

AGENDA
BOARD OF DIRECTORS REGULAR MEETING
Monday, January 9, 2024, 4:00 P.M.
La Valle Coastal Club Clubhouse (formerly Morgan Run)
5690 Cancha De Golf, Rancho Santa Fe, CA

Call Meeting to Order and Roll Call

Board Members:	Board President:	Byron Hanchett
	Board Vice President:	Bill Haynor
	Director:	Doug Manatt
	Director:	Ed Munsch
	Director:	Al Pantan

Staff:	General Manager:	Chuck Duffy
	Asst. General Manager:	Paula Melendrez

Pledge of Allegiance.

Public Comment.

Communication from the public concerning matters under the District's subject jurisdiction which are not on the agenda.

AGENDA ITEMS

Page No.

- | | |
|--|---|
| 1. Minutes of the December 12, 2023 Regular Meeting Adjourned to December 18, 2023.
Recommendation: Approve as submitted. | 3-5 |
| 2. November 2023 Dudek Invoices for Payment.
Recommendation: Approve as submitted. | 6-10 |
| 3. Consideration of Landscaping Issues in the Road Right-of-Way For Cancha De Golf, Via De Las Palmas, Via De La Valle, and Via Valle Verde.
Recommendation: To be made by the Board | 11 |
| 4. Consideration of Wastewater Plant Electrical & Solar Cost Performance And Status.
a. SDGE monthly cost review
b. Solar System performance review
c. Solar System maintenance status | 12
(--)
(--) |

5. Consideration of Director Reports.	
a. Landscaping Report (Directors Manatt and Haynor).	(--)
b. Solar Report (Directors Panton and Hanchett).	(--)
c. Wastewater Treatment Plant Report (Directors Haynor and Manatt).	(--)
d. Finance Report (Directors Haynor and Hanchett).	(--)
6. Consideration of Community Liaison Reports.	
a. La Valle Coastal Club (Director Panton).	(--)
b. Pacifica Enterprises (Director Manatt).	(--)
c. Palma de La Reina (Director Haynor).	(--)
d. Interagency Relations (Director Haynor).	(--)
7. Monthly Flow Report.	13
8. District Financial Reports.	
a. Account Balances.	15-16
b. Revenue and Expenditure Reports (Unaudited).	17-19
c. WPCSD Check Registers for November 2023.	20-22
d. CALTRUST Update.	23-24
9. General Manager's Report.	
a. Sewer Operations Report.	25
10. Seminars/Conferences.	(--)
11. Consideration of Correspondence.	(--)
a. Bank Reconciliations for November 2023.	
12. Consideration of Future Agenda Items.	(--)

Adjournment.

This meeting is accessible to people with disabilities. Individuals who require special assistance to participate may request an alternative format of the agenda and packet materials. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. To request a disability-related modification or accommodation, please call (760) 479-4150.



MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Tuesday, December 12, 2023

Adjourned to Monday, December 18, 2023, 4:00 p.m.

Morgan Run Resort Clubhouse
5690 Cancha De Golf, Rancho Santa Fe, CA

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 Doug Manatt at 4:02 p.m.

PRESENT

Doug Manatt
Al Panton
Bill Haynor
Ed Munsch

ABSENT

Byron Hanchett

GUESTS

Vince Zellefrow

STAFF

Chuck Duffy, GM
Paula Melendrez, Asst. GM
Jeff Pape, Operations Manager

Pledge of Allegiance.

Public Comment – None.

ACTION ITEMS:

1. Election of Board President and Vice President for 2024.

ACTION: Director Manatt nominated Director Hanchett for Board President, and Director Haynor for Board Vice President. Director Munsch seconded the motion. Motion carried 4-0.

2. Minutes of the November 14, 2023 Regular Meeting.

ACTION: Director Manatt moved to approve the minutes as submitted. Director Haynor seconded the motion. Motion carried 4-0.

3. October 2023 Dudek Invoices for Payment.

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

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

The board discussed the landscape agenda memo items. GM Chuck Duffy reported that the current planting plan along the new fence line on Via de la Valle is for white roses and bougainvillea. Mr. Duffy also reported that JMD Landscape will be submitting a proposal for the fence planting and irrigation in the coming week or so. The renovation of the four Whispering Palms entrance signs has been completed by FastSigns and they all look good.

ACTION: Director Manatt moved to approve the planting project along the Via de la Valle fence line with guidance from the landscape committee with a not-to-exceed cost of \$60,000. Director Hanchett seconded the motion. Motion carried 4-0.

5. Consideration of Wastewater Plant Electrical & Solar Cost Performance and Status.

- a. SDGE monthly cost review – The SDGE bill for October 2023 was emailed to the board.
- b. Solar System performance review – Nothing additional to report.
- c. Solar System maintenance status – Nothing additional to report.

6. Consideration of Director Reports.

- a. Landscaping Report (Directors Manatt and Haynor) – Director Haynor reported a broken acacia on Via de la Valle and recommended that the palms in the median be trimmed.
- b. Solar Report (Directors Panton and Hanchett) – Nothing additional to report.
- c. Wastewater Treatment Plant Report (Directors Haynor and Manatt) – Nothing additional to report.
- d. Finance Report (Directors Haynor and Hanchett) – Nothing additional to report.

7. Consideration of Community Liaison Reports.

- a. La Valle Coastal Club – Nothing additional to report.
- b. Pacifica Enterprises – Nothing additional to report.
- c. Palma de La Reina – There was discussion concerning the mailboxes possibly being moved into the shopping complex.
- d. Interagency Relations – Nothing additional to report.

8. Monthly Flow Report – Noted and filed.

9. District Financial Reports.

- a. Account Balances – Noted and filed.
- b. Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. WPCSD Check Register for October 2023 – Noted and filed.
- d. LAIF Update – Noted and filed.
- e. CALTRUST Update – Noted and filed.

10. General Manager's Report.

- a. Sewer Operations Report – Noted and filed.

11. Seminars/Conferences – Noted and filed.

12. Consideration of Correspondence.

- a. Bank Reconciliations for October 2023 were distributed to the board.

13. Consideration of Future Agenda Items.

Adjournment

The December 18, 2023 Regular Meeting (adjourned from December 12) of the Whispering Palms Community Services District Board of Directors was adjourned by Board President Manatt at 5:00 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board of Directors: January 9, 2024



General Manager
Chuck Duffy

Board of Directors

Byron Hanchett
Bill Haynor
Doug Manatt
Ed Munsch
Al Panton

January 9, 2024

Board of Directors
Whispering Palms Community Services District

Re: November 2023 Invoices

Dear Board Members:

The attached invoices covering the month of November are submitted for your review and approval.

The invoices consist of:

A. SID Management (incl. expenses) total:	\$8,503.00	177.2324
B. SID Operations (incl. expenses) total:	\$22,092.00	177.2324.2
C. LID Management (incl. expenses) total:	\$2,970.00	177.2324.1

The work accomplished includes: general management, filing, correspondence; agenda preparation; invoice review; phone calls; word processing; meetings; site visits; odor control investigation; treatment plant operations; general management and engineering; bookkeeping; and permit issuance.

Board of Directors
Whispering Palms Community Services District

BUDGET TRACKING SUMMARY (LABOR ONLY) 2023/2024

	<u>Annual Budget</u>	<u>November 2023 Billing</u>	<u>Billed to Date</u>	<u>% of Annual Budget</u>	<u>% of Year Elapsed</u>
Management (SID #1)	\$102,036	\$8,503	\$42,515	41.7%	41.7%
Operations (SID #1)	\$265,103	\$22,092	\$110,460	41.7%	41.7%
Management (LID #1)	\$35,634	\$2,970	\$14,850	41.7%	41.7%

Sincerely,

Chuck Duffy, General Manager

DUDEK

605 3rd Street
Encinitas, CA 92024
T (760) 942-5147
F (760) 632-0164

November 29, 2023
Project No: 177.2023
Invoice No: 202310001

Whispering Palms Community Services District
c/o Dudek
605 Third Street
Encinitas, CA 92024

Project Manager Charles Duffy
Project 177.2023 FY 23-24 Sewer Management
Professional Services for the Period: October 28, 2023 to November 24, 2023

Number of units	5.00		
Fee Each	8,503.00		
Total Fee	42,515.00		
	Total Earned	42,515.00	
	Previous Fee Billing	34,012.00	
	Current Fee Billing	8,503.00	
	Total Fee		8,503.00
Billing Limits	Current	Prior	To-Date
Total Billings	8,503.00	34,012.00	42,515.00
Limit			102,036.00
Remaining			59,521.00
	Total Project Invoice Amount		\$8,503.00

Billing Summary

	Current	Prior	Total
Fee	8,503.00	0.00	8,503.00
Labor	0.00	34,012.00	34,012.00
Totals	8,503.00	34,012.00	42,515.00

Contract Maximum:	102,036.00
Previous Billings Against Maximum:	34,012.00
Current Billings Against Maximum:	8,503.00
Balance After This Invoice:	59,521.00

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK
P.O. Box 515569
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact Accounting@dudek.com.

DUDEK

605 3rd Street
Encinitas, CA 92024
T (760) 942-5147
F (760) 632-0164

November 29, 2023
Project No: 177.2023.02
Invoice No: 202310004

Whispering Palms Community Services District
c/o Dudek
605 Third Street
Encinitas, CA 92024

Project Manager Charles Duffy
Project 177.2023.02 FY 23-24 Treatment Plant & Pump Station Labor
Professional Services for the Period: October 28, 2023 to November 24, 2023

Number of units	5.00		
Fee Each	22,092.00		
Total Fee	110,460.00		
	Total Earned	110,460.00	
	Previous Fee Billing	88,368.00	
	Current Fee Billing	22,092.00	
	Total Fee		22,092.00
	Total Project Invoice Amount		\$22,092.00

Billing Summary

	Current	Prior	Total
Fee	22,092.00	0.00	22,092.00
Labor	0.00	88,368.00	88,368.00
Totals	22,092.00	88,368.00	110,460.00

Contract Maximum:	265,103.00
Previous Billings Against Maximum:	88,368.00
Current Billings Against Maximum:	22,092.00
Balance After This Invoice:	154,643.00

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK
P.O. Box 515569
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact Accounting@dudek.com.

DUDEK

605 3rd Street
Encinitas, CA 92024
T (760) 942-5147
F (760) 632-0164

November 29, 2023
Project No: 177.2023.01
Invoice No: 202310003

Whispering Palms Community Services District
c/o Dudek
605 Third Street
Encinitas, CA 92024

Project Manager Charles Duffy
Project 177.2023.01 FY 23-24 Landscape Management
Professional Services for the Period: October 28, 2023 to November 24, 2023

Number of units	5.00		
Fee Each	2,970.00		
Total Fee	14,850.00		
	Total Earned	14,850.00	
	Previous Fee Billing	11,880.00	
	Current Fee Billing	2,970.00	
	Total Fee		2,970.00
	Total Project Invoice Amount		\$2,970.00

Billing Summary

	Current	Prior	Total
Fee	2,970.00	0.00	2,970.00
Labor	0.00	11,880.00	11,880.00
Totals	2,970.00	11,880.00	14,850.00

Contract Maximum:	35,634.00
Previous Billings Against Maximum:	11,880.00
Current Billings Against Maximum:	2,970.00
Balance After This Invoice:	20,784.00

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK
P.O. Box 515569
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact Accounting@dudek.com.

General Manager
Chuck Duffy

Board of Directors
Bill Haynor
Ed Munsch
Byron Hanchett
Doug Manatt
Al Panton

AGENDA MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Landscaping Issues in the Road Right-of-Way for Cancha De Golf, Via De La Valle,
and Via Valle Verde
Date: January 9, 2024

Landscaping

- Doug, Bill, and I will be meeting out at the fountain on Monday for our landscape walkthrough.
- Landscape contractor Joe Diaz will be starting the planting work for the fence area along Via De La Valle on January 15th.
- The holiday lights are scheduled to be removed this weekend.

SDGE Power Cost Comparison Report

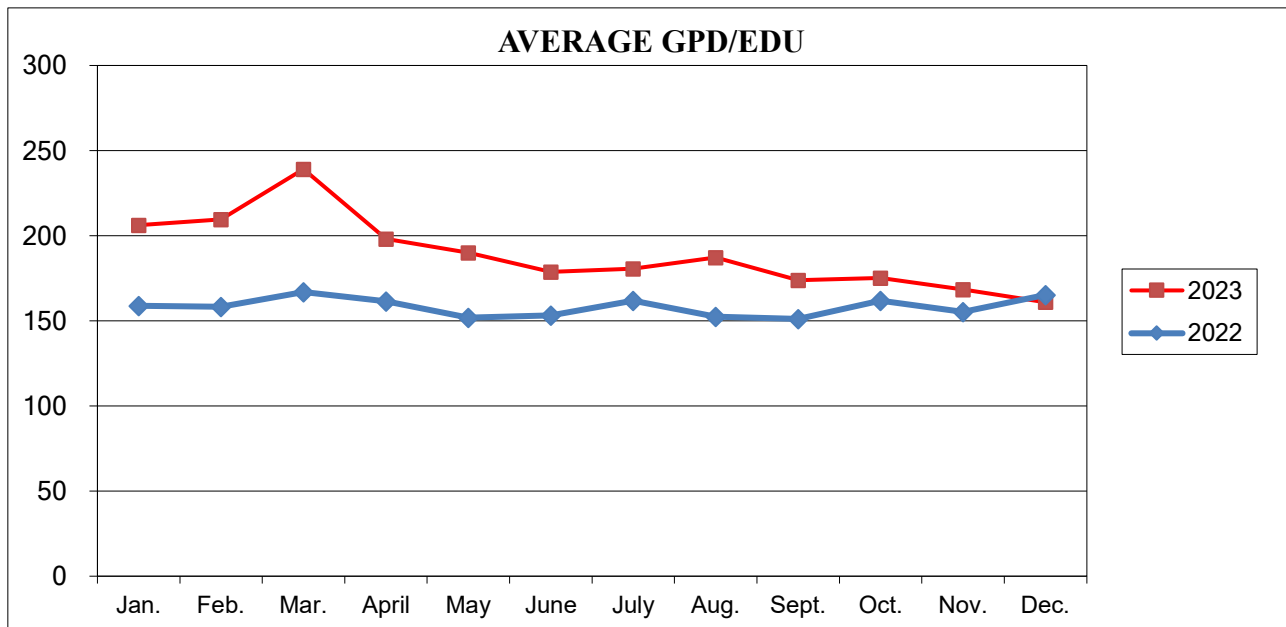
	2021 SDGE-WP Treatment Plant Costs			2021 Loan Payment plus SDGE Bill	2022 SDGE-WP Treatment Plant Costs			2022 Loan Payment plus SDGE Bill	21-22 \$ Change	21-22 % Change
	2022 Solar Loan Payment				2022 Solar Loan Payment					
January	\$	11,343		\$ 11,343	\$	16,250	\$	9,333	\$ 25,583	\$ 14,240 126%
February	\$	12,551		\$ 12,551	\$	12,947	\$	9,333	\$ 22,280	\$ 9,729 78%
March	\$	14,163		\$ 14,163	\$	6,134	\$	9,333	\$ 15,467	\$ 1,304 9%
April	\$	12,839		\$ 12,839	\$	3,082	\$	9,333	\$ 12,415	\$ (423) -3%
May	\$	13,324	\$ 9,333	\$ 22,657	\$	3,171	\$	9,333	\$ 12,504	\$ (10,153) -45%
June	\$	13,971	\$ 9,333	\$ 23,304	\$	2,705	\$	9,333	\$ 12,038	\$ (11,266) -48%
July	\$	13,341	\$ 9,333	\$ 22,674	\$	3,279	\$	9,333	\$ 12,612	\$ (10,062) -44%
August	\$	13,281	\$ 9,333	\$ 22,614	\$	3,884	\$	9,333	\$ 13,217	\$ (9,397) -42%
September	\$	14,341	\$ 9,333	\$ 23,674	\$	7,878	\$	9,333	\$ 17,211	\$ (6,463) -27%
October	\$	13,757	\$ 9,333	\$ 23,090	\$	9,535	\$	9,333	\$ 18,868	\$ (4,223) -18%
November	\$	13,759	\$ 9,333	\$ 23,092	\$	11,456	\$	9,333	\$ 20,789	\$ (2,303) -10%
December	\$	14,856	\$ 9,333	\$ 24,189	\$	14,658	\$	9,333	\$ 23,991	\$ (198) -1%
YTD TOTALS:	\$	161,526	\$ 74,664	\$ 236,190	\$	94,979	\$ 111,996	\$ 206,975	\$ (29,215)	

	2022 SDGE-WP Treatment Plant Costs			2022 Loan Payment plus SDGE Bill	2023 SDGE-WP Treatment Plant Costs			2023 Loan Payment plus SDGE Bill	22-23 \$ Change	22-23 % Change
	2022 Solar Loan Payment				2022 Solar Loan Payment					
January	\$	16,250	\$ 9,333	\$ 25,583	\$	15,858	\$	9,333	\$ 25,191	\$ (392) -2%
February	\$	12,947	\$ 9,333	\$ 22,280	\$	15,088	\$	9,333	\$ 24,421	\$ 2,141 10%
March	\$	6,134	\$ 9,333	\$ 15,467	\$	12,523	\$	9,333	\$ 21,856	\$ 6,389 41%
April	\$	3,082	\$ 9,333	\$ 12,415	\$	10,431	\$	9,333	\$ 19,764	\$ 7,349 59%
May	\$	3,171	\$ 9,333	\$ 12,504	\$	11,943	\$	9,333	\$ 21,276	\$ 8,772 70%
June	\$	2,705	\$ 9,333	\$ 12,038	\$	6,695	\$	9,333	\$ 16,028	\$ 3,990 33%
July	\$	3,279	\$ 9,333	\$ 12,612	\$	5,045	\$	9,333	\$ 14,378	\$ 1,767 14%
August	\$	3,884	\$ 9,333	\$ 13,217	\$	6,745	\$	9,333	\$ 16,078	\$ 2,861 22%
September	\$	7,878	\$ 9,333	\$ 17,211	\$	11,812	\$	9,333	\$ 21,145	\$ 3,934 23%
October	\$	9,535	\$ 9,333	\$ 18,868	\$	10,953	\$	9,333	\$ 20,286	\$ 1,418 8%
November	\$	11,456	\$ 9,333	\$ 20,789	\$	14,886	\$	9,333	\$ 24,219	\$ 3,430 16%
December	\$	14,658	\$ 9,333	\$ 23,991	\$	17,293	\$	9,333	\$ 26,626	\$ 2,635 11%
YTD TOTALS:	\$	94,979	\$ 111,996	\$ 206,975	\$	139,272	\$ 111,996	\$ 251,268	\$ 44,293	

**WHISPERING PALMS CSD
SEWER IMPROVEMENT DISTRICT NO. 1**

**2023 MONTHLY TREATMENT PLANT FLOW REPORT
400,000 GPD CAPACITY**

Month	EDU's Connected	EDU's Available	Flow Rate (GPD/EDU) 2023	Avg. Daily Flow (GPD)
Jan.	1,489	196	206	307,000
Feb.	1,489	196	210	312,000
Mar.	1,489	196	239	356,000
April	1,489	196	198	295,000
May	1,489	196	190	283,000
June	1,489	196	179	266,000
July	1,489	196	181	269,000
Aug.	1,490	195	187	279,000
Sept.	1,490	195	174	259,000
Oct.	1,490	195	175	261,000
Nov.	1,490	195	168	251,000
Dec.	1,491	195	161	240,000



**WHISPERING PALMS
COMMUNITY SERVICES DISTRICT**

**Sewer Improvement District #1
and Landscape Improvement District #1**

FINANCIAL STATEMENTS

November 30, 2023

Whispering Palms CSD

SID Balance Sheet

As of November 30, 2023

Accrual Basis

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1010 · PWB SID Checking	118,261.67
1016 · Cash - LAIF	-9,879.42
1017 · Gemini Fund-CALTRUST	667,297.91
Total Checking/Savings	775,680.16
Accounts Receivable	
1052 · Accounts Receivable	282,967.98
Total Accounts Receivable	282,967.98
Other Current Assets	
1200 · Undeposited Funds	9,879.42
Total Other Current Assets	9,879.42
Total Current Assets	1,068,527.56
Fixed Assets	
1310 · Land	184,510.00
1320 · Structures & Improvements	10,175,526.26
1330 · Service Vehicle	7,672.00
1340 · Equipment	2,456,701.40
1370 · Accumulated Depreciation	-7,489,589.81
Total Fixed Assets	5,334,819.85
TOTAL ASSETS	6,403,347.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable	89,706.81
Total Accounts Payable	89,706.81
Other Current Liabilities	
2230 · Accrued Interest	41,087.73
2250 · Deposits Held for Others	9,879.42
Total Other Current Liabilities	50,967.15
Total Current Liabilities	140,673.96
Long Term Liabilities	
2500 · Installment Sale-Citizens Bank	1,063,590.94
2510 · InstallmentSale-current portion	78,185.00
Total Long Term Liabilities	1,141,775.94
Total Liabilities	1,282,449.90
Equity	
3200 · Fund Balance	5,242,091.67
Net Income	-121,194.16
Total Equity	5,120,897.51
TOTAL LIABILITIES & EQUITY	6,403,347.41

Whispering Palms CSD

LID Balance Sheet

As of November 30, 2023

Accrual Basis

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1017 · Gemini Fund-CALTRUST	1,087,306.35
1010 · PWB- Checking	38,843.05
1016 · Cash - LAIF	9,879.47
Total Checking/Savings	1,136,028.87
Accounts Receivable	
1052 · Accounts Receivable	127,115.33
Total Accounts Receivable	127,115.33
Total Current Assets	1,263,144.20
Fixed Assets	
1370 · Accumulated Depreciation	-22,521.80
1360 · Construction in Progress	10,012.05
1320 · Structures and Improvements	258,068.82
Total Fixed Assets	245,559.07
TOTAL ASSETS	1,508,703.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable	31,909.24
Total Accounts Payable	31,909.24
Total Current Liabilities	31,909.24
Total Liabilities	31,909.24
Equity	
32000 · Retained Earnings	762,918.11
3000 · Fund Balance	681,218.30
Net Income	32,657.62
Total Equity	1,476,794.03
TOTAL LIABILITIES & EQUITY	1,508,703.27

**WHISPERING PALMS COMMUNITY SERVICES DISTRICT
SEWER IMPROVEMENT DISTRICT No. 1
STATEMENT OF INCOME AND EXPENSES
For the Five Months Ended November 30, 2023**

	<u>11/30/2023</u>	<u>Expected To-Date</u>	VARIANCE <u>Favorable/ (Unfavorable)</u>	<u>2023-24 Budget</u>
<u>REVENUES</u>				
4100 Sewer & Standby Charges	\$295,018	\$290,000	\$5,018	\$928,400
4200 Capacity Fees	\$10,724	\$5,362	\$5,362	\$5,362
4300 Property Tax Allocation	\$27,152	\$27,000	\$152	\$64,500
4400 Misc Income: R. Paseana	\$4,928	\$10,000	(\$5,072)	\$40,000
4500 Interest on Reserves	\$20,407	\$16,625	\$3,782	\$39,900
TOTAL INCOME	\$358,229	\$348,987	\$9,242	\$1,078,162
<u>EXPENDITURES</u>				
<u>OPERATIONS</u>				
5100 Plant & Pump Station Labor	\$110,460	\$110,460	\$0	\$265,103
5120 Power	\$53,366	\$54,167	\$800	\$130,000
5130 Solar Panels Loan Payment	\$0	\$0	\$0	\$112,500
5131 Solar Panels Interest Payment	\$0	\$0	\$0	
5140 Water	\$1,067	\$1,250	\$183	\$3,000
5160 Telephone & Alarm Monitoring	\$1,188	\$1,667	\$478	\$4,000
5180 Consumables & Lubricants	\$5,738	\$12,500	\$6,762	\$30,000
5200 Minor Equipment & Tools	\$0	\$417	\$417	\$1,000
5220 Laboratory	\$11,737	\$6,250	(\$5,487)	\$15,000
5240 Permit Fees	\$31,825	\$32,000	\$175	\$32,000
5260 Sewer Cleaning	\$27,373	\$27,373	\$0	\$60,000
5280 Sludge Disposal	\$41,497	\$35,417	(\$6,081)	\$85,000
5300 Landscape Maint. @ STP	\$5,597	\$12,500	\$6,903	\$30,000
5320 Trash & Screenings Disposal	\$1,707	\$1,458	(\$249)	\$3,500
5340 Equipment Repair	\$40,772	\$39,583	(\$1,189)	\$95,000
5360 Vehicle Expense	\$906	\$2,917	\$2,010	\$7,000
Sub-total Operations	\$333,235	\$337,958	\$4,723	\$873,103

**WHISPERING PALMS COMMUNITY SERVICES DISTRICT
SEWER IMPROVEMENT DISTRICT No. 1
STATEMENT OF INCOME AND EXPENSES
For the Five Months Ended November 30, 2023**

	11/30/2023	Expected To-Date	VARIANCE Favorable/ (Unfavorable)	2023-24 Budget
<u>ADMINISTRATION</u>				
6100 Management	\$42,515	\$42,515	\$0	\$102,036
6110 Professional Services	\$29	\$2,917	\$2,888	\$7,000
6120 Mileage & Reimburseables	\$0	\$208	\$208	\$500
6130 Printing & Publications	\$1,390	\$1,390	\$0	\$1,600
6140 Dues (50% LID)*	\$1,269	\$1,300	\$31	\$2,500
6145 Conferences (50% LID)*	\$985	\$1,000	\$15	\$1,500
6150 Insurance (50% LID)	\$14,499	\$14,499	\$0	\$18,000
6160 Audit (50% LID)*	\$0	\$0	\$0	\$8,000
6170 Directors Compensation (50% LID)	\$1,000	\$500	(\$500)	\$1,500
6190 Miscellaneous	\$2,017	\$1,500	(\$517)	\$1,500
6200 HOA Dues for Plant Access Road	\$0	\$0	\$0	\$2,000
Sub-total Administration	\$63,703	\$65,829	\$2,126	\$146,136
TOTAL EXPENDITURES	\$396,938	\$403,787	\$6,849	\$1,019,239
NET GAIN/(LOSS) ON OPERATIONS	(\$38,709)	(\$54,800)	\$16,091	\$58,923
*50/50 split with LID				
<u>7100 CAPITAL PROJECTS</u>				
2324.1 · Design for Offsite PS Upgrade	\$940	\$1,000	\$60	\$78,000
2324.2 · Skiploader tractor	\$65,238	\$75,000	\$9,762	\$75,000
TOTAL CAPITAL PROJECTS	\$66,178	\$76,000	\$9,822	\$153,000

**WHISPERING PALMS COMMUNITY SERVICES DISTRICT
LANDSCAPE IMPROVEMENT DISTRICT No. 1
STATEMENT OF INCOME AND EXPENSES
ACTUAL AND BUDGET
For the Five Months Ended November 30, 2023**

	11/30/2023	Expected To-Date	VARIANCE Favorable/ (Unfavorable)	2023-2024 Budget
<u>REVENUES</u>				
4100 Property Tax Allocation	\$155,733	\$155,000	\$733	\$360,000
4200 Interest on Reserves	\$25,486	\$16,583	\$8,903	\$39,800
TOTAL INCOME	\$181,219	\$171,583	\$9,636	\$399,800
<u>EXPENDITURES</u>				
<u>LANDSCAPE MAINTENANCE:</u>				
5100-1 LID Landscaping Contract	\$23,700	\$23,700	\$0	\$63,000
5100-2 LID Landscaping Extra Work	\$13,863	\$6,250	(\$7,613)	\$15,000
5100-3 LID Color Change Plantings	\$7,494	\$5,000	(\$2,494)	\$12,000
5120 LID Power	\$6,452	\$5,500	(\$952)	\$13,200
5140 LID Water	\$22,577	\$18,750	(\$3,827)	\$45,000
5160 LID Fountain Maintenance	\$1,010	\$1,250	\$240	\$3,000
5200 LID Electrical System Repair	\$3,057	\$2,083	(\$974)	\$5,000
5220 LID Tree Trimming/Spraying	\$24,283	\$20,000	(\$4,283)	\$20,000
5230 Miscellaneous/Holiday Lights	\$0	\$0	\$0	\$3,000
Sub-total Landscape Maintenance	\$102,436	\$82,533	(\$19,902)	\$179,200
<u>ADMINISTRATION:</u>				
6100 LID Management	\$14,850	\$14,850	\$0	\$35,634
6120 LID Professional Services	\$0	\$0	\$0	\$2,000
6130 LID Conferences (50% SID)*	\$985	\$985	\$0	\$1,500
6140 LID Dues (50% SID)*	\$1,269	\$1,042	(\$227)	\$2,500
6160 LID Insurance (50% SID)	\$14,499	\$14,499	\$0	\$18,000
6180 LID Audit (50% SID)*	\$0	\$0	\$0	\$8,000
6200 LID Directors Comp. (50% SID)*	\$1,000	\$625	(\$375)	\$1,500
6240 LID Misc./Contingency	\$12	\$0	(\$12)	\$500
Sub-total Administration	\$32,614	\$32,000	(\$614)	\$69,634
Total Expenditures	\$135,050	\$114,534	(\$20,516)	\$248,834
NET GAIN/(LOSS) ON OPERATIONS	\$46,169	\$57,050		\$150,966
<u>PROJECTS:</u>				
2021-05 Landscaping along Hole 6 North/Via De La Valle	\$13,512	\$13,512	\$0	\$55,000
	\$13,512	\$13,512	\$0	\$55,000

*Split 50/50 with SID

Whispering Palms CSD
SID Check Register
From 11/01/2023 through 11/30/2023

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/03/2023	EFT	AT & T (SBC)	2110 · Accounts Payable		187.89	X		46,946.73
11/06/2023	EFT	EDCO	2110 · Accounts Payable		356.83	X		46,589.90
11/13/2023	EFT	OMWD	2110 · Accounts Payable		445.17	X		46,144.73
11/13/2023	EFT	SDG&E	2110 · Accounts Payable		10,953.04	X		35,191.69
11/14/2023		Wire Fee	ADMINISTRATION:6...		12.00	X		35,179.69
11/14/2023	4664	Al Panton	2110 · Accounts Payable		100.00			35,079.69
11/14/2023	4665	Bill Haynor	2110 · Accounts Payable		100.00			34,979.69
11/14/2023	4666	Byron Hanchett	2110 · Accounts Payable		100.00	X		34,879.69
11/14/2023	4667	CR&R Incorporated	2110 · Accounts Payable		1,704.70	X		33,174.99
11/14/2023	4668	Doug Manatt	2110 · Accounts Payable		100.00	X		33,074.99
11/14/2023	4669	Dudek	2110 · Accounts Payable		30,595.00	X		2,479.99
11/14/2023	4670	Ed Munsch	2110 · Accounts Payable		100.00	X		2,379.99
11/14/2023	4671	JMD Landscapes, Inc.	2110 · Accounts Payable		430.00	X		1,949.99
11/14/2023	4672	Rancho Santa Fe CSD	2110 · Accounts Payable		1,217.50			732.49
11/14/2023	4673	Rust Logistics	2110 · Accounts Payable		3,809.28	X		-3,076.79
11/14/2023	4674	Underground Service...	2110 · Accounts Payable		62.50	X		-3,139.29
11/15/2023			1017 · Gemini Fund-C...	Funds Transfer		X	75,000.00	71,860.71
11/17/2023	EFT	SDG&E	2110 · Accounts Payable		830.82	X		71,029.89
11/21/2023			1200 · Undeposited Fu...	Deposit		X	4,988.94	76,018.83
11/21/2023			1200 · Undeposited Fu...	Deposit		X	42,294.30	118,313.13

Whispering Palms CSD
SID Check Register
From 11/01/2023 through 11/30/2023

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/26/2023	EFT	AT & T (SBC)	2110 · Accounts Payable		53.50	X		118,259.63
11/30/2023			4000 · REVENUES:45...	Interest		X	2.04	118,261.67

Whispering Palms CSD
LID Check Register
From 11/01/2023 through 11/30/2023

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/08/2023	1706	Fast Signs	2110 · Accounts Payable		5,140.69	X		23,865.15
11/13/2023	EFT	OMWD	2110 · Accounts Payable		3,544.83	X		20,320.32
11/13/2023	EFT	OMWD	2110 · Accounts Payable		3,848.25	X		16,472.07
11/13/2023	EFT	OMWD	2110 · Accounts Payable		360.42	X		16,111.65
11/13/2023	EFT	OMWD	2110 · Accounts Payable		604.70	X		15,506.95
11/13/2023	EFT	OMWD	2110 · Accounts Payable		740.08	X		14,766.87
11/14/2023	1699	Baker Pool Service Inc	2110 · Accounts Payable		180.00	X		14,586.87
11/14/2023	1700	Dudek	2110 · Accounts Payable		2,970.00	X		11,616.87
11/20/2023	EFT	SDG&E	2110 · Accounts Payable		58.10	X		11,558.77
11/20/2023	EFT	SDG&E	2110 · Accounts Payable		84.35	X		11,474.42
11/20/2023	EFT	SDG&E	2110 · Accounts Payable		87.79	X		11,386.63
11/20/2023	EFT	SDG&E	2110 · Accounts Payable		1,161.69	X		10,224.94
11/21/2023			1200 · Undeposited Fu...	Deposit		X	28,617.58	38,842.52
11/30/2023			4000 · REVENUES:42...	Interest		X	0.53	38,843.05



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Investment Account Summary

11/01/2023 through 11/30/2023

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Nov 30 (\$)	Value on Nov 30 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
WHISPERING PALMS COMMUNITY SERVICES DIST IRCT	20100029590					
CalTRUST Liquidity Fund	20100029590	1,754,604.260	1.00	1,754,604.26	1,754,604.26	0.00
Portfolios Total value as of 11/30/2023				1,754,604.26		

DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
CalTRUST Liquidity Fund								
WHISPERING PALMS COMMUNITY SERVICES DIST IRCT							Account Number: 20100029590	
Beginning Balance	11/01/2023			1,821,499.940	1.00	1,821,499.94		
Redemption	11/15/2023	75,000.00	75,000.000	1,746,499.940	1.00	1,746,499.94	75,000.00	0.00
Accrual Income Div Reinvestment	11/30/2023	8,104.32	8,104.320	1,754,604.260	1.00	1,754,604.26	0.00	0.00
Change in Value						0.00		
Closing Balance as of	Nov 30			1,754,604.260	1.00	1,754,604.26		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



	CalTRUST Liquidity	BofAML 3-Month US Treasury Bill Index		CalTRUST Liquidity Return	BofAML 3-Month US Treasury Bill Index
Net Assets	\$1,028,404,764.69	N/A	One Month	0.45%	0.45%
NAV per Share	\$1.00	N/A	Three Month	1.38%	1.37%
30 Day SEC Yield	5.52%	N/A	Six Month	2.71%	2.71%
Distribution Yield	5.53%	N/A	One Year*	5.08%	4.94%
Period Net Total Return	0.45%	0.45%	Two Year*	3.16%	3.01%
Effective Duration	N/A	N/A	Three Year*	2.11%	2.01%
Weighted Average Maturity	44.46 days	N/A	Five Year*	1.86%	1.83%
Weighted Average Life	69.21 days	N/A	Ten Year*	NA	NA
			Since Inception*	1.87%	1.85%
			*Annualized		

Portfolio Sector Breakdown

- Agency Floating Rate - 1.12%
- Commercial Paper - 34.08%
- Corporate Fixed Rate - 0.09%
- Fixed Rate Certificate of Deposit - 13.94%
- Floating Rate Certificate of Deposit - 10.54%
- STIF Fund - 3.71%
- Repurchase Agreement - 29.57%
- US Treasury Bill - 6.96%

CalTRUST Historical Liquidity 30 day SEC Yield

11/23	5.52%
10/23	5.52%
9/23	5.46%
8/23	5.47%
7/23	5.07%
6/23	5.05%
5/23	4.99%
4/23	4.78%
3/23	4.59%
2/23	4.56%
1/23	4.26%
12/22	4.12%
11/22	3.63%

Rated AAAm by S&P Global Ratings

General Manager
Chuck Duffy

Board of Directors
Byron Hanchett
Bill Haynor
Doug Manatt
Ed Munsch
Al Pantan

MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Sewer Systems Operations Report
Date: January 9, 2024

During the month of December, the treatment plant and pump station operated normally. There were no reportable sewer spills or odor complaints during this period.