



GROUNDWATER SUSTAINABILITY AGENCY

4400 Hays Drive
Chowchilla, CA 93610
TEL: (209) 665-1788

MEETING NOTICE AND AGENDA FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRIANGLE T WATER DISTRICT GROUNDWATER SUSTAINABILITY AGENCY

Alternate formats of this agenda will be made available upon request by qualified individuals with disabilities. Appropriate interpretive services for this meeting will be provided if feasible upon advance request by qualified individuals with disabilities. Please contact the Interim Agency Secretary at (209) 883-8374 for assistance and allow sufficient time to process and respond to your request.

PLEASE TAKE NOTICE that the Regular Meeting of the Board of Directors of the Triangle T Water District Groundwater Sustainability Agency will be held on Thursday, August 13, 2026 at 10:00 AM at 4400 Hays Drive, Chowchilla, CA.

Additional Meeting Locations:

- 70 Endicott Street, Unit 1602
Norwood, MA 02062

Join Zoom Meeting

<https://us02web.zoom.us/j/87254449162?pwd=SFdTd0phTkJVRWx0SnE5YzZwTWRVZz09>

Meeting ID: 872 5444 9162

Passcode: 701742

1. **ROLL CALL**

2. **PUBLIC COMMENT**

Interested persons in the audience are welcome to introduce any topic within the Agency's jurisdiction. No action may be undertaken on any item not appearing on the posted agenda, except that the Board may briefly respond to the comments, refer the matter to staff, or request it be placed on a future agenda.

3. **BOARD MEETING MINUTES – Sarah Woolf**

- a. **Action Item** - Consider approval of the July 9, 2026 minutes.

4. **SUBBASIN REPORT – Sarah Woolf/Chase Hurley**

- a. Update on meeting with DWR on Subsidence BMP's
b. **Action Item** – Consider approval of Rules and Regulations for the use of Groundwater

5. **OTHER BUSINESS**



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6. **COMMENTS FROM THE BOARD**

Board Members may provide a brief report on notable topics of interest. The Brown Act does not allow discussion or action by the Legislative Body.

7. **ADJOURNMENT**



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**TRIANGLE T WATER DISTRICT
GROUNDWATER SUSTAINABILITY AGENCY
MINUTES OF THE REGULARLY SCHEDULED BOARD MEETING**

July 9, 2026

Call to Order: Director Lucas Avila called the meeting to order at 10:45 am.

Directors in Attendance: Lucas Avila, Brandon Spain, Michael York, and Danielle Harris (remote)

Absent Directors: Dirk Vlot

Others: Sarah Woolf, Chase Hurley, Moises Ortiz, Michael Miller, Ryan McKeller, Shane Swartz, George Park, Jeanne Zolezzi, and Becky Horn

Public Comment

There were no comments from the public.

Minutes

Minutes from the Board Meeting May 14, 2026 were reviewed. Director Brandon Spain made a motion to approve the minutes, and Michael York seconded. A roll call vote was taken and the motion passed unanimously.

Subbasin Report

Sarah Woolf stated that the Chowchilla Subbasin had a meeting with DWR in Fresno to talk about the Subsidence Best Management Practices (BMPs). Chowchilla provided an update on what our sub-basin is doing to avoid further subsidence. This proved informative as background for most who were not familiar with the current GSP. We did ask for a follow-up meeting to provide further explanation as to the Demand Management Program in place in Chowchilla.

Sarah added that one of our main measuring systems for our monitoring network for subsidence, are the measurement monuments that are utilized for the San Joaquin River

restoration. The Bureau of Reclamation has stopped paying for this monitoring and DWR has said they will not pay for those. We have been talking with other basins that use that same network about continuing the measurement of those at a cost of \$21,000 per basin. The advisory group recommended that we fund up to \$21,000 from Chowchilla, split it as we have split all other costs on a per acre basis. Sarah is exploring if we could use excess grant funding to pay for it, and continue with the monitoring until the DWR option of INSAR data gets more accurate. The board gave Sarah direction to move forward with working towards funding the project.

The first grant managed by the County has been completed and covered the Haynes and Vlot diversion projects. The second grant managed by Triangle T has a completion date of October of this year, and we are asking for an extension. We met with our DWR representative, and he does not think that will be a problem for our extension to go through March of 2027 to completing construction. Due to permitting and weather, there is a chance the funds cannot get used in time on the diversion facilities. Alternative expenditures related to recharge efforts will need to be explored. There is approximately \$4 million for the 2 diversion projects. Lucas Avila suggested upgrading the lift pump within Triangle T with an approximate cost around \$2 million. Other options were discussed and the board gave Sarah direction to pursue multiple options.

Rules and Regulations for the use of Groundwater

Jeanne Zolezzi joined the meeting. Sarah directed the board to review the TTWD Groundwater Sustainability Agency Rules and Regulations draft document. Sarah reminded the group of the Demand Management Program and other activities taking place that necessitate the need to draft this document. Jeanne stated that when drafting the document, they tried to keep it consistent with what is already practiced in the district. Sarah asked the board to review the draft document and provide edits or contact her with any questions. It is hoped that a final version can be approved by the board by October or November of this year and then sent out to landowners. Jeanne reviewed the options for penalties for those that do not comply.

Sarah reviewed the Chowchilla Subbasin Water Level Monitoring Network map for TTWD GSA, which shows sites that are monitored which will be the areas where pumping restrictions will start if we are hitting thresholds.

Other Business

There was no other business discussed.

Adjournment

President Avila adjourned the meeting at 11:23 a.m.

Sarah Woolf, Secretary TTWDGSA

TRIANGLE T WATER DISTRICT GROUNDWATER SUSTAINABILITY AGENCY
RULES AND REGULATIONS
DRAFT
June 2, 2026

1. PURPOSE, AUTHORITY, DEFINITIONS

1.1 PURPOSE

This Rule (**Rule**) will be used by the Triangle T Water District Groundwater Sustainability Agency (**TTWD GSA**) to administer and govern the use of Groundwater within the GSA Boundary consistent with the objectives of the Chowchilla Subbasin Groundwater Sustainability Plan, as adopted by the TTWD GSA as it may be as subsequently updated pursuant to California Water Code Section 10728.2 (**GSP**).

The right to extract Groundwater from a Well located on any Parcel within the GSA Boundary is subject to full compliance with this Rule, together with any subsequent rules or regulations adopted by TTWD GSA. Violation of this Rule may result in, in addition to any other remedy available to the TTWD GSA, termination of the right to extract Groundwater from any and all Wells and/or to use Groundwater on any and all property of an Owner; and/or other penalties as set forth by TTWD GSA.

TTWD GSA has the authority to refine and augment these Rules and Regulations as necessary to achieve compliance with the Sustainable Groundwater Management Act (**SGMA**) and GSP.

1.2 AUTHORITY

1.2.1 Authority. This Rule is adopted by the TTWD GSA pursuant to the authority granted by Chapter 5 of Part 2.74 of the California Water Code. TTWD GSA reserves the right to modify this Rule at any time. TTWD GSA has the authority to charge fees to implement the GSP, and to implement and enforce this Rule pursuant to authority granted by Chapters 8 and 9 of Part 2.74 of the California Water Code, along with Proposition 26, Proposition 218, and the California Constitution.

1.2.2 Effective Date and Changes. This Rule shall become effective on _____, 2026 and may be added to, amended, and/or repealed at any time by resolution of the TTWD GSA Board and such additions, amendments, and/or repeals shall become effective upon their adoptions or as otherwise specified by the Board.

1.2.3 Actions Against the TTWD GSA. Nothing contained in this Rule shall constitute a waiver by TTWD GSA or estop TTWD GSA from asserting any defenses or immunities from liability as provided in law, including, but not limited to, those provided in Division 3.65 of Title 1 of the Government Code.

1.2.4 Severability of Provisions. If any provision of this Rule, or the application thereof to any Person or circumstance, is held invalid, the remainder of the Rule and the application of its provisions to other Person or circumstances, shall not be affected thereby.

1.2.5 Scope. Nothing in this Rule determines or alters surface water rights or Groundwater rights under common law or any provision of law that determines or grants surface water rights. TTWD GSA finds and determines that implementing these provisions aids in prohibiting the waste of water, assists in the reduction of Groundwater overdraft, and that reasonable restriction on the use of Groundwater is an action that furthers the mandates of the California Constitution, California statute, and specifically SGMA.

1.3 INCONSISTENCIES

Triangle T Water District has also adopted rules and regulations dated May 10, 2018, governing the use of groundwater and surface water within its boundaries (**TTWD Rule**). Should the terms and conditions of this Rule differ from the requirements of the TTWD Rule, the TTWD Rule shall govern for lands within the boundaries of TTWD.

1.4 DEFINITIONS

As used herein, the following words, whether or not initially capitalized, shall have the following meanings. The masculine, feminine or neutral gender and the singular or plural number shall each include the others whenever the context so indicates.

1.4.1 **“Assessor’s Parcel Number”** or **“APN”** is a series of nine numbers/digits used by the Madera County Assessor’s Office as a file number to inventory or identify a property.

1.4.2 **“Authorized Representative”** is a Person who is designated by an Owner(s) to act on behalf of the Owner(s) on TTWD GSA matters. Each Authorized Representative must be identified and certified in writing as to the scope of their authority on a form approved by the TTWD GSA.

1.4.3 **“Basin”** is defined in Section 1.4.13.

1.4.4 **“Board of Directors”** or **“Board”** means the Board of Directors of the TTWD GSA, which is the governing body of the TTWD GSA.

1.4.5 **“Chowchilla Groundwater Subbasin,” “Subbasin”** or **“Basin”** means the San Joaquin Valley – Chowchilla Groundwater basin identified by the California Department of Water Resources as Basin Number 5-022.05.

1.4.6 **“Composite Well”** shall mean a Well designed or used to collect Groundwater from both the Lower and Upper Aquifers.

1.4.7 **“Corcoran Clay Layer”** is a bed of laterally extensive reduced (blue/grey) silt and clay up to 60 feet thick that underlies about 437 square miles in the southwest portion of the Basin and is a significant confining layer and separates the two principal aquifer systems (Upper Aquifer and Lower Aquifer) within its areal extent. The extent of this Corcoran Clay Layer for purposes of this Rule is represented by the map attached as EXHIBIT A.

1.4.8 **“Groundwater”** means water beneath the surface of the earth within the zone below the water table in which the soil is completely saturated with water but does not include water that flows in known and definite channels. *Water Code Section 10721(g)*.

1.4.9 **“GSA Boundary”** shall mean the boundary of the TTWD GSA as filed with the Department of Water Resources.

1.4.10 **“GSP”** or **“Groundwater Sustainability Plan”** shall mean the 2025 GSP as filed with the Department of Water Resources as may be amended or updated from time to time.

1.4.11 **“Lower Aquifer”** shall mean the stratigraphy and groundwater resources located beneath the Corcoran Clay within the TTWD GSA boundaries.

1.4.14 **“Lower Aquifer Pumping Allocation”** or **“Allocation”** is defined in Section 2.4.

1.4.12 **“Meter”** is defined in Section 2.2.

1.4.13 **“Owner”** means any Person owning a fee interest in real property within the TTWD GSA as reflected in Assessor’s Office records or documents provided to the TTWD GSA, or that Owner’s Authorized Representative.

1.4.14 **“Parcel”** shall have the same meaning as Assessor’s Parcel Number or APN. The use of the term “Parcel” in this Rule refers only to a Parcel, or any portion thereof, within the boundaries of the TTWD GSA.

1.4.15 **“Party”** or **“Parties”** may be used interchangeably in this Rule with which otherwise would refer to an “Owner.”

1.4.16 **“Person”** means and includes natural persons, corporations, firms, partnerships, joint stock companies, associations and other organizations of persons, and public entities.

1.4.17 **“Pumpage”** shall mean the total volume of water extracted from a Well over a specific period.

1.4.18 **“Rule”** means the TTWD GSA Rules and Regulations.

1.4.19 **“SGMA”** means the Sustainable Groundwater Management Act.

1.4.20 **“TTWD”** means the Triangle T Water District.

1.4.21 **"TTWD GSA"** means Triangle T Water District Groundwater Sustainability Agency.

1.4.22 **"TTWD Rule"** shall mean the rules and regulations of the Triangle T Water District adopted May 10, 2018, as may be amended from time to time.

1.4.23 **"Upper Aquifer"** shall mean the stratigraphy and groundwater located above the Corcoran Clay within the TTWD GSA boundaries.

1.4.24 **"Well"** or **"Water Well"** as defined in *Section 13710 of the Water Code*, means any artificial excavation constructed by any method for the purpose of extracting water from, or injecting water into, the underground. This definition shall not include: (a) oil and gas wells, or geothermal wells constructed under the jurisdiction of the Department of Conservation, except those wells converted to use as water wells; or (b) wells used for the purpose of: (1) dewatering excavation during construction, (2) stabilizing hillsides or earth embankments, or (3) Monitoring Wells.

1.4.25 **"Well Pump"** shall mean a mechanical device that extracts water from an underground aquifer through a pipe.

1.4.26 **"Year"** means the period from January 1 through December 31, inclusive.

2. REQUIREMENTS

2.1 FALLOWING REQUIREMENTS. Each Owner agrees to set aside an area equal to at least three and one half (3.5%) percent of its gross land holdings within the TTWD GSA Boundary at its sole cost. Within six (6) months of adoption of the Rule, each Owner shall notify TTWD GSA in writing of the location of the fallowed land within its landholdings and then notify the GSA in writing of any changes in the designation of fallowed acreage.

2.2 FLOW METERS. Each Well shall be equipped with a Flowmeter which shall be installed, operated, and maintained in accordance with the following standards and specifications:

2.2.1 Meters must be approved by TTWD GSA prior to installation and be made of corrosion resistant materials. The Meter shall have a means of sealing the Meter in the pipe and of sealing the registry to prevent unauthorized tampering or removal.

2.2.2 Each Meter shall be installed and calibrated to pipe size.

2.2.3 The Meter registry shall have a visual volume recording totalizer, which shall record in acre-feet, acre-inches, or U.S. gallons.

2.2.4 The Meter registry shall be protected from the elements. Totalizers shall have sufficient capacity to record the quantity of water diverted from each Well for a period of one (1)

year. Totalizers shall be direct reading and the multiplier, by which the rate of flow can be determined by timing, shall be clearly indicated.

2.2.5 The Meter shall have a rated accuracy of plus or minus two (2) percent of actual flow within the range of flow for which the Meter is designed. The Meter shall be capable of accurately registering the expected operating range of discharge.

2.2.6 The Meter shall have a pressure rating in excess of the maximum discharge pressure of the Well Pump.

2.2.7 The Meter size, serial number, and the direction of flow shall be clearly stamped on the body of the Meter. The inside pipe diameter for which the Meter has been calibrated shall be clearly shown on the Meter to the nearest 0.001 of an inch.

2.2.8 The Meter shall be installed in accordance with the manufacturer's specifications and in such manner that there will be a full pipe flow of water at all times while water is being measured.

2.2.9 The Meter shall be placed in the pipe as close as practicable to the Well Pump, with the centerline of the Meter not less than five (5) pipe diameters downstream from any valve, elbow, or other obstructions, which might create turbulent flow, or as otherwise recommended by the manufacturer. There shall also be at least one (1) pipe diameter of unobstructed flow on the downstream side of the Meter.

2.2.10 Installations that are unable to meet the above spacing requirements may be approved by TTWD GSA, upon testing and certification by an approved test company.

2.2.11 Flow straightening devices may be required in installations where minimum spacing is not met and TTWD GSA determines the installed Flowmeter to be inaccurate without such devices installed.

2.2.12 The Meter body shall be positioned parallel to and aligned with the centerline of the pipe.

2.2.13 Meters should be kept clear of debris and other materials that might impede operation.

2.2.14 When Meters are removed for servicing or replacement, records of meter readings shall be kept.

2.2.15 It shall be unlawful for any person to willfully injure, alter, remove, reset, adjust, manipulate, obstruct, or in any manner interfere with or tamper with any Flowmeter within TTWD GSA for the purpose or with the intent of producing an incorrect, inaccurate, or misleading measurement, or to cause, procure, or direct any other person to do so.

2.2.16 TTWD GSA staff shall periodically inspect Flowmeters on a random basis for reading and proper operation.

2.2.17 Any malfunctioning flowmeter must be reported to the TTWD GSA Office within twenty-four (24) hours after discovery. During the malfunctioning period, a substitute Meter from TTWD GSA, if available, shall be used to determine water Pumpage. If no such Meter is available, any reasonable method, as determined by TTWD GSA, of determining water Pumpage may be utilized.

2.2.18 TTWD GSA may require any Well owner to provide information to enable TTWD GSA staff to determine the amount of energy used to operate any Well Pump on which a Meter is required. The Well owner shall provide such information, or they shall authorize TTWD GSA staff to procure such information from the power provider. TTWD GSA staff shall seek such information in the event a Flowmeter is malfunctioning, or if either the Owner or operator or TTWD GSA staff has reason to believe the Flowmeter reading is incorrect. If any power source for any Well Pump within the TTWD GSA is equipped with an hour meter, TTWD GSA may require the Owner to provide appropriate readings from said hour meter for the purposes of verifying readings from a suspected malfunctioning Flowmeter or otherwise estimating the Pumpage that occurred during the malfunctioning period.

2.3 OWNER REPORTING.

2.3.1 No later than February 1st of each year, each Owner shall provide to TTWD GSA a signed statement, on the TTWD GSA's form, of the kinds of crops and number of acres of each crop that will be irrigated on each Parcel, and such other relevant information as TTWD GSA may reasonably require on the same statement. The stated cropping pattern would show all cropping patterns for that specific Year. After February 1st of each Year, no changes to the amount of irrigated acreage or non-irrigated acreage will be allowed, but the kind of crop that is going to be planted may be changed at any time. Double-cropping should also be clearly stated on the form. No additional acres shall be irrigated without prior approval by TTWD GSA.

2.3.2 No later than December 1st of each Year every Owner shall report to TTWD GSA, on TTWD GSA forms, and under penalty of perjury, the following information on land owned by them:

2.3.2.1 Total irrigated acres on the Landowner property and the types of crops irrigated;

2.3.2.2 Amounts of Groundwater pumped from each Well for the last twelve (12) months, by month;

2.3.2.3 A designation for each well as to whether Pumpage is from the Upper Aquifer or the Lower Aquifer, and the amounts of Groundwater pumped from each aquifer – for Composite Wells seventy-five percent (75%) of the Well's Pumpage is assumed to have been extracted from the Lower Aquifer and twenty-five percent (25%) from the Upper Aquifer. Well Owners may opt to use different percentages for their reporting provided such percentages are

verified and documented through a chemical analysis performed by a Well test company acceptable to the TTWD GSA.

2.3.2.4 Amount of water, if any, recharged monthly and annually through recharge basins or irrigation by surface water;

2.3.2.5 Any other information reasonably needed for TTWD GSA to carry out its responsibilities related to groundwater management.

2.4 ALLOCATIONS OF LOWER AQUIFER GROUNDWATER.

Commencing on January 1st of each Year, the Board shall allocate to each acre of land within the TTWD GSA Boundary a quantity of groundwater that can be Pumped in that Year from the Lower Aquifer (**Lower Aquifer Pumping Allocation**). The Allocation will be available for the period ending December 31st of the same Year. At the expiration of the current Year, Owners who pump less than the total of their Allocation may not carry forward the unused balance to subsequent Years. Owners within the TTWD GSA Boundary shall be allowed to transfer their Allocation to other Owners within the TTWD GSA. The terms and conditions of such a transfer are described within the TTWD Internal Groundwater Transfer Policy. For purposes of the Lower Aquifer Pumping Allocation, for Groundwater pumped from a Composite Well seventy-five percent (75%) of the Well's Pumpage is assumed to have been extracted from the Lower Aquifer and twenty-five percent (25%) from the Upper Aquifer. Well Owners may opt to use different percentages for their reporting provided such percentages are verified and documented through a chemical analysis performed by a Well test company acceptable to the TTWD GSA.

3. ENFORCEMENT

3.1 AUTHORITY. TTWD GSA has the authority to charge fees to implement the GSP, and to implement and enforce these Rules and Regulations pursuant to authority granted by Chapters 8 and 9 of Part 2.74 of the California Water Code, along with Proposition 26, Proposition 218, and the California Constitution.

3.2 RIGHT OF ACCESS. TTWD GSA staff and/or other authorized agents shall have access onto any Parcels entitled to an Allocation for the sole and exclusive purpose of conducting TTWD GSA monitoring and enforcement, including, but not limited to, measuring the depth of water in any Well for the purpose of determining the conditions of the Groundwater within the TTWD GSA. The TTWD GSA representative will provide a 24-hour advance notice as a courtesy to the Owner prior to entry. The TTWD GSA may use whatever information it deems appropriate to inform any determinations detailed in these Rules and Regulations.

3.3 PENALTIES. Any Owner or other Person who violates the provisions of these Rules and Regulations is subject to the criminal and civil sanctions set forth in the Water Code, including, but not limited to the following:

3.3.1 All Groundwater use during a Year in excess of the parameters established under these Rules and Regulations shall be subject to extraction surcharges as provided in Water Code Section 10732, to be determined by the TTWD GSA Board, including (1) a civil penalty not to exceed five hundred dollars (\$500) per acre-foot of consumed Groundwater in excess of the amount the Owner is authorized to consume, plus (2) one thousand dollars (\$1,000), plus, if the Owner fails to comply within thirty (30) days after TTWD GSA has provided the Owner of the Parcel with written notification of the violation, one hundred dollars (\$100) for each additional day for which the violation has continued.

3.3.2 If, however, the Party has outstanding TTWD GSA fees, charges, or penalties, or has successive or continued violations of these Rules and Regulations, the TTWD GSA may further restrict the Groundwater available to the Party.

3.4 CIVIL REMEDIES. Upon the failure of any Person to comply with any provision of these Rules and Regulations, the TTWD GSA may petition the Superior Court for a temporary restraining order, preliminary or permanent injunction, or such other equitable relief as may be appropriate. The right to petition for injunctive relief is an additional right to those, which may be provided elsewhere in these Rules and Regulations or otherwise allowed by law. TTWD GSA may petition the Superior Court to recover any sums due to TTWD GSA.

3.5 NOTIFICATION. Any notice or communication required or permitted under these Rules and Regulations shall be in writing and shall be delivered personally, delivered by nationally recognized overnight courier service or sent by certified or registered mail, postage prepaid, or (if an email address is provided) sent by electronic transmission (subject to confirmation of such electronic transmission). Any such notice or communication shall be deemed to have been given (i) when delivered, if personally delivered, (ii) with the day received from a nationally recognized overnight courier service, if sent by nationally recognized overnight courier service, (iii) the day of sending, if sent by email before 5:00 p.m. (PT) on any Business Day or the next succeeding Business Day if sent by email after 5:00 p.m. (PT) on any Business Day or on any day other than a Business Day or (iv) five (5) Business Days after the date of mailing, if mailed by certified or registered mail, postage prepaid, in each case, to the following address or email address:

To a Party:

Telephone:

Email:

TTWD GSA:

Triangle T Water District GSA
4400 Hays Drive
Chowchilla, CA 93610
Telephone:
Email:

As used in this Section 3.5, “**Business Day**” means any day other than a Saturday, Sunday, or any other day on which banking institutions in the State of California are authorized by law or executive action to close.

3.6 RESPONSIBILITY FOR COMPLIANCE. Owners shall be responsible for compliance with these Rules and Regulations by any agent, such as, for example, a Lessee, tenant, employee, consultant, or other invitee of the Owner on their Parcel.

3.7 ACTIONS AGAINST THE TTWD GSA. Nothing contained in these Rules and Regulations shall constitute a waiver by or stop the TTWD GSA from asserting any causes of action, defenses or immunities from liability as provided in any provision of law.

4. APPEALS

A Party may Appeal staff decisions implementing any portion of these Rules and Regulations to the TTWD GSA Board via the following process unless otherwise specified in this Section.

4.1 The Party must submit a signed written Appeal to TTWD GSA staff using the “Appeal Form” and stating the grounds for appeal within thirty (30) days after the written staff decision is issued.

4.2 The appealing Party must pay an Appeal fee established by the TTWD GSA.

4.3 An Appeal shall be accepted by TTWD GSA staff with notice given to the appealing Party that the acceptance is conditioned upon the Appeal being filed in a timely manner, and that the Appeal complies with the requirements of this Section. Staff shall make such determination within five (5) working days of receiving the Appeal. Within seven (7) working days of the filing of the Appeal staff shall mail notice to the appealing Party of the acceptance or rejection of Appeal.

4.4 Upon receipt and initial review of an Appeal, TTWD GSA staff may request additional information or evidence from the appellant.

4.5 TTWD GSA staff will review all submitted information within fifteen (15) days and make an initial determination for resolution of the Appeal within thirty (30) days. TTWD GSA staff shall then submit the Appeal, along with any relevant information and the recommendation to the Board.

4.6 If a resolution cannot be reached between TTWD GSA staff and the appealing Party, the Board shall hold a hearing at the next available Board meeting, and issue a decision based upon consideration of the written Appeal, supporting documentation, staff recommendations, and testimony presented by the appellant at the hearing.

4.7 All Appeals will be addressed within one hundred twenty (120) days of initial submittal.