



AGENDA ITEM: 3.A.3

DATE: March 15, 2018

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

**SPECIAL MEETING
MINUTES**
Thursday, February 15, 2018

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:54p.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. DISCUSSION AND CONSIDERATION OF APPROVAL OF THE CMAR CONTRACT WITH J.R. FILANC CONSTRUCTION COMPANY.

Rick discussed the CMAR contract with the Board and let them know all of the dollar amounts that had he had just received through email - verbally filled in all of the blanks with dollar amounts.

Miller inquired why the contract did not have the verbiage "*Approved as to Form*" included and then stated that it's for the District's protection and that she feels more comfortable having this verbiage added to the contract and signed by an attorney that has reviewed it for the District.

Lyon suggested having the attorney sign a separate cover if the contract has already been formed.

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

MOTION: 1st by Miller, to approve the CMAR contract with J.R. Filanc Construction Company and request an "Approved as to Form" letter from the attorney signed under separate cover. The motion was seconded by Lyon.

VOTE 5-0 Motion passed

4. DISCUSSION AND CONSIDERATION OF APPROVAL TO PAY OFF THE GMAC LIFT STATION #2 LOAN WITH CITY NATIONAL BANK.

Koon said this is self-explanatory, just an effort to clean up outside debt, as is a requirement of the bank.

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

MOTION: 1st by Lyon, to approve the payoff of the GMAC Lift Station #2 loan with City National Bank. The motion was seconded by Chivens.

VOTE 5-0 Motion passed

5. DISCUSSION AND CONSIDERATION OF APPROVAL OF THE FEB 6TH COMMITMENT LETTER FROM WESTERN ALLIANCE BANK AND AUTHORIZATION FOR EXECUTION BY DISTRICT MANAGER.

Koon said this is also a formality, something the Board has signed and approved already before, this just has a different date due to the bank changing dates and requiring Board authorization each time.

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

MOTION: 1st by Maffioli, to approve the February 6th Commitment Letter from Western Alliance Bank and authorize for the execution of it by the District Manager. The motion was seconded by Miller.

VOTE 5-0 Motion passed

6. DISCUSSION AND CONSIDERATION TO APPROVE THE FUNDING OF THE CAPITALIZED DEBT SERVICE BY USING DISTRICT RESERVES HELD IN THE CETERA ACCOUNTS OR USING THE SERIES B CREDIT LINE.

Koon explained the necessity in opening up these accounts and keeping the “new” funds very separate and segregated based on their individual terms and strict conditions.

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

MOTION: 1st by Miller, to approve the funding of the capitalized debt service by using the District reserves held in the Cetera accounts or using the Series B credit line. The motion was seconded by Maffioli.

VOTE 5-0 Motion passed

7. ADJOURNMENT

The meeting adjourned at 6:30p.m.

Minutes Respectfully Submitted By:

X



Danielle Crawford
Administrative Office Manager