

DIABLO COMMUNITY SERVICE DISTRICT
PO BOX 321
DIABLO CA 94528
MINUTES
BOARD OF DIRECTORS
DIABLO COUNTRY CLUB
November 10, 2015, 7:30 p.m.

CALL TO ORDER: President Ray Brant called the meeting to order at 7:25 p.m. immediately following the DMAC meeting.

ROLL CALL: Secretary Richard J. Breitwieser called the roll as follows:

Directors Present:	Brant, Torru, Hoffman, Mini, Chow
Director Absent:	None

COMMENTS FROM THE AUDIENCE: *Comments from the audience on any subject including items on this agenda. Comment limited to three minutes per presentation. If you agree with a prior speaker and have no additional facts to present, merely state that you agree with the statements of the prior speaker by name. 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 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. The reason is that this is a public board subject to the Brown act and such discussion would deny the general public the right to know that this item was to be discussed.

There were no comments from the audience.

CLOSE COMMENTS FROM THE PUBLIC PORTION OF MEETING. There being no comments from the audience, the president closed the comments from the audience portion of the meeting.

ACTION ITEM: Presentation By Maryann Cella advising of upcoming hearings on bicycle safety on Diablo Road as part of the SummerHill EIR and request that DCSD write a letter to Town of Danville to request a safe and usable bicycle path to be planned for and funded as a condition of approval for the SummerHill project.

Maryann Cella spoke to the revised EIR that has become necessary by reason of the opinion of the Appellate Court in the SummerHill action. Ms. Cella requested that DCSD submit written comments on the EIR to the Town of Danville emphasizing that the added traffic will have a negative impact on Diablo through additional bicyclists traversing through Diablo as a result. President Brant asked Directors Torru and Chow to review the EIR when available and prepare a written response.

ACTION ITEM: Approve payment of following invoices:

On motion of Director Hoffman, second by Director Torru the Dryco invoice NO 2367 in the amount of \$226,800, plus \$20,055 for reconstruction of certain speed humps was approved subject to satisfaction by Director Hoffman of the punch list.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstentions: None
Absent: None

On motion of Director Hoffman, second by Director Torru the GFK invoice NO 13439 in the amount of \$2,125 for drilling for determination of AC thickness was approved.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstentions: None
Absent: None

On motion of Director Torru, second by Director Mini, Santa Maria Policy NO CIP178616002 in the amount of \$3,552.40 for General Liability for period 10/28/15 – 10/28/16, Santa Maria Policy NO XOBW6223315 in the amount of \$4,174.80 for Umbrella policy for period 10/28/15 – 10/28/16, and Santa Maria Policy 8109-8309 in the amount of \$9,084.00 for Directors and Officers Liability for period 12/08/15 – 12/08/16 were approved.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstentions: None
Absent: None

ACTION ITEM: Name equestrian/pedestrian trail “KAY’S TRAIL”. President Brant thanked Kay Batts for her continuing interest in the trail and stated that it was appropriate to thank her for her perseverance by naming the trail in her honor. On motion of Director Torru, second by Director Mini, it was passed that the equestrian/ pedestrian trail connecting Alameda Diablo with Mt. Diablo Scenic be named “KAY’S TRAIL”.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstentions: None
Absent: None

ACTION ITEM: Adopt Resolution 2015 - 8 in form and content as appears in the attachment to this agenda honoring Mike Campisi for his service to DCSD

On motion of Director Torru, second by Director Hoffman, Resolution 2015 – 8, a copy of which is attached and incorporated herein, was passed:

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstentions: None
Absent: None

ACTION ITEM: CONSENT CALENDAR. The following items will be considered under a single motion unless a director calls up a specific item for individual consideration.

1. Approve the Minutes Regular meeting held October 13, 2015.

On motion of Director Torru, second by Director Mini, the minutes of the October meeting were approved as corrected:

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstentions: None
Absent: None

REPORTS.

DPOA: Don Nejedly reported that:

1. The Halloween night was successful with no significant disturbances.
2. Diablo residents are encouraged to contribute to and volunteer to work on the Diablo Food Drive set for Thursday, November 12, 2015.
3. There have been complaints that the lighting at the Post Office is deficient. President Brant directed that this be added as an agenda item for the January meeting.

DIABLO COUNTRY CLUB: No report

CONTRA COSTA COUNTY: No report

SECURITY: Deputy Sheriff Dan Buergi

1. Introduced Lieutenant Jason Haynes who will serve as the commanding officer for the Alamo sub-station. Lieutenant Haynes gave a brief history of his time with the Sheriffs Dept.
2. Presented the Security Report for the month of October.
3. Reviewed the Halloween road closure. Deputy Sheriff Buergi reported that the Halloween road closure went peaceful. It was noted that the earlier road closure was favorable because of the time change.

ROADS, BRIDGES & CULVERTS: Directors Don Hoffman and Jeff Mini reported:

1. The Alameda Diablo Roads Project should be completed this week.
2. The "Hump Template" has been received from DryCO.
3. Three Humps were reconstructed too low and will be reconstructed to comply with the template.
4. The striping of the roads should be completed by November 12, 2015.
5. The Entry Bridge wings have been stucco.
6. MCE has inventoried all street and traffic control signs that require repair or replacement.

FINANCIAL: Director Torru reported that DCSD is on track with its' budget.

COMMENTS BY DIRECTORS/PRESIDENT: None

ADJOURNMENT/ NEXT MEETING: The President called the next meeting for January 12, 2016 at 7:30p.m. in the Diablo Room of the Diablo Country Club.

Diablo Community Service District
By

Richard J. Breitwieser, Secretary

**BEFORE THE BOARD OF DIRECTORS OF THE
DIABLO COMMUNITY SERVICES DISTRICT**

RESOLUTION 2015 – 8

**A RESOLUTION HONORING
MIKE CAMPISI FOR HIS SERVICE
TO THE DIABLO COMMUNITY
SERVICE DISTRICT**

WHEREAS MIKE CAMPISI served with distinction for many years as a Sworn Deputy Sheriff of the County of Contra Costa, and;

WHEREAS MIKE CAMPISI, after his retirement from the Contra Costa County Sheriff's Department Performed Patrol services for this district for ten years, and;

WHEREAS MIKE CAMPISI earned the respect and admiration of Diablo residents during his period of service to Diablo;

NOT THEREFORE BE IT RESLVED that the DIABLO COMMUNIT SERVICE DISTRICT honor and thank MIKE CAMPISI for his excellent service to the community of Diablo.

Ayes: Brant, Torru, Hoffman, Mini, Chow
Noes: None
Abstention: None
Absent: None

CERTIFICIATION

I, the undersigned, certify that I am the Secretary of the Diablo Community Service District and that this Resolution 2015 – 8 is a true and accurate copy of Resolution 2015 – 8 passed by the Board of Directors of the Diablo Community Service District on November 10, 2015 at Diablo California.

Date: _____

Richard J. Breitwieser
Secretary of the Diablo Community Service

Diablo Community Service District
Profit and Loss Statement
4 months ended October 31, 2015

	July	August	September	October	YTD	Prior YTD	Budget
<i>Income</i>							
Ad Valorem Taxes					0		
Road & Security Fees					0		
Traffic Fines	117	591	313	750	1,771	383	767
Interest Income	7	7	7	7	28	81	50
Total Income	124	598	320	757	1,799	464	817
<i>Expenses</i>							
Sheriff Security	27,750	30,294	29,923	28,575	116,542	114,038	115,668
Auto Repairs		1,956	1,178		3,134	245	1,250
Cell Phone					0		200
Other					0		1,750
Road Maintenance		246,863		4,000	250,863	94,832	286,000
Bridge Maintenance				13,790	13,790	61,279	
Bridge/Culvert Engineering			1,150		1,150		
Storm Drain Maintenance					0		3,000
Tree, Bush and Weed Trimming					0		2,500
Gardener	120	120	120	120	480	800	480
Trail and Creek Maintenance		9,884			9,884		2,500
Entrance & Island Maint					0		0
General Manager	1,750	1,750	1,750	1,750	7,000	7,000	7,000
Legal Retainer	1,850	1,850	1,850	1,850	7,400	7,400	7,400
Records Storage					0		
Audit					0		
Legal Notices and Fees	60				60		
Assessors Roll/County Fees					0	54	55
Other Professional Fees	1,426			692	2,118		3,100
Insur Director and Officers					0		
Insur Commercial and Auto				3,552	3,552	3,552	3,600
Insur Excess General Liability				4,175	4,175	4,125	4,150
DMAC Operating Expenses					0	92	92
Administrative	11	11	9	42	73	76	133
Depreciation Expense	132	132	132	173	569	526	528
Miscellaneous		280			280		100
Total Expenses	33,099	293,140	36,112	58,719	421,070	294,019	439,506
Net Income	-32,975	-292,542	-35,792	-57,962	-419,271	-293,555	-438,689

Diablo Community Service District

Balance Sheet

October 31, 2015

	July	August	September	October
ASSETS				
Current Assets				
Wells Fargo Checking Acct	\$531,362	\$457,834	\$458,138	\$400,272
Wells Fargo Money Market 2	268,589	268,596	268,603	268,609
Total Current Assets	799,951	726,430	726,741	668,881
Property and Equipment				
Computer Equip	5,917	5,917	5,917	5,917
Automobile	63,610	63,610	63,610	63,610
Other Fixed Assets	0	0	2,500	2,500
Accumulated Depreciation	-66,895	-67,027	-67,158	-67,332
Total Property and Equipment	2,632	2,500	4,869	4,695
Other Assets				
Automobile Sinking Fund	62,833	62,833	62,833	62,833
Bridge Sinking Fund	125,000	130,000	135,000	140,000
Total Other Assets	187,833	192,833	197,833	202,833
Total Assets	990,416	921,763	929,443	876,409
LIABILITIES AND CAPITAL				
Current Liabilities				
Accounts Payable*	55,836	274,725	313,196	313,126
Total Current Liabilities	55,836	274,725	313,196	313,126
Long-Term Liabilities				
Other Liabilities	187,833	192,833	197,833	202,833
Total Long-Term Liabilities	187,833	192,833	197,833	202,833
Total Liabilities	243,669	467,558	511,029	515,959
Capital				
Opening Balance Equity	1,239,979	1,239,979	1,239,979	1,239,979
Retained Earnings	-460,256	-460,256	-460,256	-460,256
Net Income	-32,975	-325,517	-361,309	-419,271
Total Capital	746,748	454,206	418,414	360,452
Total Liabilities & Capital	990,417	921,764	929,443	876,411

Diablo Community Service District
Cash Flow Statement
4 months ended October 31, 2015

	July	August	September	October	Year to Date
<i>Cash Flows from operating activities</i>					
Net Income	\$ (32,975)	\$ (292,542)	\$ (35,792)	\$ (57,962)	\$ (419,271)
Adjustments to reconcile net income to net cash provided by operating activities					
Accumulated Depreciation	132	132	132	173	568
Accounts Receivable	370				370
Accounts Payable	18,770	218,889	38,471	-70	276,060
Accrued Expenses	-480				-480
Total Adjustments	18,792	219,021	38,602	104	276,519
Net Cash provided by Operations	-14,183	-73,521	2,810	-57,858	-142,752
<i>Cash Flows from investing activities</i>					
Used For					
Other Fixed Assets			-2,500		-2,500
Automobile Sinking Fund					0
Bridge Sinking Fund	-5,000	-5,000	-5,000	-5,000	-20,000
Net cash used in investing	-5,000	-5,000	-7,500	-5,000	-22,500
<i>Cash Flows from financing activities</i>					
Proceeds From					
Other Liabilities	5,000	5,000	5,000	5,000	20,000
Used For					
Net cash used in financing	5,000	5,000	5,000	5,000	20,000
Net increase <decrease> in cash	-14,183	-73,521	310	-57,858	-145,252
<i>Summary</i>					
Cash Balance at End of Period	799,951	726,430	726,741	668,881	668,881
Cash Balance at Beg of Period	-814,134	-799,951	-726,430	-726,741	-814,134
Net Increase <Decrease> in Cash	\$ (14,183)	\$ (73,521)	\$ 311	\$ (57,860)	\$ (145,253)