



**SPECIAL MEETING
STUDY SESSION FOR ASSESSMENT ELECTION
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT
Meadow Room, Pajaro Dunes, 2661 Beach Road, Watsonville, CA 95076**

Saturday, March 11, 2017 9:00 a.m.

A. OPEN SESSION CALL TO ORDER – PLEDGE OF ALLEGIANCE

Roll Call

Bob Moore (P45) Vice President
David Bower (P48) Director
Robert Allen Director

Jim Griffin (P9) Director
Mary Paige Director
Wendy Cumming, Clerk/Accountant/Secretary

B. MEMBER COMMENTS

Matters under the jurisdiction of the Board and not on the posted agenda, may be addressed by members of the public before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Board of PDGHAD. Any person wishing to address the Board during the Member Comment period shall be permitted to be heard for up to 3 minutes, A) individuals may speak only once and B) the Board is unable to address any owner comments in depth, but may choose to direct the Clerk to follow-up on the matter for a future meeting.

C. STUDY SESSION FOR ASSESSMENT ELECTION

- The board will meet to discuss and provide direction to the District’s attorney/clerk/accountant on a potential assessment election. No formal action will be taken at this study session.

I. ADJOURNMENT

The next Regular Meeting of the Board of Directors is scheduled for April 8, 2017, at 9:00 a.m. at the offices of the Pajaro Dunes Geologic Hazard Abatement District, Meadow Room, Pajaro Dunes, 2661 Beach Road, Watsonville, CA 95076. Individuals who require special accommodations are requested to contact the District Clerk by calling (831) 761-7744, no less than 72 hours prior to the meeting or in the case of a Special Meeting, as soon as possible after the Agenda is posted. Copies of the agenda will be available 72 hours prior to the meeting and may be obtained by contacting the District at (831) 761-7744. All meetings are noticed and conducted in accordance with the Ralph M. Brown Act.

SUPPLEMENTAL SUPPORT FOR 218 BUDGET CALCULATIONS

Administrative and Operating Expenses	Notes	Zone 1		Zone 2	
General and Administrative Expenses					
Printing and mailings	(A)	\$ 7,425		\$ -	
Communications and Website maintenance	(B)	5,400		-	
Office Supplies	(C)	550		-	
Advertising	(D)	2,200		-	
Insurance	(E)	10,000		-	
Membership Dues	(F)	1,650		-	
Total General and Administrative Expenses		27,225	8.9%	-	0.0%
Professional Services					
Legal Consultant	(G)	18,000		-	
Contract costs for Assessment calculations	(H)	9,900		-	
Audit Fees	(I)	8,250		-	
Accountant & Clerk Contract/Admin. & Outreach	(J)	38,500		2,640	
Total Professional Services		74,650	24.4%	2,640	35.0%
Special District Compliance Costs					
Elections	(K)	2,475		-	
Board and Clerk Training	(L)	2,200		-	
Total Special District Compliance Costs		4,675	1.5%	-	0.0%
Seawall and River Wall Annual Inspection	(M)	24,450	8.0%	550	7.3%
Total Administrative and Operating Expenses		131,000	42.8%	3,190	42.3%
Capital Repair Costs/Expenses and Reserve	(N)	175,000	57.2%	4,360	57.7%
Total Proposed Budgets		\$ 306,000	100.0%	\$ 7,550	100.0%

Costs to be allocated to each zone based on estimated proportional benefit. Based on standard cost allocation formulas for GHAD as recorded by the engineer of record July 1, 2009.

- (A) 8 mailings per year, 262 properties, estimated \$1.50 per mailing
- (B) To include communication with membership, the public and other agencies, and website maintenance.
- (C) To include paper, envelopes, board meetings, misc.
- (D) Public notices of meetings to include newspaper advertisement.
- (E) Current insurance policy cost.
- (F) Annual dues to California Special District Association, California GHAD Association.
- (G) Legal costs for District council at meetings and for consultations. Estimate \$1,500 per month.
- (H) Contract costs annually \$9,900 for outsourcing of assessment administration and property transfer of ownership information
- (I) Fees for annual audit required by the County of Santa Cruz and as a requirement of a public agency.
- (J) Contract for Accountant/Clerk, secretarial services, to include accounting, audit support, budgets preparation, administration, outreach and additional requests. Estimate 25 hours per month at \$135.00 per hour.
- (K) Santa Cruz County Annual Election Costs \$2,475, based on an election held every 2 years at \$4,950.
- (L) Mandatory compliance training and consultation as required by the State. Estimate \$2,200 per year.
- (M) Consulting Engineering inspection, to include annual inspection, survey work, presentations, and minor consultations. Estimated at \$25,000 per year.
- (N) **Capital Repair Costs/Expenses and Reserve Fund** include rock purchase and storage; emergency event response; major event repairs; legal support; insurance increases; penalties; mitigation; repair, permit costs (consultants, surveying, application and compliance costs, seawall repairs, negotiations, and project management), administrative overhead costs associated with capital repairs, and project costs (contractors, materials, construction management).

Regarding the reserve fund unused monies will be set aside for future emergency events and corresponding expenses. The goal is to maintain a minimum of \$500,000, for such events and expenses.

**Pajaro Dunes Geologic Hazard Abatement District
218 Budget
Proportional Benefit Allocation Charts**

March 11, 2017

GHAD Budget by Benefit Category

Zone 1 Annual Budget

Category	Proportional Benefit	General & Administration		No. of Units	Annual Payment per Unit	Monthly Payment
		Assessment Amount	Reserve Assessment Amount			
Row 1 Houses	64.12%	\$ 83,995.89	\$ 112,208.25	67	\$ 2,928.42	\$ 244.04
Row 2 Houses	7.57%	\$ 9,914.08	\$ 13,244.00	44	\$ 526.32	\$ 43.86
Row 3,4 & 5 Houses	3.76%	\$ 4,925.60	\$ 6,580.00	40	\$ 287.64	\$ 23.97
Cypress Townhomes	11.85%	\$ 15,516.95	\$ 20,728.75	23	\$ 1,575.90	\$ 131.33
Pelican Condominiums	10.18%	\$ 13,334.49	\$ 17,813.25	87	\$ 358.02	\$ 29.84
PDA Stairs	2.53%	\$ 3,312.99	\$ 4,425.75	1	\$ 7,738.74	\$ 644.90
Total:		<u>\$ 131,000.00</u>	<u>\$ 175,000.00</u>	<u>262</u>		

GHAD Budget by Benefit Category

Zone 2 Annual Budget

Category	Proportional Benefit	General & Administration		No. of Units	Annual Payment	Monthly Payment
		Assessment Amount	Reserve Assessment Amount			
Pelican Condominiums	99.47%	\$ 3,173.09	\$ 4,336.89	87	\$ 86.32	\$ 7.19
PDA Stairs	0.53%	\$ 16.91	\$ 23.11	1	\$ 40.01	\$ 3.33
Total:		<u>\$ 3,190.00</u>	<u>\$ 4,360.00</u>	<u>88</u>		

<u>Zone 1</u>	Fiscal Year 2017/2018	Fiscal Year 2018/2019	Fiscal Year 2019/2020	Fiscal Year 2020/2021	Fiscal Year 2021/2022
Front Row	3,622	3,559	3,047	1,779	1,779
2nd Row	651	640	548	320	320
3rd Row	356	350	299	175	175
Cypress	1,949	1,915	1,640	957	957
Pelican	443	435	372	217	217
Stairs	9,572	9,406	8,051	4,700	4,700
218 Budget					
Estimated new annual budget	306,000	312,120	318,362	324,730	331,224
Debt Service	72,504	59,809			
	378,504	371,929	318,362	324,730	331,224

The above represents the estimated total amount that each zone would pay annually for operating , reserve and debt service. Each subsequent year has received a 2% CPI.

Pajaro Dunes Geologic Hazard Abatement District

March 11, 2017

State Parks Penalty Amounts to Date

From	To	Penalty Per month	Multiplier	Amount
2/3/2003	10/14/2003	\$ 445.00	8.5	\$ 3,782.50
10/15/2003	10/31/2005	\$ 545.00	24.5	\$ 13,352.50
11/1/2005	12/31/2005	\$ 5,045.00	2	\$ 10,090.00
1/1/2006	12/31/2016	\$ 5,045.00	120	\$ 605,400.00
1/1/2017	2/28/2017	\$ 5,045.00	2	\$ 10,090.00
Current total:				\$ 642,715.00

Cost per homeowner: \$ (2,510.61)