

MINUTES

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

September 13, 2017

CALL TO ORDER

The regular September meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:35 PM by President Langle.

ROLL CALL: Directors Deacon, Langle, Riharb and Soltysik were present. Director Bowman was absent.

PUBLIC COMMENT: Holly Duncan was present to announce upcoming EPOA events, including children's and family events.

ACTION CALENDAR:

MINUTES: The minutes of the August 9, 2017 regular meeting was approved as amended by a motion made by Director Deacon, seconded by Director Soltysik and passed unanimously (4-0).

ALLOWANCE OF CLAIMS: ACTION: A motion to approve the Allowance of Claims in the amount of \$24,423 was made by Director Riharb, seconded by Chair Langle and passed unanimously (4-0).

FINANCE OFFICER'S REPORT: Financial reports were presented and after some discussion a motion was made by Director Riharb to approve, seconded by Chair Langle and passed 94-0). The Finance Committee Monday, September 11, 2017 to review invoices, checks, bank balances.

NOTICE OF VACANCY: The Board received and accepted the resignation of John Bowman. The clerk noted that County Elections has been notified and the Notice of Vacancy has been posted per regulations. The Board will appoint a Director to complete the term of John Bowman at the November, 2017 regular meeting. It was further reported that the Board will be notified at the October 4 Special Meeting of applications to fill the vacancy received.

EMERGENCY RESPONSE PLAN AND POLICY: No report this period. President Langle will review other agency, HOA, and community plans for use in our proposed plan.

FIRESAFE COUNCIL UPDATE: Director Deacon reported that the project is continuing.

INFORMATION CALENDAR:

MANAGER'S REPORT:

- EMID/COUNTY JOINT MEETING:
Upon receipt of a letter from EMID regarding lack of response to questions from the community, Director and Deputy Director of Public Works spoke with staff via conference call. During that meeting EMID Community concerns regarding traffic, roads, flood control relating to roads and Tecolote creek, and the Whittier Fire were discussed. A "Town Meeting" was scheduled for

October 4, 2017 at the EMID Community Center. The clerk will provide the County representatives initial questions to expedite the meeting.

- TREE MAINTENANCE: Large Oak Trees surrounding the Riding Arena were trimmed and low hanging branches removed.
- EMID LIABILITY AND WORKER'S COMPENSATION REPORTS: In compliance with EMID Insurance Policies payroll reports were submitted to SDRMA. During that audit, it was found that EMID is out of compliance with regard to how we pay our Directors and those who work for the District who are not Independent Contractors. Those people must be paid as employees, receive W2s, withhold taxes. EMID will be in compliance by end of 2017.
- EMID ANNUAL OUTSIDE INDEPENDENT FINANCIAL AUDIT: Scheduled for October 19, 20 2017.

BOARD MEMBER COMMENTS:

Director Deacon suggested that Public Works provide a large map of the back country for the October 4 Town Meeting portion of the Special Meeting. He further reported that he would repair the BBQ for the EPOA event if possible. He also requested that the low limb in the near the Children's Playground be placed on tree trimming schedule.

Director Langle requested information be provided at the next meeting from the arborist regarding the large sycamore tree at the Riding Arena.

Director Soltysik congratulated Director Deacon's son on his acceptance to med school.

Director Riharb expressed his appreciation to John Bowman for his service to our District and our Community.

The meeting was adjourned at 9:05 PM.

Approved:

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_____ Board Clerk

(seal)

