

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
DIABLO ROOM, DIABLO COUNTRY CLUB
February 11, 2020 7:30 p.m.**

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. COMMENTS FROM THE AUDIENCE: None

President Brant welcomed and introduced Jarvis, Fay & Gibson attorney Alexandra Barnhill who will be the District's acting General Counsel while Christie Crawl is on maternity leave.

President Brant also welcomed and introduced Kathy Torru as the District's General Manager.

2. ACTION ITEMS:

- a. General Counsel Crawl requested that the Board consider adding urgent agenda item 6, "Closed Session – Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2)." Ms. Crawl explained that the District received information in the last 72 hours, after the agenda was posted, regarding the District's current and prospective insurance that relates to the Maayan Jones Administrative Claim. Ms. Crawl further explained that this information required immediate attention and possible action by the Board.

On motion by Director Becker, second by Director Urbelis, the Board voted to add the following urgent item 6 to the agenda, finding that (1) information came to the attention of the District following the agenda being posted, and (2) the item needed immediate attention and possible action: "Closed Session - Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2)."

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

- b. On motion of Director Urbelis, second by Director Eorio, the minutes of the January 14, 2020 Regular Meeting were approved.

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

- c. On motion of Director Urbelis, second by Director Eorio, the minutes of the January 14, 2020 and January 27, 2020 Special Meetings were approved.

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

3. REPORTS:

CONTRA COSTA COUNTY: No report

DIABLO COUNTRY CLUB: No report

DIABLO PROPERTY OWNERS REPORT: DPOA President Dana Pingatore reported that the Historical Preservation Committee is about to publish a book that tells the story of the 53 historical homes in Diablo. The book is being published with donations from residents and every homeowner will receive a copy of the book free of charge.

ROADS: Director Brant reported that the contract has been signed to repair the culvert on El Nido. The work should take 3-4 days. Director Urbelis will communicate the work schedule to the affected residents. General Counsel stated that the contract had been negotiated per the Board's previous direction and that the contractor had agreed to use the District's standard contract template.

SECURITY: Deputy Sheriff Dan Buergi presented the January 2020 Security Report. He reported that there was one attempted burglary/vandalism on a home on La Cadena. A patio lawn chair was used to break the living room window. It does not appear that perpetrator entered the home.

FINANCIAL: No report

4. ACTION ITEMS:

- a. District Insurance: Director Brant explained that the District had recently contracted for general management services with Kathy Torru, and that this item would be continued to a future meeting when Ms. Torru and the Board acquired additional information for consideration.
- b. Acceptance of FY2019 Audit: The General Manager presented the 2019 audit report, noting that the District received an unqualified opinion with no misstatements, insufficient supporting evidence or internal control deficiencies noted.

On motion of Director Urbelis, second by Director Becker, the 2019 audit report was accepted:

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

5. COMMENTS BY DIRECTORS:

Director Becker thanked Kathy Torru for accepting the contract General Manager role, and explained that he had heard from a few members of the community that the General Manager position should be filled by someone not connected with the previous Board, but that none of them had actually stepped forward to apply for the position. He further stated that the Board has actively posted the position and searched for someone to fill it for quite some time. He finally expressed that the entire Board sincerely appreciates Kathy's continued interest in the District and her willingness to serve as the General Manager, and lauded her vast knowledge of the District's history and her multi-faceted skills that make her a true asset for the District.

Director Eorio seconded Director Becker's comments and requested that the District consider expanding its presence in the *Devil's Advocate* by including more in-depth discussion of Board activities and actions, including reminders of the purpose of the District and the functions it performs.

- 6. CLOSED SESSION:** President Brant adjourned the meeting to closed session at 7:50 pm. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2): Maayan Jones Administrative Claim.
- 7. RECONVENE OPEN SESSION:** At 8:55 pm President Brant reported that there were no reportable actions taken in closed session.
- 8. CALL OF NEXT MEETING/ADJOURNMENT:** President Brant called the next meeting for March 10, 2020. There being no further business, the President adjourned the meeting at 8:57 pm.

Diablo Community Services District by

Kathy Torru, General Manager