



AGENDA ITEM: _____	3.A.1
DATE: _____	June 21, 2018
ACTION: _____	APPROVED

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

GOVERNING BOARD
R. B. Enns, President
D. Chivens, Vice-President
S. Lyon, Director
C. Maffioli, Director
H. Miller, Director

REGULAR MEETING
MINUTES
Thursday, May 17, 2018

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:08p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, Director Cary Maffioli, and. Director Hannah Miller.

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

Guests present: Dylan Wade, of WSC (Water Systems Consulting).

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 19, 2018 Board of Directors Regular Meeting.

B. Financial Reports: April 2018

1. Check Register – Rabobank (General Checking Account)
 - a. Check Register – Wells Fargo (CSWP Checking Account)
2. Cash, Savings, and Investment Report
3. Budget vs. Actual Status Report **FY 2017-2018**
4. Capital Improvement Projects Report

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

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

VOTE 5-0 Motion passed

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

- A. District Manager's Report – April 2018
- B. Monthly Customer Satisfaction Survey Submissions – **None**
- C. Will Serves – New
 - Crowley, APN 064-449-008, 3596 Studio Dr. – SFR Demo/Rebuild**
 - Will Serves – Renewed
 - Rarig, APN 064-043-022, 245 Bakersfield Ave. – SFR New**
 - Fichera, APN 064-202-005, 125 Obispo Ave. – SFR New**
 - Allen, APN 064-211-041, 2733 Richard Ave. – SFR New**
 - Will Serves – Finaled
 - None**
 - Will Serves – Continue to Serve (No Will Serve Required)
 - None**

Manager Koon's report was accepted as presented. He briefly updated the Board on Administrative items, O&M activities, and Capital Projects for the month of May. Koon said that staff was gearing up for the preliminary FY 2017/18 audit visit occurring this month. He also mentioned that staff has put together the figures for the FY 2018/19 draft budget and is now ready for their review. Koon asked the budget committee, Director Lyon and Director Miller what dates they would be available for a committee meeting.

After some discussion, it was agreed that Thursday, May 24, 2018 at 3:30pm would work for the Budget Committee meeting.

Items 4A, B, and, C were received and accepted.

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

5. CONSIDERATION TO ADOPT CAYUCOS SANITARY DISTRICT RESOLUTION 2018-2 REQUESTING CONSOLIDATION OF ITS BIENNIAL ELECTION WITH THE NOVEMBER 6, 2018 GENERAL ELECTION.

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

MOTION: 1st by Maffioli, to adopt Resolution 2018-2 requesting consolidation of its Biennial Election with the November 6, 2018 General Election. The motion was seconded by Miller.

ROLLCALL VOTE: Maffioli-yes, Miller-yes, Chivens-yes, Lyon-yes, Enns-yes.

VOTE 5-0 Motion passed.

6. DISCUSSION AND CONSIDERATION OF COMMENT LETTER TO CITY OF MORRO BAY REGARDING DRAFT ENVIRONMENTAL IMPACT REPORT FOR WATER RECLAMATION FACILITY.

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

MOTION: 1st by Maffioli, to approve comment letter to City of Morro Bay regarding Draft Environmental Impact Report for Water Reclamation Facility. The motion was seconded by Lyon.
VOTE 5-0 Motion passed.

7. UPDATE ON CAYUCOS SUSTAINABLE WATER PROJECT STATUS.

Koon updated the Board on the current happenings with the project, adding that everything is still moving forward with the USDA loan. He talked about recent outfall discussions he's had, some upcoming dates of note, and mentioned a future meeting that has been scheduled with the City of Morro Bay and Bruce Gibson.

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

8. 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.)

None.

9. FUTURE SCHEDULED MEETINGS.

- June 21, 2018 – **Regular Board Meeting**
- July 19, 2018 – **Regular Board Meeting**
- August 16, 2018 – **Regular Board Meeting**

10. ADJOURNMENT

The meeting adjourned at 6:07p.m.

Minutes Respectfully Submitted By:

X 

Danielle Crawford
Administrative Office Manager