



CAYUCOS SANITARY DISTRICT

200 Ash Avenue / PO Box 333
Cayucos, CA 93430
(805) 995-3290
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AGENDA ITEM:

3.A.1

GOVERNING BOARD

R. Enns, President
S. Lyon, Vice-President
H. Miller, Director
J. Curti, Director
M. Shopshear, Director

BOARD OF DIRECTORS REGULAR MEETING MINUTES THURSDAY, OCTOBER 17, 2024 AT 5:00 P.M. 200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:02 p.m.

Directors present: President Robert Enns, Director Hannah Miller, and Director Michael Shopshear

Directors absent: Director John Curti and Director Shirley Lyon

Staff present: District Manager Rick Koon and Administrative Accounting Manager Gayle Good

2. PUBLIC COMMENT

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

3. CONSENT CALENDAR: Recommended to Approve

A. Meeting Minutes

1. Approval of minutes for the September 19, 2024 Board of Directors Regular Meeting

B. Financial Reports: September 2024

1. Cash, Savings, and Investment Report
2. Check Registers – Wells Fargo (General & CIP Checking Accounts)
3. Budget vs. Actual Status Report FY
4. Capital Improvement Projects Report

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Shopshear, to approve items on the Consent Calendar as prepared. Motion was seconded by Miller.

VOTE: 3-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager's Report: September 2024

B. New Will-Serves: September 2024

- 302 Pacific Ave. / Newman / 064-148-001 / SFR Remodel
- 99 13th St. / Fischer / 064-163-001 / SFR Remodel

Extended Will-Serves:

- 320 Cayucos Creek Rd. / Gilkey & Travioli / 064-024-019 / SFR New, ADU New
- 273 S Ocean Ave. / Weyrick / 064-125-051 / CMMCL New
- 147 Ash Ave. / Mission Acquisitions LLC / 064-113-007 / 3 SFR New, 2 ADU New
- 560 Pacific Ave. / Marquart / 064-148-008 / ADU New

Finalized Will-Serves:

- 1036 Pacific Ave. / Mariani / 064-151-020 / SFR Remodel
- 3444 Studio Dr. / Lojacono / 064-449-035 / SFR Remodel
- 184 I St. / Berry / 064-128-002 / Deck Add.
- 62 13th St. / Fort / 064-164-019 / SFR Addition/Remodel

Grants of License:

None

Manager Koon gave a summary of the previous month's activities. He mentioned that the SCADA system went back on-line 10/17/24 and staff will be able to provide a demonstration at the next Board meeting.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Items 4.A – B were received and accepted.

5. PRESENTATION AND ACCEPTANCE OF THE CAYUCOS SANITARY DISTRICT FY 2023/24 FINAL AUDIT BY ADAM GUISE OF MOSS, LEVY & HARTZHEIM

Auditor Guise presented the final audit and was pleased to report that the District received an unmodified audit. Along with his overview, he explained that capital assets were reviewed and at the direction of Manager Koon were restructured to reflect the expanded categories needed by adding WRRF and phase-out of the Cayucos-Morro Bay WWTP. He also pointed out the addition of the long term OPEB retirement liability necessitated by GASB75.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to accept the Cayucos Sanitary District FY 2023/24 Final Audit. Motion was seconded by Shopshear.

VOTE: 3-0 Motion passed

6. DISCUSSION AND CONSIDERATION OF SOLID WASTE AND RECYCLING COLLECTION OBJECTIVES FOR THE COMMUNITY OF CAYUCOS

Director Shopshear presented his committee's findings thus far. He would like to purchase 30 new receptacles for uniformity throughout the downtown area. Big Belly type would be the preference, but due to cost, he is open to other suggestions. He'd also like them to have some type of mural and be unlocked so parties other than the garbage company could empty the containers.

President Enns opened the meeting to Public Comment. Visitor Terry asked if 30 or 40 containers could be purchased, if it was necessary to also have 30 recycling containers, and if more could be placed in higher volume areas. She also would like to focus on conformity and functionality. Hearing no further comment, President Enns closed Public Comment.

Director Koon confirmed that 30 containers are covered for pick up by Mission Country Disposal under our franchise agreement. President Enns mentioned that we may be able to obtain an IWMA Concept Grant if someone could collect and share data. Director Shopshear stated that ideally all old cans would be removed and repurposed.

President Enns reopened the meeting to Public Comment. Visitor Terry provided an image of a can she thought would work. She also would like to know if the cans must be placed side by side. Hearing no further comment, President Enns closed Public Comment.

President Enns requested the Director Shopshear provide pictures and pricing for further consideration at the November 21st Board meeting.

Item 6: No action necessary.

7. DISCUSSION AND CONSIDERATION TO APPROVE QUITCLAIM DEED TERMINATING EASEMENT RIGHTS OWNED BY CHEVRON LAND AND DEVELOPMENT COMPANY APPURTENANT TO LOTS 8 & 10

Manager Koon explained that as Chevron continues to dispose of lots abutting our property, the easements put in place over Lots 8 & 10 when they were purchased are no longer necessary.

MOTION: 1st by Miller, to approve the quitclaim deed terminating easement rights owned by Chevron Land and Development Company appurtenant to Lots 8 & 10. Motion was seconded by Shopshear.

VOTE: 3-0 Motion passed

8. DISCUSSION AND CONSIDERATION TO APPROVE AN AGREEMENT FOR CONSULTANT SERVICES WITH WATER SYSTEMS CONSULTING, INC. IN THE AMOUNT OF \$73,209.00 FOR THE CHANEY-TO-TORO PIPELINE REPLACEMENT PROJECT

Manager Koon reminded the Board that during the September meeting, the Board approved an increase of the CIP budget to accommodate the requirements of CalTrans for a full engineering report and survey for the proposed line replacement project. This contract will allow the project to proceed.

MOTION: 1st by Shopshear, to approve the Consultant Services Agreement with Water Systems Consulting, Inc., in the amount of \$73,209.00 for the Chaney-To-Toro Pipeline Replacement Project. Motion was seconded by Miller.

VOTE: 3-0 Motion passed

9. BOARD MEMBER COMMENTS

No Board Member comments.

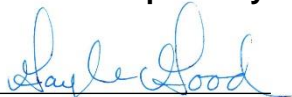
10. FUTURE SCHEDULED MEETINGS

- November 21, 2024 – Regular Board Meeting
- December 19, 2024 – Regular Board Meeting
- January 16, 2025 – Regular Board Meeting

11. ADJOURNMENT

The meeting adjourned at 6:06 p.m.

Minutes Respectfully Submitted By:

X 

Gayle Good
Administrative Accounting Manager