



AGENDA ITEM: _____ 3.A.1 _____

DATE: _____ November 16, 2017 _____

ACTION: _____ APPROVED _____

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
C. Maffioli, Director
H. Miller, Director

REGULAR MEETING
MINUTES
Thursday, September 21, 2017

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:01p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, Director Cary Maffioli and Director Hannah Miller.

Staff present: District Manager Rick Koon, Special Projects Coordinator Robert Tennent, and Administrative Office Manager Danielle Crawford.

Guests present: Dylan Wade of Water Systems Consultants, Inc.

2. PUBLIC COMMENTS

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

3. CONSENT CALENDAR - Recommend 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 August 17, 2017 Board of Directors Regular Meeting.

B. Financial Reports: August 2017

1. Check Register – Rabobank (General Checking Account)
 - a. Check Register – Wells Fargo (CSWP Checking Account)
2. Cash, Savings, and Investment Report
3. Budget vs. Actual Status Report FY 2017-2018
4. Capital Improvement Projects Report

Enns asked if there were any items to be pulled for separate discussion.

Maffioli said she would like to discuss a couple of items on the check register, specifically she wanted to know more detail about the \$170,000.00 and \$25,000.00 payments and asked that consent item 3.B be pulled for separate discussion.

MOTION: 1st by Chivens, to approve consent calendar with the exception of item 3.B.1. The motion was seconded by Lyon.

VOTE 5-0 Motion passed.

Koon and Crawford together explained that the \$170,000.00 and \$25,000.00 checks issued to the District were not “payments” they were actually transfers from the District’s general checking account into the CIP Wells Fargo account with the purpose of paying some of the CSWP costs while waiting on USDA Loan/funding. Additionally, the District must be mindful of the general funds’ daily balance not exceeding the \$250,000.00 maximum limit it is insured for so the money needs to be “parked” elsewhere temporarily as well.

Maffioli also noted that she would like to see the different titles on the check registers making them more clearly separated rather than just by the consent calendar number.

MOTION: 1st by Maffioli, to approve consent item 3.B.1. The motion was seconded by Miller.

VOTE 5-0 Motion passed.

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: (NO ACTION REQUIRED)

A. District Manager’s Report – August 2017

B. Monthly Customer Satisfaction Survey Submissions – None

C. Will Serves - New

Curti, APN 064-111-003, 242 Cayucos Dr. – SFR Remodel

M&R Investment One Co. Inc., APN 064-112-022, 61 Birch Ave. – New SFR

M&R Investment One Co. Inc., APN 064-112-040(a), 35 Birch Ave. – New SFR

M&R Investment One Co. Inc., APN 064-112-040(b), 43 Birch Ave. – New SFR

Will Serves – Renewed

Miller, APN 064-441-018, 65 Mayer Ave. – New SFR

Garabedian, APN 064-204-064, Santa Barbara Ave. – New SFR

Will Serves – Finaled

Graham, APN 064-204-023, 2746 Richard Ave. – New SFR

Will Serves – Continue to Serve (No Will Serve Required)

Boone, APN 064-184-016, 29 23rd St. – SFR Remodel

Koon updated the Board on O&M related activities for the month of August, the status of Capital Improvement Projects, and the various Administrative items such as the status of the FEMA claims still pending, the submission of the last half of the SWRCB planning grant, roof replacement quotes, and current audit review completion.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

Items 4 A through C were received and accepted.

5. DISCUSSION AND CONSIDERATION TO AUTHORIZE DISTRICT MANAGER TO TRANSFER CD FUNDS FROM THE BANK OF THE SIERRA (formerly COAST NATIONAL BANK) INTO THE WELLS FARGO CIP CHECKING ACCOUNT AT CD MATURITY DATE ON OCTOBER 15, 2017.

Koon explained to the Board the necessity to liquidate this District asset and utilize the CD's maturity date that is quickly approaching next month for the interim funds needed now for the CSWP while waiting on the USDA loan/financing.

Enns opened the meeting to Public Comments.
Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Maffioli, to authorize District Manager to transfer CD funds from the Bank of the Sierra (formerly Coast National Bank) into the Wells Fargo CIP checking Account at CD maturity date on October 15, 2017. The motion was seconded by Lyon.

VOTE 5-0 Motion passed.

6. DISCUSSION REGARDING 2018 DISTRICT OFFERED HMO HEALTHPLAN COST DECREASE.

Koon told the Board of the flexing costs of the health plans, specifically the HMO plan that currently ALL District employees are on. He explained that although the HMO plan that ALL the employees are currently on will no longer be the lowest HMO plan offered in 2018, their plan will still be going down by 10.6% in 2018 (highest cut percentage wise overall health plans) so the employees had asked to stay on their current plan as it will still save the District \$9,897.60/year.

Miller said she would like to revisit this next year and compare the rates at that time but agrees it is not worth everyone having to change all of their physicians or fees going up when it would still be a cost savings to the District of \$10,000.00 in 2018 anyway.

Enns opened the meeting to Public Comments.
Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Chivens, to keep current District insurance the same. The motion was seconded by Miller.

VOTE 5-0 Motion passed.

7. DISCUSSION AND CONSIDERATION TO AUTHORIZE DISTRICT MANAGER TO ESTABLISH NEW CSWP CONSTRUCTION CHECKING ACCOUNTS AS REQUIRED BY INTERIM FINANCING AND USDA.

Rick discussed the need in flexibility in being able to choose which bank when financing comes through.

Enns opened the meeting to Public Comments.
Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Miller, to authorize District Manager to new construction checking accounts as required by interim financing and USDA with President Enns, Dan Chivens, and Rick Koon as signers. The motion was seconded by Maffioli.

VOTE 5-0 Motion passed.

~~8. PRESENTATION BY J.R. FILANC CONSTRUCTION COMPANY OF PROPOSED PRIVATE FINANCING FOR CONSTRUCTION OF THE CAYUCOS SUSTAINABLE WATER PROJECT.~~

~~9. DISCUSSION AND CONSIDERATION TO AUTHORIZE DISTRICT MANAGER TO ENTER INTO AGREEMENTS WITH J. R. FILANC CONSTRUCTION COMPANY FOR PRIVATE FINANCING FOR CONSTRUCTION OF THE CAYUCOS SUSTAINABLE WATER PROJECT.~~

Enns made an announcement that agenda items number 8 and 9 would both be pulled and revisited at a Special Meeting tentatively set for next Thursday, September 28th at 3pm.

Enns opened the meeting to Public Comments.
Hearing no comments, President Enns closed Public Comment.

10. UPDATE ON CAYUCOS SUSTAINABLE WATER PROJECT STATUS.

Koon and Wade briefed the Board on the latest plans and maps they are working with. They went over the permits and where they are in the process at the planning department. They discussed the NPDES permit and touched on the full secondary and then briefed the Board and public on all the current meetings and upcoming target dates.

Enns opened the meeting to Public Comments.
Hearing no comments, President Enns closed Public Comment.

11. BOARD MEMBER COMMENTS (This item is the opportunity for Board Members to make brief announcements and/or briefly report on their own activities related to District business.)

None

12. FUTURE SCHEDULED MEETINGS.

- October 19, 2017 – **Regular Board Meeting**
- November 16, 2017 – **Regular Board Meeting**
- December 21, 2017 – **Regular Board Meeting**

13. ADJOURNMENT

The meeting adjourned at 5:55p.m.

Minutes Respectfully Submitted By:

X



Danielle Crawford
Administrative Office Manager