



## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

Tuesday, May 12, 2020, 4:00 p.m.

Morgan Run Resort Clubhouse

5690 Cancha De Golf, Rancho Santa Fe, CA

### THIS MEETING WILL BE HELD VIA TELECONFERENCE ONLY AS PERMITTED BY GOVERNOR'S EXECUTIVE ORDER N-29-20.

Members of the Public may participate via ZOOM online or by telephone:

Click or enter meeting URL below:

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Meeting ID: 911 5458 0724

#### 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 Bill Haynor at 4:02 p.m.

#### PRESENT

Bill Haynor  
Doug Manatt  
Byron Hanchett  
Ed Munsch  
Al Panton

#### ABSENT

#### GUESTS

#### STAFF

Chuck Duffy, GM  
Paula Melendrez

**Public Comment** – None.

#### ACTION ITEMS:

##### 1. Minutes of the March 10, 2020 Regular Meeting

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

##### 2. Minutes of the Canceled April 14, 2020 Regular Meeting

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

**3. February and March 2020 Dudek Invoices for Payment.**

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

Director Hanchett joined the meeting at this time.

**4. Consideration of Fiscal Year 2020/21 Draft Sewer and Landscape District Budgets.**

The General Manager provided an overview of the budget and responded to questions from the board. The board requested several changes to the Landscape Budget, as follows: reduce the Cancha De Golf landscape improvements line item to \$100,000 from \$250,000; and add a line item of \$40,000 for the sidewalk and parkway improvements on Via Valle Verde. The amended budget will be brought back to the June board meeting for final approval.

**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.**

a. General landscaping issues – The General Manager provided a review of the landscape update included in the agenda. JMD’s crew changed out the color in front of the signs to the red, white, and blue scheme specified by David Reed. Several board members stated that they didn’t see any blue flowers planted, so staff will follow up on that. Mr. Duffy also reported on the proposal from Milt from APL Electric for installation of the new landscape and sign lighting. The board requested that staff bring David Reed’s lighting plan to the next meeting. The board discussed JMD Landscape’s previous proposal for sidewalk and parkway improvements on Via Valle Verde.

**ACTION:** Director Manatt moved to approve the replacement of the sidewalk, decorative concrete to replace the railroad ties in the parkway, and installation of irrigation and sod in the further parkway, along Via Valle Verde. Director Haynor seconded the motion. Motion carried 5-0.

b. Update on landscaping project at the Entrance to the Whispering Palms Community at the Intersection of Cancha De Golf and Via De La Valle – This project is complete.

**6. Committee Reports.**

a. Landscaping Committee – Director Haynor reported that there are missing or weak sections of the hedge along Via de la Valle. Staff will investigate. Director Manatt reported on his landscape walkthrough with the General Manager.

b. Solar Committee – General Manager Chuck Duffy reported that the Request for Proposals is still out on the street to the solar companies selected. He will be touching base with them to gauge their interest in the project.

c. Wastewater Treatment Plant Committee – Staff reported that operations staff handled the big rain event in April with aplomb.

**7. Community Liaison Reports.**

a. Morgan Run Resort – Director Panton reported that only the golf course is open for use by golfers.

b. Pacifica Enterprises – Director Manatt had nothing new to report.

c. Palma de La Reina – Director Haynor had nothing new to report.

d. Interagency Relations – Director Haynor had nothing new to report.

**8. Monthly Flow Report** – The General Manager reported on the high flows due to the April rain events.

**9. District Financial Reports.**

- a. Account Balances – Noted and filed.
- b. Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. WPCSD Check Register for February and March 2020 – Noted and filed.
- d. LAIF Update – Noted and filed.

**10. General Manager’s Report.**

- a. Sewer and Landscape Operations Reports – Noted and filed.
- b. Interagency sewer cleaning agreement – Noted and filed.

**11. Upcoming Seminars/Conferences** – The CSDA Annual Conference to be held August 24-27 is currently up in the air due to the Covid-19.

**12. Consideration of Future Agenda Items** – None.

**Adjournment**

The May 12, 2020 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned at 5:20 p.m.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Board Secretary

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Chuck Duffy, General Manager

Date Approved by the Board of Directors: June 9, 2020