



## CAYUCOS SANITARY DISTRICT

200 Ash Avenue / PO Box 333  
Cayucos, CA 93430  
(805) 995-3290  
[www.cayucossd.org](http://www.cayucossd.org)

AGENDA ITEM:

3.A.1

**GOVERNING BOARD**  
R. Enns, President  
S. Lyon, Vice-President  
H. Miller, Director  
J. Curti, Director

**BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
THURSDAY, AUGUST 17, 2023 AT 5:00 P.M.  
200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430**

### 1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:00 p.m.

**Directors present:** President Robert Enns, Vice-President Shirley Lyon, and Director John Curti

**Directors absent:** Director Miller

**Staff present:** District Manager Rick Koon and Administrative Services Manager Amy Lessi

### 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

#### A. Meeting Minutes

1. Approval of minutes for the July 20, 2023 Board of Directors Regular Meeting

#### B. Financial Reports: July 2023

1. Check Register – Wells Fargo (General Checking Account)
2. Check Register – Wells Fargo (CIP Checking Account)
3. Cash, Savings, and Investment Report
4. Budget vs. Actual Status Report FY
5. Capital Improvement Projects Report

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

**MOTION:** 1st by Curti, to approve item 3.A.1 on the Consent Calendar as prepared. Motion was seconded by Lyon.

**VOTE: 3-0** Motion passed

On item 3.B.1, Vice-President Lyon noticed the large payment to SDRMA in the amount of \$203,033.86 and wondered if the District has ever considered self-insurance. Manager Koon responded that the District is not large enough to afford it. On item 3.B.4, Director Curti wondered why line items 4300, 6100 and 7000 appear to be off, and Manager Koon explained that the respective billings/payments for these line items come in at various times over the year, not monthly.

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

**MOTION:** 1st by Lyon, to approve items 3.B.1 - 3.B.5 on the Consent Calendar as prepared. Motion was seconded by Curti.

**VOTE: 3-0** Motion passed

**4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required**

**A. District Manager's Report: July 2023**

**B. New Will-Serves: July 2023**

- 3519 Studio Dr. / Tomlinson / 064-455-009 / SFR Addition
- 46 19th St. / Fishman / 064-233-026 / SFR Addition

**Extended Will-Serves:**

- 53 El Sereno Ave. / Bergson / 064-414-019 / SFR New

**Finaled Will-Serves:**

None

**Grants of License:**

None

Manager Koon gave a summary of the previous month's activities. President Enns was surprised that multiple unpermitted drainage structures were identified during the recent smoke tests and suggested that staff add new checks and balances to the Will-Serve process to help prevent prohibited drainage into the sewer system in the future. Director Curti requested an estimate of the turnaround time for the encroachment permit to CalTrans, and Manager Koon anticipated it to be no sooner than sometime next year.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

**Items 4.A – B were received and accepted.**

**5. DISCUSSION AND CONSIDERATION OF THE DISTRICT-OFFERED HMO HEALTH PLAN COST AND REVIEW OF THE PLAN CHANGES FOR 2024**

Director Curti requested confirmation that employees who have more than one dependent can obtain coverage for them, and wondered how much it costs. Manager Koon responded that when an employee has more than one dependent, it costs the employee about \$250 (regardless of the number of additional dependents), automatically deducted from each paycheck.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Lyon, to approve the cost of the Blue Sheild Access+ HMO plan for 2024 for the employee and one dependent. Motion was seconded Curti.

**VOTE: 3-0** Motion passed

**6. DISCUSSION AND CONSIDERATION TO APPROVE REVISING THE DISTRICT'S SALARY SCHEDULE BY ADDING A COLLECTIONS III POSITION, OPERATOR-IN-TRAINING POSITION, AND A TREATMENT I POSITION**

Manager Koon explained that adding these news positions will encourage District staff to learn, grow, and achieve new certifications during their tenure of employment. President Enns requested confirmation that the organizational structure will also be modified as a result of these proposed new positions, and Manager Koon affirmed it would.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Curti, to approve revising the District's salary schedule by adding a Collections III position, Operator-in-Training position, and a Treatment I position. Motion was seconded by Lyon.

**VOTE: 3-0** Motion passed

## 7. BOARD MEMBER COMMENTS

Board members reported on community feedback regarding the proposed consolidation of services in Cayucos. In an effort to minimize costs and prevent the need for a secondary report, Manager Koon relayed his desire to meet with the Board (or designated representatives) of the water companies prior to the finalization and presentation of the Consolidation Study Report so that their input and concerns can be addressed in advance.

President Enns opened the meeting to Public Comment.

Doug Launchbaugh, president of the Cayucos Beach Mutual Water Company, expressed concern that the water companies won't know what questions to ask without a Consolidation Study Report to refer to, and aren't clear on how this proposed consolidation would benefit them.

Hearing no further comment, President Enns closed Public Comment.

President Enns recommended that Manager Koon reach out to the water companies to schedule a presentation that will outline the proposal, introduce how a consolidation of services would benefit the community, and provide the opportunity for a question/answer period. Vice-President Lyon agreed.

## 8. FUTURE SCHEDULED MEETINGS

- September 21, 2023 – Regular Board Meeting
- October 19, 2023 – Regular Board Meeting
- November 23, 2023 – Regular Board Meeting

## 9. ADJOURNMENT

The meeting adjourned at 6:17 p.m.

### Minutes Respectfully Submitted By:

X Amy Lessi

Amy Lessi  
Administrative Services Manager