



Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors and staff will participate in this meeting via a teleconference. Members of the public can comment when prompted by unmuting their microphone, and allowing access to their webcam is optional.

## CAYUCOS SANITARY DISTRICT

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

### GOVERNING BOARD

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

### BOARD OF DIRECTORS

#### REGULAR MEETING AGENDA

**THURSDAY, NOVEMBER 19, 2020 AT 5:00PM**  
200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430

**Please join our meeting from your computer, tablet or smartphone.**

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Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the District Office and available on the CSD website at <https://www.cayucossd.org/board-of-directors-meetings>. To comply with the Governor's Executive Order, CA Department of Public Health social distancing guidance and shelter-at-home order, related to slowing the spread of coronavirus (COVID-19), the CSD Administrative Office is closed to the public, until further notice. Please call 805-995-3290 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability.

### 1. ESTABLISH QUORUM AND CALL TO ORDER

### 2. PUBLIC COMMENTS:

This is the time the public may address the Board on items other than those scheduled on the agenda. By conditions of the Brown Act the Board may not discuss issues not posted on the agenda, but may set items for future agendas. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that agenda item is being considered. When recognized by the Board President, please stand up and state your name and address for the record (though not required). While the Board encourages public comment, in the interest of time and to facilitate orderly conduct of the meeting, the Board reserves the right to limit individual comments to three minutes.

### 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 October 15, 2020 Board of Directors Regular Meeting

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**B. Financial Reports: October 2020**

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 2020-2021**
4. Capital Improvement Projects Report

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

- A. District Manager's Report (Koon) – October 2020
- B. Monthly Customer Satisfaction Survey Submissions – **None**
- E. Will-Serves – New
  - Miller, APN 064-133-034, 194 6<sup>th</sup> St. – SFR New**
- Will-Serves – Renewed
  - Stafford, APN 064-081-053, 915 Park Ave. – SFR New**
  - Kirk, APN 064-164-021, 52 13<sup>th</sup> St. – SFR New**
- Will-Serves – Finaled
  - None**
- Will-Serves – Continue to Serve (No Will-Serve Required)
  - None**
- Will-Serves – Grant of License
  - Miller- APN 064-133-034, 194 6<sup>th</sup> St. – SFR NEW**

5. **DISCUSSION AND CONSIDERATION TO APPROVE THE UPDATED EMPLOYEE POLICY HANDBOOK**
6. **DISCUSSION AND CONSIDERATION TO APPROVE RESOLUTION 2020-9 REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR THE ANNEXATION OF TERRITORY**
7. **DISCUSSION AND CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE CAYUCOS-MORRO BAY CEMETERY DISTRICT REGARDING THE PURCHASE OF A PORTION OF LOT 8 ON TORO CREEK RD.**
8. **DISCUSSION AND CONSIDERATION TO APPROVE THE ISSUING OF A CONDITIONAL INTENT TO SERVE LETTER FOR THE VALLEY RESIDENCE**
9. **DISCUSSION AND CONSIDERATION TO APPROVE CHANGE ORDER #1 FROM TESCO CONTROLS INC. IN THE AMOUNT OF \$13,504.00**
10. **DISCUSSION AND CONSIDERATION TO APPROVE CHANGE ORDER #1 FOR RAMINHA CONSTRUCTION INC. IN THE AMOUNT OF \$17,968.82**
11. **DISCUSSION AND CONSIDERATION TO APPROVE CHANGE ORDER #5 FOR CUSHMAN CONTRACTING CORPORATION IN THE AMOUNT OF \$27,719.54**
12. **CAYUCOS SUSTAINABLE WATER PROJECT STATUS UPDATE**

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**13. 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.)

**14. FUTURE SCHEDULED MEETINGS**

- December 17, 2020 – Regular Board Meeting
- January 21, 2021 – Regular Board Meeting
- February 18, 2021 – Regular Board Meeting

**15. ADJOURNMENT**

NOTICE OF POSTING:

DATE: November 13, 2020

TIME: 2:00pm

PLACE: 200 Ash Ave., Cayucos, CA

BY: *Amy Lessi*  
Amy Lessi  
Administrative Services Manager

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This agenda was prepared and posted pursuant to Government Code Section 54954.2. The agenda can be accessed and downloaded from the District's website at [www.cayucossd.org/](http://www.cayucossd.org/)

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