

**DIABLO COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
DIABLO ROOM, DIABLO COUNTRY CLUB
March 13, 2018 7:30 p.m.**

CALL TO ORDER: President Ray Brant called the meeting to order at 8:06 p.m.

ROLL CALL: Secretary Kathy Torru called the roll as follows:

Directors present: Brant, Torru, Urbelis, Langon

Directors absent: Watson

PUBLIC COMMENTS: There were no comments from the audience.

ACTION ITEMS:

On motion by Director Urbelis, second by Director Langon, the minutes of the February 13, 2018 Regular Meeting were unanimously approved.

On motion by Director Torru, second by Director Langon, the minutes of the February 13, 2018 Special Meeting were unanimously approved.

Director Brant reported that the Measure B election results will not be certified by the County until April 5th.

REPORTS:

DIABLO COUNTRY CLUB:

No report.

Hank Salvo reported:

CONTRA COSTA COUNTY:

No report.

Alicia Nuchols reported:

DIABLO PROPERTY OWNERS REPORT:

The DPOA has sent out a second request notice to Diablo residents for 2018 DPOA Membership Dues. So far 50% of Diablo residents have joined.

The Historical Preservation Committee 2018 Diablo Historic Home Tour is May 19th.

Don Nejedly reported:

SECURITY:

February's Security Report. There were no incidents reported during the month

Lieutenant Jason Haynes and Deputy Sheriff Dan Buergi presented:

ROADS:

No report.

Director Langon reported:

FINANCIAL:

February's Financial Report. The District's income and expenses are in line with the budget and at the end of February the District had a cash balance of approx. \$380K.

Director Torru presented:

COMMENTS BY DIRECTORS: Director Urbelis reported that she and Director Langon met with Mt Diablo Scenic Blvd resident Nicola Place. The meeting was very positive and it was agreed that the

goal is to establish a clear understanding of which parties are responsible for the maintenance of Mt Diablo Scenic Blvd.

CALL OF NEXT MEETING/ADJOURNMENT:

The President called the next meeting for April 10, 2018. There being no further business, the President adjourned the meeting at 8:13 pm.

Diablo Community Services District by

Kathy Torru, Secretary

Diablo Community Services District
Profit and Loss Statement
8 months ended February 28, 2018

	July	August	September	October	November	December	January	February	YTD	Budget	Prior YTD
<i>Income</i>											
Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$11,082	\$222,237	\$0	\$19,557	\$252,876	\$234,087	\$232,691
Road & Security Fees						134,453		45,892	180,345	135,722	131,768
Traffic Fines	177			110		151	36	-	474	2,336	4,222
Other Income									-	-	-
Interest Income	5	3	3	3	2	2	6	6	30	48	50
Total Income	182	3	3	113	11,084	356,843	42	65,455	433,725	372,193	368,731
<i>Expenses</i>											
Sheriff Security	30,000	37,132	30,088	33,817	32,785	27,934	29,012	32,321	253,089	243,368	243,914
Auto Repairs									-	500	0
Cell Phone									-	0	219
Other									-	0	350
Road Maintenance						8,200	804		9,004	10,000	399,468
Bridge Maintenance									-		
Bridge/Culvert Engineering									-		
Storm Drain Maintenance									-	5,000	3,370
Tree, Bush and Weed Trimming									-		
Gardener	100	100	100	100	100	100	100	100	800	800	960
Trail and Creek Maintenance									-	1,250	
General Manager	1,750	1,750	1,750	1,750	1,750	1,750	1,750	2,500	14,750	14,000	14,000
Legal Retainer	1,850	1,850	1,850	1,850	1,850	1,850	1,850		12,950	14,800	14,800
Records Storage									-	1,250	0
Audit			3,500			5,750			9,250	9,250	9,000
Legal Notices and Fees						162			162		
Assessors Roll/County Fees					60				60	50	28
Other Professional Fees	43	563	718	943	5,739	295	130	11,530	19,961	17,072	3,196
Insur Director and Officers						9,084			9,084	9,200	9,084
Insur Commercial and Auto				3,428		4,009			7,437	7,000	3,552
Insur Excess General Liability					4,070				4,070	4,000	3,970
DMAC Operating Expenses									-		
Administrative	17	13	2	42	16	279	647	4	1,020	200	317
Depreciation Expense	755	755	755	755	755	755	755	755	6,040	6,040	4,241
Miscellaneous	-		409			462	2,980		3,851	2,850	3,507
Total Expenses	34,515	42,163	39,172	42,685	47,125	60,630	38,028	47,210	351,528	346,630	713,976
Net Income	(34,333)	(42,160)	(39,169)	(42,572)	(36,041)	296,213	(37,986)	18,245	82,197	25,563	(345,245)

Diablo Community Services District

Balance Sheet

February 28, 2018

	July	August	September	October	November	December	January	February
ASSETS								
Current Assets								
Wells Fargo Checking Acct	\$100,534	\$58,971	\$54,960	\$5,223	\$23,378	\$160,233	\$69,516	\$134,960
Wells Fargo Money Market 2	128,737	128,740	128,744	100,747	50,748	250,750	250,757	250,763
Accounts Receivable	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
Prepaid Expenses	173	130	86	1,840	1,797	1,742	11,687	11,632
Total Current Assets	231,644	190,041	185,990	110,010	78,123	414,925	334,160	399,555
Property and Equipment								
Computer Equip	5,917	5,917	5,917	5,917	5,917	5,917	5,917	5,917
Automobile	42,817	42,817	42,817	42,817	42,817	42,817	42,817	42,817
Other Fixed Assets	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Accumulated Depreciation	(13,256)	(14,011)	(14,767)	(15,522)	(16,277)	(17,032)	(17,788)	(18,543)
Total Property and Equipment	37,978	37,223	36,467	35,712	34,957	34,202	33,446	32,691
Other Assets								
Automobile Sinking Fund	24,833	25,833	26,833	27,833	28,833	29,833	30,833	31,833
Bridge Sinking Fund	245,000	250,000	255,000	260,000	265,000	270,000	275,000	280,000
Total Other Assets	269,833	275,833	281,833	287,833	293,833	299,833	305,833	311,833
Total Assets	539,455	503,097	504,290	433,555	406,913	748,960	673,439	744,079
LIABILITIES AND CAPITAL								
Current Liabilities								
Accounts Payable	30,100	29,900	64,263	30,100	33,500	73,334	29,800	76,196
Accrued Expenses	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Total Current Liabilities	33,100	32,900	67,263	33,100	36,500	76,334	32,800	79,196
Long-Term Liabilities								
Other Liabilities	269,833	275,833	281,833	287,833	293,833	299,833	305,833	311,833
Total Long-Term Liabilities	269,833	275,833	281,833	287,833	293,833	299,833	305,833	311,833
Total Liabilities	302,933	308,733	349,096	320,933	330,333	376,167	338,633	391,029
Capital								
Opening Balance Equity	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979	1,239,979
Retained Earnings	(969,123)	(969,123)	(969,123)	(969,123)	(969,123)	(969,123)	(969,123)	(969,123)
Net Income	(34,333)	(76,494)	(115,661)	(158,234)	(194,275)	101,938	63,951	82,195
Total Capital	236,523	194,362	155,195	112,622	76,581	372,794	334,807	353,051
Total Liabilities & Capital	539,456	503,095	504,291	433,555	406,914	748,961	673,440	744,080

Diablo Community Services District
Cash Flow Statement
8 month ended February 28, 2018

	July	August	September	October	November	December	January	February	YTD
<i>Cash Flows from operating activities</i>									
Net Income	(\$34,333)	(\$42,160)	(\$39,169)	(\$42,572)	(\$36,041)	\$296,213	(\$37,986)	\$18,245	\$82,197
Adjustments to reconcile net income to net cash provided by operating activities									
Accumulated Depreciation	755	755	755	755	755	755	755	755	6,042
Accounts Receivable				0					0
Prepaid Expenses	43	43	43	(1,754)	43	54.92	(9,945)	55	(11,416)
Accounts Payable	(6,843)	(200)	34,363	(34,163)	3,400	39,834	(43,534)	46,396	39,253
Accrued Expenses									0
Total Adjustments	(6,045)	598	35,161	(35,162)	4,198	40,644	(52,724)	47,206	33,878
Net Cash provided by Operations	(40,378)	(41,562)	(4,008)	(77,734)	(31,843)	336,857	(90,710)	65,451	116,075
<i>Cash Flows from investing activities</i>									
Used For									
Other Fixed Assets									0
Automobile Sinking Fund	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(12,000)
Bridge Sinking Fund	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(60,000)
Net cash used in investing	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(72,000)
<i>Cash Flows from financing activities</i>									
Proceeds From									
Other Liabilities	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000
Used For									
Net cash used in financing	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000
Net increase <decrease> in cash	(40,378)	(41,562)	(4,008)	(77,734)	(31,843)	336,857	(90,710)	65,451	116,075
<i>Summary</i>									
Cash Balance at End of Period	229,271	187,711	183,704	105,970	74,126	410,983	320,273	385,723	385,723
Cash Balance at Beg of Period	(269,650)	(229,271)	(187,711)	(183,704)	(105,970)	(74,126)	(410,983)	(320,273)	(269,650)
Net Increase <Decrease> in Cash	(40,379)	(41,560)	(4,007)	(77,734)	(31,844)	336,857	(90,710)	65,450	116,073