



CAYUCOS SANITARY DISTRICT

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

AGENDA ITEM: 3.A.1

DATE: December 16, 2021

ACTION: Approved

GOVERNING BOARD

R. B. Enns, President
D. Chivens, Vice-President
S. Lyon, Director
H. Miller, Director
R. Frank, Director

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

THURSDAY, NOVEMBER 18, 2021 AT 5:00 P.M.
200 ASH AVENUE, CAYUCOS, CA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:02 p.m.

Board members present via GoToMeeting: President Robert Enns, Vice-President Dan Chivens, Director Robert Frank, Director Shirley Lyon and Director Hannah Miller

Staff present via GoToMeeting: District Manager Rick Koon and Admin. Services Manager Amy Lessi

Guests present via GoToMeeting: Carol Florence, Brent Willey, Dale Guerra & Katie Rollins of The Cayucos-Morro Bay Cemetery District (CMBCD)

2. PUBLIC COMMENT

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

3. CONSENT CALENDAR: Recommended to Approve

Consent Calendar items are considered routine and therefore do not require separate discussion, however, any item may be removed from the Consent Calendar by a member of the Board of Directors for separate consideration. Individual items on the Consent Calendar are approved by the same vote that approves the Consent Calendar, unless an item is pulled for separate consideration.

A. Regular Meeting Minutes

1. Approval of minutes for the October 21, 2021 Board of Directors Regular Meeting

B. Financial Reports: October 2021

1. Check Register – Mechanics Bank (General Checking Account)
 - a. Check Register – Wells Fargo (CIP/CSWP Checking Account)
 - b. Check Register – Wells Fargo (CSWP Construction Account)
2. Cash, Savings, and Investment Report
3. Budget vs. Actual Status Report FY **2021-2022**
4. Capital Improvement Projects Report

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Lyon, to approve items on the consent calendar as prepared. Motion was seconded by Frank.

ROLLCALL VOTE: Lyon-yes, Frank-yes, Miller-yes, Chivens-yes, Enns-yes

VOTE 5-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager's Report: October 2021

B. Monthly Customer Satisfaction Survey Submissions:

None

C. New Will Serves:

- 147 Ash Ave. / Mission Acquisitions LLC / 064-113-007 / 5 SFR New

Extended Will-Serves:

- 48 12th St. / Kaus / 064-222-014 / SFR New
- 55 Del Mar Ave. / Sullivan / 064-415-012 / SFR Remodel
- 194 6th St. / Miller / 064-133-034 / 2 SFR New

Finalized Will-Serves:

- 33 12th St. / Williams / 064-221-003 / SFR New

Continue to Serves (No Will-Serve Required):

None

Grants of License:

None

Manager Koon gave a summary of the previous month's activities.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Items 4.A. – C. were received and accepted.

5. PRESENTATION FROM THE CAYUCOS-MORRO BAY CEMETERY DISTRICT

Carol Florence of CMBCD gave a brief history of their district and shared some statistics, followed by a verbal explanation of the two maps provided in the meeting packet, highlighting key features and buildings in their proposed site plan. She concluded her presentation by requesting permission to move forward and finalize their proposal, with their ultimate goal being an MOU, and subsequently, a PSA.

Director Lyon asked if CMBCD had made contact with the property owners in that area informing them of their intent.

Dale Guerra of CMBCD responded that they sent letters to all landowners on Toro Creek Rd. and have received positive responses from almost everybody. There was one request to keep the proposed site as organic as possible, and they did not receive any negative feedback. Brent Willey of CMBCD added that the letters were sent out at the beginning of the year, so there has been plenty of time for people to respond with their concerns.

Vice-President Chivens and Director Lyon expressed approval and a willingness to allow CMBCD to move forward with their proposal.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

President Enns affirmed to Carol and the CMBCD that the Board gives their permission to move forward and finalize their proposal.

Item 5 was received and accepted.

6. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2021-07 TO AUTHORIZE REMOTE TELECONFERENCING MEETINGS IN ACCORDANCE WITH NEWLY ADOPTED GOVERNMENT CODE SECTION 54953(e) (AB 361)

Manager Koon explained that the District is required to adopt this Resolution if the Board wishes to resume with remote meetings during the COVID-19 pandemic.

Director Lyon pointed out an error in paragraph four. Instead of reading "... to further extend the time during which the legislative bodies of the *Cambria Community Services District...*" it should read "... to further extend the time during which the legislative bodies of the *Cayucos Sanitary District...*".

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to adopt Resolution 2021-07 to authorize remote teleconferencing meetings in accordance with newly adopted Government Code Section 54953(e) (AB 361) with noted correction. Motion was seconded by Frank.

ROLLCALL VOTE: Miller-yes, Frank-yes Lyon-yes, , Chivens-yes, Enns-yes

VOTE 5-0 Motion passed

7. PUBLIC HEARING FOR ORDINANCE #30 ESTABLISHING AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CAYUCOS SANITARY DISTRICT ADOPTING MANDATORY ORGANIC WASTE DISPOSAL REDUCTION REGULATIONS TO COMPLY WITH THE REQUIREMENTS OF SENATE BILL 1383

A. OPEN PUBLIC HEARING

B. CLOSED PUBLIC HEARING

C. CONSIDERATION TO ADOPT ORDINANCE #30 ESTABLISHING AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CAYUCOS SANITARY DISTRICT ADOPTING MANDATORY ORGANIC WASTE DISPOSAL REDUCTION REGULATIONS TO COMPLY WITH THE REQUIREMENTS OF SB 1383

President Enns opened the Public Hearing to Public Comment.

Hearing no comment, President Enns closed the Public Hearing.

Manager Koon provided a summary of the ordinance's origin and explained his recommendation to adopt it. President Enns added that in order to receive grant money to assist in implementing the provisions of the ordinance, the District must adopt this ordinance by the end of the year.

Director Miller requested that Manager Koon make "Update on the IWMA" a standing item on his monthly Manager's Report as she would like to be aware of how the County pulling out of the IWMA will affect the District.

Director Frank asked if the 45.6% rate increase will require a Prop. 218 process and Manager Koon confirmed that it will.

Director Lyon expressed concern with the feasibility of enforcing the regulations in the Ordinance.

President Enns informed the Board that in his role on the Board of the IWMA he is determinedly pursuing a waiver for Cayucos.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to adopt Ordinance #30 establishing an Ordinance of the Board of Directors of the Cayucos Sanitary District adopting mandatory organic waste disposal reduction regulations to comply with the requirements of SB 1383. Motion was seconded by Frank.

ROLLCALL VOTE: Miller-yes, Frank-yes, Lyon-yes, Chivens-yes, Enns-yes

VOTE 5-0 Motion passed

8. DISCUSSION AND CONSIDERATION OF INCREASING THE CONNECTION AND INSPECTION FEE

Manager Koon discussed WSC's draft Connection Fee Study with the Board.

President Enns asked how many vacant lots are left in Cayucos, to which Manager Koon responded "187". Instead of the proposed increase to the flat rate Connection/Inspection Fee, President Enns proposed increasing Vacant Lot Fees to establish a "credit" for customers with vacant lots, and that credit could go towards an increased Connection/Inspection Fee. Manager Koon responded that increasing the Vacant Lot Fees in any way would require a Prop. 218 process.

Vice-President Chivens stated that he had similar alternatives in mind, as this proposed Connection/Inspection Fee seems high to him. Since there aren't very many vacant lots left in Cayucos, and since Cayucos is experiencing a significant influx in new ADUs, perhaps the District could instead consider charging a fee in the neighborhood of \$5,000 for new ADUs.

Director Miller pointed out that new laws restricting fees that can be charged to ADUs are being implemented. ADU Connection Fees will have to be "proportionate" and cannot be as high as the Connection/Inspection Fee for a primary, single-family residence.

Director Frank mentioned commercial properties within Cayucos, and wondered how this might affect them.

Vice-President Chivens and Director Miller reaffirmed that their initial reaction to the proposed increase is that it is too high. President Enns concluded that this topic should be tabled and readdressed at the next meeting.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Item 8 was received, no action necessary.

9. DISCUSSION AND CONSIDERATION TO APPROVE AN UPDATED MISSION STATEMENT FOR CAYUCOS SANITARY DISTRICT

Manager Koon proposed the updated Mission Statement.

Director Miller suggested a revision. Instead of "...a well-maintained wastewater collection and conveyance system *in addition to the* Water Resource Recovery Facility...", it should read "...a well-maintained wastewater collection and conveyance system *and the* Water Resource Recovery Facility...".

MOTION: 1st by Chivens, to approve an updated Mission Statement for Cayucos Sanitary District, with suggested revision. Motion was seconded by Lyon.

ROLLCALL VOTE: Chivens-yes, Lyon-yes, Miller-yes, Frank-yes, Enns-yes

VOTE 5-0 Motion passed

10. BOARD MEMBER COMMENTS

This item provides the opportunity for Board members to make brief announcements and/or briefly report on their own activities related to District business.

None

11. FUTURE SCHEDULED MEETINGS

- December 16, 2021– Regular Board Meeting
- January 20, 2022 – Regular Board Meeting
- February 17, 2022– Regular Board Meeting

12. ADJOURNMENT

The meeting adjourned at 6:11 p.m.

Minutes Respectfully Submitted By:

X *Amy Lessi*

Amy Lessi
Administrative Services Manager