

MEETING MINUTES
Special Meeting of the Board of Directors
Embarcadero Municipal Improvement District
January 23, 2025

CALL TO ORDER

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

ROLL CALL

Directors Bohley, Defoort, McCord Duncan, and Taylor were present.

PUBLIC COMMENT

Several residents spoke on behalf of the resigning District Manager and urged the board to discuss options for keeping them.

President Taylor explained to those present that this meeting was called because the District Manager had provided the Board with a resignation letter after the January 14 meeting was adjourned. In addition to personal reasons, there were time constraints that the Board could not resolve within the required timeframe. As of that meeting, there was no request by the District Manager to withdraw their resignation.

ACTION CALENDAR – NEW BUSINESS

1. District Manager Open Position

- Given the short notice and the time it would take to hire a replacement, the Board discussed the option of hiring a temporary employee (Temp) to start training with the outgoing employee and to perform district duties in the interim.
- The alternative was to have Board Members and the Facility Supervisor support the role understanding that some items may get delayed or postponed.
- There was discussion about the perception of hiring a temp.

Director Bohley moved to not hire a Temp to fill the position until a new Director was hired. Second by Director McCord Duncan. Motion passed 3 for and 1 against.

2. Job Description

- The job description was updated for clarity and to update the pay range.

Director McCord Duncan moved to approve the updated job description. Second by Director Bohley. Motion passed 4 for and 0 against.

President Taylor adjourned the meeting at 8:25 PM.

APPROVED:

President
(Seal)

Clerk of the Board