Carmel Area Wastewater District/Pebble Beach Community Services District
Pebble Beach Company/ Independent Reclaimed Water Users Group

WASTEWATER RECLAMATION PROJECT MANAGEMENT COMMITTEE (RMC)

MINUTES

Meeting of September 8, 2026

3101 Forest Lake Road, Pebble Beach, CA 93953
Pebble Beach Community Services District (PBCSD) Boardroom

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1. CALL TO ORDER

Nick Becker, PBCSD General Manager, serving as facilitator, called the meeting to order at 9:38 a.m.

ROLL CALL

Committee Members/Alternates Present

Suzanne Cole, Board of Directors, Carmel Area Wastewater District (CAWD) **
Elise Weiland, Board of Directors, CAWD
Joe Huston, Independent Reclaimed Water Users Group (IRWUG)
Judah Matthews, Senior Vice President & Chief Financial Officer, Pebble Beach Company (PBC)
Richard Verbanec, Board of Directors, PBCSD
Peter McKee, Board of Directors, PBCSD

Committee Members/Alternates Present Absent

None

RMC Legal Counsel Present

None

Others Present:

Barbara Buikema, General Manager, CAWD *
Jeff Bandy, PhD, Principal Engineer, CAWD
Matt Green, Chief Plant Operator, CAWD
Chris Foley, Facilities Manager, CAWD
Domine Barringer, Executive Administrator/Board Clerk, CAWD *
Nic Faro, Maintenance Manager, PBCSD
Delbert Truong, Assistant Engineer, PBCSD
J J West, General Manager, Monterey Peninsula Country Club
Yuriana Nuñez, Administrative Coordinator/Board Clerk, PBCSD

**Signifies virtual attendance*

** *Member Cole participated remotely (audio/video) pursuant to Govt Code § 54953.8.3 ("Just Cause" – family caregiving obligations).*

2. PERIOD FOR WELCOMING VISITORS, RECEIVING PUBLIC COMMENTS REGARDING MATTERS NOT LISTED OR CONSIDERING CHANGES TO THE AGENDA

There were no public comments or requested changes to the agenda.

3. REVIEW AMENDED MINUTES OF RMC MEETING HELD JUNE 9, 2026

The RMC received amended meeting minutes for the RMC meeting held on June 9th and reviewed Section 7 where Member Cole had requested an amendment. Member Cole confirmed the presented amendment language met her request. The RMC agreed to include the presented amendment language in the final June 9, 2026 meeting minutes.

4. APPROVE MINUTES OF RMC MEETING HELD JULY 14, 2026

The RMC reviewed meeting minutes for the RMC meeting held on July 14th and agreed the language of the July 14th meeting minutes shall match that of the June 9th amended meeting minutes, as written in Section 7 of the June 9th amended meeting minutes.

It was moved by Member Verbanec, seconded by Member McKee, and unanimously carried 6-0 to approve Minutes of the July 14, 2026 Committee meeting with the agreed amendment.

MEMBER	VOTE
Member Cole	Aye
Member Weiland	Aye
Member Huston	Aye
Member Matthews	Aye
Member Verbanec	Aye
Member McKee	Aye

The RMC also discussed clarifying the interpretation of "boards of the entities," with Member Cole being asked to provide further explanation on whether this refers to all five entities, to which she confirmed that she is referring to all five represented entities in the RMC.

5. RECEIVE MINUTES OF GOVERNANCE SUBCOMMITTEE MEETING HELD AUGUST 4, 2026

The minutes from the Governance Subcommittee (GSC) meetings held on August 4th and 18th were presented. Discussion focused on concerns regarding differences in GSC authority to act with autonomy and independence to select and engage a third-party scribe. Member Matthews stated that, as of CAWD's August Board meeting, these concerns have been clarified. The RMC discussed the selection of an independent legal firm to draft the new five-way agreement, including considerations regarding the use of local versus out-of-town vendors.

6. RECEIVE REPORT ON GOVERNANCE SUBCOMMITTEE PRELIMINARY FINDINGS

The RMC reviewed a list of preliminary findings compiled by the GSC, along with a draft governance chart. Member Weiland expressed concerns about presenting the draft governance chart before clearly defining the authorities and responsibilities of each of the five entities. Sheemphasized the need to compare current practices with existing agreements before proceeding with the development of an organizational structure. Member Weiland further stated that each entity should conduct an internal review of the preliminary findings and determining the extent to which it delegates authority to its representatives on the RMC board.

Member Matthews noted that the GSC faces challenges in completing this timely effort due to limited staff resources and suggested that the selected legal firm would be best suited to perform this work as part of the agreement-drafting project. The RMC also discussed the cautious use of Artificial Intelligence (AI) to help narrow the scope of the scribing project. The RMC agreed to have Member Weiland prepare an AI assisted comparative analysis of roles and responsibilities, along with a

delegation-of-authority matrix. The RMC acknowledged, however, that it would ultimately rely on legal expertise in its comprehensive review of the project.

Member Verbanec stated that, where differences exist between how the RMC currently operates and how governing documents indicate it should operate, any agreed-upon changes should be documented in writing to reflect practices that are working effectively. He cautioned against altering established RMC processes that are functioning well. He further noted that references to changes in the RMC's "governance" structure could be misleading because the RMC includes governmental agencies and suggested that the proposed changes may be more appropriately characterized as changes to the "management" structure.

The RMC also discussed foundational governance and process matters. Member Cole emphasized that CAWD Board representatives cannot bind their Board on matters of governance or process without appropriate Board approval. Other members noted that appointed RMC representatives have authority to act within the parameters of the RMC agreement and are not merely observers. Member Huston reiterated the need for each entity to independently review and align expectations regarding the authority its governing board delegates to its RMC representatives.

7. MISCELLANEOUS COMMUNICATION AND/OR INFORMATION

The RMC received an updated meeting dates calendar.

8. CLOSED SESSION

The Committee did not meet in closed session.

9. ADJOURNMENT & NEXT MEETING DATE

There being no further business at 10:39 a.m., it was moved by consensus that the Reclamation Management Project Committee adjourn to its next regular meeting on Tuesday, November 17, 2026, at 9:30 a.m. in the PBCSD Boardroom located at 3101 Forest Lake Road, Pebble Beach.

Respectfully Submitted,

Yuriana Nuñez
PBCSD Administrative Services Manager/Board Clerk