



MINUTES
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, May 9, 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 4:00 p.m.

PRESENT

Doug Manatt
Al Panton
Byron Hanchett
Ed Munsch
Bill Haynor

ABSENT

GUESTS

Don Billings,

STAFF

Chuck Duffy, GM
Paula Melendrez, Asst. GM

Pledge of Allegiance.

Public Comment – Don Billings reported on the turf removal project at Alcalá.

ACTION ITEMS:

1. Minutes of the April 11, 2023 Regular Meeting.

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

2. Minutes of the April 28, 2023 Special Meeting.

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

3. March 2023 Dudek Invoices for Payment.

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

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

- a. SDGE monthly cost review – The board would like the SDGE summary table included with this item.
- b. Solar System performance review: production and uptime report – Director Manatt gave a detailed discussion of his findings in his production and uptime report.
- c. Solar System maintenance status – GM Chuck Duffy is working with James Nelson to obtain recommendations and bids for solar system maintenance.
- d. Demand charge mitigation strategies.

5. Consideration of Fiscal Year 2023/24 Draft Sewer and Landscape District Budgets.

General Manager Chuck Duffy presented the Fiscal Year 2023/24 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.

6. Consideration of Proposal from Dexter Wilson Engineering to Prepare Design Plans and Specifications for the Whispering Palms Golf Course Lift Station.

This item was tabled to the June 13, 2023 meeting.

7. 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.

General Manager Chuck Duffy reviewed his landscape agenda memo. He will continue following up with Morgan Run management to utilize the water line they have along the Via De La Valle fence line, and emphasize the fact that the amount of water we will be using to irrigate the plantings is minimal.

8. Consideration of Director Reports.

Director Haynor recommended adding a monthly Finance Report.

- 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.

9. Consideration of Community Liaison Reports.

- a. Morgan Run Resort – Nothing new to report.
- b. Pacifica Enterprises – Nothing new to report.
- c. Palma de La Reina – Nothing new to report.
- d. Interagency Relations – Nothing new to report.

ACTION: Director Manatt moved to authorize Director Haynor's attendance at the CSDA Conference. Director Munsch seconded the motion. Motion carried 5-0.

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 March 2023 – Noted and filed.
- d. LAIF Update – Noted and filed.
- e. CALTRUST Update – Noted and filed.

12. General Manager's Report.

- a. Sewer Operations Report – Noted and filed.

13. Seminars/Conferences – Nothing additional to report.

14. Consideration of Correspondence.

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

15. Consideration of Future Agenda Items.

Adjournment

The May 9, 2023 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Director Manatt at 5:55 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board of Directors: June 13, 2023