

City Lights Citizen SRO Advisory Committee Meeting Minutes June 5, 2008

Meeting Called to Order:	Meeting called to order at 4:05 p.m.
Members Present:	William McGarvey III, Glenna Axe, Gayle Berggren,Carolynn Johnson
Members Absent:	Paul Andresen
Staff Present:	Linda R. Morad, Housing Programs Supervisor Beverly Norton, Clerical Assistant III
Project Management:	Brenda Ruiz, Regional Manager, Solari Enterprises, Inc. Cynthia Orozco, On-site Manager, Fullerton City Lights SRO Rishi Dhurandar, Assistant Asset Manager, ADI, Inc.

A. Call to Order and Roll Call

Chairman McGarvey called the meeting to order, conducted a brief roll call and confirmed that a quorum was present. He then proceeded to introduce new member Gayle Berggren. Member Berggren provided a brief background and a summary of her qualifications for service on the Committee.

B. Approval of Minutes

A MOTION was made by Member Axe to APPROVE the Minutes of February 7, 2008 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 –

Linda Morad provided a brief overview from the notes taken by the HCR Inspectors during the building-wide inspection conducted April 8-10, 2008 and subsequent re-inspections conducted at 30 and 45 days to confirm corrections. Noting that a set of fire doors were reported as not closing properly, Ms. Morad stated that all future issues concerning life safety must be corrected within 3 days of notification. If a life safety item is not corrected by the third day, the City will obtain a qualified contractor to complete the work and bill the building owner, inclusive of a 15% surcharge.

2. Committee Inspection Report

A discussion was held among the members to determine the dates that the Committee will conduct their semi-annual site inspections. It was concluded that inspections will be made July 9 through July 11. Each member will inspect one floor of the Fullerton City Lights SRO building. Chairman McGarvey will accompany Member Berggren in order to familiarize her with the inspection process.

3. Emergency Responses

Chairman McGarvey reviewed the report of emergency response activity through April, 2008 noting that no unusual activity had occurred and the number of requests for service has remained consistent with prior months. He inquired of management whether there were any additional incidents that they wished to bring to the attention of the Committee.

Mr. Larry Van Roekel, resident of the Fullerton City Lights SRO, recounted an incident when an odor of natural gas was emanating from the first floor kitchen. He stated that the Fire Department personnel were delayed in making entry to the room due to a locked door.

D. Public Comment

Ms. Morad requested Mr. Rishi Dhurandar (ADI, Inc.) to provide an update regarding repainting the building exterior. Mr. Dhurandar stated that bids had been received and the lowest proposal was accepted and approved. However, delays in scheduling the work to begin have occurred as a result of financial controls. He referenced that funds had been utilized for replacement of air conditioners and kitchenette faucets.

Ms. Susan Garfield Wright, a resident at the Fullerton City Lights SRO, interjected that she would like to see painters wear breathing apparatus and utilize a paint product that is both fiscally responsible and ecologically friendly. Chairman McGarvey shared his observation that the paint products used in the industry are no longer oil-based and therefore may no longer require additional safety measures, such as the wearing of breathing apparatus, to insure the safety of the painters.

Ms. Morad re-stated her inquiry regarding the start date for the exterior painting project. She reminded Mr. Dhurandar that the correction notification of this item was dated October, 2007 and continued delays may result in default. Mr. Dhurandar estimated that the work should begin within two months.

Discussion continued regarding the appropriate model of faucet that should be installed in the kitchenettes and allow for proper clearance to facilitate dishwashing and limit overspray. Ms. Ruiz stated that HCR Inspector Kuskie had requested information regarding the make and model of the original faucets (now discontinued) so that a similar item can be located. Mr. Dhurandar agreed to provide this information.

Ms. Wright, expressed that she has been working with On Site Manager Cynthia Orozco and Mr. Dhurandar of ADI, Inc. to address concerns. She provided a letter summarizing a list of concerns that have been expressed to her by other residents. Ms. Wright explained that she had sought assistance from the Fair Housing Council of Orange County with regard to addressing tenant complaints and was advised to create a list of items of concern and submit them to management. Ms. Wright then requested permission to read for the record the response she received from Brenda Ruiz, Regional Manager, Solari Enterprises, Inc. (property management). The following was read:

"Dear Ms. Wright. Thank you for taking the time to inform me of your concerns on your letter dated 05/07/08. I do apologize for the delay, but after speaking with you last week and hearing Cynthia and you have been working on this together I felt much better. Please be advised that after researching all your concerns and checking past documentation and speaking with the on-site management staff, we decided on the following. (1) We are actively looking into the issue of the code system to enter the building, as we know that past residents do have access and this is a concern. (2) The cameras that are installed were decided by ADI the best location to install them and although we cannot access the whole building the cameras that we have in place have helped dramatically with previous issues. At this time we are unable to purchase more. (3) Because of previous managers and RM's we needed proof of rent paid because apparently some records were destroyed. We apologized to them individually and thanked them for their patience. But, this was a necessary request. If the first of the month falls on a weekend, the residents are able to pay their rent on the following Monday. (4) We have purchased and installed two brand new stoves in the community kitchen. (5) The microwave that is in the kitchen has been their since August, 2007 so I am unsure what you are referring to. Please give me a specific repairs request not done in a timely manner as I am unable to provide an answer for this not knowing what repair was delayed. (6) Our policy is all notices when feasible should be at least 24 hours in advance. Unfortunately, there are times when we cannot give a 24 hour notice because it is an emergency. We will add the verbiage next time to state that it was an emergency if the notice is less than 24 hours before shut-off. (7) Please let the office know if the vending machine or laundry machine is not working and if it is a weekend when the office is closed it is fine if residents post a note on the machine letting them know that it is broken. (8) We will be glad to post the bulletin board to let all residents know about future SRO Meetings. In response to your list of repairs the front door; the door is fixed. Codes changed; pending. Stoves replaced or calibrated; two new stoves have

been installed. We have one bid for a new barbeque and still need two more to submit for the owner's approval. Our goal is to have repairs usually done within 24-48 hours when possible, unless parts are needed. Due to financial hardship and adding cameras we are not able to provide security patrol and we have now made the Assistant Manager position Tuesday through Thursday and Friday 1:00 – 10:00 p.m. to help maintain evening issues. We are planning outside personnel once previous Assistant Manager moves out June 8, 2008. We try to enforce the guest book as much as possible during office hours to monitor that residents are not moving in any unauthorized guest. We know some do not follow the policy and sign in. We do, however, eventually hear about it from residents and look at cameras and when have found that unauthorized guests are seen we do deal with the resident directly. We have called the Police and informed them of the code to use when entering. The Fire Department has a key to back gate and we have a Knox box in front for the Fire Department to access the building in front. If you have any concerns or questions please feel free to notify the on-site management staff and if they cannot resolve the issue, then contact me and thank you bringing this to my attention.”

Ms. Wright then stated personal concerns that residents who suffer from mental health issues and do not have a care coordinator are often not handled respectfully when interacting with property management and Police Officers. Member Berggren remarked that she had noted in prior SRO Committee Minutes posted on the City's web site that Mental Health officials come to the SRO and site and work with some of the residents. Ms. Wright believed that those occasions were private matters handled by management at that time. She stated that she is involved in advocating for provisions in behalf of the mentally ill, as outlined by Proposition 63, are made available within the City of Fullerton.

Chairman McGarvey expressed appreciation for the points made in the discussion pertaining to Proposition 63, however, he advised that it was not within the scope of the Committee's jurisdiction to address these concerns. Ms. Morad suggested that with regard to proper training of law enforcement personnel it would most appropriate to consult Captain Mayes for direction within the Police organization.

Mr. Van Roekel, complained that property maintenance work was done inside the building without proper caution taken to post signs for the safety of residents. He also expressed concerns about frequent inspections that he considered to be excessive. Ms. Morad explained that there are semi-annual inspections conducted by the City Housing Inspector and semi-annual Committee inspections. She acknowledged that in past years the inspections were not conducted as frequently, but the schedule was increased in order to address problems that developed during prolonged periods between inspections. Ms. Ruiz explained that additional inspections are conducted by property management in preparation for these quarterly inspections. Thus, in circumstances where there are corrections noted during either a preliminary inspection or a quarterly inspection additional inspections will be made to confirm that the items are properly addressed. Mr. Dhurandar suggested that, although individual notices of entry are posted to resident units, additional posting could be made on the common area bulletin board in order to explain the purpose of each inspection. Mr. Dhurandar inquired about whether ADI, Inc. can be held in default when a tenant does not maintain their unit in sanitary condition. Ms. Morad stated that the City would expect eviction procedures to follow in circumstances where an individual resident failed to maintain the cleanliness of the unit because infestations created in one unit easily carry over to other units in the building.

Mr. Van Roekel complimented management for addressing issues expediently when they are brought to their attention. Chairman McGarvey concurred and noted the importance of acknowledging the positive aspects of what has been accomplished at the site. He then reminded the public that in cases where additional action is required in order to address a problem, it becomes the role of the Committee to move in a forthright manner to oversee that the building is maintained in a first class condition. He thanked the public participants for their contributions.

E. Next Meeting

The next meeting will be conducted as scheduled on Thursday, August 7, 2008

F. Adjournment

With no further business, Member Johnson MOVED that the meeting be adjourned, Member Berggren SECONDED the MOTION, and with all in favor Chairman McGarvey adjourned the meeting at 4:35 p.m.