

NOTICE AND AGENDA OF MEETING

SANTA YNEZ RIVER VALLEY BASIN
WESTERN MANAGEMENT AREA
GROUNDWATER SUSTAINABILITY AGENCY

HELD AT

CITY OF LOMPOC – WATER TREATMENT PLANT CONFERENCE ROOM
601 EAST NORTH AVENUE, LOMPOC, CA

AT 10:00 A.M., WEDNESDAY, APRIL 24, 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 23, 2019
- VII. Receive update on consultant for GSP activities in the WMA
- 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 Western Management Area
- X. Next regular meeting Date and Time: Wednesday, July 24, 2019, 10:00 AM, Lompoc Water Treatment Plant, 601 E. North Ave., Lompoc, California.
- XI. WMA GSA Board requests and comments
- XII. Adjournment

[This notice and agenda was posted at the following locations at least 72 hours prior to the scheduled meeting at 601 E. North Avenue, Lompoc, CA, 93436, 3669 Sagunto Street, Suite 101, Santa Ynez, CA, 3745 Constellation Road, Lompoc, CA, and 1550 Burton Mesa Blvd, Lompoc, CA and online at <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 Western Management Area Groundwater Sustainability Agency

A regular meeting of the Santa Ynez River Valley Basin Western Management Area Groundwater Sustainability Agency Meeting 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

January 2019

To: WMA GSA Committee

From: Agency Staff of the WMA GSA

DRAFT Memo on Citizen Advisory Group (CAG)

The purpose of this memorandum is to outline a proposed procedure for designating a Citizen Advisory Group (CAG) in the Western Management Area (WMA) of the Santa Ynez River Valley Groundwater Basin (Basin) to provide input to the WMA Groundwater Sustainability Agency (GSA) Committee relating to its development of a Groundwater Sustainability Plan (GSP) as part of the Sustainable Groundwater Management Act (SGMA) process. The Central GSA and the Eastern GSA are also considering the designation of CAGs or similar group for their respective Management Areas (MAs) of the Basin.

In accordance with SGMA, a primary objective of designating the CAG is to ensure that the WMA GSA considers the interests of all beneficial uses and users of groundwater in the preparation and implementation of GSPs in the Basin. To ensure an efficient and collaborative process, the WMA GSA is encouraged to develop and adopt written guidelines for its respective CAG process to establish matters including, but not limited to: representative categories of uses and users of groundwater in the WMA; discretion of the WMA GSA to establish and dissolve its CAG, to select and dismiss participants on the CAG, and to determine procedures of the CAG; specific role and function of the CAG; number of participants on the CAG and term of participation; application form to be used by those interested in participating on the CAG; process to be used by the WMA GSA to distribute applications, review applications received, and select participants for the CAG; procedures for calling and conducting CAG meetings; and discretion of the WMA GSA in considering information received by the CAG.

Agency Staff recommends and seeks direction from the WMA GSA Committee to undertake the following next steps:

- 1) Develop draft written guidelines for the CAG process as described herein;
- 2) Present draft written guidelines to the WMA GSA Committee for review and proposed adoption;
- 3) Engage the CAG process in accordance with adopted written guidelines.

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

The Western Management Area (WMA) Groundwater Sustainability Agency (GSA) Committee, comprised of officials appointed from the member agencies of the WMA GSA (Santa Ynez River Water Conservation District; City of Lompoc; Vandenberg Village Community Services District, Mission Hills Community Services District, and the Santa Barbara County Water Agency) is responsible for implementing the requirements of the Sustainable Groundwater Management Act (SGMA) in the WMA 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 WMA GSA Committee (Committee) is overseeing the preparation of a Groundwater Sustainability Plan (GSP) for the WMA. Members of the public are strongly encouraged by the Committee to attend all meetings of the WMA 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 Eastern Management Area (EMA) GSA and the Central Management Area (CMA) 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 WMA 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 WMA 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 WMA 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 WMA. 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 WMA 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 WMA 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 WMA. 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 WMA 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 WMA GSP and in coordinating those efforts with the EMA GSA and the CMA 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 WMA 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.

April 24, 2019

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 WMA GSA, provided that the Committee may call for fewer or additional CAG meetings on an as-needed basis.

Santa Ynez River Valley Groundwater Basin
Western 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 Western Management Area (WMA) Groundwater Sustainability Agency (GSA), please complete and return the following Application to Bill Buelow (bbuelow@syrwcd.com) by [ADD DATE].

The Western Management Area (WMA) Groundwater Sustainability Agency (GSA) Committee, comprised of officials appointed from the member agencies of the WMA GSA (Santa Ynez River Water Conservation District, City of Lompoc, Vandenberg Village CSD, Mission Hills CSD and the Santa Barbara County Water Agency) is responsible for implementing the requirements of the Sustainable Groundwater Management Act (SGMA) in the WMA 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 WMA GSA Committee (Committee) is overseeing the preparation of a Groundwater Sustainability Plan (GSP) for the WMA. Members of the public are strongly encouraged by the Committee to attend all meetings of the WMA 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 Central Management Area (CMA) 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 WMA 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 WMA 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 WMA 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 Western Management Area (WMA) 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 Western 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 WMA. (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: _____

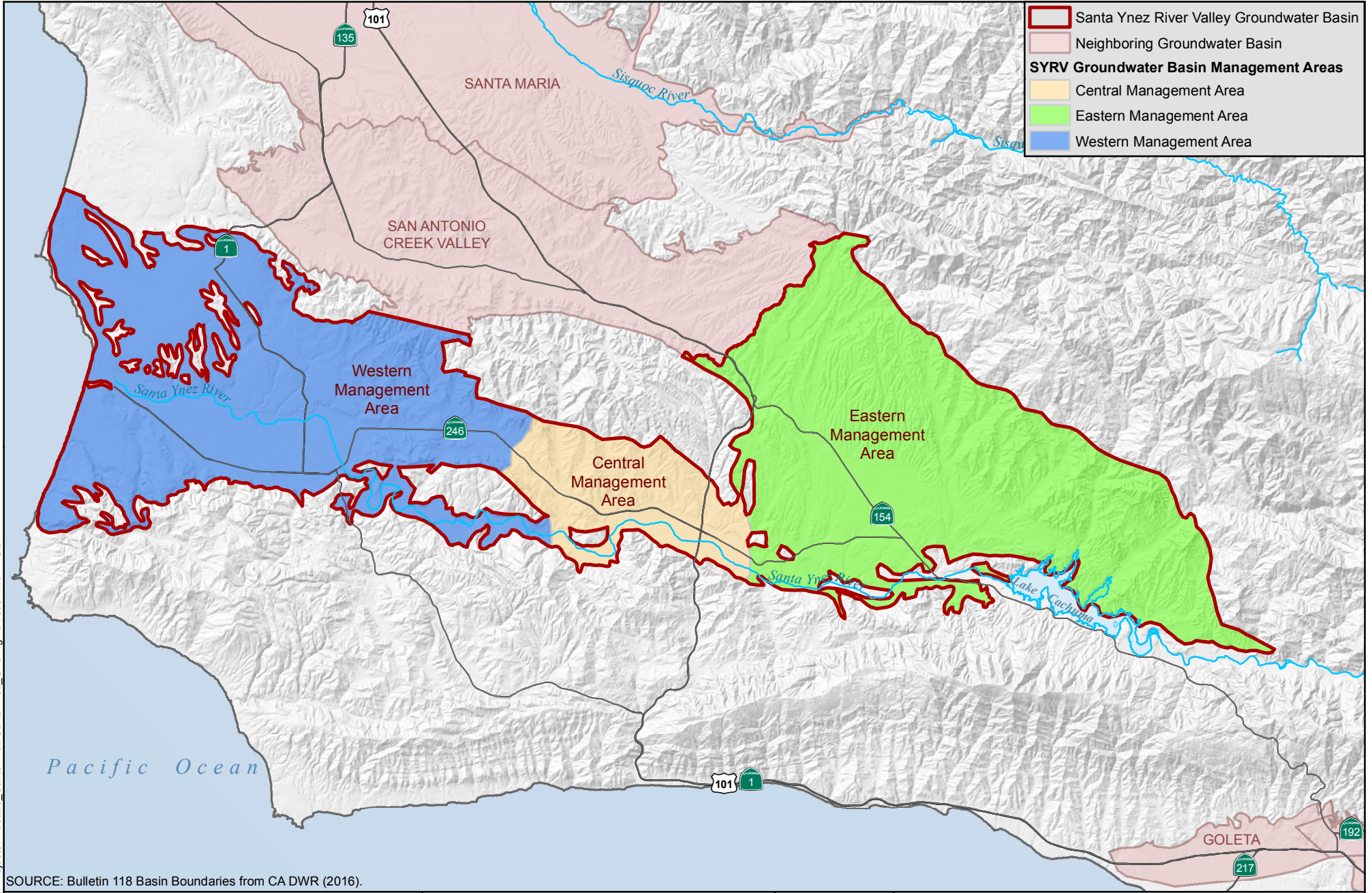
Daytime Phone Number: _____

3.

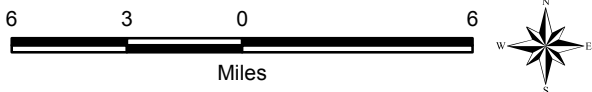
Name: _____

Affiliation/Relationship: _____

Daytime Phone Number: _____



SOURCE: Bulletin 118 Basin Boundaries from CA DWR (2016).



Santa Ynez River Valley
Groundwater Basin GSA Formation
Santa Barbara County, California

**SANTA YNEZ RIVER VALLEY GROUNDWATER
BASIN MANAGEMENT AREAS**

APRIL 2019

FIGURE 1

25.Jan.2017 Z:\Projects\1700220_Santa Ynez\Santa Ynez_GwBgmtAreas.mxd SET