

## MINUTES

### REGULAR MEETING OF THE GOVERNING BOARD OF THE EMBARCADERO MUNICIPAL IMPROVEMENT DISTRICT

January 9, 2013

#### CALL TO ORDER

The regular December meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:34 PM by President Langle.

#### ROLL CALL

Directors Bowman, Langle, Marotto, Riharb, and Soltysik were present.

#### PUBLIC COMMENT

There were no public comments.

#### ACTION CALENDAR

##### ELECTION OF OFFICERS FOR 2013:

Director Bowman nominated Director Langle to serve as President of the Board for 2013. The nomination was seconded by Director Soltysik. The motion passed unanimously (5-0).

Director Soltysik nominated Director Bowman to serve as Finance Officer for 2013. The nomination was seconded by Director Marotto. The motion passed unanimously (5-0).

Director Bowman nominated Director Riharb to serve as Secretary for 2013. The nomination was seconded by Director Marotto. The motion passed unanimously (5-0).

President Langle continued the meeting as President.

Standing Committee appointments: Director Marotto moved that Finance Director Bowman and Director Soltysik serve as Finance Committee for 2013. The motion passed unanimously (5-0).

MINUTES: Director Bowman moved to approve the minutes of the regular December meeting as presented. Director Riharb seconded the motion and it passed unanimously (5-0).

TECOLOTE MEADOWS: Resident Joan Bolton suggested that the Board approve the drafting of a Master Plan for the Tecolote Meadows by a Landscape Architectural firm.

ACTION: Director Riharb moved that EMID proceed with cutting in trails as a test phase in an effort to determine whether the trails would be used by the public and how that use progresses. Once the use pattern is established a Work Plan will be discussed to evaluate the next steps, perhaps leading to development of a professional Master Plan and Community input.

SHADE ARBOR: Per Board request, two more identical RFPs were sent to two local contractors. To date no response has been received. Because the project must be completed before April, as there are several large events planned at the Community Center, the manager suggested that the project be put

off until Fall of 2013. Director Langle suggested that the adjacent neighbors be queried about the project in general before any construction is approved.

PROJECT PRIORITY: Discussion was held regarding priority lists compiled over the past twenty years through mailed surveys and community town meetings. Director Bowman reported that, after meeting with Penfield and Smith regarding Underground Utilities costs and determined that Underground Utilities should be taken off the current list. Tecolote Meadows Park development, Shade Arbor at Community Center, and Pedestrian Bridge Project should remain as possibilities on a current list.

FINANCE OFFICER'S REPORT: Financial reports were reviewed. The Finance Committee met on Monday, January 7, 2013 at which time the invoices, checks, bank balances, and account reconciliations were reviewed. Finance Officer, Soltysik discussed income & expense reports, balance sheet, and budget to actual reports.

ALLOWANCE OF CLAIMS: Upon a motion made by Director Bowman and seconded by Director Langle claims were approved in the amount of \$15,282. The motion passed unanimously (5-0).

MANAGER'S REPORT

Tecolote Meadows trails and landscaping , AKELA project, and Community Center rental/activity reports were reviewed.

Director Langle requested that the current Community Center Rental Policies and Procedures should be reviewed and perhaps revised. The Policies and Procedures review will be placed on the next agenda.

Monthly No Spill Reports: SWRCB monthly and annual reports continue to monitor ground water by our monthly "No Spill" certifications and annual management plans.

SBSDA: No report this month.

ADJOURNMENT: The meeting was adjourned at 9:20 PM.

Approved:

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President

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Clerk of the Board

(Seal)

