



**Uptown Whittier Improvement Association
Executive Committee**

GM Properties, 13305 Penn Street, Suite 200, Whittier, CA 90602

TELECONFERENCE MEETING

Monday, January 3, 2022, 8:00 a.m.

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

Absent:

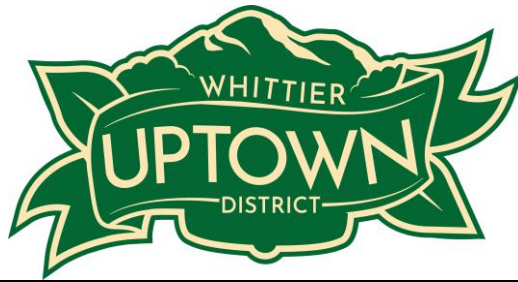
Guests: Milt Pate

Consultant: Brent Haskell and Stephanie Shamp – GM Properties

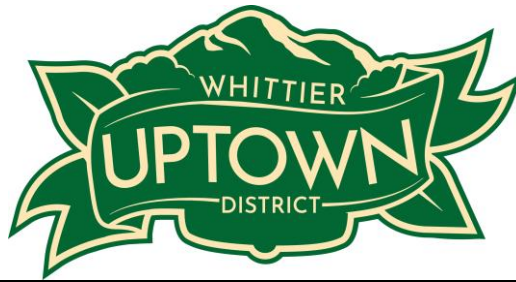
MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Call to Order	Frank Rinaldi called the meeting to order at 8:03 a.m.	1. No Action Taken
2. Roll call and announcements	Brent Haskell took roll call.	2. No Action Taken
3. Public Comment	Brent Haskell stated no emails were received for public comment.	3. No Action Taken
4. Approve the Executive Committee Meeting Minutes from November 30, 2021	Corrections need to be made as follows:	4. Jim Dunkelman Moved to Approve the Executive Committee Meeting Minutes from November 30, 2021. Melinda Pina 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.

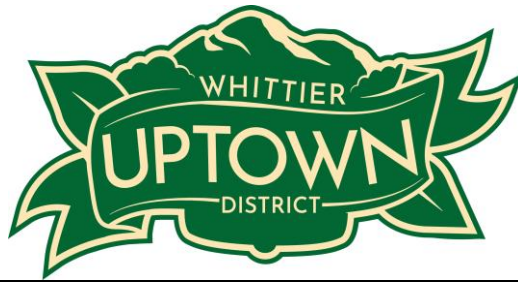
UPTOWN WHITTIER IMPROVEMENT ASSOCIATION



<p>5. Vote to Extend the Ability to Hold Board and All Standing Committee Meetings Via Teleconference or Video Conference under the Provisions of AB-361 for an Additional 30-Days from January 3, 2022 to February 2, 2022.</p>		<p>5. Jim Dunkelman Moved to Extend the Ability to Hold Board and All Standing Committee Meetings Via Teleconference or Video Conference under the Provisions of AB-361 for an Additional 30-Days from January 3, 2022 to February 2, 2022. Katie Galvin-Surbatovic 2nd. Brent Haskell Took Roll Call. All in Favor. Motion Passes.</p>
<p>6. UWIA Will Need to Submit the Financial Statement and Annual Report to the City by the End of February. At a Minimum, it Will Need to Contain the UWIA Board Minutes.</p>	<p>Brent Haskell stated it is placed on the agenda to put on the radar. Jim Dunkelman stated the workplan and the budget were submitted to the City as required in October 2021. Jim stated the CPA review is on schedule.</p>	<p>6. No Action Taken</p>
<p>7. UWIA Will Need to Send the Annual Letter to the Property Owners Before the End of March so it Will be a January Committee Agenda Action Item for Board Approval in February.</p>	<p>Brent Haskell stated it is for informational purposes. UWIA has time per the agreement. This item will be an agenda item for the EC meeting at the end of January.</p>	<p>7. No Action Taken</p>



<p>8. Discuss and Establish the Agenda for the UWIA Board Meeting on January 13, 2022</p>	<p>Brent Haskell notified the Executive Committee the City provided notice that they are shutting down City locations to the public until January 16th. Frank Rinaldi asked the Committee if UWIA should offer Zoom meetings. Jim Dunkelman asked if it creates Brown Act issues. Brent replied that you either need to provide the Zoom link information for public comment or continue what is done for the teleconferences and provide an email address for comments prior to the meeting. Melinda Pina stated she is fine either way but noticed that a lot of people turn off their cameras during Zoom meetings so probably not a big deal to have Zoom. Melinda also stated Zoom meetings can sometimes create logistical issues.</p>	<p>8. No Action Taken</p>
<p>9. Discuss / Revise / Approve the District Manager RFP for Presentation to the Board at the January 13, 2022 Meeting</p>	<p>Frank Rinaldi stated the District Manager RFP Task Force recommends to scrap the whole process. The RFP needs modifications. The language is not proper. The bylaws do not have a written process. Frank agreed with Stephen Ortiz on the District Management responsibilities directed. Jim Dunkelman stated it needs to be specific. Katie Galvin-Surbatovic agrees with Jim that it needs to be really specific and toned. Brent Haskell is to send the RFP, that Frank edited, to all Executive Committee members and all Executive Committee members are to also make their edits or revisions. Stephen Ortiz did not inform the RFP candidates</p>	<p>9. No Action Taken</p>



	<p>that the process is suspended. Brent is to do so but does not have the candidate information. Frank informed Stephen and no response. The edited RFP is to be presented to the Board. Frank wants a communication protocol to establish an authority of direction. Melinda Pina wants the Taskforce Chair to communicate with the Committee Chair and the District Manager to have critical knowledge of the Brown Act. Brent to put the District Manager revised RFP on the Board Agenda. The meeting notice is to go out on the 6th or 7th. Frank wants all comments forwarded to Brent with the RFP language and the changes of each person are to be in different colors.</p>	
<p>10. Other Committee Items</p>	<p>Frank Rinaldi has reached out to the WUA President via email and copied Brent Haskell and Melina Pina. No response from the WUA President as of today. Possibly due to the holidays. Frank called the office and left a message. Melinda Pina stated she talked with the WUA President a few months back and there was interest in a partnership and doing business together.</p>	<p>10. No Action Taken</p>
<p>11. Next UWIA Executive Committee Meeting</p>	<p>The next regularly scheduled meeting will be on Tuesday, January 25, 2022, at 8:00 a.m. at 13305 Penn Street, Suite 200, Whittier, CA 90602 or telephonically.</p>	<p>11. No Action Taken</p>
<p>12. Adjournment</p>	<p>The meeting was adjourned at approximately 9:04 a.m.</p>	<p>12. No Action Taken</p>

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