



AGENDA ITEM: 3.A.1

DATE: June 15, 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, May 18, 2017

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:03p.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, and Administrative Office Manager Danielle Crawford.

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 April 20, 2017 Board of Directors Regular Meeting.

B. Financial Reports: April 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 2016-2017
4. Capital Improvement Projects Report

MOTION: 1st by Lyon, to approve consent item 3A with the correction to the minutes under the Will Serves section to change the address to read 1449 “Cass Ave.” not “Pacific Ave.” The motion was seconded by Miller.

VOTE 5-0 Motion passed.

Crawford made note of changes to minutes.

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

VOTE 5-0 Motion passed.

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

A. District Manager's Report – April 2017

B. Monthly Customer Satisfaction Survey Submissions - **None**

C. Will Serves - New

None

Will Serves – Renewed

None

Will Serves – Finaled

Brindley, APN 064-443-017, 51 Mannix Ave. – SFR ADDTN

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

None

Koon updated the Board on O&M related activities for the month of April, the status of Capital Improvement Projects, and the various Administrative items such as District's participation in the County Office Emergency Services (OES) program and the District's recent submission(s) for FEMA reimbursements for storm damages. He discussed the Notice of Determination for the EIR that was filed with the County on April 21, 2017, and he also made mention that some preliminary work has been done on the SCADA system in preparation for the new plant.

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. CONSIDERATION TO APPROVE PAYMENT OF MORRO BAY INVOICE FOR 3rd QUARTER OF FY 2016/17 IN THE AMOUNT OF \$130,747.85.

Koon briefly went over his staff report regarding the Morro Bay invoice.

Enns asked about flow and why Cayucos was so high. He said it appears as though Cayucos flow was higher each month but Morro Bay flow was not.

Crawford printed out the flow data which shows the trends dating back from 1966 to present.

Koon explained why these figures looked the way they did.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to approve payment of Morro Bay invoice for 3rd Quarter of FY 2016/17 in the amount of **\$130,747.85**. The motion was seconded by Chivens.

VOTE 5-0 Motion passed.

6. STATUS UPATE ON CAYUCOS SUSTAINABLE WATER PROJECT.

Koon reported on the CSWP status, recent happenings, and the status of the USDA financing. He mentioned that the team has picked the headworks, looked at bolted and welded tanks, and has chosen to go with the welded steel. Also said that he and President Enns hosted a recent informal meeting at the District with the City of Morro Bay's Mayor Irons and Councilmember McPherson at their request.

7. 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

8. FUTURE SCHEDULED MEETINGS.

- June 15, 2017 – **Regular Board Meeting**
- July 20, 2017 – **Regular Board Meeting**
- August 17, 2017 – **Regular Board Meeting**

9. ADJOURNMENT

The meeting adjourned at 6:24p.m.

Minutes Respectfully Submitted By:

X 

Danielle Crawford
Administrative Office Manager