

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING AGENDA¹
TELECONFERENCE VIA THE APPLICATION ZOOM
TUESDAY, APRIL 12, 2022, 7:30 P.M.**

MEETING PROCEDURE

Pursuant to California Assembly Bill 361, the Diablo Community Services District is authorized to hold public meetings remotely and to make those meetings accessible to all members of the public seeking to observe and to address the Board by remote means. All members of the public seeking to observe and/or address the Board may participate in the meeting in the manner described below. This meeting can be viewed using the Zoom platform:

ZOOM WEBSITE: <https://zoom.us/j/4680449859>
MEETING ID: **468 044 9859**

FOR AUDIO PARTICIPATION ONLY: Call (346) 248-7799 or (669) 900-9128 and enter Meeting ID# 468 044 9859 followed by the pound (#) key.

To submit public comments before the meeting, email generalmanager@diablocsd.org before 12 pm on the day of the meeting.

CALL TO ORDER: **President: Kathy Urbelis**
ROLL CALL: **Secretary: Jeff Eorio**

 Urbelis, Becker, Eorio, Isom, Cox

PUBLIC COMMENTS: *Public comments will be taken on any subject including items on this agenda and are limited to 3 minutes per person when speaking in English, and 6 minutes per person when using a translator. Comments by the audience are not intended to result in a dialogue between members of the audience or between the audience and the Board. Please note that under Brown Act regulations, no member of the Board may engage in any discussion, other than a brief comment or request for clarification, of any item raised by any member of the audience unless that item is included as an agenda item.*

1. BOARD/STAFF COMMUNICATION AND ACTIONS:

ADMINISTRATIVE: Director Urbelis

ROADS: Director Cox
 a) Provide an update on the 2022 Road Maintenance Project,
 b) Provide update on Club House sink hole repair.

SECURITY: Deputy Sheriff Dan Buergi
 a) Present prior month's security report.

¹ Agenda attachments are available on the DCSD's website (www.diablocsd.org) home page under Agenda.

2. CONSENT CALENDAR:

- a) Approve the minutes of the March 8, 2022, Regular Meeting.
- b) Approve the minutes of the March 13, 2022, Special Meeting.
- c) Authorize remote teleconference meetings of the Board of Directors, originally authorized at the January 11, 2022, Meeting under Resolution 2022-01, for another 30 days to May 10, 2022.

3. REPORTS:

CONTRA COSTA COUNTY:	Cameron Collins
DIABLO PROPERTY OWNERS ASSOC:	Dana Pingatore
DIABLO COUNTRY CLUB:	Hank Salvo

4. DIRECTOR COMMENTS

5. FUTURE AGENDA ITEM ANNOUNCEMENT

At the May 10 meeting:

- a) Budget planning for fiscal 2022-23
- b) Records Retention policy and schedule

6. CALL OF NEXT MEETING & ADJOURNMENT:

The next DCSD Regular Board meeting is scheduled for May 10, 2022, at 7:30 p.m.

Diablo Community Services District by

Kathy Torru, General Manager
generalmanager@diablocsd.org

DCSD Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet, or other writings that may be distributed at the meeting should contact the General Manager at least one working day before the meeting at (925) 683-4956 or generalmanager@diablocsd.org. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Public records that relate to any item on the open session agenda are available for public inspection by contacting the General Manager and on the District's website <http://diablocsd.org>.

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
TELECONFERENCE VIA THE APPLICATION ZOOM
MARCH 8, 2022, 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, Eorio, Cox
Directors absent: Becker, Isom

President Urbelis welcomed Directors and the public and explained the rules for public comment.

PUBLIC COMMENTS: None

BOARD/STAFF COMMUNICATION AND ACTIONS:

ADMINISTRATIVE:

General Manager Torru presented the District's June 30, 2021, audit report. Eide Bailly LLP performed the audit and issued a clean opinion with no concerns or issues noted. A copy of the audit report is available on the District's website (www.diablocsd.org) under Meetings & Financials.

ROADS:

General Manager Torru reported that the 2022 Road Maintenance Project (grind and pave of upper Alameda Diablo) preparations are under way and that the project is scheduled for April 4th through April 8th.

The District has contracted with BrightView to clean up and repair Kay's Trail and is working with a separate contractor to repair and replace stop signs and other signage in need of repair.

SECURITY:

Deputy Buergi provided a brief update on the February 4 break-in at the Diablo post office. No suspects have been identified and the repairs to the post office building are almost complete.

Lieutenant Wooden reported that there have been a handful of residential burglaries in unincorporated Walnut Creek and Blackhawk. No suspects have been identified and Deputy Buergi is increasing his presence on the outer quieter Diablo streets to discourage any intruders. Lieutenant Wooded asks that residents notify Deputy Buergi when they go on vacation so that periodic house checks will be performed.

CONSENT CALENDAR:

On motion of Director Eorio, second by Director Urbelis, the Directors in attendance unanimously approved the consent calendar.

REPORTS:

CONTRA COSTA COUNTY: No Report.

DIABLO PROPERTY OWNERS REPORT: No Report

DIABLO COUNTRY CLUB: Hank Salvo, DCC liaison, reported that the Club swimming pool is currently closed for repairs and will reopen at the end of March. The Club House's major capital project is still receiving comments from members and the Club hopes to begin work this summer.

DIRECTOR COMMENTS:

General Manager Torru announced that Contra Costa County Board Supervisor Candace Andersen will hold a Town Hall for Diablo residents on Thursday March 31, at 6:00 pm at Diablo Country Club. The event is in-person with no remote option. A post card and email will be sent to all Diablo residents notifying them of the event.

CALL OF NEXT MEETING/ADJOURNMENT:

The President called the next meeting for April 8, 2022. The meeting will be conducted via Zoom. There being no further business, the President adjourned the meeting at 7:48 p.m.

Diablo Community Services District by

Kathy Torru, General Manager

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
TELECONFERENCE VIA THE APPLICATION ZOOM
MARCH 13, 2022, 5:00 p.m.**

CALL TO ORDER: President Kathy Urbelis called the meeting to order at 5:00 p.m.
ROLL CALL: Secretary Jeff Eorio called the roll as follows:

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

President Urbelis welcomed Directors and the public and explained the rules for public comment.

PUBLIC COMMENTS: None

BOARD/STAFF COMMUNICATION AND ACTIONS:

On motion by Director Eorio and second by Director Becker the Directors in attendance unanimously authorized Director Cox and General Manager Torru to 1) enter into a contract with Surface Solutions LLC to perform an emergency excavation and repair of Club House Road at the intersection with Calle Arroyo at a cost of \$29,589; 2) enter into a contract with EN GEO INC. to engineer and oversee the emergency road repair at a cost of \$4,750; and 3) authorize a \$20,000 contingency fund to allow for the potential increase in scope of work once the asphalt and dirt have been excavated and the engineers assess the situation.

CALL OF NEXT MEETING/ADJOURNMENT:

The President called the next meeting for April 12, 2022. The meeting will be conducted via Zoom. There being no further business, the President adjourned the meeting at 5:07 p.m.

Diablo Community Services District by

Kathy Torru, General Manager