

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

AGENDA ITEM: \_\_\_\_\_ 3.A.1 \_\_\_\_\_  
DATE: \_\_\_\_\_ November 17, 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, October 20, 2016

**1. ESTABLISH QUORUM AND CALL TO ORDER**

President Enns called the meeting to order at 6:03p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Cary Maffioli and Director Dan Lloyd.

Absent: Director Shirley Lyon.

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

Guests present: Dylan Wade from WSC.

**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 September 15, 2016 Board of Directors Regular Meeting.
2. Approval of Minutes for the September 27, 2016 Board of Directors Special Meeting.

**B. Financial Reports: September 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 Maffioli, to approve consent items 3A and 3B. The motion was seconded by Chivens. **ROLLCALL VOTE:** Maffioli-yes, Chivens-yes, Lloyd-yes, Enns-yes. Lyon-Absent.

**VOTE 4-0** Motion passed.

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

- A. District Manager's Report – September 2016
- B. Monthly Customer Satisfaction Survey Submissions
- C. Will Serves - New
  - Miller, APN 064-441-018, 65 Mayer Ave. – New SFR**
  - Hors Category Investments, APN 064-081-052, 901 Park Ave. – Int. Remd'l**
  - Spitzer, APN 064-148-016, 350 Pacific Ave. – Remd'l**
- Will Serves – Renewed
  - Foster, APN 064-145-031, 31 7<sup>th</sup> St. – Remodel/Addition**
  - Garabedian, APN 064-204-064, 2739 Santa Barbara Ave. – New SFR**
- Will Serves – Finaled
  - None.**
- Will Serves – Continue to Serve (no will serve required)
  - Lee, APN 064-142-009, 369 Pacific Ave. – Garage/Office Remodel**
  - Mariani, APN 064-235-017, 2198 Cass Ave. -- Remodel**

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 September. Koon mentioned that Crawford had attended the CSDA annual conference in San Diego to receive the SDRMA Earl S. Sayre excellence in Safety Award on the District's behalf. Items A, 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 APPROVE PAYMENT OF MORRO BAY INVOICE 4<sup>TH</sup> QUARTER FY 15/16 IN THE AMOUNT OF \$183,022.14.**

Koon went over staff report and recommended payment to the City of Morro Bay.

Enns asked how much the District will save.

President Enns opened the meeting to Public Comments.

John Curti – Cayucos Resident. Asked if the Morro Bay invoice is the highest invoice of the year.

Koon said yes.

Hearing no further comments or objections, Public Comments was closed.

**MOTION:** 1st by Maffioli, to approve the 4<sup>th</sup> Quarter 2015/16 WWTP Operations and Maintenance invoice in the amount of \$183,022.14. The motion was seconded by Lloyd.

**ROLLCALL VOTE:** Maffioli-yes, Lloyd-yes, Chivens-yes, Enns-yes, Lyon-absent.

**VOTE 4-0** Motion passed.

**6. CONSIDERATION TO AUTHORIZE THE DISTRICT MANAGER TO ENTER INTO A UTILITY AGREEMENT WITH CALTRANS FOR THE RELOCATION OF THE DISTRICT SEWER LINES ON TORO CREEK BRIDGE.**

Koon said he met with CalTrans last year and had started negotiations regarding the North bound bridge crossing Toro Creek. He spoke specifically about either cost sharing or full reimbursement to the District which recently resulted in CalTrans agreement to fully compensate the District for those costs.

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

**MOTION:** 1st by Chivens, to authorize the District Manager to enter into a utility agreement with CalTrans for the relocation of the District sewer lines on Toro Creek Bridge. The motion was seconded by Lloyd.

**ROLLCALL VOTE:** Chivens-yes, Lloyd-yes, Maffioli-yes, Enns-yes. Lyon-Absent.

**VOTE 4-0** Motion passed.

## **7. CONSIDERATION TO AUTHORIZE THE DISTRICT MANAGER TO APPLY FOR USDA FINANCING FOR THE CSWP (CAYUCOS SUSTAINABLE WATER PROJECT) AND TO TAKE ANY AND ALL ACTIONS IN FUTURE THEREOF.**

Koon discussed the water and waste disposal loans and grants that are currently available. He talked about the USDA financing program and its benefits.

Wade said Morro Bay had a USDA loan and they are great to work with, and that they have adequate funds to finance the District in its time frame.

Enns opened the meeting to Public Comments.

John Curti – Cayucos Resident. Asked about what monies are available to the District now, and if revenue bonds would be required

Koon answered yes, the District has funds available now and yes, bonds may be required.

Hearing no further comments, President Enns closed Public Comment.

**MOTION:** 1st by Maffioli, to authorize the District Manager to apply for USDA financing for the CSWP and to take any and all actions in furtherance thereof. The motion was seconded by Chivens.

**ROLLCALL VOTE:** Maffioli-yes, Chivens-yes, Lloyd-yes, Enns-yes. Lyon-Absent.

**VOTE 4-0** Motion passed.

## **8. UPDATE ON CAYUCOS SUSTAINABLE WATER PROJECT (CSWP) STATUS.**

Koon went over the first draft of the EIR. He said it should be ready for public review by December 2016 or January 2017. Koon said he and WSC continue to meet with Filanc regularly.

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

**9. 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.)*

Enns asked when was our last Town Hall meeting.

Koon said April of this year.

Enns said he would like to have another Town Hall meeting soon or send out a newsletter explaining what has been accomplished and where the CSWP process is at currently.

Koon said he can get with Crawford to make postcards and update the public with all CSWP pertinent information.

Enns said to add to it the date of when the next Town Hall meeting would be.

Maffioli said to add to it to please check the website for latest updates.

Enns would like to direct staff to develop the correspondence and bring back to a Board meeting for approval.

Koon agreed.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

**11. FUTURE SCHEDULED MEETINGS.**

- November 10, 2016 – **CSD/MB – JPA Meeting (TBD)**
- November 17, 2016 – **Regular Board Meeting**
- December 15, 2016 – **Regular Board Meeting**

**12. ADJOURNMENT**

The meeting adjourned at 6:52p.m.

**Minutes Recorded and Respectfully Submitted By:**

X



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Danielle Crawford  
Administrative Office Manager