

MEETING MINUTES

Amended 10/23/2019

Groundwater Sustainability Agency for the Western Management Area in the Santa Ynez River Groundwater Basin

A regular meeting of the Groundwater Sustainability Agency (GSA) for the Western Management Area (WMA) in the Santa Ynez River Groundwater Basin was held on Wednesday, 23 January 2019, 10:00 A.M. at the City of Lompoc Water Treatment Plant, 601 E. North Ave., Lompoc, California.

Committee Members Present:

Chris Brooks Steve Jordan Jim Mosby Bruce Nix

Alternates Present:

Art Hibbits

Staff Present:

Joe Barget Bill Buelow Loch Dreizler Eric Erland
Shaun Ryan Amber Thompson Matt Young

Others Present:

Dorene Miller Patrick Vowell Charles Witt

I. Call to Order

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

II. Pledge of Allegiance

Mr. Brooks 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.

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. No comments were made.

IV. Additions or Deletions, if any, to the Agenda

No additions or deletions were made.

V. Public Comment

There was no public comment.

VI. Review and Approve Minutes

Mr. Brooks submitted the minutes of the meeting of October 24, 2018 for Board approval.

Mr. Jordan made a MOTION to approve the minutes. Mr. Mosby seconded the motion and it passed unanimously.

VII. Staff update on Consultant for GSP activities in the Western Management Area

Mr. Buelow reported that the Santa Ynez River Water Conservation District (SYRWCD), on behalf of the WMA GSA, awarded a contract for professional services to Stetson Engineer's team to prepare a GSP and conduct related GSP activities for the WMA, as per Committee recommendation and motion of October 24, 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 reported that Stetson and the SYRWCD have entered into a contract for the GSP work on behalf of the WMA and CMA, respectively. Separate task orders will be issued for each GSA under the one contract. Stetson will invoice the SYRWCD for each task order separately.

Mr. Brooks requested public comments or questions from the audience. No comments were made and there were no questions.

VIII. Staff report on WMA Finances

Mr. Buelow reviewed voting and cost share arrangements previously agreed on by the WMA and outlined in the Memorandum of Agreement for the WMA. Mr. Buelow reviewed the cost share letter recently sent to the City of Lompoc, Mission Hills CSD, and Vandenberg Village CSD. This cost share letter outlines a funding request that is expected to cover the first two tasks in Stetson's proposal for the WMA GSP including Stakeholder Engagement Planning and Data Management Planning. The costs for Consultants and Administrative support are expected to be incurred between February 2019 and the end of June 2019, which is the end of the 2018-2019 Fiscal Year. Mr. Buelow explained that three additional funding requests are expected over the next three years until the submission of the GSP in January 2022. The next payment is expected in July 2019, and the last in July 2020. It is expected that at the end of the project the GSA Agencies will receive the balance of any grant reimbursements owed to them. Mr. Mosby requested this be added to the cost-share letter.

Mr. Buelow explained that Bartlett, Pringle and Wolf, CPA (BPW) was hired by SYRWCD on behalf of the WMA to develop good accounting practices and procedures and to manage and track the WMA's finances. Based on BPW's recommendation, the SYRWCD opened a WMA-specific interest-free checking account. The account will hold cost share contributions from the WMA member agencies and will be used to pay the WMA's invoices. Grant reimbursements owed to the WMA will be deposited into the WMA account after they are received by the SYRWCD.

The Committee considered and discussed the timing of reimbursements from the DWR. Mr. Buelow explained that SYRWCD requested that reimbursements are calculated as “concurrent drawdown” to allow reimbursement as costs are accumulated rather than after all cost share has been incurred. The “concurrent drawdown” approach will help with cash flow. This request was approved by DWR.

Mr. Buelow requested public comments or questions from the audience. No comments were made.

IX. Update on draft Intra-Basin Administrative Agreement between three GSAs

Mr. Buelow described the purpose and need for an Intra-Basin Administrative Agreement (IBAA) between the three GSAs. The Committee considered and discussed various Intra-Management issues. Mr. Buelow noted as an example, representatives for all three GSAs informally agreed to split the Grant funds equally, with each GSA receiving an equal share or a third of the funds. The IBAA would formally describe how the grants funds would be shared between the three GSAs. Matt Young reported that the attorneys from the member agencies are working together on the draft IBAA. Mr. Buelow added that once the attorneys have agreed to a draft, it will be circulated to the Committee and then to the member Agencies for ratification.

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

Mr. Buelow reminded everyone that during the last Committee meeting, Elizabeth Farnum asked that the issue of Advisory Groups be added to the next agenda. To address this request, staff drafted a memorandum (attached) that describes the background and requirements for the formation of a Citizen Advisory Group (CAG) for consideration by the WMA Committee. A similar memorandum was developed for the EMA and CMA. Mr. Buelow suggested that the CAG would be a focus group to gather citizen comments and to give input on the GSP as it is being written. Mr. Buelow read the memorandum and requested direction from the Committee on how Staff should proceed.

The Committee considered and discussed the proposed CAG for the WMA. The committee asked if having a CAG was a requirement. Mr. Young said that citizen involvement is specified in the SGMA legislation and DWR strongly encourages the formation of a citizen involvement as part of the GSP process. Mr. Young said that the County supports establishing a CAG. Mr. Buelow advised that the EMA and CMA are also developing CAGs. The committee asked what the cost for running the CAG would be. Mr. Buelow said that the only foreseen cost of a CAG will be cost of hosting meetings and staff time to coordinate and participate in the CAG.

Mr. Jordan suggested that the CAG contain seven members. Mr. Hibbits agreed seven members is the right number in his experience. Mr. Hibbits added that a CAG with more than seven members would be too large to be affective and with less members there is not proper representation. Mr. Hibbits also advised Staff to provide

guidelines to the CAG that give clear direction on what information the CAG is to review, and that Staff should work with the CAG and organize the meetings.

Mr. Mosby made a MOTION to establish a Citizen Advisory Group (CAG) with seven members and develop draft written guidelines for the CAG process as described in the January 2019 Staff Memo. Mr. Brooks seconded the motion and it passed unanimously.

XI. Next regular meeting Date and Time

The next regular meeting date will be Wednesday, April 24, 2019, 10:00 am at Lompoc Water Treatment Plant, 601 E. North Ave., Lompoc, California.

XII. WMA GSA Committee requests and comments

No requests were made.

Mr. Young advised that Ms. Farnum, Alternate for Santa Barbara County, retired and Ms. Diethofer is expected to be appointed as Alternate.

New alternates for Vandenberg Village CSD, Mission Hills CSD and City of Lompoc will be appointed soon as well.


Mr. Brooks thanked WMA GSA staff from all agencies for pulling together for benefit of the WMA. Mr. Buelow reiterated that staff from all WMA agencies are working together on a regular basis, all is going well and thanked staff for involvement.

Mr. Buelow advised that additional SGMA and GSA related information is located on both the Santa Barbara County website as well as the SYRWCD website.

XI. Adjournment

There being no further business, Mr. Brooks adjourned the meeting at 10:41 a.m.

Respectfully submitted,


William J Buelow, Secretary

ATTEST:


Chris Brooks, Chairman