

## **MINUTES**

### **BOARD OF DIRECTORS REGULAR MEETING**

**Monday, January 13, 2014, 4:00 P.M**

Morgan Run Resort Clubhouse

5690 Cancha De Golf, Rancho Santa Fe, CA

**1. Call Meeting to Order and Roll Call.**

The Regular Meeting of the Board of Directors of the Whispering Palms Community Services District was called to order by Board President McHenry.

**PRESENT**

Kathy McHenry  
Nancy McElfresh  
John Mirza

**ABSENT**

Bill Haynor

**GUESTS**

Mark Robinson

**STAFF**

Chuck Duffy, GM

**2. Public Comment – None.**

**ACTION ITEMS:**

**3. Minutes of the December 9, 2013 Regular Meeting.**

**ACTION:** Director Mirza moved to approve the minutes as submitted. Director McElfresh seconded. Motion carried 3-0.

**4. November 2013 Dudek Invoices for Payment.**

**ACTION:** Director McElfresh moved to approve the invoices as submitted. Director Mirza seconded. Motion carried 3-0.

**5. Consideration of Existing and Proposed Landscape Plantings.**

- a. Condition Assessment of Palm Trees in Cancha De Golf Median, Date Palms at Fountain, Olive Trees Along Via De La Valle, and Privet Hedge Along Hole 4 North Course.
- b. Proposed Conceptual Designs for the Right of Way Landscaping In Cancha De Golf and Via De La Valle.
- c. Trimming of Privet Hedge Along Hole 5 South Course.

Palm tree expert Mark Robinson from MTR Horticulture provided a written and verbal report on the health of the palm trees in the Cancha De Golf median and throughout the landscape district. He reported that all the palms are safe and sound at this time, and there are no palms that require removal. There are however 6 Queen palms located in the median that will need to be sounded and assessed every 2 years to insure their safety going forward. He also recommended that staff review the irrigation system to see how much spray hits the base of the palms; that we remove the turf surrounding the palms in a 5-6' radius; and that we fertilize the palms 4 times per year. The Board approved his quarterly fertilization and inspection proposal for \$395 per quarter. The Board also

directed staff to have the pepper trees along Via De La Valle thinned, and to check with Rancho Santa Fe Tree to see if the privet hedge west needs to be trimmed at this time. Staff will also get proposals for gopher control for the plantings along Via De La Valle.

**6. Consideration of Board Vacancy.**

**ACTION:** Director McElfresh moved to have the vacancy filled by Board appointment, and to direct staff to take the necessary steps to post the required notices of vacancy to allow the Board to appoint a new director at the next board meeting. Director Mirza seconded. Motion carried 3-0.

**7. Consideration of Reserves Management Policy.**

This item was tabled until the May regular board meeting to be considered as part of the budget process.

**8. Monthly Flow Report – Noted and filed.**

**9. District Financial Reports.**

- a. Account Balances.
- b. Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. WPCSD Check Register for November 2013 – Noted and filed.
- d. LAIF Update – Noted and filed.

**10. General Manager’s Report.**

- a. Sewer and landscape operations reports.

**11. Upcoming Seminars/Conferences.**

There being no further business of the Board, the January 13, 2014 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by President McHenry.

**ATTEST:**

**APPROVED:**

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Chuck Duffy, General Manager

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Kathy McHenry, President

Approved: February 17, 2014