

CAYUCOS SANITARY DISTRICT

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

GOVERNING BOARD

R. B. Enns, President
D. Chivens, Vice-President
S. Lyon, Director
M. Foster, Director
D. Lloyd, Director

BOARD OF DIRECTORS REGULAR MEETING AGENDA

THURSDAY FEBRUARY 20, 2014 AT 6:00PM
200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER
2. PUBLIC COMMENTS:
This is the time the public may address the Board on items other than those scheduled on the agenda. By conditions of the Brown Act the Board may not discuss issues not posted on the agenda, but may set items for future agendas. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that agenda item is being considered. When recognized by the Board President, please stand up and state your name and address 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.
3. UPDATE FROM THE AD-HOC COMMITTEE ON CONCEPTUAL ALTERNATIVES ANALYSIS FOR WASTEWATER TREATMENT PLANT PROJECT
4. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):
 - A. District Manager's Report –January 2014
 - B. Financial Reports: January 2014
 1. Check Register
 2. Cash, Savings, and Investment Report
 3. Budget vs. Actual Status Report FY 2013-2014
 4. Capital Improvement Projects Report
 - C. Monthly Customer Satisfaction Survey Submissions
 - D. Will Serves - New
 - Payton, APN 064-117-025, 151 F St., New SFR
 - Smiley, APN 064-118-015, 196 F St., SFR Demo/Rebuild
 - Becker, APN 064-427-001, 201 Adoree Ave., SFR Remodel/Deck Addition
 - Kuziara, APN 064-435-006&007, 310/320 Chaney Ave., SFR Demo/SFR Remodel
 - Will Serves – Finaled
 - Bernal, APN 04-427-001, 58 Bonita Ave., SFR Demo/Rebuild
5. CONSENT CALENDAR - Recommend 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. Approval of Minutes for the January 16, 2014 Board of Directors Meeting

6. BOARD MEMBER COMMENTS (This item is the opportunity for Board Members to make brief announcements and/or briefly report on their own activities related to District business.)
7. SCHEDULED MEETINGS
 - A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: TBD
Hosted By: TBD, Location: TBD, Time: 6:00 pm.
8. SCHEDULE AGENDA ITEMS FOR THE MARCH 20, 2014 BOARD MEETING
9. ADJOURNMENT

NOTICE OF POSTING:

DATE:

TIME:

PLACE: 200 Ash Ave., Cayucos, CA

BY: _____
Anita Rebich, Clerk to the Board

This agenda was prepared and posted pursuant to Government Code Section 54954.2. The agenda can be accessed and downloaded from the District's website at www.cayucosd.org/

All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the District's office and are available for public inspection and 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

Agenda Item No. 4.A
2.20.2014

TO: Board of Directors
FROM: Rick Koon
District Manager
SUBJECT: Monthly Managers Report: January 2014
DATE: February 11, 2014

JPA Related Activities:

- RWQCB, SLO Co, MB/CSD staff met on February 7th to discuss the next steps in getting MB/Cayucos wastewater to the CMC. MB/CSD staff has another meeting scheduled for February 14th.

Committee Meetings:

- None

Administrative:

- Conducted regular Admin and Operations staff meetings.
- Reviewed conditional will-serves, extensions and inspected will-serve conditions.
- We have now 52 customers signed up for ACH debits since we began offering the service in October.

Capital Projects:

- Alpha Electric has finished with the replacement of the power service pedestal and distribution box at Lift Station #3. The LED light pole is installed and can be turned on for use during night work.
- Staff is reviewing a proposal from WSC on a Hydraulic analysis for the Main Street sewer. The cost estimate is not to exceed \$9,210.00
- Staff is working with Carmel on the Construction notifications to the Lot owners using the Bakersfield/Fresno Easement.

Operations & Maintenance

CIP:

- Collate a list of near term point repair projects, including as-builts, description, and CCTV images

Daily operations of note:

- Jetted 5,807 ft
- CCTV 2,395 ft
- Marked 12 Underground Service Alerts
- Performed Scheduled maintenance at all lift stations; scraping, bleaching, testing generators and emergency dialer operation
- Cut back bushes along south ocean easement line
- Purchased pipe rack and place @ LS# 5
- JC and MM attended at confined space refresher course necessary for relicensing
- Staff found the high water float on LS#4 was set too high in the past. We fabricated a new hanging system for it and set it at the proper height
- Trouble shoot ongoing irrigation problems @ shop/office
- Received back tractor camera from warranty repairs at RST
- Changed oil and filter on ranger
- Fixed leaking flush valve @ LS# 5
- Cleaned all stations check valves
- Treated and painted valving @ LS # 3

Call outs:

- 1/1/14 - NL to all stations for monthly hours and flow number records

**CAYUCOS SANITARY DISTRICT/MORRO BAY
MONTHLY FLOW REPORT WITH CSD MONTHLY RAINFALL TOTALS**

	CAYUCOS			WWTP		CAYUCOS PERCENT	MORRO BAY PERCENT
	MONTHLY RAINFALL RAIN (IN)	MONTHLY FLOW(MG)	DAILY FLOW(MGD)	MONTHLY FLOW(MG)	DAILY FLOW(MGD)		
2013							
JAN	2.50	8.141	0.263	31.654	1.021	25.72%	74.28%
FEB	0.50	6.431	0.230	27.890	0.962	23.06%	76.94%
MAR	0.65	7.342	0.237	30.827	1.027	23.82%	76.18%
APR	0.20	7.122	0.237	28.201	0.940	25.25%	74.75%
MAY	-	6.311	0.204	28.627	0.923	22.04%	77.96%
JUN	-	6.493	0.216	29.489	0.983	22.02%	77.98%
JUL	-	10.290	0.332	34.606	1.116	29.73%	70.27%
AUG	-	8.119	0.262	30.808	0.994	26.35%	73.65%
SEP	-	6.770	0.226	27.756	0.925	24.39%	75.61%
OCT	-	6.529	0.211	27.480	0.886	23.76%	76.24%
NOV	-	6.663	0.221	27.351	0.912	24.36%	75.64%
DEC	-	6.340	0.205	27.685	0.893	22.90%	77.10%
ANNUAL	3.85						
AVERAGES TOTAL		7.212	0.237	29.365	0.965	24.45%	75.55%

2014							
JAN	-	6.380	0.206			#DIV/0!	#DIV/0!
FEB	-					#DIV/0!	#DIV/0!
MAR	-					#DIV/0!	#DIV/0!
APR	-					#DIV/0!	#DIV/0!
MAY	-					#DIV/0!	#DIV/0!
JUN	-					#DIV/0!	#DIV/0!
JUL	-					#DIV/0!	#DIV/0!
AUG	-					#DIV/0!	#DIV/0!
SEP	-					#DIV/0!	#DIV/0!
OCT	-					#DIV/0!	#DIV/0!
NOV	-					#DIV/0!	#DIV/0!
DEC	-					#DIV/0!	#DIV/0!
ANNUAL	-						

CAYUCOS SANITARY DISTRICT

Check Register

For the Period of Jan 1, 2014 to Jan 31, 2014

Agenda Item No. 4.B.1

2.20.2014

Check #	Date	Payee	Cash Account	Amount
16533	1/2/14	POSTMASTER	10200	567.34
16534	1/3/14	DANIEL P. CHIVENS	10200	182.70
16535	1/3/14	ROBERT B. ENNS	10200	182.70
16536	1/3/14	MICHAEL R. FOSTER	10200	91.35
16537	1/3/14	DANIEL R. LLOYD	10200	91.35
16538	1/3/14	SHIRLEY LYON	10200	182.70
16539	1/3/14	ADVANTAGE ANSWERING PLUS INC	10200	69.95
16540	1/3/14	CHARTER COMMUNICATIONS	10200	64.95
16541	1/3/14	CAYUCOS GAS & MINI MART	10200	351.31
16542	1/3/14	CHARTER COMMUNICATIONS	10200	30.75
16543	1/3/14	BUSINESS CARD	10200	445.25
16544	1/3/14	EXECUTIVE JANITORIAL, INC.	10200	161.00
16545	1/3/14	FIA CARD SERVICES	10200	34.49
16546	1/3/14	THE GAS COMPANY	10200	23.62
16547	1/3/14	COLONIAL LIFE	10200	107.36
16548	1/3/14	HEALTHSMART BENEFIT SOLUTIONS	10200	158.17
16549	1/3/14	FERGUSON ENT. INC	10200	566.46
16550	1/3/14	CONTINENTAL UTILITY SOLUTIONS INC.	10200	1,075.00
16551	1/3/14	TekTegrity	10200	329.00
16552	1/3/14	STAPLES CONTRACT & COMM'L	10200	103.14
16553	1/10/14	PERSHING, LLC	10200	1,307.32
16554	1/10/14	AT&T	10200	525.70
16555	1/10/14	AMERIPRIDE UNIFORM SERVICES	10200	232.48
16556	1/10/14	MORRO ROCK MUTUAL WATER CO	10200	62.34
16557	1/10/14	PASO ROBLES BEACH WATER ASSOC	10200	69.40
16558	1/10/14	PG&E	10200	2,089.38
16559	1/10/14	MINER'S ACE HARDWARE	10200	154.89
16560	1/10/14	PROJECT SERVICES INC.	10200	6,120.00
16561	1/10/14	AFLAC	10200	33.42
16562	1/10/14	SIMPLOT GROWER SOLUTIONS	10200	5,809.86
16563	1/17/14	CAYUCOS SANITARY DISTRICT	10200	156.00
16564	1/17/14	AT&T MOBILITY	10200	110.13
16565	1/17/14	CRYSTAL SPRINGS WATER	10200	41.92
16566	1/17/14	XEROX CORPORATION	10200	291.83
16567	1/17/14	CARMEL & NACCASHA LLP	10200	2,950.50
16568	1/17/14	CORELOGIC INC	10200	2.50
16569	1/17/14	ALLIED ADMIN FOR DELTA DENTAL	10200	424.47
16570	1/17/14	ALPHA FIRE & SECURITY ALARM CORP	10200	105.00
16571	1/17/14	SAN LUIS PAPER CO.	10200	176.99
16572	1/17/14	MYTANA MANUFACTURING CO, INC	10200	362.55
16573	1/17/14	STAPLES CONTRACT & COMM'L	10200	212.84
16574	1/17/14	CITY OF MORRO BAY	10200	106,592.09
16575	1/23/14	STRASBAUGH	10200	200.00
16576	1/31/14	TekTegrity	10200	329.00
16577	1/31/14	CALIF WATER ENVIRONMENT ASSOC	10200	444.00
16578	1/31/14	BUSINESS CARD	10200	134.39
16579	1/31/14	FIA CARD SERVICES	10200	25.00
16580	1/31/14	UNITED RENTALS NORTHAMERICA INC	10200	276.40
16581	1/31/14	PERSHING LLC	10200	75,000.00
DD#10314-1	1/3/14	JONATHAN W. COLLINS	10200	1,564.81
DD#10314-2	1/3/14	DANIELLE C. CRAWFORD	10200	1,302.82
DD#10314-3	1/3/14	NICK E. LAKEY	10200	1,203.96
DD#10314-4	1/3/14	NANCY J. MARTIN	10200	297.77
DD#10314-5	1/3/14	MIKE J. MERRILL	10200	1,303.99
DD#10314-6	1/3/14	ANITA L. REBICH	10200	787.76
DD#10314-7	1/3/14	ROBERT S. TENNENT	10200	1,424.82
DD#11714-1	1/17/14	JONATHAN W. COLLINS	10200	1,587.26
DD#11714-2	1/17/14	DANIELLE C. CRAWFORD	10200	1,302.82

CAYUCOS SANITARY DISTRICT

Check Register

For the Period of Jan 1, 2014 to Jan 31, 2014

Check #	Date	Payee	Cash Account	Amount
DD#11714-3	1/17/14	NICK E. LAKEY	10200	1,393.96
DD#11714-4	1/17/14	NANCY J. MARTIN	10200	297.77
DD#11714-5	1/17/14	MIKE J. MERRILL	10200	1,129.61
DD#11714-6	1/17/14	ANITA L. REBICH	10200	787.76
DD#11714-7	1/17/14	ROBERT S. TENNENT	10200	1,424.82
DD#13114-1	1/31/14	JONATHAN W. COLLINS	10200	1,369.45
DD#13114-2	1/31/14	DANIELLE C. CRAWFORD	10200	1,171.89
DD#13114-3	1/31/14	NICK E. LAKEY	10200	1,293.91
DD#13114-4	1/31/14	MIKE J. MERRILL	10200	1,352.02
DD#13114-5	1/31/14	ANITA L. REBICH	10200	702.29
DD#13114-6	1/31/14	ROBERT S. TENNENT	10200	1,346.26
EPYMT 10003E	1/3/14	CalPERS	10200	3,452.62
EPYMT DEFCC	1/17/14	PERS	10200	909.00
EPYMT DEFCC	1/3/14	PERS	10200	909.00
EPYMT DEFCC	1/31/14	PERS	10200	909.00
EPYMT EDD P	1/17/14	EMPLOYMENT DEVELOPMENT DEPT	10200	363.11
EPYMT EDD P	1/3/14	EMPLOYMENT DEVELOPMENT DEPT	10200	372.83
EPYMT EDD P	1/31/14	EMPLOYMENT DEVELOPMENT DEPT	10200	322.07
EPYMT FED PI	1/17/14	RABOBANK	10200	2,666.60
EPYMT FED PI	1/3/14	RABOBANK	10200	2,769.19
EPYMT FED PI	1/31/14	RABOBANK	10200	2,450.22
EPYMT PERS I	1/17/14	PERS	10200	2,170.82
EPYMT PERS I	1/3/14	PERS	10200	2,170.82
EPYMT PERS I	1/31/14	PERS	10200	2,170.82
Total				253,740.84

**CAYUCOS SANITARY DISTRICT
SUMMARY OF CASH, SAVINGS & INVESTMENTS
JANUARY 31, 2014**

Agenda Item No. 4.B.2
2.20.2014

	BEG. BALANCE INVESTMENTS 1/1/2014	INCOME	DEPOSITS	(WITHDRAWLS)	UNREALIZED CHANGE	END BALANCE INVESTMENTS 1/31/2014
RESERVE FUND	\$ 5,956,079	\$ 1,224	-	-	\$ 10,827	\$ 5,968,129
CAPITAL FUND	\$ 53,795	-	1,307	-		55,102
CD INVESTMENTS	998,310	442	-	(5,744)		993,008
LAIF	7,810	5	-	-		7,815
TOTAL INVESTMENTS	7,015,994	1,671	1,307	(5,744)	10,827	7,024,055
RABOBANK CHECKING/CAF	306,193	6	185,523	(167,775)		323,946
RABOBANK - MCD Security Deposit	25,000	1		(1)		25,000
TOTAL CASH & INVESTMENTS	\$ 7,347,187	\$ 1,678	\$ 186,830	\$ (173,520)	\$ 10,827	\$ 7,373,001

	BALANCE 6/30/2013	QTR 1	QTR 2	QTR 3	QTR 4	TOTAL YTD
INVESTMENTS BEGINNING BALANCE	6,619,785					6,619,785
INCOME		6,970	17,132	1,671		25,772
DEPOSITS		130,306	501,766	1,307		633,380
WITHDRAWALS		-	(251,115)	(5,744)		(256,859)
UNREALIZED GAIN/LOSS		994	(9,844)	10,827		1,977
INVESTMENTS TOTALS	6,619,785	138,271	257,938	8,061	-	7,024,055

**CAYUCOS SANITARY DISTRICT
SUMMARY OF CASH, SAVINGS & INVESTMENTS
JANUARY 2014**

		INCOME											
	BEGINNING ACCT VALUE 1/1/2014	INTEREST/ DIVIDENDS	BOND INTEREST (SWEEP)	CDs INTEREST	PRINCIPAL PAY DOWNS (SWEEP)	DEPOSITS	3RD PARTY CKS DRAWN/ CHARGES	INTER-ACCT TRANS	MATURED SECURITIES REDEMPTION	INVESTMENT PURCHASES	CHNG IN MARKET VALUE	ENDING ACCT VALUE 1/31/2014	
ASSOC. SECURITIES CORP. (SHANLEY):													
- CORE INVESTMENTS													
Cash, Money Funds, FDIC Deposits	\$4,456,217.74	\$0.00	\$1,223.36	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$1,780.03	\$4,459,221.13	
Fixed Income	\$1,298,423.03	\$0.00	\$1,223.36 (\$1,223.36)		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 \$9,046.66	\$1,307,469.69	
Mutual Funds	\$201,438.25	\$0.34					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$201,438.59	
Sub-Total	\$5,956,079.02	\$0.34	\$1,223.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,826.69	\$5,968,129.41	
LAIF:	\$7,810.08	\$5.03						\$0.00				\$7,815.11	
RABOBANK:													
Checking Account	\$306,104.73	\$5.67				\$185,522.56	(\$167,775.03)	\$0.00				\$323,857.93	
Cafeteria Plan Account	\$88.22					\$0.00	\$0.00	\$0.00				\$88.22	
GIRARD SECURITIES (SHANLEY):													
- CAPITAL FACILITIES FUND													
Cash, Money Funds, FDIC Deposits	\$53,794.90	\$0.00				\$1,307.32		\$0.00				\$55,102.22	
Mutual Funds	\$0.00	\$0.00				\$0.00						\$0.00	
Sub-Total	\$53,794.90	\$0.00				\$1,307.32		\$0.00				\$55,102.22	
MCD SEC.DEPOSIT	\$25,000.00	\$1.08					(\$1.08)	\$0.00				\$25,000.00	
SUBTOTAL	\$6,348,876.95	\$12.12	\$1,223.36	\$0.00	\$0.00	\$186,829.88	(\$167,776.11)	\$0.00	\$0.00	\$0.00	\$10,826.69	\$6,379,992.89	

Note: Beginning and ending balances reflect asset value of District's account on a settlement date basis using a market value approach.

**CAYUCOS SANITARY DISTRICT
SUMMARY OF CASH, SAVINGS & INVESTMENTS
JANUARY 2014**

	PURCHASE DATE	TERM	INTEREST RATE	BEGINNING BALANCE 1/1/2014	CD's INTEREST	3RD PARTY CKS DRAWN/ CHARGES	INTER-ACCT TRANSFERS	MATURED SECURITIES (REDEMPTIONS)	INVESTMENT PURCHASES	ENDING ACCT BALANCE 1/31/2014
CoastHills Credit Union CD	12/30/13	2 Years	0.80%	\$251,754.62	\$167.15			(\$5,743.84)	\$0.00	\$246,177.93
CoastHills Credit Union C/A	12/30/08			\$5.00						\$5.00
Pacific Western (1st Calif)	01/27/14	2 Years	0.25%	\$248,736.21	\$5.12			\$0.00	\$0.00	\$248,741.33
Coast Nat'l Bank-SLO CD	10/15/13	2 Years	0.55%	\$247,288.61	\$113.34			\$0.00	\$0.00	\$247,401.95
Heritage Oaks Bank CD	05/30/12	2 Years	0.75%	\$250,475.52	\$156.55			\$0.00	\$0.00	\$250,632.07
Heritage Oaks Bank C/A	12/31/08			\$50.00						\$50.00
Heritage Oaks/Coast Nat'l CD	10/06/11	2 Years	1.25%	\$0.00					\$0.00	\$0.00
SUBTOTAL				\$998,309.96	\$442.16	\$0.00	\$0.00	(\$5,743.84)	\$0.00	\$993,008.28
TOTAL CASH, SAVINGS &				\$7,347,186.91						\$7,373,001.17

Note: Beginning and ending balances reflect asset value of District's account on a settlement date basis using a market value approach.

CD = Certificate of Deposit

C/A = Checking Account

Cayucos Sanitary District
YTD BUDGET OVERVIEW FY 13-14
 1/31/2014

Agenda Item No. 4.B.3
 2.20.2014

	PRIOR YEAR ACTUAL FY 12-13	APPROVED BUDGET FY 13-14	ACTUAL REV / EXP FY 13-14	MAJOR ACCRUAL ESTIMATES	ACT/ACCR REV / EXP FY 13-14	PERCENT YTD FY 13-14	PROJECTED ANNUAL FY 13-14
SEWER RELATED INCOME	\$ 1,700,629	\$ 1,637,320	\$ 1,009,677		\$ 1,009,677	62%	\$ 1,637,320
TAX INCOME	588,863	596,000	399,343		399,343	67%	596,000
INVESTMENT INCOME	37,460	30,000	24,184		24,184	81%	30,000
OTHER INCOME	97,939	95,000	38,582		38,582	41%	95,000
TOTAL INCOME	\$ 2,424,891	\$ 2,358,320	\$ 1,471,786	\$ -	\$ 1,471,786	62%	\$ 2,358,320
PAYROLL - ADMIN	284,300	237,883	136,999		136,999	58%	237,883
PAYROLL - MAINT	191,775	209,091	121,473		121,473	58%	209,091
PAYROLL - PERS SAVINGS PAYDOWN	10,749	10,749	-	6,270	6,270	58%	10,749
PROFESSIONAL SERVICES - ADMIN	82,530	93,000	35,460	6,210	41,670	45%	93,000
TOTAL PAYROLL	\$ 569,354	\$ 550,723	\$ 293,932	\$ 12,480	\$ 306,412	56%	\$ 550,723
OPERATIONS & MAINT EXP	105,614.0	248,800	55,336		55,336	22%	248,800
WWTP EXPENSE	306,593	825,000	122,286	358,964	481,250	58%	825,000
WWTP CORRECTIONS	-	-	-		-		-
OTHER OPERATING EXP	180,524	173,972	100,354		100,354	58%	173,972
DEPRECIATION EXPENSE	469,200	510,000	297,500		297,500	58%	510,000
TOTAL EXPENSES	\$ 1,631,285	\$ 2,308,495	\$ 869,408	\$ 371,444	\$ 1,240,853	54%	\$ 2,308,495
NET INCOME/(LOSS)	\$ 793,606	\$ 49,825	\$ 602,378	\$ (371,444)	\$ 230,933		\$ 49,825

As of: 01/31/14 The annual percent completion is :

58%

	PRIOR YEAR ACTUAL	APPROVED BUDGET	ACTUAL REV / EXP	PERCENT YTD	PROJECTED ACTUAL
ACCOUNT TYPE	FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 13-14
SEWER RELATED INCOME	\$1,700,629	\$1,637,320	\$1,009,677	61.67%	\$1,637,320
TAX INCOME	588,863	596,000	399,343	67.00%	596,000
INVESTMENT INCOME	37,460	30,000	24,184	80.61%	30,000
OTHER INCOME	97,939	95,000	38,582	40.61%	95,000
TOTAL INCOME	\$2,424,891	\$2,358,320	\$1,471,786	62.41%	\$2,358,320
Gross Wages - Admin	213,840	176,983	100,069	56.54%	176,983
Employee Health - Admin	25,803	24,068	14,662	60.92%	24,068
Employee Retirement - Admin	28,925	24,670	14,707	59.61%	24,670
Payroll Taxes - Admin	15,732	12,162	7,561	62.17%	12,162
TOTAL PAYROLL - Admin	\$284,300	\$237,883	\$136,999	57.59%	\$237,883
Gross Wages - Maint & Op	139,593	155,498	91,464	58.82%	155,498
Employee Health - Maint & Op	22,699	22,000	12,770	58.05%	22,000
Employee Retirement - Maint & Op	18,550	19,900	10,369	52.11%	19,900
Payroll Taxes - Maint & Op	10,933	11,693	6,870	58.75%	11,693
TOTAL PAYROLL - Maint & Op	\$191,775	\$209,091	\$121,473	58.10%	\$209,091
PAYROLL - PERS PAYDOWN	\$10,749	\$10,749	\$0	0%	\$10,749
Professional Services Admin	\$82,530	\$93,000	\$35,460	38%	\$93,000
O & M Expenses	64,385	207,100	33,763	16.30%	207,100
Telephone - Maint	6,673	6,700	3,480	51.94%	6,700
Utilities - Maint	34,556	35,000	18,093	51.69%	35,000
Total Maintenance Cost	\$105,614	\$248,800	\$55,336	22.24%	\$248,800
WWTP	306,593	825,000	122,286	14.82%	825,000
WWTP - Corrections	-	-	-	-	-
Auto & Trucks	6,893	8,000	3,111	38.89%	8,000
Dues & Subscriptions	4,978	5,050	5,124	101.47%	5,050
Commercial Ins/Wrk Comp	38,091	34,000	29,712	87.39%	34,000
Interest	33,896	30,472	15,819	51.91%	30,472
Misc Business	661	1,000	28	2.80%	1,000
Office Admins	25,028	32,100	12,834	39.98%	32,100
SUTA	990	2,000	-	0.00%	2,000
Professional Services	42,910	29,900	18,393	61.51%	29,900
Business Exp	-	500	26	5.20%	500
Permits & Licenses	4,553	4,900	5,016	102.37%	4,900
Rent	210	350	210	0.00%	350
Taxes & Assessments	10,761	7,900	7,517	95.15%	7,900
Telephone - Admin	2,467	2,400	822	34.23%	2,400
Prof. Development Admin + Board	4,572	11,000	-	0.00%	11,000
Utilities - Admin	4,514	4,400	1,743	39.61%	4,400
TOTAL OTHER OPERATING EXP	\$180,524	\$173,972	\$100,354	57.68%	\$173,972
Depreciation	\$469,200	\$510,000	\$297,500	58.33%	\$510,000
TOTAL EXPENSE	\$1,631,285	\$2,308,495	\$869,408	37.66%	\$2,308,495

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	01/31/14								
4							58.00%		
5				PRIOR YEAR	APPROVED	ACTUAL	Percent		PROJECTED
6				ACTUAL	BUDGET	REV / EXP	YTD		ANNUAL
7	G/L Account ID	Account Description	Account Type	FY 12-13	FY 13-14	FY 13-14	FY 13-14		FY 13-14
8	40000, 40500	Sewer User Fee (net of refunds)	Income	\$1,668,251	1,600,000	\$971,607	61%		1,600,000
9	41000, 41500	Sewer Standby Fee (net of refunds)	Income	22,003	21,600	12,390	57%		21,600
10	42000, 43000	Sewer Connection and Permit Fees	Income	10,375	15,720	25,680	163%		15,720
11			SEWER RELATED INCOME	1,700,629	1,637,320	1,009,677	62%		1,637,320
12									
13	44000	Rent Income	Income	42,815	42,000	10,580	25%		42,000
14	45000, 45100	Solid Waste Franch and Recycl Dev Pgm Fe	Income	54,974	53,000	28,002	53%		53,000
15	46000	Taxes & Assessments	Income	588,863	596,000	399,343	67%		596,000
16	47000	Interest Income	Income	37,460	30,000	24,184	81%		30,000
18	47500,51000, 51500,6	Other Income	Income	150	-	-	0%		-
19	60500		TAXES & OTHER INCOME	724,262	721,000	462,109	64%		721,000
20									
21		INCOME TOTAL		\$2,424,891	\$2,358,320	\$1,471,786	62%		\$2,358,320
22									
23									
24	600M0	Autos&Trucks (Gas & Oil)	Expenses	6,142	5,500	2,593	47%		5,500
25	601M0	Autos&Trucks - Repairs	Expenses	751	2,500	519	21%		2,500
26			AUTOS&TRUCKS SUB-TOTAL	6,893	8,000	3,111	39%		8,000
27									
28	61000	Depreciation	Expenses	469,200	510,000	297,500	58%		510,000
29	63000	Dues & Subs	Expenses	4,978	5,050	5,124	101%		5,050
30									
31	650A0	Gross Wages-Regular	Expenses	177,066	147,556	87,989	60%		147,556
32	651A0	Gross Wages-Overtime & Extra Hours	Expenses	-	-	-	0%		-
33	653A0	Gross Wages-CafPlan Pay	Expenses	18,139	11,427	8,280	72%		11,427
34	65400	Gross Wages-Directors	Expenses	8,900	15,000	3,800	25%		15,000
35	657-9A0, 657-9M0	Accrued Leave (Vac & SL) Payout	Expenses	9,735	3,000	-	0%		3,000
36			GROSS WAGES ADMIN SUB-TOTAL	213,840	176,983	100,069	57%		176,983
37									
38	650M0	Gross Wages-Regular - Maint	Expenses	118,606	130,708	77,546	59%		130,708
39	651M0, 654M0	Gross Wages-Overtime & Callout - Maint	Expenses	1,556	3,000	1,074	36%		3,000
40	65200	Gross Wages-Standby Pay - Maint	Expenses	14,670	15,300	9,090	59%		15,300
41	653M0	Gross Wages-CafPlan Pay - Maint	Expenses	4,761	6,490	3,754	58%		6,490
42			GROSS WAGES -M&O SUB-TOTAL	139,593	155,498	91,464	59%		155,498
43									
44	66000	Ins-Comm'l Pkg	Expenses	21,697	20,500	20,259	99%		20,500
45	66100	Ins-Wkrs Comp	Expenses	16,394	13,500	9,453	70%		13,500
46	662A0, 670A0	Ins - Hlth (Incl Emplr-Pd CafPlan)- Admin	Expenses	25,803	24,068	14,662	61%		24,068
47	662M0,670M0	Ins - Hlth (Incl Emplr-Pd CafPlan)- Maint	Expenses	22,699	22,000	12,770	58%		22,000
48			INSURANCE SUB-TOTAL	86,593	80,068	57,144	71%		80,068
49									
50	68000	Interest	Expenses	33,896	30,472	15,819	52%		30,472
51									
52	68500,68600	Misc Business Exp	Expenses	661	1,000	28	3%		1,000
53									
54	79000	WWTP	Expenses	306,593	825,000	122,286	15%		825,000

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	01/31/14								
4							58.00%		
5				PRIOR YEAR	APPROVED	ACTUAL	Percent	PROJECTED	
6				ACTUAL	BUDGET	REV / EXP	YTD	ANNUAL	
7	GL Account ID	Account Description	Account Type	FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 13-14	
55	79100	WWTP - Corrections	Expenses	-	-	-			-
56									
57	69000	Contract Labor	Expenses	4,539	10,000	-	0%		10,000
58	69500	Empl Training	Expenses	1,948	3,500	276	8%		3,500
59	70000	Equip Rent	Expenses	-	2,500	-	0%		2,500
60	71000	Equipment (Critical Parts Inventory)	Expenses	-	10,000	-	0%		10,000
61	71500	Equip R & M (incl repl parts)	Expenses	13,776	10,000	1,204	12%		10,000
62	71700	Pump Replacement	Expenses	-	26,500	4,289	16%		26,500
63	72000	Generator Fuel	Expenses	1,733	2,000	-	0%		2,000
64	73000,74000,78000	Hdw & Supp (incl sm tools)	Expenses	4,787	5,000	2,717	54%		5,000
65	74100	Laundry (incl boot allowance)	Expenses	5,024	4,400	1,998	45%		4,400
66	75000	Line Cleaning	Expenses	8,956	13,000	7,041	54%		13,000
67	76000,66200	Safety Supp & Mat's	Expenses	1,593	3,000	597	20%		3,000
68	80000	Chemicals	Expenses	19,344	20,000	12,679	63%		20,000
69	81000	USA Alert	Expenses	150	200	153	76%		200
70	82000	Video Lines	Expenses	2,535	7,000	-	0%		7,000
71		Operating Contingency Reserve (10%)	Expenses	-	58,000	-	0%		58,000
72			O&M SUB-TOTAL	64,385	175,100	30,955	18%		175,100
73	83100	Special Projects:							
74		Air Relief Valves	Expenses	-	-	-	-		-
75		Manhole Reconditioning	Expenses	9,384	15,000	1,961	13%		15,000
76		Flow Metering - Lift Station #'s 1 and 4	Expenses	-	-	-	-		-
77		WW Flow I&I Analysis:							
78		Engineering	Expenses	-	1,500	-	0%		1,500
79		Equipment-Video	Expenses	-	10,000	-	0%		10,000
80		Sewer Map Replacement Sheets	Expenses	310	1,000	-	0%		1,000
81		Capital Reserve Study	Expenses	-	2,500	-	0%		2,500
82		Solid Waste Clean Up	Expenses	1,000	2,000	847	42%		2,000
83			SPECIAL PROJ SUB-TOTAL	10,694	32,000	2,808	9%		32,000
84									
85			O&M TOTAL	75,079	207,100	33,763	16%		207,100
86									
87	84000	Ans Svc	Expenses	839	1,000	490	49%		1,000
88	84100	Copy & Dup	Expenses	680	1,000	316	32%		1,000
89	84210	Office - Equip Rent	Expenses	2,675	3,000	1,562	52%		3,000
90	84300	Office - Equip Repr/Repl	Expenses	406	1,000	-	0%		1,000
91	84400, 83200	Janitorial & Bldg Maintenance	Expenses	2,286	5,000	1,501	30%		5,000
92	84500	Postage	Expenses	9,025	11,600	4,624	40%		11,600
93	84600	Print & Advtg	Expenses	3,845	4,000	1,366	34%		4,000
94	84700	Supplies	Expenses	4,371	4,500	2,542	56%		4,500
95	84800, 84900, 85300	Svc Chg, Misc Exp	Expenses	901	1,000	433	43%		1,000
96			OFFICE ADMIN SUB-TOTAL	25,028	32,100	12,834	40%		32,100
97									
98	851A0, 852A0, 855A0	Payroll Taxes (Emplr-Pd) - Admin	Expenses	15,732	12,162	7,561	62%		12,162
99	851M0, 852M0	Payroll Taxes (Emplr-Pd) - Maint	Expenses	10,933	11,693	6,870	59%		11,693
100			PAYROLL TAXES SUB-TOTAL	26,665	23,855	14,431	60%		23,855

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	01/31/14								
4							58.00%		
5				PRIOR YEAR	APPROVED	ACTUAL	Percent	PROJECTED	
6				ACTUAL	BUDGET	REV / EXP	YTD	ANNUAL	
7	G/L Account ID	Account Description	Account Type	FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 13-14	
101									
102	853A0	PERS Retirement - Admin	Expenses	28,925	24,670	14,707	60%		24,670
103	853M0, 854M0	PERS Retirement - Maint	Expenses	18,550	19,900	10,369	52%		19,900
104	85301	PERS Paydown Cost Savings Measure		10,749	10,749	-	0%		10,749
105			PERS RETIRE SUB-TOTAL	58,224	55,319	25,076	45%		55,319
106									
107	85400	SUTA	Expenses	990	2,000	-	0%		2,000
108									
109	86000	Professional Svcs-Acctg	Expenses	4,740	5,000	2,880	58%		5,000
110	86100	Professional Svcs-Engineer	Expenses	-	3,000	-	0%		3,000
111	86200	Professional Svcs-Legal	Expenses	31,218	15,000	12,135	81%		15,000
112	86300	Professional Svcs-Computer Prog	Expenses	6,559	6,500	3,378	52%		6,500
113	86400	Professional Svcs-Other	Expenses	393	400	-	0%		400
114			PROF SVCS SUB-TOTAL	42,910	29,900	18,393	62%		29,900
115									
116	86600	Professional Svcs-Administration	Expenses	82,530	93,000	35,460	38%		93,000
117									
118	87000	Business Exp	Expenses	-	500	26	5%		500
119	87500	Permits & Licenses	Expenses	4,553	4,900	5,016	102%		4,900
120	88000, 71600	Rent	Expenses	210	350	210	60%		350
121	88500	Taxes & Assessments	Expenses	10,761	7,900	7,517	95%		7,900
122			OTHER BUSINESS EXP-TOTAL	15,524	13,650	12,769	94%		13,650
123									
124	890A0	Telephone	Expenses	2,467	2,400	822	34%		2,400
125	890M0	Telephone	Expenses	6,673	6,700	3,480	52%		6,700
126			TELEPHONE SUB-TOTAL	9,140	9,100	4,301	47%		9,100
127									
128	90000	Professional Development (BOD)	Expenses	-	6,500	-	0%		6,500
129	900A0	Professional Development (ADMIN)	Expenses	4,572	4,500	-	0%		4,500
130			PROF DEVELOP SUB-TOTAL	4,572	11,000	-	0%		11,000
131									
132	910A0, 930A0, 940A0,	Utilities: Elect, Gas, Water, Sewer, Cable	Expenses	4,514	4,400	1,743	40%		4,400
133	910M0, 930M0, 940M0	Utilities: Elect, Gas, Water, Sewer, Cable	Expenses	34,556	35,000	18,093	52%		35,000
134			UTILITIES SUB-TOTAL	39,070	39,400	19,836	50%		39,400
135									
136			EXPENSES TOTAL	\$1,641,979	\$2,308,495	\$869,408	38%		\$2,308,495
137									
138			Revenue	\$2,424,891	\$2,358,320	\$1,471,786	62%		\$2,358,320
139			Expenses	\$1,641,979	\$2,308,495	\$869,408	38%		\$2,308,495
140			Net Income	\$782,912	\$49,825	\$602,378			\$49,825

CAYUCOS SANITARY DISTRICT
CAPITAL IMPROVEMENT PROJECTS SUMMARY
 1/31/2014

	Budget FY 13-14	Actual thru 1/31/2014	Accruals	Year to Date Actual & Accrued	Percent YTD 1/31/2014	Projected District Actuals 1/31/2014
<u>CAPITAL OUTLAY:</u>						
O & M Work Order/Inventory Computer Program	17,000	0		0	0.00%	17,000
GIS System Program	9,000	0		0	0.00%	9,000
Main Line Camera System	63,000	62,209		62,209	98.74%	63,000
Sub-Total	89,000	62,209	0	62,209		89,000
<u>CAPITAL IMPROVEMENT PROJECTS:</u>						
Force Main Air Relief Valve Liftstation #5	15,000	0		0	0.00%	15,000
15" Siphon Redesign Liftstation #5	8,000	0		0	0.00%	8,000
Cypress Glenn Easement & Creek Crossing	10,000	0		0	0.00%	10,000
LS#4 Multismart Meter Install	9,000	0		0	0.00%	9,000
Liftstation #3 Upgrade	307,628	180,686		180,686	58.74%	307,628
Sewer Main Creek Crossing Refurbishments	50,000	0		0	0.00%	50,000
Lucerne Main and Manhole Realignment	150,000	0		0	0.00%	150,000
Freeway Crossings Cleaning & Repair	110,000	0		0	0.00%	110,000
Main Street Line Cleaning & Video Inspection	10,000	1,948		1,948	19.48%	10,000
Main Street Manhole Repair	15,000	0		0	0.00%	15,000
Sub-Total	684,628	182,634	0	182,634		684,628
WWTP ALTERNATIVES ANALYSIS (See Project Sheet for details)	10,000	5,000		5,000		10,000
DISTRICT CAPITAL PROJECTS	TOTALS	783,628	249,842	0	249,842	783,628

CAYUCOS SANITARY DISTRICT																
CAPITAL IMPROVEMENT PROJECTS																
FY 2013/2014																
	PRIOR	DISTRICT	TOTAL PROJECT	BUDGET	DISTRICT	PROJECTED	FY 2013/2014				FY 2013/2014				TOTAL PAID	TOTAL PROJECT
	YEARS'	BUDGET	COST	CARRYOVER	BUDGET	ACTUAL	JUL 2013	AUG 2013	SEP 2013	OCT 2013	NOV 2013	DEC 2013	JAN 2014	FY 13-14	COSTS TO DATE	
	COSTS	FY 12/13	THRU FY 12/13	FROM FY 12/13	FY 13/14	FY 2013-2014										
CAPITAL OUTLAY:																
O & M Work Order/Inventory Program	\$ 0	\$ 17,000	\$ 0	\$ 17,000	\$ 17,000	\$ 17,000								\$ 0	\$ 0	
GIS System Program	\$ 0	\$ 9,000	\$ 0	\$ 9,000	\$ 9,000	\$ 9,000								\$ 0	\$ 0	
Main Line Camera System	\$ 0	\$ 0	\$ 0	\$ 0	\$ 63,000	\$ 63,000		\$ 62,209						\$ 62,209	\$ 62,209	
PROJECT TOTAL	\$ 0	\$ 26,000	\$ 0	\$ 26,000	\$ 89,000	\$ 89,000	\$ 0	\$ 62,209	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 62,209	\$ 62,209	
CAPITAL IMPROVEMENT PROJECTS:																
Force Main Air Relief Valve Liftstation #5		\$ 15,000		\$ 15,000	\$ 15,000	\$ 15,000								\$ 0	\$ 0	
15" Siphon Redesign Liftstation #5		\$ 8,000		\$ 8,000	\$ 8,000	\$ 8,000								\$ 0	\$ 0	
Cypress Glenn Easement & Crk Crssng		\$ 10,000		\$ 10,000	\$ 10,000	\$ 10,000								\$ 0	\$ 0	
LS#4 Multismart Meter Install		\$ 0		\$ 0	\$ 9,000	\$ 9,000								\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 33,000	\$ 0	\$ 33,000	\$ 42,000	\$ 42,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Liftstation #3 Upgrade																
Equipment	\$ 81,370	\$ 185,000	\$ 81,370	\$ 103,630	\$ 103,630	\$ 103,630		\$ 4,425	\$ 4,168	\$ 42,753	\$ 685			\$ 52,030	\$ 133,400	
Construction and Demolition	\$ 54	\$ 180,000	\$ 54	\$ 179,946	\$ 179,946	\$ 179,946				\$ 24,871	\$ 71,500	\$ 16,783	-\$ 118	\$ 113,036	\$ 113,090	
Environmental Studies/Permits/Eng	\$ 10,949	\$ 35,000	\$ 10,949	\$ 24,051	\$ 24,051	\$ 24,051		\$ 14,000				\$ 1,620		\$ 15,620	\$ 26,569	
PROJECT TOTAL	\$ 92,372	\$ 400,000	\$ 92,372	\$ 307,628	\$ 307,628	\$ 307,628	\$ 0	\$ 18,425	\$ 4,168	\$ 67,623	\$ 72,185	\$ 18,403	-\$ 118	\$ 180,686	\$ 273,058	
Sewer Main Creek Crossing Refurb	\$ 0	\$ 50,000	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000								\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 50,000	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Lucerne Main and Manhole Realignment	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 150,000									\$ 0	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Freeway Crossings Cleaning & Repair	\$ 0	\$ 0	\$ 0	\$ 0	\$ 110,000	\$ 110,000								\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 110,000	\$ 110,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Main Street Line Cleaning & Video Insp	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,000	\$ 10,000			\$ 1,948					\$ 1,948	\$ 1,948	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,000	\$ 10,000	\$ 0	\$ 0	\$ 1,948	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,948	\$ 1,948	
Main Street Manhole Repair	\$ 0	\$ 0	\$ 0	\$ 0	\$ 15,000	\$ 15,000									\$ 0	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 15,000	\$ 15,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
DISTRICT CAPITAL PROJECTS TOTAL	\$ 92,372	\$ 509,000	\$ 92,372	\$ 416,628	\$ 773,628	\$ 773,628	\$ 0	\$ 80,633	\$ 6,116	\$ 67,623	\$ 72,185	\$ 18,403	-\$ 118	\$ 244,843	\$ 337,215	

CAYUCOS SANITARY DISTRICT
 WWTP ALTERNATIVES ANALYSIS
 FY 2013-2014

CATEGORY	TOTAL PAID THRU FY 12-13	DISTRICT BUDGET FY 13-14	FY 2013/2014			FY 2013/2014			FY 2013/2014	TOTAL PAID FY 13-14	TOTAL PROJECT COSTS TO DATE
			JUL 2013	AUG 2013	SEP 2013	OCT 2013	NOV 2013	DEC 2013	JAN 2014		
PLANNING & FEASIBILITY	\$ 18,200	\$ 10,000								\$ -	\$ 18,200
LEGAL	\$ 1,379		\$ -	\$ 974		\$ 149	\$ 578	\$ 2,046	\$ 1,254	\$ 5,000	\$ 6,379
										\$ -	\$ -
										\$ -	\$ -
TOTAL	\$ 19,579	\$ 10,000	\$ -	\$ 974	\$ -	\$ 149	\$ 578	\$ 2,046	\$ 1,254	\$ 5,000	\$ 24,579

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

GOVERNING BOARD
R. B. Enns, President
D. Chivens, Vice-President
S. Lyon, Director
M. Foster, Director
D. Lloyd, Director

**REGULAR MEETING
MINUTES**
Thursday, January 16, 2014
6:00 p.m.

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:01p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, Director Michael Foster and Director Dan Lloyd.

Staff present: District Manager Rick Koon and Administrative Services Accounting Manager Anita Rebich

2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments.

Sandy Tannler, Morro Bay – Stated the recall petition of Morro Bay Mayor Jamie Irons failed due to a slight shortage of signatures. The holidays proved a challenge in getting to all residents, but the consensus of those contacted door to door expressed displeasure with moving the WWTP and the firing of both Morro Bay City Attorney and City Manager.

Hearing no further comments, Public Comments was closed.

3. CONSIDERATION TO APPROVE 1ST QUARTER 2013/14 WWTP OPERATIONS & MAINTENANCE INVOICE FROM THE CITY OF MORRO BAY IN THE AMOUNT OF \$106,592.09

MOTION: 1st by Lloyd, 2nd by Lyon to Approve Payment to the City of Morro Bay in the amount of \$106,592.09

VOTE: 5-0 Motion passed

4. CONSIDERATION OF NEW DISTRICT COMMITTEE ASSIGNMENTS FOR 2014

Director Lyon asked which committees listed were standing and which were ad-hoc? Manager Koon stated the list in his report is the 2013 committees and members. The committees for Budget, Finance and O&M all being standing committees and Personnel is an ad-hoc committee.

MOTION: 1st by Lloyd, 2nd by Chivens to Keep the Same Committees, Committee Status and Committee Assignments from 2013 as listed in Manager Koon's staff report.

VOTE: 5-0 Motion passed

5. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):

A. Manager Koon's report was accepted as presented. Manager Koon reported that a tentative meeting is scheduled with RWQCB, SLO County, Morro Bay and Cayucos staff on February 7, 2014. The meeting will be a brainstorming session on a regional WWTP facility. Director Lloyd asked if we know how much water the Chorro Valley can handle. Manager Koon said that will be discussed along with determining

water rights once the process gets further along. Koon also reported that he spoke with a representative from Gallo who works closely with the Cal Poly viticulture department. Gallo has land adjacent to the current CMC WWTP upon which they grow grapes, the idea of receiving tertiary water from the WWTP is an exciting idea. A similar program is utilized for their operations up in Santa Rosa and Windsor. Manager Koon reported District staff reorganization has resulted in an overall savings of \$144,000.00. Director Foster disagreed with this number and said the financials show a different result. Foster did agree that the payroll numbers are starting to show a decrease from the previous year.

Manager Koon reported that Alpha Electric will begin the replacement of the power service pedestal and distribution box at LS#3 on Monday. This was not in the original scope of work but was found to be necessary for proper performance and safety. Manager Koon also reported that the O&M staff is working hotspots more frequently than usual due to the dry conditions. With the ground so dry, roots are seeking out any source of water, which means our pipes are a prime target. Staying on top of these hotspots will help eliminate further problems when the rains do come.

6. CONSENT CALENDAR

A. Approval of Minutes for the December 19, 2013 Board of Directors Meeting

MOTION: 1st by Lyon, 2nd by Foster to Approve the December 19, 2013 Minutes as presented.

VOTE: 5-0 Motion passed

7. BOARD MEMBER COMMENTS

President Enns announced a letter was received from Leslie Walters informing us that Bud (her husband and former Cayucos Sanitary Board member) recently passed away. Director Lyon announced the Cayucos History Museum will be displaying their new exhibit at the pier tomorrow (Friday January 17th). The event is from 5:00-7:00pm and everyone is invited, please come and enjoy.

8. SCHEDULED MEETINGS

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting: *Date:* February 13, 2014,
Hosted by Cayucos Sanitary District, *Location:* Vets Hall, *Time:* 6:00pm

9. SCHEDULE AGENDA ITEMS FOR THE FEBRUARY 20, 2014 BOARD MEETING

10. ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Minutes recorded by: _____
Anita Rebich, Clerk to the Board