



**MINUTES**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Tuesday, April 11, 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

**ABSENT**

Bill Haynor  
Chuck Duffy, GM

**GUESTS**

**STAFF**

Paula Melendrez, Asst. GM

**Pledge of Allegiance.**

**Public Comment** – Barry Willis, with the Alpine Fire Protection District, spoke to the board asking for their vote to support his candidacy as the LAFCO Regular District Member. He is the incumbent member.

**ACTION ITEMS:**

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

**ACTION:** Director Hanchett moved to approve the minutes as amended, adding “Manager” before Chuck Duffy’s name in Item 6. Director Manatt seconded the motion. Motion carried 4-0.

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

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

**3. 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 Director Manatt’s landscape agenda memo. Asst. GM Paula Melendrez updated the board on the outstanding landscape items being addressed by JMD Landscape and generated a new list of action items to address in the coming month. Staff will update the board with regards to the following items: Morgan Run agreement for recycled water use, solar maintenance contract, removal of eucalyptus trees near the solar install, artificial turf proposal, and the OMWD turf rebate program.

**4. 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) – Director Manatt reported that an inverter stopped working. Director Hanchett recommended having someone to monitor the system. The board discussed having a maintenance contract in place. Staff will report back to the board with options. The board also discussed the high SDGE bills.
- 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) – Director Manatt recommended providing staff with more detail with regards to movement of district funds between authorized accounts.

**ACTION:** Director Manatt moved to authorize staff to move funds between authorized accounts on a periodic basis, initially monthly, to maximize return via accrued interest, while maintaining appropriate balances for district business. Director Munsch seconded the motion. Motion carried 4-0.

**5. 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.

**6. Monthly Flow Report** – The board noted that flows were up due to the recent storms.

**7. 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.
- e. CALTRUST Update – After some discussion regarding the credit worthiness of CALTRUST, Directors Hanchett and Haynor will report back to the board on their findings.

**8. General Manager's Report.**

- a. Sewer Operations Report.
- b. SDGE Power Cost Comparison Report – The board again discussed the high SDGE costs and will look into it further.

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

**10. Consideration of Correspondence.**

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

**11. Consideration of Future Agenda Items.**

**Adjournment**

The April 11, 2023 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Director Manatt at 5:53 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: May 9, 2023