



**Uptown Whittier Improvement Association  
Executive Committee  
GM Properties  
13305 Penn Street, Suite 200, Whittier, CA 90602  
Tuesday, June 25, 2019, 8:00 a.m.**

**Current List of UWIA Executive Committee Members:** Jim Dunkelman (Treasurer), Conal McNamara (Vice President), Monica Oviedo (Secretary), Melinda Pina (President)

## **AGENDA**

- 1. Call to Order & Introductions: Melinda Pina, President**
- 2. Introductions of guests, announcements**
- 3. Public Comment (LIMITED TO TWO MINUTES)**
- 4. Approve the Executive Committee minutes from May 28, 2019** *Action Item*
- 5. Discuss election and appointment of nominating committee**
- 6. Discuss attorney options to possibly present to the board for consideration**
- 7. Discuss Form 700 – Statements of Economic Interests (attached attorney opinion)**
- 8. Discuss and approve the agenda for the UWIA Board meeting on July 11, 2019**
- 9. Other Committee Items**
- 10. Next UWIA Executive Committee Meeting date: July 30, 2019, 8:00 a.m., at GM Properties, 13305 Penn St, Suite 200, Whittier, CA 90602**
- 11. Adjournment: \_\_\_\_\_**

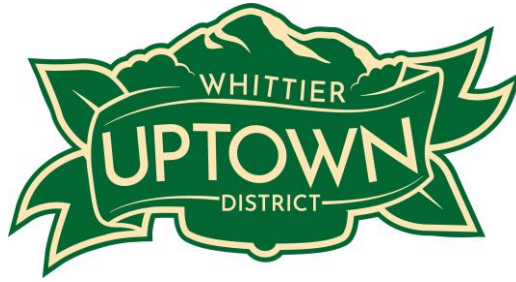
### **BROWN ACT:**

*Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at the Whittier Train Depot and the meeting location designated for the Board or Committee meeting. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Brent Haskell [brent@qmpropertiesinc.com](mailto:brent@qmpropertiesinc.com) or Stephanie Shamp [stephanie@qmpropertiesinc.com](mailto:stephanie@qmpropertiesinc.com) of GM Properties at (562) 697-5000.*

UPTOWN WHITTIER IMPROVEMENT ASSOCIATION

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c/o GM Properties ■ 13305 Penn Street, Suite 200 ■ Whittier, CA 90602  
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info@uwia.org ■ www.uwia.org



**Uptown Whittier Improvement Association  
Executive Committee**

**GM Properties, 13305 Penn Street, Suite 200, Whittier, CA 90602  
Tuesday, May 28, 2019, 8:00 a.m.**

**Present:** Melinda Pina (President), Conal McNamara (Vice President), and Jim Dunkelman (Treasurer)

**Absent:** Monica Oviedo (Secretary)

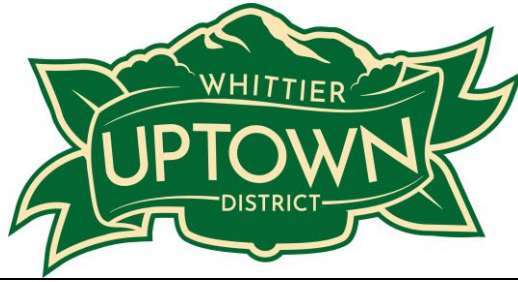
**Guests:** Milt Pate and Steven Rodriguez

**Consultant:** Brent Haskell and Stephanie Shamp – GM Properties

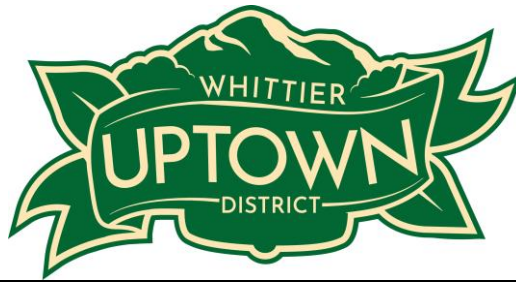
**MINUTES:**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Call to Order &amp; Introductions</b>	Melinda Pina called the meeting to order at 8:06 a.m.	<b>1. No Action Taken</b>
<b>2. Introduction of guests, announcements</b>		<b>2. No Action Taken</b>
<b>3. Public Comment</b>		<b>3. No Action Taken</b>
<b>4. Approval of the Executive Committee Minutes dated April 30, 2019</b>		<b>4. Conal McNamara motioned to approve the April 30, 2019 Executive Committee minutes. Jim Dunkelman 2<sup>nd</sup>. All in favor, motion passed.</b>
<b>5. Discuss election and appointment of</b>	The executive committee went over the nomination protocol established last year. Also went over directors appointed for	<b>5. GM to send the interested person</b>

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<p><b>nominating committee</b></p>	<p>one year and two years. DISI Committee and Sidewalk Committee to come up with ways to promote and market Uptown. Further discussion on Nick Teel’s interest to do more on the Board, assist Jim Dunkelman, and has some ideas. There are currently ten active Board Members. Jon Jeffery active until the end of June of this year. Conal McNamara stated some Boards function with less quantity such as Glendale. Melinda Pina agrees, quality over quantity. GM to send acknowledgement email to respondent. Melinda stated of the surveys mailed out, received three responses back. Brent stated 145 mailed out with ten returned to sender. Jim thinks it would be worth-while to bring Marco Li Mandri back for a one-year review visit on current status and advise. Melinda stated she is not opposed. Conal thinks it’s a good idea but believes Mark would state the obvious. Jim would like the Board to divide the lists up and call. Conal would like to bring the lists down to local owners, separate the lists by who knows who, and hit the ground walking. Melinda would like to pitch Streetscape and a lot to do.</p> <p>Jim Dunkelman believes he misunderstood there was no money to construct the Streetscape. Conal McNamara stated the city has \$800,000. Council estimated costs at \$3 million. All agree funding is not an issue. All predicted on what actual cost is. It is likely to happen within 3 years. The hard part is what account does it come from. Conal brought up UWIA can do</p>	<p><b>meeting dates and a thank you.</b></p>
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	<p>other things such as adopt a bench, etc. Jim stated parking will assist UWIA. Melinda will consider a call for a Nominating Committee. Further discussion on owners not knowing about UWIA or do not have the time to volunteer. Conal would like to start slower with cross marketing and tourism with representing the museum and have a restaurant, theatre, and/or hotel package. Think outside the box and possible Board Membership. UWIA cannot solve everyone’s problem. Melinda believes this is for the Sidewalk Committee. Conal thinks it really should be a separate committee and everyone needs to think like a business. Melinda would like to bring up a Task Force from each Committee.</p>	
<p><b>6. Task force update regarding the City Streetscape Plan meeting on May 22, 2019</b></p>	<p>Conal McNamara stated nothing has changed. Jim inquired what to expect at the meeting. Conal does not anticipate a lot of discussion. Rubber stamp document to set the Streetscape plan. Dave is to put a build out RFP with Public Works then Council to find funding.</p>	<p><b>6. No Action Taken</b></p>
<p><b>7. Discuss and approve the agenda for the UWIA Board meeting on June 13, 2019.</b></p>	<p>Conal requested to omit Item 4. Wording to only state Public Comment Limited to Two Minutes.</p> <p>Melinda requested to omit Item 6. c. 2, 3, 4, 5. in Sidewalk Operations Committee.</p> <p>Melinda stated Ricardo Diaz will discuss Web Design and content update on Item 6. d. District Identity Committee.</p>	<p><b>7. Item 4. Wording to state Public Comment Limited to Two Minutes</b></p> <p><b>Items 2 – 5 in 6. c. to be removed.</b></p>

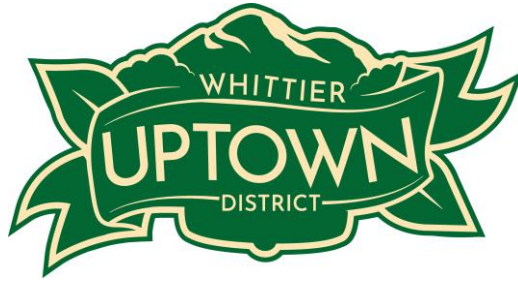


	6. e. Melinda stated Ron is the main contact for now for 6. e. Land Use and Project Review Committee	
<b>8. Other Committee Items</b>		<b>8. No Action Taken</b>
<b>9. Next UWIA Executive Committee Meeting</b>	The next regularly scheduled meeting will be on Tuesday, June 25, 2019, at 8:00 a.m. at 13305 Penn Street, Whittier, CA.	<b>9. No Action Taken</b>
<b>10. Adjournment</b>	The meeting was adjourned at 9:04 a.m.	<b>10. No Action Taken</b>

**Minutes taken by Brent Haskell and Stephanie Shamp with GM Properties.**

**From:** Thomas P. Duarte <[tpd@jones-mayer.com](mailto:tpd@jones-mayer.com)>  
**Sent:** Wednesday, June 19, 2019 12:27 PM  
**To:** Conal McNamara <[cmcnamara@cityofwhittier.org](mailto:cmcnamara@cityofwhittier.org)>  
**Subject:** RE: Form 700

Individuals identified in Government Code section 87200 or identified in the city's conflict of interest code must file a form 700. UWIA is a non-profit public benefit corporation and board members from such an entity are not identified in section 87200. Also, the board members are not identified in the city's conflict of interest code. In addition, at the city council meeting on November 28, 2017, council approved the Management and Disbursement agreement between the city and the UWIA. Section 9 of the agreement states that the UWIA's employees, agents, representatives or subcontractors are not agents of the city or public officials for any purpose. In addition, Exhibit A of the agreement is the Uptown Whittier Community Benefit District Management Plan. Under section 5 (District Rules and Regulations and Governance) of the plan it references the Streets and Highways code section 36612 which states in part that the "owners' association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose." Therefore, board members are not required to file a form 700. If you have any questions or comments, please contact me. Thanks.



**Uptown Whittier Improvement Association  
Board of Directors  
Historic Train Depot, 7333 Greenleaf Avenue  
Thursday, July 11, 2019, at 8:30 a.m.**

**Current List of UWIA Board Members:** Jeff Collier or Conal McNamara (Vice President), Jim Dunkelman (Treasurer), Stephen Ortiz or Irene McCallister, Monica Oviedo (Secretary) or Steven Rodriguez, Milt Pate, Melinda Pina (President), Frank Rinaldi, Mark St. Julien, Nick Teel

**AGENDA**

1. **Call to Order & Introductions: Melinda Pina, President**
2. **Flag salute**
3. **Introductions of guests, announcements**
4. **Public Comment (LIMITED TO TWO MINUTES)**
5. **Approval of the June 13, 2019 minutes** *Action Item*
6. **Committee tasks:**
  - a. **Executive Committee: Melinda Pina**
    1. President report – Melinda Pina
      - 
      - Election Nomination Committee
      - Legal counsel update
      - Form 700 update
      - Other
    2. Finance report – Jim Dunkelman
      - Review of budget to actual variance report and financials
      - Vavrinek, Trine, Day to merge with Eide Bailly
    3. Other
  - b. **Contractor Update**
    1. Aleco – Carlos (report attached)
    2. Coastal Landscape Services – Tyson (report attached)

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- c. **Sidewalk Operations Committee: Stephen Ortiz**
  - 1. Sidewalk Operations update
  - 2.
  - 3.
  - 4.
  
- d. **District Identity Committee: Ricardo Diaz**
  - 1. District Identity update
  - 2.
  - 3. Other
  
- e. **Land Use and Project Review Committee: Frank Rinaldi**
  - 1. Land Use update
  - 2.
  - 3. Other

**7. Other Board Items**

**8. Next Regularly Scheduled UWIA Board Meeting: Historic Train Depot, 7333 Greenleaf Ave, August 8, 2019, 8:30 a.m.**

**9. Adjournment:** \_\_\_\_\_

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