

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

AGENDA ITEM: _____	3.A.1
DATE: _____	June 23, 2016
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, May 19, 2016

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:02p.m.

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

Staff present: District Manager Rick Koon, and Administrative Office Manager, Danielle Crawford.

Guests present: Dylan Wade and Dan Heimel from WSC, and David Firma of Firma Consultants

2. PUBLIC COMMENTS

Enns opened the meeting to Public Comments.

Hearing no 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 April 21, 2016 Board of Directors Special Meeting

B. Financial Reports: April 2016

1. Check Register
2. Cash, Savings, and Investment Report
3. Budget vs. Actual Status Report FY 2015-2016
4. Capital Improvement Projects Report

MOTION: 1st by Lyon, to approve consent items 3A and 3B. The motion was seconded by Chivens.

ROLLCALL VOTE: Enns=yes, Chivens=yes, Maffioli-Absent, Lyon=yes, Lloyd-absent. **VOTE 3-0** Motion passed.

Director Maffioli arrived at 6:08pm.

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

- A. District Manager's Report – April 2016
- B. Monthly Customer Satisfaction Survey Submissions
- C. Will Serves - New
 - Cornwall, APN 064-443-017, 51 Mannix Ave. – SFR Addtn**
 - Tenbroeck, Inc., APN 064-426-064, 3256 Shearer Ave. – SFR New**
- Will Serves – Renewed
 - Steiner, APN 064-148-011, 502 Pacific Ave. – SFR Rmdl/Addtn**
 - Rarig, APN 064-043-022, 245 Bakersfield Ave. – SFR Demo/Rebuild**
- Will Serves – Finald
 - None**
- Will Serves – Continue to Serve (no will serve required)
 - None**

Manager Koon's report was accepted as presented. He updated the Board on O&M accomplishments, Administrative events, and Capital Project activities during the month of April. Koon mentioned his attendance at a recent funding seminar titled "2016 CFCC Funding Fairs" held in San Luis Obispo. He also briefed the Board on the status of the internal audit the District is performing with regard to EDU charges and Lot fees.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

Items 4 A through C were received and accepted.

5. CONSIDERATION TO ADOPT CAYUCOS SANITARY DISTRICT RESOLUTION 2016-1 REQUESTING CONSOLIDATION OF ITS BIENNIAL ELECTION WITH THE NOVEMBER 8, 2016 GENERAL ELECTION.

Koon clarified the cost effectiveness of consolidating our election with the County.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

MOTION: 1st by Chivens, to approve Resolution 2016-1 requesting consolidation of its biennial election with the November 8, 2016 general election. The motion was seconded by Lyon.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Maffioli-yes, Lyon-yes, Lloyd-absent. **VOTE 4-0** Motion passed.

6. CONSIDERATION TO PLACE THE HERITAGE OAKS NATIONAL BANK CD EXPIRING 5/30/16 INTO THE WELLS FARGO BANK CIP ACCOUNT.

Koon explained the reasoning behind the need for transferring funds verses renewing the CD when it matures on 5/30/16 and suggested they transfer the funds into the Wells Fargo Capital Improvement Projects (CIP) fund account.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

MOTION: 1st by Maffioli, to place the Heritage Oaks National Bank CD expiring 5/30/16 into the Wells Fargo Bank CIP account. The motion was seconded by Lyon.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Maffioli-yes, Lyon-yes, Lloyd-absent. **VOTE 4-0** Motion passed.

7. DISCUSSION AND CONSIDERATION TO APPROVE AND CAST BALLOT FOR THE CSDA 2016 PROPOSED BYLAW AMENDMENTS.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

MOTION: 1st by Lyon, to approve and cast ballot for the CSDA 2016 proposed bylaw amendments. The motion was seconded by Chivens.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Maffioli-yes, Lyon-yes, Lloyd-absent. **VOTE 4-0** Motion passed.

8. PRESENTATION BY WSC REGARDING TREATMENT ALTERNATIVES FOR CAYUCOS SUSTAINABLE WATER PROJECT (NO ACTION REQUIRED):

Heimel went over the treatment alternatives presentation and briefed the Board on the results of the sample testing that was done previously. He elaborated on the three major processes, Conventional Activated Sludge (CAS), Oxidation Ditch, and Membrane Bioreactor (MBR). Heimel also showed slides of other facilities discussing their current processes and summarized the next steps moving forward.

9. FUTURE SCHEDULED MEETINGS.

- **June 2, 2016 - Special Board Meeting**
- **June 9, 2016 – CSD/MB – JPA Meeting (tentative)**
- **June 16, 2016 – Regular Board Meeting**
- **July 21, 2016 – Regular Board Meeting**

10. ADJOURNMENT

The meeting adjourned at 8:13p.m.

Minutes Recorded and Respectfully Submitted By:

X



Danielle Crawford
Administrative Office Manager