



MINUTES
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, December 9, 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 4:00 p.m.

PRESENT

Bill Haynor
Al Panton
Doug Manatt
Ed Munsch
Byron Hanchett

ABSENT

GUESTS

STAFF

Chuck Duffy, GM
Paula Melendrez, Asst. GM

Public Comment – None.

AGENDA ITEMS:

1. Election of Board President and Vice President for 2026.

ACTION: Director Haynor nominated Director Manatt for Board President and Director Hanchett for Vice-President. Director Munsch seconded the motion. Motion carried 5-0.

2. Minutes of the November 11, 2025 Regular Meeting.

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

3. October 2025 Dudek Invoices for Payment.

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

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

a. Consideration of access path along the fence.

The board discussed the bid from JMD landscape for the proposed decomposed granite access path along the fence on Via De La Valle.

ACTION: Director Manatt moved to install 800 linear feet of a decomposed granite 5' wide pathway extending from the existing walkway at the easterly corner of Via de La Valle and Las Palomas heading southwest to the signal at Cancha de Golf. Director Hanchett seconded the motion. Motion carried 3-2, with Directors Panton and Munsch opposed.

5. 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 would discuss how the system is configured with engineer Justin Scheidel.

6. 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) – The board will schedule a tour of the treatment plant and solar panel array in January 2026.
- d. Finance Report (Directors Haynor and Hanchett) – Nothing additional to report.

7. Community Liaison Reports.

- a. La Valle Coastal Club Enterprises – Director Panton reported that the east golf course is scheduled to open in a month and that the Club has hired a new head chef.
- b. Pacifica Enterprises – Director Haynor reported that rentals are up.
- c. Palma de La Reina – Nothing additional to report.
- d. Interagency Relations – Nothing additional to report.

8. Monthly Flow Report – Noted and filed.

9. District Financial Reports.

- a. Account Balances – Noted and filed.
- b. Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. WPCSD Check Registers for October 2025 – Noted and filed.
- d. CALTRUST Update – Noted and filed.

10. General Manager's Report.

- a. Sewer Operations Report – Nothing additional to report.

11. Seminars/Conferences – Noted and filed.

12. Consideration of Correspondence.

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

13. Future Agenda Items – The next scheduled regular board meeting is on Tuesday, January 13, 2026 at 4:00 p.m.

Adjournment

The December 9, 2025 Regular Meeting of the Whispering Palms Community Services District Board of Directors was adjourned by Director Haynor at 5:09 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board of Directors: January 13, 2026