

MEETING MINUTES

Santa Ynez River Valley Groundwater Basin Central Management Area Groundwater Sustainability Agency Regular Meeting of the Board of Directors November 17, 2025

A regular meeting of the Santa Ynez River Valley Groundwater Basin Central Management Area Groundwater Sustainability Agency (CMA GSA) Board of Directors was held on Monday, November 17, 2025, at 10:00 a.m., at the City of Buellton, City Council Chambers, 140 West Highway 246, Buellton, California.

Directors Present: Robert Dunlap, and John Sanchez

Non-Voting Directors Present: Mike Anderson, and Acting Alternate Meighan Diethofer

Alternate Directors Present: Sara Rotman

Others Present (In Person): Bill Buelow, and Amber Thompson,

Others Present (Teleconference): Len Fleckenstein, Curtis Lawler (Stetson Engineers), Kadie McShirley, Matt Scudato, Legal Counsel Steve Torigiani (Young Wooldridge), and Susan Xie (EKI)

1. Call to Order and Roll Call

CMA GSA Board Chair Sanchez called the meeting to order at 10:20 a.m. Ms. Thompson called roll. Three Directors and one Acting Alternate Director were present providing a quorum. One Alternate Director was also present.

2. Pledge of Allegiance

Chair Sanchez led the Pledge of Allegiance.

3. Public Comment

There were no public comments.

4. Consent Agenda

a. Minutes of the Special Meeting and Public Hearing of June 23, 2025

b. Minutes of the Joint Meeting of the GSAs of March 7, 2025

c. Quarterly Financial Reports and Warrant List

i. Fiscal Year 2024-2025, 4th Quarter: April, May, June 2025

ii. Fiscal Year 2025-2026, 1st Quarter: July, August, September 2025

Director Sanchez made a **MOTION** to approve the Consent Agenda Items 4.a. and 4.c.ii. (April, May, and June 2025 Warrant List: Checks 1080-1095 plus one ACH transaction, totaling \$157,449.68 and July, August, and September 2025 Warrant List: Checks 1096-

1119, totaling \$227,597.14), as presented. Director Dunlap seconded the motion. The motion passed unanimously by voice vote.

5. Verbal update from Plan Manager on September 2025 Action Plan Workshops

Mr. Buelow provided an update on the four GSP Action Plan public workshops that were held on the 12th and 19th of September 2025. The public workshops were a component to fulfilling a DWR recommended corrective action for the CMA, EMA, and WMA GSPs. There was no discussion, no public comments were received, and no action was taken.

6. Receive Staff Memo Updating 2025 Sustainable Groundwater Management Fee Invoicing

Mr. Buelow reviewed the Staff Memorandum for Groundwater Management Fee – update. Mr. Buelow noted that a few of the direct-billed Groundwater Management Fee invoices have been returned despite staff’s best efforts to direct them to the appropriate addresses/addressees. Discussion followed and legal counsel provided guidance. There was no public comment received.

By consensus, the Board gave the following directions for handling CMA direct invoice Groundwater Management Fees that are unpaid: keep an account of past due amounts accrued, do not write off amounts owed because of returned mail, continue to direct invoice those landowners for future assessed annual fees, and update mailing address when located.

7. Review Auditor Proposals, Consider Contracting with Auditor, and Authorizing a Biennial Audit for Period Ending June 30, 2025 (Fiscal Years 2023-2024 and 2024-2025)

Mr. Buelow reviewed the Staff Memorandum for Proposals for Services to Conduct Biennial Audit for Period Ending June 30, 2025. Discussion followed and legal counsel provided guidance. There was no public comment received.

Director Sanchez made a **MOTION** to request the annual special audit be replaced with an audit covering a two-year period ending June 30, 2025. Director Dunlap seconded the motion. The motion passed unanimously by voice vote.

Director Sanchez made a **MOTION** to authorize the Plan Manager to execute all necessary documents and enter into a contract with Moss, Levy & Hartzeim on behalf of the CMA GSA to conduct an audit covering the two-year (biennial) period ending June 30, 2025, with a cost not to exceed \$10,553. Director Dunlap seconded the motion. The motion passed unanimously by voice vote.

8. Review and Approve Cost Proposal for 2025-2026 Joint Annual Report from Stetson Engineering and Authorize Plan Manager to Sign Contract on Behalf of the CMA Board.

Mr. Buelow reviewed the Staff Memorandum for Consultant to Prepare WY 2025 Joint Annual Report with CMA Sub-Report. Discussion followed and legal counsel provided guidance. There was no public comment received.

Director Sanchez made a **MOTION** to approve the Plan Manager’s issuance of a task order under existing professional services agreement with Stetson to prepare the Water Year 2025

CMA GSA Sub-Report portion of the SGMA Annual Report for an amount not to exceed \$24,000, with a contingency amount of \$800, to be used at the Plan Manager’s discretion, for completion of such task. Director Dunlap seconded the motion. The motion passed unanimously by voice vote.

Director Dunlap made a **MOTION** to authorize the CMA GSA to contract with Stetson Engineers, on behalf of the CMA, EMA and WMA GSAs, to prepare the Water Year 2025 Joint SGMA Annual Report (exclusive of sub-report portions of the GSA contracted for separately by each of the three GSAs) for an amount not to exceed \$12,600, with no contingency, subject to the GSAs agreeing to reimburse the CMA GSA for one-third of the such amount paid Stetson under said contract, authorize Plan Manager to execute Task Order to the 2025 Santa Ynez Joint Powers Authorities Cost-Sharing and Reimbursement Agreement for such purpose, and authorize the CMA GSA to take the lead role in preparing said Joint Annual Report for the Basin with concurrence of the WMA and EMA. Director Sanchez seconded the motion. The motion passed unanimously by voice vote.

Discussion followed. Director Dunlap made an **AMENDED MOTION** to include all of the content of the motion approved immediately above, which was incorporated into the subject motion, as well as authorization for the Plan Manager to execute all necessary documents, including, but not limited to, contracts and cost-sharing agreement task orders, to procure said services of Stetson Engineers for said joint annual report, subject to review as to legal form by legal counsel. Director Sanchez seconded the amended motion. The amended motion passed unanimously by voice vote.

9. Receive Updates on Proposition 68 GSP Implementation Project

a. Extension Request

Mr. Buelow announced that DWR approved the requested extension for the Prop 68 GSP Implementation Grant. The new deadline is February 28, 2027. There was no discussion, no public comments were received, and no action was taken.

b. Grant Reimbursements

Mr. Buelow provided an update on grant reimbursements for the CMA GSA GSP Implementation activities. There was no discussion, no public comments were received, and no action was taken.

c. Grant Components

i. Component 2: Well Extraction Measurement Demonstration Projects and Basin Reporting Program

Ms. Xie, EKI Environmental & Water, provided an update on Grant Component 2 efforts in the CMA. Discussion followed, no public comments were received, and no action was taken.

ii. Component 4: GSP 5-Year Update

Mr. Lawler, Stetson Engineers, provided an update on the 5-Year Update (“Update”) to the CMA’s GSP. He reported that the content of the Update is set by regulations and DWR requires the Update address seven different recommended corrective actions which the consultants are working on. Discussion followed, no public comments were received, and no action was taken.

iii. Component 5: Monitoring Improvement and Expansion

Ms. Xie, EKI Environmental & Water, provided an update on Grant Component 5 efforts in the CMA. Discussion followed, no public comments were received, and no action was taken.

10. Review and Consider Authorizing Plan Manager Sign the Small GSA’s Cost-Share Agreement for participating in the Small GSA Group

Mr. Buelow reviewed the Staff Memorandum for Small GSA – Cost Sharing Agreement for Small GSA Administrative and Advocate Services. Discussion followed and legal counsel reviewed material portions of the Agreement with the Board. Public comments were received.

Director Dunlap made a **MOTION** to authorize the Plan Manager or Board President to sign the Small GSA’s Cost Sharing Agreement for Administrative and Advocate Services with a not-to exceed contribution of \$6,000 for calendar year 2026, including up to \$3,000 for Fiscal Year 2025-26 and up to \$3,000 in Fiscal Year 2026-27. Director Sanchez seconded the motion. The motion passed unanimously by voice vote.

11. New Well Permits Approved by County of Santa Barbara EHS in the CMA

- a. 8615 Santa Rosa Road, Buellton (EH-LUA-24-000426)**
- b. 211 Mail Road, Lompoc (EH-LUA-25-000268)**

Mr. Buelow briefly reviewed the well permits recently approved by County of Santa Barbara for the identified parcels located in the CMA boundary. There was no discussion, no public comments were received, and no action was taken.

12. CMA Legal Counsel Update

Mr. Torigiani provided an update on AB293 and SB707, which have become law and will take effect January 1, 2026. Discussion followed. There were no public comments, and no action was taken.

13. Possible Basin-Wide Joint GSAs Special Meeting Friday, December 5, 2025, 9:00 AM at Buellton CCC

The next Basin-wide Joint GSAs Special meeting is tentatively scheduled for Friday, December 5, 2025, at 9:00 a.m., at the Buellton City Council Chambers, 140 West Highway 246, Buellton, California

14. Consider CMA Participation in and Need for Future Basin-Wide Joint GSA Special Meetings

By consensus, the Board directed staff to keep the quarterly “Save the Date” schedule for Basin-Wide Joint GSA Special Meetings and authorized Plan Manager to schedule on behalf of the CMA GSA, as needed.

15. Consider Approving 2026 CMA GSA Board of Directors Meetings Schedule

Mr. Buelow presented a recommended 2026 CMA GSA Board of Directors Meeting Schedule: February 23, May 18, August 24, and November 16, 2026 (Mondays at 10:00 a.m.) at Buellton City Council Chambers, 140 West Highway 246, Buellton, California.

Director Sanchez made a **MOTION** to approve the 2026 CMA GSA Board of Directors Regular Meetings Schedule, as presented. Director Dunlap seconded the motion. The motion passed unanimously by voice vote.

16. Next CMA GSA Board Regular Meeting is Monday, February 23, 2026, 10:00 AM, at the Buellton City Council Chambers

The next CMA GSA Board regular meeting is scheduled to be held on Monday, February 23, 2026, at 10:00 a.m. at the Buellton City Council Chambers, 140 West Highway 246, Buellton, California.

17. CMA GSA Board of Directors Reports and Requests for Future Agenda Items

There were no reports or requests from Directors.

Ms. Thompson advised Directors that they will soon receive emails to file Form 700s for 2025 from both the FPPC and the Santa Barbara County online disclosure systems.

18. Adjournment

Chair Sanchez adjourned the meeting at 12:16 p.m.

02/23/2026: BOARD APPROVED AND MINUTES SIGNED

John Sanchez, Chair

Amber Thompson, Secretary

CMA GSA
Balance Sheet
As of June 30, 2025

	<u>Jun 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1150 · Five Star Bank Checking #5943	106,506.01
Total Checking/Savings	<u>106,506.01</u>
Total Current Assets	<u>106,506.01</u>
TOTAL ASSETS	<u><u>106,506.01</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	120,985.52
Total Accounts Payable	<u>120,985.52</u>
Other Current Liabilities	
2501 · Loan from SYRWCD	168,875.54
2503 · Loan from City of Buellton	125,000.00
Total Other Current Liabilities	<u>293,875.54</u>
Total Current Liabilities	<u>414,861.06</u>
Total Liabilities	414,861.06
Equity	
3000 · Ret Earnings	-18,818.01
Net Income	-289,537.04
Total Equity	<u>-308,355.05</u>
TOTAL LIABILITIES & EQUITY	<u><u>106,506.01</u></u>

CMA GSA Profit & Loss YTD Comparison April through June 2025

	FY 24-25 4th Quarter	FY 24-25
	Apr - Jun 25	Jul '24 - Jun 25
Income		
4500 · Grant Revenue	50,583.22	141,398.22
4600 · Interest Income	43.12	194.29
Total Income	50,626.34	141,592.51
Gross Profit	50,626.34	141,592.51
Expense		
5200 · GSA Management/Admin	29,498.68	60,177.31
5320 · Office Expense (incl postage)	29.20	29.20
5330 · Outside Staff Support	400.00	1,600.00
5350 · Public Relations	15.11	1,455.11
5360 · Insurance	0.00	5,018.00
5400 · GW Management Fees Collection	4,331.80	4,331.80
5800 · Legal Services	35,148.94	52,704.54
6100 · Stakeholder Engagement	0.00	72.00
6400 · Annual Report	7,870.75	28,936.05
6501 · GSP Impl - Well Meas/Report	27,339.53	43,687.53
6502 · GSP Impl - Rate Study	35,953.75	62,732.13
6503 · GSP Impl - GSP 5 yr Update	91,728.78	96,653.28
6504 · GSP Impl - Monitoring Network	44,208.74	71,652.68
6510 · General Eng. Support	1,784.25	1,954.25
7000 · Misc Expense	125.67	125.67
Total Expense	278,435.20	431,129.55
Net Income	<u><u>-227,808.86</u></u>	<u><u>-289,537.04</u></u>

**SANTA YNEZ RIVER VALLEY GROUNDWATER BASIN
CENTRAL MANAGEMENT AREA (CMA)
GROUNDWATER SUSTAINABILTY AGENCY**

APRIL 2025 WARRANT LIST FOR BOARD APPROVAL

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1080	04/14/25	EKI Environment & Water	February 2025 GSP Implementation Consulting Services. Grant Component: #2 -Well Extraction Measurement Demonstration Projects & Component #5 - Monitoring Improvement and Expansion	\$ 13,586.35
1081	04/14/25	Santa Ynez River Water Conservation District	Administrative Services (March 1- 31, 2025) and reimbursement for postage stamps.	\$ 7,897.22
1082	04/14/25	Young Wooldridge	March 2025 Legal Services	\$ 6,104.55
1083	04/14/25	Stetson Engineers	PARTIAL PAYMENT: February 2025 Engineering Service: GSP Implementation Grant Components: #4 - CMA Annual Report and GSP Update, #5 - Monitoring Network. General Engineering Support.	\$ 2,398.43
1084	04/14/25	Stetson Engineers	PARTIAL PAYMENT: March 2025 Engineering Service: GSP Implementation Grant Components: #4 - CMA Annual Report and GSP Update, #5 - Monitoring Network. General Engineering Support.	\$ 20,637.67
ACH	04/25/25	PIP Printing	Prop 218 Notices - print (Qty: 2,595) & USPS first-class mailing	\$ 3,978.86
MONTH TOTAL				\$ 54,603.08

MAY 2025 WARRANT LIST FOR BOARD APPROVAL

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1085	05/15/25	Stetson Engineers	BALANCE DUE: February & March 2025 Engineering Service: GSP Implementation Grant Components: #4 - CMA Annual Report and GSP Update, #5 - Monitoring Network. General Engineering Support.	\$ 3,870.75
1086	05/15/25	EKI Environment & Water	March 2025 GSP Implementation Consulting Services. Grant Components: #2 -Well Extraction Measurement Demonstration Projects & #5 - Monitoring Improvement and Expansion	\$ 8,132.75
1087	05/15/25	Raftelis	March 2025 GSP Implementation Grant Component #3 - Rate Study	\$ 12,712.50
1088	05/15/25	Young Wooldridge	April 2025 Legal Services	\$ 14,007.50
1089	05/15/25	GSI Water Solutions, Inc.	FBO BASIN: April 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan.	\$ 4,515.00
1090	05/15/25	Raftelis	April 2025 GSP Implementation Grant Component #3 - Rate Study	\$ 21,316.25
1091	05/15/25	Santa Ynez River Water Conservation District	Administrative Services (April 1- 30, 2025)	\$ 11,978.66
MONTH TOTAL				\$ 76,533.41

**SANTA YNEZ RIVER VALLEY GROUNDWATER BASIN
CENTRAL MANAGEMENT AREA (CMA)
GROUNDWATER SUSTAINABILTY AGENCY**

JUNE 2025 WARRANT LIST FOR BOARD APPROVAL

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1092	06/11/25	Stetson Engineers	January 2025 Engineering Service: GSP Implementation Grant Components: #4 - CMA Annual Report and GSP Update, #5 - Monitoring Network. General Engineering Support.	\$ 19,216.83
1093	06/11/25	Santa Ynez River Water Conservation District	Administrative Services (May 1-31, 2025)	\$ 3,980.66
1094	06/11/25	Valley Bookkeeping	Quarterly Bookkeeping (April, May, June 2025)	\$ 400.00
1095	06/11/25	Young Wooldridge	May 2025 Legal Services	\$ 2,715.70
MONTH TOTAL				\$ 26,313.19

TOTAL CHECKS THIS QUARTER: \$ 157,449.68

CMA GSA
Balance Sheet
As of September 30, 2025

	<u>Sep 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1150 · Five Star Bank Checking #5943	121,068.35
Total Checking/Savings	<u>121,068.35</u>
Total Current Assets	<u>121,068.35</u>
TOTAL ASSETS	<u><u>121,068.35</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2501 · Loan from SYRWCD	218,875.54
2503 · Loan from City of Buellton	175,000.00
Total Other Current Liabilities	<u>393,875.54</u>
Total Current Liabilities	<u>393,875.54</u>
Total Liabilities	393,875.54
Equity	
3000 · Ret Earnings	-18,818.01
32000 · Retained Earnings	-289,537.04
Net Income	<u>35,547.86</u>
Total Equity	<u>-272,807.19</u>
TOTAL LIABILITIES & EQUITY	<u><u>121,068.35</u></u>

CMA GSA
Profit & Loss
July through September 2025

	<u>Jul - Sep 25</u>
Income	
4100 · GW Management Fees	53,033.15
4500 · Grant Revenue	89,087.72
4600 · Interest Income	38.61
Total Income	<u>142,159.48</u>
Gross Profit	142,159.48
Expense	
5200 · GSA Management/Admin	3,467.00
5320 · Office Expense (incl postage)	39.00
5330 · Outside Staff Support	500.00
5350 · Public Relations	121.80
5360 · Insurance	4,892.55
5400 · GW Management Fees Collection	9,326.00
5800 · Legal Services	2,620.99
6301 · Basin - GSPs Action Plan	27,390.33
6310 · Basin Monitor Network	1,820.00
6501 · GSP Impl - Well Meas/Report	5,751.75
6502 · GSP Impl - Rate Study	147.50
6503 · GSP Impl - GSP 5 yr Update	45,419.15
6504 · GSP Impl - Monitoring Network	5,115.55
Total Expense	<u>106,611.62</u>
Net Income	<u><u>35,547.86</u></u>

**SANTA YNEZ RIVER VALLEY GROUNDWATER BASIN
CENTRAL MANAGEMENT AREA (CMA)
GROUNDWATER SUSTAINABILTY AGENCY**

JULY 2025 WARRANT LIST FOR BOARD APPROVAL

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>		
1096	07/01/25	Golden State Risk Management Authority	FY 25-26 General Liability Insurance Premium (with \$125.45 discount for payment by 7/31/25)	\$	4,892.55	*	
1097	07/11/25	EKI Environment & Water	April 2025 GSP Implementation Consulting Services. Grant Component: #2 - Well Extraction Measurement Demonstration Projects & Component #5 - Monitoring Improvement and Expansion	\$	10,428.47		
1098	07/11/25	GSI Water Solutions, Inc.	FBO BASIN: May and June 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan.	\$	18,952.13		
1099	07/11/25	Stetson Engineers	May 2025 Engineering Service: GSP Implementation Grant Components: #4 - CMA GSP Update, #5 - Monitoring Network. General Engineering Support.	\$	9,862.79		
1100	07/11/25	Santa Ynez River Water Conservation District	June 2025 Administrative Services and reimbursement for Prop 218 Public Hearing Legal Notices in Lompoc Record and SYV News.	\$	6,165.06		
1101	07/11/25	Young Wooldridge	June 2025 Legal Services	\$	12,321.19		
MONTH TOTAL					\$	62,622.19	

AUGUST 2025 WARRANT LIST FOR BOARD APPROVAL

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>	
			NONE			
MONTH TOTAL					\$	-

SEPTEMBER 2025 WARRANT LIST FOR BOARD APPROVAL

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>	
1102	09/07/25	GSI Water Solutions, Inc.	FBO BASIN: July 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan.	\$	13,455.40	*
1103	09/07/25	Inklings Printing Co.	FBO BASIN: August 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan. Printing and mailing of notice to parcel owners	\$	545.60	*
1104	09/07/25	Raftelis	June 2025 GSP Implementation Grant Component #3 - Rate Study	\$	1,925.00	
1105	09/07/25	Stetson Engineers	June 2025 Engineering Service: GSP Implementation Grant Component: #4	\$	27,881.78	
1106	09/07/25	Western Management Area GSA	CMA GSA's share of WaterYear 2024 Annual Report Consolidation paid by WMA GSA to Stetson Engineers. (per Cost Share and Reimbursement Agreement)	\$	4,000.00	
1107	09/07/25	Young Wooldridge	July 2025 Legal Services	\$	3,124.74	*
1108	09/07/25	EKI Environment & Water	May and June 2025 GSP Implementation Consulting Services. Grant Components: #2 - Well Extraction Measurement Demonstration Projects & #5 - Monitoring Improvement and Expansion	\$	36,268.73	

**SANTA YNEZ RIVER VALLEY GROUNDWATER BASIN
CENTRAL MANAGEMENT AREA (CMA)
GROUNDWATER SUSTAINABILTY AGENCY**

1109	09/07/25	Stetson Engineers	July 2025 Engineering Service: GSP Implementation Grant Component: #4	\$	38,137.52	*
1110	09/07/25	Santa Ynez River Water Conservation District	July 2025 Administrative Services & Groundwater Management Fee Processing. Plus reimbursement for expenses paid by SYRWCD (postage and contractor charges to assist consultant with Grant Component 5 outreach)	\$	12,388.00	*
1111	09/07/25	Santa Ynez River Water Conservation District	FBO BASIN: July 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan.	\$	504.50	*
1112	09/07/25	Onsite Computers & Design	July 2025 - Office 365 Business Essentials and Sophos spam & email protection system (1 year licenses)	\$	121.80	*
1113	09/07/25	Young Wooldridge	August 2025 Legal Services	\$	1,706.25	*
1114	09/26/25	EKI Environment & Water	July 2025 GSP Implementation Consulting Services. Grant Components: #2 -Well Extraction Measurement Demonstration Projects & #5 - Monitoring Improvement and Expansion	\$	9,495.30	*
1115	09/26/25	GSI Water Solutions, Inc.	FBO BASIN: August 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan.	\$	10,544.33	*
1116	09/26/25	Raftelis	July 2025 GSP Implementation Grant Component #3 - Rate Study	\$	147.50	*
1117	09/26/25	Santa Ynez River Water Conservation District	August 2025 Administrative Services	\$	2,278.00	*
1118	09/26/25	Valley Bookkeeping	Quarterly Bookkeeping (July, August, September 2025)	\$	500.00	*
1119	09/26/25	Santa Ynez River Water Conservation District	FBO BASIN: August 2025 GSP Implementation Grant Component #4 - GSP Update, Action Plan.	\$	1,950.50	*
MONTH TOTAL					\$	164,974.95

TOTAL CHECKS THIS QUARTER: \$ 227,597.14

* Fiscal Year 2025-2026