



**MINUTES**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Tuesday, March 14, 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  
Bill Haynor  
Ed Munsch  
Byron Hanchett

**ABSENT**

**GUESTS**

**STAFF**

Chuck Duffy, GM  
Paula Melendrez, Asst. GM

**Pledge of Allegiance.**

**Public Comment – None.**

**ACTION ITEMS:**

**1. Minutes of the February 14, 2023 Regular Meeting.**

**ACTION:** Director Haynor moved to approve the minutes as amended, making the correction that the meeting was dismissed by Director Manatt, not Haynor. Director Hanchett seconded the motion. Motion carried 5-0.

**2. Minutes of the February 22, 2023 Special Meeting.**

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

**3. Minutes of the March 8, 2023 Special Meeting.**

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

**4. January 2023 Dudek Invoices for Payment.**

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

**5. Consideration of District Investment Policy P-2023-02 and Board Direction on District Investments.**

**ACTION:** Director Manatt moved to approve the policy as submitted and to direct staff on the investment of District funds. Director Haynor seconded the motion. Motion carried 5-0.

**ACTION:** Director Manatt moved to direct staff to open an account with CALTRUST. 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.**

The board reviewed General Manager Chuck Duffy's landscape agenda memo. Director Haynor reported that the Alcalá HOA is replacing all their grass with artificial turf. General Manager Chuck Duffy will speak with Joey Randall at OMWD regarding their turf replacement program. The board discussed the existing monument signs and are considering adding the word "community" to them. They agreed to do whatever it takes to make the signs look nice.

**7. 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) – General Manager Chuck Duffy reported that when flows are up, energy costs also go up. The board requested a quarterly update on the off-site pump station upgrade plans.
- d. Finance Report (Directors Haynor and Hanchett) – Nothing additional to report.

**8. Consideration of Community Liaison Reports.**

- a. Morgan Run Resort – Director Panton reported that rain is impacting the golf course.
- b. Pacifica Enterprises – Nothing new to report.
- c. Palma de La Reina – Nothing new to report.
- d. Interagency Relations – Nothing new 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 January 2023 – Noted and filed.
- d. LAIF Update – Noted and filed.

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

- a. Sewer Operations Report – General Manager Chuck Duffy reported on OMWD's well extraction project in the area.
- b. SDGE Power Cost Comparison Report – Nothing additional to report.

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

**13. Consideration of Correspondence.**

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

**14. Consideration of Future Agenda Items.**

**Adjournment**

The March 14, 2023 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Director Manatt 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: April 11, 2023