

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
DIABLO COUNTRY CLUB CURTOLA ROOM
JULY 15, 2024 6:00 P.M.**

CALL TO ORDER: President Kathy Urbelis called the meeting to order at 6:00 pm.

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

ROLL CALL: Director Chartier called the roll as follows:

Directors present: Urbelis, Cox, Lorenz, Slavonia, Chartier

Directors absent: None

WELCOME OFFICIALS:

Zach Scalzo (of Best, Best, & Krieger LLP, General Counsel)

Kathy Torru (General Manager)

PUBLIC COMMENTS:

Maryann Cella requested that the District invite interested law firms to submit written proposals to provide General Counsel legal services.

Maryann Cella read a statement from Ray Brant expressing her same sentiment.

Jeff Eorio reinforced the importance of a District records retention policy and the digitalization of its records. Jeff asked the Board to reconsider the County proposed 3-foot setback requirement for fences and walls from the roads' edge in Diablo.

CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL – APPOINTMENT OF GENERAL COUNSEL pursuant to Government Code § 54957.

RECONVENE IN OPEN SESSION:

President Urbelis stated that there were no reportable actions.

BOARD/STAFF COMMUNICATION AND ACTIONS:

ADMINISTRATIVE:

President Urbelis stated that the Board performed an exhaustive General Counsel search last summer and selected the law firm Best, Best & Krieger LLC to represent the District. Martin de Los Angeles was identified as lead counsel and Zach Scalzo as backup counsel at the signing of the contract. Martin resigned from Best, Best & Krieger earlier this month and Zach has agreed to provide general counsel services to the District. *Since there is no change to the Best, Best & Krieger contract no Board action needs to be taken.*

At the end of the contract's first year, which is September, the Board will review the Best, Best & Krieger contract and evaluate the services provided the past year. To date the Board is very happy with the support and depth of legal expertise provided by Best, Best & Krieger.

ROADS:

On motion by Director Lorenz and second by President Urbelis, Director Cox and General Manager Torru were authorized to negotiate a contract with contractor GJR Development and biologist Jeff Olberding for the Dan Cook Creek channel mitigation project at a cost not to exceed \$32,000. Motion passed 5-0.

On motion by Director Lorenz and second by Director Cox, Director Cox and General Manager Torru were authorized to negotiate contracts with ENGEO and Drill Tech for the redesign of the 2121 Alameda Diablo permanent creek bank repair at a cost not to exceed \$7,500. Motion passed 5-0.

CALL OF NEXT MEETING/ADJOURNMENT:

President Urbelis called the next meeting for August 12, 2024 at 6:00 pm at Diablo Country Club. There being no further business, the meeting was adjourned at 6:37 p.m.

Diablo Community Services District by

Kathy Torru, General Manager