

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
APPROVED REGULAR MEETING MINUTES
DIABLO COUNTRY CLUB
TUESDAY, OCTOBER 8, 2019 7:30 p.m.**

CALL TO ORDER: **President: Ray Brant**
 Called meeting to order at 7:30 pm

ROLL CALL: **Secretary: Jeff Eorio**
Directors:
Present: Brant, Urbelis, Eorio, Isom
Absent: Becker

1. PUBLIC COMMENTS.

Nicola Place, Diablo resident, spoke about the over growth encroaching on Mt Diablo Scenic at 2154 Mt Diablo Scenic by approximately 24" and that it creates a much narrower roadway which is a safety hazard in her opinion. She requested that the District follow up immediately with the homeowner and get the area cut back for safety sake.

- 2. ACTION ITEM.** Approve minutes of September 10, 2019 Regular Meeting
 Approved 4-0
 Approve minutes of September 10, 2019 Special Meeting
 Approved 4-0

- 3. INFORMATION/DISCUSSION ITEM.**
 President Brant announced the Diablo Community Services District will host a Holiday Open House, December 5, 2019, Diablo Country Club, from 6:30 to 8:30 pm.

4. REPORTS.

CONTRA COSTA COUNTY: Alicia Nuchols No report

DIABLO COUNTRY CLUB: Hank Salvo Deferred to the DMAC meeting

DIABLO PROPERTY OWNERS: Dana Pingatore Discussed the annual Halloween road closure and DPOA sponsored party on Alameda Diablo. Deputy Buergi stated that the Sheriff's Department would close Alameda Diablo from 6:00 pm – 9:00 pm, the usual Halloween hours.

ROADS: President Brant reported that our current roads and maintenance contractor, MCE has had some major personnel changes and the District will have to look into finding another contractor.

ACTION ITEM: Review proposed bid and authorize expenditure for inspection and/or maintenance of up to four culverts. President Brant reported on the bid he received from Pro-Pipe to video four existing culverts within Diablo due to concerns that they may need maintenance and upgrades. Recommendation: Approve contract with Pro-Pipe for an amount not to exceed \$4,000.00 for four existing culverts, including on El Nido and Calle Arroyo.

Motion: Isom

2nd Urbelis

Approved 3-1, Eorio dissenting due to Calle Arroyo being declared a private road which violates the District Formation Documents.

SECURITY:

Deputy Sheriff Dan Buergi

- a) Presentation of Security Report for September 2019. Deputy Buergi reported that the month was very quiet. Director Isom asked about the theft of a video surveillance camera, the Deputy stated that the homeowner did not want to file a report.

FINANCIAL:

Director Isom

- a) Presentation of Financial Report for July/August/September 2019 were not provided however Director Isom presented the check register for July - September with a cash balance in the District's account at Chase in the amount of \$338,221.

5. **ACTION ITEM.** Review and approve agreement for accounting services with Chere' Irwin, independent contractor. Director Urbelis reported that she has interviewed and followed up on references for Chere' Irwin and is recommending to the Board to appoint her as the District accountant who will keep the day to day accounting records, District balance sheets and do the necessary reporting and follow up on the audit. Her hourly rate is &65/hour. She will begin ASAP.

Recommendation: Approve an annual contract with Chere' Irwin as District accountant.

Motion: Isom

2nd: Urbelis

Approved 4-0

6. **COMMENTS BY DIRECTORS.** None

7. **ADJOURNMENT.** Adjourned at 7:47 pm to the next DCSD Regular Board meeting is scheduled for November 12, 2019 at 7:30 pm in the Diablo Room of the Diablo Country Club.

Diablo Community Services District
by Jeff Eorio, Secretary