



**MINUTES**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Tuesday, June 13, 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 4:04 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 May 9, 2023 Regular Meeting.**

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

**2. April 2023 Dudek Invoices for Payment.**

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

**3. Consideration of Fiscal Year 2023/24 Sewer and Landscape District Budgets.**

Staff reported that the Pump Station design line item from the SID Capital Budget should be changed from \$50,000 to \$78,000 based upon the proposal received. The board requested that the SID Landscape Maintenance item be increased from \$15,000 to \$30,000 to allow for additional tree trimming at the treatment plant.

**ACTION:**

1. Director Manatt opened the public hearing. There were no comments from the public, and staff reported that no written comments were received.
2. Director Manatt closed the public hearing.
3. Director Manatt moved to approve the budgets as amended above. Director Haynor seconded the motion. Motion carried 5-0.

**4. Consideration of Agreements Between the Whispering Palms Community Services District and Dudek for District Management Services and District Operations Services.**

Board president Manatt suggested that the payment for subsequent years clause in Exhibit B.A.1 for each agreement be clarified to read “Payment for subsequent yearly services for FY 2024/25 and FY 2025/26 shall be adjusted proportional with the year over year Department of Labor/Bureau of Labor Statistics San Diego-Carlsbad area consumer price index as reported for the 12 month period ending in March each year. If this index is not available, a similar index shall be used with approval of the board of directors”.

**ACTION:** Director Haynor moved to approve the agreements as amended by Director Manatt. Motion carried 5-0.

**5. Consideration of Fiscal Year 2021-2022 Comprehensive Annual Financial Report and Draft Audit.**

**ACTION:** Director Manatt moved to approve the Annual Financial Report and Draft Audit as submitted. Director Hanchett seconded the motion. Motion carried 5-0.

**6. 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. The board also discussed ways to spruce up the monument signs, perhaps by power washing and painting the letters. The board noted that weeds are growing in the mulch along the Via De La Valle fence.

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

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

**8. Consideration of Ordinance O-2023-01 for the Prohibition of Brine Discharge from Groundwater Wells Utilizing Reverse Osmosis Units into the District Sewer System (first reading).**

**ACTION:** Director Manatt moved to:

1. Read the title of the Ordinance.
2. Waive the first reading of the Ordinance.
3. Approve the Ordinance subject to the second reading of the ordinance at a future board meeting. Director Haynor seconded the motion. Motion carried 5-0.

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

- a. SDGE monthly cost review – SDGE summary table included with this item.
- b. Solar System performance review: production and uptime report – GM Chuck Duffy reported on his discussions regarding the solar inverters with Dean Betzhold from Baker Electric.
- c. Solar System maintenance status.
- d. Demand charge mitigation strategies.

**10. 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.

**11. Consideration of Community Liaison Reports.**

- a. Morgan Run Resort – After June 30<sup>th</sup>, there will be a new owner of Morgan Run.
- b. Pacifica Enterprises – Nothing new to report.
- c. Palma de La Reina – Nothing new to report.
- d. Interagency Relations – Nothing new to report.

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

**13. District Financial Reports.**

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

**14. General Manager’s Report.**

- a. Sewer Operations Report – Noted and filed.

**15. Seminars/Conferences** – Nothing additional to report.

**16. Consideration of Correspondence.**

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

**17. Consideration of Future Agenda Items.**

**Adjournment**

The June 13, 2023 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Board President Manatt at 5:50 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: August 1, 2023