

**Apple Valley Village
Property Business Improvement District
Board Meeting
Minutes – November 21, 2012**

I. CALL TO ORDER:

Chairman Cusack called the meeting to order of the AVVPBID at 9:06a.m.

II. ROLL CALL

Roll call was taken with the following Board Members present.

Present: Gilmore; Vice-Chairman Nassif; Collingsworth; Hitt; Robinson;
Chairman Cusack

Absent: Past Chairman Cambridge

III. Public Comments:

No public comments.

IV. Committee Updates

a) Status update: Landscape –Chris Hitt

Board Member Hitt stated that Richard Pederson from the Town of Apple Valley would give an update on the Hwy 18 project.

Richard Pederson stated the town received bids on the project last month. The bids came in a bit higher then projected, but with the \$460,000 from the state it will not be a problem. Their estimate was around \$900,000 and the bid cam in at \$960,000 (60,000 more than estimated). We combined the CDBG funds for two years to help offset the extra costs. There is more than 50% match of funds by outside sources to the PBID funds. There is a tentative preconstruction date of Tuesday December 4, 2012. It looks as if they will begin after Christmas, which will be well for the vegetation in planting in the spring. We finished the first phase with PBID funds being matched by two types of funding. The Landscape Committee met and discussed other beautification ventures that could be done in the village along with the dealing with the drainage situation.

Richard Johnson the landscape architect said he will be being bringing different sketches to the committee to review in the coming weeks.

Larry asked about the drainage around NAPA Auto Parts and Richard Pederson stated that the landscape committee has discussed this issue and it can be resolved.

The \$464,000 came from federal funds and \$170,000 + \$300,000 came from CDBG through the course of 2 years. So over \$900,000 has come from different grants and outside funding and roughly \$300,000 from the PBID. For every dollar the PBID spent they will receive \$3 in return from the state.

Orlando stated from the Town of Apple Valley stated the money that would have been spent on construction can be used for maintenance for 10-15 years as compared to 5 years since the CDBG funds and federal funds must be used for construction not maintenance. This does not take away from future projects.

b) Status Update: Budget – Donna Gilmore

Donna Gilmore stated that there is a check from the town assigned to the PBID.

c) Status Update: Marketing –Vice-Chairman Nassif

Vice-Chairmen Nassif stated nothing major to report, but all the kiosk signs are up.

Janice from the Chamber of Commerce stated that the Marketing Committee agreed on an additional to the website last week. The website will be under construction to enable the site to be mobile which means it will be easy to use and will format itself to the mobile phone trying to gain access. It helps keep the Village current and the mobile site has Google maps attached. She met with the Daily Press and we seem to have the same six businesses utilizing the advertisement, but more businesses need to be using this application. Sam from Mojave Copy is putting together a quote for 16 different merchants which the mailer would reach 10,000 people all around Apple Valley. The newsletter is getting completed. Also, she has got a two phone calls regarding the kiosk sign for possible placement. She will contact the merchants within the Franklin building regarding the newsletter and advertisement.

Orlando stated he would inquire about the possibility of adding more kiosk signs in the Village.

d) Suggested items for next agenda

No suggested items.

V. **CONSENT AGENDA**

Recommendation: Adopt all below listed items on the Consent Agenda in one motion. The Consent Agenda is composed of routine non-controversial items of business that will be adopted in whole in one motion.

- a) Approval of Minutes of October 17, 2012.

Recommendation:

Approve the subject minutes as part of the consent agenda.

- b) Treasurer's Report – Month of October, 2012

Recommendation:

Approve the subject Treasures Report as part of the consent agenda

Motion by Board Member Hitt and seconded by Vice-Chairman Nassif approve consent agenda items a and b.

Vote: 6-0-1

Motion carried

VI. **NEW BOARD BUSSINESS**

- a) **Nominating Committee Report**

Treasurer Gilmore stated that all the ballots have been mailed out and she has received 25 ballots thus far. She would like to set up a meeting on December 3, 2012.

- b) **Amendment of Section 2 of Article VI of the Bylaws**

Amendment to reduce board from 11 to 9 on November 18, 2009
Amendment to reduce board from 9 to 7 on November 21, 2012
Section2. NUMBER OF DIRECTORS. Except as noted below upon startup of this corporation or as may be changed later by a vote of the Board, the number of directors, of the corporation shall be eleven (11). The Board of Directors shall consist of the Chairperson, the Vice-Chairperson, the Secretary, the Treasurer, and seven (7) members at large. The number of directors may be changed by an amendment to this section 2 of Article VI of these Bylaws.

Chairman Cusack has asked for 2 additional board members and did not receive any interest forms completed.

Recommendation:

Approve the subject Amendment of Section 2 of Article VI of the Bylaws to reduce board from 9 to 7 on November 21, 2012

Motion by Board Member Collingsworth and seconded by Board

Member Hitt approve item b.

ROLL CALL VOTE:

Board Members: Collingsworth__Y__, Gilmore__Y__, Hitt__Y__,
Robinson__Y__ Past Chairman Cambridge__A__, Vice Chairman
Nassif__Y__, Chairman Cusack__Y__.

Vote: 6-0-1
Motion carried

c) Starbuck Walsh CPA Report

Treasurer Gilmore stated that everything was documented and extremely transparent. We got a clean bill of health. If passed it will be on the next agenda for the Town Council.

Recommendation:

Approve the subject Starbuck Walsh CPA Report

Motion by Vice-Chairman Nassif and seconded by Board Member Hitt approve item b.

ROLL CALL VOTE:

Board Members: Collingsworth__Y__, Gilmore__Y__, Hitt__Y__,
Robinson__Y__ Past Chairman Cambridge__A__, Vice Chairman
Nassif__Y__, Chairman Cusack__Y__.

Vote: 6-0-1
Motion carried

VII. BOARD COMMENTS:

No board comments.

VIII. ADJOURNMENT:

Board Member Collingsworth motioned to adjourn and second by Vice-Chairman Nassif. The motion unanimously carried to adjourn the meeting of the Apple Valley Village Property Business Improvement District Meeting at 9:43 a.m. to the next meeting of December 5, 2012 at 9:00 a.m. at the offices of Mojave Water Agency.

Respectfully Submitted

Brett Savage
Administrative Consultant

Approved:

Chairman Cusack