



AGENDA ITEM: _____ 3.A.1 _____

DATE: _____ September 19, 2019 _____

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
H. Miller, Director
R. Frank, Director

REGULAR MEETING
MINUTES
Thursday, August 15, 2019
5:00 p.m.

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 4:58p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, Director Hannah Miller and Director Robert Frank.

Staff present: District Manager Rick Koon, and Administrative Office Manager Danielle Crawford.

Guests present: Mark Steffy (Longitude 123, INC.), Jeff Smith (Mission Country Disposal), Bill Statler (Mission Country Disposal).

2. PUBLIC COMMENTS

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

Enns began the meeting with an introduction of the District's newest staff member, Gayle Good who filled the Administrative Services Technician position.

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 July 18, 2019 Board of Directors Regular Meeting.

B. Financial Reports: July 2019

1. Check Register – Rabobank (General Checking Account)
 - a. Check Register – Wells Fargo (CSWP Checking Account)
 - b. Check Register – Wells Fargo (CSWP Construction Account)
2. Cash, Savings, and Investment Report
3. Budget vs. Actual Status Report **FY 2019-2020**
4. Capital Improvement Projects Report
5. Annual Financial Disclosures and Employee Reimbursement Report

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

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

VOTE 5-0 Motion passed

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

- A. District Manager's Report – July 2019
- B. Monthly Customer Satisfaction Survey Submissions – **None**
- C. Will Serves – New
 - Dixon, APN 064-223-009, 41 14th Street – SFR Addn**
 - Will Serves – Renewed
 - Kingslyn, APN 064-081-053, 915 Park Ave. – SFR New**
 - Waltos, APN 064-145-037, 696 S. Ocean Ave. – Comm'l – New Structure**
 - Will Serves – Finaled
 - None**
 - Will Serves – Continue to Serve (No Will Serve Required)
 - None**

Manager Koon's report was presented. He updated the Board on Administrative items, and O&M activities for the month of July.

President Enns opened the meeting to Public Comments.
Hearing none, Public Comments was closed.

Items 4 A through C were received and accepted.

President Enns requested to move to agenda item 9.

9. PRESENTATION AND DISCUSSION REGARDING MISSION COUNTRY DISPOSAL'S SOLID WASTE COLLECTION AND DISPOSAL RATE INCREASE REQUEST AND CONSIDERATION OF ESTABLISHMENT OF PROPOSITION 218 HEARING DATE.

Bill Statler discussed the process of Mission Country Disposal's rate study and how the proposed rates were established adding that they are recommending the 26.43% increase verses the 40.4% that was initially anticipated. Jeff Smith went over Mission Country Disposal's presentation with the Board and discussed the necessity of the rate increase based on the rate study and requested the Board's approval to begin the required Proposition 218 process.

President Enns opened the meeting to Public Comments.
Hearing none, Public Comments was closed.

MOTION: 1st by Miller, to approve Mission Country Disposal's establishment of proposition 218 regarding a solid waste collection and disposal rate increase. Motion was seconded by Frank.

VOTE 5-0 Motion passed

8. DISCUSSION AND CONSIDERATION TO APPROVE CONSULTANT SERVICES AGREEMENT WITH LONGITUDE 123, INC. FOR CONSTRUCTION AND INSPECTION SERVICES FOR THE CAYUCOS SUSTAINABLE WATER PROJECT OCEAN OUTFALL.

Mark Steffy gave a presentation regarding Longitude 123, Inc. and how they specialize in underwater construction and regulatory permitting services.

Koon requested the Board approve a forthcoming Resolution that will be presented to them at their next Special Board meeting.

Lyon mentioned that she would like to see a summary of costs and a breakdown of loans verses credit lines including totals from Koon and Wade.

President Enns opened the meeting to Public Comments.
Hearing none, Public Comments was closed.

No motion was made, however a tentative date was set for a Special Board meeting to be held on August 28, 2019 at 5:00pm to review, discuss and consider adopting the proposed resolution and contract involving Longitude 123, Inc.

5. DISCUSSION REGARDING DISTRICT OFFERED HMO HEALTH PLAN COST AND PLAN CHANGES FOR 2019.

Koon went over the prospective health insurance rates for calendar year 2020 and the fiscal impact it will have on the District and its employees.

Some discussion amongst the Board followed.

Miller suggested the District look into offering other health options in the future that are not attached to CalPers.

President Enns opened the meeting to Public Comments.
Hearing none, Public Comments was closed.

MOTION: 1st by Chivens, to approve the health insurance rate increase for calendar year 2020 and have the increase absorbed by the District in an effort to allow its employees to continue on their current HMO plan with no financial impact to the employee. Motion was seconded by Lyon.

VOTE 5-0 Motion passed

6. DISCUSSION AND CONSIDERATION TO APPROVE A BLANKET PURCHASE ORDER FOR FY 2019/2020 IN THE AMOUNT OF THIRTY THOUSAND DOLLARS (\$30,000.00) WITH N. BRENT KNOWLES CONSTRUCTION FOR ONGOING PAVING AND SLURRY SERVICES ASSOCIATED WITH POINT REPAIRS AND OTHER DISTRICT RELATED EMERGENCIES.

Koon discussed the need for the blanket purchase order with N. Brent Knowles and staying in compliance with the Department of Industrial Relations.

President Enns opened the meeting to Public Comments.
Hearing none, Public Comments was closed.

MOTION: 1st by Lyon, to approve item as corrected to read: approving a blanket purchase order for N. Brent Knowles Construction for ongoing paving, slurry services and associated point repairs. Motion was seconded by Miller.

VOTE 5-0 Motion passed

7. DISCUSSION AND CONSIDERATION TO APPROVE CONSULTANT SERVICES AGREEMENT WITH GEO SOLUTIONS, INC. FOR CONSTRUCTION MATERIALS TESTING AND SPECIAL INSPECTION SERVICES FOR THE CAYUCOS SUSTAINABLE WATER PROJECT.

Koon went over the special inspection services that Geo Solutions will be providing for the project.

President Enns opened the meeting to Public Comments.
Hearing none, Public Comments was closed.

MOTION: 1st by Chivens, to approve consultant services agreement with Geo Solutions, Inc. for construction materials testing and special inspection services for the Cayucos Sustainable Water Project. Motion was seconded by Lyon.

VOTE 5-0 Motion passed

10. CAYUCOS SUSTAINABLE WATER PROJECT STATUS UPDATE.

Wade and Koon discussed current progress noting the recent cement pour and let the Board know that photos of the actual pour can be found on the District website.

11. 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.)

12. FUTURE SCHEDULED MEETINGS.

- September 19, 2019 – **Regular Board Meeting**
- October 17, 2019 – **Regular Board Meeting**
- November 21, 2019 – **Regular Board Meeting**

13. ADJOURNMENT

The meeting adjourned at 8:12p.m.

Minutes Respectfully Submitted By:

X 

Danielle Crawford
Administrative Office Manager