



MINUTES
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, June 10, 2025, 4:00 p.m.
La Valle Coastal Club 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 at 4:03 p.m.

PRESENT

Bill Haynor
Al Panton
Doug Manatt
Ed Munsch
Byron Hanchett

ABSENT

GUESTS

JoAnn Katz
Vivian Ford
Other public

STAFF

Chuck Duffy, GM
Paula Melendrez, Asst. GM

Public Comment – None.

AGENDA ITEMS:

1. Minutes of the May 13, 2025 Regular Meeting.

ACTION: Director Manatt moved to approve the minutes as amended, clarifying Item #5 to read that Director Haynor was not at the meeting. Director Hanchett seconded the motion. Motion carried 5-0.

2. April 2025 Dudek Invoices for Payment.

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

3. Public Hearing - Consideration of a Sewer Service Charge Increase and Related Fee Resolution in Accordance with Articles XIII C and D of the California Constitution (Proposition 218).

Staff provided a review of the material contained in the agenda packet, which included the proposed sewer budget, the Prop 218 notice sent to all ratepayers, and the associated report on the sewer service charge increase for the upcoming FY 2025/26. The increase in the sewer service charge will help achieve the district's reserve goals set out in the report.

Board President Haynor opened the public hearing and received public comments. The board answered questions from the members of the public concerning the sewer service charge increase. Staff reported that three written protests to the SSC increase had been received. Director Haynor closed the public hearing.

ACTION: Director Panton moved to approve the sewer service charge increase and related Fee Resolution R-2025-01. Director Hanchett seconded the motion. Motion carried 5-0.

4. Public Hearing - Consideration of Fiscal Year 2025/26 Sewer District and Landscape District Budgets.

Director Haynor opened the public hearing. There were no comments from the public. General Manager Chuck Duffy provided a detailed overview of the budget and capital projects. Director Haynor closed the public hearing.

ACTION: Director Manatt moved to approve the FY 2025/26 Sewer District and Landscape District Budgets. Director Hanchett seconded the motion. Motion carried 5-0.

5. Landscaping in the Road Right-of-Way For Cancha De Golf, Via De Las Palmas, Via De La Valle, and Via Valle Verde.

Director Manatt reported that some of the dead bougainvillea along the fence on Via de la Valle are scheduled to be replaced. He also noted that the plantings at the corner of Las Palomas are growing well. Director Haynor suggested adding lighting to the first median where the new, expanded plantings are located. Staff reported that the supplemental plantings for the west end of the fence on Via de la Valle will include white roses and violet trumpet vine.

6. Wastewater Plant Electrical & Solar Cost Performance and Status.

- a. SDGE monthly cost review – Nothing additional to report.
- b. Solar System performance review – General Manager Chuck Duffy reported that he is still analyzing the solar performance. The panels don't perform well when it's cloudy outside.

7. 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.

8. Community Liaison Reports.

- a. La Valle Coastal Club – Director Panton reported that work on the golf course continues and the kitchen renovation will begin in a few months.
- b. Pacifica Enterprises – Director Manatt reported that they are trying to lease the executive office space.
- c. Palma de La Reina – Nothing additional to report.
- d. Interagency Relations – The CSDA Annual Conference will take place August 25-28.

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 Registers for April 2025 – Noted and filed.
- d. CALTRUST Update – Noted and filed.

11. General Manager's Report.

- a. Sewer Operations Report – General Manager Chuck Duffy reported that staff received a Notice of Violation from the State Water Resources Control Board for minor constituent and reporting violations.

12. Seminars/Conferences – Noted and filed.

13. Consideration of Correspondence.

- a. Bank Reconciliations for April 2025 were distributed to the board.

14. Future Agenda Items – The next scheduled regular board meeting is on Tuesday, August 5, 2025 at 4:00 p.m.

Adjournment

The June 10, 2025 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Director Manatt at 5:11 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board of Directors: August 5, 2025