

DIABLO COMMUNITY SERVICE DISTRICT
PO BOX 321
DIABLO CA 94528
MINUTES
BOARD OF DIRECTORS
Diablo Country Club
August 11, 2015, 7:30 p.m.

CALL TO ORDER: President Ray Brant called the meeting to order at 7:30 p.m.

ROLL CALL: Secretary Richard J. Breitwieser called the roll as follows:
Directors Present: Brant, Torru, Hoffman, Mini, Chow
Directors Absent: None

COMMENTS FROM THE AUDIENCE: There being no comments from the audience, the president closed the “public comment” portion of the meeting.

ACTION ITEM: Approve expenditure of up to \$2000 to move domain name to GO DADDY to update the DCSD website and create 6 District email accounts.

Director Torru reported on the advantages of changing the domain name account to GO DADDY and establishing six district email accounts.

On motion of Director Hoffman, second by Director Mini, up to \$2000 was approved to change the domain name account to GO DADDY and establish six district email accounts.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstention: None
Absent: None

ACTION ITEM: Discuss and take action on RESOLUTION 2015 – 7 to establish an Inspection Fee to be charged to contractors working on a facility maintained by the Diablo Community Service District.

At the recommendation of Director Hoffman, this was continued to the next meeting.

ACTION ITEM: Approve employment of one or more additional Contra Costa County Sheriff’s deputy(ies) for additional security during the Mount Diablo Challenge on October 4, 2015

President Brant reported that it will be necessary to hire one or more deputies to patrol during the Mount Diablo Challenge because our weekend Deputy Sheriff has retired.

On motion of Director Brant, second by Director Torru, the employment of one or more deputy sheriffs to patrol during the Mount Diablo challenge was approved.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstention: None
Absent: None

ACTION ITEM: Approve \$300 reimbursement to Nancy Wander for cyclist education signs.

On Motion of Director Torru, second by Director Chow, the sum of \$280.40 was approved for the cyclist education signs.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstention: None
Absent: None

ACTION ITEM: Approve design for grid over the opening of the culvert at the intersection of Calle Arroyo and Canada Via.

The board discussed the merits of the two designs. Alternate designs were suggested which will be considered.

On motion of Director Hoffman, second by Director Mini, up to \$5000 was approved for the fabrication and installation of the trash rack at the culvert at the intersection of Calle Arroyo and Canada Via,

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstention: None
Absent: None

ACTION ITEM: On motion of Director Torru, second by Director Mini, the Board authorized placement of stop signs at:

In front of the bus stop traveling south on Alameda Diablo;

On Avenida Nueva traveling east and west at the corner of La Cadena;

Corner of Alameda Diablo and Club House Road traveling south on Alameda Diablo.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstention: None
Absent: None

CONSENT CALENDAR. The following items will be considered under a single motion unless a director calls up a specific item for individual consideration.

1. Approve the Minutes Regular meeting held July 14, 2015.

On motion of Director Torru second by Director Chow, the minutes of the July 14, 2014 meeting were approved as corrected.

REPORTS.

DPOA. Don Nejedly reported that seven residents had agreed to serve on the Board of Directors and that he was serving as president.

DIABLO COUNTRY CLUB: Hank Salvo reported that

Our request to locate a bin on club property will be considered by his board at its next meeting.

Prospective applicants for the Position of General Manager of the club are progressing. It is expected that the new manager will start in September or October and that Jason Waters will serve as interim manager.

The water and irrigation project for the club is in the CEQUA process.

CONTRA COSTA COUNTY: No report.

SECURITY: President Brant reported that:

Citations are lower.

The Sheriff's Dept is looking for a Deputy to fill the place resulting from the retirement of retired Deputy Sheriff Mike _____. Director Hoffman suggested that we consider use of a Reserve Deputy Sheriff.

Lt. Warren is retiring.

ROADS, BRIDGES & CULVERTS: Directors Don Hoffman and Jeff Mini reported:

The El Nido paving project is progressing satisfactorily. Members of the board and audience expressed satisfaction with the work to date.

Five speed humps will be removed and 21 humps will be reconfigured to conform to present regulation.

Discussion took place regarding the three speed bumps at the turn of Calle Arroyo. Present plans are to lower all three to a maximum height of 3 ½ inches. It was also suggested that one of the bumps might be removed with no reduction of safety.

Director Hoffman stated that the contract with DRYCO provides that DRYCO will replace all berms at driveways that were removed in the paving process.

The trail is complete and under budget. Director Mini thanked Kay Batts for monitoring and keeping the board informed of the condition of the trail before repair. Director Mini was also thanked for overseeing this project.

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California Department for Fish and Wildlife has accepted our application to repair the creek wall fronting Club House Road.

FINANCIAL: Director Torru presented the financial Report for the month of July, 2015

Diablo Community Service District
Profit and Loss Statement
1 month ended July 31, 2015

	July	YTD	Prior YTD	Budget
<i>Income</i>				
Ad Valorem Taxes		\$0		
Road & Security Fees		0		
Traffic Fines	117	117	84	192
Interest Income	7	7	21	13
Total Income	<u>124</u>	<u>124</u>	<u>105</u>	<u>205</u>
<i>Expenses</i>				
Sheriff Security	27,750	27,750	27,450	28,917
Auto Repairs		0	196	
Cell Phone		0		
Other		0		
Road Maintenance		0		
Bridge Maintenance		0		
Bridge/Culvert Engineering		0		
Storm Drain Maintenance		0		
Tree, Bush and Weed Trimming		0		
Gardener	120	120		120
Trail and Creek Maintenance		0		
Entrance & Island Maint		0		
General Manager	1,750	1,750	1,750	1,750
Legal Retainer	1,850	1,850	1,850	1,850
Records Storage		0		
Audit		0		
Legal Notices and Fees	60	60		
Assessors Roll/County Fees		0		
Other Professional Fees	1,426	1,426		1,500
Insur Director and Officers		0		
Insur Commercial and Auto		0		
Insur Excess General Liability		0		
DMAC Operating Expenses		0		
Administrative	11	11	5	33
Depreciation Expense	132	132	132	132
Miscellaneous		0		
Total Expenses	<u>33,099</u>	<u>33,099</u>	<u>31,383</u>	<u>34,302</u>
Net Income	<u>-32,975</u>	<u>-32,975</u>	<u>-31,278</u>	<u>-34,097</u>

Diablo Community Service District

Balance Sheet

July 31, 2015

July

ASSETS

Current Assets

Wells Fargo Checking Acct	\$531,362
Wells Fargo Money Market 2	<u>268,589</u>
Total Current Assets	799,951

Property and Equipment

Computer Equip	5,917
Automobile	63,610
Accumulated Depreciation	<u>-66,895</u>
Total Property and Equipment	2,632

Other Assets

Automobile Sinking Fund	62,833
Bridge Sinking Fund	<u>125,000</u>
Total Other Assets	187,833

Total Assets 990,416

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable*	<u>55,836</u>
Total Current Liabilities	55,836

Long-Term Liabilities

Other Liabilities	<u>187,833</u>
Total Long-Term Liabilities	187,833

Total Liabilities 243,669

Capital

Opening Balance Equity	1,239,979
Retained Earnings	-460,256
Net Income	<u>-32,975</u>
Total Capital	746,748

Total Liabilities & Capital 990,417

Diablo Community Service District
Cash Flow Statement
1 month ended July 31, 2015

	July	Year to Date
<i>Cash Flows from operating activities</i>		
Net Income	\$ (32,975)	\$ (32,975)
Adjustments to reconcile net income to net cash provided by operating activities		
Accumulated Depreciation	132	132
Accounts Receivable	370	370
Accounts Payable	18,770	18,770
Accrued Expenses	-480	-480
Total Adjustments	18,792	18,792
Net Cash provided by Operations	-14,183	-14,183
<i>Cash Flows from investing activities</i>		
Used For		
Automobile Sinking Fund		0
Bridge Sinking Fund	-5,000	-60,000
Net cash used in investing	-5,000	-60,000
<i>Cash Flows from financing activities</i>		
Proceeds From		
Other Liabilities	5,000	60,000
Used For		
Net cash used in financing	5,000	60,000
Net increase <decrease> in cash	-14,183	-14,183
<i>Summary</i>		
Cash Balance at End of Period	799,951	799,951
Cash Balance at Beg of Period	-814,134	-814,134
Net Increase <Decrease> in Cash	\$ (14,183)	\$ (14,183)

ADJOURNMENT: There being no further business, the President adjourned the meeting at 8:45 p.m.

Diablo Community Service District
By

Richard J. Breitwieser, Secretary