



CAYUCOS SANITARY DISTRICT

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

AGENDA ITEM: 3.A.1

DATE: July 21, 2022

ACTION: Approved

GOVERNING BOARD

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

BOARD OF DIRECTORS REGULAR MEETING MINUTES THURSDAY, JUNE 16, 2022 AT 5:00 P.M. 200 ASH AVENUE, CAYUCOS, CA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER

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

Board members present via GoToMeeting: President Robert Enns, Vice-President Shirley Lyon, Director Robert Frank, and Director John Curti

Staff present via GoToMeeting: District Manager Rick Koon and Administrative Services Manager Amy Lessi

2. PUBLIC COMMENT

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

3. CONSENT CALENDAR: Recommended to Approve

A. Regular Meeting Minutes

1. Approval of minutes for the May 19, 2022 Board of Directors Regular Meeting

B. Financial Reports: May 2022

1. Check Register – Mechanics Bank (General Checking Account)
2. Check Register – Wells Fargo (General Checking Account)
3. Check Register – Wells Fargo (CIP Checking Account)
4. Cash, Savings, and Investment Report
5. Budget vs. Actual Status Report FY **2021-2022**
6. Capital Improvement Projects Report

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

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

ROLLCALL VOTE: Frank-yes, Curti-yes, Lyon-yes, Enns-yes

VOTE 4-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager's Report: May 2022

B. New Will-Serves:

None

Extended Will-Serves:

- 3158 Ocean Blvd. / Hyacinth Group, LP / 064-413-020 / SFR Add.
- 2744 Orville Ave. / Bybee / 064-207-048 / SFR New

Finaled Will-Serves:

- 1073 Pacific Ave. / Wolowodiuk / 064-154-020 / SFR New

Continue-to-Serves (No Will-Serve Required):

None

Grants of License:

None

Manager Koon gave a summary of the previous month's activities. Director Lyon asked if there is an estimate for how long the bridge project will take, and Manager Koon replied about two years. Director Frank requested confirmation that PG&E has yet to send an updated bill/statement for the Treatment Plant since the solar field became operational. Manager Koon confirmed, adding that he now expects them to send a credit statement on July 1.

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. DISCUSSION AND CONSIDERATION TO APPROVE PAYMENT OF MORRO BAY INVOICE FOR 4th QUARTER OF FY 2020-2021 IN THE AMOUNT OF \$113,068.55

Manager Koon presented his staff report and the invoice from the City of Morro Bay, recommending approval.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Lyon, to approve payment of Morro Bay invoice for 4th quarter of FY 2020-2021 in the amount of \$113,068.55. Motion was seconded by Frank.

ROLLCALL VOTE: Lyon-yes, Frank-yes, Curti-yes, Enns-yes

VOTE 4-0 Motion passed

6. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2022-14 CONFIRMING THE ITEMIZED REPORT TO COLLECT DELINQUENT SEWER SERVICE CHARGES ON THE FISCAL YEAR 2022-2023 COUNTY TAX ROLL

The report of delinquent sewer service charges was submitted to the Board. Director Curti requested an explanation of how the delinquent charges are paid back to the District, and Manager Koon explained that each customer's delinquent charge is added to the property owner's next two property tax bills. When the customer pays their property tax bill, the County reimburses the District for its share. The reimbursements come in sporadically over the fiscal year following the District's submittal of delinquent charges.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Curti, to adopt Resolution 2022-14 confirming the itemized report to collect delinquent sewer service charges on the Fiscal Year 2022-2023 County Tax Roll. Motion was seconded by Frank.

ROLLCALL VOTE: Curti-yes, Frank-yes, Lyon-yes, Enns-yes

VOTE 4-0 Motion passed

7. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2022-15 CONFIRMING THE ITEMIZED REPORT TO COLLECT DELINQUENT SOLID WASTE COLLECTION AND DISPOSAL CHARGES ON THE FISCAL YEAR 2022-2023 COUNTY TAX ROLL

Mission Country Disposal's report of delinquent solid waste collection and disposal charges was submitted to the Board.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Frank, to adopt Resolution 2022-15 confirming the itemized report to collect delinquent solid waste collection and disposal charges on the Fiscal Year 2022-2023 County Tax Roll. Motion was seconded by Lyon.

ROLLCALL VOTE: Frank-yes, Lyon-yes, Curti-yes, Enns-yes

VOTE 4-0 Motion passed

8. DISCUSSION AND CONSIDERATION TO APPROVE A CONSULTANT SERVICES AGREEMENT WITH WATER SYSTEMS CONSULTING, INC. IN THE AMOUNT OF \$20,000.00 FOR THE DEVELOPMENT OF THE RECYCLED WATER PROGRAM OUTLINE FOR THE WATER RESOURCE RECLAMATION FACILITY

Manager Koon reminded the Board of the Recycled Water Program that the District is required to implement in association with the new plant. Director Curti questioned how detailed the plan needs to be at this time, and how often the District will need to update the overseeing agencies of revisions to the preliminary plan. Manager Koon responded that at this stage, the most important thing is to develop a plan. The District will provide updates as necessary.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Frank, to approve a Consultant Services Agreement with Water Systems Consulting, Inc. in the amount of \$20,000.00 for the development of the Recycled Water Program outline for the Water Resource Reclamation Facility. Motion was seconded by Curti.

ROLLCALL VOTE: Frank-yes, Curti-yes, Lyon-yes, Enns-yes

VOTE 4-0 Motion passed

9. DISCUSSION AND CONSIDERATION TO APPROVE A CONSULTANT SERVICES AGREEMENT WITH WATER SYSTEMS CONSULTING, INC. IN THE AMOUNT OF \$40,000.00 FOR A CONSOLIDATION OF SERVICES STUDY FOR THE COMMUNITY OF CAYUCOS

The Board discussed consolidating services for the community. If consolidation occurs, Director Frank wondered if the District would receive more revenue from the County to facilitate weed abatement and maintenance. Manager Koon confirmed it would. Director Curti expressed support for the idea, as did President Enns, who added that the recycled water from the WRRF would be ideal in maintaining the grass in the local parks.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Curti, to approve a Consultant Services Agreement with Water Systems Consulting, Inc. in the amount of \$40,000.00 for a Consolidation of Services Study for the community of Cayucos. Motion was seconded by Frank.

ROLLCALL VOTE: Curti-yes, Frank-yes, Lyon-yes, Enns-yes

VOTE 4-0 Motion passed

10. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2022-16 TO AUTHORIZE REMOTE TELECONFERENCING MEETINGS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e) (AB 361)

Manager Koon reminded the Board that they must adopt this Resolution if they wish to continue with remote meetings.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Frank, to adopt Resolution 2022-16 to authorize remote teleconferencing meetings in accordance with Government Code Section 54953(e) (AB 361). Motion was seconded by Frank.

ROLLCALL VOTE: Frank-yes, Curti-yes, Lyon-yes, Enns-yes

VOTE 4-0 Motion passed

11. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957(b) Title: District Manager

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

President Enns announced that the Board was going into Closed Session at 5:43 p.m.

CLOSED SESSION:

Board members present: President Robert Enns, Vice-President Shirley Lyon, Director Robert Frank, and Director Jon Curti

Staff present: District Manager, Rick Koon

Open Session reconvened at 6:00 p.m.

ITEMS TO REPORT FROM CLOSED SESSION:

None

12. BOARD MEMBER COMMENTS

None

13. FUTURE SCHEDULED MEETINGS

- July 21, 2022 – Regular Board Meeting
- August 18, 2022 – Regular Board Meeting
- September 15, 2022 – Regular Board Meeting

14. ADJOURNMENT

The meeting adjourned at 6:09 p.m.

Minutes Respectfully Submitted By:

X Amy Lessi

Amy Lessi

Administrative Services Manager