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 SEPTEMBER 19, 2013 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. DISCUSSION AND CONSIDERATION OF REQUEST FROM THE LOCAL AGENCY FORMATION COMMISSION (LAFCO) TO NOMINATE AN ALTERNATE SPECIAL DISTRICT MEMBER

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

5. DISCUSSION AND CONSIDERATION OF RE-INVESTMENT OF MATURING COAST NATIONAL BANK CD

6. DISCUSSION OF PRELIMINARY DRAFT INVESTMENT POLICY FOR FISCAL YEAR 2013/14

7. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):
   A. District Manager's Report (Koon) –August 2013
   B. Financial Reports:
      1. Check Register –Aug 1 through Aug 31, 2013
      2. Cash, Savings, and Investment Report: Ended August 2013
      3. Budget vs. Actual Status Report FY 2013-2014 (Ended August 2013)
      4. Capital Improvement Projects Report: Ended August 2013
   C. Monthly Customer Satisfaction Survey Submissions
   D. Will Serves - New
      Martella, APN 064-119-034, S. Ocean @ E St., Comm'l Mixed Use
      Schroeder, APN 064-241-036, 2014 Pacific Ave., SFR Remodel
   Will Serves – Finaled
      Brindley, APN 064-407-004, 3551 Davies Ave., SFR New

8. 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 August 15, 2013 Board of Directors Meeting

9. 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.)

10. SCHEDULED MEETINGS
    A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: *Thursday, October 10, 2013* Hosted By: Cayucos Sanitary District, Location: *Cayucos Veterans Hall, 10 Cayucos Drive, Cayucos, CA 93430*, Time: *6pm.*

11. SCHEDULE AGENDA ITEMS FOR THE OCTOBER 17, 2013 BOARD MEETING

12. ADJOURNMENT

NOTICE OF POSTING:

DATE:

TIME:

PLACE: 200 Ash Ave., Cayucos, CA

BY: _____
Anita Rebich, Clerk to the Board

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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/

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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.

Agenda Item No. 3
9.19.2013

LAFCO - San Luis Obispo - Local Agency Formation Commission

SLO LAFCO - Serving the Area of San Luis Obispo County

COMMISSIONERS
Chairman
MURIL CLIFT
Special District Member

Vice-Chairman
KRIS VARDAS
City Member

BRUCE GIBSON
County Member

FRANK MECHAM
County Member

TOM MURRAY
Public Member

MARSHALL OCHYLSKI
Special District Member

DUANE PICANCO
City Member

ALTERNATES

ROBERTA FONZI
City Member

DAVID BROOKS
Public Member

VACANT
County Member

VACANT
Special District Member

STAFF

DAVID CHURCH
Executive Officer

RAYMOND A. BIERING
Legal Counsel

MIKE PRATER
Analyst

DONNA J. BLOYD
Commission Clerk

TO: **EACH INDEPENDENT SPECIAL DISTRICT**

FROM: **DAVID CHURCH, LAFCO EXECUTIVE OFFICER**

DATE: **SEPTEMBER 4, 2013**

RE: **REQUEST FOR NOMINATIONS FOR LAFCO ALTERNATE SPECIAL DISTRICT MEMBER**

The LAFCO Alternate Special District seat is currently vacant and nominations of candidates are requested for placement on a ballot. It is a four year term that runs through December 2017.

Background. The appointment could not be completed by the Independent Special District Selection Committee due to the difficulty in gathering a quorum. In the event that a meeting of the Selection Committee is not feasible, the Government Code allows the LAFCO Executive Officer to conduct the business of the committee in writing or via e-mail. If only one candidate is nominated, that candidate shall be deemed selected, with no further proceeding.

Instructions. Nominations are required to be approved by the District's Board of Directors and submitted using the attached form by **5:00 p.m. on October 18, 2013**. If a candidate wants to submit a one-page candidate's statement, it is also due by **October 18, 2013.** The completed nomination form and statement may be submitted to the LAFCO office via Mail, Fax-788-2072, or e-mail to DChurch@slolafco.com.

If more than one nomination is received, the Executive Officer shall prepare and send by electronic mail to each independent special district a ballot with voting instructions. If only one nomination is received that candidate will be deemed the alternate LAFCO Special District representative.

A nomination form is attached to assist you. Also, the LAFCO website (www.slolafco.com) has additional information about LAFCO. Please contact me at 805-781-5795 or Dchurch@slolafco.com if you have any questions.

cc: Members, Formation Commission

1042 Pacific Street, Suite A · San Luis Obispo, California 93401
Tel: 805.781.5795 Fax: 805.788.2072 www.slolafco.com

NOMINATION FOR LAFCO
ALTERNATE SPECIAL DISTRICT MEMBER

The _____
(Insert Name of Special District)

Hereby nominates _____ to serve as the
(Insert Name of Nominee)

Alternate Special District Member on the San Luis Obispo Local Agency Formation Commission (LAFCO).

Board of Director's action in the nomination was taken on:

_____
(Insert Date of Board Action)

_____
(General Manager or Chairman/President)

_____
(Email address)

1042 Pacific Street, Suite A · San Luis Obispo, California 93401
Tel: 805.781.5795 Fax: 805.788.2072 www.slolafco.com

Agenda Item No. 5
9/19/2013

CAYUCOS SANITARY DISTRICT

To: Board of Directors

From: Rick Koon
District Manager

Date: September 12, 2013

Subject: Withdrawal of CD Funds from Coast National Bank-Morro Bay with Consideration to Reinvest

Background:

The District has a CD with Coast National Bank-Morro Bay for $249,400.00± at 1.25% APR that is set to renew 10/5/2013 and also holds a CD with Heritage Oaks Bank for $249,000.00± at .75 APR that renews 5/31/14. In December of last year Heritage Oaks Bank acquired all the assets of the Coast National Bank-Morro Bay leaving the District with two CD's held by Heritage Oaks.

In January of this year the FDIC insurance limit was modified from the 2012 limit of $250,000.00 per depositor to a new limit of an insurance maximum of $250,000.00 ***per depositor***, ***per financial institution***.

In May of this year this item was brought before the Board and voted on to withdraw the funds from Coast National Bank-Morro Bay and reinvest. The reinvestment options were to be presented at the June Board of Directors meeting. After a discussion with the FDIC, this item wasn't brought back to the Board in June. The FDIC confirmed "when an acquisition of one bank by another occurs, the FDIC will insure the CD for 6 months or until maturity date, whichever is ***later***". This was communicated to Coast National Bank-Morro Bay, the CD was left in place and they confirmed our CD would be FDIC insured until its maturity date on 10/5/2013.

Recommendation:

In order to comply with California Government Code Section 53601.8(c) requiring investments to have full FDIC insurance, the District must move the Coast National Bank-Morro Bay CD. Interest rates are still very low and our local CD options are very limited. It is recommended that we withdraw the entire $250,500.00± (Coast National Bank-Morro Bay CD) with possible reinvestment options as follows; or as otherwise directed:

Coast National Bank-SLO	12 mo CD	.30% APR
	24 mo CD	.55% APR
PMIA (LAIF)		.27% Qtrly Yield

Bill Lockyer, State Treasurer

Inside the State Treasurer's Office

Local Agency Investment Fund (LAIF)

LAIF CONFERENCE INFORMATION

PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
8/28/2013	0.25	0.27	260
8/29/2013	0.25	0.27	262
8/30/2013	0.26	0.27	270
8/31/2013	0.26	0.27	270
9/1/2013	0.26	0.27	270
9/2/2013	0.26	0.27	270
9/3/2013	0.27	0.27	277
9/4/2013	0.27	0.27	277
9/5/2013	0.27	0.27	273
9/6/2013	0.26	0.27	272
9/7/2013	0.26	0.27	272
9/8/2013	0.26	0.27	272
9/9/2013	0.26	0.27	271
9/10/2013	0.26	0.27	269

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

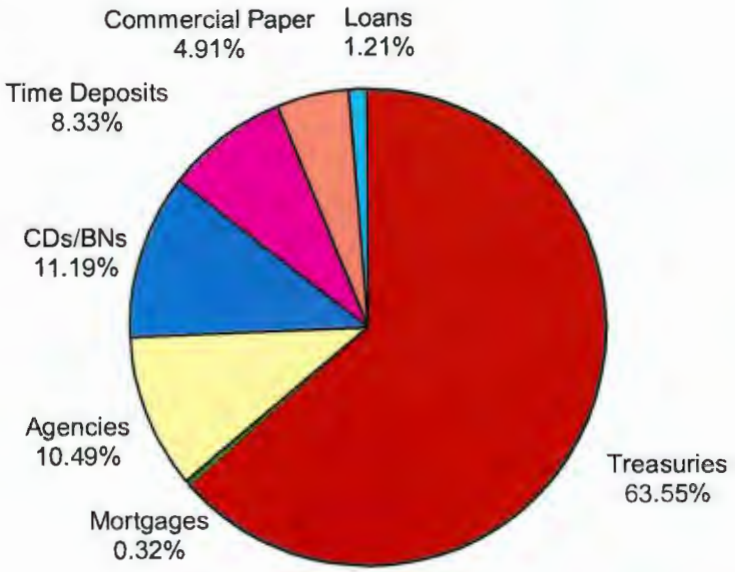
Quarter ending 06/30/2013

Apportionment Rate:	0.24%
Earnings Ratio:	.00000667321954799
Fair Value Factor:	1.000273207
Daily:	0.25%
Quarter To Date:	0.25%
Average Life:	278

PMIA Average Monthly Effective Yields

AUG 2013	**0.271%**
JULY 2013	0.267%
JUNE 2013	0.244%

Pooled Money Investment Account
Portfolio Composition
$52.5 Billion
08/31/13



Agenda Item No. 7.A
9.19.2013

CAYUCOS SANITARY DISTRICT

TO: Board of Directors

FROM: Rick Koon
District Manager

SUBJECT: Monthly Managers Report: August 2013

DATE: September 09, 2013

JPA Related Activities:

- Worked with Morro Bay staff on this fiscal year's MMRP projects. Contracts were issued to Nunley Associates and Black & Veetch.

Committee Meetings:

- None

Administrative:

- Conducted regular Admin and Operations staff meetings.

- Reviewed conditional will-serves, extensions and inspected will-serve conditions.

- Staff is working with Rabobank to offer our District customers the ACH payment method starting in mid-October. This is where the District would withdraw the monthly bill directly from the customer's account.

- We received a PRA request from Contract Compliance Center asking for a list of the Lift Station #3 Replacement Project bidders, the project location and date the contract was to be awarded. The information was reviewed by Legal Counsel and sent to them.

Capital Projects:

- The Lift Station #3 Replacement Project "Notice to Invite Formal Bids" notice was sent to the San Luis and Santa Maria contractor associations plan rooms, the McGraw-Hill Construction Dodge report and the Ebidboard plan room on August 16th. The Tribune published the Districts "Notice Inviting Formal Bids" on August 19th. Mandatory project onsite meetings were scheduled through Tuesday, August 27, 2013. 17 prequalified contractors were contacted, 7 responded. We received 3 responses from the local contractors plan room. Project bids were opened Tuesday September 3, 2013. We received 6 bids:

N. Brent Knowles:	$90,207
Cooks & Son:	$98,596
Pacific Coast Excav:	$108,997
Raminha:	$117,588
MGE Underground:	$176,366
Whitaker Const:	$194,675

- After review of the Bids, the contract was awarded to Knowles.
Potholing of existing utilities began on Monday September 9, 2013.

Operations & Maintenance

CIP:

- Receive new RST tractor cam, 5 hours of training
- LS#3 Contractor bid meeting
- Deployed No parking signs/information of main line cleaning from Vashon to Island in Morro Bay
- Provide traffic control while Al's Septic jetted 15" main in Morro Bay from Vashon to down-stream MH from siphon. 2785'

Daily operations of note:

- Jetted 6043ft
- Marked 9 Underground Service Alerts
- Performed Scheduled maintenance at all lift stations; scraping, bleaching, testing generators and emergency dialer operation
- Epoxy Tek inside of man hole on Pacific where LS#1 becomes gravity
- Continue working on Cayucos Sanitary District standard list and drawings
- System H2S production leaving Lift Station # 5 18ppm average
- Grease trap inspections at restaurants
- Updates and modifications of new jetting progress map
- Disassemble pump #2 @ LS-3 to troubleshoot overheating issue. Seal is also failing, staff placed pump # 2 in lag position permanently
- Nick Lakey attended an Underground Service Alert training seminar
- Begin video inspections and creating POSM reports for the Gilbert easement

Call Outs:

- 8/15/13 high water call out @ LS# 3 - pump 1 motor starter failed
- 8/18/13 Power failure call out @ LS# 1 - All ok

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

	CAYUCOS			WWTP			
	MONTHLY RAINFALL RAIN (IN)	MONTHLY FLOW(MG)	DAILY FLOW(MGD)	MONTHLY FLOW(MG)	DAILY FLOW(MGD)	CAYUCOS PERCENT	MORRO BAY PERCENT
2012							
JAN	2.25	7.444	0.240	34.443	1.111	21.61%	78.39%
FEB	0.20	6.440	0.222	30.478	1.051	21.13%	78.87%
MAR	2.40	7.710	0.148	33.971	1.096	22.70%	77.30%
APR	0.45	8.573	0.286	35.523	1.184	24.13%	75.87%
MAY	-	7.390	0.238	33.393	1.077	22.13%	77.87%
JUN	-	7.687	0.256	40.101	1.337	19.17%	80.83%
JUL	-	9.832	0.317	46.989	1.516	20.92%	79.08%
AUG	-	8.192	0.264	34.343	1.108	23.85%	76.15%
SEP	-	6.825	0.228	28.167	0.939	24.23%	75.77%
OCT	1.40	6.788	0.219	27.793	0.897	24.42%	75.58%
NOV	0.70	6.295	0.210	26.892	0.896	23.41%	76.59%
DEC	4.05	8.023	0.259	29.608	0.955	27.10%	72.90%
		91.199	2.886	401.701	13.167	274.81%	925.19%
ANNUAL	**11.45**						
AVERAGES	TOTAL	**7.600**	**0.241**	**33.475**	**1.097**	**22.90%**	**77.10%**

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			#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	**3.85**						

CAYUCOS SANITARY DISTRICT

Check Register

For the Period From Aug 1, 2013 to Aug 31, 2013

Agenda Item No. 7.B.1
9.19.2013

Check #	Date	Payee	Cash Account	Amount
16287	8/1/13	POSTMASTER	10200	574.65
16288	8/2/13	DANIEL P. CHIVENS	10200	91.35
16289	8/2/13	ROBERT B. ENNS	10200	137.02
16290	8/2/13	MICHAEL R. FOSTER	10200	91.35
16291	8/2/13	DANIEL R. LLOYD	10200	137.02
16292	8/2/13	SHIRLEY LYON	10200	91.35
16293	8/2/13	ADVANTAGE ANSWERING PLUS INC	10200	69.95
16294	8/2/13	CHARTER COMMUNICATIONS	10200	64.95
16295	8/2/13	CHARTER COMMUNICATIONS	10200	30.74
16296	8/2/13	BUSINESS CARD	10200	800.52
16297	8/2/13	EXECUTIVE JANITORIAL, INC.	10200	161.00
16298	8/2/13	BENEFICIAL ADMINISTRATION CO	10200	155.36
16299	8/2/13	THE GAS COMPANY	10200	19.84
16300	8/2/13	COLONIAL LIFE	10200	107.36
16301	8/2/13	COUNTY AUDITOR-CONTROLLER	10200	7,315.03
16302	8/2/13	BREZDEN PEST CONTROL INC	10200	110.00
16303	8/2/13	UNDERGROUND SERVICE ALERT	10200	152.94
16304	8/2/13	DOROTHY BECK	10200	69.97
16305	8/2/13	STAPLES CONTRACT & COMM'L	10200	191.41
16306	8/2/13	POSTMASTER	10200	368.00
16307	8/2/13	GENERATOR JOE	10200	3,638.78
16308	8/9/13	PERSHING, LLC	10200	1,742.26
16309	8/9/13	AT&T	10200	498.39
16310	8/9/13	AMERIPRIDE UNIFORM SERVICES	10200	272.74
16311	8/9/13	CRYSTAL SPRINGS WATER	10200	56.11
16312	8/9/13	XEROX CORPORATION	10200	289.18
16313	8/9/13	MINER'S ACE HARDWARE	10200	169.08
16314	8/9/13	CAYUCOS GAS & MINI MART	10200	260.26
16315	8/9/13	PROJECT SERVICES INC.	10200	5,895.00
16316	8/9/13	ALLIED ADMIN FOR DELTA DENTAL	10200	518.80
16317	8/16/13	CAYUCOS SANITARY DISTRICT	10200	156.00
16318	8/16/13	AT&T MOBILITY	10200	111.53
16319	8/16/13	MORRO ROCK MUTUAL WATER CO	10200	69.51
16320	8/16/13	PASO ROBLES BEACH WATER ASSOC	10200	76.80
16321	8/16/13	PG&E	10200	3,778.83
16322	8/16/13	CARMEL & NACCASHA LLP	10200	3,865.50
16323	8/16/13	AFLAC	10200	33.42
16324	8/16/13	ABOVE GRADE ENGINEERING	10200	14,000.00
16325	8/30/13	TekTegrity	10200	329.00
16326	8/30/13	CALIF RURAL WATER ASSOC	10200	888.00
16327	8/30/13	3T EQUIPMENT CO INC	10200	62,208.57
16328	8/30/13	UNITED RENTALS NORTHWEST INC	10200	10.78
16329	8/30/13	FAMCON PIPE & SUPPLY, INC.	10200	1,928.20
16330	8/30/13	ASAP REPROGRAPHICS	10200	14.58
16331	8/30/13	USABlueBook	10200	115.34
DD80213-1	8/2/13	JONATHAN W. COLLINS	10200	1,589.40
DD80213-2	8/2/13	DANIELLE C. CRAWFORD	10200	1,257.70
DD80213-3	8/2/13	NICK E. LAKEY	10200	1,186.77
DD80213-4	8/2/13	NANCY J. MARTIN	10200	254.68
DD80213-5	8/2/13	MIKE J. MERRILL	10200	1,311.72
DD80213-6	8/2/13	ANITA L. REBICH	10200	1,207.35
DD80213-7	8/2/13	ROBERT S. TENNENT	10200	1,421.42
DD81613-1	8/16/13	JONATHAN W. COLLINS	10200	1,589.40
DD81613-2	8/16/13	DANIELLE C. CRAWFORD	10200	1,257.70
DD81613-3	8/16/13	NICK E. LAKEY	10200	1,174.79
DD81613-4	8/16/13	NANCY J. MARTIN	10200	254.68
DD81613-5	8/16/13	MIKE J. MERRILL	10200	1,311.72
DD81613-6	8/16/13	ANITA L. REBICH	10200	781.18

Check #	Date	Payee	Cash Account	Amount
DD81613-7	8/16/13	ROBERT S. TENNENT	10200	1,421.42
DD83013-1	8/30/13	JONATHAN W. COLLINS	10200	1,550.31
DD83013-2	8/30/13	DANIELLE C. CRAWFORD	10200	1,247.84
DD83013-3	8/30/13	NICK E. LAKEY	10200	1,078.25
DD83013-4	8/30/13	MIKE J. MERRILL	10200	1,464.98
DD83013-5	8/30/13	ANITA L. REBICH	10200	693.66
DD83013-5a	8/30/13		10200	
DD83013-6	8/30/13	ROBERT S. TENNENT	10200	1,340.94
EPYMT 3302	8/12/13	CalPERS	10200	3,566.78
EPYMT DEF	8/16/13	PERS	10200	918.00
EPYMT DEF	8/2/13	PERS	10200	918.00
EPYMT DEF	8/30/13	PERS	10200	918.00
EPYMT EDD	8/16/13	EMPLOYMENT DEVELOPMENT DEPT	10200	373.11
EPYMT EDD	8/2/13	EMPLOYMENT DEVELOPMENT DEPT	10200	395.21
EPYMT EDD	8/30/13	EMPLOYMENT DEVELOPMENT DEPT	10200	360.88
EPYMT FED	8/16/13	RABOBANK	10200	2,654.04
EPYMT FED	8/2/13	RABOBANK	10200	2,840.10
EPYMT FED	8/30/13	RABOBANK	10200	2,520.85
EPYMT PER	8/16/13	PERS	10200	2,169.86
EPYMT PER	8/2/13	PERS	10200	2,310.81
EPYMT PER	8/30/13	PERS	10200	2,169.86
Total				**157,177.88**

CAYUCOS SANITARY DISTRICT
SUMMARY OF CASH, SAVINGS & INVESTMENTS
AUGUST 31, 2013

Agenda Item No. 7.B.2
9.19.2013

	BEG. BALANCE INVESTMENTS 8/01/2013	INCOME	DEPOSITS	(WITHDRAWLS)	UNREALIZED CHANGE	END BALANCE INVESTMENTS 8/31/2013
RESERVE FUND	$ 5,572,663	$ 2,533	-	-	$ (10,246)	$ 5,564,950
CAPITAL FUND	45,565	0	1,742	-		47,308
CD INVESTMENTS	999,051	605	-	-		999,656
LAIF	7,805	-	-	-		7,805
TOTAL INVESTMENTS	**6,625,084**	**3,139**	**1,742**	**-**	**(10,246)**	**6,619,719**
RABOBANK CHECKING/CAF	328,538	6	135,702	(73,725)		390,521
RABOBANK - MCD Security Deposit	25,000	1		(1)		25,000
TOTAL CASH & INVESTMENTS	**$ 6,978,622**	**$ 3,146**	**$ 137,445**	**$ (73,726)**	**$ (10,246)**	**$ 7,035,240**

	BALANCE 6/30/2013	QTR 1	QTR 2	QTR 3	QTR 4	TOTAL YTD
INVESTMENTS BEGINNING BALANCE	**6,619,785**					**6,619,785**
INCOME		5,074				5,074
DEPOSITS		3,586	-			3,586
WITHDRAWALS		-	-			
UNREALIZED GAIN/LOSS		(8,726)	-			(8,726)
INVESTMENTS TOTALS	**6,619,785**	**(66)**	**-**	**-**	**-**	**6,619,719**

CAYUCOS SANITARY DISTRICT
SUMMARY OF CASH, SAVINGS & INVESTMENTS
AUGUST 2013

		INCOME									
	BEGINNING ACCT VALUE 8/01/2013	INTEREST/ DIVIDENDS	BOND INTEREST (SWEEP)	CDs INTEREST	PRINCIPAL PAY DOWNS (SWEEP)	DEPOSITS	3RD PARTY CKS DRAWN/ CHARGES	MATURED SECURITIES (REDEMPTIONS)	INVESTMENT PURCHASES	CHNG IN MARKET VALUE	ENDING ACCT VALUE 8/31/2013
ASSOC. SECURITIES CORP. (SHANLEY):											
- CORE INVESTMENTS											
Cash, Money Funds, FDIC Deposits	$3,046,168.94		$2,532.46	$0.00		$0.00	$0.00	$0.00	$0.00	$4,163.13	$3,052,864.53
Fixed Income	$2,325,059.97	$0.00	$2,532.46 ($2,532.46)		$0.00		$0.00	$0.00	$0.00	($14,409.18)	$2,310,650.79
Mutual Funds	$201,434.10	$0.93	.				$0.00	$0.00	$0.00	$0.00	$201,435.03
Sub-Total	**$5,572,663.01**	**$0.93**	**$2,532.46**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**($10,246.05)**	**$5,564,950.35**
LAIF:	**$7,805.03**	$0.00									**$7,805.03**
RABOBANK:											
Checking Account	**$328,449.52**	$5.94				$135,702.42	($73,724.72)				**$390,433.16**
Cafeteria Plan Account	**$88.22**					$0.00	$0.00				**$88.22**
ASSOC. SECURITIES CORP. (SHANLEY):											
- CAPITAL FACILITIES FUND											
Cash, Money Funds, FDIC Deposits	**$45,565.24**	$0.19				$1,742.26 $0.00 $0.00	$0.00				**$47,307.69**
Mutual Funds	**$0.00**	$0.00									**$0.00**
Sub-Total	**$45,565.24**	**$0.19**				$1,742.26	$0.00				**$47,307.69**
MCD SEC.DEPOSIT	**$25,000.00**	**$1.08**					**($1.08)**				**$25,000.00**
SUBTOTAL	**$5,979,571.02**	**$8.14**	**$2,532.46**	**$0.00**	**$0.00**	**$137,444.68**	**($73,725.80)**	**$0.00**	**$0.00**	**($10,246.05)**	**$6,035,584.45**

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
AUGUST 2013

	PURCHASE DATE	TERM	INTEREST RATE	BEGINNING BALANCE 8/01/2013	CD's INTEREST	INTER-ACCT TRANSFERS	MATURED SECURITIES (REDEMPTIONS)	INVESTMENT PURCHASES	ENDING ACCT BALANCE 8/31/2013
CoastHills Credit Union CD	12/30/11	1 Year	0.50%	$251,223.76	$106.68		$0.00	$0.00	$251,330.44
CoastHills Credit Union C/A	12/30/08			$5.00					$5.00
1st California Bank CD	12/31/11	12 Months	0.39%	$248,331.81	$82.26		$0.00	$0.00	$248,414.07
Coast National Bank CD	10/06/11	2 Years	1.25%	$249,745.97	$260.15		$0.00	$0.00	$250,006.12
Heritage Oaks Bank CD	05/30/12	2 Years	0.75%	$249,694.24	$156.06		$0.00	$0.00	$249,850.30
Heritage Oaks Bank C/A	12/31/08			$50.00					$50.00
SUBTOTAL				**$999,050.78**	**$605.15**	**$0.00**	**$0.00**	**$0.00**	**$999,655.93**
TOTAL CASH, SAVINGS & INVESTMENTS				**$6,978,621.80**				**$0.00**	**$7,035,240.38**

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
8/31/2013

Agenda Item No. 7.B.3
9.19.2013

	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	$ 286,060		$ 286,060	17%	$ 1,637,320
TAX INCOME	588,863	596,000	16,488		16,488	3%	596,000
INVESTMENT INCOME	37,460	30,000	5,136		5,136	17%	30,000
OTHER INCOME	97,939	95,000	9,216		9,216	10%	95,000
TOTAL INCOME	**$ 2,424,891**	**$ 2,358,320**	**$ 316,901**	**$ -**	**$ 316,901**	**13%**	**$ 2,358,320**
PAYROLL - ADMIN	284,300	237,883	42,626		42,626	18%	237,883
PAYROLL - MAINT	191,775	209,091	37,421		37,421	18%	209,091
PAYROLL - PERS SAVINGS PAYDOWN	10,749	10,749	-	1,792	1,792	17%	10,749
PROFESSIONAL SERVICES - ADMIN	82,530	93,000	5,895	6,255	12,150	13%	93,000
TOTAL PAYROLL	**$ 569,354**	**$ 550,723**	**$ 85,942**	**$ 8,047**	**$ 93,988**	**17%**	**$ 550,723**
OPERATIONS & MAINT EXP	105,614.0	248,800.0	7,853		7,853	3%	248,800
WWTP EXPENSE	306,593	825,000	-	137,500	137,500	17%	825,000
WWTP CORRECTIONS	-	-	-		-		-
OTHER OPERATING EXP	180,524	173,972	40,370		40,370	23%	173,972
DEPRECIATION EXPENSE	469,200	510,000	85,000		85,000	17%	510,000
TOTAL EXPENSES	**$ 1,631,285**	**$ 2,308,495**	**$ 219,165**	**$ 145,547**	**$ 364,711**	**16%**	**$ 2,308,495**
NET INCOME/(LOSS)	**$ 793,606**	**$ 49,825**	**$ 97,736**	**$ (145,547)**	**$ (47,810)**		**$ 49,825**

As of: 08/31/13 The annual percent completion is : **17%**

ACCOUNT TYPE	PRIOR YEAR ACTUAL FY 12-13	APPROVED BUDGET FY 13-14	ACTUAL REV / EXP FY 13-14	PERCENT YTD FY 13-14	PROJECTED ACTUAL FY 13-14
SEWER RELATED INCOME	**$1,700,629**	**$1,637,320**	**$286,060**	**17.47%**	**$1,637,320**
TAX INCOME	**588,863**	**596,000**	**16,488**	**2.77%**	**596,000**
INVESTMENT INCOME	**37,460**	**30,000**	**5,136**	**17.12%**	**30,000**
OTHER INCOME	**97,939**	**95,000**	**9,216**	**9.70%**	**95,000**
TOTAL INCOME	**$2,424,891**	**$2,358,320**	**$316,901**	**13.44%**	**$2,358,320**
Gross Wages - Admin	213,840	176,983	31,273	**17.67%**	176,983
Employee Health - Admin	25,803	24,068	4,342	**18.04%**	24,068
Employee Retirement - Admin	28,925	24,670	4,645	**18.83%**	24,670
Payroll Taxes - Admin	15,732	12,162	2,366	**19.45%**	12,162
TOTAL PAYROLL - Admin	**$284,300**	**$237,883**	**$42,626**	**17.92%**	**$237,883**
Gross Wages - Maint & Op	139,593	155,498	28,419	**18.28%**	155,498
Employee Health - Maint & Op	22,699	22,000	3,641	**16.55%**	22,000
Employee Retirement - Maint & Op	18,550	19,900	3,220	**16.18%**	19,900
Payroll Taxes - Maint & Op	10,933	11,693	2,140	**18.30%**	11,693
TOTAL PAYROLL - Maint & Op	**$191,775**	**$209,091**	**$37,421**	**17.90%**	**$209,091**
PAYROLL - PERS PAYDOWN	**$10,749**	**$10,749**	**$0**	**0%**	**$10,749**
Professional Services Admin	**$82,530**	**$93,000**	**$5,895**	**6%**	**$93,000**
O & M Expenses	64,385	207,100	2,879	**1.39%**	207,100
Telephone - Maint	6,673	6,700	959	**14.31%**	6,700
Utilities - Maint	34,556	35,000	4,016	**11.47%**	35,000
Total Maintenance Cost	**$105,614**	**$248,800**	**$7,853**	**3.16%**	**$248,800**
WWTP	**306,593**	**825,000**	-	**0.00%**	**825,000**
WWTP - Corrections	-	-	-		-
Auto & Trucks	6,893	8,000	260	**3.25%**	8,000
Dues & Subscriptions	4,978	5,050	965	**19.11%**	5,050
Commercial Ins/Wrk Comp	38,091	34,000	23,410	**68.85%**	34,000
Interest	33,896	30,472	-	**0.00%**	30,472
Misc Business	661	1,000	28	**2.80%**	1,000
Office Admins	25,028	32,100	3,007	**9.37%**	32,100
SUTA	990	2,000	-	**0.00%**	2,000
Professional Services	42,910	29,900	4,524	**15.13%**	29,900
Business Exp	-	500	-	**0.00%**	500
Permits & Licenses	4,553	4,900	-	**0.00%**	4,900
Rent	210	350	210	**0.00%**	350
Taxes & Assessments	10,761	7,900	7,315	**92.60%**	7,900
Telephone - Admin	2,467	2,400	218	**9.10%**	2,400
Prof. Development Admin + Board	4,572	11,000	-	**0.00%**	11,000
Utilities - Admin	4,514	4,400	433	**9.84%**	4,400
TOTAL OTHER OPERATING EXP	**$180,524**	**$173,972**	**$40,370**	**23.20%**	**$173,972**
Depreciation	**$469,200**	**$510,000**	**$85,000**	**16.67%**	**$510,000**
TOTAL EXPENSE	**$1,631,285**	**$2,308,495**	**$219,165**	**9.49%**	**$2,308,495**

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	08/31/13								
4							16.66%		
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	$282,180	18%		1,600,000
9	41000, 41500	Sewer Standby Fee (net of refunds)	Income	22,003	21,600	3,456	16%		21,600
10	42000, 43000	Sewer Connection and Permit Fees	Income	10,375	15,720	425	3%		15,720
11			SEWER RELATED INCOME	**1,700,629**	**1,637,320**	**286,060**	**17%**		**1,637,320**
12									
13	44000	Rent Income	Income	42,815	42,000	-	0%		42,000
14	45000, 45100	Solid Waste Franch and Recycl Dev Pgm Fe	Income	54,974	53,000	9,216	17%		53,000
15	46000	Taxes & Assessments	Income	588,863	596,000	16,488	3%		596,000
16	47000	Interest Income	Income	37,460	30,000	5,136	17%		30,000
18	47500,51000, 51500,6	Other Income	Income	150	-	-	0%		-
19	60500		TAXES & OTHER INCOME	**724,262**	**721,000**	**30,840**	**4%**		**721,000**
20									
21		**INCOME TOTAL**		**$2,424,891**	**$2,358,320**	**$316,901**	**13%**		**$2,358,320**
22									
23									
24	600M0	Autos&Trucks (Gas & Oil)	Expenses	6,142	5,500	260	5%		5,500
25	601MO	Autos&Trucks - Repairs	Expenses	751	2,500	-	0%		2,500
26			AUTOS&TRUCKS SUB-TOTAL	**6,893**	**8,000**	**260**	**3%**		**8,000**
27									
28	61000	Depreciation	Expenses	**469,200**	**510,000**	85,000	**17%**		**510,000**
29	63000	Dues & Subs	Expenses	**4,978**	**5,050**	965	**19%**		**5,050**
30									
31	650A0	Gross Wages-Regular	Expenses	177,066	147,556	27,790	19%		147,556
32	651A0	Gross Wages-Overtime & Extra Hours	Expenses	-	-	-	0%		-
33	653AO	Gross Wages-CafPlan Pay	Expenses	18,139	11,427	2,183	19%		11,427
34	65400	Gross Wages-Directors	Expenses	8,900	15,000	1,300	9%		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**	**31,273**	**18%**		**176,983**
37									
38	650M0	Gross Wages-Regular - Maint	Expenses	118,606	130,708	24,179	18%		130,708
39	651M0, 654MO	Gross Wages-Overtime & Callout - Maint	Expenses	1,556	3,000	300	10%		3,000
40	65200	Gross Wages-Standby Pay - Maint	Expenses	14,670	15,300	2,860	19%		15,300
41	653MO	Gross Wages-CafPlan Pay - Maint	Expenses	4,761	6,490	1,080	17%		6,490
42			GROSS WAGES -M&O SUB-TOTAL	**139,593**	**155,498**	**28,419**	**18%**		**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	3,151	23%		13,500
46	662AO, 670AO	Ins - Hlth (Incl Emplr-Pd CafPlan)- Admin	Expenses	25,803	24,068	4,342	18%		24,068
47	662MO,670MO	Ins - Hlth (Incl Emplr-Pd CafPlan)- Maint	Expenses	22,699	22,000	3,641	17%		22,000
48			INSURANCE SUB-TOTAL	**86,593**	**80,068**	**31,393**	**39%**		**80,068**
49									
50	68000	Interest	Expenses	**33,896**	**30,472**	-	**0%**		**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**	-	**0%**		**825,000**

CAYUCOS SANITARY DISTRICT
YTD BUDGET OVERVIEW FY 13-14
08/31/13

	A	B	D	AB	AC	BC	BD	BE	BF
5				PRIOR YEAR ACTUAL	APPROVED BUDGET	ACTUAL REV / EXP	15.66% Percent YTD		PROJECTED 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
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	-	0%		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	308	3%		10,000
62	71700	Pump Replacement	Expenses	-	26,500	-	0%		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	557	11%		5,000
65	74100	Laundry (incl boot allowance)	Expenses	5,024	4,400	273	6%		4,400
66	75000	Line Cleaning	Expenses	8,956	13,000	-	0%		13,000
67	76000,66200	Safety Supp & Matl's	Expenses	1,593	3,000	262	9%		3,000
68	80000	Chemicals	Expenses	19,344	20,000	-	0%		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**	**1,552**	**1%**		**175,100**
73	83100	Special Projects:							
74		Air Relief Valves	Expenses	-		-	-		
75		Manhole Reconditioning	Expenses	9,384	15,000	1,157	8%		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	170	8%		2,000
83			SPECIAL PROJ SUB-TOTAL	**10,694**	**32,000**	**1,327**	**4%**		**32,000**
84									
85			O&M TOTAL	**75,079**	**207,100**	**2,879**	**1%**		**207,100**
86									
87	84000	Ans Svc	Expenses	839	1,000	140	14%		1,000
88	84100	Copy & Dup	Expenses	680	1,000	66	7%		1,000
89	84210	Office - Equip Rent	Expenses	2,675	3,000	446	15%		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	376	8%		5,000
92	84500	Postage	Expenses	9,025	11,600	1,571	14%		11,600
93	84600	Print & Advtg	Expenses	3,845	4,000	-	0%		4,000
94	84700	Supplies	Expenses	4,371	4,500	269	6%		4,500
95	84800, 84900, 85300	Svc Chg, Misc Exp	Expenses	901	1,000	139	14%		1,000
96			OFFICE ADMIN SUB-TOTAL	**25,028**	**32,100**	**3,007**	**9%**		**32,100**
97									
98	851A0, 852AO, 855AO	Payroll Taxes (Emplr-Pd) - Admin	Expenses	15,732	12,162	2,366	19%		12,162
99	851M0, 852MO	Payroll Taxes (Emplr-Pd) - Maint	Expenses	10,933	11,693	2,140	18%		11,693
100			PAYROLL TAXES SUB-TOTAL	**26,665**	**23,855**	**4,506**	**19%**		**23,855**

	A	B	D	AB	AC	BC	BD	BE	BF
1	CAYUCOS SANITARY DISTRICT								
2	YTD BUDGET OVERVIEW FY 13-14								
3	08/31/13								
4							16.66%		
5				PRIOR YEAR ACTUAL	APPROVED BUDGET	ACTUAL REV / EXP	Percent YTD		PROJECTED ANNUAL
6									
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	4,645	19%		24,670
103	853M0, 854MO	PERS Retirement - Maint	Expenses	18,550	19,900	3,220	16%		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**	**7,865**	**14%**		**55,319**
106									
107	85400	SUTA	Expenses	990	2,000	-	**0%**		2,000
108									
109	86000	Professional Svcs-Acctg	Expenses	4,740	5,000	-	0%		5,000
110	86100	Professional Svcs-Engineer	Expenses	-	3,000	-	0%		3,000
111	86200	Prof essional Svcs-Legal	Expenses	31,218	15,000	3,866	26%		15,000
112	86300	Professional Svcs-Computer Prog	Expenses	6,559	6,500	658	10%		6,500
113	86400	Professional Svcs-Other	Expenses	393	400	-	0%		400
114			PROF SVCS SUB-TOTAL	**42,910**	**29,900**	**4,524**	**15%**		**29,900**
115									
116	86600	Professional Svcs-Administration	Expenses	**82,530**	93,000	5,895	6%		93,000
117									
118	87000	Business Exp	Expenses	-	500	-	0%		500
119	87500	Permits & Licenses	Expenses	4,553	4,900	-	0%		4,900
120	88000, 71600	Rent	Expenses	210	350	210	60%		350
121	88500	Taxes & Assessments	Expenses	10,761	7,900	7,315	93%		7,900
122			OTHER BUSINESS EXP-TOTAL	**15,524**	**13,650**	**7,525**	**55%**		**13,650**
123									
124	890A0	Telephone	Expenses	2,467	2,400	218	9%		2,400
125	890M0	Telephone	Expenses	6,673	6,700	959	14%		6,700
126			TELEPHONE SUB-TOTAL	**9,140**	**9,100**	**1,177**	**13%**		**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	433	10%		4,400
133	910M0, 930M0, 940M0	Utilities: Elect, Gas, Water, Sewer, Cable	Expenses	34,556	35,000	4,016	11%		35,000
134			UTILITIES SUB-TOTAL	**39,070**	**39,400**	**4,448**	**11%**		**39,400**
135									
136		**EXPENSES TOTAL**		**$1,641,979**	**$2,308,495**	**$219,165**	9%		**$2,308,495**
137									
138			**Revenue**	**$2,424,891**	**$2,358,320**	**$316,901**	**13%**		**$2,358,320**
139			**Expenses**	**$1,641,979**	**$2,308,495**	**$219,165**	**9%**		**$2,308,495**
140			**Net Income**	**$782,912**	**$49,825**	**$97,736**			**$49,825**

Agenda Item No. 7.B.4
9.19.2013

CAYUCOS SANITARY DISTRICT

CAPITAL IMPROVEMENT PROJECTS SUMMARY
8/31/2013

		Budget FY 13-14	Actual thru 8/31/2013	Accruals	Year to Date Actual & Accrued	Percent YTD 8/31/2013	Projected District Actuals 8/31/2013
CAPITAL OUTLAY:							
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
CAPITAL IMPROVEMENT PROJECTS:							
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	18,425		18,425	5.99%	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	0		0	0.00%	10,000
Main Street Manhole Repair		15,000	0		0	0.00%	15,000
	Sub-Total	**684,628**	18,425	0	18,425		684,628
DISTRICT CAPITAL PROJECTS	**TOTALS**	**773,628**	80,633	0	80,633		773,628

CAYUCOS SANITARY DISTRICT
CAPITAL IMPROVEMENT PROJECTS
FY 2013/2014

	PRIOR YEARS' COSTS	DISTRICT BUDGET FY 12/13	TOTAL PROJECT COST THRU FY 12/13	BUDGET CARRYOVER FROM FY 12/13	DISTRICT BUDGET FY 13/14	PROJECTED ACTUAL FY 2013-2014	FY 2013/2014 JUL 2013	AUG 2013	SEP 2013	TOTAL PAID FY 13-14	TOTAL PROJECT COSTS TO DATE
CAPITAL OUTLAY:											
O & M Work Order/Inventory Computer 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**	**$62,209**	**$ 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 & Creek Crossing		$ 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**
Liftstation #3 Upgrade											
Equipment	$ 81,370	$ 185,000	$ 81,370	$ 103,630	$ 103,630	$ 103,630		$ 4,425		$ 4,425	$ 85,794
Construction and Demolition	$ 54	$ 180,000	$ 54	$ 179,946	$ 179,946	$ 179,946				$ 0	$ 54
Environmental Studies/Permits/Engineering	$ 10,949	$ 35,000	$ 10,949	$ 24,051	$ 24,051	$ 24,051		$ 14,000		$ 14,000	$ 24,949
PROJECT TOTAL	**$ 92,372**	**$ 400,000**	**$ 92,372**	**$ 307,628**	**$ 307,628**	**$ 307,628**	**$ 0**	**$ 18,425**	**$ 0**	**$ 18,425**	**$ 110,797**
Sewer Main Creek Crossing Refurbishments	$ 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**
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**
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**
Main Street Line Cleaning & Video Inspection	$ 0	$ 0	$ 0	$ 0	$ 10,000	$ 10,000					$ 0
PROJECT TOTAL	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 10,000**	**$ 10,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**
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**
DISTRICT CAPITAL PROJECTS TOTAL	**$ 92,372**	**$ 509,000**	**$ 92,372**	**$ 416,628**	**$ 773,628**	**$ 773,628**	**$ 0**	**$ 80,633**	**$ 0**	**$ 80,633**	**$ 173,006**

Agenda Item No. 7.C
9.19.2013

CAYUCOS SANITARY DISTRICT

200 Ash Avenue
P.O. Box 333, Cayucos, California 93430-0333
805-995-3290

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

Customer Satisfaction Survey

The Cayucos Sanitary District is committed to providing the best customer service possible to persons doing business with the District. Please take a moment to fill out the following survey. Your feedback is greatly appreciated.

1) Date: 8-30-13

2) Please circle the item that best describes your recent interaction with the District:

(*Bill Payment*) *Sewer Lateral* *Will Serve*

Encroachment Permit *Change of Address* *Other:* _____

3) Please rate the following based on:

1 = Poor; 2 = Fair; 3 = Good; 4 = Excellent; N/A = not applicable

- Promptness:	4	- Information given about the process:	4
- Courtesy:	4		
- Efficiency:	4		
- Helpful Attitude:	4	- How would you rate our service overall?	4
- Knowledge:	4		

4) Do you have any suggestions to improve our service?

_____

_____

_____

5) Please use the additional space for any other comments you may have. *Your suggestions, ideas, and feedback are appreciated.*

Danielle was friendly and efficient. She took care of our problem with speed and was easy to deal with.

6) Would you like to have someone from the District contact you at this time to clarify any questions or concerns you now have? No

Name: BIAGGINI Address: 1 S. OCEAN

Contact #: _____

For additional District information, see the District's website: www.cayucossd.org

:) DANIELLE

Agenda Item No. 8.A
9.19.2013

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, August 15, 2013
6:00 p.m.

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:02 p.m.
Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon and Director Dan Lloyd. Director Michael Foster was absent
Staff present: District Manager Rick Koon and Administrative Services Accounting Manager Anita Rebich

2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments. Cayucos Sanitary District Collections Lead Jon Collins and Mike Merrill, Collections Worker II presented the District's newly purchased CCTV camera system. They gave the Board a demonstration of the functions of the system and explained it's capabilities along with how it interfaces with mapping software.

3. DISCUSSION AND CONSIDERATION TO APPROVE GRANT OF LICENSE AND AGREEMENT AFFECTING REAL PROPERTY BETWEEN CAYUCOS SANITARY DISTRICT AND DOMINIQUE AND JACQUELINE MENDEVIL AT 3292 DAVIES AVE., CAYUCOS

Manager Koon recapped the project details and explained the Grant of License was necessary because the proposed deck had an overhead encroachment into our easement.

MOTION: 1st by Lloyd, 2nd by Chivens to Approve Grant of License and Agreement Affecting Real Property between Cayucos Sanitary District and Dominique and Jacqueline Mendevil at 3292 Davies Ave., Cayucos
VOTE: **4-0** Motion passed

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

Manager Koon gave an overview of the meeting in Supervisor Bruce Gibson's office with Morro Bay Mayor Jamie Irons, Morro Bay City Manager Andrea Lueker, President Enns and himself. He explained the meeting was to update Supervisor Gibson on the plans for the two communities and the wastewater treatment plant issues, findings etc. President Enns commented to Supervisor Gibson was that he didn't want to spend another $2 million dollars just to get shut down again. He further explained that we are now waiting for Morro Bay to complete their studies to see if we have any parallels in direction.
President Enns was asked to speak on the wastewater treatment plant issues and alternatives by the Friends of the Cayucos Library on August 19, 2013. The Board agreed it would be advantageous for the Ad-Hoc Committee members President Enns and Director Dan Lloyd, who would attend for additional support, get the information out to the public about the alternatives we are looking at for a future wastewater treatment facility.

5. **DISCUSSION AND CONSIDERATION TO ADOPT PLANS, SPECIFICATIONS AND WORKING DETAILS FROM ABOVE GRADE ENGINEERING FOR THE LIFT STATION #3 REPLACEMENT PROJECT**

Manager Koon explained the activities that had occurred to date on the project and the mandatory pre-bid meeting that was held on August 13, 2013.

MOTION: 1st by Lloyd, 2nd by Chivens to Adopt the Plans, Specifications and Working Details from Above Grade Engineering for the Lift Station #3 Replacement Project.

VOTE: 4-0 Motion passed

6. **DISCUSSION AND CONSIDERATION TO DELEGATE THE AUTHORITY TO AWARD THE CONTRACT FOR THE LIFT STATION #3 REPLACEMENT PROJECT**

Manager Koon presented the schedule for the bids, award, notice to proceed and start/end dates. There was a brief discussion on the concerns voiced by Director Foster about the bidding procedure. Manager Koon stated he sees no conflict with the UPCCAA regulations.

MOTION: 1st by Lloyd, 2nd by Lyon to Delegate the Authority to the District Manager to Award the Contract for the Lift Station #3 Replacement Project

VOTE: **4-0** Motion passed

7. **APPROVAL FOR THE PURCHASE OF THE WETWELL, VALVE VAULT AND MANHOLES FOR THE LIFT STATION #3 REPLACEMENT PROJECT IN THE AMOUNT OF $39,820.83 FROM MID STATE CONCRETE PRODUCTS**

Manager Koon explained to the Board that Mid State Concrete Products has supplied all our past products of this nature and there is no other local supplier.

MOTION: 1st by Lloyd, 2nd by Lyon Approving the Purchase of the Wetwell, Valve Vault and Manholes for the Lift Station #3 Replacement Project in the Amount of $39,820.83 from Mid State Concrete Products.

VOTE: 4-0 Motion passed

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

A. Manager Koon's report was accepted as presented. Manager Koon also reported that the CSD sewer line that runs down Main Street in Morro Bay was cleaned on August 13, 2013 along with the siphon.

9. **CONSENT CALENDAR**

A. Approval of Minutes for the July 18, 2013 Board of Directors Meeting

MOTION: 1st by Lloyd, 2nd by Lyon to Approve the Consent Calendar as presented.

VOTE: 4-0 Motion passed

10. **BOARD MEMBER COMMENTS**

President Enns wanted to give kudos to the Operations and Maintenance staff for all their work and input over the past several months.

11. **SCHEDULED MEETINGS**

A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting: *Date*: September 12, 2013, Hosted by City of Morro Bay, *Location*: TBA, *Time*: 6:00pm

12. SCHEDULE AGENDA ITEMS FOR THE SEPTEMBER 19, 2013 BOARD MEETING

13. ADJOURNMENT

The meeting adjourned at 7:28 p.m.

Minutes recorded by: _____

Anita Rebich, Clerk to the Board

DRAFT