

MEETING MINUTES
Board of Directors of the Embarcadero Municipal Improvement District
February 12, 2025

CALL TO ORDER

The Regular meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:02 PM by President Taylor.

ROLL CALL

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

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

INFRASTRUCTURE COMMITTEE

1. County/EMID Joint Projects
 - Calle Real Bike Lane
 - Cape seal and restriping is still pending rescheduling.
 - Drainage Culvert at 908-930 Vereda Del Ciervo
 - No update. Agreement with County is still pending identification of sub-contractor.
 - Drainage onto the road at 300 VDC
 - No update.

INFORMATION TECHNOLOGIES COMMITTEE

No report.

SAFETY COMMITTEE

1. Firewise Sub-Committee
 - The proposed draft for a brush clearing rebate program is ready for final review and will be finalized at the next meeting.
 - We are in the final year of the initial three-year plan. New plan is in progress and will be sent out for review.
 - It was recommended we investigate requirements for brush clearing on undeveloped land.
2. Security Cameras
 - There are no open items. This item can be removed from future agendas.

FLOOD MITIGATION COMMITTEE

1. Expansion of power
 - NBS looked at feasibility of project using approximately \$100,000 per year from the general budget. This would not be enough to cover all of the repairs and ongoing costs. EMID discuss with CSDA the possibility of loans and funding.
 - Need to look at scope to include swales.

- Met with a representative from Joan Hartman’s office and County. We have been waiting on an answer around ownership from them and will provide County with the results of the culvert inspections.

FINANCE OFFICER REPORT

Director Menna presented a summary of the finance committee report.

ALLOWANCE OF CLAIMS

Director McCord Duncan moved to approve the allowance of claims in the amount of \$23,584.80. Second by Director Bohley. The amount approved does not include the severance payment to Susie Koesterer since it was already approved at a previous meeting. Approved unanimously.

APPROVAL OF MEETING MINUTES

Director McCord Duncan moved to approve the minutes of the January 8, 2025 Regular Meeting. Second by Director Taylor. Approved with two abstentions (3-0-2).

BOARD ACTIONS

1. District Manager Position – *Director McCord Duncan moved to approve the hiring of Wynette Winkler and the promotion of Keri Garrett as presented in the recommendation. Second by Director Defoort. Passed unanimously.*
2. Election of 2025 Officers and Committee Appointments – *Director McCord Duncan moved to approve the continuation of the current officers and committees for 2025. Second by Director Bohley. Passed unanimously.*

INFORMATION CALENDAR

MANAGER’S REPORT

- The trees in the Meadow need to be trimmed to 6’ to meet Fire Wise recommendations.
- The flood light on the outside of the building still needs to be addressed.

DIRECTORS’ COMMENTS

- Form 700 is due for each Board member.
- Director McCord Duncan reported that the Jyll Doubleday power washed the BBQ and the latch is being fixed.

NEXT MEETING AGENDA

- Review of Investment Policy and increasing investment amount

President Taylor adjourned the meeting at 8:36 PM.

APPROVED:

President
(Seal)

Clerk of the Board