



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

AGENDA ITEM: _____ 3.A.2 _____
DATE: _____ May 16, 2019 _____
ACTION: _____ APPROVED _____

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

BOARD OF DIRECTORS  
BUDGET COMMITTEE MEETING MINUTES  
**TUESDAY MAY 7, 2019 10:00AM**

**COMMITTEE MEMBERS:**

Shirley Lyon, Director - **Present**  
Hannah Miller, Director - **Present**

**STAFF MEMBERS PRESENT:**

Rick Koon, District Manager  
Danielle Crawford, Administrative Office Manager

**1. CALL MEETING TO ORDER**

The meeting commenced at 10:02a.m.

**2. PUBLIC COMMENTS:**

There were no public comments.

**3. REVIEW AND DISCUSSION OF PROPOSED DRAFT BUDGET FY 2019-2020:**

The proposed budget figures were received. Koon went over each line item of the projected FY 19/20 budget with Lyon and Miller. Committee members asked for and received clarification of budget line items from Crawford and Koon. There was discussion regarding personnel/staffing, their respective line items and the possibility of a salary study during the 19/20 Fiscal Year. They noted two minor budget changes, specifically general ledger number 6410 ("Loan Interest Paid") Admin Department, and 6590 ("Janitorial Services") for the Collections Department which will be brought up the Regular June Board meeting during budget discussions.

Additionally, there was some focus and comments surrounding the CSWP expenses to date and both Lyon and Miller requested Koon to clarify and to have a discussion of those items at the June regular Board meeting as well.

**4. ADJOURNMENT**

The meeting ended at 11:18 a.m.

**Minutes Respectfully Submitted By:**

X 

Danielle Crawford  
Administrative Office Manager