



**Uptown Whittier Improvement Association**  
**Sidewalk Operations Committee**  
**GM Properties, 13305 Penn Street, Suite 200, Whittier, CA 90602**  
**Friday, January 11, 2019, 10:00 a.m. Meeting Minutes**

**Present:** Stephen Ortiz, Ronald Jeffery, Jeff Langan, Don Lomont, Milt Pate, Melinda Pina, Mark St. Julien,

**Absent:** Mina De La Cerda/Gabriella De La Cerda-Lim, Jim Dunkelman/Kristin Wiberg, Conal McNamara, Monica Oviedo/Steven Rodriguez, Paul White

**Guests:** Oliva Rios, Christine Singer-Luna, Ricardo Diaz, Tim Traeger

**Consultant:** Brent Haskell and Stephanie Shamp – GM Properties, Carlos Lopez – Aleco

**MINUTES:**

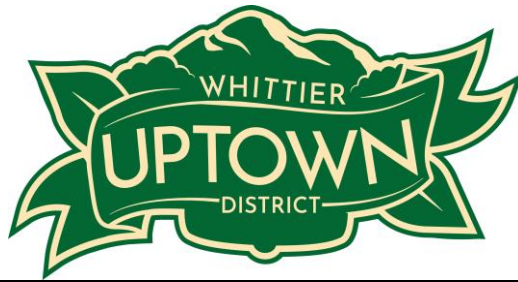
<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Introductions</b>	Stephen Ortiz called the meeting to order at 10:00 a.m.	<b>No Action Taken</b>
<b>2. Introduction of guests, announcements</b>		<b>No Action Taken</b>
<b>3. Public Comment</b>	Tim Traeger expressed he is present at the meeting for continued UWIA interest and misses the members.	<b>No Action Taken</b>
<b>4. Approval of December 14, 2018 Minutes</b>		<b>Stephen Ortiz motioned to approve the December 14, 2018 minutes. Ron Jeffery 2<sup>nd</sup>. All in favor. Minutes approved.</b>



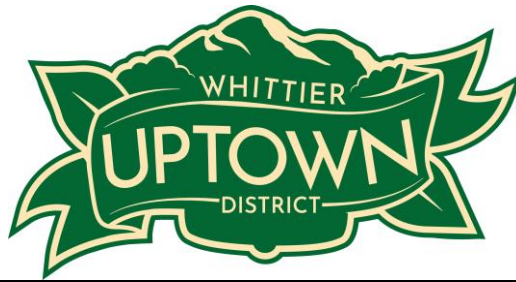
<p><b>5. Sidewalk Operations Meetings now scheduled for 10 a.m. on Second Friday of Each Month.</b></p>	<p>Stephen Ortiz stated the May 11, 2019 needs to be corrected to May 10, 2019. All other dates look fine.</p>	<p><b>The Sidewalk Operations Meetings are to be on the 2<sup>nd</sup> Friday of each month at 10:00 a.m. stands.</b></p>
<p><b>6. Review &amp; Comments on Coastal Landscape Services – Stephen Ortiz</b></p>	<p>Stephen Ortiz sent Don Lomont Coastal’s communication. He requested review and passed onto Coastal. Olivia Rios inquired about UWIA process. Stephen Ortiz stated UWIA is not taking over the graffiti removal. Don Lomont stated UWIA is in the same position as Uptown Association. Melinda Pina stated there is no city replacement. Coastal does minor graffiti and pressure washing. Stephen Ortiz stated city communication and action is very positive.</p> <p>Stephen Ortiz stated the Sidewalk Operations Committee is working on communication to all owners. He requested volunteers. No one volunteered. Melinda Pina stated a concise letter is to go out February 2<sup>nd</sup>. January 31<sup>st</sup> Sidewalk Operations paragraph due to her. Melinda also stated a template to is be followed for owner expectations and it will be included in the President’s letter with each Committee Chair Paragraph, then she will send it to Olive. Melinda Pina asked Tim Traeger to do a brief paragraph on the DISI Committee and email her at pina@readingacademy@gmail.com. Tim Traeger agreed.</p>	<p><b>No Action Taken</b></p> <p><b>Tim Traeger to provide a brief paragraph on the DISI committee for the owner’s letter to Melinda Pina by January 31, 2019.</b></p>



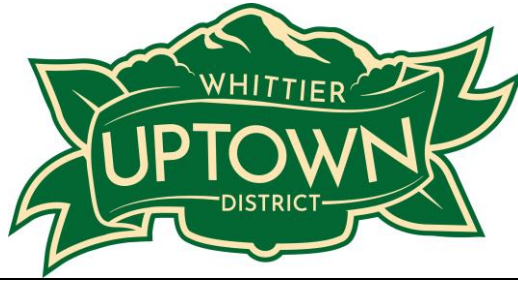
<p><b>7. Ambassador Program by Aleco Security – Stephen Ortiz</b></p>	<p>Carlos Lopez went over the Ambassador Report on the 2 p.m. – 10 p. m. work hours. Melinda Pina asked who changed the hours. Stephen Ortiz discussed the change was out of procedure. Brent Haskell stated an action item would need to be placed on an Agenda in order to recommend hour changes to the board. In reviewing the Ambassador Report, Melinda Pina stated in the 1<sup>st</sup> section, 4<sup>th</sup> bullet, change “security” to “safety”. Further discussion on time change and work transitions from safety to security between 10:30 p.m. &amp; 11:30 p.m. Ricardo Diaz questioned rotation. Carlos Lopez stated the ambassadors work individually but later in the night work together. Ron Jeffery stated to get more for our program he believes the ambassadors need to be present at times when there is a stronger public presence. Stephen Ortiz stated a subcommittee needs to make recommendations 2 p.m. – 10 p.m. hour change and allocation of resources. Mark St. Julien, Stephen Ortiz, and Ron Jeffery volunteered. Jeff Langan questioned the need for more subcommittees. Don Lomont suggested looking at the budget, and per the guidelines, the funds cannot be moved per the percentage setup. Mark St. Julien stated we need to have a formal process of installing a light to bring awareness and require to assist in removing homeless. Don Lomont stated he remembered the city offered lights installed at buildings. Due to budgeting that may not be offered for future install. Stephen Ortiz stated federal grant money</p>	<p><b>Ambassador Report under services, 1<sup>st</sup> section, 4<sup>th</sup> bullet, “security” will change to “safety”. The two bikes will be stored outside in a secured location on Ron’s property.</b></p>
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	<p>required and looking into. Carlos Lopez stated there is not a trash pickup policy. Olivia Rios stated Athens has a number. Stephen Ortiz stated he will put something together. Carlos Lopez requested bike rental storage for two bikes. Olivia Rios stated she will talk to Frank to sent out an inquiry to the Uptown Association. Ron Jeffery offered his space for Carlos. Carlos Lopez offered anything to hand out to be shared with the public on upcoming events or new businesses in the district? Ricardo Diaz offered Uptown Association. Carlos Lopez stated Aleco has a new program which shows the ambassadors locations and activities that are open for public view. He will share the application code with Stephen Ortiz and any individual that inquires.</p>	
<p><b>8. Shared Services and Expense Reimbursement – Stephen Ortiz and Frank Medina</b></p>	<p>Ambassador handouts were discussed. Stephen Ortiz requested a volunteer for format brochure/pamphlet. Mark St. Julien inquired about Olive. Stephen stated he already reached out to Olive. They do content only. Olivia Rios stated they have a format, asked to collaborate, and will pass along information.</p> <p>The top 5 Initiative/project to do lists deadline to be extended.</p>	<p><b>Linda to share the brochure/pamphlet handout format with Stephen.</b></p> <p><b>Top 5 initiative deadline from the committee members is January 15, 2019 via email.</b></p>
<p><b>9. Other Sidewalk Operations Projects – Stephen Ortiz.</b></p>	<p>Sidewalk cleaning overlap was discussed. Olivia Rios stated they need to go back to the budget. Ron Jeffery requested Uptown Association contribute to UWIA.</p>	<p><b>Uptown Association to communicate to the owners to not drag their trash and locked</b></p>



	<p>Olivia stated she is to speak with Frank on the dragging of the trash to develop communication for owners on water power washing and stated the city looks down upon overage water usage. Also, locked trash cans are an option. The meeting initially scheduled with Conal today at 2:30pm has been postponed for another Friday. It is regarding the lighting and the tree trimming. Tim Traeger and Milt Pate stated they would like to attend the meeting as well.</p>	<p><b>trash cans are an option.</b>  <b>The meeting with Stephen Ortiz and Conal McNamara is postponed.</b></p>
<p><b>10. Other Committee Items.</b></p>	<p>Milt Pate stated he talked with city council on Buckle-up for Love. He was told to make sure UWIA gets a cost breakdown of monies spent. Ron Jeffery would like to know what was the exposure. Great to have events, crowds are likely to come back, and he wants the right crowd. Ricardo Diaz stated longevity comes from families and entertainment for the younger crowd - going hip. Olivia Rios stated it's a community effort and one way is not always the right way. Ron Jeffery asked what is the marketing strategy and, in the reviews, the up and coming is geared towards the Hispanic demographic. Stephen Ortiz stated Olive strategy and branding should be a board meeting item to be on the agenda along with who UWIA wants to attract. Stephen Ortiz and Ron Jeffery to be a part of that committee.</p>	<p><b>Next scheduled Board meeting agenda item: Recommendation for a Special Board Meeting at a date TBD with one agenda item of – strategy for direction / identity of the IWIA.</b></p>
<p><b>11. Next SOBO Meeting</b></p>	<p>The next regularly scheduled meeting will be on Friday, February 15, 2019, at 10:00 a.m.</p>	<p><b>No Action Taken</b></p>



<b>8. Adjournment</b>	The meeting was adjourned at 11:38 a.m.	<b>No Action Taken</b>
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Minutes taken by Brent Haskell and Stephanie Shamp with GM Properties.