



**Uptown Whittier Improvement Association  
Executive Committee**

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

**HYBRID TELECONFERENCE MEETING**

**Tuesday, June 28, 2022, 8:00 a.m.**

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

**Absent:**

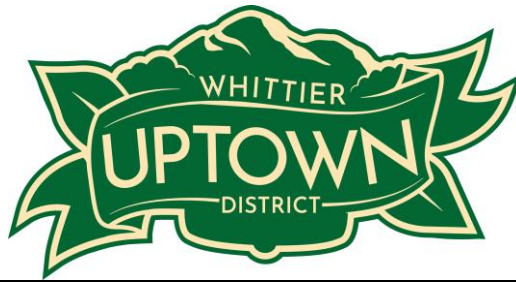
**Guests:** David Gonzalez

**Consultant:** Stephanie Shamp – GM Properties

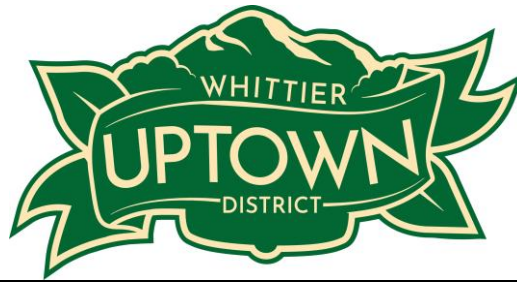
**MINUTES:**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Call to Order</b>	Melinda Pina called the meeting to order at 8:05 a.m.	<b>1. No Action Taken</b>
<b>2. Roll call and announcements</b>	Stephanie Shamp took roll call.	<b>2. No Action Taken</b>
<b>3. Public Comment</b>	Stephanie Shamp stated no emails received for public comment. Melinda Pina stated at the last Sidewalk meeting Stephen Ortiz is concerned about meeting minutes and wants the minutes a little more in depth or in more detail for the owners reading the minutes.	<b>3. No Action Taken</b>
<b>4. Approve the May 31, 2022 Executive Committee Meeting Minutes</b>	Corrections need to be made as follows:	<b>4. Jim Dunkelman Motioned to Approve the May 31, 2022 Executive Committee</b>

UPTOWN WHITTIER IMPROVEMENT ASSOCIATION



		<p><b>Meeting Minutes.</b>  <b>Katie Galvin-Surbatovic 2<sup>nd</sup>. No Further Discussion. Motion Passed.</b></p>
<p><b>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 July 2, 2022 to August 1, 2022</b></p>	<p>Melinda Pina asked if there is an update. Katie Galvin-Surbatovic stated the City has continued to extend the provisions of AB-361 for another 30 days.</p>	<p><b>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 July 2, 2022 to August 1, 2022. Katie Galvin-Surbatovic 2<sup>nd</sup>. Motion Passed.</b></p>
<p><b>6. Discuss the Attached Draft District Manager RFP and Determine to Approve for Board Review. Also, Determine if Legal is to Review the RFP Before or After Board Review, and Additional Details Will Need to be Provided Prior to Legal Review</b></p>	<p>Melinda Pina feels the attorney should review the Draft RFP. Jim Dunkelman questioned PDF page 11, 2<sup>nd</sup> bullet if wording should include at the Board Meeting. Jim also wants to include the term of engagement/length of contract and needs to add the submittal process. Frank Rinaldi wants to add the annual review of services for all vendor contracts. Upon removal of a vendor it is good to have the annual review in the contract.</p>	<p><b>6. Jim Dunkelman Motioned to take the Draft District Manager RFP to the Board with the Edits. Frank Rinaldi 2<sup>nd</sup>. Stephanie Shamp Took Roll Call. Motion Approved.</b></p>
<p><b>7. Discuss and Determine if the Ambassador RFP,</b></p>	<p>David Gonzalez stated he will have an RFP document to the Board and asked if the District Manager has a format. Frank</p>	<p><b>7. Melinda Pina Motioned for the Sidewalk Committee to</b></p>



<p><b>When Ready, Should be Prepared by Legal or Reviewed by Legal. If only Reviewed by Legal, Should it be Prior To or After Board Approval</b></p>	<p>Rinaldi stated there is no legal format and in going off memory, the process should not be in the bylaws. The process is to go with legal and Frank is happy to review. David Gonzalez wanted to confirm the review process. Frank stated the Committee is to create an RFP for Executive Committee Review, then legal.</p>	<p><b>Proceed with the Format to RFP and then to Legal. Jim Dunkelmann 2<sup>nd</sup>. Stephanie Shamp Took Roll Call. All in Favor. Motion Approved.</b></p>
<p><b>8. Discuss the June 14<sup>th</sup> City Council Meeting Regarding the Three Options for Greenleaf Avenue/Promenade</b></p>	<p>The Chamber reached out. UWIA's consensus is to keep the Promenade open. WUA came to an agreement to keep open as well. Chamber wants to do the same. Carol with the Chamber and Justin with WUA to attend today's meeting. One representative for each organization to speak. Two Council members for closed, two for open, and one recuse as their business is on the street. Katie Galvin-Surbatovic is interested on how it goes at the meeting. Brian and Katie met with WUA and they were in support of option #3 but closed during the days of the week. Seasonal changes inquired. Melinda Pina stated it came up but for special events. Katie stated WUA may have gotten support and the vote dies on an impasse of a 2/2 vote. Melinda stated she didn't realize if there is no change, the no votes get what they want. Justin is focused on the restaurants and is working really hard to go over that 3<sup>rd</sup> option. Katie plans on putting the Promenade on the Agenda tonight to support or not. The City meeting Agenda further discussed. Frank Rinaldi asked if the 3<sup>rd</sup> item provides</p>	<p><b>8. No Action Taken</b></p>



	<p>islands. Katie replied it includes parklets, expanded sidewalks, and implement bollards. The work would be far easier to do in the future if included now. There would be more outdoor space gatherings for no specific restaurant. Frank asked if the Council Member that represents the district has more of a say. Katie replied there is no pull, but Octavio Cesar Martinez is more vocal than before in favor. Melinda asked the only point of contention is all new trees. Frank also asked if the trees are in stages in a phased-out approach. Katie stated it is unknown and does not have that answer. Melinda recalls a City presentation that the tree removal is every 3 years and every 3<sup>rd</sup> tree, so one tree is removed each year. Frank stated either way it works in maintaining the canopy. Frank confirmed who will be attending the City Council meeting and thanked staff for coming up with the 3<sup>rd</sup> option. It brings all the parties together. Katie stated from a staff perspective, likes to do what everybody likes.</p>	
<p><b>9. Discuss and Establish the Agenda for the UWIA Board Meeting on July 14, 2022</b></p>	<p>Stephanie Shamp confirmed the Board meeting is at GM Properties. Melinda Pina wants to create a Retreat Agenda with discussion bullet points. Frank Rinaldi wants to create a list of items to establish the meeting or ask how to go about it on a step-by-step voting system. Melinda wants the Committees to meet with the Board and move on from there. With each Committee revisiting goals. Where are</p>	<p><b>9. No Action Taken</b></p>



	<p>they at and if not accomplished what is the timeline. Frank wants to include the Chamber internship. All Committees and Task Forces are working in unity, and all is volunteer work. The venue and time are not solidified. There are 4 or 5 hours dedicated for it at Melinda’s location. Frank stated UWIA will reimburse expenses. GM created a retreat list that is to be added to the Board Packet for review.</p>	
<b>10. Other Committee Items</b>		<b>10. No Action Taken</b>
<b>11. Next UWIA Executive Committee Meeting</b>	<p>The next regularly scheduled meeting will be on Tuesday, July 26, 2022, at 8:00 a.m. at 13305 Penn Street, Suite 200, Whittier, CA 90602 or hybrid teleconference.</p>	<b>11. No Action Taken</b>
<b>12. Adjournment</b>	<p>The meeting was adjourned at approximately 8:57 a.m.</p>	<b>12. No Action Taken</b>

Minutes were taken by Stephanie Shamp with GM Properties.