

Harold Snyder  
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December 6, 2007  
Nipomo Community Services District  
148 Wilson Street  
P.O. Box 326  
Nipomo, CA 93444

(805) 929-1133 Phone  
(805) 929-1932 Fax

Dear Bruce Buel:

On December 6<sup>th</sup> 2007 NCSD held a Nipomo Mesa Management Area – Technical Group Meeting.

I am making a public record request for a copy of the Meeting Agenda.

I am making a public record request for a copy of the Meeting Minutes

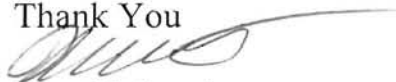
I am making a public record request for a copy of the Meeting Audio Tape/CD.

I am making a public record request for a copy of the initial proposed “Operating Rules” as listed on item 2 of the agenda at the start of the meeting.

I am making a public record request for a copy of any edits made at the meeting to the “Operating Rules”.

I am making a public record request for a any decisions made at the meeting.

Thank You



Harold Snyder

Hand Delivered.

# NIPOMO COMMUNITY

## BOARD MEMBERS

MICHAEL WINN, PRESIDENT  
LARRY VIERHEILIG, VICE PRESIDENT  
CLIFFORD TROTTER, DIRECTOR  
ED EBY, DIRECTOR  
JAMES HARRISON, DIRECTOR



# SERVICES DISTRICT

## STAFF

BRUCE BUEL, GENERAL MANAGER  
LISA BOGNUDA, ASSISTANT ADMINISTRATOR  
JON SEITZ, GENERAL COUNSEL

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(805) 929-1133 FAX (805) 929-1932 Website address: NCSD.CA.GOV

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December 17, 2007

Mr. Harold Snyder  
P. O. Box 926  
Nipomo, CA 93444

**SUBJECT:** DECEMBER 6, 2007 PUBLIC RECORDS REQUEST RE NMMA TG

Dear Mr. Snyder,


Attached is a copy of the Agenda for the 12/6/07 NMMA Technical Group Meeting along with a copy of the Rough Draft Operating Rules.

No minutes were taken, no audio tape was recorded, and no update to the Operating Rules is available.

If you have any questions, please don't hesitate to call me.

Sincerely,

NIPOMO COMMUNITY SERVICES DISTRICT



Bruce Buel  
General Manager

CC: Public Records Request File  
Chronological File

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**NIPOMO MESA MANAGEMENT AREA – TECHNICAL GROUP**

**MEETING AGENDA**

**10AM -- DECEMBER 6, 2007 – NCSD OFFICE (148 So. Wilson Street, Nipomo)**

- 1. CALL TO ORDER AND UPDATES**
- 2. CONSIDER EDIT/ADOPTION OF OPERATING RULES**
- 3. DISCUSS TASKS, ASSIGNMENTS AND COSTS**
- 4. DISCUSS DIVISION OF COSTS AMONGST PARTIES**
- 5. SET NEXT MEETING(S)**
- 6. OTHER**

**OPERATING RULES FOR THE NIPOMO MESA  
MANAGEMENT AREA TECHNICAL GROUP  
("TECH GROUP" HEREINAFTER)**

1.0 Principal Office. The principal office of the Tech Group shall be the business office of Nipomo Community Services District, 148 S. Wilson Street, Nipomo, California 93444-0326; telephone 805-929-1133, or at such other location or locations as may be designated from time to time by Tech Group action.

1.1 Records. The official records of the Tech Group are those written documents that are submitted to the Court and those documents approved at a regular or special meeting by a majority of the Tech Group. All other documents are "draft" records. It is the policy of the Tech Group that all documents be clearly stamped or marked "draft" until such time as approved by the Tech Group as herein provided. Official records of the Tech Group, draft documents submitted to the Tech Group by members of the Tech Group, Agendas and Minutes of the Tech Group, shall be maintained by the Tech Group Secretary and shall constitute the files and records of the Tech Group, said files and records shall be open to inspection by any party who has executed the Settlement Stipulation in *Santa Maria Water Conservation District v. City of Santa Maria*, Lead Case No. CV 770214 ("Stipulating Party" hereinafter) upon written request signed by the stipulating party.

1.2 Regular Meetings. Regular meetings shall be held at the principal office established herein or by motion of the Tech Group.

1.3 Special Meetings. Special meetings may be called at any time by either the Chairperson of the Tech Group or a majority of the Tech Group by delivering notice thereof at least twenty-four (24) hours before the time of each such meeting in the case of personal delivery (including faxes and electronic mail), and ninety-six (96) hours in the case of mail.

1.4 Adjournment. Any meeting may be adjourned to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. A copy of the order of notice of adjournment shall be conspicuously posted forthwith on or near the door of the place where the meeting was held.

1.5 Meetings Open to Stipulating Parties. All meetings, whether regular or special, shall be open to Stipulating Parties only. Non-stipulating parties are prohibited from representing stipulating parties. Stipulating parties who are not members of the Tech Group have no authority at Tech Group meetings, but may participate in Tech Group meetings at the discretion of the Chair.

1.6 Notice. Notices, when required, shall be given in writing to all Stipulating Parties and each such person who has requested notice in writing, and shall specify the time and place of the meeting and the business to be transacted at the meeting. Notice may be provided by either

facsimile or electronic mail delivery if the party so consents to such delivery. Delivery of notice shall be deemed made on the date personally given or within ninety-six (96) hours of deposit thereof in the United States mail, first class, postage prepaid, addressed to the designee and at the address in the latest designation filed by such person. Copies of all notices shall be posted to [groups.yahoo.com/group/NipomoCommunity/](http://groups.yahoo.com/group/NipomoCommunity/). The Tech Group will maintain a current list of the names of Stipulating Parties and their addresses for the purpose of providing service, and will maintain a current list of the names and addresses of all parties to the Judgment.

1.7 Quorum. A majority of the Tech Group shall constitute a quorum. Nothing herein prohibits members of the Tech Group from meeting with other members of the Tech Group.

1.8 Voting Procedures. Only action by affirmative vote of a majority of the members of the Tech Group shall be effective. All actions may be adopted by voice vote, but upon demand of any member of the Tech Group, the roll shall be called and the ayes and noes recorded in the minutes of the proceedings.

1.9 Minutes. The Minutes of the Tech Group shall be "Action Minutes" that record the motion and whether or not the motion was approved by a majority of a quorum present at the meeting. The Tech Group secretary (or in the absence thereof any person so designated at said meeting) shall cause the preparation and subscription of the minutes of each meeting.

2.0 Rules of Order. The Chairperson, or in his/her absence, the Vice-Chairperson shall be the presiding officer at Tech Group meetings. He/she shall conduct all meetings in a manner consistent with the policies of the Tech Group as herein provided. The Chairperson may demand that disruptive attendees be removed from regular or special meetings. 2.1 Employment of Experts and Agents. The Tech Group may employ or retain such administrative, engineering, geologic, accounting, legal or other specialized personnel and consultants as it may deem appropriate and shall require appropriate bonds from all officers and employees handling Tech Group. Such experts and agents may attend regular and special meetings.

2.2 Investment of Funds. The Tech Group may hold and invest all Tech Group funds in investments authorized from time to time for public agencies of the State of California, taking into consideration the need to increase the earning power of such funds and to safeguard the integrity thereof.

2.3 Contracts. The Tech Group may enter into contracts and agreements for the performance of any of its powers pursuant to the Judgment.

2.4 Cooperation with Other Agencies. The Tech Group may act jointly or cooperate with agencies of the United States of America, and the State of California or any political subdivisions, municipalities, districts or any person to the end that its functions of the Judgment may be fully and economically carried out.

2.5 Studies. The Tech Group may undertake relevant studies of hydrologic conditions, both quantitative and qualitative, and operating aspects of the NMMA.

2.6 Written Reports. All reports required to be provided the Tech Group under these Rules and Regulations shall be provided in written form unless the context requires otherwise.

2.7 Officers The Tech Group shall select one of its members as its Chairperson, one of its members as Vice Chairperson and one of its members as Secretary, each for a term of two years. The Chairperson shall preside at Tech Group meetings, except that in the absence of the Chairperson, the Vice Chairperson shall so preside. The Chairperson, or in his/her absence, the Vice Chairperson, shall establish the agenda for Tech Group meetings and notices required by Section 1.3 and 1.4 of these Operating Rules. The Secretary shall maintain the records of the Tech Group.