



Uptown Whittier Improvement Association
Board of Directors Meeting
Historic Train Depot
7333 Greenleaf, Whittier, CA 90601
Thursday, March 7, 2019, 8:30 a.m.

Current List of UWIA Board Members: Jeff Collier or Conal McNamara, Mina De La Cerda or Gabriella De La Cerda-Lim, Jim Dunkelman (Treasurer), Ronald Jeffery, Don Lomont (Vice President), Stephen Ortiz or Irene McCallister, Monica Oviedo or Steven Rodriguez, Milt Pate, Melinda Pina (President), Frank Rinaldi, Mark St. Julien, and Nick Teel

Present: Jeff Collier, Mina De La Cerda, Jim Dunkelman (Treasurer), Ronald Jeffery, Don Lomont (Vice President), Monica Oviedo, Milt Pate, Melinda Pina (President), Frank Rinaldi, Nick Teel

Absent: Stephen Ortiz/Irene McCallister, Mark St. Julien

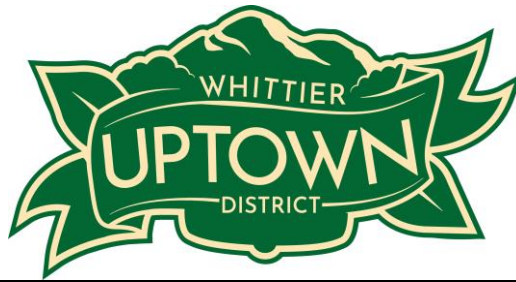
Guests: Trim Traeger, Ricardo Diaz, Ralph Gramajo, Andrew Yanez, Roberto Chavez, Christine Singer-Luna

Consultant/Staff: Brent Haskell and Stephanie Shamp – GM Properties Inc.

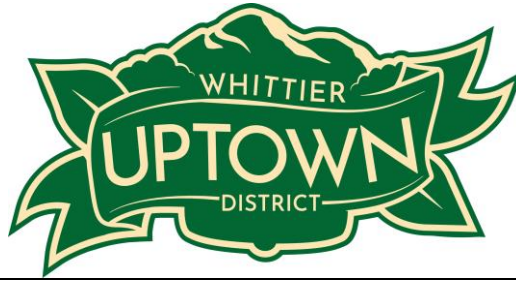
MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1&2. Call to Order and Introductions, and Flag salute	Melinda Pina, the President, called the meeting of the property owners and guests present to order at 8:35 a.m.	1. No Action Taken
2. Flag Salute	Brent Haskell led the Board and guests in the flag salute.	2. No Action Taken
3&4. Introductions of Guests,	Melinda opened the floor for any introductions, announcements, and public comment.	3&4. The 38th Congressional District High School Art

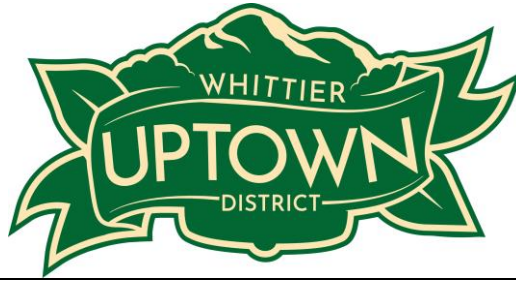
UPTOWN WHITTIER IMPROVEMENT ASSOCIATION



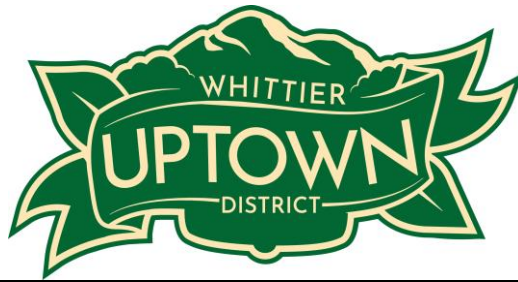
<p>Announcements, and Public Comment</p>	<p>Roberto Chavez who is a member of the chair with 562 Creatives discussed the 38th Congressional District High School Art Competition. 1) If anyone knows of a high school participant within the district he asks to complete and submit the application provided. 2) They have received 400 entries and review preliminaries. He is also looking for sponsorship as UWIA is part of the community. The event is April 24th. Voting is at the Norwalk Library, the 38th Districts comes together, to vote on April 13th. Melinda Pina stated the Board will take a look at the materials provided and vote at the next meeting, April 11, 2109. The Board cannot vote today it is not on the Agenda. Roberto state no pressure and no rush, and thanked the Board for their time. Frank Rinaldi asked if the winners are shown at City Hall. Roberto replied yes. Frank said nice touch.</p>	<p>Competition Sponsorship to be on the Thursday, April 11, 2019 Board Meeting Agenda for vote.</p>
<p>5. Approval of February 7, 2019 Board Minutes</p>	<p>Corrections need to be made as follows:</p> <p>Don Lomont stated corrections need to be made as follows: Correct page 5, Item d.1. "DISI recommends the Board crease Olive's fee from \$300.00 to \$500.00." To "DISI recommends the Board increase Olive's advertising fee from \$300.00 to \$500.00."</p> <p>Tim Traeger stated corrections need to be made as follows: Correct page 1, at "Guests: Trim Traeger" To "Guests: Tim Traeger"</p>	<p>Monica Oviedo motioned to approve the February 7, 2019 minutes as corrected. Ron Jeffery 2nd. All in favor. None opposed. Minutes passed.</p>



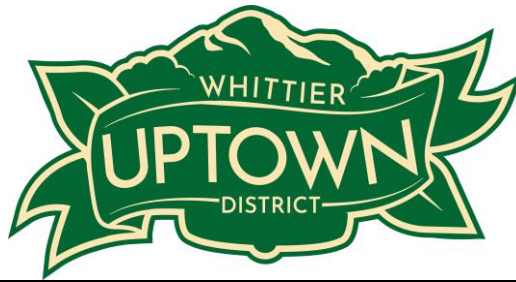
6. Committee Tasks		
a. Executive Committee:	Melinda went through the following items:	
a.1. President report – Melinda Pina	<p>a.1. Melinda Pina provided an update on voting and valet parking: 3 to 2 vote on Option 3A. Conal McNamara informed the Board as follows:</p> <p>Option 1: General RFP to the public Option 2: RFP to receive and pick an individual Option 3: RFP to receive from UWA and UWIA.</p> <p>Melinda stated the 2 council members that opposed are Henry Bouchot, in charge of UWIA’s district, and Cathy Warner. The three council members that did vote in favor for Option 3 it is appreciated. Mr. Bouchot’s best argument was “his spidey sense were off”. Melinda invited all to watch the city council meeting online. Mina De La Cerda questioned the parking. Frank Rinaldi stated the city has the master plan. The city will take the lead and UWIA will follow and ready for presentation at the next meeting. Conal stated the City will send out notice this week giving 45 days due. Monica Oviedo questioned the parking locations. Conal stated he will step out. Ron Jeffery stated it’s a premature speculation so would like to hold off. Milt Pate questioned hours and days. Ron stated much more than hours and valet. Those who want to sit in with the Committee open to do so. Conal re-entered. Melinda asked if the Committee is ready to present at the next meeting. Ron, Frank, and Ralph Gramajo</p>	a.1. No Action Taken



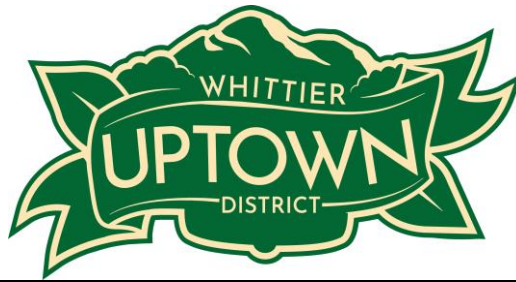
<p>a.2. Vice President report – Don Lomont</p> <p>a.4. Finance report – Jim Dunkelman</p>	<p>stated yes. Melinda asked when will the notice be sent out. Conal stated he will send out today. Frank questioned if a special meeting was needed. Ron stated regular meeting is sufficient. Jim Dunkelman asked if there is an advantage if provided sooner. Conal stated no, but if both are submitted sooner than Council can review and decide sooner. Ron stated he is comfortable as it stands. Melinda questioned further discussion, opposition, agreement. No further discussions. Will leave as is.</p> <p>Paul White resigned. The position will be kept open. Any Board Member interested email Brent Haskell. Executive Committee welcomes a volunteer. Ron asked how many members does that currently bring the Board. Brent stated twelve (12). Ron asked if the Board is looking. Don Lomont stated wanted and welcomed but willing to work. Melinda stated sending out with the owner’s letters along with participation and financials. Brent stated its 17 pages of information. Mina De La Cerda asked when it will be going out. Brent and Melinda both stated this week.</p> <p>Don stated no closed session on Item 7.</p> <p>a.4. Jim Dunkelman stated the tax return is really an informational return. He asked the Board if they received the 990 Tax Packet. Jim stated they are to justify why UWIA is a non-profit. April 15th is the filing date – He is giving the Board time to</p>	<p>Secretary position is open. Any Board Member interested to email Brent Haskell with GM Properties.</p> <p>a.2. No Action Taken</p> <p>a.4. Form 990, Return of Organization Exempt from Income Tax filing due date April 15th.</p>
---	--	---



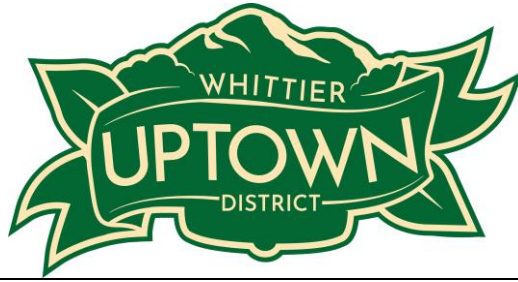
<p>a.5. Other</p>	<p>review so UWIA can file before the deadline. Jim opened the floor for any questions. Next topic, Anita Hoy with GM Properties is working on an actual vs. budget. Jim’s been reviewing expenditures made. All are aligned with vendor services – Aleco, Coastal, VTD, Insurance. The goal is to have a report on paper at the next meeting. Ron stated he would like to take the time to review the packet and get back to Jim.</p>	<p>a.5. No Action Taken</p>
<p>b. Contractor Update</p>	<p>Melinda Pina went through the following items and stated to email questions to Brent Haskell and he will forward them onto the vendors:</p>	
<p>b.1. Aleco report – Carlos Lopez</p>	<p>See Attached Written Report. Melinda stated Aleco is getting reflective vests with UWIA log.</p>	<p>b.1. No Action Taken</p>
<p>b.2. Coastal Landscape Services – Tyson Smith</p>	<p>See Attached Written Report. Melinda stated Coastal is dealing with continuous graffiti removal and pressure washing.</p>	<p>b.2. No Action Taken</p>
<p>b.3. Olive – Cree Jones and Lauren Spinelli</p>	<p>See Attached Written Report</p>	<p>b.3. No Action Taken</p>
<p>c.1.-2. Sidewalk Operations Committee Update: Stephen Ortiz</p>	<p>Stephen Ortiz not present.</p>	<p>c.1.-2. No Action Taken</p>



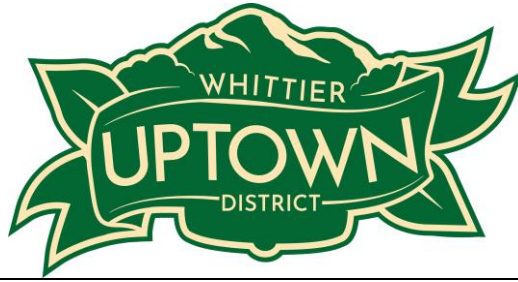
<p>d.1.-4. District Identity Committee Update: Ricardo Diaz</p>	<p>d.1. Ricardo Diaz announced a new DISI Member, Irene McCallister. Ricardo listed the Student Outreach Task Force: Ricardo Diaz heading the Task Force with, Tim Traeger, Monica Oviedo, Kristin Wiberg, and Christine Singer-Luna.</p> <p>d.2. Ricardo listed the Website Design and Content Management Task Force: Ricardo Diaz, Andrew Yáñez, Tim Traeger, Irene McCallister, Don Lomont (for sit in only). The goal is 3-month completion for the Board to vote and decide. Melinda Pina asked if there are meeting dates scheduled. Ricardo stated no but the Task Force is currently reviewing websites so they can come together at the next meeting to present March 26th at the next DISI meeting.</p> <p>d.3. DISI Committee recommends to the Board that Don Lomont to enter into negotiations with Olive on continuing services and to what extent or discontinue entirely after April 30, 2019. Melinda stated concern about the seamless transition.</p> <p>d.4. Other</p>	<p>d.1. No Action Taken</p> <p>d.2. No Action Taken</p> <p>d.3. The Board voted to allow Don Lomont to enter into negotiations with Olive. Conal McNamara moved. Monica Oviedo 2nd. None opposed. Motion passed.</p> <p>d.4. No Action Taken</p>
<p>e.1.-2. Land Use and Project Review Committee Update: Frank Rinaldi</p>	<p>e.1.-2. The city had a meeting February 26th that approved re-planting on the least amount of ficus trees to be removed. There was a healthy discussion on the tree damage and parking. Removal of some and others stay. Conal stated the primary is the ficus tree removal mid-block thru</p>	<p>e.1.-2. The Land Use and Project Review Committee meeting scheduled March 26, 2019 at 11:30 a.m.</p>



	<p>mid-block. The final plan to be early May. The design and construction plans are thru public works. Milt asked about parking. Conal stated yes with parklets. Jim asked about the vision of shovels starting. Conal discussed the process of scoping out the work, the plans, then go out to bid. Three years with notices, bids, meetings, active participation, business involvement with phasing out the project so the whole street is not taken down. Melinda asked if there was any news, council questions, and asked Franck Rinaldi to take the initiative. The council wants UWIA to take a stance. Melinda asked when the next meeting for Land Use and Project Review Committee. Frank stated scheduling it right now – waiting on the City’s decision. The Task Force is Frank Rinaldi, Ron Jeffery, Don Lomont, and Ben Greer. Further discussion on the Land Use meeting. Frank stated 3/19 at 10am. Ron asked if this meeting was taking a stance on the trees. Frank stated yes. Ron said he cannot do 3/19, but can 3/26 at 11am. Melinda stated on 3/26 there are two meetings: 8am Executive Committee, 9:30am DISI Committee, Parking Committee was scheduled at 11am and Land Use Committee at 11:30am.</p>	
<p>7. Closed Session & 8. Announcement of end of closed session with report of any action taken.</p>	<p>Melinda Pina announced there is no Closed Session. Don Lomont thanked the Committee Members. The Website Development is Ross Gile. Ross works with the Chamber Business Association. UWIA feels very fortunate to do this with Ross. Don has the contract for review with 3/14/19 signing and contract to begin on</p>	<p>7&8. Request Motion for Don Lomont to move forward with Web Design Contract. Ron Jeffery motioned. Milt Pate 2nd. Any discussion – none. All</p>



	<p>3/15/19. UWIA is getting everything asked for. The cost is \$8,500.00 fixed fee contract. Ross believes completion will be a couple of months. This will include three mock-ups with review and comments before going live though Ross may be more advanced. Don believes UWIA has come a long way and does not want to stall now. Don opened the floor for questions and asked the Task Force to continue on.</p> <p>The Content Manager selected is Edna Becerra. Background and history discussed. Pending any comments or questions. The cost is \$2,100.00 per month. Edna's is different – There are material costs for UWIA hosting Social Media with Olive, including extra costs to go away. Edna provides real costs without extra fees and he believes Edna is organized.</p> <p>Mina De La Cerda asked if Content Management and Social Media is one position. Don Lomont replied yes. Don stated Edna is close to being drone certified and noted Jim Dunkelman and Kristin Wiberg stepped down during the negotiation. Conal asked scope of work hours. Don stated 10 hours week. Tim Traeger asked if Edna is interested in services. Don stated it is up to the both Edna and Tim.</p>	<p>in favor. Don thanked all in trusting in him.</p> <p>Request Motion for Don Lomont to move forward with Content Management & Social Media Contract. Nick Teel motioned. Ron Jeffery 2nd. No discussion. All in favor. None opposed. Melinda Pina thanked Don Lomont and acknowledged it was a lot of work.</p>
<p>9. Other Board Items</p>		<p>No Action Taken</p>



10. Next Meeting date	The next Board of Directors meeting will be on Thursday, April 11, 2019 at 8:30 a.m. at the Transportation Depot.	No Action Taken
11. Adjournment	The meeting was adjourned at 9:49 a.m.	No Action Taken

Minutes taken by Brent Haskell and Stephanie Shamp, GM Properties