



**Cosumnes Groundwater Authority**

Projects and Management Actions Committee Meeting  
Agenda

**When:** Monday, August 7, 2023 - 2:00 pm – 4:00 pm

**Where:** Galt Police Department Community Room  
455 Industrial Way

Or via Zoom: <https://us02web.zoom.us/j/82505500806>

Meeting ID: 825 0550 0806

ACCESSIBILITY - If you have a disability and require a reasonable accommodation to fully participate in this event, please contact Austin Miller (CGA Secretary) before the day of the meeting via email [[info@CosumnesGroundwater.org](mailto:info@CosumnesGroundwater.org)] or telephone [916-526-5447] to discuss your accessibility needs.

**Committee Purpose:**

The PMA Committee for the Cosumnes Subbasin, as established by the CGA Board of Directors, is convened to provide a productive venue for input from and information-sharing among the subbasin’s groundwater sustainability agencies (GSAs). The Committee will serve an advisory role to the CGA Board, to inform the Board’s implementation of the Cosumnes Subbasin GSP.

**Agenda Items**

1. Call to Order and Introductions
2. CGA Work Plan and Committee Charter Review
3. Farmer Survey and Outreach Next Steps
4. Well Permitting and Executive Order N-3-23/N-7-22 Compliance
5. Groundwater Sustainability Fee Study Development
6. Land Use Web Application Development
7. Regular Meeting Dates and Committee Report Out
8. Committee and Staff Updates

**Adjourn Meeting**

**Cosumnes Groundwater Authority  
PMA Committee Meeting**

Agenda Date: August 7, 2023  
Agenda Item : #2 - CGA Work Plan and Committee Charter

To: PMA Committee  
From: CGA Staff

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**Committee Charter**

In May 2023 the CGA Board of Directors adopted the Projects and Management Actions (PMA) Committee Charter. This document is designed to articulate expectations and responsibilities for committee members, staff, and board members. As detailed in the charter, the PMA Committee is convened to provide a productive venue for input from and information-sharing among the subbasin's groundwater sustainability agencies (GSAs). The PMA Committee will serve an advisory role to the CGA Board of Directors, to inform the Board's implementation of the Cosumnes Subbasin GSP.

**Committee Members**

- Chris Hunley (Acting Chair)
- Barbara Washburn
- Gary Silva
- Mike Selling
- Rick Ferriera
- Pat Kirby
- Paul Hensleigh

**Overview of 2023 - 2024 Work Plan**

To guide our work for the next year, CGA Board Chair and Staff have been developing an [Annual Work Plan](#) document that is aligned with SGMA deadlines, committee charters, and CGA's adopted budget. This is intended to be a guiding document that will likely be adjusted as we progress throughout the year. It is our intent to regularly update this document as appropriate.

As indicated on the Work Plan, it is our intent to schedule informational sessions on various topics related to groundwater and SGMA implementation. These informational sessions may be scheduled during regular board or committee meetings, special events/meetings, public workshops, or other formats as appropriate and as time/resources allows. CGA Staff is developing a list of topics that directors, GSAs, and stakeholders have expressed interest in:

- Well Permitting Criteria
- Cosumnes-South American-North American (CoSANA) Model / Groundwater Modeling
- Land Use/Groundwater Use Dashboard
- Telemetry Monitoring Systems and other Monitoring Network Improvements
- Regional Sanitation's Harvest Water Project
- Planning 101
- Conservation Efforts/Best Management Practices
- DWR Flyover AEM Data
- Dry Wells and Other Managed Aquifer Recharge Efforts
- Interconnected Surface Waters and Groundwater Dependent Ecosystems

## **Cosumnes Groundwater Authority Projects and Management Actions Committee Charter**

The Cosumnes Groundwater Authority (CGA) is responsible for implementing the Cosumnes Subbasin Groundwater Sustainability Plan (GSP) to meet the California Sustainable Groundwater Management Act (SGMA) requirements for the Cosumnes Subbasin. The sustainability goal of the Cosumnes Subbasin is to ensure that groundwater in the subbasin continues to be a long-term resource for beneficial users and uses including urban, domestic, agricultural, industrial, environmental, and others. Successful implementation for this long-term effort requires broad and ongoing coordination, collaboration, and engagement. More information about the Cosumnes Subbasin GSP can be found at: [CosumnesGroundwater.org](http://CosumnesGroundwater.org).

### **Purpose:**

The Projects and Management Actions (PMA) Committee for the Cosumnes Subbasin, as established by the CGA Board of Directors, is convened to provide a productive venue for input from and information-sharing among the subbasin's groundwater sustainability agencies (GSAs). The PMA Committee will serve an advisory role to the CGA Board of Directors, to inform the Board's implementation of the Cosumnes Subbasin GSP.

### **Anticipated Activities:**

- Quarterly meetings (June, September, December, March), additional meetings as needed will be scheduled. Standing meeting dates should be selected at the first PMA Committee meeting following the adoption of this charter.
- Provide feedback on the development and implementation of the Cosumnes Subbasin Projects and Management Actions
- Review available data regarding groundwater conditions and progress on the implementation of the Cosumnes Subbasin GSP
- Provide feedback on discussions and technical work related to the Cosumnes Subbasin's monitoring network, Undesirable Results, and Sustainable Management Criteria
- Identify future data/information needs
- Discuss and support public outreach and engagement as applicable

### **Approach:**

- The PMA Committee will determine a Committee Chair. The Committee Chair can either be a PMA Committee member or a CGA Staff person. The Committee Chair will work with CGA Staff in developing a meeting agenda, facilitating the Committee meeting, and providing reports to the CGA Board on the Committee's key perspectives, recommendations, and areas of agreement and divergence on each of main topics discussed.
  - The CGA will share draft materials related to GSP implementation with the PMA Committee. All draft materials will be informed by CGA Board discussions.
  - PMA Committee members will review and discuss draft materials and generate feedback and recommendations to be shared with the CGA Board.
  - The CGA Board will have a standing agenda item for committee reports. To ensure efficient CGA Board meetings, this standing report agenda item will rotate
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between the PMA Committee and other CGA Committees (Outreach and Engagement, Finance, etc.).

- The CGA Board will consider whether and how to incorporate PMA Committee feedback. The CGA Board will regularly update the PMA Committee on how its feedback informed its decision-making.

### **Discussion Focus:**

Each meeting will focus on a topic, or variety of topics, described below. There may be need for additional flexibility on topics.

- Projects and Management Actions
- Outreach and Engagement
- Monitoring Network
- Sustainable Management Criteria

### **PMA Composition:**

The PMA Committee will consist of one representative from each of the 7 GSAs in the Cosumnes Subbasin. These representatives will be appointed by their GSA Board. The PMA Committee is one of several forums for bringing together diverse interests. Not all stakeholders may desire or have the capacity to participate in PMA Committee meetings; therefore, other forums and methods (e.g., other committee meetings, organizational briefings, etc.) are part of the CGA's overall communication and engagement plan strategy ([link to the C&E Plan](#)).

### **Open Meetings and Brown Act Compliance:**

The PMA Committee will serve as a standing committee and will follow open meeting requirements detailed in the California Brown Act. This includes:

- Committee meetings are open to the public.
- Regular committee meeting agendas and materials will be posted to the Cosumnes Groundwater Authority and emailed to interested stakeholders at least 72 hours in advance.
- Special committee meeting agendas and materials will be posted to the Cosumnes Groundwater Authority and emailed to interested stakeholders at least 24 hours in advance.

### **Ground Rules:**

See the [CGA Governance and Decision-Making Process](#) visual for more information on how the PMA Committee will impact decisions of CGA. The PMA Committee will generally rely on the ground rules outlined in the Cosumnes Groundwater Authority agreement and the Board's policies, with emphasis on these points:

- The PMA Committee is an advisory body. All final decisions regarding CGA work will be made by the CGA Board
- Focus on developing credible and timely information and understanding
- Foster thoughtful exchange of information and perspectives
- Identify areas of common interests and approach
- Consensus seeking

### **Roles and Responsibilities:**

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PMA Committee members shall:

- be able to demonstrate a general knowledge of and involvement in the activities of priority interest related to the Cosumnes GSP and SGMA.
  - review the PMA Committee Charter (this document), Code of Conduct, the Cosumnes Subbasin GSP website, and other documentation to become familiar with the current issues and their background.
  - attend meetings adequately prepared to engage meaningfully in discussions.
  - engage in PMA Committee and GSP activities in accordance with the Code of Conduct and other CGA governance documents, as applicable.
  - be expected to commit to a 1- or 2-year term. Terms can be extended based on the mutual agreement of the CGA Board, GSA, and PMA Committee member.
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**Cosumnes Groundwater Authority  
PMA Committee Meeting**

Agenda Date: August 7, 2023  
Agenda Item : #3 – Farmer Survey and Outreach Next Steps

To: PMA Committee  
From: CGA Staff

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**Background**

Farmer Survey:

Staff has provided an update on the Farmer’s Survey that was sent out in February 2023 to the CGA Board. There were several discussions about how to build on these efforts and the importance of having good data for future projects and fee study development. View the Survey here: [Farmer's Survey](#)

Farmer Survey Recap (May 2023): <https://www.cosumnesgroundwater.org/wp-content/uploads/2023/05/NEW-Farmer-Survey-Presentation.pdf>

Workshop and Newsletter:

Staff and the O&E Committee would like to hold another round of public workshops/open house in November. In addition to inviting a variety of partner organizations (GSAs, other local agencies, etc.), CGA would prepare information on groundwater conditions and project status, similar to our February/March events. A newsletter will also be developed to highlight the farmer survey, workshops, current groundwater conditions, and other relevant info.

Tentative dates (still need to make reservations):

- Evening, Wednesday, November 1, 2023 – Herald Fire Hall
- Morning, Saturday, November 4, 2023 – Dillard Community Center

**Recommendations**

- Provide feedback and/or suggestions on improvements for the farmer survey and outreach tactics.

**Cosumnes Groundwater Authority  
PMA Committee Meeting**

Agenda Date: August 7, 2023  
Agenda Item : #4 – Well Permitting and Executive Order N-3-23/N-7-22 Compliance

To: PMA Committee  
From: CGA Staff

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**Background**

Governor Newsom issued Executive Orders [N-7-22](#) and [N-3-23](#) in 2022 and 2023, respectively, to address ongoing drought concerns. These orders require Groundwater Sustainability Agencies (GSAs) to ensure proposed water wells are not inconsistent with the applicable Groundwater Sustainability Plan (GSP) and consider their potential impacts on achieving sustainability goals. Certain well types are exempted from the certification process.

So far, only a few new water supply wells have been approved to be consistent with the Cosumnes GSP, with individual GSA Boards granting approval. More permits for additional water supply wells are expected as Agricultural Residential subdivisions go through the land use entitlement approval process by the Sacramento County Planning Department.

The Cosumnes Groundwater Authority (CGA) consists of seven GSAs collaborating to implement a single GSP for the Cosumnes Subbasin. While each GSA has the authority to engage with the local well permitting agency in its own way, the GSAs and CGA Board recognize the potential benefits of having a consistent framework for evaluating the impact of new wells on the Cosumnes Subbasin GSP implementation. However, the evaluation process needs to be efficient so as not impede essential and time sensitive activities like well and pump repairs.

During the Well Permitting Ad Hoc Committee Meeting on August 5, 2022, an example resolution and new well permit application were provided to the GSAs for their use. As a recent example, on July 25, 2023, the Sacramento County Board of Supervisor's approved a resolution establishing GSP consistency criteria for well permit applications, classifying them into Class 1 and Class 2 Verifications based on the type of well and its impact on groundwater extractions (attached).

Further discussions on the required Technical Report will be discussed at the committee meeting and recommendations on approval criteria will be solicited from committee members.

Additional background materials:

- [Executive Order Fact Sheet](#)
- [CA DWR Executive Order FAQs](#)
- [Well Permit Ad Hoc Committee August 5, 2022 Agenda Packet](#)
- [July 25, 2023 Agenda Item 25: Sac County GSA Well Permit Review Criteria Policy](#)

**Cosumnes Groundwater Authority  
PMA Committee Meeting**

Agenda Date: August 7, 2023  
 Agenda Item : #5 – Groundwater Sustainability Fee Study Development

To: PMA Committee  
 From: CGA Staff

**Background**

The Cosumnes Groundwater Authority (CGA) Board of Directors has engaged SCI Consulting to draft a groundwater sustainability fee study to fund implementation of the Cosumnes Groundwater Sustainability Plan and CGA operations. The Board intends to release a public draft and execute a variety of outreach efforts (workshops, presentations, newsletters, etc.) in the Fall to receive adequate feedback before adopting a final study in the early Spring of 2024. Each Groundwater Sustainability Agency would then adopt and implement the fee program.

The CGA Board of Directors have not discussed the fee study since deciding on a 2024 implementation date or since learning of the CA Department of Water Resources determination on our SGMA Grant Application. At the August 2023 CGA Board of Directors Meeting, SCI Consulting will present an updated fee study development schedule and will be looking for Board feedback on the budget and methodology for the fee study.

The current draft fee study budget includes:

Activity	Draft Budget
<b>Administrative</b>	
Legal	\$ 30,000
Financial Audit	\$ 15,000
Personnel	\$ 175,000
Outreach & Engagement	\$ 30,000
Misc.	\$ 3,000
Appeals	\$ 20,000
Contingency	\$ 10,000
Annual Report	\$ 35,000
Monitoring	\$ 30,000
DMS	\$ 15,000
<b>CGA Admin SubTotal</b>	<b>\$ 363,000</b>
<b>Projects</b>	
Project Management	\$ 75,000
Monitoring Network Improvements	\$ -



Data Gaps	\$	25,000
Technical Support	\$	62,000
Funding Exploration	\$	30,000
5-Year GSP Update	\$	50,000
PMAs	\$	200,000
<b>Projects SubTotal</b>	<b>\$</b>	<b>442,000</b>
<b>Grand Total</b>	<b>\$</b>	<b>805,000</b>

The most recent draft methodology that the Board discussed included:

Annual Admin Fee - All GW-Using Parcels								
Property Type		Parcels by County		Totals Both Counties	% of Parcels	Admin Revenue	Use Fee Revenue	Total Revenue
		Sacramento	Amador					
<b>Residential</b>	<i>Total:</i>	4,087	169	4,256	83%			
<i>Admin Fee</i>	\$37.00					\$157,472		
<i>Residential Use Fee</i>	\$7.28						\$30,984	\$188,456
<b>Commercial / Industrial</b>	<i>Total:</i>	63	11	74	1%			
<i>Admin Fee</i>	\$37.00					\$2,738		
<i>Commercial Use Fee</i>	\$14.56						\$1,077	\$3,815
<b>Agricultural</b>	<i>Total:</i>	695	95	790	15%			
<i>Admin Fee</i>	\$37.00					\$29,230		
<i>Residential Use Fee</i>	\$7.28	181	26	207			\$1,507	\$30,737
<b>Total, All GW Parcels:</b>		<b>4,845</b>	<b>275</b>	<b>5,120</b>	<b>100%</b>	<b>\$189,440</b>	<b>\$33,568</b>	<b>\$223,008</b>

  

Public Water Systems - Extraction Rate				
Revenue Type		Rate Per AF	Average AF Extracted	Revenue
Public Water Systems		\$7.28	4,926	\$35,861

  

Irrigated Acreage Fee					
Revenue Type	Irrigated Acres by County		Totals Both Counties	Rate Per Irrigated Acre	Revenue
	Sacramento	Amador			
Irrigated Acreage Fee	44,414	4,137	48,551	\$11.25	\$546,199

  

Total Revenue, All Sources:		<b>\$805,068</b>
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**Recommendations**

- Identify priority projects and management actions to be included in the draft fee study budget.
- Provide recommendations on the irrigated acre fee methodology.

**Cosumnes Groundwater Authority  
O&E Committee Meeting**

Agenda Date: August 7, 2023

Agenda Item : #6 – Land Use Web Application

To: O&E Committee

From: CGA Staff

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**Background:**

CGA Staff has discussed with EKI on how to best utilize remaining funds in our existing contract. To support a variety of SGMA implementation efforts (fee study, outreach, conservation, modeling, etc.), we have developed a draft Scope of Work to create a Land Use Web Application.

The Application would be an online land use map in which stakeholders can select parcels and submit comments. This will provide stakeholders, and GSAs, the ability to confirm the land uses of their parcels and provide additional information (planned future land uses, water usage, number of wells, well failures, available data, etc.) on specific parcels. The data received from stakeholders will be used by CGA to update future land use shapefiles. Land use map changes can be summarized in future Annual Reports and the maps used for GSP updates and analyses (PMA analyses, water budget, etc.). The following tasks would be completed to develop the Application:

**Task 1: Define Application Features**

- Kickoff call to outline Application objective and target audience.
- Review CGA ArcGIS Online account capabilities and discuss options for developing and hosting the Application.
- Identify spatial and meta (i.e., narrative) data required for the Application.

**Task 2: Develop the Application**

- Review land use GIS data for completeness and consistency in labels and descriptions. Discuss any format or accuracy issues.
- Design and develop the Application using ArcGIS Online.
- Meet with CGA to review the initial design.
- Develop a brief user manual in the form of a ReadMe file or web page.

**Task 3: Routine Communication**

- Check-in calls, and quality assurance.

**Assumptions:**

- The Application will be developed using ArcGIS Online tools. No custom coding or web development will be performed as part of this scope of work.

- EKI will develop the Application directly on CGA’s ArcGIS Online account. CGA will provide EKI with a temporary “Creator” account to create the web maps and customize the Application directly on CGA’s ArcGIS Online portal.
- EKI will not host the Application files or its GIS data on EKI’s ArcGIS Online account.
- The Application will be hosted on CGA’s ArcGIS Online account. CGA will be responsible of choosing who can access, view, interact with, and modify the Application.
- CGA will be responsible for providing the licensing needs, if any, to develop and maintain the Application on their ArcGIS Online account. At the end of the project, CGA will own all data files and tools specifically developed for the Application.
- EKI will provide CGA with a URL to access the Application on CGA’s ArcGIS Online account. CGA will have the option to add the Application URL to its website for easier public access. However, it is outside the scope of work for EKI to modify CGA’s website and add the Application’s URL.
- CGA will provide one set of consolidated comments on the draft design of the Application.
- EKI will briefly recommend best practices for data access, governance, and security.

**Budget:**

<b>Task</b>	<b>Estimated Budget</b>
Task 1: Define Application Features	\$2,000
Task 2: Develop the Application	\$10,000
Task 3: Project Management and Communication	\$3,000
<b>TOTAL</b>	<b>\$15,000</b>

Funds from our current Technical Support contract under Task 2 DMS Support (~\$14,000 remaining) and Task 3 Outreach Activities (~\$20,000 remaining) would be utilized to cover this estimated cost.

**Recommendations:**

- Identify the Data Gaps that could be filled with this Application and provide recommendations to the CGA Board regarding adjustments to the current technical services contract.

**Cosumnes Groundwater Authority  
O&E Committee Meeting**

Agenda Date: August 7, 2023

Agenda Item : #7 – Regular Meeting Dates and Committee Report Out

To: O&E Committee

From: CGA Staff

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**Meeting Dates:**

- Ad-hoc/Special Meetings
  - As needed.
  - Monitoring Network and Fall Monitoring Event (Special Committee Meeting)
    - Tentative: September 12, 2023, 2:00 pm
- Regular Committee Meetings
  - 2<sup>nd</sup> Tuesday, Every Quarter
    - *SSCAWA meets this day in October, January, and April.*
  - November 14, 2023
  - February 13, 2023
  - May 14, 2024

**Committee Report Out:**

The CGA Board will have a standing agenda item during their regular meetings for committee reports. We ask that 1 representative from the Committee come prepared to share updates on the committee's efforts (Staff will be able to help prepare you for this!).

**Cosumnes Groundwater Authority  
O&E Committee Meeting**

Agenda Date: August 7, 2023

Agenda Item : #8 – Staff Updates

To: O&E Committee

From: CGA Staff

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**California Department of Water Resources – Be Well Prepared, Well Owner Info**

Links: [Program Website](#) | *What Do I Do if My Water Well Goes Dry?* Flyer [[English](#) – [Spanish](#) – [Hmong](#)]

As California continues to experience climate-driven weather extremes, DWR is providing tools and resources to help communities that are dependent on groundwater prepare for potential impacts to household water supplies, which include domestic well owners and residents that use and maintain their own well.

Through our Be Well Prepared program, DWR is empowering domestic drinking water well users by providing the information and resources they need to maintain a safe and reliable household water supply.

To Be Well Prepared, every well owner should:

- Know local groundwater conditions, including groundwater levels and water quality
- Understand any potential risks to the well’s water supply
- Know well construction details, such as age, depth, condition, and pump details
- Know how to maintain a drinking water well, and how to test and treat well water
- Know where to get help if a well fails

**California Farm Bureau Federation, California Agriculture Water Use Study**

The 501©(3) science and research arm of the California Farm Bureau Federation, California Bountiful Foundation, recently release preliminary findings on an analysis of water use of California agriculture. This work is still in the process of becoming a peer-reviewed scientific publication. The Farm Bureau also plans to develop a related policy brief.

Links: [Press Release](#) | [Report](#)

**DWR Water Tank Program:**

The California DWR has developed a new drought relief grant program. DWR will provide tanks and hauled water to communities that are in immediate need of water supplies. Individuals are NOT eligible applicants and will need to work with public agencies (like CGA or GSAs) to apply. Please contact CGA staff with any questions.

Program flyer: <https://water.ca.gov/-/media/DWR-Website/Web-Pages/Water-Basics/Drought/Files/Resources/Water-Tank-Program.pdf>