

**Santa Ynez River Valley Groundwater Basin**  
**Eastern Management Area (EMA) Groundwater Sustainability Agency (GSA)**  
**Citizen Advisory Group (CAG) Guidelines**

The EMA GSA Board of Directors (Board), comprised of officials appointed from the member agencies of the EMA GSA (Santa Ynez River Water Conservation District; Santa Ynez River Water Conservation District Improvement District No. 1; City of Solvang; County of Santa Barbara) is responsible for implementing the Sustainable Groundwater Management Act (SGMA) in the EMA of the Santa Ynez River Valley Groundwater Basin (Basin) and for coordinating its activities with other GSAs and agencies in the Basin. The Board, formerly a committee of the EMA GSA, adopted a Groundwater Sustainability Plan (GSP) for the EMA on January 6, 2022 and it was subsequently approved by the California Department of Water Resources.

The CAG was formed and provided meaningful input throughout the development of the GSP. The Board would like to continue the momentum of the CAG by directing future efforts toward projects and management actions and other aspects of implementing the GSP.

**Purpose**

SGMA required the EMA GSA to consider the interests of diverse social, cultural, and economic elements of the population within the EMA during the development of the GSP, including the interests of all beneficial uses and users of groundwater. Collaborative and inclusive processes make the GSP more effective by increasing public buy-in, promoting compliance, and enhancing the quality of information on which the GSP is based. The EMA GSA maintains a current list of organizations and people who receive notices of GSA Board meetings and other SGMA-related activities. The CAG provides an additional level of public input to the Board in a way that represents different categories of groundwater uses and users in the EMA.

To ensure an effective and collaborative process, the Board will appoint members to the CAG who reflect a diversity of interests and different types of groundwater uses and users in the EMA. The CAG will provide input to the Board 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 Board is solely responsible for all matters relating to the CAG, including but not limited to formation, membership, function, organization, operation, management, and dissolution. The Board may request that the EMA GSA Executive Director and member agency representatives also assist the CAG.

**Staff Role.** Responsibility for the administrative aspects of the CAG process may be delegated to the Executive Director and member agency representatives of the EMA GSA, including but not limited to scheduling CAG meetings, preparing and circulating agendas, distributing materials to the CAG members for review, facilitating meetings, preparing meeting minutes, and undertaking other related tasks.

**CAG Role.** At times determined by the Board, 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 personal perspectives, CAG members represent different categories of groundwater uses and users in the EMA. All CAG members are expected to work collaboratively among themselves, with other stakeholders and members of the public, with the Board, with member agency representatives, and with other GSAs and agencies throughout the Santa Ynez River Valley Groundwater Basin. CAG members may be asked to develop comments and input on topics, recognizing there may not always be consensus. CAG input will be considered by the Board in the process of implementing the EMA GSP and in coordinating those efforts with the Central and Western Management Area GSAs. Members of the CAG serve voluntarily at the pleasure of the Board. All CAG members are expected to commit time and effort to support the implementation of the GSP and serve for at least one year.

### **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 Board. Procedural items relating to the CAG are set forth below.

**Applications and Selection.** Interested individuals must complete and submit the attached Application Form. The Board, or an ad hoc subcommittee that may include the Executive Director and member agency representatives, will review and evaluate applications. The evaluation process may include applicant interviews. The Board will select CAG members as needs arise or as vacancies occur.

**Composition.** The Board will select up to seven (7) members to serve on the CAG.

**Term.** CAG members are expected to serve at least one year but do not serve for any specific period.

**Dismissal.** CAG members serve at will and at the pleasure of the Board. At its sole discretion, the Board may dismiss any or all members of the CAG at any time, with or without cause.

**Vacancies.** When a vacancy occurs on the CAG, the Board may appoint a new member without conducting a new application process.

**Meetings.** CAG meetings will be held on an as-needed and as-available basis.