



## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

Tuesday, December 11, 2018 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 General Manager Chuck Duffy at 4:05 p.m.

#### PRESENT

Byron Hanchett  
Bill Haynor  
Doug Manatt  
Al Panton

#### ABSENT

Kathy McHenry

#### GUESTS

Caleb McKinley

#### STAFF

Chuck Duffy, GM  
Paula Melendrez

#### 2. Public Comment – None.

#### ACTION ITEMS:

#### 3. Election of Board President and Vice President for 2019.

**ACTION:** Director Manatt moved to nominate Director Haynor for President. Director Panton seconded. Motion carried 3-1, with Director Hanchett opposed. Director Haynor moved to nominate Director Manatt for Vice-President. Director Panton seconded. Motion carried 4-0.

Board President Haynor led the board in the pledge of allegiance.

#### 4. Minutes of the October 9, 2018 Regular Meeting (The November meeting was cancelled).

**ACTION:** Director Panton moved to approve the minutes as submitted. Director Hanchett seconded the motion. Motion carried 4-0.

#### 5. September and October 2018 Dudek Invoices for Payment.

**ACTION:** Director Manatt moved to approve the invoices as submitted. Director Hanchett seconded the motion. Motion carried 4-0.

#### 6. Consideration of Landscaping Issues in the Road Right-of-Way For Cancha De Golf, Via De Las Palmas, and Via De La Valle.

- a. Prior Meeting Action Items – General Manager Chuck Duffy provided a review of the prior meeting action items list in the agenda.

- b. Landscaping and Proposed Landscape Design for the Road Right-of-Way in front of the Pacifica Building at the Intersection of Cancha De Golf and Via de la Valle.

**ACTION:** Director Manatt moved to engage landscape architect David Reed to design a landscape plan for the front entrance to Whispering Palms (the road right-of-way around the Fountain area and Pacifica building).  
Director Haynor seconded the motion. Motion carried 4-0.

**ACTION:** Director Haynor moved to have holiday lights installed if possible at the entrance area and monument signs at a not-to-exceed amount of \$5,000.  
Director Hanchett seconded the motion. Motion carried 4-0.

- c. Landscaping on Via Valle Verde and Via De La Valle:  
Additional Hedge Plantings and Consideration of the Parkway Planting Area.  
The board discussed the existing railroad ties located in the parkway and some possible options for replacement. General Manager Chuck Duffy will get a price for installing concrete to possibly replace the ties.

**ACTION:** Director Manatt moved to proceed with additional six foot tall hedge screenings to be installed along Via De La Valle to block oncoming traffic headlights for Whispering Palms residents at a not-to-exceed amount of \$5000. Director Hanchett seconded the motion. Motion carried 4-0.

- d. Status of the Palm Trees in the Cancha De Golf Median.

**ACTION:** Director Manatt moved to engage Mark Robinson from MTR Horticulture to sound the palm trees located in the medians on Cancha de Golf.  
Director Panton seconded the motion. Motion carried 3-1, with Director Hanchett opposed due to his lack of confidence in MTR.

- e. Community Engagement for Landscaping Issues.

Director Manatt recommended instituting a community walk-through of the landscaping every few months with the public invited to attend.

- f. Proposed Widening and Landscaping of the Medians in Cancha De Golf.

General Manager Chuck Duffy reported that engineer Mike Smith from PLSA had done some preliminary investigation into widening the median on Cancha de Golf. The board suggested consulting with landscape architect David Reed on this issue.

- g. Landscaping Priorities for 2019.

The board named the following projects as additional priorities in 2019: replacing the railroad ties in the parkway; replacing the missing bushes near the North Course Hole #3 tee box.

- h. Schedule for a Monthly Landscape Walkthrough.

Director Manatt will coordinate with General Manager Chuck Duffy on the monthly landscape walkthrough.

**7. Committee Appointments.**

a. Landscaping Committee.

**ACTION:** Director Haynor moved to approve the nomination of Director Manatt as chair of the Landscaping Committee with himself as the second member of the committee. Director Panton seconded the motion. Motion carried 4-0.

b. Solar Committee.

**ACTION:** Director Haynor moved to approve the nomination of Director Panton as chair of the Solar Committee with Director Hanchett as the second member of the committee. Director Manatt seconded the motion. Motion carried 4-0.

c. Wastewater Treatment Plant Committee.

**ACTION:** Director Haynor moved to approve the nomination of Director Panton as chair of the Wastewater Treatment Plant Committee. Director Manatt seconded the motion. Motion carried 4-0.

**8. Community Relations and Appointment of Community Liaisons.**

- a. Morgan Run Resort – the board named Director Panton as Community Liaison.
- b. Pacifica Enterprises – the board named Director Manatt as Community Liaison.
- c. Palma de La Reina – the board named Director Haynor as Community Liaison.
- d. Interagency Relations – the board named Director Haynor as Community Liaison.

**9. Report from the Solar Power Ad-Hoc Committee** – The Committee scheduled a committee meeting to be held on December 14, 2018 at the Dudek office in Encinitas to discuss solar power at the sewer treatment plant. The meeting will be publicly noticed as a meeting due to the fact that three board members will be in attendance. The board would like to make solar power a focus in 2019.

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

**11. District Financial Reports.**

- a. Account Balances – Noted and filed.
- b. Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. WPCSD Check Register for October 2018 – Noted and filed.
- d. LAIF Update – Noted and filed.

**12. General Manager's Report.**

- a. Sewer and Landscape Operations Reports – Noted and filed.

**13. Upcoming Seminars/Conferences** – Director Haynor suggested that board members attend the LAFCO Advisory Committee's meeting on Friday, December 14 at 9:00 a.m.

**14. Consideration of Future Agenda Items** – Noted and filed.

**Adjournment**

The December 11, 2018 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned at 5:27 pm.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Secretary

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Chuck Duffy, General Manager

Date Approved by Board: January 8, 2019