

MEETING MINUTES
Board of Directors of the Embarcadero Municipal Improvement District
March 11, 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. Legal Counsel and the new District Manager, Tina Allen, were also present.

PUBLIC COMMENT

No public comment.

COMMITTEE REPORTS

INFRASTRUCTURE COMMITTEE

1. County/EMID Joint Projects
 - Drainage Culvert at 908-930 Vereda Del Ciervo
 - No update. Permitting review in progress.

FLOOD MITIGATION COMMITTEE

1. Expansion of power
 - Financials provided and under review with CSDA Financing. No action with LAFCO due to priorities with transition of District Manager.
 - Resident Art Cockrum drafted a communication to the district.

LEGAL COMMITTEE

1. Update on utility easement access and boundaries

NOTE: Director McCord Duncan left the meeting for this discussion and returned prior to the next agenda item.

- GWSD will be scheduling time to meet with EMID and the property owner to finish their assessment.
- Legal Counsel has recommended John Hebda to do an assessment of the status of the Easements throughout the District.

FACILITIES COMMITTEE

1. BBQ Area maintenance and repair
 - The flagstone will be installed March 23.

2. Community Center Culvert Collapse

- Tierra not interested in time and materials work. Cost to have someone else do camera will still require Tierra to list the concrete manholes so no savings and longer lead times.

*Motion by Director Defoort to approve proposal for \$3725 to excavate and assess damage.
Second by Director Bohley. Passed 5-0.*

INFORMATION TECHNOLOGIES COMMITTEE

1. Annual Phishing Training for the Board and District Manager will be conducted at the April Board Meeting.

SAFETY COMMITTEE

1. Firewise Sub-Committee
 - Resident Art Cockrum is still working on the proposal for a Fire Risk Mitigation Assessment.
2. Rebate Program
 - Director McCord Duncan is reviewing the deadline and providing updates to the applicants. The Application will be added to the website.

POLICIES COMMITTEE

1. Parks and Rec Policy Update
 - Discussion tabled to April meeting.

FINANCE OFFICER REPORT

1. Director Menna presented a summary of the finance committee report.

*Director McCord Duncan moved to approve the monthly expenses in the amount of \$15,497.90.
Second by Director Defoort. Passed 5-0.*

2. Board Compensation
 - Legal counsel will review the current Enabling Act and Resolutions and provide feedback.

APPROVAL OF MEETING MINUTES

Director Defoort moved to approve the minutes of the February 11, 2026 Regular Meeting as amended. Second by Director McCord Duncan. Approved 5-0.

INFORMATION CALENDAR

MANAGER'S REPORT

- The pending checks from February have been sent.
- A proposal has been drafted to allow regular monthly expenses to be approved by the District Manager. A resolution will be drafted for the Board's consideration.
- The office critically needs deferred maintenance. The cleanliness is an immediate concern.

Director McCord Duncan moved to approve \$6,500 for paint, flooring, and electrical. Second by Director Bohley. Passed 5-0.

DIRECTORS' REPORTS

- Director McCord Duncan reported that there is a tree branch down across the path across from 330 Vereda Leyenda.
- Director Menna reported that he is working on getting the signature card updated at Mechanics Bank.

NEXT MEETING AGENDA

- Committee Reports
- 1st Reading of FY2026-27 Proposed Budget
- Director Compensation

President Taylor adjourned the meeting at 8:29 PM.

APPROVED:

President
(Seal)

Clerk of the Board