



## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

**Tuesday, May 14, 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 4:03 p.m.

#### **PRESENT**

Byron Hanchett  
Bill Haynor  
Al Panton  
Ed Munsch  
Doug Manatt

#### **ABSENT**

#### **GUESTS**

JoAnn Katz  
Arnold Keene

#### **STAFF**

Chuck Duffy, GM  
Paula Melendrez, Asst. GM

#### **Pledge of Allegiance.**

**Public Comment** – None.

#### **AGENDA ITEMS:**

##### **1. Minutes of the April 9, 2024 Regular Meeting.**

**ACTION:** Director Manatt moved to approve the minutes as amended, deleting the name “Hinchy” from the record. Director Munsch seconded the motion. Motion carried 5-0.

##### **2. March 2024 Dudek Invoices for Payment.**

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

##### **3. Consideration of Fiscal Year 2024/25 Draft Sewer and Landscape District Budgets.**

General Manager Chuck Duffy presented the Fiscal Year 2024/25 draft Sewer and Landscape district budgets for discussion and input from the Board. The budget will be brought back to the June board meeting for final approval.

##### **4. Landscape Workshop for the Landscaping at the corner of Via De La Valle and Las Palomas.**

Landscape architect Arnold Keene was present to provide input to the board regarding the plantings for the area. Director Manatt provided a PowerPoint presentation of the areas under consideration. Mr. Keene will make a conceptual drawing for the corner at Las Palomas with plant suggestions to present at the June board meeting.

**5. 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 and the possibility of adding the Security Services Power for the CSD.

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

- a. SDGE monthly cost review – The board discussed the raw kWh the plant used pre and post solar installation.
- b. Solar System performance review – Nothing additional to report.
- c. Solar System maintenance status – Nothing additional to report.

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

**8. 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 – Nothing additional to report.
- d. Interagency Relations – Nothing additional to report.

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

**10. District Financial Reports.**

- a. Account Balances – Noted and filed.
- b. Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. WPCSD Check Register for March 2024 – Noted and filed.
- d. CALTRUST Update – Noted and filed.

**11. General Manager's Report.**

- a. Sewer Operations Report – Noted and filed.

**12. Seminars/Conferences – Noted and filed.**

**13. Consideration of Correspondence.**

- a. Bank Reconciliations for March 2024 were distributed to the board.

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

**Adjournment**

The May 14, 2024 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Board President Hanchett at 5:30 p.m.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Board Secretary

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Chuck Duffy, General Manager

Approved by the Board of Directors: June 11, 2024