



## CAYUCOS SANITARY DISTRICT

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

**AGENDA ITEM:** 3.A.1

**DATE:** October 21, 2021

**ACTION:** Approved

### GOVERNING BOARD

R. B. Enns, President  
D. Chivens, Vice-President  
S. Lyon, Director  
H. Miller, Director  
R. Frank, Director

### REGULAR MEETING MINUTES

Thursday, September 16, 2021  
5:00 p.m.

#### 1. ESTABLISH QUORUM AND CALL TO ORDER

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

Board members present via GoToMeeting: President Robert Enns, Vice-President Dan Chivens, Director Robert Frank, Director Shirley Lyon

Staff present via GoToMeeting: District Manager Rick Koon and Admin. 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

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 19, 2021 Board of Directors Regular Meeting

##### B. Financial Reports: August 2021

1. Check Register – Mechanics Bank (General Checking Account)
  - a. Check Register – Wells Fargo (CIP/CSWP Checking Account)
  - b. Check Register – Wells Fargo (CSWP Construction Account)
2. Cash, Savings, and Investment Report
3. Budget vs. Actual Status Report FY **2021-2022**
4. Capital Improvement Projects Report

President Enns opened the meeting to Public Comment.

John Curti questioned how the upcoming closure of the Cayucos branch of Mechanic's Bank will affect the District.

Hearing no further comment, President Enns closed Public Comment.

Manager Koon responded that the District does most of its banking online and doesn't often need to visit the bank in-person, but when it is necessary, staff will drive to Morro Bay. Operations staff goes to Morro Bay to purchase less expensive gas anyway and could make another stop at the bank to make a cash deposit when necessary.

**MOTION:** 1st by Frank, to approve items on the consent calendar as prepared. Motion was seconded by Lyon.

**ROLLCALL VOTE:** Frank-yes, Lyon-yes, Chivens-yes, Enns-yes

**VOTE 4-0** Motion passed

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

**A. District Manager's Report:** August 2021

**B. Monthly Customer Satisfaction Survey Submissions:**

None

**C. New Will Serves:**

- 101 N Ocean Ave: 101 N Ocean Properties, LLC / 064-115-023 / CMMCL New
- 164 F St: Pettruci / 064-118-013 / SFR New
- 55 Saint Mary Ave: Pettruci / 064-126-005 / SFR New
- 94 12th St: Wager & McKellop / 064-163-012 / SFR Remodel

**Extended Will-Serves:** June & July 2021

- 2733 Richard Ave: Allen / 064-211-041 / SFR New
- 188 D St: KBDB Properties, LLC / 064-113-021 / SFR New

**Finald Will-Serves:** June & July 2021

- 2806 Studio Dr: Britz / 064-274-011 / SFR Remodel

**Continue to Serves (No Will-Serve Required):**

None

**Grants of License:**

None

Manager Koon gave a summary of the previous month's activities, noting that Operations staff Nick Lakey completed the required safety course to become a certified Safety Officer, resulting in significant savings on insurance premiums for the District. Another noteworthy achievement took place at 12:00 p.m. on September 14<sup>th</sup>, when Cayucos officially ceased pumping wastewater to the City of Morro Bay.

President Enns recognized the significance of Cayucos' independence and congratulated Manager Koon for his contributions to this accomplishment.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Items 4 A through C were received and accepted.

**5. PUBLIC HEARING #2 TO RECEIVE COMMUNITY INPUT REGARDING THE CREATION OF A DISTRICT-BASED ELECTION SYSTEM**

Manager Koon referred the Board to the PowerPoint presentation previously presented by National Demographic Corporation's (NDC) Daniel Phillips, and went on to present proposed divisions as prepared by staff. Vice-President Chivens commented that the proposed divisions seemed reasonable.

Director Frank expressed apprehension with how the law requires that divisions be based on overall population rather than registered voters.

Director Lyon suggested including a note on the monthly bill to raise customer awareness of the redistricting process.

President Enns opened the meeting to Public Comment.

John Curti suggested that the District place an ad in the New Times to raise further awareness of the redistricting process. He also expressed interest in asking Daniel Phillips of NDC about how most of

the homeowners in Cayucos have a primary residence elsewhere, and wondered if scenarios such as this were considered when this law was passed.

Hearing no further comment, President Enns closed Public Comment.

Manager Koon affirmed that the town of Cayucos is primarily a second home population, and hypothesized that this law was meant for cities where the population primarily has one home within the city. He agreed with John Curti about following up with Daniel Phillips of NDC.

President Enns commented that it would be interesting to see where the concentrations of vacation home owners fell on the map that was prepared by District staff.

Item 5 was received, no action required.

## **6. DISCUSSION AND CONSIDERATION TO ACCEPT A GRANT OF SEWER EASEMENT FOR 199 6TH ST (064-132-037)**

Manager Koon recounted a brief history of this parcel and went on to present the proposed Grant of Sewer Easement.

President Enns opened the meeting to Public Comment.

John Curti asked for confirmation that the easement would span both lot 16 and 17.

Hearing no further comment, President Enns closed Public Comment.

Manager Koon clarified and confirmed that the easement would span both lots.

**MOTION:** 1st by Frank, to accept a Grant of Sewer Easement for 199 6<sup>th</sup> St. (064-132-037). Motion was seconded by Chivens.

**ROLLCALL VOTE:** Frank-yes, Chivens-yes, Lyon-yes, Enns-yes

**VOTE 4-0** Motion passed

## **7. CAYUCOS SUSTAINABLE WATER PROJECT STATUS UPDATE**

Manager Koon reported that all in all, the new plant is performing well. Some parts are starting to show some wear, so staff is already performing maintenance. The bioassay (related to the recycled water program) needs further attention, as the first round test results were compromised and the second round is waiting on its results.

President Enns asked if the District will need to do ocean monitoring at some point. Manager Koon affirmed that every 3 years the District will be required to perform monitoring and reporting, as well as inspect the buoys at either end of the outfall.

President Enns opened the meeting to Public Comment.

John Curti wondered what kind of back up parts can be kept in stock at the Treatment Plant and what would need to be ordered in the event that something fails and the plant shuts down.

Hearing no further comment, President Enns closed Public Comment.

Manager Koon answered that it would be extremely rare and odd for the plant to shut down. He is currently pushing for warranty parts and the goal is to get spares for critical parts on the shelf. Aside from a pipe bursting unexpectedly, there is no significant risk of the plant shutting down.

## **8. BOARD MEMBER COMMENTS**

This item provides the opportunity for Board members to make brief announcements and/or briefly report on their own activities related to District business.

None.

## **9. FUTURE SCHEDULED MEETINGS**

- October 21, 2021 – Regular Board Meeting
- November 18, 2021 – Regular Board Meeting
- December 16, 2021 – Regular Board Meeting

## **10. ADJOURNMENT**

The meeting adjourned at 5:54 p.m.

### **Minutes Respectfully Submitted By:**

X Amy Lessi

Amy Lessi  
Administrative Services Manager