

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

|                    |                 |
|--------------------|-----------------|
| AGENDA ITEM: _____ | 3.A.1           |
| DATE: _____        | August 18, 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, July 21, 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.

**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 June 2, 2016 Board of Directors Special Meeting.
2. Approval of Minutes for the June 9, 2016 Board of Directors Budget Committee Meeting.
3. Approval of Minutes for the June 23, 2016 Board of Directors Regular Meeting.

**B. Financial Reports: June 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 Chivens, to approve consent items 3A and 3B. The motion was seconded by Maffioli. **ROLLCALL VOTE:** Chivens-yes, Maffioli-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 – June 2016
- B. Monthly Customer Satisfaction Survey Submissions – 1 Dated 6.30.16
- C. Will Serves - New

**Callanan, APN 064-125-043, 124 Saint Mary Ave. – SFR New**  
**Allen, APN 064-211-041, 2733 Richard Ave. – SFR New**  
**Smith, APN 064-153-007, 83 10<sup>th</sup> Street – SFR Remodel**

Will Serves – Renewed

**Kornreich, APN 064-411-004, 3171 Ocean Blvd. – SFR New**  
**Woodard, APN 064-236-004, 1698 Pacific Ave. – Replacement SFR**  
**Cameron, APN 064-144-010, 549 Pacific Ave. – SFR Add/Guest House**

Will Serves – Finaled

**Davis, APN 064-203-041, 2640 Richard Ave. – Lot Line Adjustment**  
**Rhynes, APN 064-264-046, 3001 Ocean Blvd. – Conv. Stge to guest hse**

Will Serves – Continue to Serve (no will serve required)

**Foster, APN 064-094-028, 255 Ash Ave. – SFR Addtn**  
**Eisemann, APN 064-114-004, 78 N Ocean Ave. – SFR 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 June. Koon mentioned that four new investment accounts were opened and that staff continues to audit District accounts. He also noted that 50 tax lien accounts had been paid by the deadline yesterday leaving just 29 accounts that will be reported on the final delinquent list to the County.

Enns commended Jon Collins on the Customer Satisfaction Survey received on his behalf.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

**5. AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR PROJECT #MB2016-WW06, MMRP BLENDING VALVES REPLACEMENT.**

Koon briefly explained the necessity of the NOC and informed the Board that it pertains to a JPA MMRP project occurring in 2015. He said this was initiated by the City of Morro Bay and the Board would be authorizing them to file the NOC which has been reviewed and approved by our legal counsel.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

**MOTION:** 1st by Maffioli, to authorize Rob Livick of the City of Morro Bay to file the aforementioned Notice of Completion. The motion was seconded by LLoyd.

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

**VOTE 4-0** Motion passed.

**6. PUBLIC HEARING FOR DELINQUENT SEWER CHARGES**  
**A. OPEN PUBLIC HEARING**  
**B. CLOSE PUBLIC HEARING**  
**C. CONSIDERATION TO ADOPT CAYUCOS SANITARY DISTRICT RESOLUTION 2016-3 CONFIRMING THE REPORT OF DISTRICT CLERK REGARDING DELINQUENT SEWER SERVICES CHARGES AND LEVYING ASSESSMENTS.**

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

**MOTION:** 1st by Chivens, to adopt Cayucos Sanitary District Resolution 2016-3 confirming the report of District Clerk regarding delinquent sewer services charges and levying assessments. The motion was seconded by Maffioli.  
**ROLLCALL VOTE:** Chivens-yes, Maffioli-yes, Lloyd-yes, Enns-yes. Lyon-Absent.  
**VOTE 4-0** Motion passed.

**7. PUBLIC HEARING FOR UNPAID SOLID WASTE COLLECTION AND DISPOSAL CHARGES**  
**A. OPEN PUBLIC HEARING**  
**B. CLOSE PUBLIC HEARING**  
**C. CONSIDERATION TO ADOPT CAYUCOS SANITARY DISTRICT RESOLUTION 2016-4 CONFIRMING THE REPORT OF DISTRICT CLERK REGARDING UNPAID SOLID WASTE COLLECTION AND DISPOSAL CHARGES AND LEVYING ASSESSMENTS.**

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

**MOTION:** 1st by Lloyd, to adopt Cayucos Sanitary District Resolution 2016-4 confirming the report of District Clerk regarding unpaid solid waste collection and disposal charges and levying assessments. The motion was seconded by Maffioli.  
**ROLLCALL VOTE:** Lloyd-yes, Maffioli-yes, Chivens-yes, Enns-yes. Lyon-Absent.  
**VOTE 4-0** Motion passed.

**8. CONSIDERATION TO ADOPT RESOLUTION 2016-5 ESTABLISHING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR ENDING JUNE 30, 2017.**

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

**MOTION:** 1st by Maffioli, to adopt Cayucos Sanitary District Resolution 2016-5 establishing an appropriation limit for the fiscal year ending June 2017. The motion was seconded by Chivens.  
**ROLLCALL VOTE:** Maffioli-yes, Chivens-yes, Lloyd-yes, Enns-yes. Lyon-Absent.  
**VOTE 4-0** Motion passed.

**9. DISCUSSION AND ELECTION OF CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) 2016 COASTAL NETWORK REPRESENTATIVE SEAT B.**

Lloyd said that he personally knows two of the three candidates and recommends Jeff Hodge.

Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

**MOTION:** 1st by Lloyd, to elect Jeff Hodge for the California Special District Association (CSDA) 2016 Coastal Network Representative Seat B. The motion was seconded by Maffioli.

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

**VOTE 4-0** Motion passed.

**10. 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 commented on this being an election year, reminded Board members about the nomination period.

Enns stated that he and Lloyd are the two seats that will be on the ballot.

**11. FUTURE SCHEDULED MEETINGS.**

- August 11, 2016 – **CSD/MB** – *JPA Meeting (tentative)*
- August 18, 2016 – **Regular Board Meeting**
- September 8, 2016 – **CSD/MB** – *JPA Meeting (tentative)*
- September 15, 2016 – **Regular Board Meeting**

**12. ADJOURNMENT**

The meeting adjourned at 7:38p.m.

**Minutes Recorded and Respectfully Submitted By:**

X 

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Danielle Crawford  
Administrative Office Manager