



## CAYUCOS SANITARY DISTRICT

200 Ash Avenue  
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Cayucos, CA 93430-0333  
805-995-3290

**AGENDA ITEM:** 3.A.3

**DATE:** May 20, 2021

**ACTION:** Approved

### GOVERNING BOARD

R. B. Enns, President  
D. Chivens, Vice-President  
S. Lyon, Director  
H. Miller, Director  
R. Frank, Director

## BUDGET COMMITTEE MEETING MINUTES

Wednesday, May 5, 2021  
2:00 p.m.

### 1. CALL MEETING TO ORDER

Director Miller called the meeting to order at 2:03 p.m.

Board members present via GoToMeeting: Director Lyon, Director Miller

Staff present via GoToMeeting: District Manager Rick Koon and Admin. Accounting Manager Gayle Good

### 2. PUBLIC COMMENTS

Director Miller opened the meeting to Public Comment.

Hearing no comment, Director Miller closed Public Comment.

### 3. REVIEW AND DISCUSSION OF PROPOSED DRAFT BUDGET FY 2021-2022

#### A. OPERATING BUDGET

District Manager Koon reviewed the operating budget line by line with the committee. Both Director Miller and Director Lyon were concerned about a possible shortfall in professional fees in concurrence with the prospective redistricting expenses. The line item was increased accordingly.

Proposed COLA and standby pay increases were also presented and discussed. Director Miller recommended that the standby pay rate for holidays be increased to \$75. Director Lyon suggested \$70 was more in keeping with the rate of increase, to which Director Miller agreed.

District Manager Koon advised that this continues to be a transitional time for the District, but we are able to foresee and target anticipated expenses more readily. The upcoming loan principal and interest payments were discussed at length with an emphasis on long-range planning.

Committee recommends approval of 3% COLA, increase to standby pay as adjusted, and approval of proposed budget with suggested changes.

Director Miller opened the meeting to Public Comment.

Hearing no comment, Director Miller closed Public Comment.

#### B. CAPITAL IMPROVEMENT PROJECT BUDGET

District Manager Koon presented the budget for Capital Improvements, explaining the need for finalizing ancillary projects for the treatment plant including the outfall tie-in, recycled water requirements and replacing lines along the highway, as well as purchasing a small forklift.

Committee recommends approval of CIP budget as proposed.

Director Miller opened the meeting to Public Comment.  
Hearing no comment, Director Miller closed Public Comment.

#### **4. ADJOURNMENT**

The meeting adjourned at 3:28 p.m.

#### **Minutes Respectfully Submitted By:**

X  \_\_\_\_\_

Gayle Good

Administrative Accounting Manager