



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, MAY 16, 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, Administrative Services Manager Amy Lessi, 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 March 21, 2024 Board of Directors Regular Meeting
2. Approval of minutes for the April 22, 2024 Budget Committee Meeting

B. Financial Reports: March 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

C. Financial Reports: April 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 Curti.

ROLLCALL VOTE: Shopshear-yes, Curti-yes, Miller-yes, Lyon-yes, Enns-yes

VOTE 5-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

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

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

Finalized 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

Manager Koon gave a summary of the previous month's activities.

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 ADOPT CAYUCOS SANITARY DISTRICT RESOLUTION 2024-01 REQUESTING CONSOLIDATION OF ITS BIENNIAL ELECTION WITH THE NOVEMBER 5, 2024 GENERAL ELECTION

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Curti, to adopt Cayucos Sanitary District Resolution 2024-01 requesting consolidation of its biennial election with the November 5, 2024 General Election. Motion was seconded by Lyon.

ROLLCALL VOTE: Curti-yes, Lyon-yes, Shopshear-yes, Miller-yes, Enns-yes

VOTE 5-0 Motion passed

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

Director Miller provided a summary of the April 22, 2024 Budget Committee Meeting, where each budget line item was reviewed and discussed. She added that the Committee also discussed long-term budget planning and how it should consider rate structures and future employee costs. The Board asked for clarification on several line items, and with regard to the proposed COLA, expressed their desire to uphold their fiduciary duty by finding a balance between being responsible with ratepayers' dollars while remaining a competitive employer that encourages the retention of long-term employees.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Shopshear, to approve the Fiscal Year 2024/25 Cayucos Sanitary District Operating Budget as prepared, with a 6% COLA. Motion was seconded by Curti.

ROLLCALL VOTE: Shopshear-yes, Curti-yes, Miller-yes, Lyon-yes, Enns-yes

VOTE 5-0 Motion passed

The Board reviewed the proposed CIP Budget line items. Regarding the need for additional storage at the treatment plant, the Board weighed the pros and cons of purchasing two shipping containers vs. constructing a new building.

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

MOTION: 1st by Miller, to approve the Fiscal Year 2024/25 Cayucos Sanitary District CIP Budget, with an additional \$25,000 allocated to the On-Site Storage line item for the construction of a new storage building. Motion was seconded by Curti.

ROLLCALL VOTE: Miller-yes, Curti-yes, Shopshear-yes, Lyon-yes, Enns-yes
VOTE 5-0 Motion passed

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

Manager Koon elaborated on his Staff Report and discussed how the campground proposed to be developed on a parcel neighboring the treatment plant could become an integral component of the Recycled Water Program. Director Curti was hopeful that any potential revenue gained through the Recycled Water Program will delay the necessity for future rate increases for the District's customers.

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

MOTION: 1st by Miller, to authorize the District Manager to pursue acquisition of ground water rights and other land use opportunities as part of the Recycled Water Program. Motion was seconded by Lyon.

ROLLCALL VOTE: Miller-yes, Lyon-yes, Shopshear-yes, Curti-yes, Enns-yes
VOTE 5-0 Motion passed

8. BOARD MEMBER COMMENTS

Manager Koon informed the Board that the draft Appraisal Report for the Cayucos-Morro Bay District Wastewater Treatment Plant is complete and ready for review.

9. FUTURE SCHEDULED MEETINGS

- June 20, 2023 – Regular Board Meeting
- July 18, 2023 – Regular Board Meeting
- August 15, 2023 – Regular Board Meeting

10. ADJOURNMENT

The meeting adjourned at 6:09 p.m.

Minutes Respectfully Submitted By:

X Amy Lessi

Amy Lessi
Administrative Services Manager