



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

AGENDA ITEM: 3.A.1
DATE: February 16, 2017
ACTION: APPROVED

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

**SPECIAL MEETING
MINUTES**
Thursday, January 19, 2017

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:06p.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.

Guests present: Dylan Wade from WSC.

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 December 15, 2016 Board of Directors Special Meeting.

B. Financial Reports: December 2016

1. Check Register
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 items 3A and 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 – December 2016
- B. Monthly Customer Satisfaction Survey Submissions - (1)
- C. Will Serves - New
 - Levitan, APN 064-133-035, 660 Park Ave. – New SFR**
 - Will Serves – Renewed
 - None**
 - Will Serves – Finaled
 - McLaughlin, APN 064-152-036, 11 9th Street – New SFR**
 - Smith, APN 064-153-007, 83 10th Street – SFR Remdl**
 - Will Serves – Continue to Serve (no will serve required)
 - None**

Manager Koon's report was presented. He updated the Board on Administrative items, O&M activities, and Capital Projects for the month of December. Koon mentioned an informal salary study that the District staff has initiated. He also talked about the expanded sampling plan that is currently taking place with regard to the CSWP permit process in order to get a track record of constituents in our wastewater.

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

Items A, B, and, C were received and accepted.

5. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2017-1 ESTABLISHING THE REGULAR BOARD MEETING SCHEDULE FOR 2017 AND CHANGING THE REGULAR BOARD MEETING START TIME FROM 6:00PM TO 5:00PM.

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

MOTION: 1st by Lyon, to adopt resolution 2017-1 establishing the regular Board meeting schedule for 2017 and changing the regular Board meeting start time from 6:00pm to 5:00pm. The motion was seconded by Maffioli. **ROLLCALL VOTE:** Lyon-yes, Maffioli-yes, Miller-yes, Chivens-yes, Enns-yes. **VOTE 5-0** Motion passed.

6. CONSIDERATION TO APPROVE PAYMENT OF MORRO BAY INVOICE 1ST QUARTER FY 16/17 IN THE AMOUNT OF \$97,181.94.

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 1st quarter FY 16/17 in the amount of \$97,181.94. The motion was seconded by Maffioli. **VOTE 5-0** Motion passed.

7. CONSIDERATION TO ACCEPT THE MORRO BAY/CAYUCOS JOINT POWERS AGREEMENT FISCAL YEAR 2015/16 AUDIT.

Recommendation: Accept the Fiscal Year 2015/16 Audit

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Maffioli, to accept the Morro Bay/Cayucos Joint Powers Agreement Fiscal Year 2015/16 Audit. The motion was seconded by Miller. **VOTE 5-0** Motion passed.

8. DISCUSSION AND CONSIDERATION TO APPROVE FIRST AMENDMENT TO THE FRANCHISE AGREEMENT WITH MISSION COUNTRY DISPOSAL FOR SOLID WASTE AND RECYCLING COLLECTION AND DISPOSAL SERVICE.

Per telephone request just prior to the meeting, Pat Fenton of Mission Country Disposal asked that this item be pulled from the agenda.

9. DISCUSSION AND CONSIDERATION TO APPROVE NEW AGREEMENT FOR LEGAL SERVICES WITH CARMEL & NACCASHA LLP.

Discussion was tabled as Director Miller had to recuse herself due to a conflict of interest.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Chivens, to approve new agreement for legal services with Carmel & Naccasha LLP. The motion was seconded by Maffioli.

ROLLCALL VOTE: Chivens-yes, Lyon-yes, Maffioli-yes, Enns-yes, Miller-Recused. **VOTE 4-0** Motion passed.

Miller reentered the meeting.

10. DISCUSSION AND CONSIDERATION TO APPROVE THIRD AMENDMENT TO CONSULTANT SERVICES AGREEMENT WITH WATER SYSTEMS CONSULTING, INC. FOR THE DESIGN OF THE SUSTAINABLE WATER PROJECT.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to come back with more information detailing total project design costs and present at the February 16, 2017 Regular Board Meeting. The motion was seconded by Chivens. **VOTE 5-0** Motion passed.

11. UPDATE ON CAYUCOS SUSTAINABLE WATER PROJECT (CSWP) STATUS.

Koon gave report on current meetings and events to date and progress of the project.

**Note: Agenda item number twelve not included on original agenda.

13. 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.)

14. FUTURE SCHEDULED MEETINGS.

- February 9, 2017 – **Town Hall Meeting** – *Cayucos Elementary School*
- February 16, 2017 – **Regular Board Meeting**
- March 16, 2017 – **Regular Board Meeting**
- April 20, 2017 – **Regular Board Meeting**

15. ADJOURNMENT

The meeting adjourned at 6:56p.m.

Minutes Transcribed via Digital Recorder and Respectfully Submitted By:

X 

Danielle Crawford
Administrative Office Manager