



## CAYUCOS SANITARY DISTRICT

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

**AGENDA ITEM:** 3.A.2

**DATE:** May 19, 2022

**ACTION:** Approved

### GOVERNING BOARD

R. B. Enns, President  
D. Chivens, Vice-President  
S. Lyon, Director  
H. Miller, Director  
R. Frank, Director

### BUDGET COMMITTEE MEETING MINUTES TUESDAY, MAY 10, 2022 AT 10:00 AM 200 ASH AVENUE, CAYUCOS, CA 93430

#### 1. CALL MEETING TO ORDER

Director Miller called the meeting to order at 10:00 a.m.

Board members present: Director Lyon, Director Miller

Staff present: District Manager Rick Koon and Admin. Accounting Manager Gayle Good

#### 2. PUBLIC COMMENT

Director Miller opened the meeting to Public Comment.

Hearing no comment, Director Miller closed Public Comment.

#### 3. DISCUSSION AND REVIEW OF THE PROPOSED DRAFT BUDGETS FOR FY 2022-2023

##### A. OPERATING BUDGET

Staff reviewed the operating budget line by line with the committee. Particular attention was directed toward Treatment Plant expenses as estimates have been refined now that the WRRF has been in operation for a full year. In reviewing Administrative Operating Expenses, the Committee recommended that line item 6255 – Professional Services-Other be increased to \$45,000 to cover possible consulting/engineering fees associated with potential upcoming projects.

Proposed COLA increases were presented and discussed at length. Based upon the current Cost of Living Indices provided by the Department of Labor, Director Lyon and Director Miller debated the merits of a 3%, 5% or 7% increase, finally concurring and recommending that the salary schedule be adjusted to reflect a 6% COLA increase.

Director Miller opened the meeting to Public Comment.

Hearing no comment, Director Miller closed Public Comment.

**Committee recommends approval of 6% COLA effective July 1 and approval of proposed budget with suggested changes.**

##### B. CAPITAL IMPROVEMENT PROJECT BUDGET

District Manager Koon presented the budget for Capital Improvements, explaining the need for continuing projects for the WRRF including increasing the capacity of the effluent pump, continuing studies for the recycled water program and replacing lines along the highway, as well as purchasing a small electric vehicle, a generator for the main office, and continuing collection infrastructure improvements.

Director Miller opened the meeting to Public Comment.  
Hearing no comment, Director Miller closed Public Comment.

**Committee recommends approval of CIP budget as proposed.**

#### **4. ADJOURNMENT**

The meeting adjourned at 12:06 p.m.

**Minutes Respectfully Submitted By:**

X   
\_\_\_\_\_  
Gayle Good  
Administrative Accounting Manager