



**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, July 26, 2023

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.

**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.

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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, June 28, 2023**

*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. Discussion and review of status report including, but not limited to, statements, invoices, and finances for June 2023.

b. LAIF investment fund and transfers between accounts.

*Recommendation:* Receive and File.

## **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, August 23, 2023

Wednesday, September 27, 2023

Wednesday, October 25, 2023

**MINUTES OF THE MEETING**  
**El Segundo Senior Citizen Housing Board Corporation**  
**Wednesday,**  
**June 28, 2023**  
**Park Vista Senior Housing**  
**615 E. Holly Avenue, El Segundo, CA 90245**

**CALL TO ORDER:**

The meeting was called to order at 3:30 p.m. by Board President Tim Whelan.

**ROLL CALL**

**Members Present:** Tim Whelan  
Paula Rotolo  
Denise Fessenbecker  
**Absent:** Paul Lanyi  
Julia Newman  
**Others:** Cadman Group Representative  
Michael Allen  
Eduardo Schonborn  
Venus Wesson

**A. PUBLIC COMMUNICATION**

- Resident mentioned that a tenant had locked themselves out of their apartment over the weekend and called on Fire Department for assistance, which resulted in a lock smith being called to assist. The resident inquired if management had a master key for all apartment in case of emergency.
- Val Smith at Apartment 422 suggested that management should have a master key in case of emergency.

**B. APPROVAL OF MEETING MINUTES**

1. Paula Rotolo motioned and seconded by Denise Fessenbecker to approve the May 24, 2023, Meeting Minutes. Motion to approve passed 3-0.

**C. CITY STAFF REPORT**

- Tim inquired whether everyone was required to take IT Cyber Security training that was brought up at last meeting by Paul. Eduardo stated that everyone who serves on a committee or commission must take it, but the timing of when to take and notification may depend on term assignment trigger email notification. Michael stated that if the board let him know who has not taken, he will reach out IT Department.

**D. NEW BUSINESS**

2. **President's Report. (Paul Lanyi)**
  - None.
3. **Financial Statements and LAIF (Local Agency Investment Fund). (Neil Cadman)**
  - No discussion on the matter.

Receive and file: Motion carried 3-0

**4. Current Security and Pet Deposits, and Parking Rates. (Neil Cadman)**

- Eduardo mentioned to the board the current fees for the following parking rates: \$20.40 outside parking spot; \$30.60 inside parking spot; \$20.60 covered parking spot. The board motion to leave as is.

Denise Fessenbecker motioned and seconded by Paula Rotolo to keep the current rates in place. Motion to approve passed 3-0.

**5. 2022 Draft Financial Audit. (Neil Cadman)**

- Eduardo addressed the board regarding the 2022 annual audit report and that he would need to obtain signature from the board member.
- Denise stated that we should a board member and not Neil. She prefer it be signed by Paul, but in his absence then Tim could sign on his behalf.

Denise Fessenbecker motioned and seconded by Paula Rotolo to approve. Motion to approve passed 3-0.

**E. UNFINISHED BUSINESS**

- None.

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

- Feeling Groovy is the theme for the Anniversary Party, held on August 19, 2023.
- Britt's BBQ will be catering the Fourth of July party, from 1:00 pm – 3:00 pm.
- Cadman Group representative stated that in regard to the key issue she not sure how it is handled at this facility she would need to follow up with Neil because it can cause a liability issue. She did suggest tenants being comfortable to provide a key to neighbor as backup in case of emergency.

**G. BOARD MEMBER REPORT**

- None.

**ADJOURMENT:** 3:52 pm

**NEXT MEETING:** Wednesday, July 26, 2023



**CADMANGROUP**

# **PARK VISTA**

## Financial Reporting Analysis

June 2023

**Gross Income:** \$92,677.78

**Gross Expenses:** \$58,857.34

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

- *Maintenance of \$18,628.88 comprised of normal maintenance plus a vacancy prep, a new appliances for a few units, and plumbing issues, etc.*
- *Gardening expense extra due to the trimming of pine trees on Park Vista's property (not Rec Park trees).*

**Net Income:** \$33,820.44

**Total Account Balances:** \$1,877,593.32

*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: 100% occupied on 6/1/2023  
99% occupied on 6/30/2023**

**Move-outs: 1**

**Move-ins: 1**

**Notices to Vacate: 0**

**Budget Comparison Notes:**

**Operations: Operations for the month was a net \$19,685.02 over budget for June, and \$111,434.34 over budget YTD.**

**Income**

- **Income for the month of June \$19478.05 over budget for June and \$66,275.68 over budget YTD.**

**Expenses:**

- **Overall \$3,206.10 under budget for June, and \$27,712.66 under budget YTD.**
- **Maintenance \$1,128.88 over budget for June, and \$3,756.33 under budget YTD.**
- **Electricity over budget for June by \$1,365.05. \$2,551.17 under budget YTD.**
- **Gas \$1,025.13 under budget for June, and \$418.87 over budget YTD due to much higher gas bill rates that was not anticipated earlier this year.**
- **Cable Television under budget.**
- **Water \$6,176.89 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: Jun 2023

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	74,937.00	85.57	432,916.26	91.17
Parking Income	1,590.66	1.82	9,542.06	2.01
<b>Total RENT</b>	<b>76,527.66</b>	<b>87.39</b>	<b>442,458.32</b>	<b>93.18</b>
Prepayment	6,238.20	7.12	6,572.00	1.38
NSF Bank Fees Collected	25.00	0.03	50.00	0.01
Application Fee Income	0.00	0.00	-40.00	-0.01
Laundry Income	4,778.85	5.46	6,385.36	1.34
Miscellaneous Income	0.00	0.00	19,400.00	4.09
<b>Total Operating Income</b>	<b>87,569.71</b>	<b>100.00</b>	<b>474,825.68</b>	<b>100.00</b>
<b>Expense</b>				
Fire Service	0.00	0.00	510.00	0.11
Maintenance	18,628.88	21.27	101,243.67	21.32
Elevator service	1,545.84	1.77	8,016.68	1.69
Gardening	6,004.59	6.86	12,196.54	2.57
Management Fees	15,500.00	17.70	87,842.72	18.50
Pest Control	252.80	0.29	1,709.00	0.36
Earthquake Insurance	0.00	0.00	0.00	0.00
Licenses and Permits	0.00	0.00	100.00	0.02
Electricity	3,615.05	4.13	10,948.83	2.31
Gas	1,224.87	1.40	13,918.87	2.93
Water	7,295.82	8.33	21,323.13	4.49
Telephone/Internet	1,190.99	1.36	15,158.57	3.19
Cable/Television	1,912.27	2.18	31,096.36	6.55
Office Supplies	876.73	1.00	2,030.13	0.43
Advertising & Promotion	797.50	0.91	1,095.24	0.23
Bank Service Fees	12.00	0.01	24.00	0.01
Janitorial Service	0.00	0.00	61.20	0.01
<b>Total Operating Expense</b>	<b>58,857.34</b>	<b>67.21</b>	<b>307,274.94</b>	<b>64.71</b>
<b>NOI - Net Operating Income</b>	<b>28,712.37</b>	<b>32.79</b>	<b>167,550.74</b>	<b>35.29</b>
<b>Other Income &amp; Expense</b>				
<b>Other Income</b>				
Interest on Bank	5,108.07	5.83	28,696.00	6.04

## Income Statement

Account Name	Selected Month	% of Selected Month	Year to Month End	% of Year to Month End
Accounts				
<b>Total Other Income</b>	<u>5,108.07</u>	<u>5.83</u>	<u>28,696.00</u>	<u>6.04</u>
<b>Net Other Income</b>	<u>5,108.07</u>	<u>5.83</u>	<u>28,696.00</u>	<u>6.04</u>
Total Income	92,677.78	105.83	503,521.68	106.04
Total Expense	58,857.34	67.21	307,274.94	64.71
<b>Net Income</b>	<u><u>33,820.44</u></u>	<u><u>38.62</u></u>	<u><u>196,246.74</u></u>	<u><u>41.33</u></u>



## Balance Sheet

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

As of: 06/30/2023

Accounting Basis: Cash

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Balance
<b>ASSETS</b>	
<b>Cash</b>	
Cash in Bank	676,407.63
Park Vista Reserve Account - LAIF	1,201,185.69
<b>Total Cash</b>	<b>1,877,593.32</b>
Tenant Account Receivable	100.00
Building Improvements	1,031,873.00
Equipment	149,355.00
Furnishings	153,863.00
Personal Property	-0.05
Accumulated Depreciation	-850,766.00
<b>TOTAL ASSETS</b>	<b>2,362,018.27</b>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
Security Deposit Interest	-530.00
Pet Deposit	3,725.00
Key Deposit	1,770.00
Security Deposit	66,374.00
Passthrough Cash Account	-1,016.00
Accounts Payable	30,698.00
<b>Total Liabilities</b>	<b>101,021.00</b>
<b>Capital</b>	
Owner Contribution	35,996.00
Owner Distribution	-35,996.00
Retained Earnings	118,794.95
Prior Years Retained Earnings	12,696.00
Calculated Retained Earnings	196,246.74
Calculated Prior Years Retained Earnings	1,933,259.58
<b>Total Capital</b>	<b>2,260,997.27</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>2,362,018.27</b>

**Bill Detail**

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

Payees: All

Payment Type: All

Created By: All

GL Accounts: All

Bill Status: All

Date Type: Bill Date

Date Range: 06/01/2023 to 06/30/2023

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	Work Order Issue
<b>4100 - Rent Income</b>												
	06/05/2023	06/05/2023	4100 - Rent Income	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	422	Smith, Valerie	937.50	0.00	6648	06/05/2023	Over payment of June rent in error	
<b>4550 - Application Fee Income</b>												
	06/01/2023	06/01/2023	4550 - Application Fee Income	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	20.00	0.00	626	06/26/2023	Application Fee Income for 06/2023	
<b>6210 - Maintenance</b>												
65388	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Industrial Lock & Security Inc.	113.29	0.00	3000000343	06/20/2023	Service call to adjust parking gate lock for tenants having issues with their keys working with it.	
351342	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	503	Montalvo, Uriel	250.00	0.00	3142-FF66	06/20/2023	Emergency commercial snake needed to clear clog between stack of 3 units. #305, #405, #503.	
351321	06/01/2023	06/01/2023	6210 -	Park Vista -		Montalvo,	280.00	0.00	3142-FF66	06/20/2023	Repaired	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
			Maintenance	615 E. Holly Avenue El Segundo, CA 90245		Uriel					copper pipe leak, opened wall to access leak, repaired drywall as needed.	
351349	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	318	Montalvo, Uriel	150.00	0.00	3142-FF66	06/20/2023	Snaked kitchen sink to main line to clear deep clog affecting unit.	
351348	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	321	Montalvo, Uriel	110.00	0.00	3142-FF66	06/20/2023	Snaked kitchen sink to clear clog and overflow, cleaned and sanitized area of debris.	
351345	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	316	Montalvo, Uriel	150.00	0.00	3142-FF66	06/20/2023	Snaked units sink to clear clog issue while on-site manager out sick.	
351344	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	512	Montalvo, Uriel	180.00	0.00	3142-FF66	06/20/2023	Removed old toilet, assembled and installed new toilet, installed new wax ring, added caulking.	
625927	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	421	Montalvo, Uriel	380.00	0.00	3142-FF66	06/20/2023	Removed toilet, snaked drain to main sewer line, reinstalled toilet with new wax ring and caulking, cleaned and sanitized area of overflow from clog.	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
625920	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	320.00	0.00	3142-FF66	06/20/2023	Updated exterior parking post light bulb to LED and installed new dusk to dawn photo cell sensor.	
625914	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	95.00	0.00	3142-FF66	06/20/2023	Realigned exterior parking gate.	
625909	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	450.00	0.00	3142-FF66	06/20/2023	Supplied and installed new ceiling drywall for repairs after ceiling plumbing leak repaired and dried out, primed and painted to match.	
625903	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	250.00	0.00	3142-FF66	06/20/2023	Replaced 8 light bulbs on front of building facing Sierra Street and 1 ballast while maintenance off work.	
625902	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	285.00	0.00	3142-FF66	06/20/2023	Replaced exterior metal lighting fixtures bulbs and replace dusk to dawn photo cell sensors of exterior parking lot posted lights.	
625901	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El	423	Montalvo, Uriel	350.00	0.00	3142-FF66	06/20/2023	Removed old leaking bathroom	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Segundo, CA 90245							sink, provide and install new sink, re-install faucet and reconnect plumbing, hauled away old sink.	
05202023-W	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Peraza, Gabriel	275.00	0.00	3149-0D7A	06/20/2023	Service DVR device recording security cameras to leave working properly and recording again.	
40303	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Total Maintenance Group, Inc.	145.00	0.00	3149-EE3E	06/20/2023	Vacancy prep; 1b/1b entire unit cleaning after all construction and installations complete.	
40183	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Total Maintenance Group, Inc.	7,072.00	0.00	BC93-6AAA	06/21/2023	Vacancy prep 1b/1b #314 ADA unit ; patch and paint unit, prime and seal all cabinets, install new ceiling fan, supply and install new hardware and fixtures throughout unit in kitchen and bathroom, prepare and paint stucco on patio, repairs made to door.	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
40340	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	420	Total Maintenance Group, Inc.	405.00	0.00	3149-EE3E	06/20/2023	Supply and install new bathroom ceiling heating/exhaust light fan fixture.	
40341	06/01/2023	06/01/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	102	Total Maintenance Group, Inc.	335.00	0.00	3149-EE3E	06/20/2023	Provide and install new close door tracks for closet doors to work properly again.	
3791	06/02/2023	06/02/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	323	OC-LA Appliance Solutions	220.00	0.00	314B-2308	06/20/2023	Repairs made to oven heating element to work properly and at higher cooking temperature degrees.	
3796	06/02/2023	06/02/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	101	OC-LA Appliance Solutions	280.00	0.00	314B-2308	06/20/2023	Repairs made to gas burner on stove leaking gas before.	
351366	06/04/2023	06/04/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	327	Montalvo, Uriel	45.00	0.00	3142-FF66	06/20/2023	Service call for no hot water in unit, everything left ok.	
351368	06/04/2023	06/04/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	214	Montalvo, Uriel	250.00	0.00	3142-FF66	06/20/2023	Repaired bathroom flooring damaged by moisture from previous overflow/leak issues.	
625904	06/04/2023	06/04/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	120.00	0.00	3142-FF66	06/20/2023	Replaced dusk to dawn photo cell sensor in front of the building.	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
9214395673	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	81.62	0.00	6645	06/05/2023	Paint supplies	
9214395672	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	119.67	0.00	6645	06/05/2023	Vacancy Prep #314	
9214395671	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	116.39	0.00	6645	06/05/2023	Vacancy prep #314	
9214395669	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	53.62	0.00	6645	06/05/2023	Maintenance supplies	
9214456188	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	145.05	0.00	6645	06/05/2023	Maintenance supplies for Unit #321	
9214377946	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	38.64	0.00	6645	06/05/2023	Maintenance supplies	
9214330050	06/05/2023	06/05/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	52.67	0.00	6645	06/05/2023	Vacancy prep #314	
351351	06/06/2023	06/06/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	101	Montalvo, Uriel	95.00	0.00	3142-FF66	06/20/2023	Snaked bathtub drain to clear clog while maintenance out sick.	
9214490644	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	88.47	0.00	6646	06/07/2023	Maintenance supplies	
65663	06/07/2023	06/07/2023	6210 -	Park Vista -	413	Industrial	95.00	0.00	3000000343	06/20/2023	Repairs	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
			Maintenance	615 E. Holly Avenue El Segundo, CA 90245		Lock & Security Inc.					made to deadbolt lock to work properly and easily again for tenant.	
45800	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	162.79	0.00	3000000342	06/07/2023	Maintenance supplies	
45797	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	105.75	0.00	3000000342	06/07/2023	Maintenance supplies	
45810	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	86.40	0.00	3000000342	06/07/2023	Maintenance supplies	
45813	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	89.62	0.00	3000000342	06/07/2023	Maintenance supplies	
45827	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	26.21	0.00	3000000342	06/07/2023	Maintenance supplies	
45829	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	86.46	0.00	3000000342	06/07/2023	Maintenance supplies	
45840	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	81.39	0.00	3000000342	06/07/2023	Maintenance supplies	
45843	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	47.07	0.00	3000000342	06/07/2023	Maintenance supplies	
45855	06/07/2023	06/07/2023	6210 -	Park Vista -		Southbay	45.94	0.00	3000000342	06/07/2023	Maintenance	



**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
			Maintenance	615 E. Holly Avenue El Segundo, CA 90245		Industrial Hardware					supplies	
45865	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	46.05	0.00	3000000342	06/07/2023	Maintenance supplies	
45867	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	44.63	0.00	3000000342	06/07/2023	Maintenance supplies	
45872	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	50.88	0.00	3000000342	06/07/2023	Maintenance supplies	
45887	06/07/2023	06/07/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Southbay Industrial Hardware	60.73	0.00	3000000342	06/07/2023	Maintenance supplies	
CC064284	06/09/2023	07/09/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	416	Carpet Concepts	958.83	0.00	6663	07/10/2023	New carpet installed throughout unit #416 including padding and haul away old materials.	
056656	06/12/2023	06/12/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	420	Garcia, Gerardo	310.00	0.00	3000000344	06/20/2023	Emergency after hours toilet overflow; remove toilet to snake drain to main sewer line, re-install toilet, clean and sanitize area.	
056651	06/12/2023	06/12/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA	420	Garcia, Gerardo	130.00	0.00	3000000344	06/20/2023	Install new toilet, old leaking one could not be	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
625954	06/18/2023	06/18/2023	6210 - Maintenance	90245 Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	216	Montalvo, Uriel	130.00	0.00	3142-FF66	06/20/2023	repaired. Snaked kitchen sink and unjammed garbage disposal to clear clog.	Drain/Pipe Clog
625953	06/18/2023	06/18/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	195.00	0.00	3142-FF66	06/20/2023	Replaced several exterior landscaping light fixture bulbs around building on Sierra St. side.	
35689	06/20/2023	06/20/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	103.23	0.00	ACH	06/20/2023	Quill Invoice: 32174591 - Cleaning supplies	
35689	06/20/2023	06/20/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	76.72	0.00	ACH	06/20/2023	Quill Invoice: 31967717 - cleaning supplies	
35689	06/20/2023	06/20/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	32.80	0.00	ACH	06/20/2023	Quill Invoice: 31949094 - cleaning supplies	
35689	06/20/2023	06/20/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	27.98	0.00	ACH	06/20/2023	Quill Invoice: 32434855 - cleaning supplies	
35689	06/20/2023	06/20/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	152.06	0.00	ACH	06/20/2023	Quill Invoice: 32483804 - Janitorial Supplies	
35689	06/20/2023	06/20/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	61.83	0.00	ACH	06/20/2023	Quill Invoice: 32333651 - kitchen and cleaning supplies	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
9214769641	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	173.73	0.00	6656	06/21/2023	Maintenance supplies	
9214837198	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	197.07	0.00	6656	06/21/2023	Maintenance supplies	
9214769639	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	120.45	0.00	6656	06/21/2023	New vented range hood for Unit #309	
9214517834	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	112.01	0.00	6656	06/21/2023	Maintenance supplies	
9214547198	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	119.67	0.00	6656	06/21/2023	New Elongated ADA bowl for Unit #314	
9214547200	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	46.09	0.00	6656	06/21/2023	Maintenance supplies	
9214613339	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	132.04	0.00	6656	06/21/2023	Maintenance supplies	
9214658155	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	31.15	0.00	6656	06/21/2023	Mailbox lock and universal key	
9214683134	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	51.47	0.00	6656	06/21/2023	Gas range supplies for Unit #309	
9214683136	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly		HD Supply	648.24	0.00	6656	06/21/2023	New gas range for unit	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Avenue El Segundo, CA 90245							#309	
9214683135	06/21/2023	06/21/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	54.44	0.00	6656	06/21/2023	Maintenance supplies	
1720865	06/25/2023	06/25/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Frank Hauling & Maintenance	200.00	0.00	21C6-56BE	07/10/2023	Haul away bulk/large furniture/items left in trash room areas by tenants.	
625978	06/25/2023	06/25/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Montalvo, Uriel	75.00	0.00	21C9-0A08	07/10/2023	Replace 2nd floor stairway ceiling light fxiture ballast.	
625958	06/25/2023	06/25/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	309	Montalvo, Uriel	130.00	0.00	21C9-0A08	07/10/2023	Replaced gas stove valve not working anymore and leaking.	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	82.08	0.00	628	06/28/2023	Quill INV 32559393 - kitchen supplies	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	89.33	0.00	628	06/28/2023	Quill INV 32608617	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	87.11	0.00	628	06/28/2023	Quill INV 32657286 - cleaning supplies	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	96.33	0.00	628	06/28/2023	Quill INV 32705062 Cleaning supplies	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El		Cadman Group	133.57	0.00	628	06/28/2023	Quill INV 32705256 - Cleaning	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Segundo, CA 90245							supplies	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	77.04	0.00	628	06/28/2023	Quill INV 32799931 Cleaning supplies	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	111.41	0.00	628	06/28/2023	Quill INV 32819685 cleaning supplies	
35713	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	17.51	0.00	628	06/28/2023	Quill INV 32777004 - cleaning supplies	
9215050387	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	14.10	0.00	6658	06/28/2023	Maintenance supplies	
9215050388	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	50.23	0.00	6658	06/28/2023	Maintenance supplies	
9215050390	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	181.40	0.00	6658	06/28/2023	Maintenance supplies	
9215050386	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	93.39	0.00	6658	06/28/2023	Maintenance supplies	
9215050389	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	12.68	0.00	6658	06/28/2023	Maintenance supplies	
9214933617	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	119.71	0.00	6658	06/28/2023	Maintenance supplies	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
9214967637	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	130.58	0.00	6658	06/28/2023	Maintenance supplies	
9214967636	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		HD Supply	96.09	0.00	6658	06/28/2023	Maintenance supplies	
625986	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	401	Montalvo, Uriel	95.00	0.00	21C9-0A08	07/10/2023	Urgent weekend call; replaced CO2/smoke detector in hallway.	Smoke Detector
625987	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	502	Montalvo, Uriel	150.00	0.00	21C9-0A08	07/10/2023	Replaced gas valve fittings behind stove due to leakage smell.	Stove
625989	06/28/2023	06/28/2023	6210 - Maintenance	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	401	Montalvo, Uriel	220.00	0.00	21C9-0A08	07/10/2023	New dishwasher door ordered and installed to make dishwasher work properly again.	
							<b>20,457.71</b>	<b>0.00</b>				
<b>6245 - Elevator service</b>												
151401229375	06/22/2023	06/22/2023	6245 - Elevator service	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Amtech Elevator Service	1,545.84	0.00	E382-21A2	06/22/2023	Service 7/1/23 - 9/30/23	
<b>6250 - Gardening</b>												
5874	06/07/2023	06/07/2023	6250 - Gardening	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Octavio Rojas Landscaping	1,184.59	0.00	3F96-F8C8	06/07/2023	Monthly Service - May	
5874	06/07/2023	06/07/2023	6250 - Gardening	Park Vista - 615 E. Holly		Octavio Rojas	70.00	0.00	3F96-F8C8	06/07/2023	Extra supplies and	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Avenue El Segundo, CA 90245		Landscaping					approved work for May, (1) 50lb of lawn fertilizer (3) toro inserts	
5874	06/07/2023	06/07/2023	6250 - Gardening	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Octavio Rojas Landscaping	4,750.00	0.00	3F96-F8C8	06/07/2023	Trimmed 7 pine trees and 4 liquidambar trees	
							6,004.59	0.00				
<b>6270 - Management Fees</b>												
	06/01/2023	06/01/2023	6270 - Management Fees	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	15,500.00	0.00	6123	06/01/2023	Management Fees for 06/2023	
<b>6315 - Pest Control</b>												
154012	06/01/2023	06/01/2023	6315 - Pest Control	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Al & Sons Termite and Pest Control Inc.	175.00	0.00	3000000341	06/01/2023	Vermin Service 5/18/23	
434042162	06/14/2023	06/14/2023	6315 - Pest Control	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Terminix	77.80	0.00	6655	06/14/2023	Monthly Service - June	
							252.80	0.00				
<b>6410 - Electricity</b>												
700394170456	06/14/2023	06/14/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Edison	1,468.06	0.00	6650	06/14/2023	Service 4/11/23 - 5/10/23	
700394170456	06/14/2023	06/14/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Edison	1,623.71	0.00	6650	06/14/2023	Service 5/11/23 - 6/8/23	
700587779325	06/14/2023	06/14/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El	109	Edison	80.42	0.00	6651	06/14/2023	Service 4/11/23 - 5/9/23	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Segundo, CA 90245								
700587779325	06/14/2023	06/14/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245	109	Edison	75.09	0.00	6651	06/14/2023	Service 5/10/23 - 6/8/23	
050 604 3948 5	06/21/2023	06/21/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Edison	225.17	0.00	6641	06/21/2023	Paid in error, reimbursed 7/6/23	
700157340613	06/21/2023	06/21/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Edison	65.42	0.00	6643	06/21/2023	Paid in error, reimbursed 7/6/23	
700202298493	06/21/2023	06/21/2023	6410 - Electricity	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Edison	77.18	0.00	6642	06/21/2023	Paid in error, reimbursed 7/6/23	
							<b>3,615.05</b>	<b>0.00</b>				
<b>6420 - Gas</b>												
056 105 3200 3	06/14/2023	06/14/2023	6420 - Gas	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Gas Company	1,198.66	0.00	6652	06/14/2023	Service 5/3/23 - 6/2/23	
050 604 3948 5	06/21/2023	06/21/2023	6420 - Gas	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Gas Company	26.21	0.00	6644	06/21/2023	Paid in error, reimbursed 7/6/23	
							<b>1,224.87</b>	<b>0.00</b>				
<b>6430 - Water</b>												
075-18321-000	06/08/2023	06/08/2023	6430 - Water	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		El Segundo Water	6,437.82	0.00	ACH	06/08/2023		
075-18481-000	06/08/2023	06/08/2023	6430 - Water	Park Vista - 615 E. Holly Avenue El		El Segundo Water	700.12	0.00	ACH	06/08/2023		



**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Segundo, CA 90245								
075-18531-000	06/08/2023	06/08/2023	6430 - Water	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		El Segundo Water	78.94	0.00	ACH	06/08/2023		
075-18411-000	06/08/2023	06/08/2023	6430 - Water	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		El Segundo Water	78.94	0.00	ACH	06/08/2023		
							<b>7,295.82</b>	<b>0.00</b>				
<b>6445 - Telephone/Internet</b>												
287272447593	06/01/2023	06/01/2023	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	23.50	0.00	6640	06/01/2023	Service 5/17/ 23 - 6/16/23	
310-322-5036	06/14/2023	06/14/2023	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	1,000.50	0.00	6647	06/14/2023	Service 6/4/ 23 - 7/3/23	
145150448	06/14/2023	06/14/2023	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	77.24	0.00	6649	06/14/2023	Service 4/27/ 23 - 5/26/23	
337000205336	06/28/2023	06/28/2023	6445 - Telephone/ Internet	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		AT&T	89.75	0.00	6657	06/28/2023	Service 6/9/ 23 - 7/8/23	
							<b>1,190.99</b>	<b>0.00</b>				
<b>6455 - Cable/Television</b>												
8448 30 006 0017008	06/14/2023	06/14/2023	6455 - Cable/ Television	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Spectrum	1,888.55	0.00	6653	06/14/2023	Service 6/4/ 23 - 7/3/23	
8448 30 006 0255251	06/14/2023	06/14/2023	6455 - Cable/ Television	Park Vista - 615 E. Holly Avenue El		Spectrum	23.72	0.00	6654	06/14/2023	Service 5/30/ 23 - 6/29/23	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
				Segundo, CA 90245			1,912.27	0.00				
<b>7420 - Office Supplies</b>												
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	134.00	0.00	ACH	06/20/2023	Quill Invoice: 32223787 - Coffee and kitchen supplies	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	89.51	0.00	ACH	06/20/2023	Quill Invoice: 31967721 - Coffee and kitchen supplies	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	27.99	0.00	ACH	06/20/2023	Quill Invoice: 31965959: coffee	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	9.30	0.00	ACH	06/20/2023	Quill Invoice: 31949100 - kitchen supplies	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	99.63	0.00	ACH	06/20/2023	Quill Invoice: 32412375 - earbuds	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	153.02	0.00	ACH	06/20/2023	Quill Invoice: 32302995 - kitchen supplies	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	29.55	0.00	ACH	06/20/2023	Quill Invoice: 32306409 - coffee supplies	
35689	06/20/2023	06/20/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	118.14	0.00	ACH	06/20/2023	Quill Invoice: 32334878 -office supplies	
35689	06/20/2023	06/20/2023	7420 - Office	Park Vista -		Cadman	133.58	0.00	ACH	06/20/2023	Quill Invoice:	

**Bill Detail**

Reference	Bill Date	Due Date	GL Account	Property	Unit	Payee Name	Paid	Unpaid	Check #	Paid Date	Description	Work Order Issue
			Supplies	615 E. Holly Avenue El Segundo, CA 90245		Group					32333653 - Office supplies	
35713	06/28/2023	06/28/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	34.73	0.00	628	06/28/2023	Quill INV 30902243 - coffee supplies	
35713	06/28/2023	06/28/2023	7420 - Office Supplies	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Cadman Group	47.28	0.00	628	06/28/2023	Quill INV 32802636 - coffee and kitchen supplies	
							<b>876.73</b>	<b>0.00</b>				
<b>7450 - Advertising &amp; Promotion</b>												
615 E. Holly	06/07/2023	06/07/2023	7450 - Advertising & Promotion	Park Vista - 615 E. Holly Avenue El Segundo, CA 90245		Vox DJs, Inc.	797.50	0.00	3F9A-22E6	06/07/2023	Anniversary Party - Deposit for DJ	
<b>Total</b>							<b>61,631.67</b>	<b>0.00</b>				

## Budget - Comparative

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

Period Range: Jun 2023 to Jun 2023

Comparison Period Range: Jun 2022 to Jun 2022

Additional Account Types: Asset, Cash, Liability, Capital

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	74,937.00	69,000.00	5,937.00	8.60%	69,187.00	68,000.00	1,187.00	1.75%
Parking Income	1,590.66	1,550.00	40.66	2.62%	1,530.00	1,550.00	-20.00	-1.29%
<b>Total RENT</b>	<b>76,527.66</b>	<b>70,550.00</b>	<b>5,977.66</b>	<b>8.47%</b>	<b>70,717.00</b>	<b>69,550.00</b>	<b>1,167.00</b>	<b>1.68%</b>
Vacancy	0.00	-2,916.67	2,916.67	100.00%	0.00	-2,250.00	2,250.00	100.00%
Prepayment	6,238.20	0.00	6,238.20	0.00%	5,857.50	0.00	5,857.50	0.00%
NSF Bank Fees Collected	25.00	0.00	25.00	0.00%	0.00	0.00	0.00	0.00%
Laundry Income	4,778.85	458.33	4,320.52	942.67%	849.63	375.00	474.63	126.57%
<b>Total Budgeted Operating Income</b>	<b>87,569.71</b>	<b>68,091.66</b>	<b>19,478.05</b>	<b>28.61%</b>	<b>77,424.13</b>	<b>67,675.00</b>	<b>9,749.13</b>	<b>14.41%</b>
<b>Expense</b>								
Fire Service	0.00	833.33	833.33	100.00%	0.00	300.00	300.00	100.00%
Maintenance	18,628.88	17,500.00	-1,128.88	-6.45%	8,749.09	17,500.00	8,750.91	50.01%
Elevator service	1,545.84	1,000.00	-545.84	-54.58%	1,483.20	1,500.00	16.80	1.12%
Gardening	6,004.59	1,458.33	-4,546.26	-311.74%	1,128.90	1,250.00	121.10	9.69%
Management Fees	15,500.00	15,500.00	0.00	0.00%	15,500.00	15,500.00	0.00	0.00%
Pest Control	252.80	500.00	247.20	49.44%	545.00	400.00	-145.00	-36.25%
Licenses and Permits	0.00	54.17	54.17	100.00%	0.00	0.00	0.00	0.00%
Electricity	3,615.05	2,250.00	-1,365.05	-60.67%	1,653.31	1,700.00	46.69	2.75%
Gas	1,224.87	2,250.00	1,025.13	45.56%	1,633.85	1,500.00	-133.85	-8.92%
Water	7,295.82	4,583.33	-2,712.49	-59.18%	7,334.62	3,750.00	-3,584.62	-95.59%
Telephone/ Internet	1,190.99	2,500.00	1,309.01	52.36%	5,417.71	1,500.00	-3,917.71	-261.18%
Cable/Television	1,912.27	6,250.00	4,337.73	69.40%	5,371.88	5,000.00	-371.88	-7.44%
Office Supplies	876.73	250.00	-626.73	-250.69%	0.00	150.00	150.00	100.00%

## Budget - Comparative

Account Name	Period Actual	Period Budget	Period \$ Variance	Period % Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance	Comparison % Variance
Uniforms	0.00	0.00	0.00	0.00%	0.00	40.00	40.00	100.00%
Advertising & Promotion	797.50	250.00	-547.50	-219.00%	0.00	250.00	250.00	100.00%
Bank Service Fees	12.00	6.25	-5.75	-92.00%	0.00	6.25	6.25	100.00%
Postage	0.00	20.83	20.83	100.00%	0.00	5.00	5.00	100.00%
Professional Fees	0.00	625.00	625.00	100.00%	0.00	1,500.00	1,500.00	100.00%
<b>Total Budgeted Operating Expense</b>	<b>58,857.34</b>	<b>55,831.24</b>	<b>-3,026.10</b>	<b>-5.42%</b>	<b>48,817.56</b>	<b>51,851.25</b>	<b>3,033.69</b>	<b>5.85%</b>
Total Budgeted Operating Income	87,569.71	68,091.66	19,478.05	28.61%	77,424.13	67,675.00	9,749.13	14.41%
Total Budgeted Operating Expense	58,857.34	55,831.24	-3,026.10	-5.42%	48,817.56	51,851.25	3,033.69	5.85%
<b>NOI - Net Operating Income</b>	<b>28,712.37</b>	<b>12,260.42</b>	<b>16,451.95</b>	<b>134.19%</b>	<b>28,606.57</b>	<b>15,823.75</b>	<b>12,782.82</b>	<b>80.78%</b>
<b>Other Income</b>								
Interest on Bank Accounts	5,108.07	1,875.00	3,233.07	172.43%	816.02	200.00	616.02	308.01%
<b>Total Budgeted Other Income</b>	<b>5,108.07</b>	<b>1,875.00</b>	<b>3,233.07</b>	<b>172.43%</b>	<b>816.02</b>	<b>200.00</b>	<b>616.02</b>	<b>308.01%</b>
<b>Net Other Income</b>	<b>5,108.07</b>	<b>1,875.00</b>	<b>3,233.07</b>	<b>172.43%</b>	<b>816.02</b>	<b>200.00</b>	<b>616.02</b>	<b>308.01%</b>
Total Budgeted Income	92,677.78	69,966.66	22,711.12	32.46%	78,240.15	67,875.00	10,365.15	15.27%
Total Budgeted Expense	58,857.34	55,831.24	-3,026.10	-5.42%	48,817.56	51,851.25	3,033.69	5.85%
<b>Net Income</b>	<b>33,820.44</b>	<b>14,135.42</b>	<b>19,685.02</b>	<b>139.26%</b>	<b>29,422.59</b>	<b>16,023.75</b>	<b>13,398.84</b>	<b>83.62%</b>
<b>Cash</b>								
Cash in Bank	28,712.37	0.00	-28,712.37	0.00%	28,131.57	0.00	-28,131.57	0.00%
Park Vista Reserve Account - LAIF	5,108.07	0.00	-5,108.07	0.00%	816.02	0.00	-816.02	0.00%

**Budget - Comparative**

Account Name	Period Actual	Period Budget	Period \$ Variance	Period % Variance	Comparison Actual	Comparison Budget	Comparison \$ Variance	Comparison % Variance
<b>Total Budgeted Cash</b>	33,820.44	0.00	-33,820.44	0.00%	28,947.59	0.00	-28,947.59	0.00%
<b>Liability</b>								
Security Deposit	0.00	0.00	0.00	0.00%	-475.00	0.00	-475.00	0.00%
<b>Total Budgeted Liability</b>	0.00	0.00	0.00	0.00%	-475.00	0.00	-475.00	0.00%

**EL SEGUNDO SENIOR CITIZENS HOUSING  
DEVELOPMENT CORPORATION**

350 MAIN STREET, EL SEGUNDO, CA 90245

July 10, 2023

RE: Interest Income from Deposit with the City, per Agreement for Investment of Funds

Dear President:

The deposit and interest for the quarter/month ending is as follows:	Q2-2023	<b>June-23 Original</b>
Beginning balance at March 31, 2023		\$ 1,186,034.99
Accrued: Interest (Posted quarterly)		15,150.70
Add: Deposits		
Less: Withdrawals		
<b>TOTAL IN LAIF/CAMP - G/L# 504-101-0000-0004:</b>	<b>As of 6/30/2023</b>	<b>\$ 1,201,185.69</b>

Accrued Interest (posted quarterly by the 15th day following quarter):						
Interest Earned	April	@	4.970%	Actual	<b>CAMP</b> for <b>30</b> days	4,844.87
Interest Earned	May	@	5.160%	Actual	<b>CAMP</b> for <b>31</b> days	5,197.76
Interest Earned	June	@	5.240%	Actual	<b>CAMP</b> for <b>30</b> days	5,108.07
<b>Accrued Interest</b>	<b>quarter to date</b>					<b>15,150.70</b>

Interest earned is based on the interest earnings rate the City of El Segundo received from the California Asset Management Program and the number of days the funds were held by the City during the given period. Per the understanding reached at the September 1997 meeting of the Board of Directors, interest will be credited to the account and compounded on a quarterly basis. Interest shown for each month is for your information only.

If you have any questions, please do not hesitate to give me a call.

Sincerely,  
*Dino R. Marsocci*

Dino R. Marsocci  
Treasury & Customer Services Manager

Cc: David Cain, Interim Chief Financial Officer  
Eva Gettler, Accounting Supervisor  
Michael Allen, Community Development Director  
Neil Cadman, Facility Management for Park Vista  
Eduardo Schonborn, Planning Manager  
Venus Wesson, Sr. Admin Specialist