

CAYUCOS SANITARY DISTRICT  
200 Ash Avenue  
PO Box 333, Cayucos, CA 93430-0333  
805-995-3290

GOVERNING BOARD  
R. B. Enns, President  
D. Chivens, Vice-President  
S. Lyon, Director  
M. Foster, Director  
D. Lloyd, Director

AGENDA ITEM: 11.A

DATE: December 18, 2014

ACTION: APPROVED

REGULAR MEETING  
MINUTES  
Thursday, November 20, 2014  
6:00 p.m.

**1. ESTABLISH QUORUM AND CALL TO ORDER**

President Enns called the meeting to order at 6:07 p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, and Director Dan Lloyd. Director Michael Foster arrived at 6:25pm.

Staff present: District Manager Rick Koon, and Administrative Services Billing Manager Danielle Crawford.

**2. PUBLIC COMMENTS**

President Enns opened the meeting to Public Comments. Hearing none, President Enns closed Public Comment.

**3. CONSIDERATION TO APPROVE THE 4<sup>TH</sup> QUARTER 2013/14 WWTP OPERATIONS AND MAINTENANCE INVOICE FROM THE CITY OF MORRO BAY IN THE AMOUNT OF \$183,710.64:**

Koon went over his staff report and gave an overview of the invoice submitted by Morro Bay WWTP Operations.

President Enns asked about depreciation of ownership for Morro Bay.

Koon said will have to research.

President Enns opened the meeting to Public Comments. Hearing none, President Enns closed Public Comment.

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Chivens, to approve the 4<sup>th</sup> quarter 2013/14 WWTP Operations and Maintenance invoice from the City of Morro Bay in the amount of \$183,710.64

**ROLLCALL VOTE:** Enns-yes, Chivens-yes, Foster-absent, Lyon-yes, Lloyd-yes. **VOTE 4-0** Motion passed

**4. UPDATE FROM THE AD HOC COMMITTEE ON CONCEPTUAL ALTERNATIVES ANALYSIS FOR WASTEWATER TREATMENT PLANT PROJECT**

Lloyd gave a brief update on current happenings and upcoming events pertaining to the future of the WWTP. He said that the Morro Bay WRFAC will be holding their next meeting in Morro Bay on December 3<sup>rd</sup> at 3:00pm and said it appeared that Morro Bay is leaning toward the Rancho Colina site. The wastewater committee will be reviewing the Carollo report when it becomes available.

Lyon asked about operational costs and the Los Osos option.

Discussions continued between Enns, Lyon and Koon regarding debt service, operational costs, and capital improvements moving forward.

President Enns opened the meeting to Public Comments.

Sandy Tannler – Morro Bay – going up HWY 41 is ugly; tourists come down to the coast. Thinks it will be a mess and ugly to build up hill (HWY 41), but going to CMC will be a broader venue and less expensive in the long run. Need to hear from Carollo.

Susie Moyer – Cayucos – said she is a rate payer, and keeping costs down are very important.

President Enns closed Public Comment.

#### **5. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):**

- A. District Manager's Report (Koon) – October 2014
- B. Financial Reports:
  - 1. Check Register – October 1 through October 31, 2014
  - 2. Cash, Savings, and Investment Report: Ended October 2014
  - 3. Budget vs. Actual Status Report FY 2014-2015 (October 2014)
  - 4. Capital Improvement Projects Report: Ended October 2014
- C. Monthly Customer Satisfaction Survey Submissions - None
- D. Will Serves - New
  - Ellis, APN 064-111-007, 124 Ash Ave, SFR Demo/Rebuild**
  - Ataide, APN 064-156-041, 893 S. Ocean Ave, SFR Remodel/Addition**

Will Serves – Finaled

**Armas, APN 064-201-069, 2659 Richard Ave, SFR New**  
**Schroeder, APN 064-241-036, 2014 Pacific Ave, SFR Remodel**  
**Foster, APN 064-231-023, 41 18<sup>th</sup> Street, SFR New**

Koon presented his report on the District's October 2014 activities. He updated the Board on a variety of O&M related activities, various Administrative items and the current status of the District's Capital Improvement Projects; highlighting that the 14 inch "pigging" didn't work and only got through about 20 feet but the 12 inch went in easily and without incident. The project is set to begin during the first week of December with the 12 inch line.

Director Lloyd asked Koon about the capacity of the smaller pipe verses the 14 or a 16 inch.

Koon explained that although a 16 inch pipe would be ideal for peak or instantaneous flows, a 12 inch pipe will suffice just fine for District requirements.

#### **6. CONSENT CALENDAR**

- A. Approval of Minutes from the September 18, 2014 Board of Directors Meeting

**MOTION:** 1<sup>st</sup> by Enns, 2<sup>nd</sup> by Lloyd to approve the minutes of the September 18, 2014 Board of Director's Meeting with Lyon to Lloyd correction.

**VOTE: 5-0** Motion passed.

President Enns opened the meeting to Public Comments. Hearing none, Public Comments was closed.

#### **7. UPDATE FROM THE AD HOC COMMITTEE ON CONCEPTUAL ALTERNATIVES ANALYSIS FOR WASTEWATER TREATMENT PLANT PROJECT**

Foster made general comments about the JPA and WWTP. He said Cayucos will be giving up any veto power if going to be a customer (minority vote) at the CMC site verses now in JPA being in control of costs and expenses. Foster thinks we put a lot of reliance on 3<sup>rd</sup> party advisors, that we will go backward, and it will not be accurate advice – we need to hire financial analysts. Foster ended his comments by thanking the Board for all of the time working with them.

President Enns then presented Michael Foster with a certificate of appreciation, and thanked him for his service on the Board.

President Enns opened the meeting to Public Comments. Hearing none, Public Comments was closed.

## 8. BOARD MEMBER COMMENTS

Tentative Special Board meeting; December 9, 2014 at 4:00pm held at the District. Agenda to be delivered via email by December 8, 2014.

Cary Maffioli introduced as newly appointed Board member.

## 9. SCHEDULED MEETINGS

Board of Directors and Manager Koon confirmed upcoming meeting dates.

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: **December 11, 2014**

Hosted by: Cayucos Sanitary District, Location: Vet's Hall, Time: 6:00 p.m.

B. Regular Board of Directors Meeting, Date: **December 18, 2014**

Location: Cayucos Sanitary District Office, Time: 6:00 p.m.

C. Other future meeting Schedule:

JPA: **January 8, 2015**

Board Meeting: **January 15, 2015**

## 10. SCHEDULE AGENDA ITEMS FOR THE December 20, 2014 BOARD MEETING

### A. REGULAR BOARD OF DIRECTORS MEETING

None suggested.

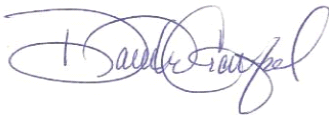
## 11. ADJOURNMENT

The meeting adjourned at 7:07p.m.

**Minutes Recorded and Respectfully Submitted By:**

12/19/2014

X



---

Danielle Crawford

Administrative Services Billing Manager