

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
TELECONFERENCE VIA THE APPLICATION ZOOM
MARCH 9, 2021 7:30 p.m.**

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

Directors present: Urbelis, Becker, Eorio, Isom, Cox
Directors absent: None

Director Urbelis welcomed Directors and the general public and explained the rules for public comment.

PUBLIC COMMENTS: Nicola Place informed the District that a group of Mt Diablo Scenic Blvd. residents have been working on a road maintenance and safety strategy for Mt Diablo Scenic Blvd with the Mt Diablo State Park and other impacted parties over the last couple years. Covid-19 has delayed the work on a road maintenance agreement so the focus currently is safety. Nicola, working with other residents and interested parties, sent a letter to the local newspaper highlighting the safety issues with upper Mt Diablo Scenic Blvd and the need for road striping and law enforcement presence to make the road safer. A letter was also sent to the CHP requesting patrol of Mt Diablo Scenic Blvd. Nicola requested that the District support the efforts to make Mt Diablo Scenic Blvd a safer road.

BOARD/STAFF COMMUNICATION AND ACTIONS:

ADMINISTRATIVE:

Director Urbelis presented Ordinance 2021-01. Ordinance 2021-01 establishes an informal bidding procedure which is required upon adoption of the UPCCA. The Board passed Resolution 2021-01, adoption of the UPCCA, at its February 8, 2021 Board meeting. Procurement procedures were also added to the Ordinance to formalize the District's purchasing policy.

On motion of Director Eorio, second by Director Urbelis, Ordinance Code 2021-01 was formally introduced and the first reading waived:

Ayes:	Urbelis, Becker, Eorio, Isom, Cox
Noes:	None
Abstentions:	None
Absent:	None

ROADS:

Director Cox announced that the installation of the 2 trash racks at the head walls of the two culverts located on Calle Arroyo has begun. The work will be complete by the end of the week.

Director Cox announced that two bids to perform road slurry seal work had been received and are currently being reviewed. The slurry seal project will be presented to the Board at the April 13th DCSD Regular Meeting for discussion and approval.

SECURITY:

Deputy Buergi reported no security issues in February.

Lieutenant Brian Sliger announced that he had been reassigned to chief of the Court Security Unit and would be leaving his position as Valley Station chief this week. Lieutenant Scott Wooden will take over as chief of the Valley Station. The Directors thanked the lieutenant for his service to the Diablo community and congratulated him on his new role in the Sheriff's department.

At the February DCSD meeting the Deputy announced that the District's sheriff's vehicle was in poor shape and needed replacement. Director Urbelis presented a financial analysis of the sheriff's vehicle replacement options and financing options available to the District. A copy of the financial analysis is attached as Exhibit A.

On motion of Director Eorio, second by Director Urbelis, the District voted to replace the sheriff's vehicle and to join the Contra Costa County Sheriff's Department ISF leasing program, with the understanding that the District can withdraw from the ISF program at any time, without penalty, and purchase its own vehicle. The General Manager was directed to communicate the Board's intention to the sheriff's department and execute the transaction.

Ayes: Urbelis, Becker, Eorio, Cox
Noes: Isom
Abstentions: None
Absent: None

CONSENT CALENDAR:

On motion of Director Eorio, second by Director Becker, the minutes of the February 9, 2021, Regular Meeting were approved:

Ayes: Urbelis, Becker, Eorio, Cox
Noes: None
Abstentions: Isom
Absent: None

REPORTS:

CONTRA COSTA COUNTY: Alicia Nuchols, District Representative for CCC Supervisor Diane Burgis, provided the Board with the COVID-19 vaccine update for the County. Within Diablo, 490 residents have been vaccinated.

DIABLO PROPERTY OWNERS REPORT: Dana Pingatore, DPOA President, reported that the Spring 2021 *Devil's Advocate* publication will be emailed to residents next week. The DPOA has been busy welcoming all of our new residents and has been planning a COVID-19 socially distanced St Patrick's Day celebration. The DPOA will be highlighting residents who have lived in Diablo for more than 50 years and sharing their stories in the *Devil's Advocate* and in the post office over the next year, with a different resident highlighted each month.

DIABLO COUNTRY CLUB: Hank Salvo, Diablo Country Club liaison, commended Dana Pingatore and the DPOA for their beautiful entrances. Hank reported that the golf cart path on the 17th and 18th holes is being used by cyclists and walkers which creates a very unsafe situation when mixed with flying golf balls. The Club has embarked on an education campaign to alert residents to the dangers of walking on the cart path and request that pedestrians and cyclists use Calle Arroyo. The cart path is on the Club's property and use for non-golf purposes is trespassing.

The Club anticipates breaking ground on the new Wellness Center this summer.

CALL OF NEXT MEETING/ADJOURNMENT:

The President called the next meeting for April 13th 2021. The meeting will be conducted via Zoom. There being no further business, the President adjourned the meeting at 8:20 p.m.

Diablo Community Services District by

Kathy Torru, General Manager

DCSD
Exhibit A - Sheriff's Vehicle Replacement Analysis
March 2021

	2016 Ford Interceptor (Aug 2016)	2021 Chevrolet Tahoe LT	2021 Ford Interceptor Hybrid	County ISF Lease Program*
Vehicle Specs				
Length	197	211	199	
Width	79	76	79	
MPG	16/21	15/20	21	
Horsepower	300-400	277-355		
Purchase Specs				
MSRP		\$ 55,593	\$ 51,111	
Sheriff Package		\$ 10,000	\$ 10,000	
Vehicle Purchase Cost	\$ 42,816	\$ 65,593	\$ 61,111	
Annual Servicing & Insur cost (avg)	\$ 3,638	\$ 3,638	\$ 3,638	
Leasing Specs				
Vehicle Monthly Lease Cost \$905.42				\$ 10,865
Vehicle Mileage Cost \$.61				\$ 7,320
Annual Vehicle Cost, excl gas**	\$ 3,638	\$ 3,638	\$ 3,638	\$ 18,185
Purchase cost over 4 years (excl gas)	\$ 57,368	\$ 80,145	\$ 75,663	
Purchase cost over 6 years (excl gas)	\$ 64,644	\$ 87,421	\$ 82,939	
Lease cost scenarios over 4 years				
No Increase				\$ 72,740
3% increase annually				\$ 76,079
4% increase annually				\$ 77,222
5% increase annually				\$ 78,380
Lease cost scenarios over 6 years				
No Increase				\$ 109,110
3% increase annually				\$ 117,628
4% increase annually				\$ 120,621
5% increase annually				\$ 123,693

* The lease cost is the same regardless of the vehicle selected.

**The analysis above does not include \$5,000 in estimated gasoline charges annually.

Year	Miles Driven by year	Vehicle Maint	Insurance	Fuel Cost
2021				
2020	10,938	\$ 3,603	\$ 1,400	\$ 4,655
2019	11,819	\$ 2,869	\$ 1,276	\$ 5,435
2018	12,800	\$ 4,350	\$ 1,136	\$ 5,434
2017	19,447	\$ 3,730	\$ 800	\$ 5,414
Total		\$14,552	\$ 4,612	\$ 20,938

ISF Historical Costs				
	Lease	Mileage	Lease Incr	Mileage Incr
2021				
2020	\$ 905.42	\$ 0.61	14.0%	5.2%
2019	\$ 794.25	\$ 0.58	0.0%	-7.9%
2018	\$ 794.50	\$ 0.63	3.2%	34.0%
2017	\$ 770.17	\$ 0.47		

ISF Important Notes

The vehicle is replaced at no cost to the DCSD at 90k miles.
The monthly lease and mileage charge can be changed at any time at the Sheriff's discretion.

DCSD Vehicle needs:

Transport bicycles and scooters
Transport cones and detour signs
Traverse golf course
Traverse mud and water
Traverse arrow roads
Off road capabilities