

## MINUTES

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

January 16, 2018

#### CALL TO ORDER

The Special Meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:33 PM by President Langle.

#### PUBLIC COMMENT:

Holly Duncan thanked the Board for acquiring sand bags for residents prior to the storms forecast. Mark Hagen reported pot holes at Vereda Leyenda and Calle Real.

ROLL CALL: Directors Menna, Deacon, Langle were present. Directors Soltysik and Riharb were absent.

#### ACTION CALENDAR:

MINUTES: The Board approved the minutes as amended on a motion made by Director Deacon, seconded by Director Menna and passed unanimously (3-0).

ELECTION OF OFFICERS: The Board elected the Officers for 2018 as follows on a motion made by Director Menna, seconded by Director Deacon and passed unanimously (3-0).

President: Noel Langle; Finance Officer: Tom Menna; Secretary: Chuck Riharb

PRESENTATION BY ARIAN SITOLINI, Girl Scout Silver Award: Ariana Sitolini presented a plan for a Farmers' Market to be held at the EMID Community Center weekly or bi weekly beginning on February 3<sup>rd</sup>, 2018. Ariana sent out a survey and received 30 responses from those people who wish to participate. The project must be a sustainable project to benefit the community. EMID will support the project by providing the center and grounds on the Market Days, along with tables and chairs.

ACTION: Director Deacon moved to approve the project on a trial basis as a pilot program to be reviewed at the August meeting, 2018.

R.C. MODELERS PROPOSAL FOR USE OF TECOLOTE MEADOWS: R. C. Modelers provided a proposal for request to use the Tecolote Meadows as a flying site. The proposal was reviewed and discussed as follows:

Resident Ronni Allen questioned why the Board would consider use of the Meadows by an outside entity without considering the requests for use by residents. She further explained that the Board has not yet considered a final design plan and have not yet considered completion of the three phased development of the land as a passive use park with pedestrian/equestrian pathways, benches and trees. She further suggested that the Board should schedule public hearings on any plan to use the Meadows.

Director Soltysik presented a letter in his absence, suggesting that the Board had considered the land as a passive recreation space, keeping the land as a natural buffer to development. The land was purchased with the expressed intent to be of benefit to the residents of the Embarcadero Municipal Improvement District, although public property.

Director Deacon stated that there was enough reservation by the Board members and the Community to keep the Meadows use passive and open to the public without restriction. The proposal as submitted showed more permanent changes to the current use than the Board anticipated. The Board directed staff to inform the R.C. Modelers group that they could use the space without making changes to the land and without a formal agreement. If R. C. Modelers wished to pursue the space on the basis of their proposal, EMID would schedule Public Hearings to provide information to and from the Public.

SAFE WALKING PATHS: Director Riharb had created a presentation for the Board and Public regarding safe walking paths, but was unable to attend. The presentation will be agendaized for the February meeting. Director Deacon presented a drawing of the streets in the canyon showing the Public easements relative to the street and properties.

Director Deacon proposed the following:

- EMID to identify the locations of County Road rights of way, easements, and properties
- EMID to identify County requirements for building within the County rights of way
- EMID to provide information about encroachment permit requirements to the residents
- Director Deacon will complete a final version of the street diagrams

Director Menna suggested that EMID create an Ad Hoc Committee of Director Riharb and Menna to work on the safe walking pathways. The creation of such an Ad Hoc Committee will be placed on the next agenda for approval.

EMERGENCY RESPONSE PLAN AND POLICY: No report this period. This item will be placed on the February meeting agenda.

FIRESAFE COUNCIL UPDATE: Director Deacon presented a draft Knox Box map of the canyon and will provide updates as the Knox Box project evolves. The Knox Box was ordered and will be installed upon receipt to include the residential map, pool locations, hydrant locations, open spaces, internet passwords, keys and other info deemed important for emergency personnel to access.

FINANCE OFFICER'S REPORT: Director Menna presented the balance sheet and Finance Officer's report. The Finance Committee met on Tuesday, January 15, 2018.

ALLOWANCE OF CLAIMS:

**ACTION:** A motion to approve the Allowance of Claims in the amount of \$29,576 was made by Director Menna, seconded by Director Deacon and passed unanimously (3-0).

MANAGER'S REPORT: The report was read into the record, including correspondence, maintenance and repairs reports. The manager requested approval to downsize the water meter at the Meadows from 1 ½ " to ½ ", saving the District over \$100 per month. The water meter was purchased to be sure EMID would have the right to use water on the parkland. The District can upsize in the future if the need for

a large meter arises, but the meter size does not preclude capacity. EMID's purchased capacity does not require a large meter.

ACTION: Director Deacon moved and Director Menna seconded approval to downsize the Tecolote Meadows water meter. The motion passed unanimously (3-0).

The meeting was adjourned by President Langle at 9:20 PM.

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President

(seal)

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Clerk of the Board

