

CAYUCOS SANITARY DISTRICT
200 Ash Avenue
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805-995-3290

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

AGENDA ITEM: _____ 9.A _____
DATE: _____ June 18, 2015 _____
ACTION: _____ APPROVED _____

REGULAR MEETING
MINUTES
Thursday, May 21, 2015
6:00 p.m.

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:02p.m.

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

Staff present: District Council Tim Carmel, Manager Rick Koon, Special Projects Coordinator Robert Tennent, and Administrative Services Billing Manager Danielle Crawford.

2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments.

Terry Paris – Cayucos resident. Said he sent a question via email but it was returned as undeliverable, wrong email address. Terry was surprised at the town hall meeting. Said he's been following the JPA and thought in December 2014 Cayucos was still on board to stay with Morro Bay. He stated that the minutes do not have enough detail. Terry thinks the plant that Morro Bay wants to build is better and thinks a package plant is just a short term solution.

Enns asked Koon to contact Paris and asked Paris if he has a copy of resolution 2015-1.

Terry Paris said he does not have a copy of the resolution with him, but said that he has read it.

Hearing no further comments, President Enns closed Public Comment.

3. CONSIDERATION TO APPROVE THE 3RD QUARTER 2014/15 WWTP OPERATIONS AND MAINTENANCE INVOICE FROM THE CITY OF MORRO BAY IN THE AMOUNT OF \$102,025.20.

Koon went over Morro Bay FY 14/15 3rd quarter invoice and recommended payment approval.

MOTION: 1st by Lyon, 2nd by Lloyd to approve payment of the 3rd quarter 2014/15 WWTP Operations and Maintenance invoice from the City of Morro Bay in the amount of \$102,025.20.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

President Enns opened the meeting to Public Comments.

Hearing none, Enns closed Public Comment and moved on to agenda item number 4.

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

Koon said that the Ad Hoc committee is no longer needed at this time.

Lloyd concurred with Koon saying it's served its purpose and thinks it was very thorough. He asked if the committee needed to be "disbanded" through formal action.

Carmel said "no", simply no more tasks will cease the need for, and dissolve the WWTP Ad Hoc committee.

Enns said it has been a privilege to be on the committee and that it was the most difficult decision they had to make. He commended Koon and Lloyd for all their hard work put into the research.

Chivens said that with the data that Morro Bay put together, the CMC option was skewed.

Koon agreed, saying their figures keep changing.

President Enns opened the meeting to Public Comments.

Terry Paris asked who the contractor was that did the study at the CMC site.

Koon said it was Carollo.

Terry Paris asked who they were hired by.

Dialogue between Koon, Paris and Lloyd continued regarding Carollo. Paris said they are a very reputable firm, top in the state. Lloyd added that they were paid for by fines, not funded by us.

President Enns closed Public Comment.

5. DISCUSSION AND DIRECTION TO STAFF ON ALTERNATIVES FOR WASTEWATER TREATMENT.

Koon went through a power point presentation with detail showing proposed direction and timeline.

Lloyd suggested an update to the District website to include an area for questions from constituents.

Enns commented that he has a lot of confidence in Koon, referring to agenda items 5 and 6.

President Enns opened the meeting to Public Comments.

Terry Paris asked if the District is a private or public agency.

Enns stated that the District is a public entity.

President Enns closed Public Comment and moved to item number 6.

6. DISCUSSION AND CONSIDERATION TO APPROVE AND AUTHORIZE DISTRICT MANAGER TO EXECUTE CONSULTANT CONTRACTS.

Koon commented that he would like the Board to meet at 4:30pm on June 11, 2015 prior to the JPA meeting. Koon discussed the need for a project team stating that he would like to get the team formed as soon as possible, suggesting WSC and Firma consultants, David Foote.

President Enns opened the meeting to Public Comments.

Hearing none, Enns closed Public Comment and moved on to agenda item number 7.

MOTION: 1st by Lloyd, 2nd by Chivens to approve and authorize District manager to execute consultant contracts 6a.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

MOTION: 1st by Lloyd, 2nd by Maffioli to approve and authorize District manager to execute consultant contracts 6b.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

Carmel exited the meeting 7:14pm.

7. STAFF COMMUNICATIONS AND INFORMATION ITEMS

A. District Manager's Report – April 2015

B. Financial Reports: April 2015

1. Check Register

2. Cash, Savings, and Investment Report

3. Budget vs. Actual Status Report FY 2014-2015

4. Capital Improvement Projects Report

C. Monthly Customer Satisfaction Survey Submissions

D. Will Serves - New

None

Will Serves – Renewed

Kaiser, APN 064-426-017, 3286 Shearer Ave – Extension Fee

Alderete, APN 064-426-011, 3324 Shearer Ave – Extension Fee

Dickerson, APN 064-118-007, 163 G Street – Extension Fee

Zekian, APN 064-431-016, 3440 Davies Ave – Extension Fee

Will Serves – Finaled

Pierce, APN 064-275-022, 2960 Studio Dr.

Lampe, APN 064-232-007, 19 19th Street

Smiley, APN 064-118-015, 196 F Street

Foster, APN 064-207-053, 2788 Orville Ave

Houlsby, APN 064-133-018, 720 Park Ave

Stoltz, APN 064-449-028, 3436 Studio Dr.

Manager Koon's report was presented. He updated the Board on JPA related activities, O&M actions, Capital Projects, and Administrative items for the month of April such as 160 ACH customers to date. He also informed the Board of the new indoor panic locks installed on the office exit doors in case of emergency.

Items A through D were received and accepted.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

MOTION: 1st by Enns, 2nd by Lyon to appoint Director Lloyd to be project liaison and appoint Director Maffioli to assist staff with QuickBooks implementation.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

8. CONSENT CALENDAR

A. Approval of Minutes from the April 16, 2015 Board of Directors Regular Meeting.

B. Approval of Minutes from the April 30, 2015 Board of Directors Special Meeting.

MOTION: 1st by Lloyd, 2nd by Lyon to approve the minutes of the April 16, 2015 Board of Director's Regular Meeting and the minutes of the April 30, 2015 Board of Directors Special Meeting. **VOTE: 5-0** Motion passed.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

9. BOARD MEMBER COMMENTS

Enns stated that based on the additional duties and responsibility that District Manager Koon has agreed to accept; he would like to discuss with District counsel a revised salary schedule for Koon. Enns also presented a draft newsletter he wrote and asked that Koon solicit additional comments from the other Board members, edit it, and get it out to the Cayucos community.

Lyon would like to have a timeline added to the newsletter, or at least let the community know the top 3 location options.

Lloyd suggested SLOCODATA in Grover Beach for publication of newsletter.

10. SCHEDULED MEETINGS

Board of Directors and Manager Koon confirmed upcoming meeting dates.

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: **June 11, 2015**

Hosted By: Cayucos Sanitary District, Location: Vet's Hall, Time: 6:00 pm.

B. Regular Board of Directors Meeting, Date: **June 18, 2015**

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

C. Other meeting schedule:

JPA: July 9, 2015 (Morro Bay)

Board Meeting: July 16, 2015

D. Budget and CIP Committee to review draft 15/16 fiscal budget

11. SCHEDULE AGENDA ITEMS FOR THE JUNE 18, 2015 BOARD MEETING

None suggested

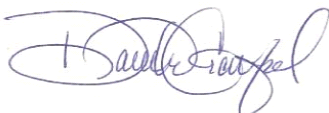
12. ADJOURNMENT

The meeting adjourned at 8:01p.m.

Minutes Recorded and Respectfully Submitted By:

7/1/2015

X



Danielle Crawford
Administrative Services Billing Manager