



Minutes of the Meeting of February 4, 2009
Pacific National Bank, 1998 Mountain Blvd., Oakland, CA 94611

Present: Tom Brodehl, Niels Dahl-Jansen, Nancy Ekstrom, Claudia Falconer, Sara Kenward,
Lydia Nayo, Lee Richter, Dan Shea
Absent: Ken Betts, Linda Foss, Howard Neal, Tom Revelli
Staff: Roger Vickery

The monthly meeting of the MVA Board of Directors was called to order at 6:20 PM by President Dan Shea. Eight Board members were present, constituting a quorum for the meeting.

Open Forum

- Richard Cowan from Jean Quan's office announced that up to three (3) local residents are being honored at their Local Heroes Award program on February 7.
- Heidi Miller, Reuven Kahane and Clive Gavshon told of a restaurant they intend to open at 6464 Moraga Avenue. The Board agreed that, so long as a C-27 Conditional Use Permit is obtained, the business would make a good addition to the mix of restaurants in the Village.

Committee Reports:

- **Secretary** – Upon motion duly made, seconded and unanimously carried it was agreed that the Minutes of the January 7, 2009 Board meeting shall be accepted as written.
- **Beautification/Design/Land Use**
 - It was agreed that the Committee's recommendation to enter into a contract with Green Team Landscaping & Maintenance at an annual cost not to exceed \$10,000 for planter and tree maintenance services shall be accepted.
 - It was agreed that the terms of a revised maintenance contract the Committee negotiated with Peralta Services Corporation shall be accepted.
- **Safety/Security**
 - Upon motion duly made, seconded and unanimously carried it was agreed that the attached, revised "MVA Private Security Patrol Needs" shall form the basis for negotiating contracts with private security services in 2009.
 - It was agreed that the reduction in costs that the Committee negotiated with our current private security service shall be accepted.
 - It was agreed that a majority of the Board will attend a computer security training on Tuesday, March 10, 2009.
- **Treasurer**
 - We have \$25,778 in our checking account, \$2,377 in savings and \$83,590 in Garage savings. Our 4th quarter B.I.D. payment has been received.
 - Upon motion duly made, seconded and unanimously carried it was agreed that the attached 2009 Revised Budget shall be approved.
- **Promotion**
 - Upon motion duly made, seconded and unanimously carried it was agreed that 50% of any Jazz & Wine Festival profits in 2009 shall be donated to the Oakland Fund for the Arts, a 501 (c) 3 charitable organization.
 - It was agreed that the MVA shall be a co-sponsor with the Lions Club of a "Montclair Village Restaurant Walk" on April 21, 2009

- It was agreed that \$2,000 shall be added to the 2009 Budget for Association advertising on behalf of the Village. This figure is included in the attached 2009 Revised Budget.
- It was agreed to defer any decision about printing an update to the Merchant Directory until the 4th quarter of 2009.
- **Nominations**
 - It was agreed to move elections of new/returning Board members and officers to May 2009, so that elected members can begin serving in June 2009 to overlap with exiting members.
 - It was also agreed that the Committee shall provide the Board with a list of eligible candidate by the April Board meeting so ballots can be prepared, distributed, returned, tabulated, and new members notified prior to the May Board meeting.

Announcements

- Metro Café is holding is grand opening tonight, February 4.
- A business selling third-world products is planning to occupy the space formerly occupied by The Knitting Basket on Mountain Blvd.

With no further business to discuss the meeting was adjourned at 7:40 PM.

Respectfully submitted

Roger Vickery for
Linda Foss, MVA Secretary

Attachments:

- MVA Private Security Patrol Needs
- 2009 Revised Budget

MVA Private Security Patrol Needs

The Montclair Village Association has employed private security patrol companies for Montclair Village, including the main downtown area and the Village Square area, for a number of years. We review our needs annually in March, and renew or enter into a new contract with a licensed professional security company for drive-by and walking patrols. Merchants have supported the costs of having private patrols in the past because they have felt these patrols augment their own alarm services and the support available from the Oakland Police. They also have felt that visibility of these patrols in a professional manner during afternoon business hours is important.

A contract with costs is requested to include, therefore, the following specific needs:

- A minimum of **one (1)** random drive-by two-way radio equipped patrols between the hours of 6:30 PM and 12 AM, seven days a week.
- A minimum of one (1) two-way radio equipped walking patrol of the downtown Village area for **one hour a day** randomly between the hours of 1 PM and 6:30 PM. Monday – Saturday of every week.
- Notification of the Oakland Police of any suspicious activity observed during these patrols that warrant police attention.
- Reports of any activity encountered during these patrols to the MVA Executive Director by 8 AM daily, either by phone message or E-mail (montclairvillage@sbcglobal.net).
- Attendance at monthly MVA Board meetings (first Wednesday of each month at 6:15 PM, Pacific National Bank, 1998 Mountain Blvd.) to provide feedback to and receive feedback from the Board.
- Escort service, upon request, for merchants from place of business to Village garage, primarily from 6 PM – 8 PM daily.

Proposals should be in US dollars and sent to the Executive Director, Montclair Village Association.

**Montclair Village Association
2009 Budget - Approved**

	2008	2008	2009	2009
Incom	Budget	Actual	Approved	Revised
e		12/31/2008	9/4/2008	2/4/2009
Source				
	\$	\$	\$	\$
BID Revenue	100,000.00	95,017.43	97,500.00	90,000.00
	\$	\$	\$	\$
Garage Management	12,000.00	11,700.00	10,800.00	10,800.00
	\$	\$	\$	\$
Interest - "Garage" Savings	\$ -	1,151.19	2,400.00	1,000.00
	\$	\$	\$	\$
Meetings/Mixer	1,500.00	\$ 945.00	1,000.00	800.00
	\$	\$	\$	\$
Promotion - Summer/Holiday Strolls	\$ -	3,500.00	1,000.00	\$ -
Promotion - Pacific Fine Arts	\$	\$	\$	\$
Festival	10,000.00	10,000.00	10,000.00	10,000.00
	\$	\$	\$	\$
Total Income	123,500.00	\$122,313.62	122,700.00	\$112,600.00
Expenses				
Corporation				
	\$	\$	\$	\$
Accountant	700.00	\$ 484.83	500.00	500.00
	\$	\$	\$	\$
Insurance	3,200.00	1,454.00	2,000.00	2,000.00
	\$	\$	\$	\$
Meetings/Mixer	1,500.00	1,631.25	1,500.00	1,600.00
	\$	\$	\$	\$
Office Supplies	2,000.00	1,916.71	2,500.00	2,500.00
	\$	\$	\$	\$
Postage	1,000.00	\$ 604.53	1,000.00	1,000.00
	\$	\$	\$	\$
Rent	4,500.00	4,543.64	4,500.00	4,600.00
	\$	\$	\$	\$
Utilities	\$ -	\$ 678.97	1,000.00	1,000.00
	\$	\$	\$	\$
Staff	30,000.00	29,848.44	28,500.00	30,000.00
	\$	\$	\$	\$
Taxes	500.00	\$ 30.00	100.00	\$ 50.00
	\$	\$	\$	\$
Corporation Subtotal	43,400.00	\$ 41,192.37	41,600.00	43,250.00
Garage Management				
	\$	\$	\$	\$
City Collection Fee	2,500.00	\$ -	2,500.00	2,500.00
	\$	\$	\$	\$
City Loan Payment	3,200.00	\$ -	3,200.00	3,200.00
	\$	\$	\$	\$
Contingency	1,800.00	\$ -		
	\$	\$	\$	\$
Garage Management Subtotal	7,500.00	\$ -	5,700.00	\$ 5,700.00
Beautification Projects				
	\$	\$	\$	\$
Landscaping	11,000.00	18,700.00	14,400.00	10,000.00

Maintenance	\$ 17,000.00	\$ 8,250.00	\$ 20,000.00	\$ 17,000.00
Planters	\$ -	\$ 1,148.00	\$ -	\$ -
Streetscape	\$ 12,000.00	\$ 11,310.62	\$ 2,500.00	\$ 2,500.00
Beautification Projects Subtotal	\$ 40,000.00	\$ 39,408.62	\$ 36,900.00	\$ 29,500.00
Safety/Security Projects				
Safety	\$ -	\$ 25.98	\$ 350.00	\$ 350.00
Private Security Service	\$ 22,800.00	\$ 23,550.00	\$ 24,000.00	\$ 12,000.00
Safety/Security Projects Subtotal	\$ 22,800.00	\$ 23,575.98	\$ 24,350.00	\$ 12,350.00
Promotion Projects				
Advertising	\$ -	\$ 250.00	\$ 250.00	\$ 2,000.00
Banners	\$ 4,500.00	\$ 5,389.56	\$ 5,000.00	\$ 6,000.00
Directory	\$ 2,500.00	\$ 5,932.13	\$ 2,500.00	\$ 6,500.00
Farmer's Market	\$ -	\$ 1,100.00	\$ 1,200.00	\$ 1,200.00
Halloween Parade (Lion's Club)	\$ -	\$ 100.00	\$ -	\$ 100.00
Summer/Holiday Stroll	\$ 2,500.00	\$ 4,741.62	\$ 1,500.00	\$ 2,500.00
Map Signage	\$ 500.00	\$ 892.25	\$ 500.00	\$ 1,300.00
Pacific Fine Arts Festival	\$ -	\$ 100.00	\$ 200.00	\$ 200.00
Web Site	\$ 1,000.00	\$ 1,250.33	\$ 2,000.00	\$ 2,000.00
Promotion Projects Subtotal	\$ 11,000.00	\$ 19,755.89	\$ 13,150.00	\$ 21,800.00
Total Expenses	\$ 124,700.00	\$ 123,932.86	\$ 121,700.00	\$ 112,600.00
Net Income	\$ (1,200.00)	\$ (1,619.24)	\$ 1,000.00	\$ -