



**Uptown Whittier Improvement Association
Board of Directors Meeting
Whittier Community Center
7630 Washington Avenue, Whittier, CA 90602
TELECONFERENCE MEETING
Thursday, September 9, 2021, 8:30 a.m.**

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

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

Absent: Mark St. Julien

Guests: Ricardo Diaz, Shane Cadman, and David Gonzalez

**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 8:33 a.m.	1. No Action Taken
2. Roll Call	Brent Haskell took roll call.	2. No Action Taken
3. Public Comment		3. No Action Taken
4. Approval of the UWIA Board Meeting Minutes	Corrections need to be made as follows:	4. Ginny Ball Moved to Approve the August 12, 2021 UWIA Board Meeting Minutes. Milt

UPTOWN WHITTIER IMPROVEMENT ASSOCIATION



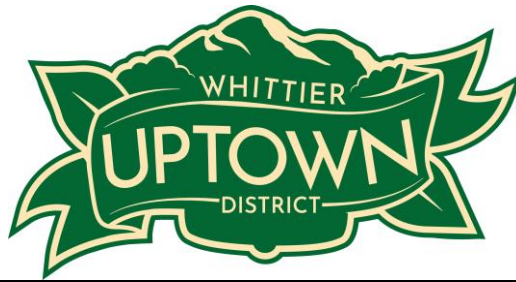
<p>from August 12, 2021</p>		<p>Pate 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>5. Discuss and Approve the Eide Bailly Engagement Letter for the 2020-2021 Review and Information Returns</p>		<p>5. Jim Dunkelman Moved to Approve the Eide Bailly Engagement Letter, Dated August 16, 2021. Melinda Pina 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>6. Ambassador Taskforce to Ask the Board for RFP Guidance – Only Interview Vendors that meet the RFP Requirements or Rewrite the RFP with Lower Insurance Ratings & Resubmit the RFP</p>	<p>Frank Rinaldi stated the existing Ambassador has an insurance carrier with an AA rating. The RFP requires the vendors carrier to have an AAA rating and opened the floor for discussion. Melinda Pina stated in the spirit of transparency the RFP should be reposted. Frank wants to complete within the interim agreement timeline. Brent Haskell stated the City requires UWIA to have a carrier with an AAA rating but nothing listed requires the UWIA to have their vendor’s carriers have an AAA rating. Jim Dunkelman would like to see more RFP participation / responses. Melinda and Frank discussed the dramatic role change with the Ambassadors. Taking a different stance per Board’s request. Further discussion is needed on what the mission is for the Ambassadors as it is not clear. Jim would like to understand the role first before reposting an RFP. Shane Cadman put on the table an assessment study would be valuable. Frank agrees the whole process needs to be reviewed with Ambassador expectations. Melinda wants</p>	<p>6. Action Item Tabled.</p>



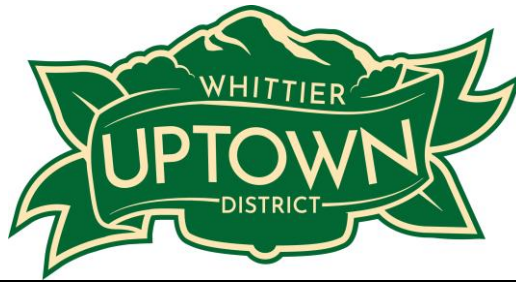
	<p>a specific assessment vision. Shane wants meetings with others parties (City, Chamber and WUA) on roles, site visits, and observations on one month operational and hours, and what the City, WUA, Chamber, and UWIA is doing. Frank stated that was already done. Further discussion on communication with the other parties. Frank wants the Board to decide or create another Taskforce or deal with the Ambassador RFP at the Executive Committee level. Steven Rodriguez stated based upon the shift in focus and the shift in uptown someone to inform UWIA will benefit UWIA as a group, not sure it is the right direction, and is not an expert in evaluators. Ginny Ball prefers carriers to have the highest rating. Ambassadors need to be trained. Jim stated the Ambassadors are to observe and report, be knowledgeable in uptown businesses, and provide public services. Katie Galvin-Surbatovic agrees with Ginny, the highest carrier rating is the best. Stephen Ortiz agrees with the taskforce recommendation depending on cost assessment needed and the Greenleaf Promenade changes. Milt Pate stated it is hard to determine what Aleco is doing and cannot say on the insurance. Melinda would like to invite churches and request church volunteers, to partner and work with UWIA, with UWIA shirts, vests, brooms, and helping people. Frank passes on the discussion. Steven Rodriguez is still not clear on what UWIA needs and wants to make a decision with the Task Force and questions how UWIA would pay for the</p>	
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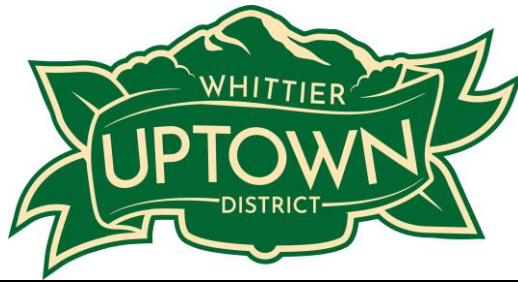
	<p>vendor. Ricardo Diaz wants to take the Ambassador changes back to the Executive Committee and create a new RFP to repost. Aleco was not brought in as security as previously discussed. Brent Haskell recommends the taskforce or the Executive Committee needs to determine the next steps and if an assessment needs to be done first or not. Frank wants to disassemble the existing Taskforce, their work is not overlooked but has been completed. Either a new taskforce or the Executive Committee needs to reevaluate the Ambassador program and Ambassador RFP. Stephen Ortiz questioned the process. To be Agendized for the next Executive Committee meeting – The Executive Committee to handle the discussion and determine the next steps for the Ambassador program and or reposting of the Ambassador RFP.</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.2. Jim Dunkelman reviewed the attached written Report on Assessments and Cash Flow. Jim pointed out that legal fees because of the contract reviews and RFP work will most likely exceed budget but does not see that as a problem. Opened the floor for questions. Melinda Pina asked if there is knowledge of specific parcel delinquencies per year or is it on-going with the same parcel re-occurring.</p>	<p>a.1. Tabled</p> <p>a.2. No Action Taken</p>



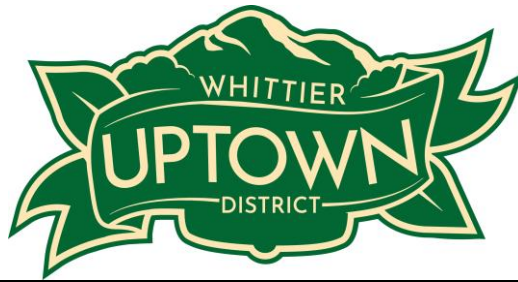
	Jim knows the delinquent parcels but does not know that information off hand.	
a.3. Nomination Committee Recommends Changing the Election Protocol Guidelines Paragraph A.3.b.iii	The Nominations Committee is recommending that Community Member at Large nominees serve on a committee for at least 18 months, instead of 6 months (currently required by election protocol), so that everyone can see consistency, contributions, and meeting attendance. When the election protocols were first established 6 months seemed to be sufficient time, but now it seems 18 months would be a better gage of commitment.	a.3. Melinda Pina Motioned to Change the Community at Large Nominee Service on a Committee to at least 18 months. Jim Dunkelmann 2nd. Brent Haskell Took Roll Call. One Abstain with All Others in Favor. Motion Passes.
a.4.	The Nominations Committee Presents to the Board for Consideration, the Following Property Owner Director Nominees for a Two-Year Term:	
a. Grace Hu with Trese Childs as Proxy	Brent Haskell to send an email to Trese Childs and Grace Hu regarding the results and what is expected.	a. Ginny Ball Motioned. No 2nd. Motion does not move to a vote.
b. Milt Pate		b. Ginny Ball Motioned. Melinda Pina 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.
c. PIH	Proxy representative to be determined, Brent to reach out to PIH to get information on the representative.	c. Ginny Ball Motioned. Melinda Pina 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.



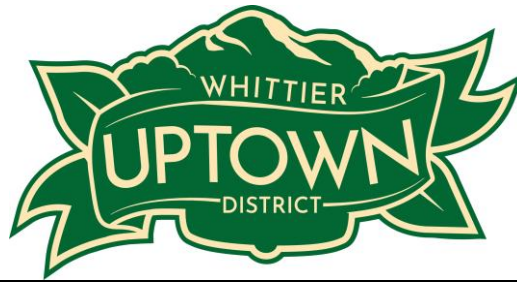
<p>d. Whittier Union High School District (Steven Rodriguez)</p>		<p>d. Katie Galvin-Surbatovic Motioned. Ginny Ball 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>e. Board Will Consider Additional Qualifying Property Owner Nominations</p>	<p>No nominations. Matter closed.</p>	<p>e. No Action Taken</p>
<p>a.5.</p>	<p>The Nominations Committee Presents to the Board for Consideration, the Following Community Members at Large (Business Owners and Non-Business Owners) Nominees for a Two-Year Term:</p>	
<p>a. David Gonzalez (Community Member)</p>		<p>a. Steven Rodriguez Motioned. Ginny Ball 2nd. Brent Haskell Took Roll Call. Motion Passes with a Four to two vote in Favor.</p>
<p>b. Board Will Consider Additional Qualifying Business Owners and Community Members at Large Nominations</p>	<p>No nominations. Matter closed.</p>	<p>b. No Action Taken</p>
<p>a.6. List of Board Members Serving the 2nd Year of Their Two-Year Term</p>	<p>a. City of Whittier b. Historical Society / Museum c. Stephen Ortiz / Irene McCallister d. Melinda Pina e. Frank Rinaldi f. Whittier College</p>	<p>a.6. Informational Purposes Only.</p>



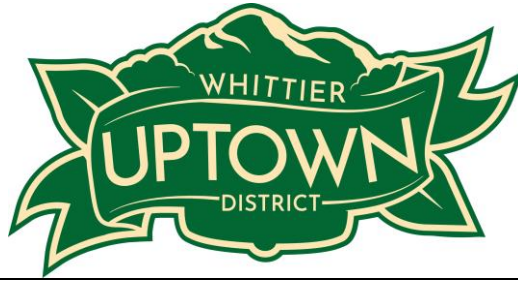
a.7.	Election of Officers for 2021 – 2022	
a. Nomination and Vote for President	Melinda Pina nominated Frank Rinaldi. No further nominations.	a. Melinda Pina Motioned for Frank Rinaldi for President. Milt Pate 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.
b. Nomination and Vote for Vice President	Frank Rinaldi thanked Katie for serving as vice president for the past year and considers her a valuable resource and asset to the UWIA but feels that being a City employee often creates a conflict of interest beyond Katie’s control Frank feels that someone not affiliated with the City might be better suited to be Vice President. With that Frank nominated Melinda Pina. No further nominations.	b. Ginny Ball Moved for Melinda Pina for Vice President. Frank Rinaldi 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.
c. Nomination and Vote for Treasurer	Frank Rinaldi nominated Jim Dunkelman. No further nominations.	c. Melinda Pina Motioned for Jim Dunkelman for Treasurer. Ginny Ball 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.
d. Nomination and Vote for Secretary	Frank Rinaldi nominated Katie Galvin-Surbatovic for Secretary. No further nominations.	d. Ginny Ball Motioned for Katie Galvin-Surbatovic for Secretary. Frank Rinaldi 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.



<p>a.8.</p>	<p>Nomination and vote for Committee Chairs.</p>	
<p>a. District Identity and Streetscape Improvements</p>	<p>Ricardo Diaz announced he is stepping down. Melinda Pina stated that Andrew Yañez has served as Vice-Chair on the DISI Committee, as such, Melinda is nominating Andrew to step into the role as Committee Chair. No further nominations.</p>	<p>a. Melinda Pina Motioned for Andrew Yañez DISI Chair. Ginny Ball 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>b. Executive</p>	<p>The Board President is the Chair of this Committee.</p>	<p>b. Information Purposes Only.</p>
<p>c. Land Use</p>	<p>Frank Rinaldi volunteered to remain as Committee Chair.</p>	<p>c. Melinda Pina Motioned for Frank Rinaldi Land Use Chair. Ginny Ball 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>d. Sidewalk Operations</p>	<p>Frank Rinaldi nominated Steven Rodriguez. No further nominations.</p>	<p>d. Melinda Pina Motioned for Steven Rodriguez Sidewalk Operations Chair. Ginny Ball 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>b. Update on Letter to City Council Re: Meeting with Property Owners.</p>	<p>Frank Rinaldi stated there is no property owner feedback and opened the floor for discussion. Melinda Pina wants to do an uptown property owner survey, have participation, and have a voice. Frank stated mailing a survey is only way to formally reach all owners as not all emails are on file. Ginny Ball stated there have been three council meetings on the matter</p>	<p>b. Tabled</p>



	and the survey is a duplication effort. Council Member Henry Bouchot has not reached out to UWIA on this matter. Frank would like to table – there is not a clear path and does not feel any efforts by the UWIA would get much participation.	
c. Contractor Update	Frank Rinaldi went through the following items and opened the floor for discussion:	
1. Aleco Report – Carlos Lopez	See Attached Written Report.	1. No Action Taken
2. Edna Becerra – Social Media Overview	See Attached Written Report.	2. No Action Taken
3. Coastal Landscape Services – Tyson Smith	See Attached Written Report.	3. No Action Taken
d.1.-2. District Identity Committee Update: Ricardo Diaz	Ricardo Diaz stated the summer banners are up. The winter banners are scheduled to go up next. The research has been started on an uptown magazine.	d.1.-2. No Action Taken
e.1.-4. Sidewalk Operations Committee Update: Steven Rodriguez		e.1.-4. Tabled
f. 1.-2. Land Use and Project Review Committee Update: Frank Rinaldi	Frank Rinaldi stated another developer made a presentation to the Chamber’s Economic Development taskforce. Frank stated this developer is heavily reliant on residential. Parking and the greenery were also taken into consideration by this developer. Very impressed. The UWIA has a taskforce that should be representing the UWIA at the Chamber’s	f.1.-2. No Action Taken



	Economic Development Taskforce meetings	
8. Other Board Items	Ginny Ball stated the Whittier Museum is hosting a 3-day haunted house between 6:00pm to 10:00pm the weekend of Halloween. There is no entry fee but a \$5.00 donation is suggested.	8. No Action Taken
9. Next Meeting date	Next regularly scheduled Board of Directors meeting will be on Thursday, October 14, 2021 at 8:30 a.m. at the Whittier Community Center at 7630 Washington Avenue or possibly telephonically.	9. No Action Taken
10. Adjournment	The meeting was adjourned at 10:30 a.m.	10. No Action Taken

Minutes taken by Brent Haskell and Stephanie Shamp, GM Properties