



CAYUCOS SANITARY DISTRICT

200 Ash Avenue / PO Box 333
Cayucos, CA 93430
(805) 995-3290
www.cayucossd.org

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, SEPTEMBER 19, 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, 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 August 15, 2024 Board of Directors Regular Meeting

B. Financial Reports: August 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 Miller, 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: August 2024

B. New Will-Serves: August 2024

- 125 S Ocean Ave. / Cayucos, Inc. / 064-125-030 / CMMCL Remodel

Extended Will-Serves:

- 78 Saint Mary Ave. / Lindahl / 064-125-038 / SFR Addition
- 183 H St. / Webb / 064-126-016 / SFR New

Finalized Will-Serves:

- 425 Pacific Ave. / Hemmer / 064-143-017 / SFR Remodel
- 573 Pacific Ave. / Cameron / 064-144-009 / SFR Demo/Rebuild

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 OF THE DISTRICT-OFFERED HMO HEALTH PLAN COST AND REVIEW OF THE PLAN CHANGES FOR 2025

Directors Shopshear and Miller requested clarification on how the current plan's premium increase would not necessitate an adjustment to the budgeted amount for this line item, and Administrative Accounting Manager Gayle Good responded that the Budget Committee took potential increases into consideration which included a contingency for potential increases.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Shopshear, to approve the cost of the Blue Sheild Access+ HMO plan for 2025 for the employee and one dependent as the maximum amount paid. Motion was seconded by Miller.

VOTE: 5-0 Motion passed

6. DISCUSSION AND CONSIDERATION TO APPROVE A CONTRACTOR SERVICES AGREEMENT WITH N. BRENT KNOWLES CONSTRUCTION IN THE AMOUNT OF \$40,000.00 FOR REPAIR, PAVING AND SLURRY SERVICES ASSOCIATED WITH DISTRICT EMERGENCIES FOR FY 2024/25

Director Curti requested confirmation that this contract is the same as the one that was approved last year, and Administrative Accounting Manager Gayle Good confirmed it is.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Curti, to approve a Contractor Services Agreement with N. Brent Knowles Construction in the amount of \$40,000.00 for repair, paving and slurry services associated with district emergencies for FY 2024/25. Motion was seconded by Lyon.

VOTE: 5-0 Motion passed

7. DISCUSSION AND CONSIDERATION TO AMEND THE FISCAL YEAR 24/25 CIP BUDGET TO REPLACE "STEEL BUILDING FOR ON-SITE STORAGE" WITH "SCADA AND NETWORK UPGRADE PROJECT" AND TO INCREASE THE FINAL DESIGN COST FOR THE CHANEY TO TORO PIPELINE REPLACEMENT PROJECT FROM \$35,000 to \$75,000

With regard to the SCADA and Network Upgrade Project, the Board weighed the pros and cons of contracting with small, locally-owned businesses, ultimately deciding that the benefits of working with a smaller, nearby and easy to reach team were preferable. For the Chaney to Toro Pipeline Replacement Project, Director Curti wondered how staff would accommodate the temporary absence of one 12" main line. Manager Koon responded that this aspect of the project is still being evaluated. President Enns wondered if it might be simpler or more efficient to utilize the ocean side of the highway for the future main lines, to avoid CalTrans' operations, and Manager Koon stated that moving to the ocean side will be evaluated.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to amend the Fiscal Year 24/25 CIP Budget to replace "Steel Building for On-Site Storage" with "SCADA and Network Upgrade Project" and to increase The Final Design Cost for the Chaney to Toro Pipeline Replacement Project from \$35,000 to \$75,000. Motion was seconded by Curti.

VOTE: 5-0 Motion passed

8. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957(b) Title: District Manager

President Enns announced that the Board would transition to Closed Session at 6:00 p.m.

Board members present during Closed Session: President Enns, Vice-President Lyon, Director Miller, Director Curti and Director Shopshear

Board members absent during Closed Session: None

Staff members present during Closed Session: District Manager Rick Koon

Open Session reconvened at 6:34 p.m.

Items to report from Closed Session: None

9. BOARD MEMBER COMMENTS

Director Shopshear shared that he has made some progress as an Ad Hoc Committee of one to address the issue of insufficient garbage receptacles in downtown Cayucos, and requested that there be an item on the next agenda to facilitate further progress.

10. FUTURE SCHEDULED MEETINGS

- October 17, 2024 – Regular Board Meeting
- November 21, 2024 – Regular Board Meeting
- December 19, 2024 – Regular Board Meeting

11. ADJOURNMENT

The meeting adjourned at 6:40 p.m.

Minutes Respectfully Submitted By:

X Amy Lessi

Amy Lessi
Administrative Services Manager