

Harold Snyder  
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January 10, 2008

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 January 10<sup>th</sup> 2008 NCSD participated in a Nipomo Mesa Management Area – Technical Group Meeting.

I am making a public record request for a copy of the any record of the names of any persons attending or meeting attendance.


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 any documents presented or provided at the meeting.

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

Thank You  
  
Harold Snyder

# NIPOMO COMMUNITY

## BOARD MEMBERS

MICHAEL WINN, PRESIDENT  
JAMES HARRISON, VICE PRESIDENT  
CLIFFORD TROTTER, DIRECTOR  
ED EBY, DIRECTOR  
LARRY VIERHEILIG, 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](http://NCSD.CA.GOV)

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January 17, 2008

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

**SUBJECT:**    JANUARY 9, 2008 PUBLIC RECORDS REQUEST RE 1/10/08 TG MEETING

Dear Mr. Snyder,

Attached is a copy of the Agenda for the 1/10/08 NMMA TG Meeting and a copy of the draft Operating Rules distributed at the meeting.

Minutes (you asked for minites) of the meeting are not yet available. When available, the minutes should list the attendees and summarize the decisions made (you asked for dicisions).

The meeting was not recorded and thus there is no audio tape/CD.

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

Sincerely,

NIPOMO COMMUNITY SERVICES DISTRICT

A handwritten signature in black ink, appearing to be "Bruce Buel".

Bruce Buel  
General Manager

CC:    Public Records Request File  
      Chronological File

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**NIPOMO MESA MANAGEMENT AREA – TECHNICAL GROUP**

**MEETING AGENDA**

**10AM – JAN. 10, 2008 – THE WALLACE GROUP**

- 1. CALL TO ORDER AND UPDATES**
- 2. CONSIDER EDIT/ADOPTION OF OPERATING RULES**
- 3. ELECT PRESIDENT, VP & SECRETARY/TREASURER**
- 4. DISCUSS TASKS, ASSIGNMENTS AND COSTS**
- 5. DISCUSS DIVISION OF COSTS AMONGST PARTIES**
- 6. REVIEW CALENDARS FOR MEETING AVAILABILITY**
- 7. OTHER**

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

1.0 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/Treasurer, 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 these Operating Rules. The Secretary/Treasurer shall be responsible for maintaining the administrative and financial records of the Tech Group.

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 meeting by the Tech Group. All other documents are "draft" records. Official records of the Tech Group, Agendas and Minutes of the Tech Group, shall be maintained by the Tech Group Secretary/Treasurer.

1.2 Regular Meetings. Regular meetings shall be held at the place designated by the Chairperson upon ten (10) days notice. Notice may be shortened at the discretion of the Chairperson after consultation with members of the Tech Group.

1.3 Adjournment. Any meeting may be adjourned to a time and place specified in the notice of adjournment. A copy of the notice of adjournment shall be conspicuously posted forthwith on or near the door of the place where the meeting was held.

1.4 Attendance.

A. Except as provided in subparagraph B, below, regular meetings 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 Chairperson.

B. Non-stipulating parties may attend that portion of a Tech Group Meeting where the Tech Group considers for approval programs for the NMMA that include the monitoring and/or the well production of non-stipulating parties. The Agenda for such items shall invite non-stipulating parties to attend that portion of the Agenda and give testimony.

1.5 Agendas. Agendas shall specify the time and place of the meeting and the general business to be transacted at the meeting. Agendas shall be posted to [Groups.Yahoo.com/Group/NipomoCommunity](http://Groups.Yahoo.com/Group/NipomoCommunity). Further, agendas will be emailed to all Stipulating Parties and non-stipulating parties upon written request.

1.6 Conferences. Nothing herein prohibits Tech Group members from conferencing with other Tech Group members. However, the Tech Group will only take action at meeting as described in Paragraph 1.2, above.

1.7 Voting Procedures. Each Tech Group member shall have one vote. A quorum must be present for the Tech Group to take action. All actions require the unanimous approval of the members of the Tech Group. A non-attending Tech Group member shall have fourteen (14) days from written notice of a Tech Group action to file with the Chairperson and the Secretary a written objection to the action, otherwise said member's silence will be considered as approving the action. 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.

1.8 Minutes. The Minutes of the Tech Group shall be "Action Minutes" that record the motion and whether or not the motion was approved 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 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 funds of the Tech Group. Such experts and agents may attend Tech Group meetings.

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

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

2.4 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.

2.5 Financial Records. The Secretary/Treasurer shall maintain bank accounts as approved by the Tech Group and shall be responsible for maintaining the financial records of the Tech Group.

2.6 Cooperation with Other Agencies. The Tech Group may 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.