

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
MINUTES
CURTOLA ROOM, DIABLO COUNTRY CLUB
APRIL 9, 2019, 7:30 PM**

CALL TO ORDER: President Ray Brant called the meeting to order at 7:30 p.m.
ROLL CALL: Secretary Jeff Eorio called the roll as follows:

Directors present: Brant, Urbelis, Becker, Eorio,
Directors absent: Isom

1. PUBLIC COMMENTS:

Dana Sketchley, Mt. Diablo Scenic resident discussed the issue of no maintenance on Mt. Diablo Scenic Blvd., even though the Mt. Diablo Scenic residents pay the fees to the DCSD. He also requested signage for cyclists coming down Mt. Diablo to control their speed as the traverse Mt. Diablo Scenic Blvd. Additionally, the wild boars are creating havoc on some residential properties.

Arlene Reed, advised the Board of the expanding crack on Casa Nuestra and that it is expanding and needs to be addressed. President Brant responded that it will soon be addressed by MCE. She also requested an update on the recruitment of a General Manager, President Brant responded with the timeline for the recruitment.

2. ACTION ITEMS:

Approved with typographical errors: Motion by Urbelis, Second, Becker, Minutes of February 12, 2019 Special Meeting

Approved on Motion by Urbelis, Second Becker, Minutes of March 4, 2019 Special Meeting

Approved on Motion by Urbelis, Second Becker, Minutes of March 12, 2019 Special Meeting

Approved on Motion by Becker, Second Urbelis, contract extension for Transition Consultant Kathy Torru through July 30, 2019 with existing conditions.

3. REPORTS:

CONTRA COSTA COUNTY: Alicia Nuchols reported on the Contra Costa County General Plan update, a 20 year "Envision Contra Costa 2040," and the importance of this plan update within the County. She also discussed the importance of the 2020 Federal Census and the financial and governmental impact that the 2020 Census will have on all Californians. The County would appreciate anything the DCSD can do to encourage participation in the 2020 Census.

DIABLO COUNTRY CLUB: Hank Salvo reported that the golf course renovations have begun and that the work is anticipated to be completed this winter.

DIABLO PROPERTY OWNERS: Dana Pingatore reported that 215 of 308 property owners have signed up as members. Additional Flags of Diablo have been ordered and the Association is working with property owners on the island on Alameda Diablo between Country Club and La Cadena on a one-time improvement to the landscaping. Additionally, the DPOA is planning a summer "block party" for Diablo.

SECURITY: Deputy Buergi reported of one home burglary by a disgruntled ex-employee who also stole a vehicle which was subsequently recovered. Otherwise, the months of February and March were pretty uneventful.

Bob Tiernan informed the Deputy of an accident on Calle Arroyo between a golf maintenance vehicle and a resident's vehicle, which was not reported to the Sheriff's office.

Action Item: On a motion by Urbelis and Second by Becker, the Board authorized continuation of the enhanced traffic enforcement efforts by the Sheriff's Department not to exceed 40 hours per month through September 2019.

FINANCIAL: Due to the absence of Director Isom, the Financial Report and Draft 2019-20 budget discussion was continued to the next meeting.

4. ADJOURNMENT:

The President called the next meeting for May 14, 2019. There being no further business, the President adjourned the meeting at 7:45 pm.

Diablo Community Services District by

Jeff Eorio, Secretary

Diablo Community Services District
Profit and Loss Statement
9 months ended March 31, 2019

	July	August	September	October	November	December	January	February	March	Year to Date	Budget YTD	Prior YTD
Income												
Ad Valorem Taxes	-	-	-	-	11,747	246,568	-	-	-	258,315	247,789	279,210
Road & Security Fees	-	-	-	-	-	-	-	-	-	-	-	154,010
Meas B Special Tax	-	-	-	-	-	155,050	-	-	-	155,050	155,452	-
Traffic Fines	29	-	16	151	625	155	187	181	929	2,274	900	1,034
Interest Income	6	4	2	1	-	-	-	-	-	14	45	37
Total Income	35	4	18	152	12,372	401,773	187	181	929	415,653	404,186	434,291
Expenses												
Sheriff Security	32,000	32,000	20,500	23,292	24,829	26,468	27,518	22,318	14,026	222,951	298,078	284,425
Other	-	-	-	1,191	-	-	-	-	-	1,191	-	-
Road Maintenance	-	5,000	-	-	-	-	-	-	3,780	8,780	10,000	9,004
Storm Patrol & Emerg Resp	-	-	-	-	-	-	-	4,197	-	4,197	5,000	1,766
Gardener	100	100	100	100	100	100	100	100	100	900	900	900
Trail and Island Maintenance	-	-	-	-	-	-	-	-	-	-	2,500	-
General Manager	2,500	2,500	2,500	2,500	2,500	2,500	-	1,350	2,475	18,825	22,500	17,250
Legal	-	60,863	16,299	15,610	17,770	20,177	11,186	20,845	12,669	175,419	60,800	50,609
Audit	-	-	-	6,600	-	3,300	-	-	-	9,900	9,500	9,250
Other Professional	55	55	469	2,001	55	55	251	55	55	3,050	3,700	2,563
County/State Notices and Fees	-	50	-	-	-	-	39	703	-	792	-	162
Insurance-Cmmml and D&O	-	-	-	7,154	-	9,084	-	-	-	16,238	20,900	20,591
Administrative	765	14	12	306	109	-	-	175	-	1,381	900	1,227
Depreciation Expense	755	755	755	755	755	755	755	755	755	6,798	6,795	6,798
Miscellaneous	-	-	-	435	91	36	2,508	-	-	3,070	2,950	3,851
Total Expenses	36,175	101,337	40,635	59,944	46,209	62,475	42,357	50,498	33,860	473,492	444,523	408,396
Net Income	(36,140)	(101,333)	(40,617)	(59,792)	(33,837)	339,298	(42,170)	(50,317)	(32,931)	(57,839)	(40,337)	25,895

Diablo Community Services District
Balance Sheet
March 31, 2019

	July	August	September	October	November	December	January	February	March
ASSETS									
Current Assets									
Checking Acct	19,053	50,626	21,694	11,626	37,633	363,053	337,443	245,565	199,730
Money Market	200,794	100,798	100,800	25,801	5,000	5,000	5,000	5,000	5,000
Accounts Receivable	2,200	2,200	2,200	2,200	2,200	-	-	-	-
Prepaid Expenses	11,358	11,303	11,248	11,193	11,138	11,083	11,028	10,973	10,919
Total Current Assets	233,405	164,927	135,942	50,820	55,971	379,136	353,471	261,538	215,649
Property and Equipment									
Computer Equip	5,917	5,917	5,917	5,917	5,917	5,917	5,917	4,737	4,737
Automobile	42,817	42,817	42,817	42,817	42,817	42,817	42,817	42,817	42,817
Other Fixed Assets	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Accumulated Depreciation	(22,319)	(23,075)	(23,830)	(24,585)	(25,340)	(26,096)	(26,851)	(26,427)	(27,182)
Total Property and Equipment	28,915	28,159	27,404	26,649	25,894	25,138	24,383	23,627	22,872
Other Assets									
Cruiser Replacement Fund	36,833	37,833	38,833	39,833	40,833	41,833	42,833	43,833	44,833
Bridge Repair Reserve	305,000	310,000	315,000	320,000	325,000	330,000	335,000	340,000	345,000
Culvert Repair Reserve	-	-	-	-	-	30,500	30,500	30,500	30,500
Total Other Assets	341,833	347,833	353,833	359,833	365,833	402,333	408,333	414,333	420,333
Total Assets	604,153	540,919	517,179	437,302	447,698	806,607	786,187	699,498	658,854
LIABILITIES AND CAPITAL									
Current Liabilities									
Accounts Payable	32,100	64,200	75,076	48,991	87,224	70,335	86,086	43,715	30,000
Total Current Liabilities	32,100	64,200	75,076	48,991	87,224	70,335	86,086	43,715	30,000
Long-Term Liabilities									
Other Liabilities	341,833	347,833	353,833	359,833	365,833	402,333	408,333	414,333	420,333
Total Long-Term Liabilities	341,833	347,833	353,833	359,833	365,833	402,333	408,333	414,333	420,333
Total Liabilities	373,933	412,033	428,909	408,824	453,057	472,668	494,419	458,048	450,333
Capital									
Opening Balance Equity	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979
Retained Earnings	(973,620)	(973,620)	(973,620)	(973,620)	(973,620)	(973,620)	(973,620)	(973,620)	(973,620)
Net Income	(36,140)	(137,474)	(178,089)	(237,882)	(271,718)	67,579	25,409	(24,908)	(57,839)
Total Capital	230,219	128,885	88,270	28,477	(5,359)	333,938	291,768	241,451	208,520
Total Liabilities & Capital	604,152	540,918	517,179	437,301	447,698	806,606	786,187	699,499	658,853

Diablo Community Services District
Cash Flow Statement
9 months ended March 31, 2019

	July	August	September	October	November	December	January	February	March	YTD
Cash Flows from operating activities										
Net Income	(36,140)	(101,333)	(40,616)	(59,792)	(33,837)	339,298	(42,171)	(50,317)	(32,930)	(57,838)
Adjustments to reconcile net income to net cash provided by operations										
Accumulated Depreciation	755	755	755	755	755	755	755	755	755	6,798
Accounts Receivable	-	-	-	-	-	2,200	-	-	-	2,200
Prepaid Expenses	55	55	55	55	55	55	55	55	55	494
Accounts Payable	32,100	32,100	10,876	(26,085)	38,233	(16,889)	15,751	(42,371)	(13,715)	30,000
Accrued Expenses	(90,027)		-	-	-			-		(90,027)
Total Adjustments	(57,117)	32,910	11,686	(25,275)	39,043	(13,879)	16,561	(41,561)	(12,905)	(50,536)
Net Cash provided by Operations	(93,257)	(68,423)	(28,930)	(85,067)	5,206	325,420	(25,610)	(91,878)	(45,835)	(108,374)
Cash Flows from investing activities										
Used For										
Cruiser Replacement Fund	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(9,000)
Road Sinking Fund	-	-	-	-	-	-	-	-	-	-
Bridge Repair Reserve	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(45,000)
Culvert Repair Reserve						(30,500)				(30,500)
Other Assets	-	-	-	-	-	-	-	-	-	-
Net cash used in investing	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(36,500)	(6,000)	(6,000)	(6,000)	(84,500)
Cash Flows from financing activities										
Proceeds From										
Other Liabilities	6,000	6,000	6,000	6,000	6,000	36,500	6,000	6,000	6,000	84,500
Opening Balance Equity	-	-	-	-	-	-	-	-	-	-
Used For										
Other Liabilities	-	-	-	-	-	-	-	-	-	-
Opening Balance Equity	-	-	-	-	-	-	-	-	-	-
Net cash used in financing	6,000	6,000	6,000	6,000	6,000	36,500	6,000	6,000	6,000	84,500
Net increase <decrease> in cash	(93,257)	(68,423)	(28,930)	(85,067)	5,206	325,420	(25,610)	(91,878)	(45,835)	(108,374)
Summary										
Cash Balance at End of Period	219,847	151,424	122,494	37,427	42,633	368,053	342,443	250,565	204,730	204,730
Cash Balance at Beg of Period	(313,104)	(219,847)	(151,424)	(122,494)	(37,427)	(42,633)	(368,053)	(342,443)	(250,565)	(313,104)
Net Increase <Decrease> in Cash	(93,257)	(68,423)	(28,930)	(85,067)	5,206	325,420	(25,610)	(91,877)	(45,835)	(108,374)