



# Corning Sub-basin GSA Committee Special Meeting Materials

August 2, 2023 | 9:30 a.m.

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

Alternate meeting location:  
1177 Magnolia Ave., Larkspur, CA 93939

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 293 855 917 401

Passcode: BkJ56p

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 323-676-6164,282067394#](tel:+13236766164,282067394#) United States, Los Angeles

Phone Conference ID: 282 067 394#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

---

## 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 May 11, 2023 special meeting minutes.
- b. \*Approval of June 6, 2023 special meeting minutes.
- c. \*Approval of June 15, 2023 special meeting minutes.
- d. \*Approval of July 27, 2023 meeting minutes.

Draft meeting minutes are attached.

Attachments:

- May 11, 2023 special meeting minutes
- June 6, 2023 special meeting minutes
- June 15, 2023 special meeting minutes
- July 27, 2023 meeting minutes



## Corning Sub-basin GSA Committee Special Meeting Minutes

May 11, 2023 | 10:00 a.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

- Tom Arnold called the meeting to order at 10:04 a.m.

2. Roll Call

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

Roll call was taken as noted above.

3. \*Meeting Minutes

- a. \*Approval of April 27, 2023 meeting minutes.

- No corrections or comments were made to the draft meeting minutes.

**On a motion by Ms. Violich, seconded by Mr. Amaro, the April 27, 2023 meeting minutes were unanimously approved as presented.**

4. Period of Public Comment

- Mr. Arnold invited public comments; whereby, no comments were heard.

5. \*Approval of Claims

- Ms. Hunter presented the claims summary which included two Luhdorff & Scalmanini invoices.

**On a motion by Mr. Carmon, seconded by Ms. Violich the claims were unanimously approved as presented.**

6. Corning Sub-basin Groundwater Sustainability Agency (CSGSA) Operations and GSP Implementation Fee Project

- a. Receive an update on Fee Project.
  - b. Discuss and provide direction on Fee Options Analysis.
  - c. Discuss next steps.
- Jacques DeBra from Luhdorff and Scalmanini Consulting Engineers (LSCE) gave a presentation on the fee project and provided a timeline on how to move forward. There was some discussion on uniform and well registration charges. LSCE determined these options were not feasible to move forward with; however, the well registration fee may be a good option when more data is available and could be considered in the future. Mr. DeBra provided information on irrigated versus non irrigated fee options and there was consensus to move forward with this option. There was lengthy discussion on determining different tier breakdowns, fee structures, costs to implement the various options, and cost allocations among the tiers. Fee structures included options for two user-classes versus three user-classes which would provide incentives to surface water users. There was dialogue on how to handle urban areas and the community of Hamilton City. Ms. Kincaid detailed the process and requirements to move a GSA boundary and basin boundary adjustments. Landowners present shared concerns related to the proposed non-irrigated rates. There was a lengthy discussion on the metrics and benefits to various user classes, and calculation of the cost for each acre within the various user classes. The CSGSA gave direction for LSCE to develop the fee report with three user classes including two scenarios not to exceed a 95%/5% irrigated/non-irrigated cost allocation.

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

- No comments or reports were heard.

8. Next Meeting

- The next CSGSA meeting is scheduled for May 25, 2023.

9. Adjourn

- Meeting was adjourned at 12:01 p.m.



# Corning Sub-basin GSA Committee Special Meeting Minutes

June 6, 2023 | 11:00 a.m.  
Glenn-Colusa Irrigation District Pump Station  
7854 County Rd 203, Orland, CA 95963

Alternate meeting location:  
1177 Magnolia Ave., Larkspur, CA 93939

Public participation was also offered via teleconference

1. Call to Order

- Tom Arnold called the meeting to order at 11:04 a.m.

2. Roll Call

	Party Representative	Member Agency
X	Tom Arnold (Chair)	County of Glenn
X	Grant Carmon (Vice Chair)	County of Glenn
	John Amaro	Glenn-Colusa Irrigation District
X	Pete Knight (11:20 a.m.)	Glenn-Colusa Irrigation District
	Julia Violich	Monroeville Water District
	Seth Fiack	Monroeville Water District

Roll call was taken as noted above. A quorum of members was not present.

3. Period of Public Comment

- Mr. Arnold invited public comments; whereby, no comments were heard.

4. Staff Reports

- Lisa Hunter stated in regards to the Executive Order N-7-22 compliance, one well permit acknowledgement form has been received between May 11, 2023 and June 6, 2023.

5. \*Approval of Claims

- This item was tabled due to lack of a quorum.

6. Corning Sub-basin Groundwater Sustainability Agency (CSGSA) Operations and GSP Implementation Fee Project
  - a. Receive an update on the CSGSA Fee Project and timeline.
  - b. Review draft Corning Sub-basin GSA Groundwater Sustainability Plan Implementation Fee Report.
  - c. \*Consider approval of Corning Sub-basin GSA Groundwater Sustainability Plan Implementation Fee Report or set special meeting date to consider approval.
  - d. Discuss Irrigated/Non-Irrigated Long-Term Fee Policy.
  - e. \*Set public hearing date and time to consider the proposed fees.
  - f. \*Authorize LSCE to mail notices to landowners informing them of the proposed fees and instructions for protest.
  - g. Discuss public outreach efforts.
- Jacques DeBra from Luhdorff & Scalmanini Consulting Engineers (LSCE) introduced the Long-Term Funding Project Presentation. He discussed different cost allocation options including a 95/5%, and 97.87/2.13% split between non-irrigated and irrigated user classes. Mr. Carmon expressed concerns about the proportions of the fees and felt the math associated with those fees needed to be addressed. Mr. DeBra reviewed what the Fee Policy would entail, including user class definitions, the landowner appeals process, and implementation costs.
- Mr. Arnold announced Mr. Knight entered the meeting at 11:20 a.m.
- There was discussion on the definitions of the user classes and Ms. Kincaid suggested if a landowner were within an irrigation district they would be classified as irrigated-surface water based on the current definition. Mr. DeBra clarified the policy would reflect that if a landowner had access to surface water, regardless of utilization, they would be classified as irrigated surface water. Ms. Hunter expressed concerns that the map did not reflect irrigated surface water parcels within the Orland Unit Water Users Association (OUWUA) jurisdiction. Mr. Knight mentioned there are a lot of issues within that area that would need clarification. There was a discussion on definitions, cost effective efforts, the appeals process, and jurisdiction boundaries. Ms. Hunter emphasized the importance of the policy definitions. There was discussion on other jurisdiction fees and how certain characteristics affect each jurisdiction. There was further discussion on some issues within the map parcel classifications.
- Mr. Carmon excused himself from the meeting at 12:06 p.m.
- Mr. DeBra continued with payment options including billing through inclusion on the County's tax bill, a self-bill policy, or allowing an annual payment plan for agencies. Ms. Kincaid stated regardless of which payment option is used, the fee does not

change. Ms. Hunter noted one consideration with the tax bill option is if a property is tax exempt and does not receive a tax bill, the agency would need to self-bill. There was discussion on the Proposition 218 process and outcomes that could arise if a fee is not adopted.

- There was discussion on the timeline of this process in its entirety and specific dates for the public hearing, public workshop, and next meeting. Mr. Arnold had concerns about potential double billing with the Glenn Groundwater Authority in certain areas of the basin.
- Ms. Kincaid asked if the draft fee report was out and circulated. Ms. Hunter stated it is not out at this time, but would like for it to be circulated as soon as possible so the committee has time to review before potential approval.

#### 7. Corning Subbasin Groundwater Sustainability Plan Implementation

- Ms. Hunter stated the Corning Subbasin was recommended for \$8 million of funding through the Sustainable Groundwater Management Round 2 grant program. The public comment period is currently open and closes on June 9, 2023 at 5:00 p.m.

#### 8. Corning Subbasin Advisory Board Report

- The Corning Subbasin Advisory Board is scheduled to meet July 5, 2023. There was discussion on potentially postponing the July 5, 2023 meeting until August.

#### 9. Corning Sub-basin GSA Committee Member Reports and Comments

- No discussion was held.

#### 10. Next Meeting

- A special meeting will be scheduled for the week of June 12, 2023. The next regular meeting is scheduled for June 22, 2023.

#### 11. Adjourn

- The meeting was adjourned at 12:37 p.m.



# Corning Sub-basin GSA Committee Special Meeting Minutes

June 15, 2023 | 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

- Tom Arnold called the meeting to order at 2:00 p.m.

2. Roll Call

	Party Representative	Member Agency
X	Tom Arnold (Chairman)	County of Glenn
X	Grant Carmon (Vice Chairman)	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

Roll call was taken as noted above.

3. Period of Public Comment

- Mr. Arnold invited public comments; whereby no comments were heard.

4. Staff Reports

- Staff had nothing additional to report.

5. \*Approval of Claims

- Ms. Hunter noted one invoice was added to the summary packet since the last meeting on June 6, 2023. No action was taken at that meeting due to lack of a quorum.

**On motion by Mr. Amaro and seconded by Mr. Carmon it was unanimously ordered to approve the claims.**



6. Corning Sub-basin Groundwater Sustainability Agency (CSGSA) Operations and GSP Implementation Fee Project
  - a. Receive an update on the CSGSA Fee Project and timeline.
  - b. Irrigated/Non-Irrigated Long-Term Fee Policy
  - c. \*Consider approval of Corning Sub-basin GSA Groundwater Sustainability Plan Implementation Fee Report
  - d. \*Set public hearing, date, time and location to consider the proposed fees.
  - e. \*Authorize LSCE to mail notices to landowners informing them of the proposed fees and instructions for protest.
  - f. Discuss public outreach efforts.
- Jacques DeBra from Luhdorff & Scalmanini Consulting Engineers (LSCE) introduced the presentation and proceeded with an update on the fee project. Mr. DeBra reviewed the recommended fees and alternate fees. He noted that if a preferred fee option is selected today, the final fee report would reflect the single option. There was discussion on classifying rural residential water users as well as how natural habitat and rangeland would be accounted for. There was discussion on how the approval of the grant may affect the fees.
- Mr. Carmon suggested adding language to the definitions to ensure the GSA has the flexibility to reclassify parcels as issues may occur, particularly within the Orland Unit Water Users Association (OUWUA) area. Ms. Kincaid clarified shifting parcels within the policy is acceptable, but the CSGSA cannot redo the policy without implementing a new Proposition 218 process. Discussion ensued on classifying parcels within the OUWUA and a strong feeling that the definitions should reflect promoting people to use surface water when available.
- There was discussion on public outreach efforts. Mr. DeBra introduced an interactive map that will display parcel classifications, number of acres, and maximum parcel fees. There was general consensus to hold a public outreach workshop at the Hamilton City High School Library the week of July 19, 2023.
- Mr. Arnold suggested looking into Cal Water covering the costs for the unincorporated area of Hamilton City to streamline collection efforts.
- Mr. Weber asked how his land by the river would be classified as they use river water with a water right and a well. It was clarified it should be classified as irrigated-surface water. Discussion ensued on definitions and classification, water rights, blended rates (not an option), and the appeals process.
- There was discussion on the noticing process and timeline. The mailing will include a coversheet, the official notice, and a flyer relating to the public workshop. A Post Office box has been established for this process and LSCE will collect and summarize

mail collection. Protests will be delivered to the public hearing. There was also discussion on the timeline for classification corrections and the process by which that could take place.

- There was dialogue regarding the three different fee options that were presented by LSCE. Mr. Amaro, Mr. Knight and Mr. Carmon agreed with the recommended maximum fee rates.

**Mr. Amaro made a motion to approve the Corning Sub-basin GSA Groundwater Sustainability Plan Implementation Fee Report to include the recommended fee in Table 1-2. The motion was seconded by Mr. Carmon.**

- Ms. Violich suggested adding a caveat that the definition of surface water user reflects the discussion held at today's meeting. Ms. Hunter stated, that could be addressed in the further development of the irrigated/non-irrigated fee policy. Mr. Arnold asked a question about the fee implementation cost; whereby, Mr. DeBra stated that is the cost to administer the specific option and is added to the total cost per acre.

**The motion passed unanimously.**

- Various options for the public hearing date, time, and location were discussed.

**On motion by Mr. Amaro and seconded by Mr. Knight it was unanimously approved to hold the public hearing on August 8, 2023 at 6:00 p.m. at Hamilton City High School with an alternative meeting location at the Glenn-Colusa Irrigation District Pump Station Conference room based on availability.**

- Ms. Kincaid reminded the CSGSA that it will be necessary to have a quorum at the public hearing.
- Mr. DeBra stated the interactive map could be made available and shared on the website.

**On motion by Mr. Knight, seconded by Ms. Violich it was unanimously ordered to authorize LSCE to mail notices to landowners informing them of the proposed fees and instructions for protest.**

7. \*Consider cancellation of the June 22, 2023 regular CSGSA meeting

**On motion by Mr. Carmon, seconded by Ms. Violich it was unanimously ordered to cancel the June 22, 2023 regular CSGSA meeting.**

8. Corning Subbasin Groundwater Sustainability Plan Implementation

- Ms. Hunter stated the Corning Subbasin was recommended for full funding through the Sustainable Groundwater Management Round 2 grant program and a table of the draft awards is included in the meeting packet. She further stated that DWR had opened up a 15-day period for public comments. She received feedback that both

negative and positive comments are extremely important in the finalization process. She further stated she worked with Chairman Arnold to submit a comment letter to DWR supporting the Corning Subbasin application which is included in the meeting packet.

9. Corning Sub-basin Advisory Board Report

- There is nothing additional to report.

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

- Mr. Arnold invited CSGSA member reports and comments; whereby no comments were heard.

11. Next Meeting

- The next regular meeting is scheduled for July 27, 2023 at 2:00 p.m.

12. Adjourn

- The meeting was adjourned at 3:38 p.m.

DRAFT



## Corning Sub-basin GSA Committee Meeting Minutes

July 27, 2023 | 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

- Tom Arnold called the meeting to order at 2:02 p.m.

### 2. Roll Call

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

Roll call was taken as noted above. A quorum of members was not present.

### 3. Meeting Minutes

- \*Approval of May 11, 2023 special meeting minutes.
  - \*Approval of June 6, 2023 special meeting minutes.
  - \*Approval of June 15, 2023 special meeting minutes.
- A quorum of members was not present and no action was taken on Items 3.a, 3.b, or 3.c.

### 4. Period of Public Comment

- Mr. Arnold invited public comments; whereby no comments were heard.

### 5. Staff Reports

- Staff had nothing additional to report.

## 6. Financial Report

- a. \*Review and accept financial reports.
- b. \*Review and consider approval of claims.

- A quorum of members was not present and no action was taken on Items 6.a or 6.b.

## 7. \*Consider approval of the Fiscal Year 2023/2024 Corning Sub-basin Groundwater Sustainability Agency Budget.

- A quorum of members was not present and no action was taken on Item 7.

## 8. Corning Sub-basin Groundwater Sustainability Agency (CSGSA) Operations and GSP Implementation Fee Project

- a. Receive an update on the CSGSA Fee Project, outreach meeting, and timeline.
- b. Irrigated/Non-Irrigated Long-Term Fee Policy

- Lisa Hunter stated the project is currently in the required 45-day notice period and the public hearing is scheduled for August 8, 2023 at 6:00 p.m. at the GCID pump station conference room. She stated the public workshop was held July 19, 2023 in which 12 members of the public attended as well as staff, consultants, and CSGSA members. A revised coversheet has been prepared to correct the calculation error in the original coversheet and should be mailed out. Luhdorff & Scalmanini Consulting Engineers (LSCE) has prepared a Draft Irrigated/Non-Irrigated Policy and she encouraged discussion on the policy. A revised policy will be brought to the meeting on August 8.
- Del Reimers stated his concerns with the classifications on the notices he received and indicated the map was incorrect. He further stated his continued concern with the amount of the fee and lack of confidence in the consulting firm. Kevin Donnelley also shared concerns regarding the subbasin boundaries and division of his parcel into two subbasins. He stated the surface water users provide significant benefit to the region and have invested in the project for many years and he objects to the fee process.
- Mr. Reimers stated there was a concern raised at the public meeting that a landowner could lose their property if the fee is placed on the tax bill and they are unable to pay. Ian Turnbull asked how a refund process would work. Mr. Arnold stated he is uncomfortable with landowners potentially losing their land to pay mandated fees from State requirements.
- Discussion ensued on State intervention, State fees, and what could happen if the CSGSA fee is not adopted. Valerie Kincaid, CSGSA Counsel, stated if the protest succeeds, the CSGSA cannot adopt the property-related fee and the agency becomes an unfunded agency or could be funded in other ways, such as through a groundwater extraction fee. She reviewed that that State requires reporting and charges a well head and extraction fee. Additionally, fees may be incurred on an interim plan.

- Debbie Dotson stated her frustration with the fees, the budget and finding ways to reduce the budget, and suggested finding volunteers to help with the work. She reiterated her concerns with placing the fee on the tax bill. Discussion ensued on the pros and cons of placing a fee on the tax bill versus agency collection.
- Brandon Davison suggested adding a “de minimus user” definition to Section 2, User Class of the draft policy. Ms. Kincaid stated it may be inconsistent with the current direction and cause a rangeland issue. De minimus users may use up to 2 acre-feet per year, but it cannot be for commercial use. The GSA cannot require a meter for de minimus users, but may regulate and charge fees. Additional discussion ensued on well types and usage, the protest form, and representation on the CSGSA.
- Ms. Hunter requested any comments on the draft policy be sent to her to compile for the next meeting.

#### 9. Corning Subbasin Groundwater Sustainability Plan Implementation

- Ms. Hunter stated Department of Water Resources (DWR) released a batch of Groundwater Sustainability Plan (GSP) determinations. Mr. Turnbull (stakeholder) and Mr. Davison (DWR) provided additional information stating the Corning Subbasin determination was not part of the release; however, Butte Subbasin, Vina Subbasin, and Wyandotte Creek Subbasin GSPs were all approved with recommended corrective actions.

#### 10. Corning Sub-basin Advisory Board Report

- Mr. Arnold stated he was concerned with the recommended cost-share split. Mr. Carmon and Mr. Turnbull explained the Corning Subbasin Advisory Board (CSAB) rationale that the CSGSA portion of the basin is approximately one-third of the basin. Following the explanation, Mr. Arnold stated he supported the cost-share split.
- Mr. Carmon stated the CSAB hopes there will be a cost-savings with the suggested three-year contract with a consultant and he felt it was important to do a Request for Proposals (RFP) process to select the consultant.

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

- Mr. Arnold invited CSGSA member reports and comments; whereby no comments were heard.

#### 12. Next Meeting

- A special meeting is scheduled for August 8, 2023 at 6:00 p.m. It was requested that staff confirm availability with the members to ensure a quorum would be present. A special meeting may be scheduled the week of July 31.

#### 13. Adjourn

- The meeting was adjourned at 3:14 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 agreements, and project agreements. Reminders and clarifications may be made, and direction may be provided to staff.

---

#### **6. Financial Report**

- a. \*Review and accept financial reports.
- b. \*Review and consider approval of claims.

The claims summary, transaction listing, budget to actuals, and balance sheet are attached.

Attachments:

- Claims Summary
- Transaction Listing
- Budget to Actuals
- Balance Sheet





SORT ORDER: SUB-SUB within ORG KEY

SELECT ORGANIZATION KEY: 04797000

Lg UNIQUE ACCOUNT	Primary Ref	Transaction Description	SS Ref Date	Job No	Debit	Credit	NET
GL 04797000-00100	TTLOH	AutoID:Total Job:2123677	OH 06/07/23	02123677	0.00	9,747.85	-9,747.85
GL 04797000-00100	TTLOH	AutoID:Total Job:2147687	OH 06/28/23	02147687	0.00	17,120.00	-26,867.85
*****Total *SUBS 00100		CASH IN TREASURY		DR	0.00	26,867.85	-26,867.85
GL 04797000-00670	TTLOH	AutoID:OH010126 Job:2123661	OH 06/07/23	02123661	0.00	9,747.85	9,747.85
GL 04797000-00670	TTLOH	AutoID:Total Job:2123677	OH 06/07/23	02123677	9,747.85	0.00	0.00
GL 04797000-00670	TTLOH	AutoID:OH010251 Job:2147264	OH 06/28/23	02147264	0.00	17,120.00	17,120.00
GL 04797000-00670	TTLOH	AutoID:Total Job:2147687	OH 06/28/23	02147687	17,120.00	0.00	0.00
*****Total *SUBS 00670		CHECKS PAYABLE		CR	26,867.85	26,867.85	0.00
GL 04797000-00998	JE233965	TO INCREASE APPROP BU#235133	JE 06/07/23	02142444	82,680.00	0.00	-82,680.00
*****Total *SUBS 00998		UNANTICIPATED REVENUES		CR	82,680.00	0.00	-82,680.00
GL 04797000-00999	JE233965	TO INCREASE APPROP BU#235133	JE 06/07/23	02142444	0.00	82,680.00	82,680.00
*****Total *SUBS 00999		APPROPRIATIONS		CR	0.00	82,680.00	82,680.00
GL 04797000-03230	CSGSA-39586	LUHDORFF AND SC A#221097 LUHDO	OH 06/07/23	02123661	4,750.54	0.00	4,750.54
GL 04797000-03230	CSGSA-39678	LUHDORFF AND SC A#221097 LUHDO	OH 06/07/23	02123661	4,997.31	0.00	9,747.85
GL 04797000-03230	CSGSA-2174	PARIS KINCAID W A#3400 PARIS K	OH 06/28/23	02147264	3,600.00	0.00	13,347.85
GL 04797000-03230	CSGSA-2203	PARIS KINCAID W A#3400 PARIS K	OH 06/28/23	02147264	3,320.00	0.00	16,667.85
GL 04797000-03230	CSGSA-39794	LUHDORFF AND SC A#221097 LUHDO	OH 06/28/23	02147264	10,200.00	0.00	26,867.85
*****Total *SUBS 03230		PROFESSIONAL SERVICES		DR	26,867.85	0.00	26,867.85
*****Total *KEY 04797000		CORNING SUB-BASIN GRNDWTR SA		DR-CR	136,415.70	136,415.70	0.00
		** GRAND TOTAL **		DR-CR	136,415.70	136,415.70	0.00

**COUNTY OF GLENN**  
**General Ledger Summary**  
**Budget to Actuals**  
**For the period Ending:**  
**Jun 30, 2023**

Organization Key	Object Type	Object Group Description	Object Code	Current Year Budget	Current Year Actuals	Remaining Budget	% of Budget Used
<b>04797000 - CORNING SUB-BASIN GRNDWTR SA</b>							
<b>REVENUES</b>							
<b>INTERGOVERNMENTAL REVENUE</b>							
		56200 OTHER GOVT AGENCIES		120,000.00	120,000.00	0.00	100.00%
<b>INTERGOVERNMENTAL REVENUE - Summary</b>				<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>100.00%</b>
<b>RV - Summary</b>				<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>100.00%</b>
<b>EXPENDITURES</b>							
<b>SERVICES &amp; SUPPLIES</b>							
		03230 PROFESSIONAL SERVICES		119,500.00	26,867.85	92,632.15	22.48%
		03240 PUBLICATIONS		500.00	0.00	500.00	0.00%
<b>SERVICES &amp; SUPPLIES - Summary</b>				<b>\$120,000.00</b>	<b>\$26,867.85</b>	<b>\$93,132.15</b>	<b>22.39%</b>
<b>XP - Summary</b>				<b>\$120,000.00</b>	<b>\$26,867.85</b>	<b>\$93,132.15</b>	<b>22.39%</b>
<b>Net Return/ (Cost)</b>				<b>\$0.00</b>	<b>\$93,132.15</b>	<b>(\$93,132.15)</b>	<b>22.39%</b>

**COUNTY OF GLENN  
 General Ledger Summary  
 Balance Sheet Accounts  
 For the Period Ending:  
 Jun 30, 2023**

Organization Key: 04797000 - CORNING SUB-BASIN GRNDWTR SA

Object Type	Object Group Description	Object Code	Balance
<b>ASSETS</b>			
	<b>CURRENT ASSETS</b>		
		00100 - CASH IN TREASURY	93,132.15
	<b>CURRENT ASSETS - Summary</b>		<b>\$93,132.15</b>
<b>AS - Summary</b>			<b>\$93,132.15</b>
<b>FUND EQUITY</b>			
	<b>BUDGETARY ACCOUNTS</b>		
		00998 - UNANTICIPATED REVENUES	(120,000.00)
		00999 - APPROPRIATIONS	120,000.00
	<b>BUDGETARY ACCOUNTS - Summary</b>		<b>\$0.00</b>
<b>FB - Summary</b>			<b>\$0.00</b>

**7. \*Consider approval of the Fiscal Year 2023/2024 Corning Sub-basin Groundwater Sustainability Agency Budget.**

The Corning Sub-basin Groundwater Sustainability Agency (CSGSA) has spent a significant amount of time reviewing and discussing future revenue needs projections to support the current fee project. Using the cost estimates provided in the 2023 CSGSA Fee Study, a draft 2023/2024 CSGSA Budget has been prepared for consideration. The budget includes categories consistent with the Glenn County template budget workpapers, and the budget has been consolidated into the workpapers that will be submitted to the County to ensure consistency with the County's Department of Finance requirements. The draft budget accounts for expected administrative costs and SGMA compliance costs over the next fiscal year. The total operational budget is \$352,884.

Regarding revenues, setting the annual fee will be considered following the public hearing scheduled for August 8, 2023. Following this process, the budget may need to be revised to align with the outcomes of that meeting. The 2023 CSGSA Fee Report states in Table 6-1, the fees necessary to cover the costs estimated in fiscal year 2023-2024 is \$0.92 per non-irrigated acre, \$6.11 per irrigated-surface water acre, and \$14.59 per irrigated-groundwater acre. Maximum fees are slightly higher at \$0.93, \$6.14, and \$14.60 respectively. Currently, the fee revenue is estimated at \$352,884, which represents the fiscal year 2023-2024 fee as stated in Table 6-1 multiplied by the respective acres per category as listed in Table 5-1 of the 2023 CSGSA Fee Report.

The Corning Subbasin has been recommended for funding through the SGM Round 2 grant solicitation; however, the final awards are expected to be announced in October 2023 and contracting is not expected to be completed until November 2023-January 2024. While this and other grant funding opportunities will continue to be evaluated, given the uncertainty, the CSGSA should not assume the grant funding will be available for fiscal year 2023-2024.

The 2023/2024 CSGSA Budget Option 2 is attached showing a reduced budget that could be considered. The second option highlights areas of the budget that are different than Option 1, that account for lower revenue projections of 75% of the fee study estimates for 2023-2024 resulting in operational budget of \$265,085. Significant changes include a decrease in administration (contracted services), consulting services, supplies and materials, A-87 costs, contingency (overall), 5-year GSP updates, surface water-groundwater interaction, and GSA stakeholder coordination and outreach. Budget Option 2 could be considered as presented or used as an example of how the budget could be revised to align with outcomes following the public hearing and grant award announcements.

Staff recommends approving the Fiscal Year 2023-2024 CSGSA Budget with any adjustments the CSGSA would like to see. A revised budget can be brought back to the CSGSA following the public hearing to consider adopting the proposed fee if re-alignment is necessary due to the outcomes of that meeting.

Attachments:

- Draft Fiscal Year 2023/2024 CSGSA Budget (Option 1)
- CSGSA 2023/2024 Budget Workpaper to be submitted to County of Glenn (Option 1)
- Draft Fiscal Year 2023/2024 CSGSA Budget (Option 2)
- CSGSA 2023/2024 Budget Workpaper to be submitted to County of Glenn (Option 2)

## Corning Sub-basin GSA Fiscal Year 2023-2024 Budget- Option 1

### Revenues

<b>Charges for Current Services</b>		
Special Assessment	\$	352,884
<b>Total Revenues</b>	<b>\$</b>	<b>352,884</b>

### Expenses

<b>Administration</b>		
Professional Services		
Administration- Contracted Services	\$	90,000
Legal Services	\$	50,000
Annual Audits	\$	10,000
Consulting Services	\$	20,000
Office Expenses		
Supplies and Materials	\$	3,000
Insurance		
Insurance	\$	2,000
Publications		
Legal Notices	\$	1,000
Other Charges		
Accounting/County A-87 Costs	\$	5,000
County Tax Roll Fee (Administrative Expense)	\$	4,000
Contingency		
Contingency	\$	15,686
<b>Administration Subtotal</b>	<b>\$</b>	<b>200,686</b>
<b>SGMA Compliance</b>		
Professional Services		
Annual Reporting	\$	14,850
Five Year GSP Update (including modeling calibrations)	\$	37,500
Surface water-groundwater interaction	\$	8,000
GSA Stakeholder Coordination & Outreach	\$	20,000
Data Management System Upgrades and Maintenance	\$	21,600
Long Term Financial Planning /Fees	\$	18,000
Grant Procurement	\$	10,000
GSP Project Implementation and Monitoring	\$	15,000
Contingency		
Contingency	\$	7,248
<b>SGMA Compliance Subtotal</b>	<b>\$</b>	<b>152,198</b>
<b>Total Expenses</b>	<b>\$</b>	<b>352,884</b>
<b>Net (Revenue-Expenses)</b>	<b>\$</b>	<b>-</b>

Draft 7/27/23

COUNTY OF GLENN  
STATE OF CALIFORNIA  
BUDGET WORKPAPER  
FOR FISCAL YEAR 2023-24

DEPARTMENT: **Corning Sub-basin Groundwater Sustainability Agency**

FUNCTION:

ACTIVITY: N/A

SIGNATURE:	2021-22 ACTUAL	2022-23 WORKING BUDGET	2023-24 PROVIDED AMOUNTS	DISTRICT CHANGES	2023-24 DISTRICT REQUESTS
<b>REVENUES</b>					
INTERGOVERNMENTAL REVENUE					
56200 OTHER GOVT AGENCIES	-	120,000	-	-	-
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
CHARGES FOR CURRENT SERVICES					
61152 SPECIAL ASSESSMENT	-	-	-	352,884	352,884
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>352,884</b>	<b>352,884</b>
<b>TOTAL REVENUES</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>352,884</b>	<b>352,884</b>
<b>EXPENSES</b>					
SERVICES & SUPPLIES					
03150 INSURANCE	-	-	-	2,000	2,000
03220 OFFICE EXPENSE	-	-	-	3,000	3,000
03230 PROFESSIONAL SERVICES	-	119,500	-	314,950	314,950
03240 PUBLICATIONS	-	500	-	1,000	1,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>320,950</b>	<b>320,950</b>
OTHER CHARGES					
05700 ADMINISTRATIVE EXPENSE	-	-	-	4,000	4,000
05730 A-87 COST ALLOCATION	-	-	-	5,000	5,000
<b>TOTAL OTHER CHARGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>
CONTINGENCY					
09900 CONTINGENCY	-	-	-	22,934	22,934
<b>TOTAL CONTINGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,934</b>	<b>22,934</b>
<b>TOTAL EXPENSES</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>352,884</b>	<b>352,884</b>
<b>NET COUNTY RETURN/(COST)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Corning Sub-basin GSA Fiscal Year 2023-2024 Budget- Option 2

### Revenues

<b>Charges for Current Services</b>	
Special Assessment	\$ 265,085
<b>Total Revenues</b>	<b>\$ 265,085</b>

### Expenses

<b>Administration</b>	
Professional Services	
Administration- Contracted Services	\$ 67,500
Legal Services	\$ 50,000
Annual Audits	\$ 10,000
Consulting Services	\$ 10,000
Office Expenses	
Supplies and Materials	\$ 1,500
Insurance	
Insurance	\$ 2,000
Publications	
Legal Notices	\$ 1,000
Other Charges	
Accounting/County A-87 Costs	\$ -
County Tax Roll Fee (Administrative Expense)	\$ 4,000
Contingency	
Contingency	\$ 9,250
<b>Administration Subtotal</b>	<b>\$ 155,250</b>
<b>SGMA Compliance</b>	
Professional Services	
Annual Reporting	\$ 14,850
Five Year GSP Update (including modeling calibrations)	\$ 7,500
Surface water-groundwater interaction	\$ 4,800
GSA Stakeholder Coordination & Outreach	\$ 10,000
Data Management System Upgrades and Maintenance	\$ 21,600
Long Term Financial Planning /Fees	\$ 18,000
Grant Procurement	\$ 10,000
GSP Project Implementation and Monitoring	\$ 15,000
Contingency	
Contingency	\$ 8,085
<b>SGMA Compliance Subtotal</b>	<b>\$ 109,835</b>
<b>Total Expenses</b>	<b>\$ 265,085</b>
<b>Net (Revenue-Expenses)</b>	<b>\$ -</b>

Draft 7/31/23



COUNTY OF GLENN  
STATE OF CALIFORNIA  
BUDGET WORKPAPER  
FOR FISCAL YEAR 2023-24

DEPARTMENT: **Corning Sub-basin Groundwater Sustainability Agency**

FUNCTION:

ACTIVITY: N/A

SIGNATURE:	2021-22 ACTUAL	2022-23 WORKING BUDGET	2023-24 PROVIDED AMOUNTS	DISTRICT CHANGES	2023-24 DISTRICT REQUESTS
<b>REVENUES</b>					
INTERGOVERNMENTAL REVENUE					
56200 OTHER GOVT AGENCIES	-	120,000	-	-	-
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
CHARGES FOR CURRENT SERVICES					
61152 SPECIAL ASSESSMENT	-	-	-	265,085	265,085
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>265,085</b>	<b>265,085</b>
<b>TOTAL REVENUES</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>265,085</b>	<b>265,085</b>
<b>EXPENSES</b>					
SERVICES & SUPPLIES					
03150 INSURANCE	-	-	-	2,000	2,000
03220 OFFICE EXPENSE	-	-	-	1,500	1,500
03230 PROFESSIONAL SERVICES	-	119,500	-	239,250	239,250
03240 PUBLICATIONS	-	500	-	1,000	1,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>243,750</b>	<b>243,750</b>
OTHER CHARGES					
05700 ADMINISTRATIVE EXPENSE	-	-	-	4,000	4,000
05730 A-87 COST ALLOCATION	-	-	-	-	-
<b>TOTAL OTHER CHARGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,000</b>	<b>4,000</b>
CONTINGENCY					
09900 CONTINGENCY	-	-	-	17,335	17,335
<b>TOTAL CONTINGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,335</b>	<b>17,335</b>
<b>TOTAL EXPENSES</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>265,085</b>	<b>265,085</b>
<b>NET COUNTY RETURN/(COST)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## **8. Corning Sub-basin Groundwater Sustainability Agency (CSGSA) Operations and GSP Implementation Fee Project**

- a. Receive an update on the CSGSA Fee Project, outreach meeting, and timeline.
- b. Irrigated/Non-Irrigated Long-Term Fee Policy

Luhdorff & Scalmanini Consulting Engineers (LSCE) is working with the CSGSA to develop a long-term funding strategy to achieve GSP implementation and SGMA compliance over the next five-year period. A list of project accomplishments is summarized below:

- 1) Development and approval of updated revenue projections to achieve SGMA compliance.
- 2) Evaluation of Fee Options and selection of preferred fees.
- 3) Approval of Fee Report including updated revenue projections and selection of preferred fees.
- 4) Distribution of Proposition 218 Notice at least 45-days before CSGSA consideration of approving fees. Notice included maximum fees and public hearing information.
- 5) Legal notice publications (July 19, 2023- confirmed published July 19, 2023 and July 26, 2023)
- 6) Held public workshop July 19, 2023 with presentation and outreach materials.

The CSGSA previously expressed interest in holding a public meeting following approval of the Fee Report in order to engage with the public about the new proposed fee. The public workshop was held July 19, 2023 at the Hamilton City High School Library. There were 19 attendees (12 members of the public, 2 LSCE staff, 2 Glenn County staff, 3 CSGSA members). A meeting summary is being prepared and will be shared once it is finalized.

Next steps include a variety of tasks culminating with the public hearing to consider approval of the fees.

A second coversheet was mailed to all parcel owners within the CSGSA to correct a calculation error on the original coversheet. The original notice was mailed with the revised coversheet.

The Irrigated/Non-Irrigated Fee Policy is an important consideration, as this policy will define the terms, classifications, and process to request a change in parcel classification and an appeal process. LSCE has prepared a draft policy for CSGSA discussion. Legal Counsel has provided additional input. The document will be revised based on direction from the CSGSA, and a final draft will be presented at the August 8, 2023 meeting.

A Special CSGSA meeting is scheduled for August 8, 2023 at 6:00 p.m. at the GCID Pump Station Conference Room located at 7854 County Road 203, Orland, CA 95963. This meeting will include a public hearing to consider approval of the fees, tally protests, and certify results. Based on the outcomes of this process, the CSGSA may consider approval

of fees, revise the 23/24 Annual Budget, if needed, and consider approval of the Irrigated/Non-Irrigated Fee Policy.

If the fee is approved following the public hearing, the files must be submitted to the County by August 10, 2023 to be included on the County tax bill.

The CSGSA long-term funding webpage can be found at the following link:

<https://www.countyofglenn.net/dept/planning-community-development-services/water-resources/sustainable-groundwater-management-9>

Additional updates may be provided.

Attachments:

- Draft CSGSA Irrigated/Non-Irrigated Fee Policy
- Draft CSGSA Irrigated/Non-Irrigated Fee Policy- with additional input from Counsel

**TABLE OF CONTENTS**

**SECTION 1: INTRODUCTION AND PURPOSE.....1**  
Introduction .....  
Purpose .....  
Adopted Fees .....

**SECTION 2: USER CLASS/OTHER DEFINITIONS.....2**  
Non-Irrigated .....  
Irrigated-Surface Water .....  
Irrigated-Groundwater .....  
Other Definitions.....

**SECTION 3: CURRENT USER CLASSIFICATIONS.....3**  
Service Area Boundary .....  
Service Area Parcel User Class Delineations.....

**SECTION 4: USER CLASSIFICATION CHANGE REQUEST.....4**  
Basis For User Classification Changes .....  
User Classification Change Application .....  
User Change Application Process TBD.....

**SECTION 5: USER CLASSIFICATION APPEALS PROCESS.....5**  
Appeals Process .....  
TBD .....

**APPENDICES**

- Appendix A** – Adopted Irrigated/Non-Irrigated Fees
- Appendix B** – Service Area User Class Parcel Map
- Appendix C** – User Class Change Request Application
- Appendix D** – Interactive Parcel Map To Assist Landowners

## **SECTION 1 – INTRODUCTION AND PURPOSE**

### Introduction

The Corning Sub-basin Groundwater Sustainability Agency (CSGSA) is updating its long-term fees in 2023 to fund GSA Administration, GSP Implementation and SGMA compliance costs for the FY23-24 through FY27-28 period. The CSGSA is approving a new Irrigated/Non-Irrigated fee structure to achieve more equity for those subject to the fee. The CSGSA needs to develop an associated fee policy to ensure equitable billing for services received.

### Purpose

This is a policy document developed by the CSGSA to implement the new Irrigated/Non-Irrigated fee structure approved in 2023. The purpose of this policy is to ensure that each parcel subject to the fee is properly classified into the correct user class and charged the correct fee amount on a per acre and annual basis based on the unique user class fees. The policy recognizes that the manner in which each parcel is charged under the new fees needs to be flexible to ensure billing equity for landowners and to accommodate changes in land use that necessitate reclassification of parcels into the correct user class for accurate fee assessment purposes.

### Adopted Irrigated/Non-Irrigated Fees

The new 2023 CSGSA fees are included in the resolution approving the fees indicating that there are three user classes subject to the fee. The three user classes are Non-Irrigated, Irrigated-Surface Water, and Irrigated-Groundwater each with a unique per acre per year fee amount. Appendix A includes the resolution approving the new CSGSA 2023 fees.

## **SECTION 2 – USER CLASS DEFINITIONS**

The CSGSA is updating its long-term fees in 2023 to recover adequate revenues to achieve SGMA compliance for all landowners in the service area. The new fee has three (3) distinct user classes with definitions summarized below. Definitions may be updated or refined as needed for accurate fee assessment purposes.

### **Fee User Class Definitions**

**Non-Irrigated User Class:** Includes parcels within the CSGSA service area that are considered open space, natural habitat, vacant, dry land farmed or rangeland. Parcels included in this user class have very low groundwater use. This may include parcels located within surface water service area boundaries.

**Irrigated-Surface Water User Class:** Includes parcels within the CSGSA service area that use surface water primarily which may include parcels within the surface water provider service area or have individual water rights or permits for surface water allocations directly from the Sacramento River or another source. Parcels that use surface water with groundwater in a supplemental fashion will be classified as irrigated-surface water users. Also includes urban areas that use surface water primarily.

**Irrigated-Groundwater User Class:** Includes parcels within the CSGSA service area that use groundwater primarily and do not have access to or the right to use surface water supplies. These parcels will typically have a well(s) on the parcel serving as the primary source of water supply. Also includes urban areas that use groundwater primarily.

### **Other Definitions**

**County:** Glenn County located in northern California.

**CSGSA:** The Corning Sub-basin Groundwater Sustainability Agency.

**Landowner:** The landowner of record for a parcel subject to the CSGSA fee based on County assessor parcel data.

**Parcel address:** The address of the property subject to the CSGSA fee based on County assessor parcel data.

**Parcel Acreage:** The total acreage of the parcel subject to the CSGSA fee based on County assessor parcel data. If there is more than one acreage figure for a parcel the CSGSA will generally base fees on the lower acreage figure or the acreage figure that most accurately represents the parcel acreage. Multiple sources of data will be referenced in order to verify use of accurate acreage data for assessing CSGSA fees.

**Parcel Acreage For Boundary Parcels:** For parcels that overlay the CSGSA service area boundary, the net acreage of the parcel subject to the CSGSA fee located within the CSGSA boundary will be used for fee assessment purposes based on County assessor data.

## **SECTION 3 – CURRENT USER CLASSIFICATIONS**

This section allows landowners subject to the fee to see how their parcel(s) was classified under the new CSGSA Irrigated/Non-Irrigated 2023 fee structure with three (3) user classes. The CSGSA will make parcel level fee data easily available to landowners subject to the fee.

### **CSGSA Service Area Boundary**

Appendix B includes the CSGSA service area boundary. Parcels with a portion of their acreage within the CSGSA boundary will only be assessed fees based on their acreage within the CSGSA service area boundary.

### **CSGSA Service Area Parcel User Class Delineations**

Appendix B includes a CSGSA service area parcel map indicating user class delineations based on the approved 2023 fees and associated definitions included in this draft policy document. Landowners can see how their parcel was classified from viewing this map which indicates how parcels were classified based on the three (3) user classes included in the approved fees for the fee assessment process.

The parcel map delineations will be updated periodically based on changes in user class definitions and/or changes in land use necessitating a change in user class for a given parcel for equitable fee assessment purposes.

## **SECTION 4 – USER CLASSIFICATION CHANGE REQUEST**

Landowners will have the option of requesting a change in user classification (and associated fee assessment) based on implementation of the new CSGSA Irrigated/Non-Irrigated fee structure approved in 2023 (see Appendix A). The purpose of this policy is to ensure that each parcel subject to the fee is properly classified into the correct user class and charged the correct fee amount on a per acre and annual basis based on the unique user class fees.

The CSGSA recognizes that under the new fee policy landowners need to be provided with the opportunity to change their user classification in the event they are classified in the incorrect user class, are being assessed fees based on incorrect acreages, and/or need to change their user classification based on changes in land use at the parcel level. The policy recognizes there needs to be flexibility for landowners subject to the 2023 fee structure to ensure fee assessment equity and to accommodate changes in land use that necessitate parcel reclassification into the correct user class for accurate fee assessment purposes.

### **Basis For User Classification Changes**

Landowners can request reclassification of their parcel(s) under the new 2023 CSGSA fees based on the following circumstances: (1) parcel is classified improperly (not in correct user class); (2) parcel fee assessment amount is incorrect (based on acreage inaccuracy or incorrect user classification); or (3) parcel land use has changed requiring the parcel to be reclassified into a different user class. To facilitate a landowner User Classification Change request the CSGSA is providing an application for landowners to complete to process these requests.

Each parcel was classified into the appropriate user class based on available information at the time the fees were approved. The fees included separate fees for each of the three user classes subject to the fee. The three user classes are Non-Irrigated, Irrigated-Surface Water, and Irrigated-Groundwater each with a unique per acre per year fee basis. Appendix A includes the resolution approving the new 2023 fees.

### **User Classification Change Application**

The CSGSA can process changes in fee user classifications by accepting applications from landowners requesting a specific change. The CSGSA has the option of providing both electronic and manual form entry versions to accommodate those completing applications. A sample of the manual and electronic application forms are included in Appendix C.

The CSGSA will review, and process Applications received within 15 business days of receiving the Application. All Applications received will be stored electronically for CSGSA records. Applications may be submitted electronically or via handwritten form.

Current and proposed user class information will be verified by CSGSA staff before a final determination is rendered. Approved applications will be signed and dated by authorized staff and kept in CSGSA records. If Applications are not approved, staff will indicate the reason denying the reclassification request. There will be no Application fee levied by the CSGSA in processing these Applications.



## **SECTION 5 – USER CLASSIFICATION APPEALS PROCESS**

Landowners who request a parcel user class reclassification under Section 4 of this policy who are denied the request, may appeal the decision. This section will be written by legal counsel and will be presented with the final policy at the August 8, 2023, Board meeting.

### Appeals Process

To be written with legal counsel review.

## **APPENDIX A**

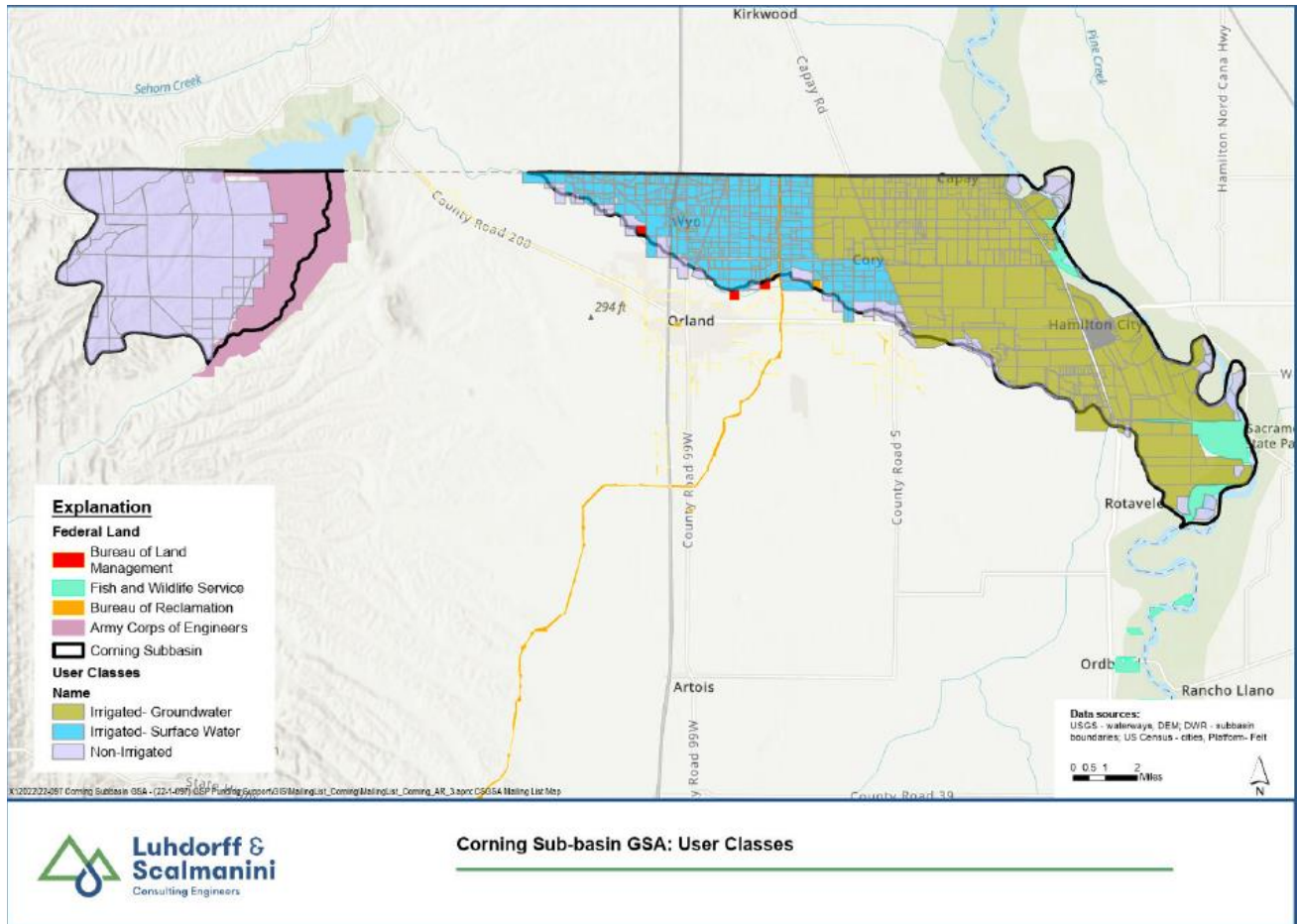
Resolution Certifying Majority Protest Process and Approving Fees

(From 8.8.23 Board Meeting)

## APPENDIX B

### CSGSA Service Area Boundary Map

### CSGSA Service Area Parcel Map - By User Class



## **APPENDIX C**

### CSGSA User Reclassification Application

(Includes Manual and Electronic Sample Application Forms)

“SAMPLE”

**FY23-24 LANDOWNER PARCEL RECLASSIFICATION APPLICATION**  
**FOR IRRIGATED/NON-IRRIGATED FEE POLICY**

Owner Name 1: \_\_\_\_\_  
Owner Name 2: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**CURRENT PARCEL INFORMATION**

**User Classification:** \_\_\_ Non-Irrigated \_\_\_ Irrigated-Surface Water \_\_\_ Irrigated-Groundwater

**APN:** [APN] # \_\_\_\_\_

**Acres:** [Acres] \_\_\_\_\_

**Current Annual Fee** \_\_\_\_\_

**PROPOSED PARCEL RECLASSIFICATION**

Landowners can be reclassified in accordance with the stated maximum fees in the Proposition 218 Notice at the request of the landowner or by the GSA in accordance with the Irrigated/Non-Irrigated fee policy.

**User Classification:** \_\_\_ Non-Irrigated \_\_\_ Irrigated-Surface Water \_\_\_ Irrigated-Groundwater

**APN:** [APN] # \_\_\_\_\_

**Acres:** [Acres] \_\_\_\_\_

**Proposed Annual Fee:** \_\_\_\_\_

**REASON FOR PARCEL RECLASSIFICATION**

\_\_\_ Change in Parcel Use \_\_\_ Not Properly Classified by User Class \_\_\_ Not Property Billed

Other \_\_\_\_\_

\_\_\_\_\_

**Email Application To:** [lhunter@countyofglenn.net](mailto:lhunter@countyofglenn.net) OR Phone: 530.634-6540.

**Reviewed on** \_\_\_/\_\_\_/\_\_\_\_; **Decision:** \_\_\_ Approved \_\_\_ Not Approved

**If Not Approved, reason:** \_\_\_\_\_.

# Parcel Reclassification (Example)

Find parcel information here (best on desktop): <https://felt.com/map/Corning-UserClasses-ee2rcfluTkCzfGG2oGv0WB?loc=39.7381,-122.6838,11.76z&share=1>

 Not shared



## Owner Information

Owner Name 1:

Your answer \_\_\_\_\_

Owner Name 2:

Your answer \_\_\_\_\_

Address:

Your answer \_\_\_\_\_

City, State, Zip:

Your answer \_\_\_\_\_



EMAIL:

Your answer

**Current Parcel Information**

User Classification

- Non-Irrigated
- Irrigated-Surface Water
- Irrigated-Groundwater

APN # (000-000-000):

Your answer

Acres:

Your answer

Current Annual Fee:

Your answer



## **Proposed Parcel Reclassification**

### User Classification

- Non-Irrigated
- Irrigated-Surface Water
- Irrigated-Groundwater

APN (000-000-000):

Your answer \_\_\_\_\_

Acres:

Your answer \_\_\_\_\_

Proposed Annual Fee:

- Option 1





### Reason for Parcel Reclassification

- Change in Parcel Use
- Not Properly Classified by User Class
- Not Properly Billed
- Other: \_\_\_\_\_

Submit

Clear form

Never submit passwords through Google Forms.

This content is neither created nor endorsed by Google. [Report Abuse](#) - [Terms of Service](#) - [Privacy Policy](#).

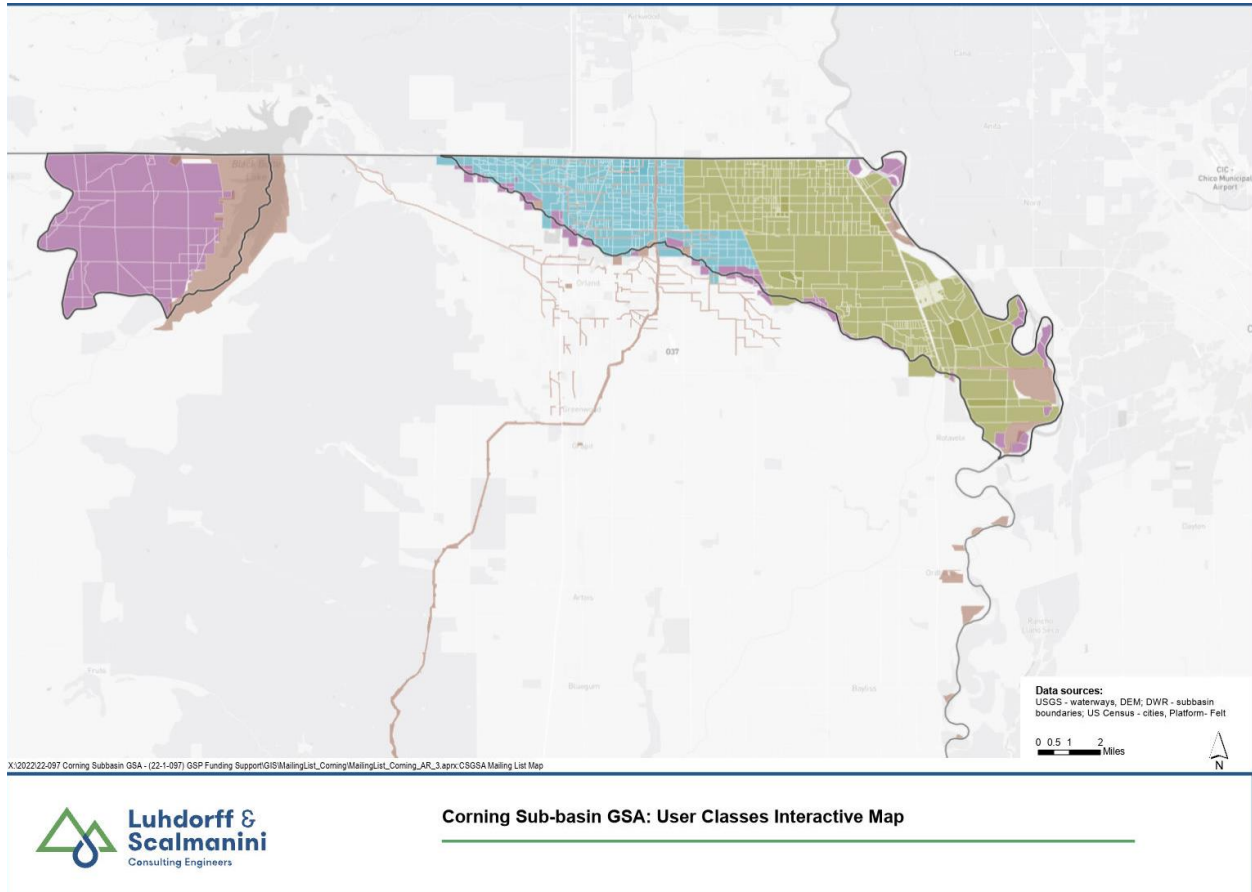
# Google Forms




## APPENDIX D

### CSGSA User Class Interactive Map

(Electronically available on website or cell phone – Parcel Info. On Next Page)



Parcel Level Data Available From Interactive Map

USER CLASSES CORNING (V6.4) 

<b>037-240-001</b>	
Area (Acres)	483.35
Area in Subbasin(Acres)	483.35
% of Area in Subbasin	100.00
User Class	Irrigated-Groundwater

Area in Subbasin(Acres)	483.35
% of Area in Subbasin	100.00
User Class	Irrigated-Groundwater
Rate for User Class	\$14.60
Max Rate (\$/year)	\$7,056.97

# Draft CSGSA Irrigated/Non-Irrigated Fee Policy- with additional input from Counsel

## SECTION 1 – INTRODUCTION AND PURPOSE

### Introduction

The Corning Sub-basin Groundwater Sustainability Agency (CSGSA) is ~~updating~~ developing its long-term fees in 2023 to fund GSA Administration, GSP Implementation and SGMA compliance costs for the FY23-24 through FY27-28 period. The CSGSA is approving a new Irrigated/Non-Irrigated fee structure to achieve more equity for those subject to the fee. The CSGSA needs to develop an associated fee policy to ensure equitable billing for services received.

### Purpose

This is a policy document developed by the CSGSA to implement the new Irrigated/NonIrrigated fee structure approved in 2023. The purpose of this policy is to ensure that each parcel subject to the fee is properly classified into the correct user class and charged the correct fee amount on a per acre and annual basis based on the unique user class fees. The policy recognizes that the manner in which each parcel is charged under the new fees needs to be ~~flexible~~ clearly defined to ensure ~~equity~~ landowners understand the fee, for landowners and to accommodate ~~promote consistency in fee determination, and simplify any potential changes in land use that necessitate~~ reclassification of parcels into the correct user class for accurate fee ~~assessment~~ purposes.

### Adopted Irrigated/Non-Irrigated Fees

The new 2023 CSGSA proposed fees ~~are included in the resolution approving the fees indicating that there are~~ include three user classes: ~~subject to the fee. The three user classes are~~ Non-Irrigated, Irrigated-Surface Water, and Irrigated-Groundwater. ~~Each fee with~~ has a unique per acre per year fee ~~amount which reflects the respective benefit of CSGSA services.~~ Appendix A includes the proposed resolution approving the new CSGSA 2023 fees.

## SECTION 2 – USER CLASS DEFINITIONS

The CSGSA is ~~updating~~ developing its long-term fees in 2023 to recover adequate revenues to achieve SGMA compliance for all landowners in the service area. The ~~new fee has~~ three (3) distinct user classes ~~with are defined~~ definitions summarized below. ~~Definitions may be updated or refined as needed for accurate fee assessment purposes.~~

### Fee User Class Definitions

Non-Irrigated User Class: Includes parcels within the CSGSA service area that ~~are considered~~ open space, natural habitat, vacant, dry land farmed or rangeland. Parcels included in this user class have no groundwater wells, wells used only for minimal domestic use on large parcels, or less than xx acre feet per acre, very low groundwater use. This may include parcels located within surface water service area boundaries.

Irrigated-Surface Water User Class: Includes parcels within the CSGSA service area that use surface water primarily which may include parcels within the surface water provider service area or have individual water rights or permits for surface water allocations directly from the Sacramento River, Stony Creek, or another source. Parcels that use surface water with groundwater in a supplemental

**Commented [LH1]:** Should the irrigated definitions include a statement that fallow land that is generally in production on a regular rotation is considered irrigated?

**Commented [LH2]:** Should there be a number associated with "large"

fashion will be classified as irrigated-surface water users. ~~Also includes urban areas that use surface water primarily.~~

Irrigated-Groundwater User Class: Includes parcels within the CSGSA service area that use groundwater primarily and do not have access to or the right to use surface water supplies. These parcels will typically have a well(s) on the parcel, or a nearby parcel, serving as the primary source of water supply. ~~Also includes urban areas or residential areas that rely on groundwater for domestic supply are included in this category. that use groundwater primarily.~~

#### Other Definitions

County: Glenn County located in northern California.

CSGSA: The Corning Sub-basin Groundwater Sustainability Agency.

Landowner: The landowner of record for a parcel subject to the CSGSA fee based on County assessor parcel data.

Parcel address: The address of the property subject to the CSGSA fee based on County assessor parcel data.

Parcel Acreage: The total acreage of the parcel subject to the CSGSA fee based on County assessor parcel data. If there is more than one acreage figure for a parcel the CSGSA will generally base fees on the lower acreage figure or the acreage figure that most accurately represents the parcel acreage. Multiple sources of data will be referenced in order to verify use of accurate acreage data for assessing CSGSA fees.

Parcel Acreage For Boundary Parcels: For parcels that overlay the CSGSA service area boundary, the net acreage of the parcel subject to the CSGSA fee located within the CSGSA boundary will be used for fee assessment purposes based on County assessor data.

**Commented [LH3]:** Is this intended to clarify parcels that are partially within the CSGSA boundary? If that is true, the text should be clarified. I also believe the acreage is based on GIS calculations, as the assessor data would be for the entire parcel.

### SECTION 3 – CURRENT USER CLASSIFICATIONS

This section allows landowners subject to the fee to see understand how their parcel(s) ~~was~~ are classified under the new CSGSA Irrigated/Non-Irrigated 2023 fee structure with three (3) user classes. The CSGSA will make parcel level fee data easily available to landowners subject to the fee. CSGSA Service Area Boundary Appendix B includes the CSGSA service area boundary. Parcels with a portion of their acreage within the CSGSA boundary will only be assessed fees based on their acreage within the CSGSA service area boundary.

CSGSA Service Area Parcel User Class Delineations Appendix B includes a CSGSA service area parcel map indicating user class delineations based on the approved 2023 fees and associated definitions included in this draft policy document. Landowners ~~can see~~ may identify how their parcel ~~was~~ classified classification by from viewing this map which indicates categorizes ~~show~~ parcels ~~were~~ classified based on the three (3) user classes included in the approved fees for the fee assessment process. The parcel map delineations ~~will~~ may be updated ~~periodically based on changes in user class definitions and/or based on~~ changes in land use necessitating a change in user class for a given parcel for equitable fee assessment purposes or to address any errors in initial classification.

**Commented [LH4]:** Will CSGSA have the ability to make updates to this map in real-time? If not, I suggest removing references or re-wording to indicate it was a snapshot in time during the initial classification process.

#### SECTION 4 – USER CLASSIFICATION CHANGE REQUEST

Landowners ~~will have the option of~~ may requesting a change in user classification (and associated fee assessment) (User Classification Change Request), based on implementation of the new CSGSA Irrigated/Non-Irrigated fee structure approved in 2023 (see Appendix A). The purpose of this policy is to ensure that each parcel subject to the fee is properly classified into the correct user class and charged the correct fee amount on a per acre and annual basis based on the unique user class fees. The CSGSA recognizes ~~that under the new fee policy landowners need to be provided with the opportunity to change their user category classification may need to be reviewed in limited circumstances, in the event they are classified in the incorrect user class, are being assessed fees based on incorrect acreages, and/or need to change their user classification based on changes in land use at the parcel level. The policy recognizes there needs to be flexibility for landowners subject to the 2023 fee structure to ensure fee assessment equity and to accommodate changes in land use that necessitate parcel reclassification into the correct user class for accurate fee assessment purposes.~~

##### Basis For User Classification Changes

Landowners ~~can~~ may request reclassification of their parcel(s) under the new 2023 CSGSA fees based on the following circumstances: (1) parcel is classified improperly (not in correct user class); (2) parcel fee assessment amount is incorrect (based on acreage inaccuracy or incorrect user classification); or (3) parcel land use has changed requiring the parcel to be reclassified into a different user class. To facilitate request a landowner ~~request~~ a User Classification Change, the landowner must fill out a User Classification Change Request form. ~~request the CSGSA is providing an application for landowners to complete to process these requests. Each parcel was classified into the appropriate user class based on available information at the time the fees were approved. The fees included separate fees for each of the three user classes subject to the fee. The three user classes are Non-Irrigated, Irrigated Surface Water, and Irrigated-Groundwater each with a unique per acre per year fee basis. Appendix A includes the resolution approving the new 2023 fees.~~

##### User Classification Change Application Request

The CSGSA ~~can~~ may ~~process changes in~~ consider User Classification Change Requests after a landowner has submitted the respective form ~~fee user classifications by accepting applications from landowners requesting a specific change. The CSGSA has the option of providing both electronic and manual forms entry versions to accommodate those completing applications.~~ A sample of the draft manual and electronic ~~application~~ forms are included in Appendix C. A User Classification Change Request must be submitted not more than 45 days from the County's issuance of the tax bills which includes the CSGSA property related fee. The CSGSA staff will review, and process Applications-User Classification Change Request received within 15 business days of receiving the Application Request form. All Applications Request forms received will be stored electronically for CSGSA records. Applications-Request forms may be submitted electronically or via handwritten form. Staff will review the Request form and the existing information related to the parcel at issue to determine whether reclassification is appropriate based on the definitions included in this Policy. Current and proposed user class information will be verified by CSGSA staff before a final determination is rendered. Approved applications-Change Requests will be signed and dated by authorized staff, provided to the requesting party, and kept in CSGSA records. If

~~Applications-Change Requests~~ are not approved, staff will provide the denial and indicate the reason denying the reclassification request to the requesting party. There ~~will be~~ no Application fees levied by the CSGSA in processing these Applications.

#### SECTION 5 – USER CLASSIFICATION APPEALS PROCESS

Landowners who request a parcel user class reclassification under Section 4 of this policy who are denied the request, may appeal the decision to the CSGSA Committee. ~~This section will be written by legal counsel and will be presented with the final policy at the August 8, 2023, Board meeting. Appeals Process To be written with legal counsel review.~~ The Appeal must be submitted to the CSGSA Committee within 30 days of the date the denial by staff was issued. The Appeal must be written and include specific reasons the denial was improper based on the Classification Policy definitions and any supporting facts in support thereof. The CSGSA Committee will consider the appeal at the first Committee meeting that occurs 15 days from receiving the Appeal. If the staff determination is not supported by evidence, the CSGSA Committee may grant the Appeal and approve the User Classification Change Request; if the staff determination is supported and consistent with the Policy, the CSGSA Committee shall deny the Appeal.

**Commented [LH5]:** Within 15 days? Or after 15 days?

## 9. Corning Subbasin Groundwater Sustainability Plan Implementation

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

---

## 10. Corning Subbasin Advisory Board Report

- a. Receive update on Corning Subbasin Advisory Board activities.
- b. \*Consider recommendation to develop a Request for Proposals for a consultant to develop three annual reports (Water Years 2023, 2024 and 2025) combined with tasks associated with the Sustainable Groundwater Management Round 2 grant program.
- c. \*Consider recommendation to continue to split the costs for Corning Subbasin Annual Reports between the Tehama County GSA (two-thirds) and CSGSA (one-third).
- d. Receive an update on Corning Subbasin Advisory Board member terms.

The Corning Subbasin Advisory Board (CSAB) met on July 5, 2023. The CSAB received an update on GSAs' activities, the Sustainable Groundwater Management Grant application status, the Water Year 2023 Annual Report process and cost-share, and prioritization of basin-wide tasks. The CSAB made the following recommendations:

- Develop a Request for Proposals for a consultant to develop three annual reports (Water Years 2023, 2024 and 2025) combined with tasks associated with the Sustainable Groundwater Management Round 2 grant program.
- Continue to split the costs for Corning Subbasin Annual Reports between the Tehama County GSA (two-thirds) and CSGSA (one-third).

The next CSAB meeting is scheduled to take place August 2, 2023 at 1:30 p.m.

CSAB meeting materials, including presentations, agendas, and meeting summaries are available on the website at: [www.corningsubbasingsp.org](http://www.corningsubbasingsp.org).

As stated in the Corning Subbasin MOU, CSAB membership consists of:

- Three representatives appointed by the governing body of each Member (GSA), at least one of whom shall be a member of the governing body.
- One alternate appointed by the governing board of each Member, who shall be a member of the governing body or designee of the member.



The Corning Subbasin MOU further states the term for each member of the Advisory Board is four (4) years. The CSGSA representatives' term expiration dates are as follows:

- Julia Violich- March 24, 2024
- John Amaro (Alternate)- March 24, 2024
- Grant Carmon- March 10, 2025
- Brian Mori- March 10, 2025

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 regular meeting is scheduled for August 24, 2023 at 2:00 p.m. A special meeting is scheduled for August 8, 2023 at 6:00 p.m.

---

### **13. Adjourn**

The meeting will be adjourned.

---