

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

AGENDA ITEM: 3.A

DATE: September 17, 2015

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, August 20, 2015
6:00 p.m.

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:04p.m.

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

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

Guests present: Karen Shanley, financial investment advisor.

2. PUBLIC COMMENTS

President 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. Approval of Minutes for the July 16, 2015 Board of Directors Regular Meeting.

B. District Manager's Report – July 2015

C. Financial Reports: July 2015

1. Check Register

2. Cash, Savings, and Investment Report

3. Budget vs. Actual Status Report FY 2015-2016

4. Capital Improvement Projects Report

D. Monthly Customer Satisfaction Survey Submissions

E. Will Serves - New

Foster, APN 064-145-031, 31 7th Street – remodel/addition

Forsyth, APN 064-204-023, 2746 Richard Ave – SFD (new)

Day/Tenbroeck, APN 064-427-046, 3263 Shearer Ave – SFD (new)

Martin/Lynas, APN 064-046-041, 33 Fresno Ave – remodel

Will Serves – Renewed

None

Will Serves – Finaled

Koepke, APN 064-118-016, 192 F Street

Crigler, APN 064-411-006, 3153 Ocean Blvd

Froelich, APN 064-143-010, 473 Pacific Ave

Enns asked Koon to explain the changes in the agenda format.

Koon explained the reason for the rearrangement of items and noted that the motivation behind it was to

Enns asked to clarify if items are combined this way, it would mean they are voting on will serves.

Koon said he could put that portion in his manager's report instead or he can rearrange future agendas to alleviate this issue.

Lyon says they still would be voting on the District Manager's report if leaving the format this way.

Koon said he would rearrange items to accommodate those preferences on future agendas.

Maffioli suggested the part in the July 16, 2015 minutes (under item number 6) that reads "*as her husband **had previously worked** with one of the nominees*" be changed to "*as her husband **currently works** with one of the nominees*".

Crawford noted the changes.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Chivens, to pull items 3C and 3E and approve the minutes of the July 16, 2015 Board of Director's Meeting with one correction as suggested by Maffioli. The motion was seconded by 2nd by Lyon.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

Items B through C4 were received and accepted.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to accept items 3B, 3C1, 2 and 4. The motion was seconded by 2nd by Lloyd.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

Maffioli commented on the new QuickBooks financial reports regarding the current totals and formatting options she had discussed with staff.

Lyon agreed and said that she liked to see the actual and YTD totals on the same report.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to accept items 3C3. The motion was seconded Maffioli.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

No action needed on 3E

Lloyd added that he would still like to ensure the Board will continue to hear from District Manager Koon regarding his monthly report.

Maffioli asked Koon how audit is going.

Koon explained to the Board where the District is at in the process with the auditors coming in a couple of months behind usual schedule this year.

Enns then moved on to the next agenda item.

4. PRESENTATION ON “INTEREST RATE OUTLOOK: AVAILABILITY, LIQUIDITY, AND OPPORTUNITIES” BY FINANCIAL ADVISOR, KAREN SHANLEY.

Karen Shanley presented her report to the Board followed by a 90 minute presentation with regard to the District’s finance, money markets, and investment options.

Koon talked about his finance strategy moving forward.

Enns is worried that the money market is earning/gaining nothing and asked Shanley if she felt the account was too heavy.

Shanley then went into more detail about bond accounts and how they work.

Enns thanked Shanley for her time and presentation and moved on to item 5.

5. FICHERA/MATTHEWS – CONSIDERATION AND APPROVAL FOR THE ABANDONMENT OF THE DISTRICT EASEMENT AND REPLACEMENT OF THE SEWER LATERALS, LOTS 1, 2, AND 3, BLOCK 77, MORRO STRAND UNIT 5.

Koon went over his staff report letting the Board know that he has discussed this with both property owners and they are all on board for abandoning the District easement.

Chivens asked to recuse himself from participating in this agenda item as he may do work for one of the property owners.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to approve the abandonment of the District easement and replacement of the sewer laterals, Lots 1,2, and 3, Block 77, Morro Strand Unit 5. The motion was seconded Lloyd.

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

Enns moved on to the next agenda item.

6. DAVIS/GOWGANI – CONSIDERATION AND APPROVAL FOR THE EMERGENCY REPAIR AND ACQUISITION OF DISTRICT EASEMENTS FOR THE SEWERLINE, LOTS 30 THROUGH 36, BLOCK 78, MORRO STRAND UNIT 5.

Koon discussed his staff report and the reasoning behind the emergency repair and the necessity of the lot line adjustment.

MOTION: 1st by Lyon, to approve the emergency repair and the acquisition of District easements for the sewerline, Lots 30 through 36, Block 78, Morro Strand Unit 5. The motion was seconded by Lloyd.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

Enns called for a ten minute recess at 8:13pm.

Enns reconvened the meeting at 8:24pm and then proceeded to go into closed session.

CLOSED SESSION:

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

Staff present: District Manager, Rick Koon

7. CLOSED SESSION ITEM

CONFERENCE WITH REAL PROPERTY NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54956.8:

PROPERTY: APN(s) 073-077-021 AND PORTION OF 073-077-034.

AGENCY NEGOTIATOR: RICK KOON, GENERAL MANAGER.

NEGOTIATING PARTY: CHEVRON.

UNDER NEGOTIATION: PRICE AND TERMS OF PAYMENT.

Open session reconvened at 9:23pm

ITEMS TO REPORT FROM CLOSED SESSION:

None

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.)

Lloyd informed the Board he will be in Spain during the month of September and will not be at the next meeting.

9. SCHEDULED MEETINGS

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: September 10, 2015

Hosted By: City of Morro Bay, Location: Community Center Time: 6:00 p.m

B. Regular Board of Directors Meeting, Date: September 17, 2015

Location: Cayucos Sanitary District Office, Time: 6:00 p.m.

C. Other meeting schedule:

JPA: November 12, 2015 (Morro Bay)

Board Meeting: October 15, 2015

10. SCHEDULE AGENDA ITEMS FOR THE SEPTEMBER 17, 2015 BOARD MEETING

None suggested

11. ADJOURNMENT

The meeting adjourned at 9:29p.m.

Minutes Recorded and Respectfully Submitted By:

9/18/2015

X



Danielle Crawford
Administrative Office Manager