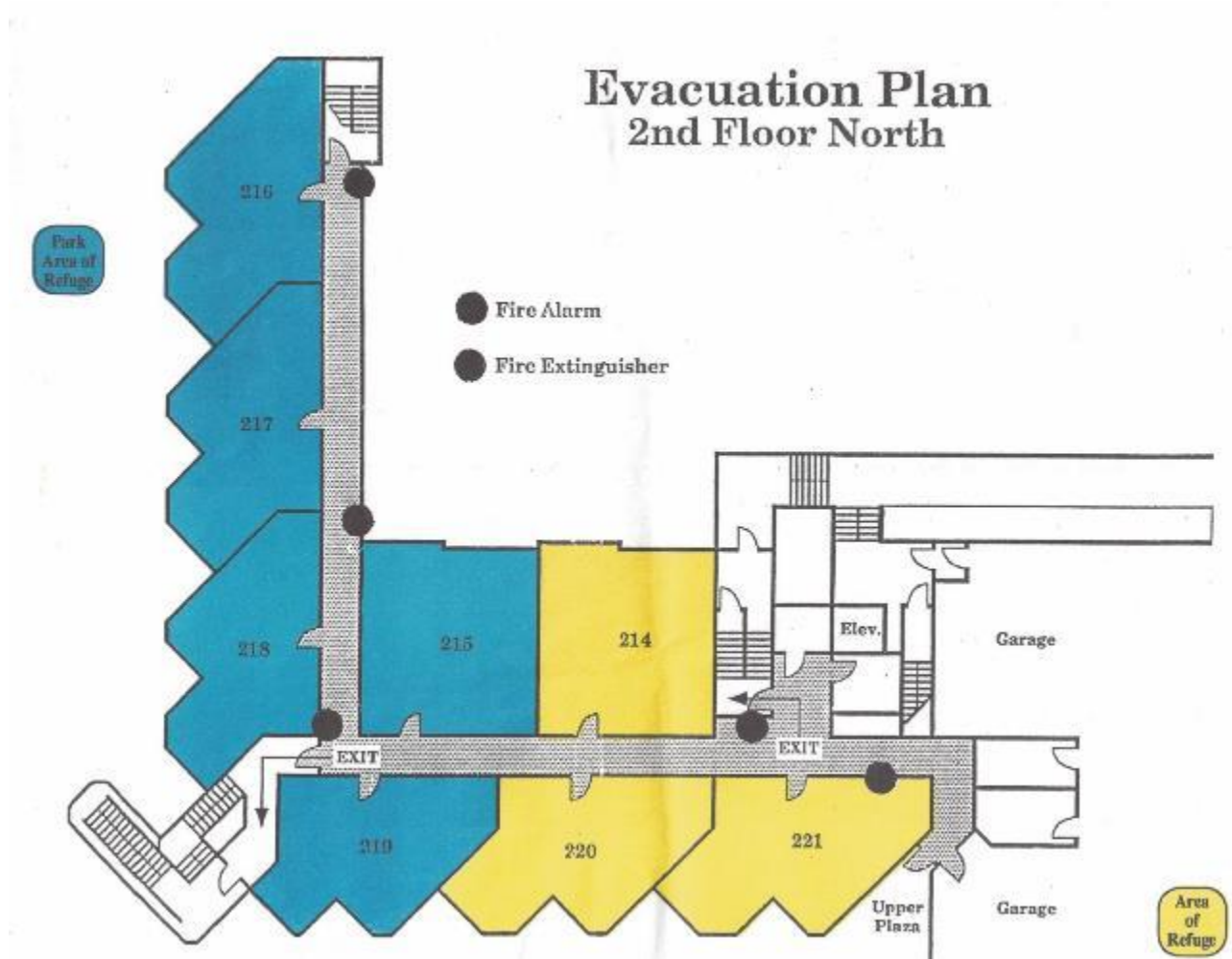
Park Vista Senior Living Center



ON-SITE DATE:

September 27, 2018

### Floor Plan



SOURCE:

Park Vista Senior Living Center

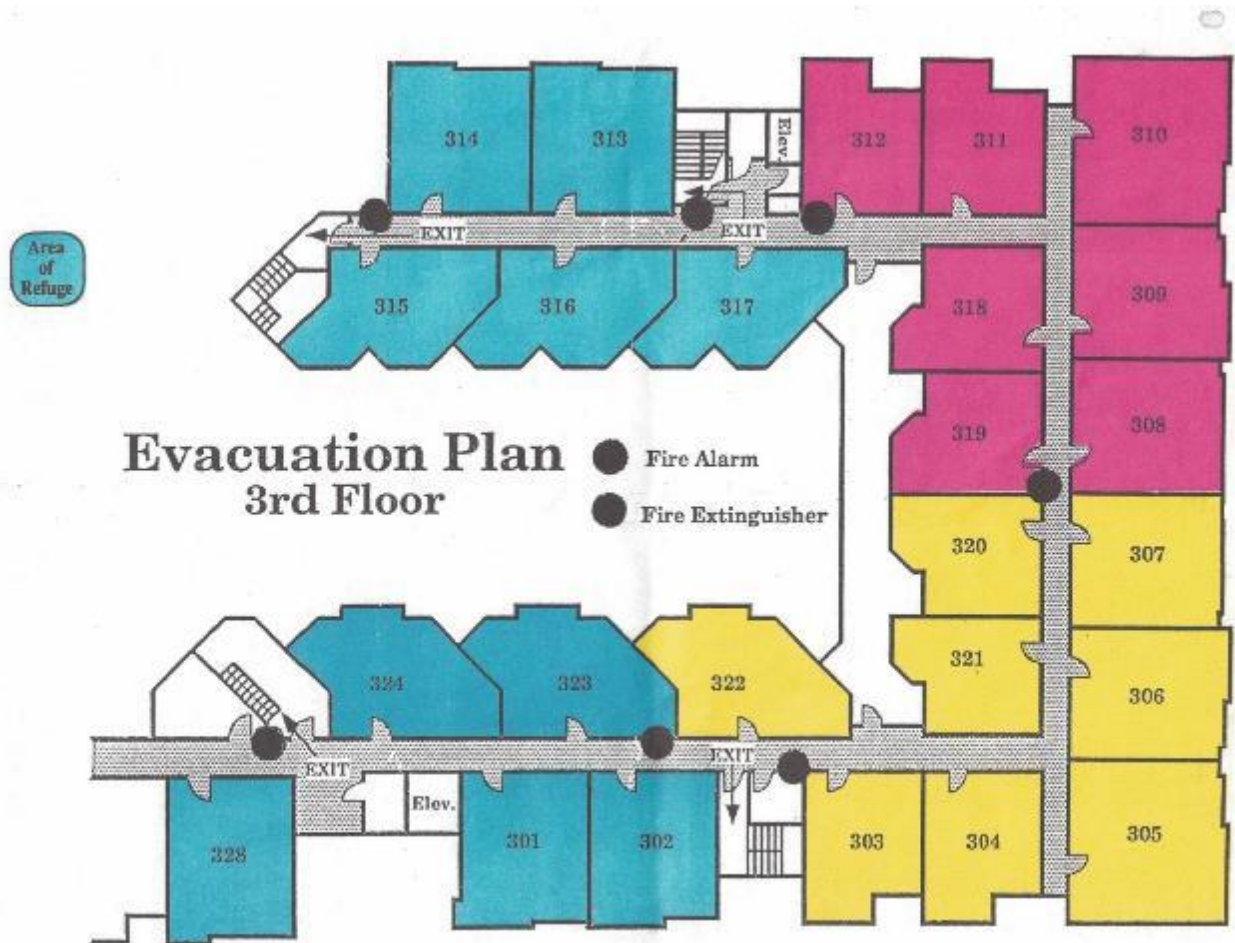


ON-SITE DATE:

September 27, 2018



### Floor Plan



SOURCE:

Park Vista Senior Living Center



ON-SITE DATE:

September 27, 2018



### Floor Plan



SOURCE:

Park Vista Senior Living Center

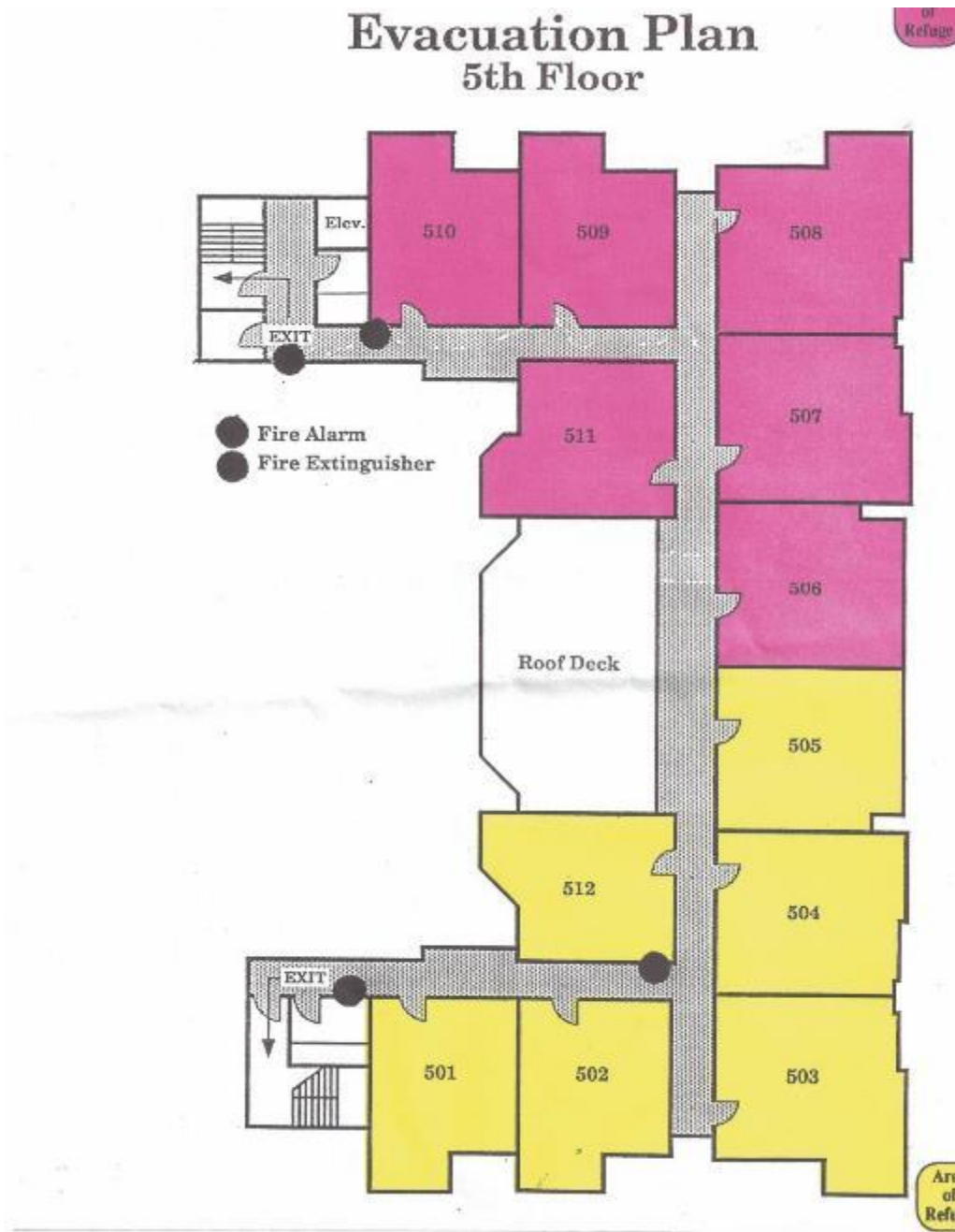


ON-SITE DATE:

September 27, 2018

### Floor Plan

## Evacuation Plan 5th Floor



SOURCE:

Park Vista Senior Living Center



ON-SITE DATE:

September 27, 2018

## Apartment Condition Checklist

Building: PARK VISTA SENIOR LIVING CENTER

	Unit #	Bed/Baths	O-V-D	Doors		Kitchen Flooring	Bathroom Flooring	Wall Finishes	Cabinet	Range	Frig	DW	Disp.	Window	GFCI	Smoke Detector
				Entry	Interior											
1	204	1/1	Occ	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	K <input checked="" type="checkbox"/>	K <input checked="" type="checkbox"/>
															B <input checked="" type="checkbox"/>	BR <input type="checkbox"/>
															L <input type="checkbox"/>	
Comments:																
2	307	1/1	Vac	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	K <input type="checkbox"/>	K <input checked="" type="checkbox"/>
															B <input checked="" type="checkbox"/>	BR <input type="checkbox"/>
															L <input type="checkbox"/>	
Comments:																
3	414	1/1	Occ	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	K <input type="checkbox"/>	K <input checked="" type="checkbox"/>
															B <input checked="" type="checkbox"/>	BR <input type="checkbox"/>
															L <input type="checkbox"/>	
Comments:																
4	511	0/1	Occ	Fair	Fair	Good	Good	Good	Fair	Good	Fair	Fair	Fair	Fair	K <input type="checkbox"/>	K <input checked="" type="checkbox"/>
															B <input checked="" type="checkbox"/>	BR <input type="checkbox"/>
															L <input type="checkbox"/>	
Comments: Tenant just moved in. Unit fully refurbished																
5	104	1/1	Occ	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	Fair	K <input type="checkbox"/>	K <input checked="" type="checkbox"/>
															B <input checked="" type="checkbox"/>	BR <input type="checkbox"/>
															L <input type="checkbox"/>	
Comments:																

**Legend:** O – Occupied V – Vacant D – Down BR – Bedroom K – Kitchen B – Bathroom L - Laundry DW – Dishwasher Disp. - Disposal

**Apartment Unit Observations**

Unit Type: 0 beds / 1 baths

Apartment Size: 414 SF

<b>Doors</b>				<b>Windows</b>				<b>HVAC - Heating</b>	
Location	Material/Type		Qty	Configuration	Material / Dimensions		Glazing	Location	Qty
Apt Entry	Insulated Steel Entry			Single Hung	Aluminum 12 SF		Single	Bedroom	2
Screen Doors									
Patio Doors	Sliding Glass Patio								
Internal Doors	Wood, Hollow, Stained, Interior								
Closet Doors 1	Sliding Closet								
Closet Doors 2									
<b>Lighting</b>				<b>Kitchen</b>			<b>Bathroom</b>		
Fixture Type	Bulbs	Fixtures	Location	Item	Description		Item	Description	
CFL			Entry	Cabinets	Wood, Solid, Stained Cabinets	16 LF	Bathtub	Fiberglass Bathtub/	
CFL			Living Room	Countertops	Plastic Laminated Wood Counters	12 LF	Tub Surround		
CFL			Hallway	Refrigerator	16 CF		Vanity	Wood Cabinet	
Linear Fluores. T-8			Kitchen	Ventilation			Sink	Porcelain Sink	
CFL			Dining	Range	<input type="radio"/> Electric Range <input type="radio"/> Gas Range		Shower (GPF)		
CFL			Bedroom(s)	Dishwasher	<input type="radio"/> Yes <input type="radio"/> No		Toilet (GPF)		
CFL			Bathroom(s)	Garbage Disposal	<input type="radio"/> Yes <input type="radio"/> No		Faucet (GPM)		
<b>Electric Distribution Panel</b>				Faucet GPM			Ventilation	Exhaust Fan Bath - Switch	
Amperage	Amps								
<b>Interior Finishes</b>									
Component Type		Location		Material		% of Unit	OR	Dimensions (ft)	Qty
Flooring		Kitchen		Sheet vinyl		100%		X	414 SF
Flooring		Bathroom(s)		Sheet vinyl		100%		X	414 SF
Flooring		Bedroom(s)						X	
Flooring		Living room		Carpet		100%		X	414 SF
Ceilings		Throughout				100%		X	414 SF
Walls		Throughout				100%	Multiplier:	2.8	1,159 SF
<b>Notes</b>									

Item	Description
System Type	Forced Air Furnace
Fuel	Natural Gas
Input/Output (MBH)	35
Year	2009
Make	Williams
Model	3509822
Item	Description
System Type	z N/A - Central System/None
Refrigerant	
Tonnage	
Year	
Make	
Model	
<b>Domestic Water Heater</b>	
Item	Description
DWH Type	z N/A - Central System/None
Fuel	
Volume (gal)	
Heating Capacity	
Year	
Make	
Model	

Doors				Windows				HVAC - Heating	
Location	Material/Type	Qty	Configuration	Material / Dimensions	Glazing	Location	Qty	Item	Description
Apt Entry	Metal Clad Wood Entry		Single Hung	Aluminum 12 SF	Single	Bedroom	2	System Type	Forced Air Furnace
Screen Doors			Single Hung	Aluminum 24 SF	Single	Living Room	2	Fuel	Natural Gas
Patio Doors	Sliding Glass Patio							Input/Output (MBH)	35
Internal Doors	Wood, Hollow, Painted, Interior							Year	2009
Closet Doors 1	Sliding Closet							Make	Williams
Closet Doors 2	Sliding Closet							Model	3509822

Lighting				Kitchen			Bathroom		
Fixture Type	Bulbs	Fixtures	Location	Item	Description	Item	Description	Item	Description
CFL			Entry	Cabinets	Wood, Solid, Stained Cabinets   16 LF	Bathtub	Fiberglass Bathtub/	Item	Description
CFL			Living Room	Countertops	Plastic Laminated Wood Counters   14 LF	Tub Surround		System Type	z N/A - Central System/None
CFL			Hallway	Refrigerator	16 CF	Vanity	Wood Cabinet	Refrigerant	
Linear Fluores. T-8			Kitchen	Ventilation		Sink	Porcelain Sink	Tonnage	
CFL			Dining	Range	<input type="radio"/> Electric Range <input type="radio"/> Gas Range	Shower (GPF)		Year	
CFL			Bedroom(s)	Dishwasher	<input type="radio"/> Yes <input type="radio"/> No	Toilet (GPF)		Make	
CFL			Bathroom(s)	Garbage Disposal	<input type="radio"/> Yes <input type="radio"/> No	Faucet (GPM)		Model	
<b>Electric Distribution Panel</b>				Faucet GPM		Ventilation	Exhaust Fan Bath - Switch	<b>Domestic Water Heater</b>	
Amperage	Amps							Item	Description

Interior Finishes						
Component Type	Location	Material	% of Unit	OR	Dimensions (ft)	Qty
Flooring	Kitchen	Sheet vinyl	100%		X	610 SF
Flooring	Bathroom(s)	Sheet vinyl	100%		X	610 SF
Flooring	Bedroom(s)	Carpet	100%		X	610 SF
Flooring	Living room	Carpet	100%		X	610 SF
Ceilings	Throughout		100%		X	610 SF
Walls	Throughout		100%	Multiplier:	2.8	1,708 SF

**Notes**



Flood Map

National Flood Hazard Layer FIRMette



**Legend**

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

<b>SPECIAL FLOOD HAZARD AREAS</b>	Without Base Flood Elevation (BFE) Zone A, X, Z
	With BFE or Depth Zone AE, AH, AN, V, AR
	Regulatory Floodway
<b>OTHER AREAS OF FLOOD HAZARD</b>	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone D
	Future Conditions 1% Annual Chance Flood Hazard Zone F
	Area with Reduced Flood Risk due to Levee, See Notes, Zone B
	Area with Flood Risk due to Levee Zone D
<b>OTHER AREAS</b>	Area of Minimal Flood Hazard Zone X
	Effective LOMRs
	Area of Undetermined Flood Hazard Zone I
<b>GENERAL STRUCTURES</b>	Channel, Culvert, or Storm Sewer
	Levee, Dike, or Floodwall
<b>OTHER FEATURES</b>	Cross Sections with 1% Annual Chance
	Water Surface Elevation
	Coastal Transect
	Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
<b>MAP PANELS</b>	Digital Data Available
	No Digital Data Available
	Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 10/30/2015 at 4:49:25 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

SOURCE:  
FEMA Panel No.: 06037C770F Dated: September 26, 2008

ON-SITE DATE:  
September 27, 2018



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## **Appendix D: Pre-Survey Questionnaire**

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**THE PRE-SURVEY QUESTIONNAIRE WAS NOT RETURNED TO EMG**

On the day of the site visit, provide EMG's Field Observer access to all of the available documents listed below. Provide copies if possible.

**INFORMATION REQUIRED**

1. All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work.
2. A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features.
3. For commercial properties, provide a tenant list which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s).
4. For apartment properties, provide a summary of the apartment unit types and apartment unit type quantities, including the floor area of each apartment unit as measured in square feet.
5. For hotel or nursing home properties, provide a summary of the room types and room type quantities.
6. Copies of Certificates of Occupancy, building permits, fire or health department inspection reports, elevator inspection certificates, roof or HVAC warranties, or any other similar, relevant documents.
7. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.

8. The company name, phone number, and contact person of all outside vendors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler or fire extinguisher testing contractors, and elevator contractors.
9. A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the estimated cost of the improvements. Executed contracts or proposals for improvements. Historical costs for repairs, improvements, and replacements.
10. Records of system & material ages (roof, MEP, paving, finishes, furnishings).
11. Any brochures or marketing information.
12. Appraisal, either current or previously prepared.
13. Current occupancy percentage and typical turnover rate records (for commercial and apartment properties).
14. Previous reports pertaining to the physical condition of property.
15. ADA survey and status of improvements implemented.
16. Current / pending litigation related to property condition.

Your timely compliance with this request is greatly appreciated.



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## Appendix E: Acronyms

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## ASTM E2018-15 Acronyms

*ADA - The Americans with Disabilities Act*  
*ASTM - American Society for Testing and Materials*  
*BOMA - Building Owners & Managers Association*  
*BUR - Built-up Roofing*  
*DWV – Drainage, Waste, Ventilation*  
*EIFS - Exterior Insulation and Finish System*  
*EMF – Electro Magnetic Fields*  
*EMS - Energy Management System*  
*EUL - Expected Useful Life*  
*FEMA - Federal Emergency Management Agency*  
*FFHA - Federal Fair Housing Act*  
*FIRMS - Flood Insurance Rate Maps*  
*FRT- Fire Retardant Treated*  
*FOIA - U.S. Freedom of Information Act (5 USC 552 et seq.) and similar state statutes.*  
*FOIL - Freedom of Information Letter*  
*FM - Factory Mutual*  
*HVAC - Heating, Ventilating and Air Conditioning*  
*IAQ - Indoor Air Quality*  
*MEP – Mechanical, Electrical & Plumbing*  
*NFPA - National Fire Protection Association*  
*PNA – Capital Needs Assessment*  
*PCR - Property Condition Report*  
*PML - Probable Maximum Loss*  
*RTU - Rooftop Unit*  
*RUL - Remaining Useful Life*  
*STC – Sound Transmission Class*  
*UBC – Uniform Building Code*