



Uptown Whittier Improvement Association
Board of Directors Meeting
Whittier Community Center
7630 Washington Avenue, Whittier, CA 90602
TELECONFERENCE MEETING
Thursday, January 13, 2022, 8:30 a.m.

Current Lists of UWIA Board Members: Frank Rinaldi (President), Melinda Pina(Vice-President), Jim Dunkelman (Treasurer), Katie Galvin-Surbatovic (Secretary)/Ben Pongetti/Brian Saeki, Ginny Ball, Roland Fargo, David Gonzalez, Stephen Ortiz/Irene McCallister, Milt Pate, and Steven Rodriguez

Present: Ginny Ball, Jim Dunkelman, Katie Galvin-Surbatovic, David Gonzalez, Stephen Ortiz, Milt Pate, Melinda Pina, Frank Rinaldi, and Steven Rodriguez

Absent: Roland Fargo

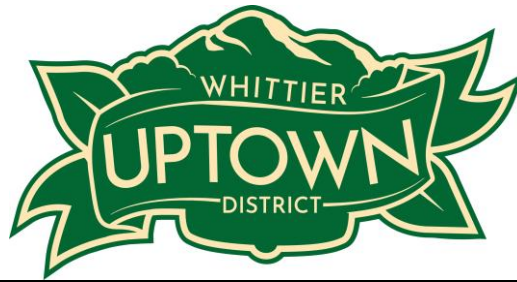
Guests: Andrew Pina

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

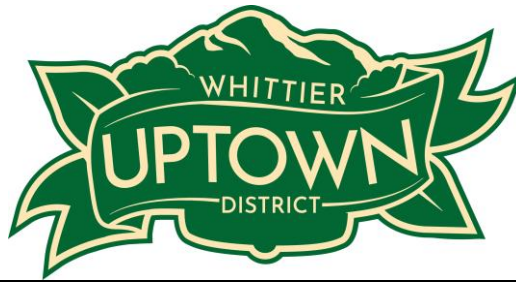
MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Call to Order	Frank Rinaldi called the meeting to order at 8:34 a.m.	1. No Action Taken
2. Roll Call	Brent Haskell took roll call.	2. No Action Taken
3. Public Comment	No public comments were received via email. Melinda Pina is concerned Roland	3. No Action Taken

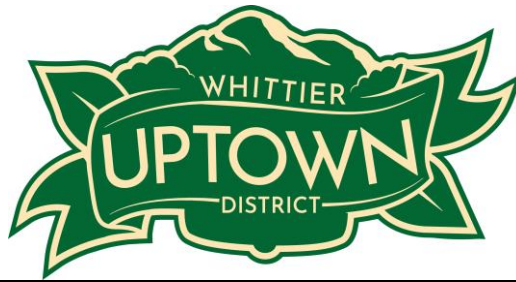
UPTOWN WHITTIER IMPROVEMENT ASSOCIATION



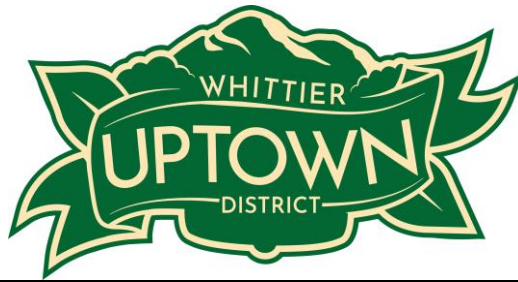
	Fargo has missed a few meetings. Brent Haskell will reach out to Roland.	
4. Approval of the December 9, 2021 UWIA Board Meeting Minutes	<p>Corrections need to be made as follows:</p> <p>Item 13., page 6, The meeting was adjourned at 6:15 p.m.</p>	4. Ginny Ball Motioned to Approve the December 9, 2021 UWIA Board Meeting Minutes as Corrected. David Gonzalez 2nd. Brent Haskell Took Roll Call. All in favor. Motion Passes.
5. Aleco was Provided a 30-Day Notice with an Effective End Date of January 12, 2022. Making the Last Work Weekend January 6th – January 8th	<p>For informational purposes. Frank Rinaldi asked if there was any feedback. Brent Haskell replied no response and sent Aleco a reminder last day is on January 12th. Andrew Pina asked if the RFP is out. Frank Rinaldi replied the RFP is being developed. There is a discussion with WUA. Once decided will move forward. Steven Rodriguez stated in process of opening the Ambassador RFP process. When separating with Aleco there is an understanding there would be a gap service. Ginny Ball asked if the police captain was notified the program was suspended. Frank stated there were meetings with the police chief but not formally known. Steven Rodriguez stated the Sidewalk Committee has not formally notified the chief. David Gonzalez stated the police captain and David will be at an ad-hoc meeting this week and will make sure it is clear.</p>	5. No Action Taken
6. Review and Discuss the Attached Edited District	Brent Haskell received the first draft of the revised District Managers RFP and it only included Frank Rinaldi's comments from	6. The District Manager RFP is Tabled for the Next Meeting.



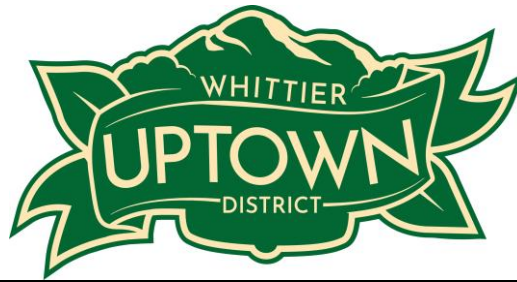
<p>Manager RFP. The Board is to Make Further Edits and Approve or Send Back to the Committee for Revisions</p>	<p>the Executive Committee. Melinda Pina and Jim Dunkelman provided their edits directly to Frank. Frank will forward all comments to Brent, who will provide them to all Board members. Since the current is not reflective of all comments, all Board members are to review the attached draft of the District Manager RFP and communicate any edits they wish to Brent. Brent is to provide the collective Board edited draft for the next meeting. The edits are due in 10 days. The comments from different board members will be shown in different colors.</p>	
<p>7. Committee Tasks:</p>		
<p>a.1. Executive Committee Update – Frank Rinaldi</p> <p>a.2. Finance Report – Jim Dunkelman</p>	<p>a.1. Frank Rinaldi talked about the revised District Manager RFP. Stephen Ortiz presented the idea, on behalf of the Task Force, that UWIA does not have a written RFP process for choosing candidates. Stephen Ortiz stated this would impact all RFPs. David Gonzalez stated he thinks it is an important process in dealing with the public and quasi-public and it will take researching models and templates or working with legal. Further discussion that the bylaws do not have a written process for RFPs, design, and implementing policies. Frank instructed the taskforce to work with legal. David stated the District Manager should connect with legal. Frank asked Brent to contact legal regarding RFP processes.</p> <p>a.2. Jim Dunkelman initially questioned the timing of the Aleco invoices. Visually it is</p>	<p>a.1. Brent Haskell to Contact Rutan & Tucker, LLP to See if There is a Written RFP Process / Template to Present to the RFP taskforce Committee.</p> <p>a.2. No Action Taken</p>



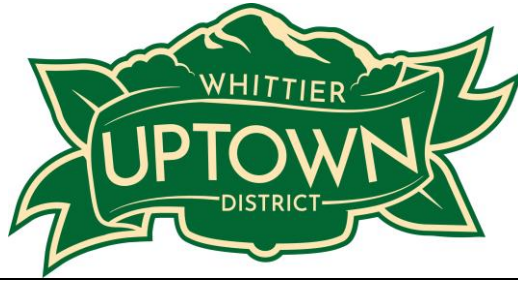
	<p>more than 12 months. The invoices are 13 months because they are issued every 4 weeks. Turning in late or early also adds to the timing issue. Jim reviewed the invoices last year with Stephanie Shamp on the overlap. Aleco is billing correctly. Jim will continue to review Aleco and will continue to work with Brent Haskell and Stephanie on the billing process by GM Properties. Jim opened the floor for questions. Ginny Ball asked if UWIA pays before or after services rendered. Brent replied all but maintenance are in arrears. Stephen Ortiz asked if this is in accordance with the contract. Brent stated yes.</p>	
c. Contractor Update	<p>Frank Rinaldi went through the following items and opened the floor for discussion:</p>	
1. Aleco Report – Carlos Lopez	<p>See Attached Written Report.</p>	1. No Action Taken
2. Edna Becerra – Social Media Overview	<p>See Attached Written Report.</p>	2. No Action Taken
3. Coastal Landscape Services – Tyson Smith	<p>See Attached Written Report.</p>	3. No Action Taken
d.1.-2. District Identity Committee Update: Andrew Pina	<p>Andrew Pina stated the District Identity Committee selected Hope Boat Productions to create short videos based on demographics – older in age, family, and nightlife. The videos will include some B-roll footage consisting of small clips. Working on site direction and Facebook tracking. This will lead to future avenues for ads. There is a DISI meeting tomorrow</p>	d.1.-2. No Action Taken



	<p>to go over some website changes with Ross Gile. DISI Committee is working on a QR project with the QR code from Edna Becerra with digital advancement. Ginny Ball asked how the newsletter will be distributed. Andrew stated direct mail. Not all emails are on file. Ginny wants the business owners to receive the newsletter. Andrew stated property owners first. Frank wants the newsletter available online and asked Ginny if she wanted to take the lead in obtaining the business owners lists. Ginny stated she can try. Ginny is to send the lists directly to Brent Haskell and Brent will provide it to the DISI Committee. David Gonzalez believes the District Manager should work with Ginny and WUA as a low key communication. David does not believe a taskforce is needed. Frank stated UWIA is a property owner association and UWIA will make the newsletter available for all to look at it. Melinda Pina stated obtaining business owners emails is an administrative task but the newsletter is for property owners. If there is a more generic newsletter send that to the district business owners. Katie Galvin-Surbatovic stated it is an admin task and it is really about the content that makes the decision on sharing the newsletter. The City might be able to assist with emails and business can always opt-out if they don't want the emails. Frank stated the newsletter was formed to inform property owners how their money is spent, and provide updates. There are 200 mailings lists. Frank wants Andrew to go over with Edna and discuss if the</p>	
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	<p>numbers are worth the money spent. Andrew is invited to the next Executive Committee meeting.</p>	
<p>e.1.-3. Sidewalk Operations Committee Update: Steven Rodriguez</p>	<p>Steven Rodriguez stated the Aleco process was previously discussed. David Gonzalez did the leg work for the signs. UWIA logo cannot go on regulatory signage. The City is allowing and installing additional signs. Coastal is working diligently. Frank Rinaldi asked if there is any business owner feedback concerning Aleco. David stated there was one business due to a possible skateboarder purse snatch. Frank asked the Board to keep their eyes and ears out for any word on Aleco. Melinda asked about signage installation. Katie Galvin-Surbatovic stated the signs are on order. Will also talk with Chief Bar. The Police Department is patrolling and responding to the skateboarders. Tickets are being written and videos are being taken by the public. The officers eyes and ears are out at different times and days. The Streetscape timeline is next year. Melinda stated the skateboarders are supported by the parents. The Police Department have more important things to worry about. UWIA & WUA should work together to come up with a temporary solution or idea while the City and Police Department come up with a permanent solution. Ginny wants to hire the Police Department for a month. Katie will discuss this with Brian Saeki who is working from home.</p>	<p>e.1.-3. No Action Taken</p>
<p>f. 1.-2. Land Use and Project Review</p>	<p>Frank Rinaldi stated Ben Pongetti is very informative on the people mover and Alpha Beta site projects.</p>	<p>f.1.-2. No Action Taken</p>



Committee Update: Frank Rinaldi		
8. Other Board Items		8. No Action Taken
9. Next Meeting Date	The next regularly scheduled Board of Directors meeting will be on Thursday, February 10, 2022, at 8:30 a.m. at the Whittier Community Center located at 7630 Washington Avenue or possibly telephonically.	9. No Action Taken
10. Adjournment	The meeting was adjourned at 9:47 a.m.	10. No Action Taken

Minutes were taken by Brent Haskell and Stephanie Shamp, GM Properties