

NOTICE AND AGENDA OF MEETING  
  
SANTA YNEZ RIVER VALLEY BASIN  
CENTRAL MANAGEMENT AREA  
GROUNDWATER SUSTAINABILITY AGENCY

HELD AT

BUELLTON CITY HALL – PLANNING DEPT. CONFERENCE ROOM  
107 WEST HIGHWAY 246, BUELLTON, CALIFORNIA

AT 10:00 A.M., MONDAY, APRIL 22, 2019

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Introductions and review of SGMA in the Santa Ynez River Valley Basin
- IV. Additions or Deletions to the Agenda
- V. Public Comment (Any member of the public may address the Committee relating to any non-agenda matter within the Committee's jurisdiction. The total time for all public participation shall not exceed fifteen minutes and the time allotted for each individual shall not exceed five minutes. No action will be taken by the Committee at this meeting on any public item.)
- VI. Review and approve minutes of last meeting of January 28, 2019
- VII. Receive update on consultant for GSP activities in the CMA
- VIII. Receive update on the Draft Intra-Basin Area Administrative Agreement between three GSAs
- IX. Consider approval of Draft Guidelines and Application for a Citizen Advisory Group (CAG) for the Central Management Area
- X. Next Meeting: Monday, July 22, 2019, 10:00 AM, at the Buellton City Hall Planning Department Conference Room, 107 W. Highway 246, Buellton, CA.
- XI. CMA GSA Committee requests and comments
- XII. Adjournment

[This agenda was posted 72 hours prior to the scheduled meeting at 107 West Highway 246, Buellton, California, 3669 Sagunto Street, Suite 101, Santa Ynez, California, and <https://www.SYRWCD.com> and <https://www.countyofsb.org/pwd/gsa.sbc> in accordance with Government Code Section 54954. In compliance with the Americans with Disabilities Act, if you need special assistance to review agenda materials or participate in this meeting, please contact the Santa Ynez River Water Conservation District at (805) 693-1156. Notification 72 hours prior to the meeting will enable the GSA to make reasonable arrangements to ensure accessibility to this meeting.]

# **Santa Ynez River Valley Basin Central Management Area Groundwater Sustainability Agency**

A regular meeting of the Santa Ynez River Valley Basin Central Management Area Groundwater Sustainability Agency Meeting was held on Monday, 28 January 2019, at the Buellton City Hall Planning Dept. Conference Room, 107 West Highway 246, Buellton, California

## **Committee Present:**

Ed Andrisek                      Art Hibbits

## **Alternates Present:**

Cynthia Allen                      Rose Hess

## **Staff Present:**

Bill Buelow                      Amber Thompson              Matt Young

## **Others Present:**

Meighan Dietenhofer      Cindy Douglas              Len Fleckenstein              Paeter Garcia  
Sharon Merritt              Mark Preston

### **I.      Call to Order**

Mr. Andrisek called the meeting to order at 10:00 a.m. and welcomed all in attendance.

### **II.     Pledge of Allegiance**

Mr. Andrisek led the Pledge of Allegiance.

### **III.    Introductions and Review of SGMA in Santa Ynez River Valley Basin**

Mr. Buelow invited all in attendance to introduce themselves. Matt Young announced that Meighan Dietenhofer is expected to be appointed by the County to be Joan Hartmann's Alternate for the CMA, a seat held by Elizabeth Farnum prior to her retirement.

Mr. Buelow reviewed history of the Sustainable Groundwater Management Act (SGMA) requirements and what has been completed so far in the Santa Ynez River Basin including the creation of the three GSAs in the Basin (EMA, CMA, WMA) and the DWR Prop. 1 Grant (Grant) funding.

Mr. Buelow requested public comments or questions from the audience. Ms. Douglas asked if USGS is required to submit information in SGMA plan. Discussion followed regarding USGS as a resource for data collection and applicable use in SGMA.

### **IV.    Additions, if any, to the Agenda**

No additions were made.

## **V. Public Comment**

Mr. Preston pointed out the staggering amount of information available on the USGS website and provided tracking data specifically pointing out the large quantity of sites tracked in Santa Barbara County.

Mr. Andrisek presented a flyer from State Water Contractors regarding Santa Barbara County State Water Project for copies to be forwarded to all CMA GSA Committee members.

## **VI. Review and Approve Minutes**

Mr. Andrisek submitted the minutes of the meeting of October 22, 2018 for Board approval.

Mr. Hibbits made a MOTION to approve the minutes. Mr. Andrisek seconded the motion and it passed unanimously.

## **VII. Staff update on Consultant for GSP activities in the Central Management Area**

Mr. Buelow advised that the Santa Ynez River Water Conservation District (SYRWCD), on behalf of the CMA GSA, awarded a contract for professional services to the Stetson Engineers team to prepare a GSP and conduct related GSP activities for the CMA, as per Committee recommendation and motion of October 22, 2018. Mr. Buelow explained the first projects for Stetson Engineers will be developing a Stakeholder Engagement Plan and developing a Data Management Plan.

Mr. Buelow requested public comments or questions from the audience. Ms. Douglas asked about the study to be conducted by Stetson Engineers and discussion followed regarding Stetson Engineers work in the Basin and the Hydrogeologic study.

## **VIII. Staff report on CMA Finances**

Mr. Buelow reviewed voting and cost share specified in the Memorandum of Agreement (MOA) for the CMA. He advised that a contribution request was sent to the City Buellton and SYRWCD. The current request will cover GSP development activities through end of the current fiscal year and includes funds for contracted administrative support and consultants to create a Data Management Plan and a Stakeholder Engagement Plan. This first funding contribution request totaled \$260,000, of which \$130,000 was contributed from City of Buellton and \$130,000 was contributed from SYRWCD. These contributions do not include any cost share reimbursements that may be received from the DWR Grant. A total of three additional contribution requests are expected through the submission of the GSP in January 2022.

Mr. Buelow advised that on behalf of the CMA, the SYRWCD hired the accounting firm of Bartlett, Pringle and Wolf, CPA (BPW) to help develop procedures to manage and track contributions, payments and reimbursements from/to the two agencies of the CMA GSA and DWR for the Grant. BPW recommended setting up a dedicated

interest-free checking account to receive funds and pay invoices for GSP work on behalf of the CMA.

Mr. Buelow reported that DWR approved SYRWCD's request to receive reimbursements with concurrent drawdown of the cost match, rather than paying the entire cost-match up-front and before receiving reimbursements. The concurrent draw-down method is expected to help cash flow for the two agencies involved.

Mr. Buelow requested public comments or questions from the audience. Ms. Douglas asked if gravel area of Santa Ynez River is considered groundwater and subject to SGMA. Mr. Buelow responded that the water located in the river gravel is considered underflow of the Santa Ynez River and is classified as surface water. However, SGMA protects surface water from groundwater pumping. Therefore, the models used in the GSP will evaluate connectivity to surface water.

**IX. Update on draft Intra-Management Area Administrative Agreement between three GSAs**

Mr. Buelow explained the purpose of an Intra-Basin Administrative Agreement (between the three GSAs). He noted that representatives for all three GSAs had informally agreed to a one-third split of the Grant funds. The Administrative Agreement would formalize the split for use of funds. He advised that staff is working on a draft now for circulation with Attorneys.

**X. Staff report on establishing a Citizen Advisory Group (CAG) for the Central Management Area**

Mr. Buelow advised that one GSA requested creation of a Citizen Advisory Group (CAG). Mr. Buelow read a January 2019 Staff Memo recommending development of a CAG for the CMA and seeking direction of the Committee.

The Committee considered and discussed developing a CAG for the CMA. Mr. Hibbits recommended five to seven seats for the CAG. Mr. Andrisek agreed seven seats is a good working group size. Mr. Buelow advised that the other two GSAs in the Basin are also developing CAGs. Mr. Buelow advised that a diversity of interests is important with the CAG. Suggestions to identify possible members of CAG includes developing an application process to find applicants willing to participate in the process. The committee discussed advertising through Chamber of Commerce, Buellton Buzz Newsletter, Noozhawk, Santa Ynez Valley News.

Mr. Andrisek suggested to hold town hall style meeting to introduce the idea of the CAG to community, expectations of members and review application. Mr. Young advised the neighboring basins (Cuyama and San Antonio) have CAG meetings that are public and noticed according to the Brown Act. Those CAG are run by agency staff. Form 700s are not required for CAG members since they will not be a decision-making body. Mr. Hibbits advised that staff give clear direction to CAG members on what information to review or gather input from public.

Mr. Hibbits made a MOTION to establish a Citizen Advisory Group and directed staff to develop draft written guidelines for the CAG process as described in the January 2019 Staff Memo and present to the CMA GSA Committee at the next regular meeting. Mr. Andrisek seconded the motion and it passed unanimously.

**XI. Next regular meeting Date and Time**

The next regular meeting date will be Monday, April 22, 2019, 10:00 am at the Buellton City Hall Planning Department Conference Room, Buellton, California.

**XII. CMA GSA Committee requests and comments**

Mr. Fleckenstein thanked the Committee for allowing the informal public involvement and requested meeting minutes be posted online. Mr. Young advised that approved minutes, not drafts, are currently posted on the County's website. He also asked if the SGMA plan schedule be posted online. Mr. Young advised that will be part of the stakeholder holder engagement plan being developed by Stetson Engineers. Mr. Buelow advised that SGMA information is located on both the Santa Barbara County website as well as the SYRWCD website.

Mr. Hibbits suggested a physical mailing regarding the CAGs for all GSAs, including a map of GSA areas, be mailed to all mailing addresses in the SYRWCD Groundwater Production Reporting program in addition to the current emails being sent to the Interested Parties Lists.

Mr. Andrisek thanked all for attending and participating.

**XI. Adjournment**

There being no further business, Mr. Andrisek adjourned the meeting at 11:11 a.m.

Respectfully submitted,

---

William J Buelow, Secretary

ATTEST:

---

Ed Andrisek, Chairman

**Santa Ynez River Valley Groundwater Basin**  
**Central Management Area Groundwater Sustainability Agency**  
**Citizen Advisory Group Guidelines**

The Central Management Area (CMA) Groundwater Sustainability Agency (GSA) Committee, comprised of officials appointed from the member agencies of the CMA GSA (Santa Ynez River Water Conservation District, the City of Buellton and the Santa Barbara County Water Agency) is responsible for implementing the requirements of the Sustainable Groundwater Management Act (SGMA) in the CMA of the Santa Ynez River Valley Groundwater Basin (Basin) and for coordinating its activities with other agencies and GSAs in the Basin. Among other comprehensive efforts, the CMA GSA Committee (Committee) is overseeing the preparation of a Groundwater Sustainability Plan (GSP) for the CMA. Members of the public are strongly encouraged by the Committee to attend all meetings of the CMA GSA and to provide input and information to the Committee throughout the GSP development process. Additionally, the Committee is forming a Citizens Advisory Group (CAG) to provide an additional level of public input to the Committee on various issues related to the preparation of the GSP. The Western Management Area (WMA) GSA and the Eastern Management Area (EMA) GSA are also considering the designation of a CAG or similar group for their respective portions of the Basin.

**Purpose of the Citizens Advisory Group**

SGMA requires the Committee to consider the interests of diverse social, cultural, and economic elements of the population within the CMA during development of the GSP, including the interests of all beneficial uses and users of groundwater. Collaborative and inclusive processes will assist in making the GSP more resilient by increasing public buy-in, promoting compliance, and enhancing the quality of information on which the GSP is based. The Committee has established an open and ongoing list of interested persons to whom notices are and will be sent regarding meetings of the CMA GSA, GSP development, and other SGMA-related activities. The purpose of a CAG is to provide an additional level of public input to the Committee in a way that represents different categories of groundwater uses and users in the CMA as set forth by SGMA. At various points during development of the GSP, the CAG may be asked to provide its perspective on elements or sections of the GSP and on the final draft of the GSP that will be submitted to the California Department of Water Resources (DWR).

To ensure an efficient and collaborative process, the Committee will appoint members to the CAG that reflect a diversity of interests and different types of groundwater uses and users in the CMA. As requested by the Committee, the CAG will provide input to the Committee relating to various elements or sections of the GSP, including but not limited to those pertaining to stakeholder engagement, data management, the hydrogeologic conceptual model and numeric groundwater model, water budgets, sustainability goals, monitoring programs, and projects and management actions.

## **Roles and Responsibilities**

The Committee is solely responsible for all matters relating to the CAG, including but not limited to the formation, membership, function, organization, operation, management, and dissolution of the CAG. The Committee may request staff from the member agencies of the CMA GSA to help administer the CAG process.

**Staff Role.** Responsibility for carrying out administrative aspects of the CAG process may be delegated to staff from the member agencies of the CMA GSA. At the request of the Committee, staff will schedule CAG meetings, prepare and circulate agendas, distribute materials to the CAG members for review, facilitate the meetings, prepare meeting minutes, and undertake other related tasks.

**CAG Member Role.** At times determined by the Committee, CAG members will be asked to provide input or recommendations on various elements or sections of the GSP and related topics. In addition to providing their individual perspectives, CAG members serve in respective capacities that represent different categories of groundwater uses and users in the CMA. All CAG members are expected to work collaboratively with each other, with other stakeholders and members of the public, with the Committee, with staff of the member agencies of the CMA GSA, and with the other GSAs, related agencies, and agency staff members throughout the Basin. CAG members may be asked to develop consensus opinions, comments, and input on the topics they are asked to address, recognizing however that consensus among the CAG members may not always be practicable and may not occur for a given topic. Input received from the CAG will be considered by the Committee in the process of developing the CMA GSP and in coordinating those efforts with the WMA GSA and the EMA GSA in the development of their respective GSPs. Members of the CAG serve on a strictly voluntary basis and, subject to being dismissed from the CAG at the discretion of the Committee, all CAG members are expected to be available and commit their time and efforts for the entire GSP process through at least January 2022.

**Governance.** All matters relating to the CAG, including but not limited to the formation, membership, function, organization, operation, management, and dissolution of the CAG shall remain within the sole discretion of the Committee. Certain procedural items relating to the CAG are set forth below.

**Applications and CAG Selection.** In order to be considered for selection as a member of the CAG, individuals must complete and submit an Application to the Committee. The Application form, included with these Guidelines as Attachment A, solicits specific information about the applicant, including the applicant's interest in serving on the CAG and the applicant's background and related qualifications. The Committee, and/or ad hoc subcommittee thereof, and/or staff of the member agencies of the CMA GSA, will review and evaluate the applications received. Applicant interviews may be conducted, and all selections to the CAG shall be made by and within the sole discretion of the Committee.

**Composition of the CAG.** The Committee shall determine how many members will serve on the CAG, where initially it is anticipated that the CAG will have a total of seven (7) members. Depending on applications received and other factors, and at any time, the Committee may decide to change the size of the CAG, tailor its representative composition, or determine not to form or to dissolve the CAG.

**Term of the CAG.** Initially it is expected that the CAG will be in place at least through the submittal of the GSP to DWR in January of 2022.

**Dismissal of CAG Members.** CAG members serve at-will and at the pleasure of the Committee. In its sole discretion, the Committee may dismiss any member or all members of the CAG at any time with or without cause.

**Filling a Vacancy on the CAG.** In the event a vacancy occurs on the CAG, the Committee may appoint a new member to fill the vacancy without conducting a new application process, or may re-open the application process to fill the vacancy.

**Meetings.** The need for and frequency of CAG meetings shall be determined by the Committee, where initially it is anticipated that regular CAG meetings will be scheduled approximately two weeks after each regular quarterly meeting of the CMA GSA, provided that the Committee may call for fewer or additional CAG meetings on an as-needed basis.



**Santa Ynez River Valley Groundwater Basin**  
**Central Management Area Groundwater Sustainability Agency**  
**Citizen Advisory Group Application**

If you are interested in serving on the Citizen Advisory Group (CAG) for the Santa Ynez River Valley Groundwater Basin Central Management Area (CMA) Groundwater Sustainability Agency (GSA), please complete and return the following Application to Bill Buelow (bbuelow@syrwcd.com) by [ADD DATE].

The Central Management Area (CMA) Groundwater Sustainability Agency (GSA) Committee, comprised of officials appointed from the member agencies of the CMA GSA (Santa Ynez River Water Conservation District, the City of Buellton and the Santa Barbara County Water Agency) is responsible for implementing the requirements of the Sustainable Groundwater Management Act (SGMA) in the CMA of the Santa Ynez River Valley Groundwater Basin (Basin) and for coordinating its activities with other agencies and GSAs in the Basin. Among other comprehensive efforts, the CMA GSA Committee (Committee) is overseeing the preparation of a Groundwater Sustainability Plan (GSP) for the CMA. Members of the public are strongly encouraged by the Committee to attend all meetings of the CMA GSA and to provide input and information to the Committee throughout the GSP development process. The Committee is forming the CAG to provide an additional level of public input to the Committee on various issues related to the preparation of the GSP. The Western Management Area (WMA) GSA and the Eastern Management Area (EMA) GSA are also considering the designation of a CAG or similar group for their respective portions of the Basin.

SGMA requires the Committee to consider the interests of diverse social, cultural, and economic elements of the population within the CMA during development of the GSP, including the interests of all beneficial uses and users of groundwater. Collaborative and inclusive processes will assist in making the GSP more resilient by increasing public buy-in, promoting compliance, and enhancing the quality of information on which the GSP is based. The Committee has established an open and ongoing list of interested persons to whom notices are and will be sent regarding meetings of the CMA GSA, GSP development, and other SGMA-related activities. The purpose of a CAG is to provide an additional level of public input to the Committee in a way that represents different categories of groundwater uses and users in the CMA as set forth by SGMA. At various points during development of the GSP, the CAG may be asked to provide its perspective on elements or sections of the GSP and on the final draft of the GSP that will be submitted to the California Department of Water Resources (DWR).

As set forth in the CAG Guidelines, members of the CAG are selected by the Committee and serve at the discretion of the Committee for a process that is expected to last at least through completion of the GSP in January 2022. Replacements on the CAG, if needed, would be made by the Committee.

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_

**What is your relationship to the Central Management Area of the Santa Ynez River Valley Groundwater Basin? (See Attached Map)**

**Please check all that apply:**

- |  |   |
|--|---|
| <input type="checkbox"/> Resident                      | <input type="checkbox"/> NGO Representative               |
| <input type="checkbox"/> Domestic Well Owner/Producer  | <input type="checkbox"/> Agricultural Well Owner/Producer |
| <input type="checkbox"/> Public Agency Representative  | <input type="checkbox"/> California Native American Tribe |
| <input type="checkbox"/> Landowner                     | <input type="checkbox"/> Business Owner                   |
| <input type="checkbox"/> Representative of a landowner | <input type="checkbox"/> Other: _____                     |

**Why are you interested in serving on the CAG? (Please use additional page if more space is needed.)**

**What type or category of groundwater uses or users in the Central Management Area do you propose to represent?**

**What unique experience or expertise will you contribute if selected to the CAG? Please explain any technical knowledge you have regarding water resource issues in the CMA. (Please use additional page if more space is needed.)**

**Are you committed to fully participate in the CAG process through completion of the GSP in January 2022? Do you have particular time or timing limitations that may impact your ability to serve as a member of the CAG?**

**Please provide the names and contact information for three personal and/or professional references.**

**1.**

**Name:** \_\_\_\_\_

**Affiliation/Relationship:** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_

**2.**

**Name:** \_\_\_\_\_

**Affiliation/Relationship:** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_

**3.**

**Name:** \_\_\_\_\_

**Affiliation/Relationship:** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_

25Jan2017 Z:\Projects\1700220\_SantaYnez\SantaYnez\_GwMgmtAreas.mxd SET

