

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

AGENDA ITEM: <u>6.A</u>
DATE: <u>April 16, 2015</u>
ACTION: <u>Approved</u>

GOVERNING BOARD  
R. B. Enns, President  
D. Chivens, Vice-President  
S. Lyon, Director  
C. Maffioli, Director  
D. Lloyd, Director

REGULAR MEETING  
MINUTES  
Thursday, March 19, 2015  
6:00 p.m.

### 1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:06p.m.

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

Staff present: District Manager Rick Koon, Special Projects Coordinator Robert Tennent, and Administrative Services Billing Manager Danielle Crawford.

### 2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments. Hearing none, President Enns closed Public Comment.

### 3. CONSIDERATION TO APPROVE THE 2<sup>ND</sup> QUARTER 2014/15 WWTP OPERATIONS AND MAINTENANCE INVOICE FROM THE CITY OF MORRO BAY IN THE AMOUNT OF \$256,727.33

Koon briefly discussed the City of Morro Bay invoice and suggested consent to payment. He pointed out that the reason for the 1<sup>st</sup> & 2<sup>nd</sup> quarter billing being so close together is because Morro Bay submitted their 1<sup>st</sup> quarter invoice to the District untimely.

**MOTION:** 1<sup>st</sup> by Chivens, 2<sup>nd</sup> by Lyon to approve payment of the 2<sup>nd</sup> quarter 2014/15 WWTP Operations and Maintenance invoice from the City of Morro Bay in the amount of \$256,727.33.

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

### 4. REVIEW AND DISCUSSION OF THE NEXT STEPS FOR THE COMPLETION OF A MOU WITH THE CITY OF MORRO BAY

Discussion between the Board and District Manager commenced with regard to the MOU process, the current status, and preferred next steps.

President Enns opened the meeting to Public Comments.

Hearing none, President Enns closed Public Comment.

**5. UPDATE FROM THE AD HOC COMMITTEE ON CONCEPTUAL ALTERNATIVES ANALYSIS FOR WASTEWATER TREATMENT PLANT PROJECT**

Koon and Lloyd filled the Board in on the most recent meetings and gave general status updates regarding the WWTP project.

President Enns opened the meeting to Public Comments.

Hearing none, President Enns closed Public Comment.

**6. STAFF COMMUNICATIONS AND INFORMATION ITEMS**

A. District Manager's Report – February 2015

B. Financial Reports: February 2015

1. Check Register

2. Cash, Savings, and Investment Report

3. Budget vs. Actual Status Report FY 2014-2015

4. Capital Improvement Projects Report

C. Monthly Customer Satisfaction Survey Submissions

D. Will Serves - New

Reitz, APN 064-146-024, 94 7<sup>th</sup> Street - Remodel

Vandenberg, APN 064-184-012, 41 23<sup>rd</sup> Street – Demo & Rebuild

Will Serves – Renewed

**None**

Will Serves – Finaled

**None**

Manager Koon's report was presented. He updated the Board on JPA related activities, O&M actions, Capital Projects, and Administrative items for the month of February such as 152 ACH customers to date.

Items A through D were received and accepted.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

**7. CONSENT CALENDAR**

A. Approval of Minutes from the February 19, 2015 Board of Directors Meeting

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Lloyd to approve the minutes of the February 19, 2015 Board of Director's Meeting. **VOTE: 5-0** Motion passed.

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

**8. BOARD MEMBER COMMENTS**

None

**9. SCHEDULED MEETINGS**

Board of Directors and Manager Koon confirmed upcoming meeting dates.

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: **April 30, 2015**

Hosted by: Cayucos Sanitary District, Location: Vet's Hall, Time: 6:00 p.m.

B. Regular Board of Directors Meeting, Date: **April 16, 2015**

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

C. Other future meeting Schedule:

JPA: **May 14, 2015 (Morro Bay)**

Board Meeting: **May 21, 2015**

**10. SCHEDULE AGENDA ITEMS FOR THE APRIL 16, 2015 BOARD MEETING**

None suggested

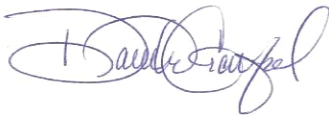
**11. ADJOURNMENT**

The meeting adjourned at 8:14p.m.

**Minutes Recorded and Respectfully Submitted By:**

4/17/2015

**X**



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Danielle Crawford  
Administrative Services Billing Manager