



## **UWIA Executive Committee Meeting Announcement**

On March 12, 2020, Governor Newsom issued Executive Order No. N-29-20, which allows board members / committee members to attend publicly announced meetings telephonically. Please be advised that some, or all, committee members may attend this meeting telephonically.

Consistent with mandates of Executive Order No. N-29-20, a physical location from which members of the public may observe the meeting or offer public comment will not be made available. GM Properties will not be open to the public for this meeting; however public comment on the attached agenda can be provided via email at [info@uwia.org](mailto:info@uwia.org).

Please submit public comments and questions at least one hour before the start of the meeting to ensure the Executive Committee members receive them in time to view them at the meeting.

**Uptown Whittier Improvement Association  
Executive Committee  
GM Properties, 13305 Penn Street, Suite 200  
TELECONFERENCE MEETING  
Tuesday, July 28, 2020, 8:00 a.m.**

**Current List of UWIA Executive Committee Members:** Jim Dunkelman (Treasurer), Katie Galvin-Surbatovic (Vice President), Stephen Ortiz (Secretary) and Frank Rinaldi (President)

## **AGENDA**

- 1. Call to Order: Frank Rinaldi, President**
- 2. Roll call: Brent or Stephanie**
- 3. Public Comment** - The public is invited to address the UWIA Executive Committee (EC) regarding any item of business. Speakers must limit their comments to two minutes. Pursuant to State law, the EC cannot take action or express a consensus of approval or disapproval on any oral communications which do not appear on the printed agenda.

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UPTOWN WHITTIER IMPROVEMENT ASSOCIATION

c/o GM Properties ■ 13305 Penn Street, Suite 200 ■ Whittier, CA 90602  
P (562) 697-5000 ■ F (562) 693-2126  
[info@uwia.org](mailto:info@uwia.org) ■ [www.uwia.org](http://www.uwia.org)



4. **Approve the Executive Committee minutes from June 30, 2020** *Action Item*
5. **Discuss email from Stephen Ortiz, use of umbrellas and possible procedures for future purchases made by the UWIA.**
6. **Update regarding nomination committee and letter / nomination form - mailed on July 14th.**
7. **Discuss Ginny Ball's idea that the minutes should only contain decisions made by the Board or various committees and not include the discussion / comments by the members.**
8. **Discuss upcoming budgets with committees having a short window between the September 10<sup>th</sup> election meeting, October 8<sup>th</sup> Board meeting to approve budgets and the October 15<sup>th</sup> reporting deadline to the City.**
9. **Discuss and establish the agenda for the UWIA Board meeting on August 13, 2020**
10. **Other Committee Items**
11. **Next UWIA Executive Committee Meeting date: August 25, 2020, 8:00 a.m., at GM Properties, 13305 Penn St, Suite 200, Whittier, CA 90602 or possibly telephonically**
12. **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, at the meeting location designated for the Board or Committee meeting and on their website [www.uwia.org](http://www.uwia.org). 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.*

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**Uptown Whittier Improvement Association  
Executive Committee  
GM Properties, 13305 Penn Street, Suite 200, Whittier, CA 90602  
**TELECONFERENCE MEETING**  
Tuesday, June 30, 2020, 8:00 a.m.**

**Present:** Frank Rinaldi (President), Katie Galvin-Surbatovic (Vice President), and Jim Dunkelman (Treasurer)

**Absent:**

**Guests:** Frank Medina, Milt Pate, Steven Rodriguez

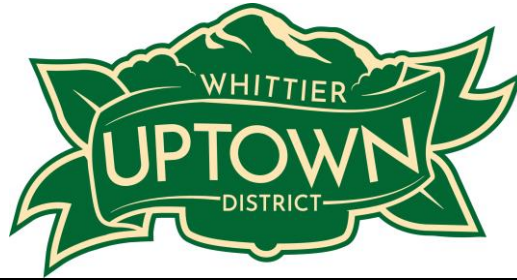
**Consultant:** Brent Haskell and Stephanie Shamp – GM Properties

**MINUTES:**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Call to Order</b>	Frank Rinaldi called the meeting to order at 8:05 a.m.	<b>1. No Action Taken</b>
<b>2. Roll call and announcements</b>		<b>2. Brent Haskell Took Roll Call.</b>
<b>3. Public Comment</b>	Frank Rinaldi asked Brent Haskell if there were any comments received from the public. Brent replied an email was received from Greenleaf Guardian Advertising, dated June 29, 2020, a Greenleaf Guardian representative was present at a past EC meeting and is now reaching out to see if UWIA is interested. Can be brought up at the DISI meeting.	<b>3. No Action Taken</b>
<b>4. Approve the Executive Committee</b>	Corrections need to be made as follows:	<b>4. Jim Dunkelman motioned to approve</b>

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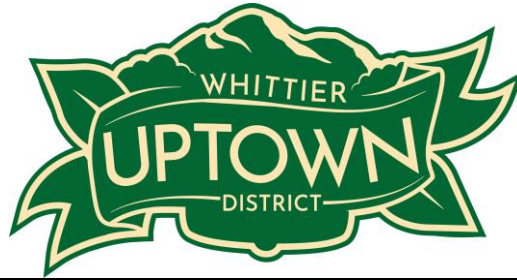
<p><b>Meeting Minutes dated May 26, 2020</b></p>		<p><b>the May 26, 2020 Executive Committee Minutes. Frank Rinaldi 2<sup>nd</sup>. All in Favor. Motion Passes.</b></p>
<p><b>5. Discuss Ways the WUA and UWIA can Improve how the two Organizations can Work Together and Share Information</b></p>	<p>Frank Medina informed UWIA how WUA has broken down the Promenade Businesses on Greenleaf #1, 2, &amp; 3.          #1 – Hadley Street to Bailey Street;          #2 – Bailey Street to Philadelphia Street;          #3 – Philadelphia St. to Wardman Street.          WUA is working with the city. UWIA contributed umbrellas to the businesses. Frank Medina asked where that stands and informed UWIA he found out the businesses can get the umbrellas for free from alcohol vendors. What is needed for the businesses 6'<sup>H</sup> X 5'<sup>W</sup> plastic shields &amp; chairs. Some do not have the resources to outdoor patios. Brent Haskell stated the bases are received. The umbrellas are on order and are to be received any day. Katie Galvin-Surbatovic stated everyone is trying to do all they can. WUA website increasing goal to touch base with as many business owners as possible this week. The challenge is funds for outdoor dining after businesses closing. The business are welcome to open as long as appropriate and nice. Frank Rinaldi discussed the Health Department scare in connection with the 6' distance in dinning for walking server with a mask under assumption people skeptical on closures of bars and beaches rightfully so. Katie stated working to expedite asap - site plan, insurance, and ABC license serving alcohol. Some in limbo prior to and solved along the week. Katie,</p>	<p><b>5. No Action Taken</b></p>



	<p>Brian, and Frank Medina are walking Greenleaf today at 10:30 a.m. and passing out applications. In the beginning businesses hesitant to open and follow same process. Cognoscente in front of businesses and reasonable process. Frank Rinaldi asked about the parking signs. Katie replied working on signs and gates. Slow on the branding and marketing. Want to make sure enough participating. Frank Rinaldi stated we jumped the gun. Five businesses are open. Katie stated the process requires street closures and safety. Frank Medina stated first time doing this and neglected the retail. Allowed businesses time to build a patio. Four businesses are building now. Frank Rinaldi asked about participation. Frank Medina stated 22 on Greenleaf, 8 closing and are not coming back, and 11 opening. Frank Rinaldi stated it was not coordinated properly. Katie replied UWIA stated the umbrellas are for future use, Frank Medina is out on the streets, and the parklets are for future StreetScape use. Katie added she has also been out with Public Works. A lot happening and need to move forward to get done. Jim Dunkelman asked what is needed now. Frank Medina stated shields and bigger signs to announce the Promenade is open and notification to owners. WUA can get tables and chairs. Frank Rinaldi further discussed lack of participation, coordination, and communication. Gives credit where due on services. Requested WUA to be transparent. Frank Medina talked about the WUA work on the</p>	
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	<p>Greenleaf Promenade. What works and what didn't. Actually 79 businesses in uptown, on foot working the program, and 28 residences. Katie added now starting to open retailers for the purpose of general public to enjoy and well into the future. It is on the City of Whittier's website and brought KTLA out there. Katie stated that herself, Frank Medina, and Brian will be out there again today. We are in the middle of Covid-19 and things are done differently, and there are changes every day. Further discussion on businesses closing, new construction, and filling of the non-construction neighbor trash bins. Frank Rinaldi requested Frank Medina to go thru Brent with GM so there is transparency and to go thru the proper channels.</p>	
<p><b>6. Update Regarding the Nomination Committee and Letter / Nomination Form to be Sent to the Property Owners.</b></p>	<p>Frank Rinaldi stated the Nomination Committee is ready for Board Presentation. Jim Dunkelman agrees. Frank R asked Brent H to add the timeline for the election materials to the agenda so the dates would be easier for all to see.</p>	<p><b>6. Brent Haskell to include the Letter / Nomination Form to be Sent to the Property Owners in the Board Agenda Packet.</b></p>
<p><b>7. Discuss Monica Oviedo Stepping Down as the Representative for Whittier Union High School District. Add an Action Item to the Board Agenda asking for a Volunteer or Nominations to Fill</b></p>		<p><b>7. On the Board Meeting Agenda.</b></p>



the Vacated Secretary Position.		
<b>8. Discuss and Establish the Agenda for the UWIA Board Meeting on July 9, 2020</b>	Jim Dunkelman stated the Agenda is fine. Katie Galvin-Surbatovic agrees. Frank Rinaldi stated all is set. If there is something new let GM know.	<b>8. No Action Taken</b>
<b>9. Other Committee Items</b>		<b>9. No Action Taken</b>
<b>10. Next UWIA Executive Committee Meeting</b>	The next regularly scheduled meeting will be on Tuesday, July 28, 2020 at 8:00 a.m. at 13305 Penn Street, Whittier, CA.	<b>10. No Action Taken</b>
<b>11. Adjournment</b>	The meeting was adjourned at 8:56 a.m.	<b>11. No Action Taken</b>

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

### Stephen Ortiz Email RE Purchase of UWIA Umbrellas

On Jul 14, 2020, at 10:04 PM, Stephen E Ortiz (EC) wrote:

Frank,

Here are my concerns regarding the purchase and ownership of 30 umbrellas.

1. After walking Uptown on Saturday, I saw only 7 business owners that are proudly displaying these new umbrellas. The majority of these businesses have only received one umbrella each with one exception. One business owner has 12 umbrellas located in his patio area. Where are the other 11 umbrellas? Is there a plan for the distribution and storage? Who is managing the communication and distribution so that it is fair and equitable to all business owners? I realize that not every business owner may have wanted these umbrellas, however, with one business owner is utilizing 12, there could be a perception that UWIA committee chairpersons have an access advantage to the umbrellas. Someone on the UWIA committee gave us all the impression on Monday evening that the business owner was storing these umbrellas when in fact the business owner is actually using them for their business.
2. I guess beauty is in the eye of the beholder. These umbrellas are a light tan color with a green UWIA logo imprinted. I guess we all could play Monday morning quarterback on the what the DISI committee decided in terms of color but it's still ugly.
- 3) At a cost of \$10k for 30 umbrellas (and stands) it is hard to understand value. Traditionally umbrellas and stands run about \$150/\$200. What was the urgency to purchase these umbrellas at 60% increase of the average cost with just 26% in use today (excluding business owner's use)?
- 4) Comment was made on Monday that the goal of the UWIA is to brand the district but I don't see this goal in the UWIA bylaws purpose or the UWIA mission statement. How would any resident of the City of Whittier or anyone visiting know the UWIA sponsored these umbrellas? How would our UWIA members know that their money was spent on this project?
- 5) What was the communication mechanism to promote and recognize the fact that the UWIA has purchased umbrellas for the business owners of the UWIA property owners?

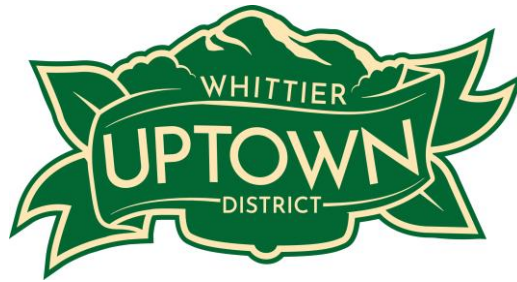


Lastly, the benefactors of these umbrellas, which are targeted for restaurants are a small percentage of the businesses that are owned by the UWIA members. I believe that all future projects should be properly analyzed and benefits/value determined, specifically those that fall outside of the benefit to the majority of UWIA members before any resources are expended.

Would like to have a detailed discussion on this topic during our next Executive Meeting.

Best regards,

Stephen



## UWIA Board Meeting Announcement

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Please submit public comments and questions at least one hour before the start of the meeting to ensure the Board members receive them in time to view them at the meeting.

**Uptown Whittier Improvement Association  
Board of Directors  
Whittier Community Center, 7630 Washington Avenue  
TELECONFERENCE MEETING  
Thursday, August 13, 2020, at 8:30 a.m.**

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

### **AGENDA**

- 1. Call to Order: Frank Rinaldi, President**
- 2. Roll call: Brent or Stephanie**
- 3. Public Comment** - The public is invited to address the UWIA Board regarding any item of business. Speakers must limit their comments to two minutes. Pursuant to State law, the Board cannot take action or express a consensus of approval or disapproval on any oral communications which do not appear on the printed agenda.

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4. **Approval of the UWIA Board meeting minutes from July 9, 2020** *Action Item*
5. **Approval of the UWIA Board special meeting minutes from July 13, 2020** *Action Item*
6. **Property owner election packets were mailed on July 14<sup>th</sup>. Review and discuss attached list of current board members up for renewal in September**
7. **Committee tasks:**
- a. **Executive Committee: Frank Rinaldi**
1. Frank Rinaldi
    - Executive Committee update
    - Minutes discussion vs. decisions
    - Budgets due October 15<sup>th</sup>, plan accordingly
    - Umbrella usage discussion
    - Other
  2. Finance report – Jim Dunkelman
    - Review of financials
    - Other
- b. **Contractor Update – If contractors / vendors are available in person or on the call they can provide any updates / revisions not included in reports or be available for questions should there be any**
1. Aleco – Carlos (report attached)
  2. Edna Becerra (report attached)
  3. Coastal Landscape Services – Tyson (report attached)
- c. **District Identity Committee: Ricardo Diaz**
1. District Identity Committee update
  2. Update on umbrellas
  3. Update on banners
  4. Update of billboards
  4. Other

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- d. **Land Use and Project Review Committee: Frank Rinaldi**
1. Land Use Committee update
  2. Other
- e. **Sidewalk Operations Committee: Stephen Rodriguez**
1. Sidewalk Operations Committee update
  2. Sidewalk Operations Committee recommends that the UWIA continue to use the services of Aleco and to have Rutan & Tucker review the updated agreement and make recommendations prior to executing the agreement **Action Item**
  3. Update of Greenleaf closure to vehicles to allow businesses to operate in the Street
  4. Update on Aleco walking vs. driving around in the vehicle and patches identifying the ambassadors
  5. Other

**8. Other Board Items**

**9. Next Regularly Scheduled UWIA Board Meeting: September 10, 2020, at 8:30 a.m., at the Whittier Community Center, 7630 Washington Ave or possibly telephonically**

**10. Adjournment:** \_\_\_\_\_

**BROWN ACT:**

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