



**REGULAR MEETING MINUTES
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT
MEADOW ROOM, Pajaro Dunes, 2661 Beach Road, Watsonville, CA 95076**

Saturday, August 11th, 2018 9:00 a.m.

A. OPEN SESSION CALL TO ORDER – PLEDGE OF ALLEGIANCE

Roll Call

Bob Moore, President present
Robert Allen, Vice-President
John Cullen, Secretary

David Ferrari, Community Liaison
Jim Griffin, Director present
Sarah Mansergh, Clerk

Brian Mullins-homeowner

John Martin-homeowner

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.

- Meeting Calendar 2018

November 10th and December 8th

Sarah presented print outs of the new website pages. Next meeting dates acceptable.

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 minutes June 9th, 2018

John Cullen moves to approve minutes, Rob Allen seconds. All approve.

E. TREASURER'S REPORT

2. Financial Reports
 - Financial Report through June 30th, 2018
 - Warrant listing

Wendy provided overview of financial report-balance sheet, profit/loss. Audit report may be available at the next meeting. \$17,000 additional costs for engineer that were unanticipated but we had reserve funds to cover.

Motion to accept financial report. Rob Allen, John C. seconds. All approve

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.

John C. contacted County Administrator to determine who we should be talking with-Flood Control Manager-Mark Strudely-who will also determine seawall permitting contact. Will have a phone call to set up a face to face meeting-early September. Assistant County Admin. Matt Machado-may assign someone to be involved in the discussions. David F. volunteered to join the discussions.

G. NEW BUSINESS

4. ITEM – Resolution to consider adoption of annual conflict of interest code
 - a. Board report
 - b. Public comment
 - c. Board discussion
 - d. Board action

No significant changes have been made to the conflict of interest code.

Jim G. moves to adopt resolution, David F. seconds, All approve.

5. ITEM – Resolution establishing a policy for the use of funds designated as “Zone 1 Capital Repair Expense and Reserve Fund”
 - a. Board report
 - b. Public comment
 - c. Board discussion
 - d. Board action

Mike R. explained that this resolution is to set to outline and confirm the policy on the use of the funds that were approved in the 2018 assessment election.

Bob M-Can any of these funds be used for permitting etc.?

Jim G-What is the definition of an emergency. –Defined in the policy (exhibit A to the Resolution).

Discussion ensued about how the funds could be used and what an emergency utilization would look like.

Need to determine costs for permitting, mitigations, etc. for major repairs and get a better definition of funds needed for that project. This will then allow us to move forward with another 218 election. Mike-we may want to consider another engineering firm-to help reduce costs.

Rob A-After funds are collected does the \$600,000 just sit there?

Mike-yes, until the major repair work is completed, then the funds could be migrated back into the general funds-by approval.

Rob A-suggested that if we can move forward and no need for funds this winter then maybe we could go to the homeowners and appeal to move some of the funds over to the general budget for use in getting permits etc. that will get us to the point we can move forward with the

Rob A-moves to approve resolution 2018-09, David F seconds. All approve

6. ITEM – Provide direction to Accountant for the establishment of a new reserve account for “Zone 1 Capital Repair Expense and Reserve Fund” with Santa Cruz County Bank.

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

Wendy-need to update signers on the account. Bob M. is only signer currently on the account. Previously approved-Rob A., John C. and Sarah Mansergh would be added as signers.

We will move forward to remove Raul Deju, Susan Ellis, Bill Lyons, and Wendy Cumming. We will now also add David F. (instead of Rob A.) John C. and Sarah Mansergh.

Rob A. moves to direct Wendy to open account. John C seconds. All approve

7. ITEM – Update on assessment rolls sent to the County for 2018/2019

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

Wendy sent in the assessment rolls. She ensured that the Reserve Funds be included as a separate item on the tax roll, for easier accounting purposes and transparency.

8. ITEM – Resolution to establish a line of credit for use as emergency funds until the “Zone 1 Capital Repair Expense and Reserve Fund” is funded.

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

This resolution will allow the Board to move forward to establish a line of credit up to \$600,000. The current loan documents only outline a \$300,000 loan so we need to update if we wanted to increase the amount.

Board would like to attempt to modify the loan up to \$600,000. A lesser amount is acceptable, if necessary, but would like to secure the entire \$600,000 line of credit. Wendy will follow up with SCCB and get us updated paperwork.

Jim G. moves to approve the resolution, John C seconds. All approve

9. ITEM – Update on Board election process

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

Sarah gave an update on the Board election process. All positions were run unopposed so the County will appoint the positions by motion rather than be included in the election process. One position remains open so the candidacy filing will remain open until August 15th.

10. ITEM – Strategy Session to discuss permits and procedures for seawall hazard abatement

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

Action items as our next steps:

- 1) **John and David will meet with the County to get an idea of what the process will be to move forward to obtain a permit-from the County’s perspective.**
- 2) **Renew the permit application with the Coastal Commission-ARUP? Mike will contact ARUP and get new contact information.**
- 3) **Contact Graniterock-David F will follow up with them to get our new contact information. We will follow up to ensure rocks are available and accessible for winter.**
- 4) **Set up a time to do an annual inspection on the seawall with ARUP. Sarah and Mike**

Next meeting: Audit report, emergency contact updates and information obtained as outlined in the action items.

Jim G. puts forth a motion to adjourn the meeting John C seconds. All approve. 10:21am

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

Motion for adjournment by Jim Griffiths seconded by John Cullen, approved by all.

There being no further business to come before the Board, the meeting was adjourned at 10:21 a.m.

Attest:



Sarah Mansergh
Clerk of the Board
Pajaro Dunes Geologic Hazard Abatement District

The next Meeting of the Board of Directors is scheduled for November 10, 2018, 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.