



Corning Sub-basin GSA Committee Meeting Materials

September 15, 2022 | 2:00 p.m.

Glenn-Colusa Irrigation District Main Pump Station
7854 County Road 203, Orland, CA 95963

Remote Public Participation Option:

Microsoft Teams meeting

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1. Call to Order

The Chair will call the meeting to order.

2. Roll Call

Staff will conduct roll call.

3. Meeting Minutes

- a. ***Approval of August 18, 2022 meeting minutes.**

Draft meeting minutes are attached.

Attachments:

- August 18, 2022 draft meeting minutes



Corning Sub-basin GSA Committee Meeting Minutes

August 18, 2022 | 2:00 p.m.

Glenn-Colusa Irrigation District Pump Station
7854 County Rd 203, Orland, CA 95963

Public participation was also offered via teleconference

1. Call to Order

John Amaro called the meeting to order at 2:05 p.m.

2. Roll Call

	Party Representative	Member Agency
	Tom Arnold	County of Glenn
X	Grant Carmon	County of Glenn
X	John Amaro	Glenn-Colusa Irrigation District
X	Pete Knight	Glenn-Colusa Irrigation District
X	Julia Violich	Monroeville Water District
	Seth Fiack	Monroeville Water District

Lisa Hunter conducted roll call as noted above.

3. Meeting Minutes

a. *Approval of July 13, 2022 meeting minutes

- No corrections or comments were made on the draft minutes.

On a motion by Mr. Carmon, seconded by Mr. Knight, the meeting minutes of July 13, 2022 were unanimously approved as presented.

4. Period of Public Comment

- A member of the public discussed local water allocations, weather forecasting, and the need to have more local control over surface water and Black Butte Reservoir. Mr. Amaro shared the Glenn Groundwater Authority is working with the Orland Unit Water Users Association (OUWUA) to explore recharge projects and the challenges with gaining local control of the reservoir. He further suggested reaching out to the OUWUA manager.

- A member of the public shared concerns about declining groundwater levels and dry wells and asked questions about available resources whereby, the committee shared information about groundwater levels, well construction, Glenn County's well permit moratorium, and places to find additional resources including Glenn County's Drought Task Force and available monitoring information.

5. Staff Reports

- Ms. Hunter reported the agreement for legal counsel has been sent to Paris Kincaid Wasiewski for signature.
- Ms. Hunter stated in regards to the Executive Order N-7-22 compliance, the well permit acknowledgement form has been finalized and sent to Glenn County Environmental Health. She plans to meet with Environmental Health staff in the next week to finalize the coordination process.
- Ms. Hunter reported there is an opportunity to add projects to the Northern Sacramento Valley Integrated Regional Water Management (NSV IRWM) Plan, which would open up additional funding opportunities. There is a new online submittal form and an ongoing submittal process; however, the deadline to submit a project is September 2 in order to be considered for the funding application that is due in February 2023. Some Groundwater Sustainability Plan projects may be a good fit for this opportunity.
- Mr. Carmon inquired if the RFP had been issued for the development of a funding mechanism. Ms. Hunter responded the RFP had been issued and the submittal deadline is September 2. Questions had been received by the deadline for clarifications and an addendum has been issued. No proposals have been received yet.

6. Corning Sub-basin GSA 2022/2023 Budget

- a. Report on status of Agency contribution request.
 - b. *Approve Glenn County as the fund administrator for the CSGSA pending concurrence with the County.
- Ms. Hunter stated the materials are included in the meeting packet. Additionally, she is preparing a 2022/2023 budget or workplan to clarify which categories the funds are allocated. She noted the funds requested from the agencies are less than the critical tasks identified in prior meetings. The budget will become clearer after the proposals are received for the rate consultant work.
 - Mr. Amaro reported GCID submitted a letter regarding the funding contribution request. Ms. Dawley summarized that GCID Board understands there is a budget need and given the small footprint, there was a desire to understand the request in more detail. The Board recognized the call for funding and approved the funding up to the \$40,000 request; however, requested additional information

and considerations that are outlined in the letter. The Board approved \$20,000 and requested the additional information be provided in order to release the remainder of the funding. Mr. Knight provided additional comments on understanding the funding needs in greater detail moving forward.

- Ms. Violich reported that Monroeville Water District had similar conversations and echoed the concerns relating to the small footprint in relation to the acreage within the basin. The request was approved, but there is some concern around the amount requested compared to the District's acreage.
- Mr. Carmon reported Glenn County had also approved the request. Similar to the other conversations, the County hopes the GSA will have a funding mechanism in place soon to cover these costs.
- Discussion ensued on exploring options to coordinate resources, efficiencies, and future processes.

On a motion by Mr. Knight, seconded by Ms. Violich, it was unanimously ordered to approve Glenn County as the fund administrator for the CSGSA pending concurrence with the County.

7. Corning Subbasin Groundwater Sustainability Plan

a. Water Year 2022 Annual Report

- Ms. Hunter referenced the meeting packet and stated the Water Year 2022 Annual Report is due April 1, 2023 and she has coordinated with the Tehama County Flood Control and Water Conservation District (TCFCWCD) on potential approaches to accomplish the task. Ms. Hunter further stated it may be most efficient to have TCFCWCD administer the Request for Proposals (RFP) and the agreement with the selected consultant. In this manner, the Corning Subbasin report would be one task within the larger Tehama County Subbasins Annual Reports project which would provide consistency in the reporting for the Tehama County basins while allowing the CSGSA to participate in the process of developing the Corning Subbasin Report.
- Responding to a question, Ms. Hunter stated that portions of the report could be prepared by staff; however, much of the technical requirements are better suited to a technical consultant at this time.
- Mr. Carmon asked about how the GSAs plan to split the costs; whereby, Ms. Hunter responded more information will be available following the next Corning Subbasin Advisory Board (CSAB) meeting. Cost-sharing is a planned topic.
- Ms. Hunter reported that an application will be prepared for Facilitation Support Services and that facilitation may be available to help navigate some of these topics, such as cost-sharing, any necessary updates to the agreement between the GSAs, and similar topics.

- No opposition was heard regarding the approach to completing the Water Year 2022 Annual Report.

8. Corning Subbasin Advisory Board Report

- Mr. Amaro stated the CSAB discussed splitting Corning Subbasin shared costs and funding mechanisms. More discussion will take place at the next meeting.
- Ms. Hunter indicated more detailed materials should streamline the discussion in order for the CSAB to provide a recommendation on cost-share. She also mentioned the CSAB will begin reviewing Projects and Management Actions (PMAs) included in the Groundwater Sustainability Plan in order to prioritize PMAs to recommend for potential inclusion in the upcoming grant application.

9. Sustainable Groundwater Management Grant

a. *Approve grant writing services approach

- Ms. Hunter provided an overview of the upcoming Sustainable Groundwater Management (SGM) Grant Program and schedule, which is expected to open in October 2022 with agreements being executed in September-November 2023.
- Ms. Hunter stated she has discussed approached with TCFCWCD staff regarding coordination on the grant application. Similar to the Annual Report coordination, it seems most efficient to have TCFCWCD include Corning Subbasin grant writing services as a task in the larger Tehama County Subbasin grant writing services consultant agreement. It may be possible to partner with the Tehama County Resource Conservation District (RCD) for grant writing services at a lower cost. If the RCD is unable to provide this support, a sole source agreement or RFP process will be necessary depending on the contract amount and Tehama County processes. She further explained the work in which the grant writer would perform.
- Ms. Violich asked how long the solicitation process is open. Brandon Davison, DWR, replied the minimum period is usually 45 days and further clarified that the October 2022 opening date is confirmed and should be considered the target.
- Mr. Amaro inquired about the projects eligible for the grants. Ms. Hunter confirmed the Annual Report and preparing for the five-year update can be included. She noted there is a cap on length of the project time of about three years which must also be considered. General administration is not allowable. Grant administration is allowable. Water purchases are not allowable; however, developing recharge projects are eligible.
- Mr. Carmon asked if the grant writer work could be reimbursed in the grant. Ms. Hunter and Ms. Dawley stated they did not think that was an eligible cost. There was additional discussion on the amount of grant funding available.

On a motion by Mr. Carmon, seconded by Mr. Knight, the grant writing services approach was unanimously approved as presented to explore further and bring back to the CSGSA prior to selection of a consultant.

10. Corning Sub-basin GSA Committee Member Reports and Comments

- Mr. Carmon reported Glenn County held its Drought Task Force meeting August 11, 2022. He further reported on the Orland water expansion project, Orland well levels, and water conservation requirements. At the Drought Task Force meeting, a DWR representative reporting there are concerns with the lack of water in the Anderson Cottonwood Irrigation District in Shasta County and the impacts to wells. He also noted there is a new Glenn County map with a sliding function to show the changes in dry well conditions over time. The North Valley Community Foundation project is completely full and they are looking at extending the program for an additional year and expanding that program to include more individuals.

11. Next Meeting

The next CSGSA is scheduled for September 15, 2022 at 2:00 p.m.

12. Adjourn

The meeting was adjourned at 3:05 p.m.

4. Period of Public Comment

Members of the public are encouraged to address the Corning Sub-basin GSA Committee. Public comment will be limited to three minutes. No action will be taken on items under public comment.

5. Staff Reports

Staff from members of the Corning Sub-basin GSA will provide relevant updates, such as a brief status update of GSP implementation, grant agreement, and project agreement. Reminders and clarifications may be made, and direction may be provided to staff.

6. *Approve Corning Sub-basin GSA 2022/2023 Budget

Over the past several months the CSGSA has discussed funding needs for GSP Implementation. At the April 13, 2022 meeting, the CSGSA requested figures for immediate short-term funding needs and longer-term needs, breaking the discussion into two parts. The short-term funding strategy will address immediate needs to provide for GSA administration and prioritized tasks. The longer-term needs will be addressed through the funding mechanism discussions.

At the May 11, 2022 meeting, discussion was held on short, medium, and long-term funding options. It was noted that in the immediate term, member contributions were determined to be the most effective option to fund the GSA activities. The CSGSA reviewed initial funding needs based on the Corning Subbasin GSP Section 8.9 Short-Term Implementation Start-Up Budget and Tables 8-5 and 8-6. Prioritized immediate term needs presented included legal services, fee study, grant application expenses, fiscal support, annual report, and routine data management system updates. The proposed budget for these items would be \$197,000 for fiscal year 2022/2023. If the estimated expenses are split evenly among the three members, each member would contribute \$65,667. After much discussion, the CSGSA it was agreed to request each member agency contribute \$40,000 to fund initial short-term prioritized needs.

At the July 13, 2022 and August 18, 2022 meetings, members reported on the status of the funding request. All three agencies have approved the funding request. GCID has agreed to fund \$20,000 and requested additional information prior to releasing the remaining \$20,000. At the August 18, 2022 meeting, the CSGSA also approved Glenn County to be the fund administrator for the CSGSA.

Staff has prepared a draft 2022/2023 Budget for the CSGSA on Glenn County's template budget workpapers to ensure consistency with the County's Department of Finance requirements. The budget is based on the \$120,000 member contribution being allocated to identified priority tasks and GSA needs. More detail on estimated expenses is provided on the backup documentation which is based on the estimated budget categories provided in the Colusa Subbasin Groundwater Sustainability Plan (Tables 8-5 and 8-6).

Attachments:

- Draft 2022/2023 Corning Sub-basin Groundwater Sustainability Agency Budget
- Backup Documentation for Fiscal Year 2022/2023 Budget

COUNTY OF GLENN
STATE OF CALIFORNIA
BUDGET WORKPAPER
FOR FISCAL YEAR 2022-23

DEPARTMENT: **Corning Sub-basin Groundwater Sustainability Agency**
 FUNCTION:
 ACTIVITY: N/A

SIGNATURE:	2020-21 ACTUAL	2021-22 WORKING BUDGET	2022-23 DOF PROVIDED AMOUNTS	DISTRICT CHANGES	2022-23 DISTRICT REQUESTS
REVENUES					
INTERGOVERNMENTAL REVENUE					
56200 OTHER GOVT AGENCIES	-	-	-	120,000	120,000
TOTAL INTERGOVERNMENTAL REVENUE	-	-	-	120,000	120,000
TOTAL REVENUES	-	-	-	120,000	120,000
EXPENSES					
SERVICES & SUPPLIES					
03220 OFFICE EXPENSE	-	-	-	-	-
03230 PROFESSIONAL SERVICES	-	-	-	119,500	119,500
03240 PUBLICATIONS	-	-	-	500	500
03280 SPECIAL DEPT EXPENSE	-	-	-	-	-
TOTAL SERVICES & SUPPLIES	-	-	-	120,000	120,000
OTHER CHARGES					
05730 A-87 COST ALLOCATION	-	-	-	-	-
TOTAL OTHER CHARGES	-	-	-	-	-
TOTAL EXPENSES	-	-	-	120,000	120,000
NET COUNTY RETURN/(COST)	\$ -	\$ -	\$ -	\$ -	\$ -

Backup Documentation for Fiscal Year 2022/2023 Budget

Activity	Budget Categories and Tasks	Proposed FY 22/23	Notes FY 22/23
1 and 2	GSA Administration, Program Management, and Funding		Priority includes legal, fee study, grant applications, fiscal management/audits, and insurance (if needed)
	General Management		
	Management Staff	\$0	In kind for FY 22/23; past work has been approx. 45 hours per month
	Administrative Support	\$0	In kind for FY 22/23
	Audits & Accounting	\$0	County Bookkeeping- likely will not be billed until next fiscal year through A-87 costs
	Insurance	\$0	Is this needed? Each agency has its own.
	Technical Services		
	Consulting Services	\$0	
	Legal Services	\$6,500	PRIORITY
	Materials & Outreach		
	Supplies & Materials	\$0	In kind for FY 22/23
	Legal Notices	\$500	
	Community Outreach	\$0	In kind for FY 22/23
	Fees & Assessments		
	Fee Studies & Adoption	\$83,000	PRIORITY
	County Tax Roll	\$0	
	Grants		
	Grant Applications	\$10,000	PRIORITY ; SGMA implementation funding expected in Fall 2022
	Reserve & Contingency		
	General Reserve (10%)	\$0	put out additional call if needed
	Total		
3	Monitoring & Reporting		
	Groundwater Conditions Monitoring	\$0	DWR and in kind

Activity	Budget Categories and Tasks	Proposed FY 22/23	Notes FY 22/23
	Annual Reports (\$50,000 for first report, \$30,000 for subsequent reports)	\$20,000	PRIORITY ; assumes \$40,000 for annual report equal split between GSAs
	GSP 5-year Update	\$0	
4	Address HCM and Groundwater Conditions Data Gaps		These tasks could be evaluated as opportunities arise or funding becomes available
	AEM or other geophysical testing to refine hydrogeologic conceptual model	\$0	
	Aquifer testing to refine hydrogeologic conceptual model	\$0	
	GDE mapping	\$0	
6	Expand Existing Monitoring Networks		These tasks could be evaluated as opportunities arise or funding becomes available- may apply for TSS for some
	Videologging of wells with unknown screen intervals		
	Install 5 new observation wells		
	Coordinate with DWR to continue groundwater quality monitoring		in kind and DWR
	Assess modification or replacement of surface water gages on Thomes Creek		
6	Update Data Management System		
	Routine Data Management System Updates	\$0	consultant or in kind?- need to discuss with TC GSA
	Well Database Update	\$0	may be needed for fee mechanism
	Well Registration Pilot Program	\$0	may be needed for fee mechanism
7	Update and Refine Groundwater Model	0	address when a grant or other funding is available
8	Evaluate, Prioritize, and Refine Projects and Management Actions	0	in kind?
	Contingency (10%)	\$0	
TOTAL		\$120,000	
	Equal split among agencies	\$40,000.00	

7. *Authorize the Chair, or in the Chair's absence, the Vice Chair to sign for claims to be processed after approval by the CSGSA.

It will be necessary to authorize signature authority in order to process claims/invoices following approval by the CSGSA. It is anticipated all CSGSA expenses will be brought to the CSGSA for approval prior to payment. Once approved, Glenn County will prepare the appropriate paperwork for signature and forward to the County's Department of Finance for processing.

Staff recommends authorizing the Chair and the Vice Chair to sign for claims.

8. *Approve recommendation from the Corning Subbasin Advisory Board to split Corning Subbasin shared costs with one-third allocated to CSGSA and two-thirds allocated to the Tehama County GSA for this year.

The Corning Subbasin Advisory Board (CSAB) met on September 7, 2022. At that meeting, the CSAB discussed cost-sharing mechanisms between the GSAs for Corning Subbasin shared costs. After much discussion, it was decided that it would be optimal to recommend a path forward for this current year (2022/2023) and have further discussions on a longer-term cost-sharing mechanism. Recognizing that the CSGSA portion of the basin has fewer acres (gross, irrigated, and groundwater-using) and less average groundwater use than the Tehama County portion of the subbasin, the CSAB decided a one-third, two-third split seemed reasonable for the initial cost share.

The CSAB recommends to initially split Corning Subbasin shared costs with one-third allocated to CSGSA and two-thirds allocated to the Tehama County GSA for this year. The cost-share can be revisited after more information is known about grant funding and GSP implementation.

Attachments:

- Corning Subbasin Agency Cost Allocation Approaches (CSAB handout)

Corning Subbasin Agency Cost Allocation Approaches

Gross Acres Cost Share		
	Acres (% of Total)	Annual Cost (\$ Total/Year)
TCFCWCD	161,727 (78%)	\$780,000
CSGSA	45,615 (22%)	\$220,000

Irrigated Acres Cost Share		
	Acres (% of Total)	Annual Cost (\$ Total/Year)
TCFCWCD	40,997 (66%)	\$655,840
CSGSA	21,548 (34%)	\$344,520

Groundwater-Using Acres Cost Share		
	Acres (% of Total)	Annual Cost (\$ Total/Year)
TCFCWCD	40,997 (66%)	\$673,843
CSGSA	21,548 (34%)	\$326,157

Average Groundwater Use Approach (Acre Feet)		
	AF Water (% of Total)	Annual Cost (\$ Total/Year)
TCFCWCD	104,500 (67%)	\$667,732
CSGSA	52,000 (33%)	\$332,268

Staff Recommended Approach		
TCFCWCD		
CSGSA		

9. Corning Subbasin Groundwater Sustainability Plan

Updates may be provided on activities relating to the Corning Subbasin Groundwater Sustainability Plan.

10. Corning Subbasin Advisory Board Report

The Corning Subbasin Advisory Board (CSAB) met on September 7, 2022. The CSAB received updates from each Groundwater Sustainability Agency (GSA) and held discussion on funding Corning Subbasin shared costs. The discussion led to a recommendation to the GSAs which was considered under Item 8. Additionally, the CSAB began an in-depth review of projects, management actions, and implementation activities (collectively termed projects) within the GSP in order to prioritize potential projects for inclusion in the upcoming Sustainable Groundwater Management grant application. Discussion on this topic is expected to continue at the next CSAB meeting, which is currently scheduled for October 5, 2022 at 1:30 p.m. The goal will be for the CSAB to provide a recommendation to the GSAs on projects to include in the grant application.

CSAB meeting materials, including presentations, agendas, and meeting summaries are available on the website at: www.corningsubbasingsp.org.

Advisory Board members may provide additional updates.

11. Corning Sub-basin GSA Committee Member Reports and Comments

Members of the CSGSA Committee are encouraged to share information, reports, comments, and suggest future agenda items. Action cannot be taken on matters brought up under this item.

12. Next Meeting

The next meeting is scheduled for October 20, 2022 at 2:00 p.m.

13. Adjourn

The meeting will be adjourned.
