

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

AGENDA ITEM: 11.C

DATE: July 16, 2015

ACTION: Approved

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

REGULAR MEETING  
MINUTES  
Thursday, June 18, 2015  
6:00 p.m.

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

President Enns called the meeting to order at 6:00p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, Director Dan Lloyd, and Director Cary Maffioli.

Staff present: Manager Rick Koon, and Administrative Services Billing Manager Danielle Crawford.

Guests present: Bruce Keogh, City of Morro Bay (WWTP)

**2. PUBLIC COMMENTS**

President Enns opened the meeting to Public Comments.

Bill Martony – Morro Bay resident. Said he is here to find out the site selection of the proposed new plant. He would also like to know what type of plant Cayucos plans to build and asked if the Sanitary District has customers for the recycled water.

Hearing no further comments, President Enns closed Public Comment.

**3. PRESENTATION AND REVIEW OF CITY OF MORRO BAY 2015/2016 WWTP BUDGET**

Koon went over Morro Bay's proposed FY 15/16 WWTP budget. Staff has reviewed the CSD's portion of Morro Bay's.

Maffioli asked about the revenue going up to 44%.

Keogh stated that a large portion of that has to do with the recent rate increase.

Koon asked Keogh about the rate increase.

Keogh elaborated by saying it will go into effect on July 1, 2015, first payments received by August 10, 2015.

Enns asked the outcome of the 218 vote.

Keogh said of the ballots sent, 5,500 yes and 900 protests, the 218 passed.

Koon asked if Morro Bay Council approved their budget.

Keogh said yes, approved at their June 9, 2015 meeting.

President Enns opened the meeting to Public Comments.

Hearing none, Enns closed Public Comment and moved on to agenda item number 4.

#### **4. CONSIDERATION TO APPROVE THE MAJOR MAINTENANCE AND REPAIR PLAN (MMRP) PORTION OF FY 2015/16 CITY OF MORRO BAY WASTEWATER TREATMENT PLANT (WWTP) BUDGET**

Keogh summarized his budget notes, more specifically the MMRP portion.

Lloyd asked if in another year they will have a better idea of the continuing costs of the MMRP.

Keogh said yes, by the end of this year, they will know more and have a clearer picture. He said that the Headworks have helped tremendously and then he briefly summarized the proposed projects for the next fiscal year.

Chivens suggested using redi-rock material, and then it can be used for retaining walls.

President Enns opened the meeting to Public Comments.

Hearing no further comments, President Enns closed Public Comment.

**MOTION:** 1<sup>st</sup> by Chivens, 2<sup>nd</sup> by Maffioli to approve the CSD's portion of the MMRP costs proposed at \$116,250.00.

**ROLLCALL VOTE:** Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

With Board permission, President Enns skipped to agenda item number 7.

#### **7. UPDATE ON THE CAYUCOS WASTE WATER PROJECT**

Koon went over all recent happenings in site selection including Cayucos Creek, Old Creek Road, and Toro Creek and said they are currently working on the chartering process. He said they do not have a site selected yet. These questions will be answered within the next six months as outlined in the WSC scope. Koon then gave an overview of the approved WSC studies.

Enns said they spoke at the Lioness's, and received favorable feedback from the community.

Lyon commented on the basic questions from the public and said Enns did a great job explaining where we are at. She feels the Board has the community support.

Enns said they also had the chance to speak at the Board of Realtor's meeting. He mentioned that Keogh and Livick were there and had a Power Point presentation as well. Enns complimented Keogh's presentation and praised the realtor group saying that they asked some very good questions.

President Enns opened the meeting to Public Comments.

Bill Martony – Morro Bay resident. Commented on the site location being Cayucos Creek maybe on his property line, or if the Davis Ranch, he would be downwind of the plant.

Hearing no further comments, Enns closed Public Comment and the Board resumed with the regular agenda order moving on to item number 5.

#### **5. CONSIDERATION TO APPROVE TWO YEAR AUDIT SERVICES AGREEMENT WITH MOSS, LEVY AND HARTZEIM**

Koon went over the renewal of the Auditor's contract.

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

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Lloyd to approve the Moss, Levy, and Hartzheim contract as written.  
**ROLLCALL VOTE:** Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

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

**6. CONSIDERATION TO APPROVE FY 2015/16 CAYUCOS SANITARY DISTRICT DRAFT BUDGET:**  
**A. OPERATING BUDGET**  
**B. CIP BUDGET**

Enns said that a budget committee meeting was held on June 9, 2015 where he and Lyon met with District staff, Koon and Crawford to go over operating budget. He was pleased with the information he received and all questions were answered sufficiently.

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

**MOTION:** 1<sup>st</sup> by Maffioli, to approve the Operating Budget (part A) of the Cayucos Sanitary District FY 15/16 budget. The motion was seconded by Lloyd.  
**ROLLCALL VOTE:** Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

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

Koon went over the capital improvements. He said they will start using a name for the project soon and that he and Lloyd will come back to the Board with a recommendation for the name of the new WWTP.

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

**MOTION:** 1<sup>st</sup> by Lyon, to approve the CIP Budget (part B) of the Cayucos Sanitary District FY 15/16 budget. The motion was seconded by Chivens.  
**ROLLCALL VOTE:** Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

**8. STAFF COMMUNICATIONS AND INFORMATION ITEMS**

- A. District Manager's Report – May 2015
- B. Financial Reports: May 2015
  - 1. Check Register
  - 2. Cash, Savings, and Investment Report
  - 3. Budget vs. Actual Status Report FY 2014-2015
  - 4. Capital Improvement Projects Report
- C. Monthly Customer Satisfaction Survey Submissions
- D. Will Serves - New
  - Boyett, APN 064-234-006, 2065 Pacific Ave – addition
  - Fichera, APN 064-202-005, 125 Obispo Ave – new build
- Will Serves – Renewed
  - Steiner, APN 064-148-011, 502 Pacific Ave – Extension Fee
  - Kuziara, APN 064-435-006, 310 Chaney Ave – Extension Fee
  - Wolowodiuk, APN 064-154-020, 1073 Pacific Ave – Extension Fee
- Will Serves – Finaled
  - Alderete, APN 064-426-011, 3324 Shearer Ave
  - Carlson, APN 064-121-024, 78 Pacific Ave
  - Zekian, APN 064-431-016, 3440 Davies Ave

Manager Koon's report was presented. He updated the Board on recent activities, O&M actions, Capital Projects, and Administrative items for the month of May. He then went over the monthly financials and let the Board know that beginning with the new fiscal year, the financial reports will have a different look to them as the District transitions into their new accounting software.

Items A through D were received and accepted.

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

## 9. CONSENT CALENDAR

A. Approval of Minutes from the May 21, 2015 Board of Directors Regular Meeting.

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Lloyd to approve the minutes of the May 21, 2015 Board of Director's Regular Meeting. **VOTE: 5-0** Motion passed.

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

## 10. BOARD MEMBER COMMENTS

None

## 11. SCHEDULED MEETINGS

Board of Directors and Manager Koon confirmed upcoming meeting dates.

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: **July 9, 2015**

Hosted By: City of Morro Bay, Location: 1001 Kennedy Way, Morro Bay, Time: 6:00 pm.

B. Regular Board of Directors Meeting, Date: **July 16, 2015**

Location: Cayucos Sanitary District Office, Time: 6:00 p.m.

C. Other meeting schedule:

JPA: August 13, 2015 (Cayucos)

Board Meeting: August 20, 2015

D. Budget and CIP Committee to review draft 15/16 fiscal budget

## 12. SCHEDULE AGENDA ITEMS FOR THE JULY 16, 2015 BOARD MEETING

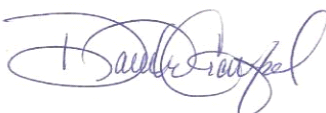
None suggested

## 13. ADJOURNMENT

The meeting adjourned at 8:04p.m.

**Minutes Recorded and Respectfully Submitted By:**

7/17/2015

X 

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Danielle Crawford  
Administrative Services Billing Manager