



CAYUCOS SANITARY DISTRICT

200 Ash Ave. / PO Box 333
Cayucos, CA 93430-0333
(805) 995-3290

GOVERNING BOARD

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

**BOARD OF DIRECTORS
SPECIAL MEETING AGENDA
THURSDAY, OCTOBER 5, 2023 AT 5:00PM
200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430**

**DIRECTOR JOHN CURTI WILL BE ATTENDING VIA TELECONFERENCE
FROM THE FOLLOWING LOCATION:**

FAIRFIELD INN & SUITES
SAN JOSE AIRPORT
1755 NORTH FIRST STREET
SAN JOSE, CA 95112

In accordance with Government Code Section 54953(b), this agenda will be posted at the above teleconference location and that location will be accessible to the public.

1. ESTABLISH QUORUM AND CALL TO ORDER

2. PUBLIC COMMENT

As this is a special meeting, members of the public may speak before consideration of the item that appears on this agenda, however, there is no opportunity afforded under the Brown Act to speak on a non-agendized items.

3. DISCUSSION AND CONSIDERATION TO APPOINT A DIRECTOR TO FILL THE VACANCY FOR DISTRICT 2 OF THE CAYUCOS SANITARY DISTRICT BOARD OF DIRECTORS AND TO REVIEW COMMITTEE ASSIGNMENTS

4. ADJOURNMENT

This agenda was prepared and posted pursuant to Government Code Section 54954.2. The agenda, staff reports or other documentation relating to each item of business referred to on the agenda can be accessed and downloaded from the District's website at <https://www.cayucossd.org/board-of-directors-meetings>

All staff reports or other documentation relating to each item of business referred to on the agenda are also on file at the District office, available for public inspection or reproduction at cost. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disability Act. To make a request for disability-related modification or accommodation, contact the District at (805) 995-3290 as soon as possible and at least 48 hours prior to the meeting date.



CAYUCOS SANITARY DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: RICK KOON, DISTRICT MANAGER

DATE: OCTOBER 2, 2023

SUBJECT: DISCUSSION AND CONSIDERATION TO APPOINT A DIRECTOR TO FILL THE VACANCY FOR DISTRICT 2 OF THE CAYUCOS SANITARY DISTRICT BOARD OF DIRECTORS AND TO REVIEW COMMITTEE ASSIGNMENTS

DISCUSSION

With the resignation of Robert Frank, Cayucos Sanitary District's Voting District 2 seat is open. The District posted the *Notice of Vacancy* and has received 2 applications:

- Mike Shopshear, owner of Nelsons Garage
- Justin Smith, County employee and Lead Operator for CSA 10/10A

The District 2 seat term originally spanned November 2022 to November 2026. This appointment will be effective until the November 2024 election, at which time the appointee or any other qualified candidates will be subject to reelection or election, respectively, to a two-year term ending November 2026. The 4-year term schedule will resume in November 2026.

In addition, the District needs to consider the reappointment of the committee assignments to which Mr. Frank was appointed:

2023 Standing Committees

- **Budget Committee:** Shirley Lyon & Hannah Miller
- **Finance Committee:** Robert Frank & Robert Enns
- **O&M Committee:** John Curti & Shirley Lyon

2023 Ad-Hoc Committees

- **Personnel Committee:** Hannah Miller & Robert Frank
- **WWTP (JPA) Committee:** Robert Enns & Shirley Lyon
- **Recycled Water Opportunities Committee:** Robert Enns & John Curti

RECOMMENDATION

Staff recommends that the Board of Directors appoint a Director to the District 2 seat and adjust committee assignments as needed.



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APPLICATION FOR APPOINTMENT TO A VACANCY ON THE BOARD OF DIRECTORS

SECTION 1: INSTRUCTIONS

In accordance with the California Voting Rights Act, the current Board vacancy must be filled by a registered elector residing within District 2 of the Cayucos Sanitary District Voting Districts. Please visit our website at <https://www.cayucosssd.org/transition-to-district-based-elections> or call our office to confirm your eligibility.

The current vacancy on the Cayucos Sanitary District Board of Directors may be filled by appointment at the next regular meeting, scheduled for **September 21, 2023**. If you are interested in serving on the Cayucos Sanitary District Board of Directors representing District 2, please complete and submit this application by the due date of **September 14, 2023**. Applications may be submitted:

1. In-person at the District office, located at 200 Ash Ave. Cayucos, CA 93430
2. By mail, addressed to: Cayucos Sanitary District, PO Box 333, Cayucos, CA 93430
3. Through the District's website, at <https://www.cayucosssd.org/notice-of-vacancy>

Should it be determined that there are an insufficient number of interested and qualified candidates, the Board may extend the application filing period and defer action to any regularly scheduled or special meeting within the prescribed 60-day appointment period.

SECTION 2: APPLICANT ID & STATEMENT OF QUALIFICATIONS

Name: Michael Shapshear Residence Address: [Redacted] Cayucos
Number / Street City

Mailing Address: [Redacted] Cayucos CA 93430
Number / Street City State Zip

Phone: [Redacted] Email: [Redacted]

Statement of Qualifications: Please briefly describe your qualifications and why you are interested in serving on Cayucos Sanitary District's Board of Directors. You may attach a resume if desired.

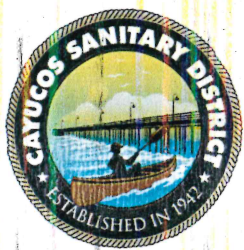
I recently had the opportunity to meet Director Rick, and Design Engineer Ollan as they guided me through the fascinating new treatment plant. It didn't take long to realize that this is a team I will fit right in. I possess the same ideals they shared with me. Being born a Cayucos native, I have grown with the town and look forward to what it will become. I currently serve as Owner of Nelson's Garage Inc. in Cayucos, Vice Pres. Cayucos Lions, and Head of Cayucos Car Show Committee. I will take great pride to help make the future of Cayucos Sanitary successful for years to come.

SECTION 3: CERTIFICATION

I certify that the information contained in this application is true and correct and authorize the verification of said information.

Michael Shapshear
Signature

8.30.23
Date



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SECTION 2: APPLICANT ID & STATEMENT OF QUALIFICATIONS

Name: Justin T Smith Residence Address: [REDACTED] **Cayucos**
Number / Street City
Mailing Address: [REDACTED] Cayucos CA 93430
Number / Street City State Zip
Phone: [REDACTED] Email: [REDACTED]

Statement of Qualifications: Please briefly describe your qualifications and why you are interested in serving on Cayucos Sanitary District's Board of Directors. You may attach a resume if desired.

I have been a water treatment plant operator for 16 years i have am a grade 4 water treatemnt plant operator and a grade 3 distribution operator. I ran the indirect non potable reuse facility in cambria for 2 years after spending 2 years working with the state water board for permitting. I also over saw mainance and up keep of the cambria waste water treatment plant for a brief period when they were with out a chief plant operator. I am a second generation water and wastewater, operator and have been around the industry my whole life.

SECTION 3: CERTIFICATION

I certify that the information contained in this application is true and correct and authorize the verification of said information.

[Signature]
Signature

9/11/23
Date