



CAYUCOS SANITARY DISTRICT

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

4.A.1

GOVERNING BOARD
R. Enns, President
S. Lyon, Vice-President
J. Curti, Director
J. Smith, Director
J. Clark, Director

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
THURSDAY, JUNE 19, 2025 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, Director John Curti, Director Justin Smith, and Director Joe Clark

Directors Absent: Vice-President Shirley Lyon

Staff Present: Acting District Manager Gayle Good and Chief Plant Operator Sarah Hooper

2. PUBLIC COMMENT

None

3. CLOSED SESSION

Public Employment Pursuant to Government Code Section 54957(b)
Position: Interim District Manager/District Manager

Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Robert Enns and John Curti
Unrepresented Employee: Interim District Manager/District Manager

Public Comment: Chief Plant Operator Sarah Hooper stated that she supports the current Acting District Manager.

At 5:20 p.m., President Enns announced that the Board would transition to closed session.

Directors Present During Closed Session: President Enns, Director Curti, Director Smith, Director Clark

Staff Present During Closed Session: None

Open Session reconvened at 6:06 p.m.

Items to report from Closed Session: None

4. CONSENT CALENDAR: Recommended to Approve

A. Meeting Minutes

1. Approval of minutes for the May 8, 2025 Board of Directors Special Meeting
2. Approval of minutes for the May 15, 2025 Board of Directors Regular Meeting

B. Financial Reports: May 2025

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

Public Comment: None

No action was taken on this item.

5. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager’s Report: May 2025

B. Will-Serve Activity: May 2025

1. New Will-Serves

- 2788 Richard Ave. / Day / 064-204-032 / SFR New
- 1685 Cass Ave. / Hall / 064-172-016 / SFR New
- 37 17th St. / Jones / 064-226-028 / SFR Remodel

2. Extended Will-Serves: None

3. Finaled Will-Serves:

- 51 Pacific Ave. / Danneberg / 064-122-019 / SFR Remodel
- 159 H St. / Khankhanian / 064-126-007 / SFR Remodel
- 183 H St. / Webb / 064-126-016 / SFR New

Chief Plant Operator Sarah Hooper provided a summary of the WRRF’s previous month’s activities. Acting District Manager Good reviewed the previous month’s activities.

Public Comment: None

Items 5.A – B were received and accepted.

6. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2025-02 ESTABLISHING CAYUCOS SANITARY DISTRICT’S FISCAL YEAR 2025/2026 APPROPRIATIONS LIMIT

Public Comment: None

Motion: By Director Smith to adopt Resolution 2025-02 establishing Cayucos Sanitary District’s Fiscal Year 2025/2026 Appropriations Limit

second: By Director Clark

Vote: 4-0 Motion passed

7. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2025-03 CONFIRMING THE ITEMIZED REPORT TO COLLECT DELINQUENT SEWER SERVICE CHARGES ON THE FISCAL YEAR 2025/2026 COUNTY TAX ROLL

Acting District Manager Good explained the tax lien process.

Public Comment: None

Motion: By Director Curti to adopt Resolution 2025-03 confirming the itemized report to collect delinquent sewer service charges on the Fiscal Year 2025/2026 County Tax Roll

Second: By Director Smith

Vote: 4-0 Motion passed

8. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2025-04 CONFIRMING THE ITEMIZED REPORT TO COLLECT DELINQUENT SOLID WASTE COLLECTION AND DISPOSAL CHARGES ON THE FISCAL YEAR 2025/2026 COUNTY TAX ROLL

Public Comment: None

Motion: By Director Clark to adopt Resolution 2025-04 confirming the itemized report to collect delinquent solid waste collection and disposal charges on the Fiscal Year 2025/2026 County Tax Roll

Second: By Director Curti
Vote: 4-0 Motion passed

9. DISCUSSION AND CONSIDERATION TO COMPENSATE THE ADMINISTRATIVE ACCOUNTING MANAGER FOR INCREASED DUTIES AND RESPONSIBILITIES WHILE SERVING AS ACTING DISTRICT MANAGER

Since the previously authorized stipend was of limited duration, it was recommended that the \$1,000 per week stipend be continued from the May 15, 2025 meeting until Acting District Manager Gayle Good is no longer Acting District Manager.

Public Comment: None

Motion: By Director Smith to compensate the Administrative Accounting Manager \$1,000 per week for increased duties and responsibilities while serving as Acting District Manager, until she is no longer Acting District Manager

Second: By Director Clark
Vote: 4-0 Motion passed

10. DISCUSSION AND CONSIDERATION OF DISTRICT MANAGER RECRUITMENT

The Board and Acting District Manager Good discussed possible advertising venues for placing of the ad for recruitment. The Board determined that the ad should be placed in GovernmentJobs.com, CSDA, Cal Poly Handshake, Cuesta College Jobspeaker, CWEA, and posted onto the CSD website. The final day to accept applications should be August 29th, 2025. Staff requested additional guidance as to what the job posting should entail. The Board assigned the District Manager Recruitment Ad Hoc Committee to review the listing and authorized staff to post the final version to the sites discussed.

Public Comment: None

Motion: By Director Smith to assign the review of the District Manager job listing to the District Manager Recruitment Ad Hoc Committee, and to authorize staff to post the listing once complete

Second: By Director Clark
Vote: 4-0 Motion passed

11. DISCUSSION AND CONSIDERATION OF ADOPTION OF DISTRICT TUITION REIMBURSEMENT PROGRAM

Public Comment: None

Motion: By Director Smith to adopt the Tuition Reimbursement Program

Second: By Director Clark
Vote: 4-0 Motion passed

12. BOARD MEMBER COMMENTS

None

13. FUTURE SCHEDULED MEETINGS

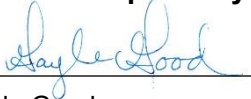
- July 17, 2025 – Regular Board Meeting
- August 21, 2025 – Regular Board Meeting
- September 18, 2025 – Regular Board Meeting

14. ADJOURNMENT

The meeting adjourned at 7:31 p.m.

Minutes Respectfully Submitted By:

X

A handwritten signature in blue ink that reads "Gayle Good". The signature is written in a cursive style and is positioned above a horizontal line.

Gayle Good
Acting District Manager