

**Uptown Whittier Improvement Association  
Sidewalk Operations Committee**

**GM Properties, 13305 Penn Street, Suite 200, Whittier, CA 90602  
Friday, December 14, 2018, 10:00 a.m. Meeting Minutes**

**Present:** Stephen Ortiz, Jeff Langan, Don Lomont, Conal McNamara, Steven Rodriguez, Milt Pate, Melinda Pina

**Absent:** Mina De La Cerda/Gabriella De La Cerda-Lim, Jim Dunkelman/Kristin Wiberg, Ronald Jeffery, Frank Medina, Mark St. Julien, Paul White

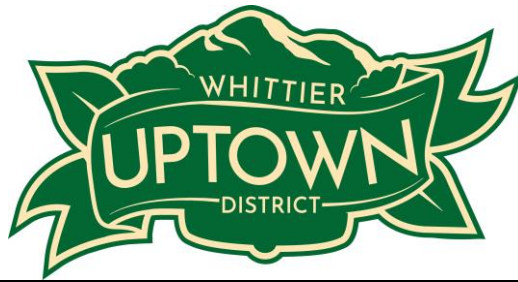
**Guests:** Christine Singer-Luna, Ricardo Diaz

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

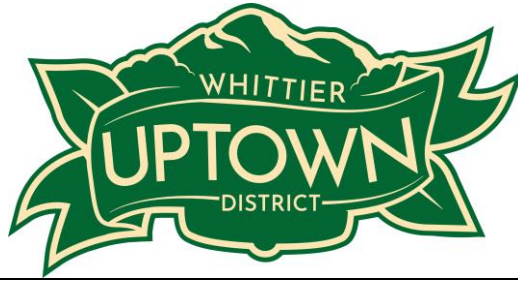
**MINUTES:**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Introductions</b>	Stephen called the meeting to order at 10:06am	<b>No Action Taken</b>
<b>2. Introduction of guests, announcements</b>		<b>No Action Taken</b>
<b>3. Public Comment</b>	Jeff stated he observed more police activity and prompt replies from the city on graffiti, trash, and homeless removal since UWIA's involvement. Don asked how the graffiti and trash removal works. Stephen stated Coastal contacts the city directly. Conal stated there is a direct link with a city application. The program is paid thru CBDG funds. The only caviat is if the city employees can't reach. Ricardo stated Teflon works great on the windows. Melinda stated the Teflon is good for	<b>Stephen will mirror the same graffiti and trash removal process that Coastal has for Aleco.</b>

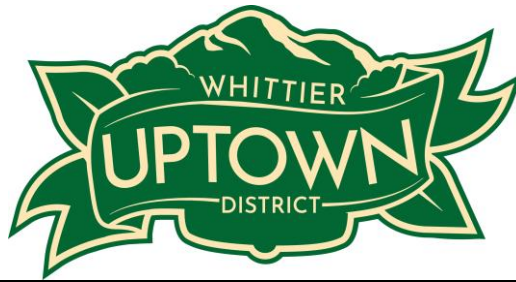
UPTOWN WHITTIER IMPROVEMENT ASSOCIATION



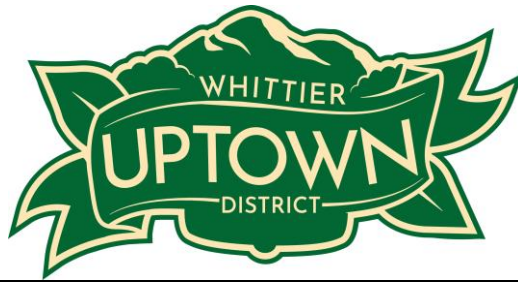
	<p>safety too. Stephen questioned price. Ricardo said between \$480 - \$500 for all windows on his building. Don stated this would be good for advertisement thru UWIA. Melinda stated the more windows are done the more cost effective it is. Stephen stated he agreed with Don but communication thru UWIA not on a specific vendor but for the Teflon glass coating. Don stated he understands Coastal has a process on graffiti and trash removal and questioned if Aleco has the same process? Stephen stated they don't and will work on same.</p>	
<p><b>4. Approval of October 26, 2018 Minutes</b></p>		<p><b>Stephen motioned to approve the October 26, 2018 minutes. Conal 2<sup>nd</sup>. All in favor. Minutes approved.</b></p>
<p><b>5. Approval of November 16, 2018 Minutes</b></p>		<p><b>Stephen motioned to approve the November 16, 2018 minutes. Conal 2<sup>nd</sup>. All in favor. Minutes approved.</b></p>
<p><b>6. Review &amp; Comments on Coastal Landscape Services – Stephen Ortiz</b></p>	<p>Stephen stated he created a policy for review and to be presented to the Board for approval. Jeff stated he would like owner communication every month. Conal stated he is working with the city departments and Stephen. Don stated he does not want to speak on behalf of the city. Jeff stated owners do not believe the city does anything with uptown. Stephen stated he is in agreement with Don. Further discussion on city future goals and the new re-designed website. Melinda</p>	<p><b>A unified Board and Committee letter will go out to the owners every quarter beginning late January 2019. The budget is to be mailed out separately to all owners.</b></p>



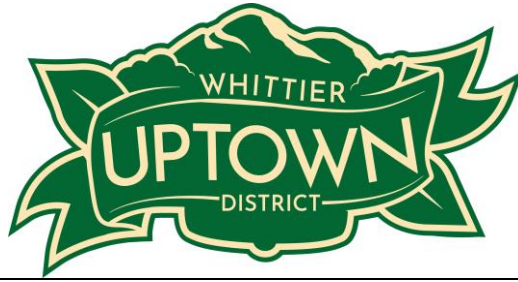
	<p>stated a letter will go out every quarter from each committee. Conal stated he is in agreement with Melinda. He also stated the city provides a baseline &amp; UWIA is above and beyond that so remind the owners such as the tree trimming UWIA will do this but remember the city does this during this time. Conal stated he provided the Board a project timeline. Melinda stated the goal is for the homeowner letter to go out late January 2019. Melinda also stated one unified voice going out on the letters to the business owners. Brent stated three months after the fiscal year end the budget to owners needs to go out. Don stated he would like them to go out separately. The more information connected to the owners the best. Also, cleanup to be on the business owner's lists.</p>	
<p><b>7. Ambassador Program by Aleco Security – Stephen Ortiz</b></p>	<p>Aleco schedule went back to normal schedule of Thursday, Friday &amp; Saturday from 3:00 – 10:30pm. The main purpose for the change due to Thanksgiving. Melinda state everything vets thru the committee then the committee presents to the Board. The Board discusses as a whole on changes of dates &amp; time. Stephen stated he is not aware of anything in writing on protocol. Don requested Stephen to attend the next scheduled Executive meeting so further discussion on the matter can take place then. Conal stated the city is looking to take on a new code with selling alcohol between 6am – 12pm and consider amending for all business owners not just specific ones.</p>	<p><b>Aleco days and hours are back to the original agreement.</b></p>



	<p>Conal stated Aleco services with new code in place by spring of next year may need to be monitored from the UWIA chair.</p>	
<p><b>8. Shared Services and Expense Reimbursement – Stephen Ortiz and Frank Medina</b></p>	<p>Olive assisted on an Ambassador handout created for both 1) business/property owners &amp; 2) visitors, on content, not format. Thru Whittier College’s handout; see attached, it is designed around visitors. He does not want to reinvent the wheel but wants collective ideas for UWIA’s handout.</p> <p>Frank inquired about the top 5 initiatives as a team. Stephen stated his top 5:</p> <ul style="list-style-type: none"> <li>• Building Improvements</li> <li>• Tree Trimming</li> <li>• Movie Revenue</li> <li>• Homeless</li> </ul> <p>Stephen opened the floor for comment. No further comment. Stephen stated January 15, 2019 is the deadline to receive comment by email.</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>Conal, Melinda &amp; Stephen to have a meeting to discuss the overlap cleaning of the business trash. Conal stated landlord and tenant need to communicate, not the city, and the same relation to the hauler &amp; customer though it’s the city’s alley. Conal also stated Public Works hauls away homeless trash and the bulk of complaints come from trash after an event.</p> <p>Jeff discussed the Jump Start Improvements in the District consisting of a property facade improvement incentive program with up to \$1,000.00 reimbursement to the property owner, see attached proposal. He observed a lot need pressure washing. He researched local</p>	<p><b>January 30, 2019 is the deadline for committee responses on Jeff’s presentation for UWIA proposal for property façade improvement and incentive program.</b></p>



	<p>businesses that can provide services and provided a listing of local vendors, see attached. Jeff stated send information to the members to encourage improvement. Jeff stated UWIA needs to show the owners what UWIA is willing to do. Ricardo asked how many members. Brent stated that are 200 members. Melinda asked where would the money come from? Jeff stated re-aligning the budget. Stephen stated there are reserves established. Milt stated put a number limit. Melinda reminded the committee that UWIA is on a tiered system. Bright pays less than Greenleaf &amp; Philadelphia. Jeff stated this program should be equal to all owners. Conal stated the local churches work with large community involvement to help clean up. Ricardo stated each church ambassador is new. Stephen stated the permits should be lower. Conal stated that is the decision of the council at a meeting in due process. Further discussion on permits. There is not paint permit. Awning permits for removal and installation but no permits for fabric replacement. Jeff stated in this process the owners need to show their work is completed in order to get funds. Stephen stated he supports this concept. Conal stated there are a lot of absentee owners. A global approach on windows is smart leverage. Stephen stated the dollar value can change. Stephen requested all committee members to email him by January 30, 2019 on this matter.</p>	
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<p><b>10. Other Committee Items.</b></p>	<p>Stephen stated he would like to re-walk the uptown area thru a Federal and State level with the new fire department contact, Michael Contreras. The Sidewalk Operations Committee 2019 schedule of meetings was reviewed. May 11, 2019 needs to be corrected to May 10, 2019. No further discussion.</p>	<p><b>The Sidewalk Operations Committee meeting dates for year 2019 approved as amended. All in agreement.</b></p>
<p><b>11. Next SOBO Meeting</b></p>	<p>The next regularly scheduled meeting will be on Friday, January 11, 2019, at 10:00 a.m.</p>	<p><b>No Action Taken</b></p>
<p><b>8. Adjournment</b></p>	<p>The meeting was adjourned at 11:18 a.m.</p>	<p><b>No Action Taken</b></p>

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