

MINUTES

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

February 13, 2013

CALL TO ORDER

The regular February meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:30 PM by President Langle.

ROLL CALL

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

PUBLIC COMMENT

Cindy Armstrong, EPOA President reported on EPOA events.

ACTION CALENDAR

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

TECOLOTE MEADOWS: The trails have been cut in accordance with the landscape design plan. Wood chip material will be spread on the trails on the Tecolote Meadows. Three new Mutt Mitt dispensers will be ordered and placed on the Meadows. Notice of the trails development and requests for use and user feedback will be placed in the EPOA Newsletter and Rancho Embarcadero Next Door.com, Neighborhood Social Media site. Directors noted that, to date, \$8,125 has been spent on the Tecolote Meadows Park Development. The Special Projects budget for Trails Development and Parks Development, is \$7,000 and \$15,000, respectively. The budget has been charged as follows:

\$4,000-Boulders: To Parks Development, leaving a balance in that line item of \$11,000 for FY 2012/2013.

\$4,125-Trails cutting, leaving \$2,875 in that line item for FY 2012/2013.

SHADE ARBOR: The Shade Arbor construction is projected to begin in the Fall of 2013, subject to approval of the project by adjacent neighbors.

PARKS AND RECREATION RENTAL AGREEMENT: A revised agreement will be presented to the board for approval at the March meeting.

FINANCE OFFICER'S REPORT: Financial reports were reviewed. The Finance Committee met on Monday, February 11, 2013 at which time the invoices, checks, bank balances, and account reconciliations were reviewed.

Finance Officer, Bowman discussed income & expense reports, balance sheet, and budget to actual reports. Tecolote Meadows trails development. At the November 14, 2012 meeting, the Board approved \$5,000 for Phase II. The final bill for Phase II was \$6, 125.

ACTION: Director Bowman moved to increase the amount for Phase II from \$5,000 to \$6,125. The motion was seconded by Director Marotto and passed unanimously (5-0).

ALLOWANCE OF CLAIMS: Upon a motion made by Director Bowman and seconded by Director Soltysik claims were approved in the amount of \$15,456. The motion passed unanimously (5-0).

MANAGER'S REPORT

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

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.

BOARD MEMEBRS COMMENTS: Director Soltysik noted that a new class has been added to the parks and Recreation Class schedule.

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

Approved:

President

Clerk of the Board

(Seal)