



AGENDA ITEM: _____ 3.A _____

DATE: _____ April 20, 2017 _____

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

REGULAR MEETING
MINUTES
Thursday, March 16, 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, Special Projects Coordinator Robert Tennent, and Administrative Office Manager, Danielle Crawford.

Guests present: Dylan Wade from WSC.

2. PUBLIC COMMENTS

Enns opened the meeting to Public Comments.

Rick Roquet – Cayucos resident. Handed the Board a letter with an attached print out of the water usage for his Motel from 2016 and asked that the Board consider reducing his EDU's from 9 units to 7 based on that usage.

Hearing no further 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 February 16, 2017 Board of Directors Regular Meeting.

B. Financial Reports: February 2017

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 Maffioli, to approve consent items 3A and 3B. The motion was seconded by Miller.

VOTE 5-0 Motion passed.

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

- A. District Manager's Report – February 2017
- B. Monthly Customer Satisfaction Survey Submissions – **none**
- C. Will Serves - New

None

Will Serves – Renewed

Lindell, APN 064-121-031, 236 Pacific Ave. – SFR Remdl

Will Serves – Finaled

Lindell, APN 064-121-031, 236 Pacific Ave. – SFR Remdl

Will Serves – Continue to Serve (no will serve required)

None

Manager Koon's report was accepted as presented. He briefly updated the Board on Administrative items, O&M activities, and Capital Projects for the month of March and mentioned employee Lakey just completed his fourth year with the District. Koon talked about the new non-perforated billing cards that the District will be using once the current stock is depleted as this was a direct request of the Postmaster. He also discussed some of the feedback the District staff has received from the Prop 218 notices that were mailed out on February 27, 2017.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

Items 4 A through C were received and accepted.

5. DISCUSSION AND CONSIDERATION TO APPROVE AN EXTENSION TO THE FRANCHISE AGREEMENT FOR MISSION COUNTRY DISPOSAL.

Koon went over his staff report briefly as this was originally set for discussion and previously reviewed in January but pulled just before the meeting by Pat Fenton of MCD. Now back on the agenda, no changes have been made from the previous submission, and staff recommends Board approval.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to approve an extension to the franchise agreement for Mission Country Disposal. The motion was seconded by Chivens. **VOTE 5-0** Motion passed.

6. CONSIDERATION TO APPROVE PAYMENT OF MORRO BAY INVOICE 2nd QUARTER FY 16/17 IN THE AMOUNT OF \$172,066.10.

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 2nd quarter FY 16/17 in the amount of \$172,066.10. The motion was seconded by Maffioli. **VOTE 5-0** Motion passed.

7. DISCUSSION AND CONSIDERATION TO AUTHORIZE DISTRICT MANAGER TO TRANSFER FUNDS FROM GIRARD SECURITIES MONEY MARKET ACCOUNT TO WELLS FARGO/CALTRUST FOR CAYUCOS SUSTAINABLE WATER PROJECT DESIGN PHASE COSTS.

Koon explained the need to transfer funds from the Girard Securities Money Market account into the Wells Fargo and CalTrust accounts to better serve the District's immediate needs until the USDA financing is secured.

Enns asked Koon was this allowing him full access with just Koon's signature alone.

Koon said no, this is just authorizing him to start the paperwork to move the money for accessibility. He would still need two signatures on everything and a Board member to authorize directly with Shanley for the wire, and a second signature on all expenditures (checks) thereafter.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Maffioli, to authorize District Manager to move One Million dollars from the Girard Securities Money Market Account to the Wells Fargo/CalTrust accounts. The motion was seconded by Miller. **VOTE 5-0** Motion passed.

8. DISCUSSION AND CONSIDERATION TO SELECT CAYUCOS SUSTAINABLE WATER PROJECT MEMBRANE SUPPLIER.

Koon and Wade showed the Board a presentation on the membranes and reviewed the project design team's selection process in narrowing it down from the numerous vendors they began with. The top two recommendations were presented to the Board, GE and EVOQUA.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Miller, to select EVOQUA as the project membrane supplier. The motion was seconded by Chivens. **ROLLCALL VOTE:** Miller-yes, Chivens-yes, Lyon-yes, Maffioli-yes, Enns-yes. **VOTE 5-0** Motion passed.

9. UPDATE ON CAYUCOS SUSTAINABLE WATER PROJECT STATUS.

Koon gave a brief update on project deadlines, financing goals, meeting schedules and upcoming targets.

Enns opened the meeting to Public Comments.

Ron Trace / Tony Costa – Toro Creek residents. Said they appreciate the Board's hard work, they've both spoke before and continue to be concerned about the type of plant and the odor it is going to carry downwind. They asked if there will be any settling ponds and they wanted to know if any solar options have been considered.

Hearing no further comments, President Enns closed Public Comment.

10. 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.)

None

11. FUTURE SCHEDULED MEETINGS.

- April 20, 2017 – **Regular Board Meeting (Prop 218 hearing)**
- May 18, 2017 – **Regular Board Meeting**
- June 15, 2017 – **Regular Board Meeting**

12. ADJOURNMENT

The meeting adjourned at 7:02p.m.

Minutes Respectfully Submitted By:

X 

Danielle Crawford
Administrative Office Manager