

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

AGENDA NO. 134
DATE 3/19/2008

GOVERNING BOARD
R. B. Enns, President
N. Raimondo, Vice-President
H. Fones, Director
R. H. McHale, Director
S. Lyon, Director

MINUTES
REGULAR MEETING
February 20, 2008

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:30 p.m., Wednesday, February 20, 2008.

Board members present: President Enns, Vice-President Raimondo and Director McHale.
Directors Fones and Lyon arrived at 5:45 p.m.

Board members absent: None

Staff present: District Manager Callahan and Administrative Services Officer Connelly

Visitors: Attorney Michael McMahon, Carmel & Naccasha, LLC

2. PUBLIC COMMENTS

There were no comments received.

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS

4. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL—Closed session pursuant to Government code Section 54956.9 – Pending Litigation: Richard Sadowski v. Cayucos Sanitary District, Case No.: WCAB GRO0031705

5. RECONVENE TO OPEN SESSION

The meeting reconvened to open session at 5:55 p.m.

6. OPEN SESSION:

Board members present: President Enns, Vice-President Raimondo and Directors McHale, Fones and Lyon.

Board members absent: None

Staff present: District Manager Callahan, Administrative Services Officer Connelly and Administrative Services Technician Martin

Visitors: Architect Jon McAlpin (Omni Design Group, Inc.) and Dorothy Fones

7. ANNOUNCEMENT OF ACTION TAKEN DURING CLOSED SESSION

There was no action to report.

8. PUBLIC COMMENTS

There were no public comments received.

9. DISCUSSION OF POTENTIAL REMODEL OF DISTRICT OFFICE TO INCORPORATE DISTRICT O&M SHOP AND CONFERENCE ROOM (JON McALPIN FROM OMNI DESIGN GROUP, INC.)

In addition to his written report which included an outline of staff needs, existing floor and site plans, and site diagram, Architect Jon McAlpin provided Board members and staff with a handout summarizing the Cayucos Citizens Advisory Council Land Use Committee Meeting he and Manager Callahan attended February 4, 2008. McAlpin indicated the Land Use Committee was amenable to the concept of developing the District O&M shop on the same parcel as the District office, and felt it prudent of the District to not purchase another property for that purpose. Since the neighborhood is mixed use, the committee recommended storage of all equipment inside the proposed facility. McAlpin pointed out that District vehicles will be able to be parked inside the proposed shop, as well. He suggested scheduling a meeting with the ad hoc Office Remodel Committee. A tentative date of Tuesday, March 4, 2008, 2:00 p.m., at Mr. McAlpin's office was chosen.

10. CONSIDERATION TO APPROVE RESOLUTION NO. 10: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAYUCOS SANITARY DISTRICT ACCEPTING NEGOTIATED TAX EXCHANGE OR PROPERTY REVENUE AND ANNUAL TAX INCREMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND THE CAYUCOS SANITARY DISTRICT

MOTION: First by McHale with second by Lyon to approve Resolution No. 10 accepting negotiated tax exchange or property revenue and annual tax increment between the County of San Luis Obispo and the Cayucos Sanitary District.

ROLL CALL VOTE: Enns (yes), Raimondo (yes), Fones (yes), McHale (yes), Lyon (yes)

11. CONSIDERATION TO REEVALUATE THE ROLE OF THE CAYUCOS SANITARY DISTRICT BOARD OF DIRECTORS IN THE REVIEW OF DISTRICT ENCROACHMENT PERMITS WITH DISCUSSION OF DISTRICT REQUIREMENTS FOR THE ISSUANCE OF A GRANT OF LICENSE

Manager Callahan's written report was received. He asked the Board to consider giving staff the flexibility to approve and process encroachment applications for projects that are not controversial or complex. Vice-President Raimondo and Director Fones stated they consider the Board's review of projects a good way to interface with the community. Callahan indicated any encroachment permits approved at staff level will be reported to the Board, and projects that he considers are outside past practice and policy will be brought to the Board for review.

MOTION: First by Fones with second by McHale to approve Manager Callahan's request for staff to make determinations on the issuance of encroachment permits and to report to the Board of Directors any permits approved by staff.

The motion was amended to include: If Manager Callahan has a question of appropriateness regarding any proposed sewer easement encroachment, the project will be brought before the Board for their review and approval.

VOTE: 5-0

12. DISCUSSION OF DIRECTORS FEES AS THEY PERTAIN TO WORKSHOPS, COMMITTEES, SEMINARS AND MEETINGS

Administrative Services Officer Connelly's written report was received. Board members and staff discussed District policy and made suggestions for interpretation and clarification. Points of discussion included:

- A meeting or conference call between the Investment Committee member and Financial Advisor, Karen Shanley, concerning District investments or Investment Policy should be compensated and is eligible for a \$50.00 meeting fee.
- If the District Manager must convene a standing committee, the Board President should be informed, as well as other Board members. Such meeting is eligible for a \$50.00 meeting fee and should be reported as an informational item at the next Board meeting.
- Standing or ad hoc committee meetings, when held at the direction of the Board, qualify for a \$50.00 meeting fee and should be reported at the next Board meeting.
- A meeting that is attended by a Board member as the District's designated representative is to be compensated at the \$50 meeting fee.
- Some Board members felt that when directed to attend a workshop or meeting as the District's representative they should be compensated for travel time, in addition to reimbursement for mileage, meals, and lodging, and a \$50.00 meeting fee for each day of attendance at the workshop/meeting.

For the next Board meeting Staff is to provide current District policy regarding Board committees, Board training, conferences and education, and Board remuneration and reimbursement for further review and discussion.

13. REPORT ON MANAGER'S ATTENDANCE AT STATE WATER BOARD FUNDING FAIR 2008

Manager Callahan's written report was received. He was able to garner basic information on the California Environmental Quality Act and State Revolving Fund guidelines and indicated that Proposition 84, the Clean Beaches Initiative, may expand eligibility for funding projects. Callahan stressed the importance of staying abreast of new and innovative opportunities which may arise.

14. DISCUSSION OF PARK AVENUE DRAINAGE ENCROACHMENTS

Manager Callahan's written report was received. The issue of drainage problems on the sewer easement between 6th Street and Park Avenue had recently resurfaced when the District received an encroachment permit application for a project at 196 6th Street. A storm drain on Park Avenue directs runoff from Park Avenue to an 18-inch drain line which empties onto the sewer easement. The County indicated it may have installed the storm drain but not the 18-inch drain line. Callahan reported he contacted the owners of the property where the drain line is located but has been unsuccessful in getting the problem addressed. It was the consensus of the Board for Callahan to suggest to property owners along the easement who are affected by runoff from the storm drain to contact the San Luis Obispo County.

15. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED)

A. District Manager's Report – January 2008

Manager Callahan's written report was received. He also provided a map received from LAFCO which shows the Sanitary District Service Area and Sphere in Influence. Callahan reported he contacted David Church at LAFCO regarding questions he has concerning areas east of the freeway which are included in the Service Area boundaries. He was directed to follow up with further information as received from LAFCO.

16. CONSENT CALENDAR

A. Minutes of Regular Board Meeting January 16, 2008

B. Approval to Pay Outstanding Bills as of February 20, 2008

MOTION: First by McHale with second by Fones to approve Consent Calendar in its entirety.

VOTE: 5-0

17. BOARD MEMBER COMMENTS

18. MEETINGS, CONFERENCES AND SEMINARS

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, May 8, 2008, Hosted by Morro Bay

Manager Callahan reported that staff has requested a Personnel Committee (Shirley Lyon, Bud McHale committee members) meeting concerning possible retirement enhancements. The Board accepted his request and directed that a meeting be scheduled.

19. SCHEDULE AGENDA ITEMS FOR THE MARCH 19, 2008 BOARD MEETING

- Review and discussion of Directors Fees as they pertain for workshops, committee, seminars, and meetings.
- District office remodel

20. ADJOURNMENT

MOTION: First by Fones with second by McHale for the meeting to adjourn at 8:20 p.m.

VOTE: 5-0

Minutes recorded by:



Nancy Martin