

City Lights Citizen SRO Advisory Committee Meeting Minutes June 7, 2007

Meeting Called to Order:	Meeting called to order at 4:05 p.m.
Members Present:	William McGarvey III, Glenna Axe, Carolyn Johnson, Paul Andresen, Sunbie Harrell
Members Absent:	None
Staff Present:	Linda R. Morad, Housing Programs Supervisor Steve Alvarado, HCD Inspector Kim Radding, Clerical Assistant III Tom Shultz, Training Captain, Fullerton Fire Department
Project Management:	John Castillo, Senior Manager, ADI, Inc. Randall Fowler, Regional Manager, Solari Enterprises, Inc.

A. Roll Call

Chairman McGarvey called the meeting to order, conducted a brief roll call and confirmed that a quorum was present. Members Andresen and Harrell and Randall Fowler of Solari Enterprises, Inc. arrived subsequent to the call to order; times of arrival are noted herein.

B. Approval of Minutes

A MOTION was made by Member Axe to APPROVE the Minutes of April 5, 2007 as written. The MOTION was SECONDED by Member Johnson, and CARRIED unanimously by the members present.

C. Discussion of Work Program/Activities

1. City Staff Report

a. Parking - Overhead Gate

Ms. Morad voiced concern that several items noted during prior inspections, including the overhead parking gate, still need to be addressed. She received information that the gate installation is estimated to take place on June 8, 2007. However, she cautioned that the installation, and all other items, must be complete at the time of the upcoming inspection on June 18th or the matter will be turned over to the Attorney to exercise the City's rights under the agreement. She explained that leniency has been extended during the past few months due to the turnover of on-site management and maintenance staff. However, no further extensions of time will be considered.

b. Security Cameras

Mr. Castillo stated he personally approved a proposal for a new security camera system and expects that it will be installed and operationally by June 15, 2007.

Ms. Morad added that there are several A/C-Heater units which have been inoperable since November. She noted these are Code items that by law must be addressed as a priority. Inspector Alvarado reiterated the specific units in which A/C-Heater units require replacement. He continued his remarks reviewing open items on the list of corrections he compiled during his re-inspection; noting concern about potential trip hazards in the stairways.

Mr. Castillo asserted that existing A/C-Heater units are obsolete and thereby replacement parts are no longer readily available. Thus, he recently authorized maintenance personnel to remove functioning A/C-Heater units from vacant apartments in order to replace broken A/C-Heater units

during the interim period until new models become available. Mr. Castillo added that he has approved a quote for new service. Further, he advised that maintenance staff has prepared a location to store inventory of frequently replaced items and will begin to keep such items on hand.

Chairman McGarvey asked for clarification about the compatibility of the new model A/C-Heater units that are on order. Mr. Castillo explained that the dimensions of the new model are not an exact match to the prior units; however, the operating capacity and quality is of a higher grade in order to reduce future need for replacement.

Ms. Morad reminded Mr. Castillo that replacement/installations require City permits and inspections, particularly when drywall is disturbed.

Member Johnson inquired about the current number of vacancies. Mr. Castillo estimated that seven of the 137 units are currently vacant; noting that although a 5% vacancy rate is acceptable, marketing has been increased in order to reach qualified applicants.

2. Inspection Schedule

A discussion was held among the committee members to determine their availability for semi-annual inspections on-site during the month of July. It was concluded that the committee inspections will be conducted during the week of July 23, 2007. A final schedule shall be submitted to property management.

Member Harrell arrived at this time.

3. Emergency Responses

Ms. Morad introduced Captain Shultz, stating that he volunteered to answer questions stemming from the recent failure of the building elevator over the course of the holiday Memorial Day weekend.

Several building residents were present and expressed concern for the safety of individuals that choose to reside on upper floors, yet are unable to safely utilize stairs to exit the building. Captain Shultz related that because the Fullerton City Lights SRO is not a State-licensed facility (such as a nursing home) persons with disabilities are not restricted to living on the ground floor. He stated that the elevator will automatically recall to the ground floor during a fire and agreed that prudence would call for an effective evacuation plan. He suggested such a plan could be developed mutually through the efforts of residents and building management.

Discussion was held regarding the feasibility of establishing a master key that could be made available to the Fire Department. Captain Schultz explained that apartment buildings are not required to maintain a master key because privacy and security must be provided to building tenants. He assured the residents that Fire Department personnel have various methods available to gain access to a locked apartment in the event of an emergency situation.

Mr. Fowler of Solari Enterprises, Inc. (Solari) arrived at this time.

Additional discussion was conducted as residents and committee members speculated about various methods to protect individual privacy and yet facilitate a system to provide persons with disabilities safe exit during an emergency. Captain Schultz cautioned that any system must be simple and universal so that it can be understood if a Fire Company from outside the area responds to an incident.

Member Andresen arrived at this time.

D. Next Meeting Date

There will be no deviation from the established meeting calendar. The next Committee Meeting will be held on Thursday, August 2, 2007.

E. Public Comments

Resident Larragoitiy expressed his frustration with the continuous turnover of on-site management and maintenance staff. He stated his personal support for the current staff and hoped that something could be done to stabilize turnover. Following his statement a general discussion was conducted during which residents expressed their perspectives and concerns relating to the handling of various management-related matters on site.

Observing that some complaints being voiced were individual matters that would be best handled one-on-one between resident and property management, Chairman McGarvey reminded those in attendance that the Committee is primarily interested in circumstances involving the decent, safe and sanitary condition of the building and operations. Especially with regard to any such issues that are not addressed in a timely manner.

In response to questions about frequent water shut-off, Mr. Castillo offered that shut-off were recently required to trace a water leak. He explained that the current plumbing system is inter-related and in order to address a problem in a single unit it is necessary to shut-off water flow to several units while the work is completed. Mr. Castillo described a plan to gradually install "local turn-offs" as future repairs progress throughout the building. Over time, this will serve to reduce the frequency of this type of inconvenience.

Resident Wright asked if Solari held any share of ownership in the Fullerton City Lights SRO. Mr. Castillo answered that Solari has a property management contract only.

Ms. Morad asked how many applications for tenancy are currently on hand. Mr. Fowler answered that there are currently at least 35 applications pending the screening process. He explained that a third party agency independently conducts background checks inclusive of public records review, criminal records check, credit history and housing records. He added that increased marketing efforts are being made to fill the higher priced market-rate units that are typically most difficult to fill.

Additional suggestions were offered to property management regarding filling vacancies and properly securing the premises when residents move from the property.

Meeting Adjourned: With no further business, Member Johnson MOVED that the meeting be adjourned, Member Harrell SECONDED the MOTION. Chairman McGarvey adjourned the meeting at 5:10 p.m.
