



CAYUCOS SANITARY DISTRICT

200 Ash Avenue / PO Box 333
Cayucos, CA 93430
(805) 995-3290
www.cayucossd.org

AGENDA ITEM:

3.A.1

GOVERNING BOARD

R. Enns, President
S. Lyon, Vice-President
H. Miller, Director
J. Curti, Director

BOARD OF DIRECTORS REGULAR MEETING MINUTES THURSDAY, SEPTEMBER 21, 2023 AT 5:00 P.M. 200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:00 p.m.

Directors present: President Robert Enns, Director John Curti, Director Hannah Miller

Directors absent: Director Lyon

Staff present: District Manager Rick Koon and Administrative Accounting Manager Gayle Good

2. PUBLIC COMMENT

President Enns opened the meeting to Public Comment.

Visitor Mike Shopshear introduced himself and asked the Board to consider him as a candidate for the vacant Board position.

3. CONSENT CALENDAR: Recommended to Approve

A. Meeting Minutes

1. Approval of minutes for the August 17, 2023 Board of Directors Regular Meeting

B. Financial Reports: August 2023

1. Check Register – Wells Fargo (General Checking Account)
2. Check Register – Wells Fargo (CIP Checking Account)
3. Cash, Savings, and Investment Report
4. Budget vs. Actual Status Report FY
5. Capital Improvement Projects Report

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

On item 3.B.5, Director Curti asked for clarification regarding the expenditures for the UV Bulb Replacement Project. District Manager Koon explained that the project would likely end up slightly over budget (under \$5,000) do to increasing materials costs. The overage will be removed from another line item.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Curti, to approve items 3.A.1 - 3.B.5 on the Consent Calendar as prepared. Motion was seconded by Miller.

VOTE: 3-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager's Report: August 2023

B. New Will-Serves: August 2023

- 62 13th St. / Sechser & Fort / 064-164-019 /SFR Addition

- 184 I St. / Berry / 064-128-002 / Roof Deck
- 3280 Ocean Blvd. / McGee / 064-423-010 / Deck Replacement
- 1335 Cass Ave. / Hensch / 064-172-001 / SFR Remodel
- 1651 Cass Ave. / Ross / 064-172-015 / SFR Remodel & New Guesthouse
- 573 Pacific Ave. / Cameron / 064-144-009 / SFR Demo/Rebuild

Extended Will-Serves:

None

Finalized Will-Serves:

- 23 Bakersfield Ave. / Corral MH LLC / 064-042-032 / SFR Remodel
- 768 Pacific Ave. / Heckenberg / 064-149-015 / SFR Remodel

Grants of License:

None

Continue-to-Serves:

- 3086 Studio Dr. / Baserga / 064-275-028 / SFR Remodel
- 527 Saint Mary Ave. / Jackson / 064-132-020 / Deck Replacement

Manager Koon gave a summary of the previous month’s activities. He explained that we are experiencing an increase in will-serve applications as we work with the County departments to be certain that all building projects that may impact the District are fully reviewed. He also described at length the processes and projects the staff needs to undertake to efficiently change the UV bulbs for the associated CIP project.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Items 4.A – B were received and accepted.

5. REVIEW AND DISCUSSION OF THE PRELIMINARY CAYUCOS-MORRO BAY CEMETERY DISTRICT DESIGN LAYOUT

Manager Koon described the expanded plans to include a chapel and maintenance building. The scope of the project was discussed by the Board, centering on location/construction concerns including rocky ground for burial sites, view from the highway, move of an above-ground existing water line through the site, as well as the compatibility with future County plans for access for a camping area, parking, bike path, desal, etc., were all discussed at length.

Concerns regarding possible impacts on our future recycled water plans were also considered.

Manager Koon offered to take individual Board members on a walking tour of the area to get a better idea of where the discussed locations were situated.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Item 5 was reviewed and accepted.

6. DISCUSSION AND CONSIDERATION TO APPROVE THE ISSUANCE OF A CONDITIONAL INTENT-TO-SERVE LETTER FOR THE STANLEY RESIDENCE AT 3427 GILBERT AVE. (APN 064-405-010)

Manager Koon described how the residence would tie into the nearest manhole utilizing a small private pump and a private force main. The project will need to adhere to similar conditions as placed on the “Valley” project such as LAFCO will need to approve annexing the property into the District.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to issue a conditional Intent-to-Serve letter for the Stanley Residence at 3427 Gilbert Ave. (APN 064-405-010). Motion was seconded by Curti.

VOTE: 3-0 Motion passed

7. DISCUSSION AND CONSIDERATION TO APPROVE A GRANT OF LICENSE AND AGREEMENT AFFECTING REAL PROPERTY FOR 3280 OCEAN BLVD. (APN 064-423-010)

Manager Koon went over the design plans for the re-placement of the decking piers. The piers have been relocated farther away from our line and they will not affect our pipe. The existing deck was legal non-conforming and while it is still within our easement, the proposed Grant of License will protect future access issues with the line.

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

MOTION: 1st by Curti, to approve a Grant of License and Agreement affecting real property at 3280 Ocean Blvd. (APN 064-423-010). Motion was seconded by Miller.

VOTE: 3-0 Motion passed

8. DISCUSSION AND CONSIDERATION TO AMEND THE FY 23/24 CIP BUDGET TO CARRY OVER THE FY 22/23 CIP BUDGET'S CHANEY-TO-TORO MAIN LINE REPLACEMENT PROEJCT IN THE AMOUNT OF \$35,000

Manager Koon explained that the initial stage of the project approved FY22/23 has not yet been completed and continues into this fiscal year.

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

MOTION: 1st by Miller, to approve amendment of the FY 23/24 CIP Budget to carry over the FY 22/23 CIP Budget's Chaney-to-Toro Main Line Replacement Project in the amount of \$35,000. Motion was seconded by Curti.

VOTE: 3-0 Motion passed

9. BOARD MEMBER COMMENTS

None

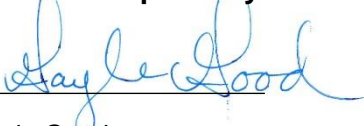
10. FUTURE SCHEDULED MEETINGS

- October 5, 2023 – Special Board Meeting
- October 19, 2023 – Regular Board Meeting
- November 23, 2023 – Regular Board Meeting

11. ADJOURNMENT

The meeting adjourned at 6:10 p.m.

Minutes Respectfully Submitted By:

X 

Gayle Good
Administrative Accounting Manager