

MINUTES  
Board of Directors of the Embarcadero Municipal Improvement District  
September 13, 2023

CALL TO ORDER

The Regular September 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, Menna and Taylor were present.

PUBLIC COMMENT: There was no public comment.

**COMMITTEE REPORTS**

INFRASTRUCTURE COMMITTEE:

1. Underground Utilities: Jeff Cooper from NV5 reported Tasks 1 and 2 are completed. (Base Map w/Overhead Utilities AND cost estimate) Drive around today. The estimated completion of the report is by the November general meeting. Jeff Cooper will attend the November meeting to answer questions.
  
2. County/EMID Joint Projects
  - Drainage Culvert at 1000 Vereda Del Ciervo: No update.
  - Bike Lane on Calle Real: Legal has reviewed the agreement and agrees that a timeline should be added. Director Bohley to redline agreement for legal final review.
  - Flood Mitigation:
    - The Board acknowledged that Director Defoort has a conflict in regard to this topic and will not participate in discussions related to maintenance of the culverts.
    - Motion by President Taylor to form a Special Committee on Flood Mitigation and to appoint Directors Taylor and Bohley as committee members. Seconded by Director Menna. Approved unanimously (3-0).
    - Inspection of culverts in the district is in progress.
    - Legal is reviewing available information to determine flood mitigation responsibilities within the District.

INFORMATION TECHNOLOGIES COMMITTEE:

1. Network Services: EMID email addresses and the shared drive have been established. New email addresses should be used for all EMID business going forward. SharePoint has all docs from EMID computer.

## SAFETY COMMITTEE:

### 1. Firewise Sub-Committee:

- There were approximately 12 tons of chipping from Rancho Embarcadero and another 3 tons from Farren Road.
- A survey was sent with the September tattler newsletter, asking people to report approximately how many hours it took to clear their property. Results by next meeting.
- Proposal to approve reimbursement to Gay Milligan for removal of green waste (only) during the annual Canyon Cleanup. The exact amount is being determined.

### 2. Farren Road/ Tecolote Meadows Security Cameras:

- Video was pulled from the archive as part of an accident investigation but no license plates were captured. This is being investigated.

## **FINANCE OFFICER REPORT**

Director Menna submitted his monthly report.

## ALLOWANCE OF CLAIMS:

*Action – Motion by Director Taylor to approve the allowance of claims in the amount of \$15,826.44. Second by Director Bohley. Approved unanimously (4-0).*

## **APPROVAL OF MEETING MINUTES**

*Motion by Director Bohley to approve the Minutes of the August 9, 2023 regular meeting, as presented. Second by Director Defoort. Approved unanimously (4-0).*

## **INFORMATION CALENDAR**

### 1. Manager's Report: No report.

### 2. Directors' Comments:

- Director Taylor: Zoom meetings are generally not allowed by the Brown Act.
- Director Menna: Resident Steve Penner has asked that EMID act as a mediator for discussions regarding the new development at 1000 Vereda del Ciervo in advance of any designs being approved by the county. This subject will be added to the October agenda.
- Director Defoort: There is a question regarding the legality of tabling the approval of minutes to a later date. The board will look into this.
- Director Bohley: No comments.

### 3. October Agenda Items:

- Flood Mitigation

- Public Works
- Safety Committee Report
- Firewise update
- I.T. Committee Report
- Finance Officer's report

President Taylor adjourned the meeting at 8:52 PM.

APPROVED:

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President

(Seal)

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Clerk of the Board