

MEETING MINUTES  
Special Meeting of the  
Board of Directors of the Embarcadero Municipal Improvement District  
October 16, 2024

CALL TO ORDER

The Regular meeting of the Board of Directors of the Embarcadero Municipal Improvement District was rescheduled for October 16 and was called to order at 7:02 PM by President Taylor.

ROLL CALL

Directors Bohley, Duncan, Defoort, Menna, and Taylor were present. Taylor was present via Microsoft Teams connection. Also present was Susie Koesterer (District Manager).

PUBLIC COMMENT

The repair to the creek bank at Director Defoort's house has been completed.

**COMMITTEE REPORTS**

INFRASTRUCTURE COMMITTEE

1. County/EMID Joint Projects

- Calle Real Bike Lane
  - Restriping is scheduled for November. The eastbound stop sign at the onramp will be moved over to accommodate the widening.
- Drainage Culvert at 908-930 Vereda Del Ciervo
  - No update. Agreement with County is still pending.
- Drainage onto the road at 300 VDC
  - Chuck Riharb (past-Director and resident) provided a history of the work done by EMID on bike paths, fog lines, and drainage onto the road and emphasized the concern of the drainage on the road from the hill slide at 300 VDC.
  - The Board agreed that follow up should be attempted with the contractors to determine the long-term plan and to discuss our concerns.

INFORMATION TECHNOLOGIES COMMITTEE

No report.

SAFETY COMMITTEE

1. Firewise Sub-Committee

- The proposed draft for a brush clearing rebate program is being updated by the committee.
- Fire evacuation drill is October 20.

2. Security Cameras

- Replacement equipment is on order.

### FLOOD MITIGATION COMMITTEE

1. Expansion of power: Financial data and culvert inspection data provided. Schaaf and Wheeler has been retained for the financial assessment. Timeline is pending.
2. The cover on the inlet at 1000 VDC has been completed.
3. The sinkhole at the Community Center has been repaired.

### **FINANCE OFFICER REPORT**

Director Menna presented a summary of the finance committee report. The full report will be available prior to the next meeting.

### ALLOWANCE OF CLAIMS

*Director McCord Duncan moved to approve the allowance of claims in the amount of \$28,987.53. Second by Director Defoort. Approved unanimously (5-0).*

### **APPROVAL OF MEETING MINUTES**

The meeting meetings from the General Meeting on September 11 were reviewed and were found to be incomplete. They will be approved at the November meeting.

### **INFORMATION CALENDAR**

#### MANAGER'S REPORT

No report.

### DIRECTORS' COMMENTS

1. Director Bohley asked about the bid for the sinkhole repair. Director Menna confirmed a bid was received prior to starting the work.
2. Director Duncan reported that the dog waste station at the rink is often full, and we should consider a second at that location.

### NEXT MEETING AGENDA

- Committee reports
- Update on new District Manager

### **CLOSED SESSION: PERSONNEL DISCUSSION**

No action was taken.

President Taylor adjourned the meeting at 8:57 PM.

APPROVED:

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President  
(Seal)

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Clerk of the Board