

MEETING MINUTES
Board of Directors of the Embarcadero Municipal Improvement District
August 12, 2026

CALL TO ORDER

The Regular meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:00 PM by President Taylor.

ROLL CALL

Directors Bohley, Defoort, McCord Duncan, Menna, and Taylor were present. District Manager, Tina Allen, was also present.

PUBLIC COMMENT

Several residents asked about the rebate program, the culvert at 349/365, and follow up on the meeting with Representative Hartman.

COMMITTEE REPORTS

FACILITIES COMMITTEE

1. Community Center Culvert Collapse
 - Pending scheduling late October or November.
2. Park Landscaping
 - A Group of 7 residents met with Director McCord Duncan and reviewed options and recommending getting a quote for a Landscape Architect estimated at \$15,000. The project will be scoped and a Request for Quote will be prepared.

INFRASTRUCTURE COMMITTEE

1. County/EMID Joint Projects
 - Drainage Culvert at 908-930 Vereda Del Ciervo
 - RFP has gone out to 7 contractors. Bids are due by end of August.
2. Community Center Foundation Repair
 - The proposal has been signed and the deposit was sent.

INFORMATION TECHNOLOGIES COMMITTEE

The Community Center Network Upgrade is complete. Next phase is to move to Frontier fiber optic service.

SAFETY COMMITTEE

1. Firewise Sub-Committee
 - Green waste dumpsters are coming in October and will be announced in the EPOA Tattler.
 - The fire mitigation program has been delayed as the deadline for the grant was missed.
2. Rebate Program
 - The website still needs to be updated with the program.

3. Security Cameras

- A Starlink system was purchased to replace the cellular service at the entrance to the canyon. Director Defoort to review the service level.

POLICIES COMMITTEE

1. Parks and Rec Policy Update

- *Motion by Director McCord Duncan to approve the updated policy. Second by Director Bohley. Passed 5-0.*

2. Finance Policy

- Draft is being redlined for Board review by Sept. 30.

LEGAL COMMITTEE

Note: Director McCord Duncan left the meeting for the Easement discussion.

1. Utility Easements

- 330 VL: GWSD will request to record easement up driveway as previously discussed.
- 308 VL: New Swale poured down Easement. GWSD to review on Aug. 13.
- 410 VL: Request through GWSD to Build on or next to Easement. GWSD to review on Aug. 13.

2. EMID Easement Assessment

In progress. Preliminary report under review.

FLOOD MITIGATION COMMITTEE

1. Expansion of power

- Based on preliminary report, Easement Assessment to be completed before continuing to find funding.

FINANCE OFFICER REPORT

1. The Finance Officer presented a summary of the finance committee report.

- *Director Defoort moved to approve the monthly expenses for June in the amount of \$66,416.02 and \$9,081.00 remaining from May. Second by Director Bohley. Passed 5-0.*
- *Director Bohley moved to approve the monthly expenses for July in the amount of \$31,613.14 for July. Second by Director Defoort. Passed 5-0.*

APPROVAL OF MEETING MINUTES

Director McCord Duncan moved to approve the minutes of the June 11, 2026 Regular Meeting. Second by Director Bohley. Approved 4-0 with Director Defoort abstaining.

INFORMATION CALENDAR

MANAGER'S REPORT

1. The contractor working in the Facilities Supervisor role has resigned. Director Taylor and the District Manager to review the job description and make a recommendation.
2. We are investigating new options for our IT Service Provider.

DIRECTORS' REPORTS

1. Director Taylor reported that the filing deadline for the upcoming election has passed. We will need to recommend two people to the County Board of Supervisors for approval.

NEXT MEETING AGENDA

- Committee reports.

INFORMATION CALENDAR

Director Defoort conducted Cybersecurity Training for the Board of Directors and the District Manager.

President Taylor adjourned the meeting at 8:45p.

APPROVED:

President
(Seal)

Clerk of the Board