

**MINUTES**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**Tuesday, February 22, 2023, 4:00 p.m.**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE AS  
AUTHORIZED BY DISTRICT RESOLUTION R-2023-01 PERMITTING REMOTE  
TELECONFERENCE MEETINGS.**

**Call Meeting to Order and Roll Call.**

The Special Meeting of the Board of Directors of the Whispering Palms Community Services District was called to order by Board President Doug Manatt at 10:00 a.m.

**PRESENT**

Doug Manatt  
Al Panton  
Bill Haynor  
Ed Munsch  
Byron Hanchett

**ABSENT**

Chuck Duffy, GM

**GUESTS**

**STAFF**

Paula Melendrez, Asst. GM  
Jeff Pape, Operations Mgr.

**Public Comment – None.**

**ACTION ITEMS:**

- 1. Consideration of Resolution R-2023-01, Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020 By Governor Newsom, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Rancho Santa Fe Community Services District for the Period January February 22, 2023 Through February 28, 2023 Pursuant to Brown Act Provisions.**

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

- 2. Consideration of Draft Policy P-2023-01, Updates to the District's Investment Policy.**

**ACTION:** Director Manatt moved to approve the draft policy as amended, directing staff to invest up to 50% of available funds in U.S. Treasury obligations with a 6 month limit on maturity. Director Haynor seconded the motion. Motion carried 5-0.

- 3. Mainline and Lateral Responsibility in the Public Right of Way.**

Operations Manager Jeff Pape provided the board with a brief history of the construction of the sewer collection system within Assessment District AD 93-1, noting that the mainline is situated in a 15 ft easement that is located within the 55-62 ft public street right-of-way, and lateral lines extend to each property. The custom homes in the area have considerable landscaping, including pepper and eucalyptus trees located next to the road. As the roots of

these trees search for water, they frequently breach the lateral lines, getting in through the rubber gasket of the lateral. It has always been the policy of the WPCSD that the homeowner is responsible for maintenance of their lateral, from the house to the mainline.

**Adjournment**

The February 22, 2023 Special Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Director Manatt.

**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: March 14, 2023