

Director Robert Enns will be attending via teleconference from the following location:

520 E LOREN ST. SPRINGFIELD, MO 65807

In accordance with Government Code Section 54953(b), this agenda will be posted at the above teleconference location and that location will be accessible to the public.



CAYUCOS SANITARY DISTRICT

200 Ash Avenue / PO Box 333

Cayucos, CA 93430

(805) 995-3290

www.cayucossd.org

GOVERNING BOARD

R. Enns, President

S. Lyon, Vice-President

H. Miller, Director

J. Curti, Director

M. Shopshear, Director

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
THURSDAY, MAY 16, 2024 AT 5:00PM
200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430**

1. ESTABLISH QUORUM AND CALL TO ORDER

2. PUBLIC COMMENT

At this time the public may address the Board on items other than those scheduled on this agenda (persons wishing to speak on any item scheduled on this agenda will be given the opportunity at the time that agenda item is being considered). When recognized by the Board President, please state your name for the record (though not required). While the Board encourages public comment, in the interest of time and to facilitate orderly conduct of the meeting, the Board reserves the right to limit individual comments to three minutes. By conditions of the Brown Act, the Board is prohibited from discussing issues not posted on this agenda, but may set items for future agendas.

3. CONSENT CALENDAR: Recommended 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. Meeting Minutes

1. Approval of minutes for the March 21, 2024 Board of Directors Regular Meeting **Pg. 1**
2. Approval of minutes for the April 22, 2024 Budget Committee Meeting **Pg. 2**

B. Financial Reports: March 2024

1. Cash, Savings, and Investment Report **Pg. 6**
2. Check Registers – Wells Fargo (General & CIP Checking Accounts) **Pg. 7**
3. Budget vs. Actual Status Report **Pg. 10**
4. Capital Improvement Projects Report **Pg. 11**

C. Financial Reports: April 2024

1. Cash, Savings, and Investment Report **Pg. 12**
2. Check Registers – Wells Fargo (General & CIP Checking Accounts) **Pg. 13**
3. Budget vs. Actual Status Report **Pg. 15**
4. Capital Improvement Projects Report **Pg. 16**

4. STAFF COMMUNICATIONS AND INFORMATIONAL ITEMS: No Action Required

A. District Manager's Report: March & April 2024 **Pg. 17**

B. New Will-Serves: March & April 2024

- 3292 Studio Dr. / Forrester / 064-421-006 / SFR Remodel

- 1221 Pacific Ave. / Noryko / 064-222-008 / SFR New
- 3369 Shearer Ave. / McKinley / 064-427-004 / SFR Remodel
- 3165 Ocean Blvd. / Herman / 064-411-005 / SFR Remodel
- 3526 Gilbert Ave. / Singh-Kaler / 064-407-008 / New Deck

Extended Will-Serves:

- 1036 Pacific Ave. / Mariani / 064-151-020 / SFR Remodel

Finald Will-Serves:

- 3280 Ocean Blvd. / McGee / 064-423-010 / New Deck
- 1301 Pacific Ave. / Smith & Lease / 064-223-003 / SFR Demo/Rebuild
- 20 8th St. / Carstairs / 064-152-013 / SFR Demo/Rebuild
- 2688 Studio Dr. / Riesner / 064-254-024 / SFR New

Grants of License:

None

5. DISCUSSION AND CONSIDERATION TO ADOPT CAYUCOS SANITARY DISTRICT RESOLUTION 2024-01 REQUESTING CONSOLIDATION OF ITS BIENNIAL ELECTION WITH THE NOVEMBER 5, 2024 GENERAL ELECTION Pg. 20

6. DISCUSSION AND CONSIDERATION TO APPROVE THE FISCAL YEAR 2024/25 CAYUCOS SANITARY DISTRICT BUDGET Pg. 22

- A. OPERATING BUDGET
- B. CIP BUDGET

7. DISCUSSION AND CONSIDERATION TO PURSUE ACQUISITION OF GROUND WATER RIGHTS AND OTHER LAND USE OPPORTUNITIES AS PART OF THE RECYCLED WATER PROGRAM Pg. 32

8. BOARD MEMBER COMMENTS

This item provides the opportunity for Board members to make brief announcements and/or briefly report on their own activities related to District business.

9. FUTURE SCHEDULED MEETINGS

- June 20, 2024 – Regular Board Meeting
- July 18, 2024 – Regular Board Meeting
- August 15, 2024 – Regular Board Meeting

10. ADJOURNMENT

This agenda was prepared and posted pursuant to Government Code Section 54954.2. The agenda, staff reports or other documentation relating to each item of business referred to on the agenda can be accessed and downloaded from the District's website at <https://www.cayucosd.org/board-of-directors-meetings>

All staff reports or other documentation relating to each item of business referred to on the agenda are also on file at the District office, available for public inspection or reproduction at cost. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disability Act. To make a request for disability-related modification or accommodation, contact the District at (805) 995-3290 as soon as possible and at least 48 hours prior to the meeting date.



CAYUCOS SANITARY DISTRICT

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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, MARCH 21, 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 5:00 p.m.

Directors present: President Robert Enns, Vice-President Shirley Lyon, Director Hannah Miller, Director John Curti, and Director Michael Shopshear

Staff present: District Manager Rick Koon and Administrative Services Manager Amy Lessi

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 February 15, 2024 Board of Directors Regular Meeting

B. Financial Reports: February 2024

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

In reference to item 3.B.5, President Enns asked if a generator for the main office is still being considered. Manager Koon responded that after talking to the County, a power wall may now be a better option. President Enns asked for an update on the Chaney to Toro Main Replacement Project, and Manager Koon answered that Water Systems Consulting, Inc. is working on the Caltrans-required reports.

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

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

VOTE: 5-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager's Report: February 2024

B. New Will-Serves: February 2024

- 36 Ash Ave. / Chivens / 064-112-042 / ADU New
- 75, 79 Pacific Ave. / Riggle / 064-122-015 / SFR Remodel
- 849 Pacific Ave. / Mathias / 064-152-010 / SFR Demo/Rebuild
- 2790 Richard Ave. / Hall / 064-204-063 / SFR New

Extended Will-Serves:

None

Finaled Will-Serves:

None

Grants of License:

None

Continue-to-Serves:

None

Manager Koon gave a summary of the previous month's activities, and provided an analysis of the unauthorized discharge event at the plant. Directors Miller and Shopshear requested clarification on if another spill would be possible in the event of another brown out, and Manager Koon explained that there is a new fail-safe alarm that will ensure alerts will be sent to staff for any future brown out events.

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. DISCUSSION AND CONSIDERATION TO APPROVE A REVISION TO THE FY 23/24 CIP BUDGET IN THE AMOUNT OF \$35,370.59 TO PURCHASE A PUMP FOR LIFT STATION 1

Manager Koon elaborated on his staff report for this item.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Shopshear, to approve a revision to the FY 23/24 CIP Budget in the amount of \$35,370.59 to purchase a pump for Lift Station 1, and to reduce the \$75,000 Sewer Main Repair line item by \$35,370.59 to compensate. Motion was seconded by Lyon.

VOTE: 5-0 Motion passed

6. DISCUSSION AND CONSIDERATION TO ALLOW STAFF TO AMEND THE EMPLOYEE POLICY HANDBOOK IN ACCORDANCE WITH LEGALLY MANDATED REQUIREMENTS AND CSDA-RECOMMENDED BEST PRACTICES, SUBJECT TO BOARD REVIEW AND APPROVAL OF STAFF-RECOMMENDED MODIFICATIONS

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to allow staff to amend the Employee Policy Handbook in accordance with legally mandated requirements and CSDA-recommended best practices, subject to Board review and approval of staff-recommended modifications. Motion was seconded by Shopshear.

VOTE: 5-0 Motion passed

7. BOARD MEMBER COMMENTS

None

8. FUTURE SCHEDULED MEETINGS

- April 18, 2024 – Regular Board Meeting
- May 16, 2024 – Regular Board Meeting
- June 20, 2024 – Regular Board Meeting

9. ADJOURNMENT

The meeting adjourned at 5:50 p.m.

Minutes Respectfully Submitted By:

X *Amy Lessi*

Amy Lessi
Administrative Services Manager

DRAFT



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J. Curti, Director
M. Shopshear, Director

BUDGET COMMITTEE MEETING MINUTES MONDAY, APRIL 22, 2024 AT 11:00 AM 200 ASH AVENUE, CAYUCOS, CA 93430

1. CALL MEETING TO ORDER

Director Lyon called the meeting to order at 11:02 a.m.

Board members present: Director Lyon, Director Miller

Staff present: District Manager Rick Koon and Admin. Accounting Manager Gayle Good

2. PUBLIC COMMENT

Director Lyon opened the meeting to Public Comment.

Hearing no comment, Director Lyon closed Public Comment.

3. DISCUSSION AND REVIEW OF THE PROPOSED DRAFT BUDGETS FOR FY 2024-2025

A. OPERATING BUDGET

Staff reviewed the operating budget line by line with the committee. With the increasing maintenance costs, Director Miller asked for projections on how long before the District would need to consider a rate increase. District Manager Koon replied that if the District maintains the current income and contributions to the reserves, then rates are sufficient for the next three to five years, taking into consideration preventative maintenance and identified equipment replacement.

Additionally, proposed COLA increases were presented and discussed. Evaluating both the current Cost of Living Indices provided by the Department of Labor and the Social Security Administration COLA, Director Lyon and Director Miller discussed the merits of a 3%, 4%, 5% or 6% increase, recommending that the salary schedule be adjusted to reflect a 5% COLA increase.

Director Lyon opened the meeting to Public Comment.

Hearing no comment, Director Lyon closed Public Comment.

Committee recommends approval of the proposed budget as presented, including a 5% COLA effective July 1, 2024.

B. CAPITAL IMPROVEMENT PROJECT BUDGET

District Manager Koon presented the budget for Capital Improvements which includes adding a storage container at the WRRF, automating the emergency valves to divert influent to the EQ basin, and permit-required benthic testing of the outfall, along with expansion and continuation of items from the FY23/24 budget.

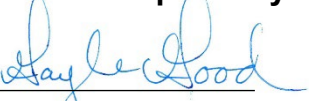
Director Lyon opened the meeting to Public Comment.

Hearing no comment, Director Lyon closed Public Comment.
Committee recommends approval of the CIP budget as proposed.

4. ADJOURNMENT

The meeting adjourned at 12:43 p.m.

Minutes Respectfully Submitted By:

X 

Gayle Good
Administrative Accounting Manager

DRAFT



CAYUCOS SANITARY DISTRICT

Monthly Financial Report

FY 2023/2024

Cash, Savings and Investments

March 2024

Bank Accounts	Current Balance
Wells Fargo - General Checking	\$815,030
Wells Fargo - CIP	\$588,164
Wells Fargo - Standby	\$246,007
Wells Fargo - USDA	\$588,622
Petty Cash	\$175
LAIF	\$8,862
Total	\$2,246,859
Investment Accounts	
CalTrust	\$2,591,669
Cetera Cash/MM	\$22,601
Cetera Treasury/Securities	\$45,676 *
Total	\$2,659,946
 Grand Total	 \$4,906,805
MCD Wells Fargo Deposit CD	\$25,000 **

* Fixed Income
 ** Franchise Deposit on Hold

Check Registers - Payments Only

March 2024

Date	Num	Name	Amount
03/01/2024	DD03012401	ARIAS, MANUEL	0.00
03/01/2024	DD03012402	COLLINS, JONATHAN W	0.00
03/01/2024	DD03012404	GOOD, GAYLE	0.00
03/01/2024	DD03012405	HOOPER, SARAH L	0.00
03/01/2024	DD03012406	HUNT, TRAVIS D	0.00
03/01/2024	DD03012407	KOON, RICHARD L	0.00
03/01/2024	DD03012408	LAKEY, NICK E	0.00
03/01/2024	DD03012409	LESSI, AMY M	0.00
03/01/2024	DD03012411	OWENS, JUSTIN D	0.00
03/01/2024	DD03012403	CURTI, JOHN H.	0.00
03/01/2024	24197	ENNS, ROBERT	-91.25
03/01/2024	24198	LYON, SHIRLEY A	-91.25
03/01/2024	DD03012410	MILLER, HANNAH P	0.00
03/01/2024	DD03012412	SHOPSHEAR, MICHAEL J.	0.00
03/01/2024	EDD030124	EDD	-2,122.16
03/01/2024	FED030124	US TREASURY	-9,634.26
03/01/2024	PERS030124	CALPERS (RETIREMENT)	-5,838.41
03/01/2024	DEF030124	CALPERS (RETIREMENT)	-1,225.00
03/01/2024	839540	COLONIAL LIFE INSURANCE PREMIUMS	-52.58
03/04/2024	24204	AMAZON	-902.42
03/04/2024	24205	B&K VALVES & EQUIPMENT, INC.	-699.96
03/04/2024	24206	BRAY SALES, INC.	-769.69
03/04/2024	24207	COASTAL ROLL OFF SERVICE	-3,550.85
03/04/2024	24208	MINER'S ACE HARDWARE	-263.63
03/04/2024	24209	MISSION UNIFORM SERVICE	-585.55
03/04/2024	24210	SPEEDY COASTAL MESSENGER, INC.	-690.00
03/04/2024	24211	SPICE INTEGRATION CORP.	-312.50
03/04/2024	24212	COLLINS, JONATHAN W (boots)	-231.87
03/04/2024	24213	LYON, SHIRLEY A (re-issued check)	-91.45
03/05/2024	HLTH030524	CALPERS (HEALTH)	-16,031.86
03/05/2024	60277324060	ALLIED ADMINISTRATORS FOR DELTA DENTAL	-914.10
03/07/2024	24214	ABALONE COAST ANALYTICAL, INC.	-3,308.00
03/07/2024	24215	KITZMAN WATER	-59.25
03/07/2024	24216	MISSION COUNTRY DISPOSAL - WRRF	-288.66
03/07/2024	24217	MORRO ROCK MUTUAL WATER CO. UTILITY 782	-66.34
03/07/2024	24218	HOOPER, SARAH L	-117.98
03/11/2024	24219	ALPHA ELECTRICAL SERVICE, INC.	-314.00
03/11/2024	24220	BREZDEN PEST CONTROL	-381.00
03/11/2024	24221	CARMEL & NACCASHA, LLP	-2,981.07
03/11/2024	24222	D&H WATER SYSTEMS	-670.62
03/11/2024	24223	QUICK TECH COMPUTERS	-1,650.50

Date	Num	Name	Amount
03/12/2024	24224	PATHIAN ADMINISTRATORS	-226.40
03/12/2024	11578 (CIP)	WATER SYSTEMS CONSULTING, INC.	-565.00
03/12/2024	11579 (CIP)	WATER SYSTEMS CONSULTING, INC.	-1,218.75
03/12/2024	24225	LAKEY, NICK E	-17.55
03/12/2024	24226	CHARTER INTERNET	-951.10
03/12/2024	24227	FIRSTNET (AT&T)	-547.36
03/12/2024	24228	NEW PIG CORPORATION	-408.15
03/13/2024	24229	HINSON'S TIRE PROS	-993.47
03/13/2024	24230	MUNIQUIP, LLC	-3,923.22
03/13/2024	24231	USA BLUE BOOK	-461.41
03/13/2024	24232	WESTERN ALLIANCE BANK - SERIES B	-641,350.38
03/13/2024	24233	GRAINGER	-11.68
03/13/2024	EFT03132401	PG&E LS#1	-1,159.59
03/13/2024	EFT03132402	PG&E LS#2	-2,616.36
03/13/2024	EFT03132403	PG&E LS#3	-384.58
03/13/2024	EFT03132404	PG&E LS#4	-877.89
03/13/2024	EFT03132405	PG&E LS#5	-3,950.86
03/13/2024	EFT03132406	PG&E OFFICE	-288.43
03/13/2024	EFT03132407	PG&E WELL	-34.17
03/14/2024		QuickBooks Payroll Service	-23,219.10
03/14/2024	24234	JB DEWAR	-2,369.64
03/15/2024	DD03152401	ARIAS, MANUEL	0.00
03/15/2024	DD03152402	COLLINS, JONATHAN W	0.00
03/15/2024	DD03152403	GOOD, GAYLE	0.00
03/15/2024	DD03152404	HOOPER, SARAH L	0.00
03/15/2024	DD03152405	HUNT, TRAVIS D	0.00
03/15/2024	DD03152406	KOON, RICHARD L	0.00
03/15/2024	DD03152407	LAKEY, NICK E	0.00
03/15/2024	DD03152408	LESSI, AMY M	0.00
03/15/2024	DD03152409	OWENS, JUSTIN D	0.00
03/15/2024	FED031524	US TREASURY	-9,162.34
03/15/2024	EDD031524	EDD	-1,986.36
03/15/2024	DEF031524	CALPERS (RETIREMENT)	-1,225.00
03/15/2024	PERS031524	CALPERS (RETIREMENT)	-5,838.41
03/20/2024	11580 (CIP)	GRAINGER	-16,273.41
03/20/2024	24235	BUSINESS CARD 4841	-335.29
03/20/2024	24236	BUSINESS CARD 5401	-370.10
03/20/2024	24237	BUSINESS CARD 8913	-2,137.64
03/20/2024	24238	CALNET3	-597.07
03/20/2024	24239	CISCO AIR SYSTEMS	-1,285.26
03/20/2024	24240	COOK BACKFLOW SERVICES	-315.00
03/20/2024	24242	STAPLES ADVANTAGE (Gov. Acct)	-84.70
03/20/2024	24241	REC SOLAR	-8,961.55
03/21/2024	24243	EXECUTIVE JANITORIAL	-225.00
03/28/2024		QuickBooks Payroll Service	-23,332.24
03/29/2024	DD03292401	ARIAS, MANUEL	0.00
03/29/2024	DD03292402	COLLINS, JONATHAN W	0.00
03/29/2024	DD03292403	CURTI, JOHN H.	0.00
03/29/2024	24244	ENNS, ROBERT	-91.25

Date	Num	Name	Amount
03/29/2024	DD03292404	GOOD, GAYLE	0.00
03/29/2024	DD03292405	HOOPER, SARAH L	0.00
03/29/2024	DD03292406	HUNT, TRAVIS D	0.00
03/29/2024	DD03292407	KOON, RICHARD L	0.00
03/29/2024	DD03292408	LAKEY, NICK E	0.00
03/29/2024	DD03292409	LESSI, AMY M	0.00
03/29/2024	24245	LYON, SHIRLEY A	-91.25
03/29/2024	DD03292410	MILLER, HANNAH P	0.00
03/29/2024	DD03292411	OWENS, JUSTIN D	0.00
03/29/2024	DD03292412	SHOPSHEAR, MICHAEL J.	0.00
03/29/2024	FED032924	US TREASURY	-9,194.14
03/29/2024	EDD032924	EDD	-1,981.49
03/29/2024	PERS032924	CALPERS (RETIREMENT)	-5,838.41
03/29/2024	DEF032924	CALPERS (RETIREMENT)	-1,225.00
03/29/2024	24246	LAKEY, NICK E (mileage)	-13.00
Total Operating Expenses			-\$830,075.21

Budget vs. Actual March 2024

AGENDA ITEM:

3.B.3

	Current Month	YTD Actual Rev/Exp	Approved Budget 23/24	% of Budget
Ordinary Income/Expense				
Income				
Sewer Income	261,377	2,396,338	3,176,150	75%
Will Serve Income	550	55,780	88,200	63%
Rental Income	-	36,785	42,600	86%
Solid Waste Income	3,458	93,506	127,600	73%
SLOCO Tax Assessments	52,231	836,385	1,178,400	71%
Banking Interest Income	1,213	8,596	3,500	246% *
Investment Interest	8,128	74,440	20,000	372% *
Other Income	-	-	4,600	0%
Total Income	326,958	3,501,830	4,641,050	75%
Expenses				
Payroll Expenses				
Administrative Payroll	47,666	315,822	413,300	76%
Collections Payroll	21,419	126,054	186,750	67%
Treatment Payroll	39,769	252,245	316,350	80%
Director Payroll	1,000	3,500	8,000	44%
Vested Benefits	314	2,754	3,800	72%
Admin Payroll Taxes & Benefits	12,856	103,853	137,600	75%
Collections Payroll Taxes & Benefits	8,961	75,090	115,900	65%
WRRF Payroll Taxes & Benefits	11,656	105,133	147,200	71%
Director Payroll Taxes & Benefits	77	268	600	45%
Total Payroll & Benefits	143,717	984,718	1,329,500	74%
Operating Expenses				
Special Projects	-	-	13,000	0%
Administrative Operating Expenses	110,885	846,749	908,475	93%
Collections Operating Expenses	12,140	108,061	252,550	43%
Treatment Operating Expenses	112,456	1,108,490	1,603,900	69%
Total Operating Expenses	235,481	2,063,301	2,777,925	74%
Total Expenses	379,198	3,048,019	4,107,425	74%
Net Income	(52,240)	453,811	533,625	

* Increase in rates and bond market.

Capital Improvement Projects Budget March 2024

AGENDA ITEM:
3.B.4

	Current Month	YTD Actual Rev/Exp	Approved* Budget 23/24	% of Budget
Collection Improvements				
Sewer Main Repairs*	16,273.41	0.00	39,629.41	0%
Chaney to Toro Main Replacement*	1,218.75	33,007.50	35,000.00	98%
Lift Stations				
Replacement Pump LS#1*	0.00	0.00	35,370.59	0%
Spare Pump LS#5	0.00	18,569.08	20,000.00	93%
Main Admin				
Computers/Server Upgrades	0.00	639.50	6,000.00	11%
Generator Installation	0.00	0.00	35,000.00	0%
RWQCB Recycled Water Program	565.00	2,372.50	20,000.00	15%
WRRF Improvements				
Outfall Inspection & Buoy Replacement	0.00	37,235.00	50,000.00	74%
UV Bulb Replacement	0.00	52,702.10	50,000.00	105%
Total Capital Improvements	\$18,057.16	\$144,525.68	\$291,000.00	56%

*Budget amended 9/21/2023 and 3/21/2024



CAYUCOS SANITARY DISTRICT

Monthly Financial Report

FY 2023/2024

AGENDA ITEM:

3.C.1

Cash, Savings and Investments

April 2024

Bank Accounts	Current Balance
Wells Fargo - General Checking	\$650,531
Wells Fargo - CIP	\$936,930
Wells Fargo - Standby	\$247,253
Wells Fargo - USDA	\$666,530
Petty Cash	\$175
LAIF	\$8,957
Total	\$2,510,376
Investment Accounts	
CalTrust	\$2,579,710
Cetera Cash/MM	\$23,415
Cetera Treasury/Securities	\$44,942 *
Total	\$2,648,068
Grand Total	\$5,158,444
MCD Wells Fargo Deposit CD	\$25,000 **

* Fixed Income

** Franchise Deposit on Hold

Check Registers - Payments Only

April 2024

Date	Num	Name	Amount
04/01/2024	3012188370	COLONIAL LIFE INSURANCE PREMIUMS	-78.87
04/01/2024	24247	AQUAFIX	-516.26
04/01/2024	24248	CAYUCOS BEACH MUTUAL WATER CO. #1	-120.08
04/01/2024	24249	CAYUCOS BEACH MUTUAL WATER CO. #2	-133.44
04/01/2024	24250	COASTAL COPY, INC	-37.33
04/01/2024	24251	DAVID CRYE GENERAL ENGINEERING CONTRACT	-816.70
04/01/2024	24252	GRAINGER	-86.33
04/01/2024	24253	MORRO ROCK MUTUAL WATER CO. UTILITY 782	-66.34
04/01/2024	24254	RUTAN & TUCKER, LLP	-4,119.50
04/01/2024	24255	SOCAL GAS	-51.07
04/01/2024	EFT04022024	EXXONMOBIL	-731.69
04/02/2024	24256	AMAZON	-427.44
04/02/2024	24257	COASTAL ROLL OFF SERVICE	-1,639.65
04/02/2024	24258	DEEP BLUE INTEGRATION, INC.	-195.00
04/02/2024	24259	FARM SUPPLY COMPANY	-1,270.94
04/02/2024	24260	MINER'S ACE HARDWARE	-254.08
04/02/2024	24261	MISSION COUNTRY DISPOSAL - WRRF	-288.66
04/02/2024	24262	MISSION UNIFORM SERVICE	-622.21
04/02/2024	24263	WELLS FARGO VENDOR FIN SERV	-350.96
04/04/2024	24264	ABALONE COAST ANALYTICAL, INC.	-2,811.60
04/04/2024	24265	KITZMAN WATER	-45.00
04/04/2024	24266	SLO AIR POLLUTION CONTROL DISTRICT	-2,385.81
04/04/2024	24267	SPEEDY COASTAL MESSENGER, INC.	-690.00
04/04/2024	24268	SPICE INTEGRATION CORP.	-1,875.00
04/04/2024	24269	STAPLES ADVANTAGE	-98.10
04/05/2024	HLTH040524	CALPERS (HEALTH)	-16,031.86
04/05/2024	EFT04052024	ALLIED ADMINISTRATORS FOR DELTA DENTAL	-914.10
04/09/2024	24270	PATHIAN ADMINISTRATORS	-226.40
04/09/2024	11582 (CIP)	QUICK TECH COMPUTERS	-1,233.38
04/09/2024	24271	ALPHA FIRE & SECURITY ALARM CORP	-105.00
04/09/2024	24272	CARMEL & NACCASHA, LLP	-654.72
04/09/2024	24273	CHARTER INTERNET	-951.10
04/09/2024	24274	QUICK TECH COMPUTERS	-2,127.31
04/09/2024	24275	STAPLES ADVANTAGE (Gov. Acct)	-25.73
04/09/2024	24276	VIA ACTUARIAL SOLUTIONS	-2,200.00
04/09/2024	EFT04092401	PG&E LS#1	-842.53
04/09/2024	EFT04092402	PG&E LS#2	-1,997.50
04/09/2024	EFT04092403	PG&E LS#3	-306.01
04/09/2024	EFT04092404	PG&E LS#4	-700.25
04/09/2024	EFT04092405	PG&E LS#5	-2,934.12
04/09/2024	EFT04092406	PG&E OFFICE	-250.59

Date	Num	Name	Amount
04/09/2024	EFT04092407	PG&E WRRF	-4,450.13
04/11/2024		QuickBooks Payroll Service	-23,220.11
04/11/2024	24277	CONTRACTORS MAINTENANCE SERVICES	-4,305.77
04/12/2024	DD04122401	ARIAS, MANUEL	0.00
04/12/2024	DD04122402	COLLINS, JONATHAN W	0.00
04/12/2024	DD04122403	GOOD, GAYLE	0.00
04/12/2024	DD04122404	HOOPER, SARAH L	0.00
04/12/2024	DD04122405	HUNT, TRAVIS D	0.00
04/12/2024	DD04122406	KOON, RICHARD L	0.00
04/12/2024	DD04122407	LAKEY, NICK E	0.00
04/12/2024	DD04122408	LESSI, AMY M	0.00
04/12/2024	DD04122409	OWENS, JUSTIN D	0.00
04/12/2024	EDD041224	EDD	-2,011.42
04/12/2024	FED041224	US TREASURY	-9,214.44
04/12/2024	PERS041224	CALPERS (RETIREMENT)	-5,838.41
04/12/2024	DEF041224	CALPERS (RETIREMENT)	-1,225.00
04/16/2024	24278	CALNET3	-562.43
04/16/2024	24279	HACH	-661.73
04/22/2024	24280	CSA 10A SLO CO PW LS#3	-217.79
04/22/2024	24281	CSA 10A SLO CO PW LS#4	-217.79
04/22/2024	24282	HINSON'S TIRE PROS	-218.11
04/22/2024	24283	JB DEWAR	-240.89
04/22/2024	24284	REC SOLAR	-12,566.15
04/22/2024	24285	BUSINESS CARD 4841 - JC	-75.08
04/22/2024	24286	BUSINESS CARD 5401 - JO	-716.06
04/22/2024	24287	FIRSTNET (AT&T)	-467.11
04/25/2024		QuickBooks Payroll Service	-23,216.79
04/26/2024	DD04262401	ARIAS, MANUEL	0.00
04/26/2024	DD04262402	COLLINS, JONATHAN W	0.00
04/26/2024	DD04262403	GOOD, GAYLE	0.00
04/26/2024	DD04262404	HOOPER, SARAH L	0.00
04/26/2024	DD04262405	HUNT, TRAVIS D	0.00
04/26/2024	DD04262406	KOON, RICHARD L	0.00
04/26/2024	DD04262407	LAKEY, NICK E	0.00
04/26/2024	DD04262408	LESSI, AMY M	0.00
04/26/2024	DD04262409	OWENS, JUSTIN D	0.00
04/26/2024	DEF042624	CALPERS (RETIREMENT)	-1,225.00
04/26/2024	PERS042624	CALPERS (RETIREMENT)	-5,838.41
04/26/2024	EDD042624	EDD	-2,001.52
04/26/2024	FED042624	US TREASURY	-9,200.48
04/29/2024	24288	JERRY & CHRISTINE PAULUS	-59.25
04/29/2024	24289	COASTAL COPY, INC	-27.52
04/29/2024	24290	EXECUTIVE JANITORIAL	-225.00
04/29/2024	24291	EXXONMOBIL	-694.00
04/29/2024	24292	SOCAL GAS	-51.44
04/29/2024	24293	WELLS FARGO VENDOR FIN SERV	-350.96
04/30/2024	24208007866	COLONIAL LIFE INSURANCE PREMIUMS	-52.58
Total Operating Expenses			-\$160,364.03

Budget vs. Actual April 2024

AGENDA ITEM:

3.C.3

	Current Month	YTD Actual Rev/Exp	Approved Budget 23/24	% of Budget
Ordinary Income/Expense				
Income				
Sewer Income	274,325	2,670,663	3,176,150	84%
Will Serve Income	375	56,155	88,200	64%
Rental Income	3,112	26,863	42,600	63%
Solid Waste Income	20,218	113,724	127,600	89%
SLOCO Tax Assessments	72,795	909,180	1,178,400	77%
Banking Interest Income	2,311	10,906	3,500	312% *
Investment Interest	9,587	84,027	20,000	420% *
Other Income	-	-	4,600	0%
Total Income	382,723	3,871,519	4,641,050	83%
Expenses				
Payroll Expenses				
Administrative Payroll	31,777	347,599	413,300	84%
Collections Payroll	14,557	140,611	186,750	75%
Treatment Payroll	25,876	278,121	316,350	88%
Director Payroll	-	3,500	8,000	44%
Vested Benefits	314	3,068	3,800	81%
Admin Payroll Taxes & Benefits	10,420	114,273	137,600	83%
Collections Payroll Taxes & Benefits	7,837	82,927	115,900	72%
WRRF Payroll Taxes & Benefits	9,289	114,422	147,200	78%
Director Payroll Taxes & Benefits	-	268	600	45%
Total Payroll & Benefits	100,071	1,084,789	1,329,500	82%
Operating Expenses				
Special Projects	-	-	13,000	0%
Administrative Operating Expenses	7,263	853,303	908,475	94%
Collections Operating Expenses	7,372	117,539	252,550	47%
Treatment Operating Expenses	72,124	1,185,680	1,603,900	74%
Total Operating Expenses	86,759	2,156,522	2,777,925	78%
Total Expenses	186,830	3,241,311	4,107,425	79%
Net Income	195,893	630,208	533,625	

* Increase in rates and bond market.

Capital Improvement Projects Budget April 2024

AGENDA ITEM:

3.C.4

	Current Month	YTD Actual Rev/Exp	Approved* Budget 23/24	% of Budget
Collection Improvements				
Sewer Main Repairs*	0.00	16,273.41	39,629.41	41%
Chaney to Toro Main Replacement*	0.00	34,226.25	35,000.00	98%
Lift Stations				
Replacement Pump LS#1*	0.00	0.00	35,370.59	0%
Spare Pump LS#5	0.00	18,569.08	20,000.00	93%
Main Admin				
Computers/Server Upgrades	1,233.38	639.50	6,000.00	31%
Generator Installation	0.00	0.00	35,000.00	0%
RWQCB Recycled Water Program	0.00	2,937.50	20,000.00	15%
WRRF Improvements				
Outfall Inspection & Buoy Replacement	0.00	37,235.00	50,000.00	74%
UV Bulb Replacement	0.00	52,702.10	50,000.00	105%
Total Capital Improvements	\$1,233.38	\$162,582.84	\$291,000.00	56%

*Budget amended 9/21/2023 and 3/21/2024



CAYUCOS SANITARY DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: RICK KOON, DISTRICT MANAGER
DATE: MAY 8, 2024
SUBJECT: MONTHLY MANAGER'S REPORT: MARCH & APRIL 2024

ADMINISTRATIVE

- There are now 733 customers enrolled in Auto-Pay (ACH) and 348 customers enrolled in E-Billing.
- There has been no word from Cayucos-Morro Bay Cemetery District representatives.
- The County Board of Supervisors has given the go ahead to County Parks to acquire Lot 7N. SLO Land Conservancy is placing the money in escrow in order to close soon.
- Gilbert Annexations: Staff is still in negotiations with the County. In our last meeting, it was evident that the tax allocation model the County is using is based on figures relative to a lot outside of the District's boundary. Staff sent them the current allocations for two vacant lots in the District and within two blocks of the lot in question, for the County to see how the 1% property tax allocation is broken down. No word back from them to date.

CAPITAL PROJECTS

- Staff, with the help of a crane, inspected all the membrane units and cleaned any excess material from between the fibers. Then staff used the crane to pull the two 85 HP pumps (2,250lbs each) from Lift Station #5 and inspect and change the pumps' oil.
- Staff gathered estimates for next fiscal year's Capital Projects.

OPERATIONS & MAINTENANCE: MARCH & APRIL 2024

CIP:

- Purchased and received new Ridgid CCTV camera reel and monitor with batteries and charger; this will improve both the quality and the ease of recording CCTV footage in the field
- Received new Flygt pump for Lift Station 1

Daily Operations of Note:

- Pump down, scrape, and bleach wet wells; clean probes and test generators
- Conduct weekly alarm testing at all lift stations
- Jet 9,633 feet of main lines, including the downtown areas
- Participate in Vector Training Solutions for SDRMA
- Respond to 53 USAs
- Lube locks at all lift stations/equipment
- Clean gutter/roof of the shop
- F550 rear brakes redone
- Flush out and replenish eye wash stations
- Distribute diesel to lift station generators; order more to refill reserves at Lift Station 1
- Facilitated the servicing of our water back flow devices at lift stations and shops
- Began a more proactive approach to CCTV of our mains with the new camera
- Source coolant and distilled water for Lift Station 5 High Flow Pump; coolant changes next month
- Organization of the outdoor storage area for ease of access
- Check life of lift station batteries; topped off with water if needed
- Swap failed battery for dialer at Lift Station 2
- Make updates to Diamond Maps software to further the accuracy of our maps
- Exercise/test portable generator at Lift Station 4
- Pull large pumps at Lift Station 5 to drain their coolant and add new 70/30 mix of glycol/distilled water
- Landscaping at both Lift Station 2 and Lift Station 5; weed whacking and hedge trimming
- Hedge trimming shop planters

Call Outs:

- **3/3/24 JO/NL/TH:** Called out to WRRF to assist in clean up
- **3/12/24 JC:** Called out for spill investigation on 13th street; it was AT&T manhole
- **3/24/24 NL:** Lift Station 5 low/low alarm; large pump had run and sucked the well dry for unknown reason and shut off on its own
- **3/30/24 JO:** (SCADA) Received multiple low/low alarms from Lift Station 5 that turned out to be false because the wet well level was not low at the time of these alarms
- **4/27/24 JO:** Received call from customer claiming our easement near Lift Station 1 was backing up and causing his lateral to back up; came out and confirmed it was not our issue but his

WATER RESOURCE RECOVERY FACILITY: MARCH & APRIL 2024

Daily Operations of Note:

- Completed all quarterly, monthly, weekly, and daily maintenance tasks
- Exercised generator and fire pump
- Calibrated on-line meters
- Checked eyewash stations and fire extinguishers
- Completed all daily and weekly lab tests
- Completed all Monthly Reports
- March 3: Unauthorized Discharge; overnight power glitch caused membrane system to shut off and also caused SCADA to fail to send alarms; all gallonage recovered and re-processed; SCADA system has been changed to send multiple alarms to prevent this in the future
- March 7: Fixed Air Relief Valve on effluent line
- March 7: Received delivery of 250 gallons of diesel for emergency generator
- March 12: ACIP MOS 2
- March 14: Fixed air leaks on chemical dosing valves for MOS 2
- March 14: HCIP MOS 2
- March 15: Potable Water communications fixed between well and PLC
- March 21-22: All required annual calibrations completed
- March 26: PG&E fixed transformer at Ag. Well
- March 26: Repaired compressor drain valves #2 & 3
- March 27: Found MOS 3 influent valve actuator missing cap, replaced
- March 28: Replaced overload at Ag. Well, working now
- March 29: Rehung all MOS tank level sensors and calibrated
- April 3: Diverted influent flow to troubleshoot MOS gate #2, found stripped thrust nut
- April 4: DXP removed permeate Pump 2 for seal change (warranty work)
- April 16: DXP finished installing Permeate Pump #2 after seal change
- April 23: Pulled all membrane racks with crane for inspection; found in good condition
- April 25: SPICE Integration set up SCADA computer in MBR building
- April 30: Replaced thrust nut on MOS 2 influent gate; set gate stops for MOS 2 & 3

WRRF Influent

- Highest flow day March 30th: **644,653 gallons**
- Average influent for March: **312,249 gallons per day**
- Total influent for March: **9.68 million gallons**
- Highest flow day April 14: **620,178 gallons**
- Average influent for April: **295,598 gallons per day**
- Total influent for April: **8.87 million gallons**

WRRF Effluent

- Highest Flow day March 30th: **627,594 gallons**
- Average effluent for March: **320,669 gallons per day**
- Total effluent for March: **9.94 million gallons**
- Highest flow day April 14: **634,399 gallons**
- Average effluent for April: **306,105 gallons per day**
- Total effluent for April: **9.18 million gallons**



CAYUCOS SANITARY DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: RICK KOON, DISTRICT MANAGER

DATE: MAY 8, 2024

SUBJECT: DISCUSSION AND CONSIDERATION TO ADOPT CAYUCOS
SANITARY DISTRICT RESOLUTION 2024-01 REQUESTING
CONSOLIDATION OF ITS BIENNIAL ELECTION WITH THE
NOVEMBER 5, 2024 GENERAL ELECTION

DISCUSSION

Every even numbered year, two or three members of the District Board are up for reelection. This year three Board positions are up for reelection, with seats representing Districts 5, 3 & 2 (Directors Enns, Miller & Shopshear, respectively).

The benefit of consolidation allows the District to save on election ballot printing, notification mailings and vote tabulation costs. The District also requires the candidates to pay for their own printing and handling of their own statement of qualifications.

RECOMMENDATION

Staff recommends that the Board of Directors adopt Cayucos Sanitary District Resolution 2024-01 requesting consolidation of its biennial election with the November 5, 2024 General Election.

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAYUCOS SANITARY DISTRICT REQUESTING CONSOLIDATION OF ITS BIENNIAL ELECTION WITH THE NOVEMBER 5, 2024 CONSOLIDATED GENERAL ELECTION

WHEREAS, pursuant to Elections Code Section 10500 et seq., an election is to be conducted on November 5, 2024 to fill offices on the Cayucos Sanitary District (“CSD”) Board of Directors; and

WHEREAS, pursuant to Elections Code §10555, said election may be consolidated with any other election, pursuant to Elections Code Section 10400 et seq.; and

WHEREAS, the CSD Board of Directors has determined that, based on cost and other factors, it should request that the San Luis Obispo County Board of Supervisors consolidate the CSD’s General District Election with any other election that may be held on the same day.

NOW, THEREFORE, the Board of Directors of the District **DOES HEREBY RESOLVE, DETERMINE AND ORDER:**

Section 1. The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of the CSD to be held on November 5, 2024, with all other San Luis Obispo County elections held on the same date. This request is made pursuant to Sections 10555 and 10400, et seq. of the California Elections Code.

Section 2. The Board of Directors agrees to reimburse the County of San Luis Obispo in full for the services performed relating to this election upon presentation of a bill to the District.

Section 3. The offices to be voted on are three (3) full term positions on the Board of Directors.

On motion of _____, seconded by _____,

The foregoing Resolution is hereby ADOPTED, SIGNED AND APPROVED at a meeting of said Board held on this 16th day of May, 2024, by the following vote, to wit:

AYES:

NAYS:

ABSENT:

ABSTAINING:

Rick Koon, District Manager
Cayucos Sanitary District

Robert B. Enns, President
Cayucos Sanitary District



CAYUCOS SANITARY DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: RICK KOON, DISTRICT MANAGER

DATE: MAY 8, 2024

SUBJECT: DISCUSSION AND CONSIDERATION TO APPROVE THE FISCAL
YEAR 2024/25 CAYUCOS SANITARY DISTRICT BUDGET
A. OPERATING BUDGET
B. CIP BUDGET

DISCUSSION

On April 22nd the Budget Committee met to discuss the FY 24/25 budget (meeting minutes attached to this packet as agenda item 3.A.2).

Based upon projected revenues and anticipated expenditures, adequate resources are available for the continuing operations, proposed expenditures and loan obligations of the District. Inflationary effects and staffing needs have been carefully considered in order to carry out the District's budgetary goals and objectives.

Detailed reports for the Operating Budget, Capital Improvement Projects Budget and Cost of Living Adjustment (COLA) recommendations are attached for review.

RECOMMENDATION

Staff recommends that the Board of Directors approve both the Operations and Capital Improvement Projects Budgets for Fiscal Year 2024/2025.



Cayucos Sanitary District

AGENDA ITEM:

6.A

Proposed Budget Summary FY 24/25

Income:

Sewer Income	\$	3,187,400
Will Serve Income	\$	88,200
Rental Income	\$	52,200
Solid Waste Income	\$	141,500
SLOCO Tax Assessments	\$	1,257,000
Banking Interest Income	\$	9,900
Investment Interest Income	\$	90,000
Other Misc. Income	\$	4,600
Category Total	\$	4,830,800

Payroll:

Admin. Gross Wages	\$	444,400
Collections Gross Wages	\$	229,800
Treatment Gross Wages	\$	362,500
Director Payroll	\$	8,000
Vested Payroll Benefits	\$	4,000
Admin. Payroll Taxes/Benefits	\$	144,700
Collections Payroll Taxes/Benefits	\$	125,400
Treatment Payroll Taxes/Benefits	\$	159,200
Director Payroll Taxes	\$	600
Category Total	\$	1,478,600

Operating Expenses:

Special Projects	\$	13,000
Admin Operating Expenses	\$	261,900
Collections Operating Expenses	\$	265,950
Treatment Operating Expenses	\$	642,100
Debt Service - Interest	\$	585,000
Debt Service - Principal	\$	1,091,000
Category Total	\$	2,858,950

Total Income	\$	4,830,800
Less Total Expenses	\$	4,337,550
Net Income	\$	493,250

Less Capital Improvement Projects Budget	\$	260,000
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Final Net Income	\$	233,250
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Cayucos Sanitary District

Proposed Budget FY 24/25

AGENDA ITEM:

6.A

Expenses to Date April 15, 2024	FY 23/24 Budget	Target 80% of Budget	FY 24/25 Proposed
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Ordinary Income/Expense

INCOME

4000 · SEWER INCOME				
4010 · Sewer Use Fees	2,561,612	3,144,400	81.47%	3,155,000
4020 · Sewer Late Fees	11,411	13,500	84.52%	13,500
4030 · Sewer Bank Fees	150	500	30.0%	500
4050 · Lot Fees	13,049	17,000	76.76%	16,650
4060 · Lot Late Fees	66	150	43.95%	150
4090 · Interrupted Service Fees	1,012	600	168.67%	1,600
Total 4000 · SEWER INCOME	2,587,300	3,176,150	81.46%	3,187,400
4100 · WILL SERVE INCOME				
4110 · Will Serve Fee	6,225	6,000	103.75%	6,000
4120 · Connection Fee	48,680	80,500	60.47%	80,500
4130 · Inspection Fee	800	1,300	61.54%	1,300
4140 · Grant of License Fee	200	400	50.0%	400
Total 4100 · WILL SERVE INCOME	55,905	88,200	63.38%	88,200
4200 · RENTAL INCOME				
4210 · Morro Dunes Rent	14,078	30,000	46.93%	32,000
4220 · Hanson Rent	6,637	6,000	110.62%	13,400
4230 · CMB Corp. Yard Lease	3,036	3,000	101.19%	3,200
4260 · Duke Energy Solar Lease	0	3,600	0.0%	3,600
Total 4200 · RENTAL INCOME	23,751	42,600	55.75%	52,200
4300 · SOLID WASTE INCOME				
4310 · Solid Waste Franchise Fee	85,455	120,000	71.21%	129,000
4320 · AB939 Recycle Program Fee	9,080	7,600	119.47%	12,500
Total 4300 · SOLID WASTE INCOME	94,535	127,600	74.09%	141,500
4400 · SLOCO TAX ASSESSMENTS				
4410 · Current Year Secured/Unsecured	887,176	1,145,000	77.48%	1,217,000
4420 · Delinquent Sewer Prior Year	22,555	33,400	67.53%	40,000
Total 4400 · SLOCO TAX ASSESSMENTS	909,730	1,178,400	77.2%	1,257,000
4500 · SAVINGS INTEREST INCOME				
4510 · Checking Interest	8,407			9,600
4520 · Savings Interest	234	3,500	6.69%	300
Total 4500 · SAVINGS INTEREST INCOME	8,641	3,500	246.89%	9,900
4600 · INVESTMENT INTEREST				
4600 · INVESTMENT INTEREST - Other	74,440	20,000	372.2%	90,000
Total 4600 · INVESTMENT INTEREST	74,440	20,000	372.2%	90,000
4700 · OTHER INCOME				
4750 · COUNTY OF SLO ESMF / EDF funds	0	4,600	0.0%	4,600
Total 4700 · OTHER INCOME	0	4,600	0.0%	4,600
Total Income	3,754,303	4,641,050	80.89%	4,830,800

EXPENSE

5000 · PAYROLL EXPENSES				
5100 · ADMINISTRATIVE PAYROLL				
5110 · Admin. Gross Wages Regular	275,381	351,200	78.41%	377,000
5130 · Admin Gross Wages Vacation	28,358	23,900	118.65%	26,000
5150 · Admin Gross Wages Sick Payout	11,479	19,100	60.1%	21,000
5180 · Admin Personal Holiday	2,223	3,200	69.47%	3,400
5185 · Admin Holiday Pay	14,270	15,900	89.75%	17,000
Total 5100 · ADMINISTRATIVE PAYROLL	331,711	413,300	80.26%	444,400
5200 · COLLECTIONS PAYROLL				
5210 · Coll Gross Wages Regular	99,124	142,800	69.41%	179,100
5220 · Coll Gross Wages Overtime	1,013	1,000	101.35%	1,800
5230 · Coll Gross Wages Vacation	6,658	9,000	73.98%	11,000



Cayucos Sanitary District

Proposed Budget FY 24/25

	Expenses to Date April 15, 2024	FY 23/24 Budget	Target 80% of Budget	FY 24/25 Proposed
5250 · Coll Gross Wages Sick Payout	2,193	7,700	28.48%	9,700
5260 · Coll Gross Wages Standby Pay	14,250	17,750	80.28%	17,800
5265 · Coll Gross Wages Standby Holiday Pay	630	700	90.0%	700
5280 · Coll Personal Holiday	1,331	1,300	102.38%	1,600
5285 · Coll Holiday Pay	5,524	6,500	84.98%	8,100
Total 5200 · COLLECTIONS PAYROLL	130,723	186,750	70.0%	229,800
5300 · TREATMENT PAYROLL				
5310 · Treat Gross Wages Regular	207,026	240,600	86.05%	278,000
5320 · Treat Gross Wages Overtime	6,009	17,000	35.35%	19,500
5330 · Treat Gross Wages Vacation	15,553	14,300	108.76%	16,500
5350 · Treat Gross Wages Sick Payout	6,878	13,000	52.91%	15,000
5360 · Treat Gross Wages Standby Pay	14,250	17,750	80.28%	17,800
5365 · Treat Gross Wages Standby Holiday Pay	630	700	90.0%	700
5380 · Treat Personal Holiday	2,519	2,200	114.5%	2,500
5385 · Treat Holiday Pay	9,836	10,800	91.07%	12,500
Total 5300 · TREATMENT PAYROLL	262,700	316,350	83.04%	362,500
5400 · DIRECTOR PAYROLL				
5410 · Director Gross Wages	3,500	8,000	43.75%	8,000
Total 5400 · DIRECTOR PAYROLL	3,500	8,000	43.75%	8,000
5500 · VESTED PAYROLL BENEFITS				
5550 · Vested PERS Health	3,068	3,800	80.74%	4,000
Total 5500 · VESTED PAYROLL BENEFITS	3,068	3,800	80.74%	4,000
5600 · ADMIN PAYROLL TAXES & BENEFITS				
5610 · Admin FICA	15,540	20,200	76.93%	21,800
5620 · Admin Medicare	4,810	6,000	80.16%	6,500
5650 · Admin PERS Health	51,193	64,000	79.99%	67,200
5660 · Admin PERS Retirement	36,957	42,700	86.55%	44,500
5670 · Admin Dental	2,717	3,800	71.5%	3,800
5680 · Admin Vision	620	900	68.93%	900
Total 5600 · ADMIN PAYROLL TAXES & BENEFITS	111,837	137,600	81.28%	144,700
5700 · COLL PAYROLL TAXES & BENEFITS				
5710 · Coll FICA	8,416	11,600	72.55%	14,200
5720 · Coll Medicare	1,968	2,700	72.89%	3,300
5750 · Coll PERS Health	40,106	64,000	62.67%	67,200
5760 · Coll PERS Retirement	28,504	32,900	86.64%	36,000
5770 · Coll Dental	2,264	3,800	59.58%	3,800
5780 · Coll Vision	517	900	57.44%	900
Total 5700 · COLL PAYROLL TAXES & BENEFITS	81,774	115,900	70.56%	125,400
5800 · TREAT PAYROLL TAXES & BENEFITS				
5810 · Treat FICA	15,678	19,600	79.99%	22,500
5820 · Treat Medicare	3,667	4,600	79.71%	5,300
5850 · Treat PERS Health	42,661	64,000	66.66%	67,200
5860 · Treat PERS Retirement	46,783	54,300	86.16%	59,500
5870 · Treat Dental	2,717	3,800	71.5%	3,800
5880 · Treat Vision	620	900	68.93%	900
Total 5800 · TREAT PAYROLL TAXES & BENEFITS	112,127	147,200	76.17%	159,200
5900 · DIRECTOR PAYROLL TAXES & BENEFITS				
5910 · Directors FICA	217	500	43.4%	500
5920 · Directors Medicare	51	100	50.75%	100
Total 5900 · DIRECTOR PAYROLL TAXES & BENEFITS	268	600	44.63%	600
Total 5000 · PAYROLL EXPENSES	1,037,708	1,329,500	78.05%	1,478,600
6000 · OPERATING EXPENSES				
6050 · SPECIAL PROJECTS				
6051 · Manhole Reconditioning	0	12,500	0.0%	12,500



Cayucos Sanitary District

Proposed Budget FY 24/25

	Expenses to Date April 15, 2024	FY 23/24 Budget	Target 80% of Budget	FY 24/25 Proposed
6052 · Sewer Map Replacements	0	500	0.0%	500
Total 6050 · SPECIAL PROJECTS	0	13,000	0.0%	13,000
6100 · ADMIN OPERATING EXPENSES				
6120 · Copy & Dup	302	1,000	30.22%	600
6130 · Equipment Lease	1,819	2,700	67.39%	2,400
6150 · Equipment Repair/Maint	418	2,000	20.92%	1,000
6160 · Janitorial/Building Maint.	3,349	6,500	51.52%	6,500
6170 · Postage	7,709	10,000	77.09%	10,000
6180 · Printing/Advertising	662	1,500	44.11%	1,500
6190 · Office Supplies	1,437	5,000	28.73%	3,000
6200 · Bank Service Charges	0	500	0.0%	100
6201 · Administrative(Admin) Fees/Chgs	1,379	1,700	81.11%	1,900
6205 · Recycling Expenses	511	750	68.13%	750
6210 · Misc. Business Expense	254	1,000	25.37%	1,000
6211 · Grant of License Expenses	35	400	8.75%	400
6220 · Prof. Services -Accounting	2,200	7,500	29.33%	11,000
6225 · Prof. Services-Engineering	0	2,000	0.0%	10,000
6230 · Prof. Services-Legal	25,132	25,000	100.53%	25,000
6240 · Prof. Services- Tech Supp	11,298	19,000	59.47%	19,000
6255 · Prof. Services -Other	12,803	45,000	28.45%	20,000
6260 · Meeting Supplies	405	2,000	20.26%	1,200
6270 · Bus License & Permits	3,746	3,675	101.93%	4,200
6280 · Admin Dues & Sub.	8,667	9,500	91.23%	10,000
6290 · Taxes & Assessments	0	100	0.0%	100
6291 · LAFCO	11,542	11,800	97.81%	12,500
6292 · Election Fees	0	0	0.0%	6,500
6293 · Fire Tax	132	150	88.13%	150
6300 · Professional Development Admin	0	2,000	0.0%	2,000
6301 · Professional Development Board	0	1,500	0.0%	1,500
6310 · Rent - Venue	0	1,000	0.0%	1,000
6320 · Utilities - Electrical	2,172	2,500	86.89%	2,700
6340 · Utilities - Gas	321	500	64.12%	500
6360 · Utilities - Water	661	1,200	55.1%	1,200
6380 · Utilities - Internet	1,260	1,600	78.74%	1,600
6390 · Utilities - Telephone	2,226	2,400	92.73%	2,600
6410 · Loan Interest Paid	615,988	616,000	100.0%	585,000
6420 · Insurance-Worker's Comp	92,557	86,000	107.62%	60,000
6430 · Insurance-Commercial Policy	42,865	35,000	122.47%	40,000
Total 6100 · ADMIN OPERATING EXPENSES	851,849	908,475	93.77%	846,900
6500 · COLLECTIONS OPERATING EXPENSES				
6510 · Contract Labor	315	50,000	0.63%	50,000
6520 · Employee Training	185	1,500	12.33%	1,500
6521 · License Renewal	981	1,500	65.4%	1,500
6522 · Dues & Subscriptions	1,299	2,000	64.95%	1,400
6523 · Professional Development - Coll	0	1,000	0.0%	1,000
6530 · Equipment Rental	0	5,000	0.0%	5,000
6535 · Equipment (Critical Parts)	0	5,000	0.0%	5,000
6540 · Equipment Repair/Maint	3,430	8,500	40.35%	8,500
6560 · Pump Repair	11,104	25,000	44.42%	25,000
6570 · Generator Fuel	1,306	3,000	43.54%	2,000
6571 · Trucks Gas/Oil	6,144	9,500	64.67%	9,500
6572 · Trucks (Repairs)	3,291	10,000	32.91%	10,000
6573 · Mileage Reimbursement	122	500	24.42%	500
6580 · Hardware & Supplies	207	4,000	5.17%	4,000
6590 · Janitorial Supplies	319	1,000	31.9%	1,000



Cayucos Sanitary District

Proposed Budget FY 24/25

	Expenses to Date April 15, 2024	FY 23/24 Budget	Target 80% of Budget	FY 24/25 Proposed
6600 · Laundry/Boot Allowance	3,385	4,500	75.23%	4,700
6610 · Line Cleaning Water/Jetting	292	1,200	24.32%	1,000
6611 · Line Cleaning - Contracted	0	10,000	0.0%	10,000
6620 · Safety Supplies/Materials	519	2,000	25.94%	2,000
6630 · Chemicals		1,000	0.0%	1,000
6640 · Small Tools	671	2,000	33.54%	2,000
6650 · USA Alert	1,752	1,000	175.16%	2,000
6670 · Cell Phones	1,172	2,200	53.27%	2,500
6680 · Operating Contingency Reserve	0	10,000	0.0%	10,000
6700 · Utilities - Lift Station #1				
6710 · Electricity LS#1	6,782	6,300	107.65%	9,000
6720 · Telephone LS#1	491	650	75.52%	650
6730 · Water LS#1	560	800	70.04%	800
6745 · Repairs/Maint./Permits LS#1	1,859	5,000	37.17%	5,000
Total 6700 · Utilities - Lift Station #1	9,692	12,750	76.01%	15,450
6750 · Utilities - Lift Station #2				
6760 · Electricity LS#2	14,065	12,400	113.43%	18,000
6770 · Telephone LS#2	462	600	77.02%	600
6780 · Water LS#2	654	800	81.73%	800
6795 · Repairs/Maint./Permits LS#2	7,766	5,000	155.31%	5,000
Total 6750 · Utilities - Lift Station #2	22,947	18,800	122.06%	24,400
6800 · Utilities - Lift Station #3				
6810 · Electricity LS#3	2,528	1,800	140.45%	3,300
6820 · Telephone LS#3	491	650	75.51%	650
6830 · Water LS#3	854	1,200	71.18%	1,400
6845 · Repairs/Maint./Permits LS#3	1,819	5,000	36.39%	5,000
Total 6800 · Utilities - Lift Station #3	5,692	8,650	65.81%	10,350
6850 · Utilities - Lift Station #4				
6860 · Electricity LS#4	5,504	5,000	110.07%	7,200
6870 · Telephone LS#4	491	650	75.5%	650
6880 · Water LS#4	854	1,200	71.18%	1,200
6895 · Repairs/Maint./Permits LS#4	1,158	5,000	23.16%	5,000
Total 6850 · Utilities - Lift Station #4	8,006	11,850	67.56%	14,050
6900 · Utilities - Lift Station #5				
6910 · Electricity LS#5	28,829	33,500	86.06%	35,000
6920 · Telephone LS#5	462	600	76.96%	600
6945 · Repairs/Maint./Permits LS#5	3,913	5,000	78.25%	5,000
Total 6900 · Utilities - Lift Station #5	33,204	39,100	84.92%	40,600
Total 6500 · COLLECTIONS OPERATING EXPENSES	116,033	252,550	45.95%	265,950
7000 · TREATMENT OPERATING EXPENSES				
7105 · Bldg & Grounds Rep/Maint	4,685	5,500	85.18%	6,000
7110 · Cell Phones	1,708	2,300	74.27%	3,000
7120 · Chemicals	24,666	45,000	54.81%	45,000
7130 · Contract Labor	893	15,000	5.95%	15,000
7140 · Dues & Subscriptions	0	1,500	0.0%	1,000
7150 · Employee Training	0	1,500	0.0%	1,500
7170 · Equipment Lease	1,623	5,000	32.46%	2,500
7180 · Equipment Rental	0	5,000	0.0%	5,000
7190 · Equipment (Critical Parts)	17,516	15,000	116.77%	25,000
7200 · Equipment Repair/Maintenance	25,108	30,000	83.7%	40,000
7210 · Generator Fuel	1,064	3,500	30.39%	2,500
7220 · Operational Hardware & Supplies	6,345	8,000	79.31%	10,000
7230 · IT Support	17,043	25,000	68.17%	36,000
7240 · Insurance	73,696	80,000	92.12%	90,000



Cayucos Sanitary District

Proposed Budget FY 24/25

	Expenses to Date April 15, 2024	FY 23/24 Budget	Target 80% of Budget	FY 24/25 Proposed
7250 · Janitorial Supplies	379	1,500	25.25%	1,500
7260 · Laundry/Boot Allowance	3,992	3,600	110.88%	5,000
7270 · License Renewal	871	1,200	72.58%	1,200
7280 · Office Supplies	479	2,500	19.17%	2,000
7290 · Operating Contingency Reserve	0	10,000	0.0%	10,000
7300 · Sampling & Testing	51,141	70,000	73.06%	75,000
7310 · Lab Supplies	4,990	7,500	66.54%	7,500
7320 · Permits	13,252	20,000	66.26%	15,000
7340 · Professional Development - Tmt	1,348	5,000	26.96%	3,000
7345 · Prof. Services - Engineering	0	5,000	0.0%	5,000
7348 · Pump/Motor Repair	0	20,000	0.0%	20,000
7350 · Safety Supplies/Materials	408	4,000	10.2%	4,000
7360 · Small Tools	3,282	4,000	82.05%	5,000
7380 · Utilities - Electrical	97,179	115,000	84.5%	150,000
7385 · Utilities - Garbage Headworks	3,164	3,200	98.87%	4,000
7390 · Utilities - Internet	7,302	9,800	74.51%	9,800
7400 · Utilities - Sludge Removal	29,953	40,500	73.96%	40,000
7410 · Utilities - Telephone	1,218	1,300	93.68%	1,600
7997 · Debt Service Reserve	779,077	1,057,500	73.67%	1,091,000

Total 7000 · TREATMENT OPERATING EXPENSES
 Total 6000 · ADMIN/COLL OPERATING EXPENSES
 Total 5000 · PAYROLL EXPENSES
 Total 6000 · OPERATING EXPENSES
 Total 4000 · INCOME
 Net Ordinary Income

1,172,382	1,603,900	73.1%	1,733,100
967,882	1,174,025	82.44%	1,125,850
1,037,708	1,329,500	78.05%	1,478,600
3,177,972	4,107,425	77.37%	4,337,550
3,754,303	4,641,050	80.89%	4,830,800
576,331	533,625		493,250

**Less CIP Budget
Surplus**

256,000
277,625

260,000
233,250



Proposed Cost of Living Adjustment

FY 24/25

AGENDA ITEM:

6.A

	Admin	O&M	WRRF	ER Paid Taxes & PERS	Combined	Overall FY Increase
24/25 Salaries w/o COLA	\$ 421,383	\$ 217,922	\$ 326,747	\$ 145,753	\$ 1,111,805	
3% increase	\$ 434,025	\$ 224,460	\$ 336,549	\$ 149,222	\$ 1,144,256	\$ 32,450
4% increase	\$ 438,239	\$ 226,639	\$ 339,817	\$ 150,534	\$ 1,155,228	\$ 43,423
5% increase	\$ 442,453	\$ 228,818	\$ 343,084	\$ 151,991	\$ 1,166,346	\$ 54,541
6% increase	\$ 446,666	\$ 230,997	\$ 346,352	\$ 153,449	\$ 1,177,464	\$ 65,659

CSD COLA History

7/1/2016	3.00%
7/1/2018	2.80%
7/1/2021	3.00%
7/1/2022	6.00%
7/1/2023	5.00%

CPI - West Urban, not seasonally adjusted

2020 Average	1.75%
2021 Average	4.50%
2022 Average	8.00%
2023 Average	4.30%
2024 3 month Average	3.30%

2019-2024 Consumer Price Increase	21.70%
2019-2024 Social Security Admin COLA	20.70%
2019-2024 Cayucos Sanitary District	14.00%

SSA 2024 increase - 3.2%



CAYUCOS SANITARY DISTRICT

Proposed Salary Schedule for FY 24/25

AGENDA ITEM:

6.A

POSITION		MIN	STEP B	STEP C	STEP D	STEP E	MAX	LONGEVITY PAY		
		STEP A	5%	5%	5%	5%	STEP F	*10 YEARS	*15 YEARS	*20 YEARS
								2 1/2 %	2 1/2 %	2 1/2 %
DISTRICT MANAGER (Full-Time Exempt)	Bi-Wkly	N/A	N/A	N/A	N/A	N/A	\$ 10,000.05	N/A	N/A	N/A
	Annual						\$ 260,001.25			
ADMINISTRATIVE ACCOUNTING MANAGER	Hourly	\$ 36.09	\$ 37.89	\$ 39.78	\$ 41.77	\$ 43.86	\$ 46.05	\$ 47.20	\$ 48.38	\$ 49.59
	Bi-Wkly	\$ 2,887.20	\$ 3,031.20	\$ 3,182.40	\$ 3,341.60	\$ 3,508.80	\$ 3,684.00	\$ 3,776.00	\$ 3,870.40	\$ 3,967.16
	Annual	\$ 75,067.20	\$ 78,811.20	\$ 82,742.40	\$ 86,881.60	\$ 91,228.80	\$ 95,784.00	\$ 98,176.00	\$ 100,630.40	\$ 103,146.16
ADMINISTRATIVE SERVICES MANAGER	Hourly	\$ 36.09	\$ 37.89	\$ 39.78	\$ 41.77	\$ 43.86	\$ 46.05	\$ 47.20	\$ 48.38	\$ 49.59
	Bi-Wkly	\$ 2,887.20	\$ 3,031.20	\$ 3,182.40	\$ 3,341.60	\$ 3,508.80	\$ 3,684.00	\$ 3,776.00	\$ 3,870.40	\$ 3,967.16
	Annual	\$ 75,067.20	\$ 78,811.20	\$ 82,742.40	\$ 86,881.60	\$ 91,228.80	\$ 95,784.00	\$ 98,176.00	\$ 100,630.40	\$ 103,146.16
COLLECTION WORKER TRAINEE	Hourly	\$ 21.85	\$ 22.94	\$ 24.09	\$ 25.29	\$ 26.55	\$ 27.88	\$ 28.58	\$ 29.29	\$ 30.03
	Bi-Wkly	\$ 1,748.00	\$ 1,835.20	\$ 1,927.20	\$ 2,023.20	\$ 2,124.00	\$ 2,230.40	\$ 2,286.40	\$ 2,343.56	\$ 2,402.15
	Annual	\$ 45,448.00	\$ 47,715.20	\$ 50,107.20	\$ 52,603.20	\$ 55,224.00	\$ 57,990.40	\$ 59,446.40	\$ 60,932.56	\$ 62,455.87
COLLECTION WORKER I	Hourly	\$ 24.96	\$ 26.21	\$ 27.52	\$ 28.90	\$ 30.35	\$ 31.87	\$ 32.67	\$ 33.49	\$ 34.32
	Bi-Wkly	\$ 1,996.80	\$ 2,096.80	\$ 2,201.60	\$ 2,312.00	\$ 2,428.00	\$ 2,549.60	\$ 2,613.60	\$ 2,678.94	\$ 2,745.91
	Annual	\$ 51,916.80	\$ 54,516.80	\$ 57,241.60	\$ 60,112.00	\$ 63,128.00	\$ 66,289.60	\$ 67,953.60	\$ 69,652.44	\$ 71,393.75
COLLECTION WORKER II	Hourly	\$ 26.29	\$ 27.60	\$ 28.98	\$ 30.43	\$ 31.95	\$ 33.55	\$ 34.39	\$ 35.25	\$ 36.13
	Bi-Wkly	\$ 2,103.20	\$ 2,208.00	\$ 2,318.40	\$ 2,434.40	\$ 2,556.00	\$ 2,684.00	\$ 2,751.20	\$ 2,820.00	\$ 2,890.40
	Annual	\$ 54,683.20	\$ 57,408.00	\$ 60,278.40	\$ 63,294.40	\$ 66,456.00	\$ 69,784.00	\$ 71,531.20	\$ 73,320.00	\$ 75,150.40
COLLECTION WORKER III	Hourly	\$ 30.79	\$ 32.33	\$ 33.95	\$ 35.65	\$ 37.43	\$ 39.30	\$ 40.28	\$ 41.29	\$ 42.32
	Bi-Wkly	\$ 2,463.20	\$ 2,586.40	\$ 2,716.00	\$ 2,852.00	\$ 2,994.40	\$ 3,144.00	\$ 3,222.40	\$ 3,303.20	\$ 3,385.60
	Annual	\$ 64,043.20	\$ 67,246.40	\$ 70,616.00	\$ 74,152.00	\$ 77,854.40	\$ 81,744.00	\$ 83,782.40	\$ 85,883.20	\$ 88,025.60
LEAD COLLECTION WORKER	Hourly	\$ 35.29	\$ 37.05	\$ 38.90	\$ 40.85	\$ 42.89	\$ 45.03	\$ 46.16	\$ 47.31	\$ 48.50
	Bi-Wkly	\$ 2,823.20	\$ 2,964.00	\$ 3,112.00	\$ 3,268.00	\$ 3,431.20	\$ 3,602.40	\$ 3,692.80	\$ 3,785.12	\$ 3,879.75
	Annual	\$ 73,403.20	\$ 77,064.00	\$ 80,912.00	\$ 84,968.00	\$ 89,211.20	\$ 93,662.40	\$ 96,012.80	\$ 98,413.12	\$ 100,873.45
OPERATOR-IN-TRAINING	Hourly	\$ 26.29	\$ 27.60	\$ 28.98	\$ 30.43	\$ 31.95	\$ 33.55	\$ 34.39	\$ 35.25	\$ 36.13
	Bi-Wkly	\$ 2,103.20	\$ 2,208.00	\$ 2,318.40	\$ 2,434.40	\$ 2,556.00	\$ 2,684.00	\$ 2,751.20	\$ 2,820.00	\$ 2,890.40
	Annual	\$ 54,683.20	\$ 57,408.00	\$ 60,278.40	\$ 63,294.40	\$ 66,456.00	\$ 69,784.00	\$ 71,531.20	\$ 73,320.00	\$ 75,150.40
TREATMENT PLANT OPERATOR I	Hourly	\$ 33.24	\$ 34.90	\$ 36.65	\$ 38.48	\$ 40.40	\$ 42.42	\$ 43.48	\$ 44.57	\$ 45.68
	Bi-Wkly	\$ 2,659.20	\$ 2,792.00	\$ 2,932.00	\$ 3,078.40	\$ 3,232.00	\$ 3,393.60	\$ 3,478.40	\$ 3,565.60	\$ 3,654.40
	Annual	\$ 69,139.20	\$ 72,592.00	\$ 76,232.00	\$ 80,038.40	\$ 84,032.00	\$ 88,233.60	\$ 90,438.40	\$ 92,705.60	\$ 95,014.40
TREATMENT PLANT OPERATOR II	Hourly	\$35.87	\$37.66	\$39.54	\$41.52	\$43.60	\$45.78	\$46.92	\$48.09	\$49.30
	Bi-Wkly	\$2,869.60	\$3,012.80	\$3,163.20	\$3,321.60	\$3,488.00	\$3,662.40	\$3,753.60	\$3,847.44	\$3,943.63
	Annual	\$74,609.60	\$78,332.80	\$82,243.20	\$86,361.60	\$90,688.00	\$95,222.40	\$97,593.60	\$100,033.44	\$102,534.28
TREATMENT PLANT OPERATOR III	Hourly	\$41.01	\$43.06	\$45.21	\$47.47	\$49.84	\$52.33	\$53.64	\$54.98	\$56.36
	Bi-Wkly	\$3,280.80	\$3,444.80	\$3,616.80	\$3,797.60	\$3,987.20	\$4,186.40	\$4,291.20	\$4,398.48	\$4,508.44
	Annual	\$85,300.80	\$89,564.80	\$94,036.80	\$98,737.60	\$103,667.20	\$108,846.40	\$111,571.20	\$114,360.48	\$117,219.49
CHIEF PLANT OPERATOR	Hourly	\$52.32	\$54.94	\$57.69	\$60.57	\$63.60	\$66.78	\$68.45	\$70.16	\$71.92
	Bi-Wkly	\$4,185.60	\$4,395.20	\$4,615.20	\$4,845.60	\$5,088.00	\$5,342.40	\$5,476.00	\$5,612.90	\$5,753.22
	Annual	\$108,825.60	\$114,275.20	\$119,995.20	\$125,985.60	\$132,288.00	\$138,902.40	\$142,376.00	\$145,935.40	\$149,583.79



Cayucos Sanitary District

Proposed Capital Improvement Projects

FY 24/25

AGENDA ITEM:

6.B

Sewer Main Repairs	\$ 50,000.00
<p>These are sewer mains that our camera has identified as in need of repair. These projects consist of multiple point repairs, offsets or other anomalies and are targeted to take advantage of economy of savings. The budgeted amount is intended to allow for three or four replacements.</p>	
Design of the Chaney to Toro Main Line Replacement	\$ 35,000.00
<p>The project will replace the two 12" VCP lines between Chaney and Toro Creek Road with a single 36" PVC pipe. This phase will include the construction design, CalTrans permit submittal and preliminary cost estimates based upon the permit conditions of approval.</p>	
Backup Electrical System	\$ 35,000.00
<p>During times of electric instability, it is important for the main office to maintain connectivity. This project would allow for the installation of solar or backup batteries at the Ash Avenue location.</p>	
WRRF Projects	
Benthic Sediment and Community Testing of Outfall	\$ 60,000.00
<p>Our permit requires testing of the outfall's effect on the surrounding ocean soil and waters once in the lifetime of the permit (re-permitted every 5 years).</p>	
RWQCB/CCC Recycled Water Program	\$ 20,000.00
<p>As part of the District's NPDES Permit, we are required to develop and implement this program to address maximizing the use of recycled water.</p>	
Shipping Container for On-Site Storage	\$ 20,000.00
<p>This extra storage would enable protection for hoses, the portable generator and other items, avoiding weather-related deterioration and extending the life of equipment.</p>	
Automated Influent Valves	\$ 40,000.00
<p>In the event of a MOS shutdown, these emergency valves would switch influent to the EQ basin.</p>	
Total CIP Budget	\$ 260,000.00



CAYUCOS SANITARY DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: RICK KOON, DISTRICT MANAGER
DATE: MAY 8, 2024
SUBJECT: DISCUSSION AND CONSIDERATION TO PURSUE ACQUISITION OF GROUND WATER RIGHTS AND OTHER LAND USE OPPORTUNITIES AS PART OF THE RECYCLED WATER PROGRAM

DISCUSSION

One of the main objectives of the District's Recycled Water Program is to identify possible recycled water reuse options along with land use options in the Toro Creek area.

Staff has identified several interested stakeholders, with land use options ranging from agriculture, campground, cemetery, to desalination/energy, each using the District's recycled water. Each of these uses require a varying quality of recycled water. The acquisition of additional ground water would be used to "blend" with our recycled water to produce an even higher quality product at a lower cost than a multimillion-dollar reverse osmosis system.

In order to continue to pursue these and other uses, staff needs to engage in in-depth discussions and exchange more detailed, privileged information to better understand how the District can benefit from the varying possible uses of its recycled water. The exchange of information will be through some form of disclosure agreements which will be reviewed by District Legal Counsel. It is important to note that none of the informational exchanges will commit the District to any one specific recycled water use. All options will be reviewed by the Recycled Water Opportunities Committee prior to Board discussion.

RECOMMENDATION

Staff recommends that the Board of Directors allow staff to pursue acquisition of ground water rights and other land use opportunities as part of the Recycled Water Program.