

**DIABLO COMMUNITY SERVICE DISTRICT
PO BOX 321
DIABLO CA 94528
MINUTES
BOARD OF DIRECTORS
DIABLO COUNTRY CLUB
April 14, 2015, 7:30 p.m.**

CALL TO ORDER: President, Ray Brant opened the meeting at 7:30 p.m.

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

Directors Present: BRANT, TORRU, HOFFMAN, MINI, CHOW
Directors absent: None

Kay Batts, a Diablo resident spoke to the condition of the equestrian/pedestrian path and its state of disrepair. The president stated that the survey was complete and that DCSD will commence the repair forthwith.

Jeff Eorio made a presentation regarding the Bicycle Safety Training Program. Mr. Eorio referred to his report at the January meeting and presented proposed signs to implement the program. Mr. Eorio stated that the signs would be placed on private property in the morning and removed the same evening.

Robert Tiernan observed that non-permanent signs should be placed and that the committee appointed by the president might have some input on this issue. Mr. Tiernan also noted that although there may be no increase in bicycle traffic, there is an increase in bicycle noise and failure of bicyclists to stop at stop signs.

President Brant stated that DPOA should be involved in the sign portion of the Bicycle Safety Training Program.

President Brant instructed Mr. Eorio to submit the proposed signs and locations to Director Torru, Mini, and Chow before placing the signs.

On motion of Director Torru Second by Director Hoffman, the minutes of the following meetings were unanimously approved:

Regular meeting held January 13, 2015
Special meeting held February 19, 2015
Regular meeting held March 10, 2015

On motion of Director Hoffman, second by Director Mimi, the following bills were unanimously approved:

MCE Invoice NO 150400 in amount of \$571.27 for Sign installation.

REPORTS.

DPOA: DANA PINGATORE reported (1) that DPOA is working on the “Newcomer’s Reception” to be held in May and (2) on the Avenida Nueva Entry beautification project.

DIABLO COUNTRY CLUB: HANK SALVO Reported that the water project is progressing and that a memorandum of understanding has been signed with EBMUD. The project will now go to design and finance. The project should be operational in 2017.

Mr. Salvo also reported that the Diablo Country Club has not taken a position on the status of Diablo Roads, as public or private. He stated that once DCSD makes a decision, at that time the Diablo Country Club will address the issue.

CONTRA COSTA COUNTY: There was no report from Contra Costa County

SECURITY: DEPUTY SHERIFF DAN BUERGI presented the Security Report for the month of March. He noted that traffic violations are down and that a stolen golf car had done about \$3000 damages to one of the greens.

ROADS, BRIDGES & CULVERTS: DIRECTOR HOFFMAN and MINI reported that:

a.) They will obtain a fixed cost for the fabrication and installation of the Trash Rack under various conditions including galvanized vs. non galvanized construction.

b.) Every speed hump and speed bump in Diablo has been surveyed, inventoried, and compared with the template and have been submitted this information to the SRVFPD. DCSD is waiting for reply from SRVFPD.

c.) DCSD is seeking input from DPOA regarding the design of the Jim Stone” plaque. Dana Pingatore suggested that the plaque might take the form of a sculptured rock containing the dedication information

FINANCIAL REPORT: DIRECTOR TORRU reported that the balance on hand is about \$670,000 and asked all directors to submit the budget requirements by next meeting.

ADJOURNMENT/ NEXT MEETING – The president called the next meeting for May 12, 2015 at 7:30 p.m. at the Diablo Country Club. There being no further business, the president adjourned the meeting at 8:30 p.m.

Diablo Community Service District
By

Richard J. Breitwieser, Secretary

Diablo Community Service District
Profit and Loss Statement
9 months ended March 31, 2015

	July	August	September	October	November	December	January	February	March	YTD	Prior YTD	Budget
<i>Income</i>												
Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$11,273	\$189,956	\$0	\$668	\$0	\$201,897	\$181,933	\$181,500
Road & Security Fees	0	0	0	0	0	124,153	0	0	0	124,153	178,706	120,124
Traffic Fines	84	239	21	39	0	1,089	449	0	58	1,979	5,947	3,600
Interest Income	21	21	19	20	17	9	6	5	6	124	197	113
Total Income	105	260	40	59	11,290	315,207	455	673	64	328,153	366,783	305,337
<i>Expenses</i>												
Sheriff Security	27,450	27,750	30,364	28,475	23,138	28,122	24,709	28,557	27,750	246,315	232,867	249,750
Auto Repairs	196	0	0	49	0	0	0	67	0	312	4,306	2,500
Cell Phone	0	0	0	0	200	0	0	0	0	200	100	300
Other	0	0	0	0	0	0	0	0	0	0	9	61,800
Road Maintenance	0	552	8,479	85,800	496,405	16,070	2,246	0	1,800	611,352	290,902	565,000
Bridge Maintenance	0	0	22,279	39,000	0	0	0	0	0	61,279	0	88,000
Bridge/Culvert Engineering	0	0	0	0	0	0	0	0	0	0	975	10,000
Storm Drain Maintenance	0	0	0	0	0	0	0	0	0	0	1,769	12,000
Tree, Bush and Weed Trimming	0	0	0	0	0	0	1,164	0	-1,164	0	4,816	5,000
Gardener	0	0	0	800	0	0	0	240	0	1,040	900	900
Trail and Creek Maintenance	0	0	0	0	0	0	0	0	0	0	4,929	5,000
Entrance & Island Maint	0	0	0	0	6,000	0	0	0	0	6,000	0	0
General Manager	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	15,750	15,750	15,750
Legal Retainer	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	16,650	16,650	16,650
Records Storage	0	0	0	0	0	0	0	1,128	0	1,128	1,128	1,150
Audit	0	0	0	0	0	0	2,500	0	0	2,500	5,500	8,500
Legal Notices and Fees	0	0	0	0	0	1,500	0	0	0	1,500	42	100
Assessors Roll	0	0	54	0	0	0	0	0	0	54	0	375
Insur Director and Officers	0	0	0	0	0	0	8,889	0	0	8,889	8,421	8,500
Insur Commercial and Auto	0	0	0	3,552	0	0	0	0	0	3,552	3,444	3,500
Insur Excess General Liability	0	0	0	4,125	0	0	0	0	0	4,125	4,125	4,150
DMAC Operating Expenses	0	0	0	92	0	0	0	0	0	92	148	125
Administrative	5	66	-2	6	56	40	5	839	106	1,121	571	750
Depreciation Expense	132	132	132	132	132	132	132	132	132	1,188	6,733	3,734
Miscellaneous	0	0	0	0	0	1,971	288	98	0	2,357	5,638	3,400
Total Expenses	31,383	32,100	64,906	165,631	529,531	51,435	43,533	34,661	32,224	985,404	609,723	1,066,934
Net Income	-31,278	-31,840	-64,866	-165,572	-518,241	263,772	-43,078	-33,988	-32,160	-657,251	-242,940	-761,597

Diablo Community Service District
Balance Sheet
March 31, 2015

	July	August	September	October	November	December	January	February	March
ASSETS									
Current Assets									
Wells Fargo Checking Acct	\$475,461	\$496,655	\$427,102	\$299,603	\$530,081	\$548,741	\$488,562	\$484,364	\$447,450
Wells Fargo Money Market 2	830,645	780,665	780,685	780,705	480,721	230,730	230,736	230,741	230,747
Accounts Receivable	0	0	0	1,143	1,143	1,143	1,143	0	0
Total Current Assets	1,306,106	1,277,320	1,207,787	1,081,451	1,011,945	780,614	720,441	715,105	678,197
Property and Equipment									
Computer Equip	5,917	5,917	5,917	5,917	5,917	5,917	5,917	5,917	5,917
Automobile	63,610	63,610	63,610	63,610	63,610	63,610	63,610	63,610	63,610
Accumulated Depreciation	-65,316	-65,448	-65,579	-65,711	-65,842	-65,974	-66,106	-66,237	-66,369
Total Property and Equipment	4,211	4,079	3,948	3,816	3,685	3,553	3,421	3,290	3,158
Other Assets									
Automobile Sinking Fund	62,833	62,833	62,833	62,833	62,833	62,833	62,833	62,833	62,833
Bridge Sinking Fund	65,000	70,000	75,000	80,000	85,000	90,000	95,000	100,000	105,000
Total Other Assets	127,833	132,833	137,833	142,833	147,833	152,833	157,833	162,833	167,833
Total Assets	1,438,150	1,414,232	1,349,568	1,228,100	1,163,463	937,000	881,695	881,228	849,188
LIABILITIES AND CAPITAL									
Current Liabilities									
Accounts Payable*	59,990	62,914	58,114	97,518	550,734	50,888	33,659	62,181	57,135
Accrued Expenses	300	300	300	0	0	0	0	0	0
Total Current Liabilities	60,290	63,214	58,414	97,518	550,734	50,888	33,659	62,181	57,135
Long-Term Liabilities									
Other Liabilities	127,833	132,833	137,833	142,833	147,833	152,833	157,833	162,833	167,833
Total Long-Term Liabilities	127,833	132,833	137,833	142,833	147,833	152,833	157,833	162,833	167,833
Total Liabilities	188,123	196,047	196,247	240,351	698,567	203,721	191,492	225,014	224,968
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	1,239,979
Retained Earnings	41,324	41,324	41,324	41,324	41,324	41,324	41,324	41,324	41,324
Net Income	-31,278	-63,117	-127,983	-293,555	-816,408	-548,025	-591,102	-625,089	-657,082
Total Capital	1,250,025	1,218,186	1,153,320	987,748	464,895	733,278	690,201	656,214	624,221
Total Liabilities & Capital	1,438,148	1,414,233	1,349,567	1,228,099	1,163,462	936,999	881,693	881,228	849,189

Diablo Community Service District
Cash Flow Statement
9 months ended March 31, 2015

	July	August	September	October	November	December	January	February	March	Year to Date
<i>Cash Flows from operating activities</i>										
Net Income	\$ (31,278)	\$ (31,840)	\$ (64,866)	\$ (165,572)	\$ (518,241)	\$ 263,772	\$ (43,078)	\$ (33,988)	\$ (32,160)	\$ (657,251)
Adjustments to reconcile net income to net cash provided by operating activities										
Accumulated Depreciation	132	132	132	132	132	132	132	132	132	1,184
Accounts Receivable				-1,143				1,143		-0
Accounts Payable	27,646	2,923	-4,800	39,404	448,604	-495,234	-17,229	28,521	-4,880	24,955
Accrued Expenses	0	0		-300						-300
Total Adjustments	27,777	3,055	-4,669	38,093	448,736	-495,102	-17,097	29,795	-4,749	25,839
Net Cash provided by Operations	-3,501	-28,785	-69,535	-127,479	-69,505	-231,330	-60,175	-4,193	-36,909	-631,412
<i>Cash Flows from investing activities</i>										
Used For										
Automobile Sinking Fund										0
Bridge Sinking Fund	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-60,000
Net cash used in investing	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-60,000
<i>Cash Flows from financing activities</i>										
Proceeds From										
Other Liabilities	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
Used For										
Net cash used in financing	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
Net increase <decrease> in cash	-3,501	-28,785	-69,535	-127,479	-69,505	-231,330	-60,175	-4,193	-36,909	-631,412
<i>Summary</i>										
Cash Balance at End of Period	1,306,106	1,277,320	1,207,787	1,080,308	1,010,802	779,471	719,298	715,105	678,197	678,197
Cash Balance at Beg of Period	-1,309,606	-1,306,106	-1,277,320	-1,207,787	-1,080,308	-1,010,802	-779,471	-719,298	-715,105	-1,309,606
Net Increase <Decrease> in Cash	\$ (3,500)	\$ (28,786)	\$ (69,533)	\$ (127,479)	\$ (69,506)	\$ (231,331)	\$ (60,173)	\$ (4,193)	\$ (36,908)	\$ (631,409)