



**Uptown Whittier Improvement Association
Executive Committee**

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

TELECONFERENCE MEETING

Tuesday, May 25, 2021, 8:00 a.m.

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

Absent: Stephen Ortiz (Secretary)

Guests: Milt Pate

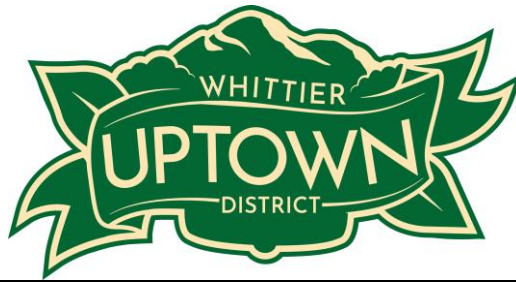
Consultant: Brent Haskell and Stephanie Shamp – GM Properties

MINUTES:

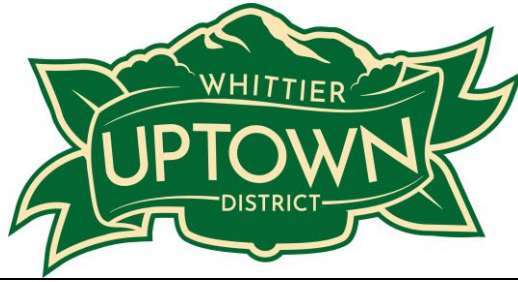
| <i>Item</i> | <i>Discussion</i> | <i>Action Taken?</i> |
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| 1. Call to Order | Frank Rinaldi called the meeting to order at 8:02 a.m. | 1. No Action Taken |
| 2. Roll call and announcements | Brent Haskell took roll call. | 2. No Action Taken |
| 3. Public Comment | Brent Haskell stated no emails received for public comment. | 3. No Action Taken |
| 4. Approve the Executive Committee Meeting Minutes from April 27, 2021 | Corrections need to be made as follows: | 4. Jim Dunkelman Motioned to Approve the Executive Committee Meeting Minutes from April 27, 2021. Katie Galvin-Surbatovic 2nd. All in Favor. Motion Passed. |

UPTOWN WHITTIER IMPROVEMENT ASSOCIATION

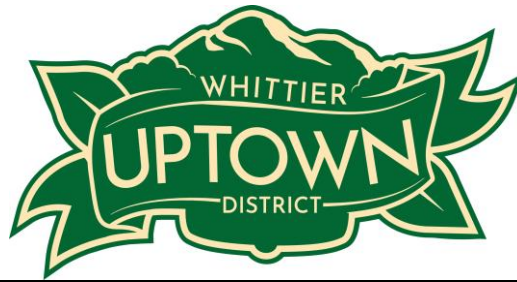
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| <p>5. Executive Committee to Consider Purchasing a One-Year Subscription to Zoom at a Cost of \$149.90</p> | <p>The Executive Committee to consider purchasing a Zoom subscription. Frank Rinaldi made a motion to purchase a one-year subscription to Zoom because of the ability to see faces and not have number restrictions imposed by the existing teleconference lines. Jim Dunkelman asked if the Zoom could be utilized for board meetings after the state reopens. Frank thought that the Board could not, but that the other Committees could. Brent stated that was not accurate - Neither the Board nor the standing Committees could use the Zoom once everything is fully open, assuming the governor undoes the loosening of the Brown Act requirements, that are currently in place. Brent also stated the Zoom could only be utilized for Taskforce meetings once that point is reached. Discussion was had about alternative methods for video conferences. One option discussed was Google Meet and another was to utilize Whittier College’s Zoom account. Brent and Jim to discuss both options.</p> | <p>5. Frank Rinaldi Motioned to Approve the One-Year Zoom Subscription at the Cost of \$149.90. Katie Galvin-Surbatovic 2nd. Frank Rinaldi Withdrew Motion after discussion.</p> |
| <p>6. Committee to Discuss Establishing a Task Force for the District Manager FRP and Determine if Rutan & Tucker, LLP Should Prepare an RFP for the Task Force to Submit and If Rutan & Tucker should Prepare the</p> | <p>Discussion held on District Manager pending RFP. Brent Haskell informed the Executive Committee the reason the RFP is necessary every three years is not because of the Brown Act but because of the agreement between the City and the UWIA. Brent stated he is not sure of the dollar amount off the top of his head but the agreement states if a contract with a vendor is over a certain dollar amount it can only be for a maximum of three years</p> | <p>6. The Selection of a Task Force to be on the June 10th Board Meeting Agenda.</p> |



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| <p>District Manager Agreement</p> | <p>before a new RFP has to be issued. The three-year anniversary for the district manager ends August 31, 2021. Brent stated since this RFP is for the position that GM Properties currently holds, he can only assume the UWIA does not want GM Properties involved in this process. The Executive Committee discussed options and would like to bring the discussion of selecting a task force at the June 10th Board meeting to determine the next steps in creating the RFP for the district manager position. Jim Dunkelman stated he does not have a copy of the original RFP. Brent stated he would look and if he has it will forward to Jim.</p> | |
| <p>7. Committee to Discuss and Work on the Election Packet. The Packet Should be Approved by the Executive Committee No Later than the June 29, 2021 Meeting so it can be Presented and Approved by the Board at the July 8, 2021 Meeting Prior to Sending to the Property Owners</p> | <p>Frank Rinaldi & Jim Dunkelman stated it looks good and further discussion on the letter and packet to the owners regarding September Election. Brent Haskell updated the dates to reflect current dates. Frank Rinaldi stated it looks like it is ready to go and asked Brent if this could be an action item. Brent Haskell stated if the Executive Committee thinks it should be an action item because of timing they can vote to make it an action item and then vote to approve the packet to be presented to the Board for their approval at the June 10th meeting.</p> | <p>7. Jim Dunkelman Made a Motion to Make the Agenda Item to Discuss the Owner Packet / Letter an Action Item. Katie Galvin-Surbatovic with a 2nd. All in Favor of Motion to Make the Agenda Item an Action Item. Motion Passes.</p> <p>Jim Dunkelman Made a Motion to Approve the Owner Letter / Packet, with Allowing for any Modifications for Dates that are Inaccurate, to Present to the Board for their Approval.</p> |



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| | | Katie Galvin-Surbatovic with a Second. All in Favor, Motion Passes. |
| 8. Taskforce Update on Meeting with the Whittier Chamber | Frank Rinaldi stated the meeting with the Task Force and Chamber mostly in agreement on the same goals. There are two goals 1) Create a relationship system to use college internships in uptown 2) Security of Uptown through a business watch program. Further discussion on break ins and transient issues. Katie Galvin-Surbatovic stated best to talk with the Chief of Police as the police are fully staffed, create the relationship with awareness, insight, and context at the Board meeting. Brent to invite the Chief to the next Board Meeting. | 8. No Action Taken |
| 9. Discuss / Update on Greenleaf Promenade | Katie Galvin-Surbatovic stated the City is wrapping up the survey. Information forthcoming. Permit violations were taken into consideration at the last UWIA meeting. Further discussion on following the rules and having onsite discussions. Outdoor dining talked about. If everything opens June 15 th then October 15 th the Promenade will temporarily end. | 9. No Action Taken |
| 10. Discuss and Establish the Agenda for the UWIA Board Meeting on June 10, 2021. | | 10. No Action Taken |
| 11. Other Committee Items | | 11. No Action Taken |



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| 12. Next UWIA Executive Committee Meeting | The next regularly scheduled meeting will be on Tuesday, June 29, 2021 at 8:00 a.m. at 13305 Penn Street, Suite 200, Whittier, CA 90602 or possibly telephonically. | 12. No Action Taken |
| 13. Adjournment | The meeting was adjourned at 9:07 a.m. | 13. No Action Taken |

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