

CAYUCOS SANITARY DISTRICT
200 Ash Ave.
P.O. Box 333, Cayucos, California 93430
(805) 995-3290

GOVERNING BOARD

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

BOARD OF DIRECTORS
REGULAR MEETING AGENDA
THURSDAY, MARCH 20, 2014 AT 5:00 PM
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. DISCUSSION AND CONSIDERATION TO AUTHORIZE THE DISTRICT MANAGER TO SOLICIT BIDS, AWARD AND EXECUTE A CONTRACT FOR REPAIRS TO THE DISTRICT SEWER MAINS IN FIVE (5) LOCATIONS
4. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):
 - A. District Manager's Report –February 2014
 - B. Financial Reports: February 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
Will Serves – Finaled
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 February 20, 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.)

CLOSED SESSION:

7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code Section 54957:

Title: District Manager

8. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6:

Agency Designated Representative: Dan Chivens
Unrepresented Employee: District Manager

RECONVENE TO OPEN SESSION:

- 10. ANNOUNCEMENT OF REPORTABLE ACTION FROM CLOSED SESSION, IF ANY
- 11. CONSIDERATION OF MODIFICATIONS TO AGREEMENT FOR CONSULTANT SERVICES WITH PROJECT SERVICES, INC.
- 12. SCHEDULED MEETINGS
A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: April 10, 2014,
Hosted By: Cayucos Sanitary District, Location: Veteran's Hall, 10 Cayucos Dr., Time: 6:00 pm.
- 13. ADJOURNMENT

NOTICE OF POSTING:

DATE:

TIME:

PLACE: 200 Ash Ave., Cayucos, CA

BY: _____
Anita Rebich

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.cayucossd.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

TO: Board of Directors

FROM: Rick Koon
District Manager

DATE: March 12, 2014

SUBJECT: Discussion and consideration to authorize the District Manager to solicit bids, award and execute a contract for repairs to the District sewer mains in five (5) locations

BACKGROUND:

Operations staff has identified 5 locations throughout the District in need of immediate repair (“repair project”). These repairs have been identified by our camera system and video images have been taken of each site. The repairs are needed due to debris in the pipe and cracked or separated pipe joints.

DISCUSSION:

Per the Uniform Public Construction Cost Accounting Act, staff has estimated each job cost. The total cost of the repair project is estimated to be \$34,649.02. This cost is below the \$45,000.00 requirement for informal bidding. Staff has created a notice to Bidders, Scope of Work and a Bid form. Legal Counsel has prepared the Agreement for Contractor Services. Staff has requested bids from several of the local Contractors on the District’s Bidder list. Staff’s intention is to have the bids due by March 25th and award the Project the first week in April prior to the next District Board meeting.

RECOMMENDATION:

Staff recommends the Board authorize the District Manager to solicit bids, award and execute a contract for the repair project.

ATTACHMENTS:

Notice to Bidders, Scope of Work, Bid Form

Notice Inviting Project Bids

The Cayucos Sanitary District ("District") requests qualified contractors to submit bids for the individual repairs to District sewer mains ("Projects") in various locations throughout the District. There are a total of five (5) repairs at this time and Bidders must bid all five repairs. Project bids shall be based on the original District plans and recent video information as compiled by the District. This is a Prevailing Wage Project, certified payroll will be required.

The Projects Scope of Work will require the contractor to verify the location of existing utilities, saw cutting, AC removal/disposal, excavation, shoring, removal of unsuitable materials, bypass pumping if required, pipe repair/replacement, traffic control, erosion control, backfill and road repair to SLO County standards or as directed by SLO County Public Works. Pipe repair /replacement shall be made using SDR 35 with glued joints and/or Strong back couplings or other methods of repair as directed by the District. All work is performed within the County right-of-ways, therefore the San Luis Obispo County Department of Public Works Standards will apply for all the Projects.

All bidders must arrange a meeting with the District for reviewing the video information before the bid due date of March 25, 2014. Contact Robert Tennent at the District office at (805) 995-3290 to schedule.

Bidders shall submit bids by 1pm, March 25, 2014 to the District office located at 200 Ash Ave., Cayucos, CA. Bids must be on the Bid Form, in a sealed envelope and marked "Repairs to District Sewer Mains Project". **No facsimiles will be accepted. Any bids received after the time specified for receipt will not be considered unless authorized by District.**

All bids will be evaluated for completeness and conformance to SLO County Specifications. The District reserves the right to decide, on a case by case basis, whether to reject a bid as non-responsive or incomplete. Bids shall include a list of all subcontractors to be used and their specific scope. Signing of the contract will occur by March 27, 2014. Work will begin March 31, 2014. It is estimated that the Projects shall be completed April 30, 2014.

Interested bidders can obtain additional information about the Projects by contacting the District office at (805) 995-3290. Questions regarding the Projects should be directed to Robert Tennent at the District office. The District reserves the right to materially change the Projects prior to the March 25, 2014 submission deadline. The District retains at all times the right to cancel or withdraw this Notice of Inviting Project Bids and to refuse to accept any proposal from any interested bidder.

Scope of Work

Repairs to District Sewer Mains Projects (5 total)

Bid Form

Bidders shall use the Bid Form attached. Subtotal Costs for each job shall be indicated with the grand total for all 5 jobs. The District will issue all 5 jobs together as a whole.

Scope of Work

Attention is called to the Video information of each repair provided by the District as an indication of the extent of the repair needed. Bidders shall base their bids on the indicated repair for each site. Upon excavation, the District may require additional repairs.

Once commenced, the repair work shall proceed until completed so as to not interrupt existing sewer flows or require overnight pumping of sewage.

Contractor may propose alternatives to this work procedure as construction progresses. All additional costs due to any change in the order of work shall be at the Contractors sole expense.

Project Materials

Pipe repair /replacement shall be made using SDR 35 with glued joints and/or Strong back couplings. Other methods of repair may be directed by the District as each individual repair project is exposed.

Project Contract Documents

Contractor shall sign the District **Agreement for Contractor Services**. An example is provided for review.

Subcontractors

Contractors subcontractors shall be subject to the terms and requirements of the **Agreement for Contractor Services**.

Other Requirements

Contractor is responsible for all traffic control. Contractor is responsible for all erosion control.

Bid Form

A. Project Location: Bakersfield Ave.

- a. Demolition _____
- b. Excavation _____
- c. Materials _____
- d. Finish Repair _____
- e. Miscellaneous _____

Subtotal \$ _____

B. Project Location: Park Ave.

- a. Demolition _____
- b. Excavation _____
- c. Materials _____
- d. Finish Repair _____
- e. Miscellaneous _____

Subtotal \$ _____

C. Project Location: Richard Ave.

- a. Demolition _____
- b. Excavation _____
- c. Materials _____
- d. Finish Repair _____
- e. Miscellaneous _____

Subtotal \$ _____

D. Project Location: Gracia Ave.

- a. Demolition _____
- b. Excavation _____
- c. Materials _____
- d. Finish Repair _____
- e. Miscellaneous _____

Subtotal \$ _____

E. Project Location: Shearer Ave.

- a. Demolition _____
- b. Excavation _____
- c. Materials _____
- d. Finish Repair _____
- e. Miscellaneous _____

Subtotal \$ _____

Grand Total for all 5 Projects \$ _____

CAYUCOS SANITARY DISTRICT

Agenda Item No. 4.A
3.20.2014

TO: Board of Directors
FROM: Rick Koon
District Manager
SUBJECT: Monthly Managers Report: February 2014
DATE: March 13, 2014

JPA Related Activities:

- RWQCB, SLO Co, MB/CSD staff and executive committees will meet on March 21st at 10am to discuss the next steps in getting Morro Bay and/or Cayucos wastewater to the CMC.

Committee Meetings:

- None

Administrative:

- Conducted regular Admin and Operations staff meetings.
- Reviewed conditional will-serves, extensions and inspected will-serve conditions.
- We have now 69 customers signed up for ACH debits since we began offering the service in October.
- The CSDA is looking for nominations for a vacant seat from each region on their Board of Directors. If one of our Board members is interested please see me for the details.

Capital Projects:

- Staff has indentified 5 repair projects on District sewer mains. Staff has estimated the total cost of these projects to be less than \$45,000.00. Staff has prepared Bid documents and is in the process of receiving bids.
- Design work will begin this month on the Main Street sewer replacement.
- Staff is working with Carmel on the Construction notifications to the Lot owners using the Bakersfield/Fresno Easement.

Operations & Maintenance

CIP:

- LS# 3 light, electrical meter box and transfer switch installed

Daily operations of note:

- Jetted 6,628 ft
- CCTV 2,826ft
- Marked 10 Underground Service Alerts
- H2s production leaving LS#5 @ 2ppm average
- Performed Scheduled maintenance at all lift stations; scraping, bleaching, testing generators and emergency dialer operation
- Made and installed new lid for LS# 4 electrical panel
- Replaced missing snap rings on tractor camera
- Nick Lakey finished his one year probation term
- Received and installed bypass flange for ls# 3
- Begin review of SSMP
- Created interactive map of the collection system which is now available on the server
- Generate list of future point repairs
- Completed SDRMA district questionnaire

Call outs:

- 2/1/14 - MM to all stations for monthly hours and flow number records
- 2/26/14- MM power outage @ LS# 3 & 2

**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	5.14	6.560	0.234			#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	5.14						

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				<u>253,740.84</u>

**CAYUCOS SANITARY DISTRICT
SUMMARY OF CASH, SAVINGS & INVESTMENTS
FEBRUARY 28, 2014**

Agenda Item No. 4.B.2
3.20.2014

	BEG. BALANCE INVESTMENTS 2/1/2014	INCOME	DEPOSITS	(WITHDRAWALS)	UNREALIZED CHANGE	END BALANCE INVESTMENTS 2/28/2014
RESERVE FUND	\$ 5,968,129	\$ 2,434	75,000	(20)	\$ 2,444	\$ 6,047,987
CAPITAL FUND	\$ 55,102	-	2,861	-		57,964
CD INVESTMENTS	993,008	469	-	-		993,477
LAIF	7,815	-	-	-		7,815
TOTAL INVESTMENTS	7,024,055	2,903	77,861	(20)	2,444	7,107,243
RABOBANK CHECKING/CAF	323,946	5	214,114	(209,915)		328,150
RABOBANK - MCD Security Deposit	25,000	1		(1)		25,000
TOTAL CASH & INVESTMENTS	\$ 7,373,001	\$ 2,909	\$ 291,976	\$ (209,936)	\$ 2,444	\$ 7,460,393

	BALANCE <u>6/30/2013</u>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>	<u>QTR 4</u>	<u>TOTAL YTD</u>
INVESTMENTS BEGINNING BALANCE	6,619,785					6,619,785
INCOME		6,970	17,132	4,573		28,675
DEPOSITS		130,306	501,766	79,169		711,241
WITHDRAWALS		-	(251,115)	(5,764)		(256,879)
UNREALIZED GAIN/LOSS		994	(9,844)	13,271		4,421
INVESTMENTS TOTALS	6,619,785	138,271	257,938	91,249	-	7,107,243

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

	BEGINNING ACCT VALUE 2/1/2014	INCOME			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 2/28/2014
		INTEREST/ DIVIDENDS	BOND INTEREST (SWEEP)	CDs INTEREST								
ASSOC. SECURITIES CORP. (SHANLEY):												
- CORE INVESTMENTS												
Cash, Money Funds, FDIC Deposits	\$4,459,221.13	\$2,433.75	\$0.00	\$0.00	\$0.00	\$75,000.00	(\$20.00)		\$0.00	\$0.00	\$1,499.88	\$4,538,134.76
Fixed Income	\$1,307,469.69	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$943.94	\$1,308,413.63
Mutual Funds	\$201,438.59	\$0.00					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$201,438.59
Sub-Total	\$5,968,129.41	\$2,433.75	\$0.00	\$0.00	\$0.00	\$75,000.00	(\$20.00)	\$0.00	\$0.00	\$0.00	\$2,443.82	\$6,047,986.98
LAIF:	\$7,815.11	\$0.00						\$0.00				\$7,815.11
RABOBANK:												
Checking Account	\$323,857.93	\$5.27				\$214,114.26	(\$209,915.37)	\$0.00				\$328,062.09
Cafeteria Plan Account	\$88.22					\$0.00	\$0.00	\$0.00				\$88.22
GIRARD SECURITIES (SHANLEY):												
- CAPITAL FACILITIES FUND												
Cash, Money Funds, FDIC Deposits	\$55,102.22	\$0.00				\$2,861.45		\$0.00				\$57,963.67
Mutual Funds	\$0.00	\$0.00										\$0.00
Sub-Total	\$55,102.22	\$0.00				\$2,861.45		\$0.00				\$57,963.67
MCD SEC.DEPOSIT	\$25,000.00	\$1.07					(\$1.07)	\$0.00				\$25,000.00
SUBTOTAL	\$6,379,992.89	\$2,440.09	\$0.00	\$0.00	\$0.00	\$291,975.71	(\$209,936.44)	\$0.00	\$0.00	\$0.00	\$2,443.82	\$6,466,916.07

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 2012**

	PURCHASE DATE	TERM	INTEREST RATE	BEGINNING BALANCE 2/1/2014	CD's INTEREST	3RD PARTY CKS DRAWN/ CHARGES	INTER-ACCT TRANSFERS	MATURED SECURITIES (REDEMPTIONS)	INVESTMENT PURCHASES	ENDING ACCT BALANCE 2/28/2014
CoastHills Credit Union CD	12/30/13	2 Years	0.80%	\$246,177.93	\$151.08			\$0.00	\$0.00	\$246,329.01
CoastHills Credit Union C/A	12/30/08			\$5.00						\$5.00
Pacific Western (1st Calif)	01/27/14	2 Years	0.25%	\$248,741.33	\$47.70			\$0.00	\$0.00	\$248,789.03
Coast Nat'l Bank-SLO CD	10/15/13	2 Years	0.55%	\$247,401.95	\$113.39			\$0.00	\$0.00	\$247,515.34
Heritage Oaks Bank CD	05/30/12	2 Years	0.75%	\$250,632.07	\$156.65			\$0.00	\$0.00	\$250,788.72
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				\$993,008.28	\$468.82	\$0.00	\$0.00	\$0.00	\$0.00	\$993,477.10
TOTAL CASH, SAVINGS &				\$7,373,001.17						\$7,460,393.17

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
2/28/2014

Agenda Item No. 4.B.3
 3.20.2014

	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	\$ 1,152,970		\$ 1,152,970	70%	\$ 1,637,320
TAX INCOME	588,863	596,000	410,255		410,255	69%	596,000
INVESTMENT INCOME	37,460	30,000	28,767		28,767	96%	30,000
OTHER INCOME	97,939	95,000	40,489		40,489	43%	95,000
TOTAL INCOME	\$ 2,424,891	\$ 2,358,320	\$ 1,632,481	\$ -	\$ 1,632,481	69%	\$ 2,358,320
PAYROLL - ADMIN	284,300	237,883	154,413		154,413	65%	237,883
PAYROLL - MAINT	191,775	209,091	136,815		136,815	65%	209,091
PAYROLL - PERS SAVINGS PAYDOWN	10,749	10,749	-	7,166	7,166	67%	10,749
PROFESSIONAL SERVICES - ADMIN	82,530	93,000	41,670	6,930	48,600	52%	93,000
TOTAL PAYROLL	\$ 569,354	\$ 550,723	\$ 332,898	\$ 14,096	\$ 346,994	63%	\$ 550,723
OPERATIONS & MAINT EXP	105,614.0	248,800	58,904		58,904	24%	248,800
WWTP EXPENSE	306,593	825,000	122,286	427,714	550,000	67%	825,000
WWTP CORRECTIONS	-	-	-		-		-
OTHER OPERATING EXP	180,524	173,972	104,905		104,905	60%	173,972
DEPRECIATION EXPENSE	469,200	510,000	340,000		340,000	67%	510,000
TOTAL EXPENSES	\$ 1,631,285	\$ 2,308,495	\$ 958,992	\$ 441,810	\$ 1,400,802	61%	\$ 2,308,495
NET INCOME/(LOSS)	\$ 793,606	\$ 49,825	\$ 673,489	\$ (441,810)	\$ 231,679		\$ 49,825

As of: 02/28/14 The annual percent completion is :

67%

	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	\$1,152,970	70.42%	\$1,637,320
TAX INCOME	588,863	596,000	410,255	68.83%	596,000
INVESTMENT INCOME	37,460	30,000	28,767	95.89%	30,000
OTHER INCOME	97,939	95,000	40,489	42.62%	95,000
TOTAL INCOME	\$2,424,891	\$2,358,320	\$1,632,481	69.22%	\$2,358,320
Gross Wages - Admin	213,840	176,983	112,778	63.72%	176,983
Employee Health - Admin	25,803	24,068	16,582	68.89%	24,068
Employee Retirement - Admin	28,925	24,670	16,536	67.03%	24,670
Payroll Taxes - Admin	15,732	12,162	8,517	70.03%	12,162
TOTAL PAYROLL - Admin	\$284,300	\$237,883	\$154,413	64.91%	\$237,883
Gross Wages - Maint & Op	139,593	155,498	102,814	66.12%	155,498
Employee Health - Maint & Op	22,699	22,000	14,616	66.44%	22,000
Employee Retirement - Maint & Op	18,550	19,900	11,669	58.64%	19,900
Payroll Taxes - Maint & Op	10,933	11,693	7,715	65.98%	11,693
TOTAL PAYROLL - Maint & Op	\$191,775	\$209,091	\$136,815	65.43%	\$209,091
PAYROLL - PERS PAYDOWN	\$10,749	\$10,749	\$0	0%	\$10,749
Professional Services Admin	\$82,530	\$93,000	\$41,670	45%	\$93,000
O & M Expenses	64,385	207,100	34,377	16.60%	207,100
Telephone - Maint	6,673	6,700	3,985	59.47%	6,700
Utilities - Maint	34,556	35,000	20,542	58.69%	35,000
Total Maintenance Cost	\$105,614	\$248,800	\$58,904	23.68%	\$248,800
WWTP	306,593	825,000	122,286	14.82%	825,000
WWTP - Corrections	-	-	-		-
Auto & Trucks	6,893	8,000	3,326	41.57%	8,000
Dues & Subscriptions	4,978	5,050	5,206	103.09%	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	15,070	46.95%	32,100
SUTA	990	2,000	-	0.00%	2,000
Professional Services	42,910	29,900	20,024	66.97%	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	7,532	95.34%	7,900
Telephone - Admin	2,467	2,400	942	39.26%	2,400
Prof. Development Admin + Board	4,572	11,000	-	0.00%	11,000
Utilities - Admin	4,514	4,400	1,994	45.32%	4,400
TOTAL OTHER OPERATING EXP	\$180,524	\$173,972	\$104,905	60.30%	\$173,972
Depreciation	\$469,200	\$510,000	\$340,000	66.67%	\$510,000
TOTAL EXPENSE	\$1,631,285	\$2,308,495	\$958,992	41.54%	\$2,308,495

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	02/28/14								
4							67%		
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
8	40000, 40500	Sewer User Fee (net of refunds)	Income	\$1,668,251	1,600,000	\$1,112,176	70%		1,600,000
9	41000, 41500	Sewer Standby Fee (net of refunds)	Income	22,003	21,600	15,038	70%		21,600
10	42000, 43000	Sewer Connection and Permit Fees	Income	10,375	15,720	25,755	164%		15,720
11			SEWER RELATED INCOME	1,700,629	1,637,320	1,152,970	70%		1,637,320
12									
13	44000	Rent Income	Income	42,815	42,000	10,580	25%		42,000
14	45000, 45100	Solid Waste Franch & Recycl Dev Pgm Fees	Income	54,974	53,000	29,909	56%		53,000
15	46000	Taxes & Assessments	Income	588,863	596,000	410,255	69%		596,000
16	47000	Interest Income	Income	37,460	30,000	28,767	96%		30,000
18	47500, 51000, 51500, 60500	Other Income	Income	150	-	-	0%		-
19	60500		TAXES & OTHER INCOME	724,262	721,000	479,511	67%		721,000
20									
21		INCOME TOTAL		\$2,424,891	\$2,358,320	\$1,632,481	69%		\$2,358,320
22									
23									
24	600MO	Autos&Trucks (Gas & Oil)	Expenses	6,142	5,500	2,807	51%		5,500
25	601MO	Autos&Trucks - Repairs	Expenses	751	2,500	519	21%		2,500
26			AUTOS&TRUCKS SUB-TOTAL	6,893	8,000	3,326	42%		8,000
27									
28	61000	Depreciation	Expenses	469,200	510,000	340,000	67%		510,000
29	63000	Dues & Subs	Expenses	4,978	5,050	5,206	103%		5,050
30									
31	650A0	Gross Wages-Regular	Expenses	177,066	147,556	98,935	67%		147,556
32	651A0	Gross Wages-Overtime & Extra Hours	Expenses	-	-	-	0%		-
33	653A0	Gross Wages-CafPlan Pay	Expenses	18,139	11,427	9,643	84%		11,427
34	65400	Gross Wages-Directors	Expenses	8,900	15,000	4,200	28%		15,000
35	657-9A0, 657-9MO	Accrued Leave (Vac & SL) Payout	Expenses	9,735	3,000	-	0%		3,000
36			GROSS WAGES ADMIN SUB-TOTAL	213,840	176,983	112,778	64%		176,983
37									
38	650MO	Gross Wages-Regular - Maint	Expenses	118,606	130,708	87,240	67%		130,708
39	651MO, 654MO	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	10,220	67%		15,300
41	653MO	Gross Wages-CafPlan Pay - Maint	Expenses	4,761	6,490	4,281	66%		6,490
42			GROSS WAGES -M&O SUB-TOTAL	139,593	155,498	102,814	66%		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	662AO, 670AO	Ins - Hlth (Incl Emplr-Pd CafPlan)- Admin	Expenses	25,803	24,068	16,582	69%		24,068
47	662MO, 670MO	Ins - Hlth (Incl Emplr-Pd CafPlan)- Maint	Expenses	22,699	22,000	14,616	66%		22,000
48			INSURANCE SUB-TOTAL	86,593	80,068	60,909	76%		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
55	79100	WWTP - Corrections	Expenses	-	-	-			-

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	02/28/14								
4							67%		
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	
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	1,294	13%	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	2,810	56%	5,000	
65	74100	Laundry (incl boot allowance)	Expenses	5,024	4,400	2,289	52%	4,400	
66	75000	Line Cleaning	Expenses	8,956	13,000	7,068	54%	13,000	
67	76000,66200	Safety Supp & Matt's	Expenses	1,593	3,000	710	24%	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	31,569	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	34,377	17%	207,100	
86									
87	84000	Ans Svc	Expenses	839	1,000	560	56%	1,000	
88	84100	Copy & Dup	Expenses	680	1,000	361	36%	1,000	
89	84210	Office - Equip Rent	Expenses	2,675	3,000	1,785	60%	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	2,572	51%	5,000	
92	84500	Postage	Expenses	9,025	11,600	5,208	45%	11,600	
93	84600	Print & Advtg	Expenses	3,845	4,000	1,366	34%	4,000	
94	84700	Supplies	Expenses	4,371	4,500	2,732	61%	4,500	
95	84800, 84900, 85300	Svc Chg, Misc Exp	Expenses	901	1,000	486	49%	1,000	
96			OFFICE ADMIN SUB-TOTAL	25,028	32,100	15,070	47%	32,100	
97									
98	851A0, 852A0, 855A0	Payroll Taxes (Emplr-Pd) - Admin	Expenses	15,732	12,162	8,517	70%	12,162	
99	851M0, 852M0	Payroll Taxes (Emplr-Pd) - Maint	Expenses	10,933	11,693	7,715	66%	11,693	
100			PAYROLL TAXES SUB-TOTAL	26,665	23,855	16,232	68%	23,855	
101									
102	853A0	PERS Retirement - Admin	Expenses	28,925	24,670	16,536	67%	24,670	

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	02/28/14								
4							67%		
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
103	853M0, 854M0	PERS Retirement - Maint	Expenses	18,550	19,900	11,669	59%		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	28,206	51%		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	13,437	90%		15,000
112	86300	Professional Svcs-Computer Prog	Expenses	6,559	6,500	3,707	57%		6,500
113	86400	Professional Svcs-Other	Expenses	393	400	-	0%		400
114			PROF SVCS SUB-TOTAL	42,910	29,900	20,024	67%		29,900
115									
116	86600	Professional Svcs-Administration	Expenses	82,530	93,000	41,670	45%		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	7,532	95%		7,900
122			OTHER BUSINESS EXP-TOTAL	15,524	13,650	12,784	94%		13,650
123									
124	890A0	Telephone	Expenses	2,467	2,400	942	39%		2,400
125	890M0	Telephone	Expenses	6,673	6,700	3,985	59%		6,700
126			TELEPHONE SUB-TOTAL	9,140	9,100	4,927	54%		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, 940M0	Utilities: Elect, Gas, Water, Sewer, Cable	Expenses	4,514	4,400	1,994	45%		4,400
133	910M0, 930M0, 940M0	Utilities: Elect, Gas, Water, Sewer, Cable	Expenses	34,556	35,000	20,542	59%		35,000
134			UTILITIES SUB-TOTAL	39,070	39,400	22,536	57%		39,400
135									
136		EXPENSES TOTAL		\$1,641,979	\$2,308,495	\$958,992	42%		\$2,308,495
137									
138		Revenue		\$2,424,891	\$2,358,320	\$1,632,481	69%		\$2,358,320
139		Expenses		\$1,641,979	\$2,308,495	\$958,992	42%		\$2,308,495
140		Net Income		\$782,912	\$49,825	\$673,489			\$49,825

CAYUCOS SANITARY DISTRICT
CAPITAL IMPROVEMENT PROJECTS SUMMARY
2/28/2014

	Budget FY 13-14	Actual thru 2/28/2014	Accruals	Year to Date Actual & Accrued	Percent YTD 2/28/2014	Projected District Actuals 2/28/2014
<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	188,067		188,067	61.13%	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	190,016	0	190,016		684,628
WWTP ALTERNATIVES ANALYSIS (See Project Sheet for details)	10,000	5,693		5,693		10,000
DISTRICT CAPITAL PROJECTS	TOTALS	783,628	257,917	0	257,917	783,628

CAYUCOS SANITARY DISTRICT
CAPITAL IMPROVEMENT PROJECTS
FY 2013/2014

	PRIOR YEARS' COSTS	DISTRICT BUDGET FY 12/13	BUDGET CARRYOVER FROM FY 12/13	DISTRICT BUDGET FY 13/14	PROJECTED ACTUAL 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			FEB 2014	
CAPITAL OUTLAY:																
O & M Work Order/Inventory Program	\$ 0	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000									\$ 0	\$ 0	
GIS System Program	\$ 0	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000									\$ 0	\$ 0	
Main Line Camera System	\$ 0	\$ 0	\$ 0	\$ 63,000	\$ 63,000		\$ 62,209							\$ 62,209	\$ 62,209	
PROJECT TOTAL	\$ 0	\$ 26,000	\$ 26,000	\$ 89,000	\$ 89,000	\$ 0	\$ 62,209	\$ 0	\$ 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	\$ 33,000	\$ 42,000	\$ 42,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Liftstation #3 Upgrade																
Equipment	\$ 81,370	\$ 185,000	\$ 103,630	\$ 103,630	\$ 103,630		\$ 4,425	\$ 4,168	\$ 42,753	\$ 685				-6455	\$ 45,575	\$ 126,945
Construction and Demolition	\$ 54	\$ 180,000	\$ 179,946	\$ 179,946	\$ 179,946				\$ 24,871	\$ 71,500	\$ 16,783	-\$ 118	6285.61	\$ 119,321	\$ 119,375	
Environmental Studies/Permits/Eng	\$ 10,949	\$ 35,000	\$ 24,051	\$ 24,051	\$ 24,051		\$ 14,000				\$ 1,620		7551	\$ 23,171	\$ 34,120	
PROJECT TOTAL	\$ 92,372	\$ 400,000	\$ 307,628	\$ 307,628	\$ 307,628	\$ 0	\$ 18,425	\$ 4,168	\$ 67,623	\$ 72,185	\$ 18,403	-\$ 118	\$ 7,382	\$ 188,067	\$ 280,440	
Sewer Main Creek Crossing Refurb																
Equipment	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000									\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Lucerne Main and Manhole Realignment																
Equipment	\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 150,000									\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Freeway Crossings Cleaning & Repair																
Equipment	\$ 0	\$ 0	\$ 0	\$ 110,000	\$ 110,000									\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 110,000	\$ 110,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Main Street Line Cleaning & Video Insp																
Equipment	\$ 0	\$ 0	\$ 0	\$ 10,000	\$ 10,000			\$ 1,948						\$ 1,948	\$ 1,948	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 10,000	\$ 10,000	\$ 0	\$ 0	\$ 1,948	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,948	\$ 1,948	
Main Street Manhole Repair																
Equipment	\$ 0	\$ 0	\$ 0	\$ 15,000	\$ 15,000									\$ 0	\$ 0	
PROJECT TOTAL	\$ 0	\$ 0	\$ 0	\$ 15,000	\$ 15,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
DISTRICT CAPITAL PROJECTS TOTAL	\$ 92,372	\$ 509,000	\$ 416,628	\$ 773,628	\$ 773,628	\$ 0	\$ 80,633	\$ 6,116	\$ 67,623	\$ 72,185	\$ 18,403	-\$ 118	\$ 7,382	\$ 252,224	\$ 344,597	

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	FEB 2014		
PLANNING & FEASIBILITY	\$ 18,200	\$ 10,000									\$ -	\$ 18,200
LEGAL	\$ 1,379		\$ -	\$ 974		\$ 149	\$ 578	\$ 2,046	\$ 1,254	\$ 693	\$ 5,693	\$ 7,072
											\$ -	\$ -
											\$ -	\$ -
TOTAL	\$ 19,579	\$ 10,000	\$ -	\$ 974	\$ -	\$ 149	\$ 578	\$ 2,046	\$ 1,254	\$ 693	\$ 5,693	\$ 25,272

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

Agenda Item No. 5.A
3.20.2014

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

**REGULAR MEETING
MINUTES
Thursday, February 20, 2014
6:00 p.m.**

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:02p.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 Admin Services Accounting Manager Anita Rebich

2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments.

Hearing none, Public Comments was closed.

3. UPDATE FROM THE AD-HOC COMMITTEE ON CONCEPTUAL ALTERNATIVES ANALYSIS FOR WASTEWATER TREATMENT PLANT PROJECT

Manager Koon reported on the meeting that was held 2/14/14 with Morro Bay staff and reviewed the direction each is taking. Morro Bay is still working on the 3 main sites identified in the Nunley report and they may have Cleath & Associates performing a hydro study. The meeting centered around a 5 year construction plan to concurrently with the new NPDES permit that will be issued. Manager Koon presented an outline of the 5 year plan; 6 months to make a decision on direction, 12 months for the Facilities Master Plan (FMP), 12 months for permitting, 12 months for design and 18 months for construction. Koon reported that the Morro Bay staff will take this plan to the City Council next week.

Director Lloyd said within the first 6 months we need to "tee-up" CMC and get everyone on board. He also asked if the CMC site was within the CCC jurisdiction and it was confirmed it was.

Manager Koon stated that was a good thing because reuse is one of the must haves in the CCC plan. He went on to say that due to the drought, the water issue is what's going to drive this project.

Director Lloyd emphasized that we need to stay on task to keep up with this 5 year plan.

Director Chivens asked if Morro Bay had a cohesive enough staff to stay within the timeframe of what needs to get done.

Manager Koon said no matter which way we end up going, the 5 year plan is still in play.

Director Foster said we don't have control over the County, State etc. and asked if we should have a Plan B.

Manager Koon replied absolutely, a Plan B is required but we need to stay aware of and keep informed of the studies being done by Morro Bay in case we need to get on board with a different direction.

President Enns said we need to keep informing the political environment to make sure it doesn't go south or get brushed under the rug. He also thinks the concept of building a second clarifier on the existing site and treating to tertiary during the 5 year NPDES permit is a good idea.

Director Lloyd said we need to make sure we look at going to CMC by ourselves as an alternative plan.

Director Foster said we need to let Morro Bay know if we are on board or not.

Manager Koon agreed but stated we need to wait for the Morro Bay studies to be completed, see the direction they are headed, and not muddy the waters with additional sites and options.

Director Foster stated another option is to just contract with Morro Bay to handle our waste and not have a JPA. He also asked if the CMC site and aligning with Morro Bay on one of the other sites were our only options.

Manager Koon replied that with a regional facility, it may only need to be an operational agreement, a JPA may not be required. Regarding other options, Manager Koon stated another option has always been a package plant for just Cayucos. Manager Koon and Legal Counsel are working on setting up an Executive Committee meeting in March (tentatively for March 13th or 20th) consisting of SLO County, RWQCB, Morro Bay staff and the CSD Ad-Hoc committee members. He would like the CSD Ad-Hoc committee to meet prior to that Executive Committee meeting.

President Enns recognized Manager Koon for all his work on this project.

President Enns opened this item to Public Comments.

Sue Moyer, Cayucos - Said hallelujah, this all sounds great.

Sandy Tannler, Morro Bay – Asked why Morro Bay can't see past the Righetti property and just understand the logic in the CMC facility. Quit spending taxpayer dollars and recognize that it would be fiscally more responsible for both Cayucos and Morro Bay to go to a regional facility at CMC.

Hearing no further comments, Public Comments was closed.

Manager Koon clarified that Morro Bay is looking at the CMC site along with the main three sites of Morro Valley, Chorro Valley and the Giannini property.

Director Foster asked if we ever got clarification on the cost disparity of the CMC site between the WSC report and the Nunley report.

President Enns and Manager Koon both explained that the Nunley numbers had significant contingencies and piping speculations that were not necessary or were excessive, and if these were backed out, the numbers between the two reports are almost right on.

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

A. Manager Koon's report was accepted as presented. The meter panel at LS#3 is complete and the light has been installed. The 12" line in Main Street is under SWQCB order to repair. We own 40% of this line and the cost to repair estimate is very high. This is where our 15" line comes into play.

WSC is evaluating the 15" line, for a "not to exceed estimate of \$9,200.00, to see if turning it into a force main is feasible. If we can do this, it gets us 3000' closer to Atascadero Road for a future project. Manager Koon also reported that as our Operations staff is performing camera work around town, reports are being generated to determine areas for repair. Special Projects Coordinator Tennent is putting this information into a report comparing District labor versus outside labor for the point repairs.

5. CONSENT CALENDAR

A. Approval of Minutes for the January 16, 2014 Board of Directors Meeting

MOTION: 1st by Lloyd, 2nd by Lyon to Approve the January 16, 2014 Minutes as presented.

VOTE: 5-0 Motion passed

6. BOARD MEMBER COMMENTS

Director Foster commented that the WWTP project may cause some citizens in town a hardship with any cost increases to monthly fees. Can we come up with a means to help those to whom it is a hardship?

Director Lloyd stated that with the drought, it's a perfect storm for monies in the form of grants etc. to help get these projects funded.

Director Lyon announced she wouldn't be at the March 20, 2014 Board meeting.

7. SCHEDULED MEETINGS

A. **Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting:** *Date:* March 13, 2014, *Hosted by* City of Morro Bay, *Location:* TBA, *Time:* 6:00pm

8. SCHEDULE AGENDA ITEMS FOR THE MARCH 20, 2014 BOARD MEETING

9. ADJOURNMENT

The meeting adjourned at 7:10 p.m.

Minutes recorded by: _____
Anita Rebich, Administrative Services