

**Apple Valley Village  
Property Business Improvement District  
Board Meeting  
Minutes – November 18, 2015**

**I. CALL TO ORDER:**

Chairman Collingsworth called the meeting to order of the AVVPBID at 9:01 a.m.

**II. ROLL CALL**

Roll call was taken with the following Board Members present.

**Present:** Chairman Collingsworth, Vice-Chairman Robinson; Cusack; Gilmore; Cambridge; Nassif

**Absent:** Hitt

**III. EXECUTIVE SESSION:**

The board agreed to continue Signature Events contract until June 2016 after the board proposes a new RFP.

**IV. Public Comments:**

No public comments.

**V. Committee Updates**

**a) Status update: Landscape – Chris Hitt**

Vice-Chairman Robinson stated that the contracts have been signed.

The Town stated that they have done an RFP for a landscape drainage plan for outer hwy 18 and received a few proposals. The PBID has selected Merrell Johnson to pursue this task. The Town stated that they would follow up with Merrell Johnson to see their progress. The possibility of extended the highway median landscape project looks bleak due to the fact the Cal Trans will not be undertaking any new landscaping jobs because of Gov. Brown's memorandum about cutting the water usage.

**b) Status Update: Budget – Donna Gilmore**

Treasurer Gilmore stated that she has been trying to get ahold of Orlando but that have been playing email tag. She wants to go over the quarterly reports with the Town.

**c) Status Update: Marketing – Scott Nassif**

Board Member Nassif stated during the last meeting they focused on debriefing from the parade. From the public along with the community the parade was looked at as a success. During the next meeting they will be planning the activities after the first of the year. There is not a date set for next year's parade. The radio ads currently on air are for marketing and awareness of the Village.

The Town is currently still working with its "Shop Local Campaign". They are dispersing more information via mailers, stickers and advertisements at the movie theater in regards to the campaign. There will be a workshop hosted on December 8, 2015 from 10-11AM at the Town of Apple Valley hosted by a representative from the Governors office of Business and Economic Development. Businesses interested can register online.

**d) Suggested items for next agenda**

No suggested items.

**VI. 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 22, 2015.**

**Recommendation:**

Approve the subject minutes as part of the consent agenda.

**b) Treasurer's Report – Month of October 2015**

**Recommendation:**

Approve the subject minutes as part of the consent agenda.

Motion by Board Member Nassif and second by Vice-Chairman Robinson to approve items a and b.

The motion passed unanimously.

**VII. NEW BOARD BUSINESS**

**a) Acquisition of Abandon or Unkempt Properties & Burnt Down Building(s)**

Orlando from the Town stated that Code Enforcement is taking steps to go through the process in regards to the burnt down building in the Village. The owners of the building plan to rehab the

building once they receive funds from the insurance company. If for some reason the owner does not have the funds or chooses not to rebuild the Town will seek grant funding to tear down the rest of the property. The Town also had the fence taking down on the property lot on the corner of Navajo and Hwy 18, which the board is pleased about.

The owner (Anneal Mohan) was present for the meeting to be able to explain his plans for the property. He is open to suggestion and ideas as to what to do with property and is happy to work with the board if they see fit. He stated that if the board wishes to use his property for events they could free of charge.

The Town continues to work with the Franklin family in regards to their property in the Village. The family seems more responsive to the possibility of making progress with the Franklin Center.

Board Member Nassif had questions about how much patrolling is being done by the police department in the area around the Little League fields due to some complaints by people within the Village. Trish Hill from the department stated that she would talk to the sergeant about this issue.

**b) Nominating Committee**

Treasurer Gilmore stated the ballots (approximately 220) were sent out November 1, 2015. She has received 15 ballots thus far and only 4 had bad address. The ballots are due December 1, 2015.

**c) 2 ARGP Applications**

There were two ARGP applications (Kim Scully and Richard Sparks) reviewed by the committee and recommend their approval to the board.

Motion by Board Member Cambridge and second by Board Member Cusack to approve the two ARGP applications.

**ROLL CALL VOTE:**

Board Members: Gilmore\_\_Y\_\_, Chairman Collingsworth\_\_Y\_\_ Vice-Chairman Robinson\_\_Y\_\_ Cambridge\_\_Y\_\_, Nassif\_\_Y\_\_, Cusack\_\_Y\_\_, Hitt\_\_NP\_\_.

**Vote:** 6-0-1

**d) Christmas Tree**

Board Member Nassif stated that the Town always has a Christmas tree lighting ceremony and has purchased a large lighted tree. The Town is looking for sponsors to help offset the cost. The board stated that since the Town has been supportive of the Village, the Village should support the Town. The donation range is \$1,500 – 2,500.

Motion by Board Member Cambridge and second by Vice-Chairman Robinson to approve allocating \$1,500 towards to Apple Valley Christmas Tree.

**ROLL CALL VOTE:**

Board Members: Gilmore\_\_Y\_\_, Chairman Collingsworth\_\_Y\_\_ Vice-Chairman Robinson\_\_Y\_\_ Cambridge\_\_Y\_\_, Nassif\_\_Y\_\_, Cusack\_\_Y\_\_, Hitt\_\_NP\_\_.

**Vote:** 6-0-1

**e) PBID Renewal Preparation and Outlook**

Ed Henning is looking at the spring of next year for the renewal process. He will also need a new contract if the board chooses his services for the renewal. He will provide a contract if the board selects him. He also recommends that the board start in February with the process.

**VIII. Board Comments**

Board Member Nassif mentioned the executive session and the Board adjourned the meeting to review signature events contract.

Add Trish Hill to contact list

**IX. ADJOURNMENT:**

Treasurer Gilmore motioned to adjourn and second by Board Member Cusack. The motion unanimously carried to adjourn the meeting of the Apple Valley Village Property Business Improvement District Meeting at 10:25 a.m. to the next meeting of December 2, 2015 at 9:00 a.m. at the offices of Mojave Water Agency.

Respectfully Submitted

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Brett Savage  
Administrative Consultant

Approved:

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Chairman Collingsworth