

**COMMUNITY SERVICE DISTRICT
PO BOX 321
DIABLO CA 94528
MINUTES
BOARD OF DIRECTORS
DIABLO ROOM DIABLO COUNTRY CLUB
November 11 at 7:30 p.m.**

CALL TO ORDER: Ray Brant, acting chairperson, called the meeting to order at 7:30 PM.

ROLL CALL: Secretary Breitwieser called the roll as follows:

Directors Present: BRANT TORRU, HOFFMAN
Directors Absent: HAUG,

Report of Election Results: Mr. Brant reported that Don Hoffman and Kathy Torru were reelected and that Jeff Mini won the election for the state vacated by Jeff Haug. Mr. Brant congratulated the successful candidates and thank all who ran.

Mr. Brant also acknowledge the many years of service contributed by Marilee Headen who has recently resigned.

Mr. Brant announced that Diablo residents interested in appointment to fill the vacancy created by the resignation of Ms. Headen should have their application's received by the district no later than November 23 2014.

COMMENTS FROM THE AUDIENCE:

1. ACTION ITEM: Request by Maryann Cella: Shall DCSD ask Supervisors Piepho and Andersen to create a Diablo Road Corridor Bicyclist Safety Task Force whose mission would be to secure safe passage for cyclists via bicycle lanes along Diablo Road between Green Valley and Mt. Diablo Scenic.

Maryann cello presented a suggested draft letter to be sent to the Hon. Candace Anderson and Mary Piaphoe, supervisors of Contra Costa County to request that the Board of Supervisors establish a Diablo Road Corridor North Bicycle Safety Task Force.

After some discussion, it was moved by director Toru, second by director Hoffman and unanimously passed that a DCSD committee be appointed to verify the usage of bicycles that go through the Southgate to Mt. Diablo State Park and that the matter be continued for a reasonable period of time for the report to be completed.

Acting chairperson Brant appointed director Torru and director elect Jeff Mini to serve on the committee and to present the reports to the directors in sufficient time that it can be considered and acted upon at the January meeting .

DPOA.

JEFF MINI

1.Status of Avenida Nueva Entry. Jeff Mini reported that the brick entry at Avenida Nueva is complete except for landscaping and installation of the above torchlight's. Everyone agreed that the new entrance is a great improvement and thanked Mr. Mini for his efforts.

2.Report on Halloween Neighborhood Party. Mr. Mini reported that the 2014 Halloween party on Alameda Diablo was a great success. The number of attendees was about 100 less than in prior years. He suggested that the weather and the San Francisco Giants World Series celebration may have contributed to the decline in attendance.

DIABLO COUNTRY CLUB

HANK SALVO

1.No Report

CONTRA COSTA COUNTY

JENNIFER QUALLICK

1.No Report

SECURITY:

DIRECTOR BRANT

1.ACTION ITEM: Consider and action on appeals from traffic citations. No appeal are pending.

2.Receive Security Report for the Month October 2014. Deputy Sheriff Dan Buergi presented the security report for the month of October. The Deputy reported that there was one incident at the Halloween party at which time a resident insisted on traversing the portion of Alameda Diablo which was close to the nuclear traffic

3. Alameda Diablo – Avenida Nueva Intersection. Director Brant reported that the lack of a stop sign at the intersection of Alameda Diablo and Avenida Nueva creates a dangerous situation because cars turning to Avenida Nueva do so at excessive speeds and cross the center line. Director Brant asked Director Hoffman to add yellow stripes and a sign if the striping does not work. Director Brant asked board members to review this for the next meeting and make this an agenda item for next meeting.

**ROADS/HYDROLOGY/BRIDGES:
HEADEN/HOFFMAN**

DIRECTOR

1.Report on status of 2014 Roads project. Director Hoffman reported that the 2014 roads project is complete with the exception of some striping. Director Hoffman also reported that the speed humps may be one half inch or less higher than fire department regulations. Counsel will respond to the issues raised by the fire department. Also, Mr. Hoffman reported that he has received complaints that the speed humps are too high and other complaints that the speed humps are too low.

2.Report on survey location of the equestrian and Hiking trail. Director Hoffman reported that he is attempting to acquire the surveys from David Enke, a surveyor employed by

the district to locate monuments. Also counsel has provided him with the district file of legal descriptions for easements. Marilee Headen reported that she is working with a title company to see if they can locate the legal descriptions.

3. Jim Stone Bridge. The design of the plaque to be installed on the Caballo Ranchero bridge has been assigned to DPOA.

4. El Nido. Director Hoffman stated that they will attempt to have the specifications for the 2015 El Nido road project provide that one half of the road remain open during construction so that residents can enter and exit their driveways.

5. ACTION ITEM: On motion of Director Headen, second by Director Hoffman the following invoice was approved for payment:

MCE Invoice NO 1410142 for replacement of
Stop sign near Post Office and
Street signs at El Nido and El Nido Court.....**\$1371.00**

7. Maintenance agreement. Counsel was requested to work out a maintenance agreement with MCE whereby MCE will routinely check culverts to make sure they remain unclogged throughout the year and especially during the rainy months.

8. Mirror on Calle Arroyo. Counsel was requested to contact Tiernan and work out the placement for the mirror on Calle Arroyo.

FINANCIAL REPORT:

DIRECTOR TORRU

1. Receive Financial Report for month of October 2014. Kathy Torru presented the financial report for the month of October 2014.

PRESIDENT:

RAY BRANT

1. Report of resignation of Marilee Headen from Board of Directors: Ray Brant announced that Director Marilee Headen had resigned effective November 7, 2014. Ray Brant, the directors, and all in attendance thanked Marilee Headen for many year1s of service to the Diablo Community Service District and the community of Diablo.

2. December meeting. Acting chairperson Ray Brant announced that the appointment of a director to fill the vacancy created by the resignation of Marilee Hayden will be the only business that would be conducted at the December meeting.

COMMENTS BY BOARD MEMBERS.

1. Conduct of Meeting. After some discussion, counsel was requested to present a memo regarding the conduct of the monthly directors meeting.

2. Privatization of Diablo roads. After some discussion, counsel was requested to prepare a report to be presented to the board at the January meeting to advise the Board regarding the law as it affects the privatization of Diablo Roads, keeping in mind the legal opinions from Miller Starr & Regalia dated February 25, 1972 and November 13, 2013.

3. Status of Post Office. Members of the community advised the Board that individuals who may not be Diablo residents are reporting to the Post Office authorities that the DCSD intends to close Diablo roads to the public which may make the Diablo Post Office inaccessible to the public. Counsel was directed to send a letter to the United States post office advising them that the DCSD has no intent to close access of the public to the Diablo Post Office.

SECRETARY:

RICHARD J. BREITWIESER

1. ACTION ITEM: Approve minutes of August 12, 2014 Regular Meeting.

On motion of director Torru second by director Hoffman the minutes of the Diablo Community Service district meeting of October 14 meeting were unanimously approved.

2. Reminder of Annual DCSD Christmas Party on December 12, 2104. The secretary reminded the Directors that the annual DCSD Christmas Party is set for December 12, 2014 in the Diablo Room of the Diablo Country Club.

ADJOURNMENT/ NEXT MEETING

Acting Chairperson Ray Brant announced that the next meeting is December 9, 2014 at 7:30 p.m. in the Diablo Room of the Diablo Country Club. There being no further business, Ray Brant adjourned the meeting at 8:45 p.m.

**Diablo Community Service District
By**

Richard J. Breitwieser, Secretary

Diablo Community Service District
Profit and Loss Statement
4 months ended October 31, 2014

	July	August	September	October	YTD	Prior YTD	Budget
<i>Income</i>							
Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road & Security Fees					0		
Traffic Fines	84	239	21	39	383	1,783	1,600
Interest Income	21	21	19	20	81	106	50
Total Income	105	260	40	59	464	1,889	1,650
<i>Expenses</i>							
Sheriff Security	27,450	27,750	30,364	28,475	114,039	102,348	111,000
Auto Repairs	196				196	4,261	1,250
Cell Phone					0		100
Other					0	9	61,550
Road Maintenance		552	8,479	85,800	94,831	290,300	565,000
Bridge Maintenance			22,279	39,000	61,279		88,000
Bridge/Culvert Engineering					0	477	
Storm Drain Maintenance					0		10,000
Tree, Bush and Weed Trimming					0	1,613	2,500
Gardener				800	800	500	400
Trail and Creek Maintenance				0	0		2,500
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					0	42	100
Assessors Roll			54		54		375
Insur Director and Officers					0		
Insur Commercial and Auto				3,552	3,552	3,444	3,500
Insur Excess General Liability				4,125	4,125	4,125	4,150
DMAC Operating Expenses				92	92	148	92
Administrative	5	66	-2	6	75	133	150
Depreciation Expense	132	132	132	132	528	4,372	526
Miscellaneous				49	49	0	250
Total Expenses	31,383	32,100	64,906	165,631	294,020	426,172	865,843
Net Income	-31,278	-31,840	-64,866	-165,572	-293,556	-424,283	-864,193

Diablo Community Service District
Balance Sheet
October 31, 2014

	July	August	September	October
ASSETS				
Current Assets				
Wells Fargo Checking Acct	\$475,461	\$496,655	\$427,102	\$299,603
Wells Fargo Money Market 2	830,645	780,665	780,685	780,705
Accounts Receivable	0	0	0	1,143
Total Current Assets	1,306,106	1,277,320	1,207,787	1,081,451
Property and Equipment				
Computer Equip	5,917	5,917	5,917	5,917
Automobile	63,610	63,610	63,610	63,610
Accumulated Depreciation	-65,316	-65,448	-65,579	-65,711
Total Property and Equipment	4,211	4,079	3,948	3,816
Other Assets				
Automobile Sinking Fund	62,833	62,833	62,833	62,833
Bridge Sinking Fund	65,000	70,000	75,000	80,000
Total Other Assets	127,833	132,833	137,833	142,833
Total Assets	1,438,150	1,414,232	1,349,568	1,228,100
LIABILITIES AND CAPITAL				
Current Liabilities				
Accounts Payable*	59,990	62,914	58,114	97,518
Accrued Expenses	300	300	300	0
Total Current Liabilities	60,290	63,214	58,414	97,518
Long-Term Liabilities				
Other Liabilities	127,833	132,833	137,833	142,833
Total Long-Term Liabilities	127,833	132,833	137,833	142,833
Total Liabilities	188,123	196,047	196,247	240,351
Capital				
Opening Balance Equity	1,239,979	1,239,979	1,239,979	1,239,979
Retained Earnings	41,324	41,324	41,324	41,324
Net Income	-31,278	-63,117	-127,983	-293,555
Total Capital	1,250,025	1,218,186	1,153,320	987,748
Total Liabilities & Capital	1,438,148	1,414,233	1,349,567	1,228,099

Diablo Community Service District
Cash Flow Statement
4 months ended October 31, 2014

	July	August	September	October	Year to Date
<i>Cash Flows from operating activities</i>					
Net Income	\$ (31,278)	\$ (31,840)	\$ (64,866)	\$ (165,572)	\$ (293,556)
Adjustments to reconcile net income to net cash provided by operating activities					
Accumulated Depreciation	132	132	132	132	528
Accounts Receivable				-1,143	-1,143
Accounts Payable	27,646	2,923	-4,800	39,404	65,173
Accrued Expenses	0	0		-300	-300
Total Adjustments	27,778	3,055	-4,668	38,094	64,259
Net Cash provided by Operations	-3,500	-28,785	-69,534	-127,478	-229,298
<i>Cash Flows from investing activities</i>					
Used For					
Automobile Sinking Fund					0
Bridge Sinking Fund	-5,000	-5,000	-5,000	-5,000	-60,000
Net cash used in investing	-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	60,000
Used For					
Net cash used in financing	5,000	5,000	5,000	5,000	60,000
Net increase <decrease> in cash	-3,500	-28,785	-69,534	-127,478	-229,298
<i>Summary</i>					
Cash Balance at End of Period	1,306,106	1,277,320	1,207,787	1,080,308	1,080,308
Cash Balance at Beg of Period	-1,309,606	-1,306,106	-1,277,320	-1,207,787	-1,309,606
Net Increase <Decrease> in Cash	\$ (3,500)	\$ (28,786)	\$ (69,533)	\$ (127,479)	\$ (229,298)