



MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Tuesday, February 13, 2024, 4:00 p.m.

La Valle Coastal Club 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 Byron Hanchett at 4:02 p.m.

PRESENT

Byron Hanchett
Bill Haynor
Al Panton
Ed Munsch
Doug Manatt

ABSENT

GUESTS

JoAnn Katz

STAFF

Chuck Duffy, GM
Paula Melendrez, Asst. GM

Pledge of Allegiance.

Public Comment – None.

AGENDA ITEMS:

1. Minutes of the January 9, 2024 Regular Meeting.

ACTION: Director Haynor moved to approve the minutes as submitted. Director Munsch seconded the motion. Motion carried 5-0.

2. December 2023 Dudek Invoices for Payment.

ACTION: Director Manatt moved to approve the invoices as submitted. Director Haynor seconded the motion. Motion carried 5-0.

3. Landscape Workshop.

The board held a discussion concerning longer term plans for the landscaping in the district. The landscaping focus was divided into four distinct areas: 1) the median landscaping in Cancha De Golf; 2) the landscaping at the corner of Via De La Valle and Las Palomas; 3) the parkway strip southwest of the fountain on Via De La Valle; and 4) the parkway/median strip northeast of the fountain between Val De La Valle and Via Valle Verde. The board will conduct a workshop on each area over the course of the next meetings.

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. The flowers in front of the Whispering Palms signs will be replaced with pansies.

5. Consideration of Sewer Lateral Policy P-2024-01.

Director Haynor pointed out that the date on the policy should read February 13, 2024.

ACTION: Director Haynor moved to approve the Lateral Policy as amended above.

Director Panton seconded the motion. Motion carried 5-0.

6. Consideration of Asset Capitalization and Depreciation Policy P-2024-02.

The date on the policy was corrected to February 13, 2024.

ACTION: Director Manatt moved to approve the Asset Capitalization and Depreciation Policy as amended above. Director Haynor seconded the motion.

Motion carried 5-0.

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

a. SDGE monthly cost review – The SDGE bill for January 2024 was emailed to the board. Staff reported that Dudek engineer Justin Scheidel had been in contact with SDGE concerning the rate structure now and in the future. SDGE said that the current demand charges should be going away next month, and that we should see a significant savings from their elimination.

b. Solar System performance review – Nothing additional to report.

c. Solar System maintenance status – Nothing additional to report.

8. Consideration of Director Reports.

a. Landscaping Report (Directors Manatt and Haynor) – Nothing additional to report.

b. Solar Report (Directors Panton and Hanchett) – Nothing additional to report.

c. Wastewater Treatment Plant Report (Directors Haynor and Manatt) – GM Chuck Duffy reported that the plant had no issues from the recent storm.

d. Finance Report (Directors Haynor and Hanchett) – Nothing additional to report.

9. Consideration of Community Liaison Reports.

a. La Valle Coastal Club – Director Panton reported that improvements to the north golf course 9 are almost complete, then work will begin on the south course.

b. Pacifica Enterprises – Nothing additional to report.

c. Palma de La Reina – Nothing additional to report.

d. Interagency Relations – Nothing additional to report.

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 December 2023 – Noted and filed.

d. CALTRUST Update – Noted and filed.

12. General Manager's Report.

a. Sewer Operations Report – Noted and filed.

13. Seminars/Conferences – Noted and filed.

14. Consideration of Correspondence.

a. Bank Reconciliations for December 2023 were distributed to the board.

15. Consideration of Future Agenda Items – Noted and filed.

Adjournment

The February 13, 2024 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Board President Hanchett at 5:14 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board of Directors: March 12, 2024