



**REGULAR MEETING AGENDA
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT
HYBRID MEETING in person at**

**2661 Beach Rd.
Watsonville, CA 95076**

Saturday, May 6th, 2023 9:00 a.m.

And via ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/82232811149?pwd=WWlvcUkwQlBpb1hULzIEUEV4UXV5UT09>

Meeting ID: 822 3281 1149

Passcode: 608360

Phone in: +1 669 900 9128 US

If you have any questions please contact the District Clerk at pdghad@gmail.com

A. OPEN SESSION CALL TO ORDER – PLEDGE OF ALLEGIANCE

Roll Call

**John Cullen, President
David Ferrari, Vice-President
Raphael Kraw, Treasurer**

**Michael Butner, Director
Patrick Dobbins, Director
Sarah Mansergh, Clerk**

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. PRESIDENT’S REMARKS

The President will use this opportunity to inform the public of issues affecting the District and other items of a general nature not otherwise provided for on this agenda.

1. 2023 Meeting Dates

May 6th, 2023

June 3rd, 2023

August 5th, 2023

October 7th, 2023

December 9th, 2023

D. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine by the Board of Directors and will be enacted by one motion at the appropriate time. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

1. Approval of meeting minutes from March 11th, 2023

E. TREASURER’S REPORT

2. Financial Reports

- Financial Report through March 2023
- Warrant listing

F. MEETING reports

3. Meetings attended by Directors at District expense since the last meeting of the Board (per AB1234 requirements). Such reports may be made orally or in writing.

G. NEW BUSINESS

4. ITEM- Update on County application for grading permit

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action /direction

5. ITEM-Review and consider 2023/2024 FY Budgets

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action /direction

6. ITEM-California Special District Association Overview and membership discussion
 - a. Board report
 - b. Public comment
 - c. Board discussion
 - d. Board action /direction

7. ITEM-Discuss announcement items for the Homeowners meeting on May 20th
 - a. Board report
 - b. Public comment
 - c. Board discussion
 - d. Board action /direction

H. DIRECTORS COMMENTS AND CONCERNS

Members of the Board of Directors may address items of concern at this time and may request that items be placed on future agendas in accordance with the By-laws of the Board.

I. ADJOURNMENT

The next Meeting of the Board of Directors is scheduled for June 3rd, 2023, at 9:00 a.m. online via Zoom and at the offices of the Pajaro Dunes Geologic Hazard Abatement District, Board Room, Pajaro Dunes, 2661 Beach Road, Watsonville, CA 95076. Individuals who require special accommodations are requested to contact the District Clerk by calling (831) 818-9253, 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.

PDGHAD

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HYBRID MEETING in person at**

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Passcode: 608360
Phone in: +1 669 900 9128 US**

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A. OPEN SESSION CALL TO ORDER – PLEDGE OF ALLEGIANCE

Roll Call

**John Cullen, President-attending online (not voting)
Michael Butner, Director-attending online (not voting)**

A Flash Flood warning and road closures prevented above members from attending in person. They did not participate in voting at this meeting.

**David Ferrari, Vice-President-present
Raphael Kraw, Treasurer-present**

**Patrick Dobbins, Director-present
Sarah Mansergh, Clerk-present**

**Wendy Cumming-accountant, Mike Rodriquez-attorney, Stacey Stillman-homeowner and
George Kraw-homeowner**

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C. PRESIDENT'S REMARKS

The President will use this opportunity to inform the public of issues affecting the District and other items of a general nature not otherwise provided for on this agenda.

1. 2023 Meeting Dates

May 6th, 2023 Updated Date

June 3rd, 2023

August 5th, 2023

October 7th, 2023

December 9th, 2023

2. Form 700s are due April 3rd

D. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine by the Board of Directors and will be enacted by one motion at the appropriate time. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

1. Approval of meeting minutes from December 10th, 2022

Raphael Kraw moves to approve the meeting minutes from Decemeber 10th. Patrick Dobbins seconds. Roll call: Raphael Kraw-aye, David Ferrari-aye, Patrick Dobbins-aye.

E. TREASURER'S REPORT

2. Financial Reports

- Financial Report through January 2023
- Warrant listing

Wendy gave a financial update. No major changes in budgets. Still awaiting some invoices from CE&G.

F. MEETING reports

3. Meetings attended by Directors at District expense since the last meeting of the Board (per AB1234 requirements). Such reports may be made orally or in writing.

No meetings were attended.

G. NEW BUSINESS

4. ITEM- Update on County application for grading permit

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action /direction

Dan Peluso provided an overview of the plans. 99.9999% draft plans were shown. Final calculations and requests for rock volumes TBD.

5. ITEM-Review and consider insurance renewals

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action /direction

Raphael Kraw moves to approve the renewal of the insurance plans with the presented quotes. Patrick Dobbins seconds. Raphael Kraw-aye, David Ferrari-aye, Patrick Dobbins-aye.

6. ITEM-Consider obtaining bids for new auditing firms

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action /direction

The Board considered this proposal and decided that a new auditing firm is not needed at this time. Will continue with Hutchinson and Bloodgood.

7. ITEM-Consider moving part of Zone 1 operating and emergency funds into a money market account

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action /direction

Patrick Dobbins moves to approve the transfer of the emergency funds account as well as part of the Zone 1 funds into a Money Market account at Santa Cruz County Bank. Raphael Kraw seconds. Raphael Kraw-aye, David Ferrari-aye, Patrick Dobbins-aye.

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DRAFT

Pajaro Dunes Geologic Hazard Abatement District

Balance Sheet

As of March 31, 2023

Mar 31, 23

ASSETS

Current Assets

Checking/Savings

100000 · SCCB Zone 1 - 3957	272,789
100001 · SCCB Zone 2 - 3965	86,665
100002 · SCCB Z1 Emerg - 1877	670,638
100003 · SCCB LTD- 0208	49,412
100004 · SCCB Bond Holding	<u>300,081</u>

Total Checking/Savings 1,379,585

Accounts Receivable

120000 · Assessments Receivable	<u>52,919</u>
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Total Accounts Receivable 52,919

Other Current Assets

121500 · Prepaid Insurance	17,735
121600 · Prepaid Expenses	<u>1,000</u>

Total Other Current Assets 18,735

Total Current Assets 1,451,239

Fixed Assets

150000 · Riverwall	3,000,000
160000 · Accumulated Depreciation	<u>-1,824,997</u>

Total Fixed Assets 1,175,003

Other Assets

182000 · Def. Outflow of Resource (Rock)	<u>16,203</u>
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Total Other Assets 16,203

TOTAL ASSETS 2,642,445

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

200000 · Accounts Payable	<u>18,808</u>
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Total Accounts Payable 18,808

Other Current Liabilities

220000 · Accrued Interest	<u>4,584</u>
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Total Other Current Liabilities 4,584

Total Current Liabilities 23,392

Long Term Liabilities

285000 · Bonds Payable Z2	910,000
286000 · Bonds Payable Discount Z2	-52,250
286500 · Amort. Bond Discount Z2	<u>37,603</u>

Total Long Term Liabilities 895,353

Total Liabilities 918,745

Equity

30000 · Opening Balance Equity	608,448
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32000 · Retained Earnings	1,131,369
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Net Income	<u>-16,117</u>
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Total Equity 1,723,700

TOTAL LIABILITIES & EQUITY 2,642,445

Note ~ GHAD owns \$15k of rock that is stored at Granite Rock

Pajaro Dunes Geologic Hazard Abatement District

Profit & Loss Budget vs. Actual

July 2022 through March 2023

	Zone 1			
	<u>Jul '22 - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
410000 · Assessment Income	118,197	118,197		100%
410050 · Assess. Income PDA Stairs	5,377	4,797	580	112%
Total Income	<u>123,574</u>	<u>122,994</u>	580	100%
Expense				
610155 · Postage and Mailings	295	1,236	(941)	24%
610156 · Election Costs		2,719	(2,719)	
61510 · Advertising		549	(549)	
615115 · Office Expense	1,143	400	743	286%
615140 · Audit Expense	9,000	10,984	(1,984)	82%
61518 · Clerk	2,663	6,920	(4,257)	38%
615415 · Accounting	10,150	16,772	(6,622)	61%
615416 · Assessment Admin. Expense	2,720	10,788	(8,068)	25%
615617 · Website Maintenance		1,236	(1,236)	
615655 · Dues		550	(550)	
615656 · Board/Clerk Education		2,417	(2,417)	
616500 · Legal Fees	2,440	14,829	(12,389)	16%
619010 · Technical Consulting Costs	73,848	97,521	(23,673)	76%
628500 · Insurance Expense	12,358	12,358	-	100%
629030 · SBA Repayment to PHA Z2				
629900 · Bond Fee Expense				
650000 · Bank Service Charges				
750000 · Depreciation Expense Z2				
Total Expense	<u>114,617</u>	<u>179,279</u>	<u>(64,662)</u>	<u>64%</u>
Net Ordinary Income	8,957	(56,285)	65,242	-16%
Other Income/Expense				
Other Income				
410070 · Interest & Penalty Income	837	37	800	2262%
Total Other Income	<u>837</u>	<u>37</u>	<u>800</u>	<u>2262%</u>
Other Expense				
855000 · Interest Expense				
955500 · Interest Bond Discount				
Total Other Expense	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Net Other Income	837	37	800	2262%
Net Income	<u><u>9,794</u></u>	<u><u>(56,248)</u></u>	<u><u>66,042</u></u>	<u><u>-17%</u></u>

Pajaro Dunes Geologic Hazard Abatement District

Profit & Loss Budget vs. Actual

July 2022 through March 2023

Zone 2

	<u>Jul '22 - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
410000 · Assessment Income	157,236	157,235	1	100%
410050 · Assess. Income PDA Stairs	1,117	1,117		100%
Total Income	<u>158,353</u>	<u>158,352</u>	1	100%
Expense				
610155 · Postage and Mailings				
610156 · Election Costs				
61510 · Advertising				
615115 · Office Expense				
615140 · Audit Expense				
61518 · Clerk	814		814	100%
615415 · Accounting				
615416 · Assessment Admin. Expense	212	1,141	(929)	19%
615617 · Website Maintenance				
615655 · Dues				
615656 · Board/Clerk Education		2,140	(2,140)	
616500 · Legal Fees				
619010 · Technical Consulting Costs				
628500 · Insurance Expense				
629030 · SBA Repayment to PHA Z2	69,642	69,642		100%
629900 · Bond Fee Expense		697	(697)	
650000 · Bank Service Charges		413	(413)	
750000 · Depreciation Expense Z2	74,997	74,997		100%
Total Expense	<u>145,665</u>	<u>149,030</u>	<u>(3,365)</u>	<u>98%</u>
Net Ordinary Income	12,688	9,322	3,366	136%
Other Income/Expense				
Other Income				
410070 · Interest & Penalty Income	1,385	113	1,272	1226%
Total Other Income	<u>1,385</u>	<u>113</u>	<u>1,272</u>	<u>1226%</u>
Other Expense				
855000 · Interest Expense	38,419	38,419		100%
955500 · Interest Bond Discount	1,566	1,566		100%
Total Other Expense	<u>39,985</u>	<u>39,985</u>		<u>100%</u>
Net Other Income	<u>(38,600)</u>	<u>(39,872)</u>	1,272	97%
Net Income	<u><u>(25,912)</u></u>	<u><u>(30,550)</u></u>	<u><u>4,638</u></u>	<u><u>85%</u></u>

Pajaro Dunes Geologic Hazard Abatement District

Profit & Loss Budget vs. Actual

July 2022 through March 2023

	TOTAL			
	Jul '22 - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
410000 · Assessment Income	275,433	275,432	1	100%
410050 · Assess. Income PDA Stairs	6,494	5,914	580	110%
Total Income	<u>281,927</u>	<u>281,346</u>	<u>581</u>	<u>100%</u>
Expense				
610155 · Postage and Mailings	295	1,236	(941)	24%
610156 · Election Costs		2,719	(2,719)	
61510 · Advertising		549	(549)	
615115 · Office Expense	1,143	400	743	286%
615140 · Audit Expense	9,000	10,984	(1,984)	82%
61518 · Clerk	3,477	6,920	(3,443)	50%
615415 · Accounting	10,150	16,772	(6,622)	61%
615416 · Assessment Admin. Expense	2,932	11,929	(8,997)	25%
615617 · Website Maintenance		1,236	(1,236)	
615655 · Dues		550	(550)	
615656 · Board/Clerk Education		4,557	(4,557)	
616500 · Legal Fees	2,440	14,829	(12,389)	16%
619010 · Technical Consulting Costs	73,848	97,521	(23,673)	76%
628500 · Insurance Expense	12,358	12,358	-	100%
629030 · SBA Repayment to PHA Z2	69,642	69,642		100%
629900 · Bond Fee Expense		697	(697)	
650000 · Bank Service Charges		413	(413)	
750000 · Depreciation Expense Z2	74,997	74,997		100%
Total Expense	<u>260,282</u>	<u>328,309</u>	<u>(68,027)</u>	<u>79%</u>
Net Ordinary Income	21,645	(46,963)	68,608	-46%
Other Income/Expense				
Other Income				
410070 · Interest & Penalty Income	2,222	150	2,072	1481%
Total Other Income	<u>2,222</u>	<u>150</u>	<u>2,072</u>	<u>1481%</u>
Other Expense				
855000 · Interest Expense	38,419	38,419		100%
955500 · Interest Bond Discount	1,566	1,566		100%
Total Other Expense	<u>39,985</u>	<u>39,985</u>		<u>100%</u>
Net Other Income	<u>(37,763)</u>	<u>(39,835)</u>	<u>2,072</u>	<u>95%</u>
Net Income	<u><u>(16,118)</u></u>	<u><u>(86,798)</u></u>	<u><u>70,680</u></u>	<u><u>19%</u></u>

Pajaro Dunes Geologic Hazard Abatement District

Bank Account Activity

As of March 31, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
100000 · SCCB Zone 1 - 3957						209,039.70
Bill Pmt -Check	02/17/2023	1461	Granite Rock		16,203.37	192,836.33
Bill Pmt -Check	02/17/2023	1462	Jarvis Fay LLP		40.00	192,796.33
Bill Pmt -Check	03/13/2023	1463	KBK Insurance		17,685.80	175,110.53
Bill Pmt -Check	03/13/2023	1464	Sarah Mansergh		4,061.85	171,048.68
Bill Pmt -Check	03/13/2023	1465	Wendy L. Cumming, CPA		1,402.75	169,645.93
Deposit	03/16/2023			8,471.38		178,117.31
Deposit	03/16/2023			94,672.09		272,789.40
Total 100000 · SCCB Zone 1 - 3957				103,143.47	39,393.77	272,789.40
100001 · SCCB Zone 2 - 3965						42,811.40
Bill Pmt -Check	02/17/2023	1380	Pelican Home Owner's Association		7,738.00	35,073.40
Bill Pmt -Check	02/17/2023	1381	U.S. Bank St. Paul		24,420.00	10,653.40
Transfer	02/28/2023		From Z2 Bond Holding	24,420.00		35,073.40
Bill Pmt -Check	03/13/2023	1382	Pelican Home Owner's Association		7,738.00	27,335.40
Bill Pmt -Check	03/13/2023	1383	Sarah Mansergh		814.20	26,521.20
Deposit	03/16/2023			60,144.22		86,665.42
Total 100001 · SCCB Zone 2 - 3965				84,564.22	40,710.20	86,665.42
100002 · SCCB Z1 Emerg - 1877						668,269.95
Deposit	03/16/2023			2,367.76		670,637.71
Total 100002 · SCCB Z1 Emerg - 1877				2,367.76	0.00	670,637.71
100003 · SCCB LTD- 0208						49,278.10
Deposit	02/28/2023			7.70		49,285.80
Deposit	03/31/2023			125.73		49,411.53
Total 100003 · SCCB LTD- 0208				133.43	0.00	49,411.53
100004 · SCCB Bond Holding						259,172.99
Transfer	02/28/2023		To Z2 Operating		24,420.00	234,752.99
Deposit	02/28/2023			48.06		234,801.05
Deposit	03/16/2023			64,595.80		299,396.85
Deposit	03/31/2023			684.00		300,080.85
Total 100004 · SCCB Bond Holding				65,327.86	24,420.00	300,080.85
TOTAL				255,536.74	104,523.97	1,379,584.91

**Pajaro Dunes Geologic Hazard Abatement District
Expenditure Budget Analysis**

July 2022 through June 2023

	Projection	FY22/23	Over (Under)	% of Budget
	Jul '22 - Jun 23	Budget	Budget	
Expense				
610155 · Postage and Mailings	500	1,648	(1,148)	30%
610156 · Election Costs		2,719	(2,719)	
61510 · Advertising		549	(549)	
615115 · Office Expense	1,200	604	596	199%
615140 · Audit Expense	9,000	10,984	(1,984)	82%
61518 · Clerk	4,500	9,227	(4,727)	49%
615415 · Accounting	13,000	19,772	(6,772)	66%
615416 · Assessment Admin. Expense	3,500	10,788	(7,288)	32%
615617 · Website Maintenance	500	1,648	(1,148)	30%
615655 · Dues	550	550	-	100%
615656 · Board/Clerk Education	1,000	2,417	(1,417)	41%
616500 · Legal Fees	3,500	19,772	(16,272)	18%
619010 · Technical Consulting Costs	100,000	130,028	(30,028)	77%
628500 · Insurance Expense	16,477	16,477	-	100%
Total Expense	153,727	227,183	(73,456)	68%
Other Income/Expense				
Other Income				
410070 · Interest & Penalty Income	3,500	50	3,450	7,000%
Total Other Income	3,500	50	3,450	7,000%

**PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT - ZONE 1
BUDGET FOR FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

FUNDING SOURCES FOR ZONE 1	FY24	FY23	FY24	County Object Number	
	<u>Spending Budget</u>	<u>Previously Received</u>	<u>Assessment</u>	404823 Operating Assessment	404853 Emergency Reserve
Property Assessments:			\$ 239,070		
From Members			231,922		
From PDA for Stairways			7,148		
Interest income			3,000		
Total Revenue for Zone 1			<u>242,070</u>		
 Administrative and Operating Expenses					
General and Administrative Expenses					
Printing and mailings	\$ 1,728	\$ -	\$ 1,728		
Communications and Website maintenance	1,728	-	1,728		
Office Supplies	633	-	633		
Advertising	576	-	576		
Insurance	17,281	-	17,281		
Membership Dues	576	-	576		
Total General and Administrative Expenses	<u>22,523</u>	<u>-</u>	<u>22,523</u>		
Professional Services					
Legal Consultant	20,737	-	20,737		
Contract costs for Assessment calculations	9,171	-	9,171		
Audit Fees	11,520	-	11,520		
Accountant Contract	20,737	-	20,737		
Engineer Fees/County permit	135,541	-	135,541		
Clerk Contract/Admin. & Outreach	9,677	-	9,677		
Total Professional Services	<u>207,383</u>	<u>-</u>	<u>207,383</u>		
Special District Compliance Costs					
Elections	2,852	-	2,852		
Board and Clerk Training	2,535	-	2,535		
Total Special District Compliance Costs	<u>5,387</u>	<u>-</u>	<u>5,387</u>		
Seawall Inspection	<u>6,777</u>	<u>-</u>	<u>6,777</u>		
 Total Administrative and Operating Expenses	 <u>\$ 242,070</u>	 <u>\$ -</u>	 <u>\$ 242,070</u>	 242,070	

**DRAFT PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT - ZONE 2
BUDGET FOR FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	DRAFT Budget
<hr/>	
REVENUE FOR ZONE 2	
Property Assessments	239,498
Pelican	238,228
Total PDA for stairway	1,269
Interest	150
<i>Total Revenue for Zone 2</i>	<hr/> 239,648 <hr/>
EXPENDITURES FOR ZONE 2	
<i>Administrative Costs</i>	
Contract for Assessment Administration	1,197
Accountant/Clerk Contract	2,992
Bond Fee	731
Bank Service Charges	550
	<hr/>
Total Administrative Costs	<hr/> 5,470 <hr/>
<i>Riverwall Inspection</i>	<hr/> - <hr/>
<i>Loan Payments</i>	
SBA Loan Payment	92,856
Payment on bond issue (82 members)	141,322
	<hr/>
Total loan payments	<hr/> 234,178 <hr/>
<i>Total Expenditures for Zone 2</i>	<hr/> 239,648 <hr/>
Net Change in Fund Balance	<hr/> - <hr/>

California Special Districts Association

<https://www.csda.net/home>

On-demand Webinars:

Ethics Training:

<https://members.csda.net/imis1/ItemDetail?iProductCode=WEB2023ETHICS>

Sexual Harassment Prevention Training:

<https://members.csda.net/imis1/ItemDetail?iProductCode=WEB2023SHP>

Item for discussion:

Board Secretary Conference:

Nov 6-8th in Monterey

Members are \$625 (\$935-1010 Non-members)

<https://www.csda.net/boardsecretary/home>

Costs for membership:

\$1287 based on the budget of \$242,000