

California Statewide Groundwater Elevation Monitoring (CASGEM) Program

Procedures for Monitoring Entity Reporting

December 2010

Department of Water Resources (DWR) will use the internet as the primary communication tool to notify interested parties and groundwater Monitoring Entities of the status of the CASGEM program on an ongoing basis. Information will be posted at the following website: <http://www.water.ca.gov/groundwater/casgem>

In addition to the above-referenced website, DWR will distribute information via email. In order to be placed on the CASGEM contact list, please register your contact information at the following website: <http://www.water.ca.gov/groundwater/casgem/register/>

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TABLE OF CONTENTS

Introduction to CASGEM Program	4
Purpose of Monitoring Entity Reporting Procedures	6
CASGEM Schedule	7
Monitoring Entities.....	8
Roles and Responsibilities of Monitoring Entities	8
Requirements to Become Monitoring Entity	10
Monitoring Plans	14
Data Gaps	15
Monitoring Sites and Timing	16
Field Methods	17
Data Reporting	17
References	21
Appendix – Senate Bill 6 (7th Extraordinary Session) - Groundwater Monitoring	22

INTRODUCTION TO CASGEM PROGRAM

In November 2009 Part 2.11 (Groundwater Monitoring) was added to Division 6 of the Water Code by Senate Bill 6 (7th Extraordinary Session) (SB 6), a copy of which is included in the Appendix. (All statutory references in this document are to the Water Code.) The new law directs that groundwater elevations in all basins and subbasins in California be regularly and systematically monitored, preferably by local entities, with the goal of demonstrating seasonal and long-term trends in groundwater elevations. The Department of Water Resources (DWR) is directed to make the resulting information readily and widely available.

DWR developed the California Statewide Groundwater Elevation Monitoring (CASGEM) program in accordance with SB 6 to establish a permanent, locally-managed system to monitor groundwater elevation in California's alluvial groundwater basins and subbasins identified in DWR Bulletin 118. The CASGEM program will rely and build on the many, established local long-term groundwater monitoring and management programs. DWR's role is to coordinate information collected locally through the CASGEM program and to maintain the collected groundwater elevation data in a readily and widely available public database. DWR will also continue measuring its current network of groundwater monitoring wells as funding allows.

The goals of the CASGEM program are to:

- Establish procedures for notification and data reporting by prospective Monitoring Entities (this document)
- Verify local Monitoring Entities in accordance with the Water Code
- Develop an interface for local entities to enter data into a database compatible with DWR's Water Data Library
- Maintain the database and make it easily accessible to the public and local entities for use in water supply planning and management

If no local entities volunteer to monitor groundwater elevations in a basin or part of a basin, DWR may be required to develop a monitoring program for that part. If DWR takes over monitoring of a basin, certain entities in the basin may not be eligible for water grants or loans administered by the state.

During August and September 2010, DWR held 10 workshops throughout the state in cooperation with Association of California Water Agencies (ACWA) to introduce the CASGEM program and explain the purpose and process of the program to local agencies and stakeholders. A copy of the DWR presentation is available on the CASGEM website (<http://www.water.ca.gov/groundwater/casgem>). A summary of

Frequently Asked Questions (FAQs), primarily from the workshops, is provided in on the CASGEM website.

DWR's main role is to administer the CASGEM program through providing public outreach; creating and maintaining the CASGEM website and online data submittal system; and, supporting local entities through the process of becoming a Monitoring Entity and preparing Monitoring Plans. DWR will use the CASGEM website to provide up-to-date information on the program. The website will also be the access point for the online notification and data submittal systems.

Staff from the DWR regional offices will be available to assist potential Monitoring Entities with the online notification submittal process. After receiving notification from prospective Monitoring Entities, DWR will review them for completeness, verify the authority of the applying entity under Section 10927, and check for overlapping monitoring areas. DWR will advise each party on the status of their notification within three months of submittal and will work with entities to address any deficiencies in their submittals.

DWR encourages local agencies and groups to collaborate to determine who will serve as the Monitoring Entity for the area. However, if more than one party seeks to become the Monitoring Entity for the same area and overlapping monitoring area issues cannot be resolved locally, DWR will make a final determination of the Monitoring Entity for the area. DWR's determinations will consider the order in which entities are identified in Section 10927 and other factors as described in the Water Code.

DWR will post the selection of each Monitoring Entity and its monitoring area on the CASGEM website and will notify each Monitoring Entity in writing. A map-based interface will be available for users to identify the Monitoring Entity for each basin in the state.

DWR will prepare the first status report on the CASGEM program for the Governor and Legislature by January 1, 2012. In this initial report, DWR will report on the extent of groundwater elevation monitoring within each basin. This report will include a statewide prioritization of basins based on water supply, water demand, and other factors identified in Section 10933. DWR will explore options for basins without identified monitoring, with a focus on identifying options for local monitoring. Future status reports on the CASGEM program will be prepared by DWR in years ending in 5 or 0.

PURPOSE OF MONITORING ENTITY REPORTING PROCEDURES

The purpose of these procedures is to introduce the CASGEM program and its components as the framework for implementing SB 6, with particular emphasis on the initial step of establishing Monitoring Entities for each Bulletin 118 basin in the state.

A summary of the requirements of local entities to comply with the CASGEM program is presented in Table 1.

Table 1. Quick Guide for Local Entities

- Determine whether you qualify as a potential Monitoring Entity (see “Requirements to become Monitoring Entity” on pages 9-13)
- Identify the basins within your area (see Bulletin 118)
- Collaborate with other local entities to identify and choose the prospective Monitoring Entity (or Entities) for your area
- Submit Monitoring Entity notification to DWR through CASGEM website (<http://www.water.ca.gov/groundwater/casgem>) on or before January 1, 2011
- DWR will review the notification and advise the prospective Monitoring Entity of the status of the notification within 3 months of submittal
- Work with staff of the DWR regional office to address any deficiencies in the submittal
- If more than one party seeks to become the Monitoring Entity for the same area, work with staff of the DWR regional office to resolve
- Check the CASGEM website for a listing of the selected Monitoring Entities
- Develop and submit a Monitoring Plan to DWR through the CASGEM website
- Staff from the DWR regional office are available to assist with the Monitoring Plan and to recommend changes
- Submit monitoring data to DWR through the CASGEM website on or before January 1, 2012

CASGEM SCHEDULE

CASGEM Schedule		DWR Activities		Local Entity Activities
2010	July-September	ACWA/DWR Workshops		Collaborate to identify prospective Monitoring Entities
	October-December	•Draft Procedures and Guidelines •Solicit Comments •Finalize Procedures and Guidelines		
			Notification System ready online	
2011	January 1, 2011	Review and designation of Monitoring Entities	Review Monitoring Plans and provide recommendations	Monitoring Entity notifications due to DWR on or before 1/1/2011
	January-March			Monitoring Entities develop and submit Monitoring Plans to DWR
	April-June			
	July-September			
	October-December	Preparation of first CASGEM status report		Groundwater elevation monitoring begins and continues
2012	January 1, 2012	DWR submits first CASGEM status report to Governor and Legislature		First CASGEM data submittals due to DWR on or before 1/1/2012

A timetable for implementing the CASGEM schedule is shown above.

MONITORING ENTITIES

The CASGEM program establishes the framework for collaboration between local monitoring parties and DWR to collect groundwater elevation data throughout the state's 515 basins as defined in Bulletin 118. A Monitoring Entity is a local agency or group that voluntarily takes responsibility for conducting or coordinating groundwater elevation monitoring and reporting for all or part of a groundwater basin.

To determine if you are within a Bulletin 118 basin, please refer to maps and descriptions in Bulletin 118, available online at:

http://www.water.ca.gov/groundwater/bulletin118/gwbasin_maps_descriptions.cfm.

Geographic Information System (GIS) shapefiles of the basins are also available at this website. DWR can assist in identifying other potential local monitoring parties in each basin.

ROLES AND RESPONSIBILITIES OF MONITORING ENTITIES

Through the CASGEM program, local entities with appropriate authority may notify DWR of their intent to be a Monitoring Entity. Monitoring Entities will have specific responsibilities, including:

- Coordinate with DWR to establish a Monitoring Plan
- Conduct or coordinate the regular and systematic monitoring of groundwater elevations as specified in the Monitoring Plan
- Submit monitoring data to DWR in a timely manner

A Monitoring Entity can perform monitoring for any number of basins or portions thereof, but no area can have more than one Monitoring Entity. While the Monitoring Entity is responsible for compiling the data and submitting it to DWR for a particular area, the actual measurements can be taken by any number of agencies that would work under the direction of the Monitoring Entity. (Cooperating agencies would submit data to the Monitoring Entity, not to DWR.) Thus, assuming there are no overlapping areas or gaps in basin coverage for a given area, there are three possible basic scenarios, illustrated in Figure 1:

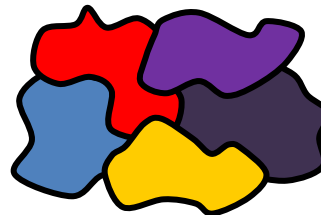
- A single Monitoring Entity that collects and reports groundwater elevation data for the entire basin (Scenario A);
- Multiple Monitoring Entities that collect and report groundwater elevation data for their portion of the basin (Scenario B); or

- An umbrella Monitoring Entity that coordinates and reports groundwater elevation data collected by multiple agencies within the basin (Scenario C).

Scenario A. One Monitoring Entity collects and reports data for entire basin



**Scenario B.
One basin, several Monitoring Entities collecting and submitting data**



**Scenario C.
One basin, one Monitoring Entity coordinating and submitting data collected by several agencies**

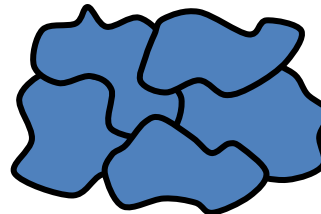


Figure 1. Illustration of possible Monitoring Entity scenarios for a monitored basin.

DWR currently monitors water elevations in about 4,000 wells statewide and cooperates with local and federal agencies to monitor roughly an additional 6,000 wells. DWR plans to continue monitoring groundwater elevations, contingent upon available funding. In some basins DWR currently does most, if not all, of the water-elevation monitoring. In these basins, a local entity still needs to notify DWR of their intent to become the Monitoring Entity. The Monitoring Entity must determine which DWR wells will be included in their CASGEM monitoring network. As long as DWR continues its monitoring program, the department will transmit its groundwater elevation data to the CASGEM system. However, if DWR is unable to continue monitoring for any reason, the Monitoring Entity will be required to re-evaluate its monitoring network to determine which wells to retain in its monitoring network.

REQUIREMENTS TO BECOME MONITORING ENTITY

Section 10927 of the Water Code defines the types of entities that may assume responsibility for monitoring and reporting groundwater elevations as part of the CASGEM program.

A summary list of eligible entities, in order of priority, and notification requirements for each entity is provided below:

1. A **watermaster or water management engineer** appointed by a court or pursuant to statute to administer a final judgment determining rights to groundwater [Section 10927(a)].

Notification Requirements:

- Name of Agency
- Agency Contact Name
- Address
- Telephone Number
- Email Address
- Any other relevant contact information
- Authority (as listed in Section 10927)
- Name and number of basin to be monitored (from Bulletin 118)
- Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
- Statement that the entity will comply with the requirements of Water Code Part 2.11
- Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity

2. A **groundwater management agency** with statutory authority to manage groundwater pursuant to its principal act that is monitoring groundwater elevations in all or a part of a groundwater basin on or before January 1, 2010 [Section 10927(b)(1)].

Notification Requirements:

- Name of Agency
- Agency Contact Name
- Address
- Telephone Number
- Email Address
- Any other relevant contact information
- Authority (as listed in Section 10927)

- Name and number of basin to be monitored (from Bulletin 118)
- Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
- Statement that the entity will comply with the requirements of Water Code Part 2.11
- Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity

3. A **water replenishment district** established pursuant to Water Code Division 18 (commencing with Section 60000). This part does not expand or otherwise affect the authority of a water replenishment district relating to monitoring elevations [Section 10927(b)(2)].

Notification Requirements:

- Name of Agency
- Agency Contact Name
- Address
- Telephone Number
- Email Address
- Any other relevant contact information
- Authority (as listed in Section 10927)
- Name and number of basin to be monitored (from Bulletin 118)
- Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
- Statement that the entity will comply with the requirements of Water Code Part 2.11
- Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity

4. A **local agency that is managing all or part of a groundwater basin pursuant to Water Code Part 2.75** (commencing with Section 10750) and that was monitoring groundwater elevations in all or part of a groundwater basin on or before January 1, 2010, or a local agency or county that is managing all or part of a groundwater basin pursuant to any other legally enforceable groundwater management plan with provisions that are substantively similar to those described in that part and that was monitoring groundwater elevations in all or a part of a groundwater basin on or before January 1, 2010 [Section 10927(c)].

Notification Requirements:

- Name of Agency
- Agency Contact Name
- Address
- Telephone Number
- Email Address
- Any other relevant contact information
- Authority (as listed in Section 10927)
- Name and number of basin to be monitored (from Bulletin 118)
- Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
- Statement that the entity will comply with the requirements of Water Code Part 2.11
- Copy of current groundwater management plan
- Statement describing the ability or qualifications of the entity to conduct the groundwater monitoring functions required
- Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity

5. A **local agency that is managing all or part of a groundwater basin pursuant to an integrated regional water management plan** prepared pursuant to Water Code Part 2.2 (commencing with Section 10530) that includes a groundwater management component that complies with the requirements of Section 10753.7 [Section 10927(d)].

Notification Requirements:

- Name of Agency
- Agency Contact Name
- Address
- Telephone Number
- Email Address
- Any other relevant contact information
- Authority (as listed in Section 10927)
- Name and number of basin to be monitored (from Bulletin 118)
- Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
- Statement that the entity will comply with the requirements of Water Code Part 2.11
- Copy of current groundwater component of integrated regional water management plan
- Statement describing the ability or qualifications of the entity to conduct the groundwater monitoring functions required

- Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity
6. A **county** that is not managing all or a part of a groundwater basin pursuant to a legally enforceable groundwater management plan with provisions that are substantively similar to those described in Water Code Part 2.75 (commencing with Section 10750) [Section 10927(e)].

Notification Requirements:

- Name of County
 - County Contact Name
 - Address
 - Telephone Number
 - Email Address
 - Any other relevant contact information
 - Authority (as listed in Section 10927)
 - Name and number of basin to be monitored (from Bulletin 118)
 - Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
 - Statement that the entity will comply with the requirements of Water Code Part 2.11
 - Statement describing the ability or qualifications of the entity to conduct the groundwater monitoring functions required
 - Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity
7. A **voluntary cooperative groundwater monitoring association** formed pursuant to Section 10935 [Section 10927(f)]. As described in the Water Code Section 10935, the voluntary associations may be established by contract, a joint powers agreement, a memorandum of agreement, or other form of agreement deemed acceptable by DWR, so long as it contains: the names of the participants; the boundaries of the area covered by the agreement; the name or names of the parties responsible for meeting the requirements; the method of recovering the costs associated with meeting the requirements; and other provisions that may be required by DWR. Entities seeking to form a voluntary association should notify DWR, which will work cooperatively with the interested parties to facilitate the formation of the association.

Notification Requirements:

- Name of Association
- Association Contact Name
- Address
- Telephone Number
- Email Address
- Any other relevant contact information
- Authority (as listed in Section 10927)
- Name and number of basin to be monitored (from Bulletin 118)
- Map and shapefile showing area to be monitored (Shapefiles do not need to be submitted by the initial January 1, 2011 notification date; Regional Offices can provide assistance to potential Monitoring Entities with shapefiles.)
- Statement that the entity will comply with the requirements of Water Code Part 2.11
- Statement describing the ability or qualifications of the entity to conduct the groundwater monitoring functions required
- Statement of intent to meet the association formation requirements described in Section 10935
- Additional information deemed necessary by DWR to identify monitoring area or qualifications of the Monitoring Entity

Local agencies are encouraged to coordinate among themselves to determine the proposed Monitoring Entity or Entities that best suits their area. The resulting interested entity (or entities) should notify DWR of its intent to become a groundwater Monitoring Entity for one or more basins, or portions thereof by the January 1, 2011 deadline. Certain basic information is required for notification, including contact information and additional details depending on the authority of the entity desiring to monitor groundwater (Section 10928), as listed above. This notification information will be submitted to DWR using an online system that will be available by mid-December 2010.

MONITORING PLANS

Monitoring Entities will each develop a Monitoring Plan that includes the following sections: Monitoring Sites and Timing, Field Methods, and Data Reporting. Monitoring Plans should be completed and submitted to DWR by summer 2011. Staff from the DWR regional offices will be available to assist Monitoring Entities with the development of Monitoring Plans, if needed. In determining what information should be reported to DWR, the department will defer to existing monitoring programs if those programs result in information that demonstrates seasonal (annual high and low groundwater elevations) and long-term trends in groundwater elevations. Staff from the DWR regional offices will assist Monitoring Entities to address any gaps in basin coverage

(see below) and other monitoring issues and may make recommendations for the location of additional wells. However, the department has no authority to require a Monitoring Entity to install additional wells unless funds are provided for that purpose. Once a Monitoring Plan is established with DWR, Monitoring Entities should notify DWR of any changes to the plan.

DATA GAPS

A data gap refers to a basin or portion of a basin that is not included in any of the Monitoring Plans submitted to DWR. This is essentially an area that lacks the density of monitoring wells that would allow seasonal and long-term trends in groundwater elevations to be determined for the basin, subbasin, or a portion thereof. Among the 515 basins defined by Bulletin 118, data gaps may exist for a variety of reasons, including a lack of suitable monitoring wells, lack of groundwater use, access issues, and jurisdictional issues, among others.

If no local entity is able and/or willing to fill a data gap, the department may be required to perform groundwater monitoring functions. If DWR performs this monitoring, local agencies and the county that have the authority under Section 10927 to monitor the area of the data gap would be potentially ineligible for a water grant or loan awarded or administered by the state. The Monitoring Entity or entities with the authority to monitor the area of the data gap should provide detailed information regarding the nature of and reason for the data gap so that DWR may include such information in the prioritization of groundwater basins and subbasins as appropriate.

Agencies and counties that are eligible to be designated Monitoring Entities but choose not participate in the CASGEM program will not lose their state water grant and loan eligibility if their entire service area qualifies as a disadvantaged community (Water Code Section 10933.7(b)). It will be the responsibility of the local agency or county applying for a state water grant or loan to demonstrate their disadvantaged community status at the time they are applying for the grant or loan.

Key Components of Monitoring Plans

Submit to DWR by summer 2011

- Monitoring Sites and Timing
 - Well Network Design
 - Selected wells (current)
 - Planned (future) wells
 - Frequency to capture seasonal highs and lows
 - Map and shapefile of monitoring area and well locations

Field Methods for groundwater monitoring

- Methods for measuring
 - Reference Point
 - Static water level
 - Depth to water
 - Standardized form for data collection

Data Reporting

- Online data submittal, minimum July & January each year

MONITORING SITES AND TIMING

The Monitoring Plan will identify the wells to be monitored and the frequency with which they will be monitored. The Monitoring Plan should explain how proposed monitoring will be sufficient to demonstrate the seasonal and long-term groundwater elevation trends in the monitored area. The density of monitoring locations will depend on the complexity of the basin.

Because of security concerns, the California Department of Public Health (DPH) routinely limits the disclosure of detailed public water supply well location information. Pursuant to Water Code Section 10931, the DWR is required to collaborate with DPH to ensure that the information reported to the CASGEM program will not result in the inappropriate disclosure of information of concern to DPH. At this time, DWR has reached no agreement with DPH regarding the appropriate treatment of public water supply well data. As a result, CASGEM does not currently plan to use such well information in its database.

The Monitoring Plan should contain a table identifying the wells to be monitored and the timing of that monitoring. Because the law specifies that information should demonstrate seasonal and long-term trends in groundwater elevations, at a minimum monitoring should be conducted at each location for the yearly high and low for the basin. The yearly high and low groundwater elevations typically occur in spring and fall, but this may vary from basin to basin. It is very important that the timing of all the measurements in the basin is coordinated. Rationale for selection of the timing (seasonal highs and lows) should be included in the Monitoring Plan.

The information on the monitoring sites and timing to be submitted in the online system should include:

- Well identification number
- State well number
- Location (decimal latitude and longitude, North American Datum (NAD) 83)
- Reference point elevation (feet, North American Vertical Datum (NAVD) 88)
- Land surface datum (feet, NAVD88)
- Map and shapefile with monitoring locations, Bulletin 118 groundwater basin boundary, and boundary of monitoring area
- Frequency and timing of measurements

FIELD METHODS

The consistent and documented collection of groundwater elevation data is important for ensuring that the data can be used across the state, regardless of the Monitoring Entity. The field methods should meet a common set of basic requirements; however, the methods do not have to be exactly the same. Many entities already have in place monitoring efforts that are successful in meeting local needs and that can meet the needs for this program, either as-is or with the incorporation of individual components. The CASGEM program wishes to maintain, to the greatest extent possible, the procedures of high-quality local groundwater elevation monitoring programs, so long as they meet the overall program goals and policies. Of particular concern are the following basic requirements:

- Method(s) to establish the Reference Point, including step-by-step instructions
- Method(s) to ensure static groundwater elevation
- Method(s) to measure depth to water, including step-by-step instructions
- Method(s) and form(s) for recording measurements

It is the responsibility of each Monitoring Entity to develop and implement monitoring protocols that are appropriate to local groundwater basin conditions, protect the water quality of its monitoring wells, and maintain the quality of the data that it submits to the CASGEM Program. DWR has developed field guidelines (Department of Water Resources Groundwater Elevation Monitoring Guidelines) based on a review of existing field methods from DWR and other organizations, which is available on the CASGEM website. Monitoring Entities are welcome to refer to these guidelines when developing field methods for their own Monitoring Plans. However, the DWR guidelines are for internal use in the event that the Department is required to perform groundwater monitoring functions pursuant to Section 10933.5 and are not binding on any other agency. The core of the CASGEM program will rely and build on the many, established local long-term groundwater monitoring and management programs. The department will defer to existing monitoring programs that result in information that demonstrates seasonal and long-term trends in groundwater elevations.

DATA REPORTING

DWR will develop an online data submittal system for Monitoring Entities to submit their groundwater elevation data. Several methods of submitting data will be available, such as direct online data entry, or upload of data files for batch entry. Initial groundwater elevation data should be submitted to DWR by January 1, 2012. Thereafter, data

should be submitted as soon as possible after collection, but no later than January 1st and July 1st of each year, at the minimum. Historical data can also be submitted via the DWR data system to aid in data interpretation. All submitted data will be available to the public, except for confidential data.

Each groundwater elevation data measurement submitted to the online system should include:

- Well identification number
- Measurement date
- Reference point and land surface elevation
- Depth to water
- Method of measuring water depth
- Measurement quality codes

The Monitoring Entity information, well information, and groundwater elevation information is to be provided by the Monitoring Entity. Items labeled as required must be submitted to DWR to report groundwater elevations. Items labeled as recommended should be submitted to DWR if they are available, as they assist in fully evaluating the quality of measurements. DWR will provide standard form(s) for Monitoring Entities to submit groundwater elevation data online. However, if Monitoring Entities cannot use the standard form(s) or provide the data elements listed below, DWR will work cooperatively with Monitoring Entities to develop alternate methods of submitting data.

Entity Information

All entities assuming groundwater monitoring functions as delineated in Section 10927 (a)-(f) are required to submit the following information:

- Monitoring Entity's name, address, telephone number, contact person name and email address, and any other relevant contact information (Section 10928 (a) (1), 10928 (b) (1))
- Name, address, telephone number, email address and any other relevant contact information for entities collecting data that is submitted by a designated submitting entity (Monitoring Entity)
- Groundwater basins being monitored
 - Identify entire basins monitored
 - Identify partial basins monitored

Well Information

The following information about each well is required for the CASGEM online system:

- Unique well identification number. Agencies may use an existing State Well Number, an existing local well designation, or develop their own identification name, using the following protocol:
 - Agency name, abbreviation, or acronym followed by a sequential number (e.g., SGA 01)
 - Groundwater basin – followed by a sequential number (e.g., Llagas 03)
 - Geographic name – followed by a sequential number (e.g., Yolo 12)
 - Well names should be 15 characters long or less
 - Avoid using owner/business names or specific locational information for privacy and security
- Decimal latitude/longitude coordinates of well, using horizontal datum NAD83, and the method of determining coordinates (Actual coordinates are preferred; however, Monitoring Entities may submit approximate locations, as needed, to protect the privacy of well owners. For example, to protect the privacy of a well owner, a Monitoring Entity may submit well coordinate locations that are only within 1000-feet of the actual well location.)
- Groundwater basin or sub-basin
- Reference point elevation of the well (feet) using NAVD88 vertical datum
- Elevation of land surface datum at the well (feet) using NAVD88 vertical datum
- Use of well (e.g., dedicated monitoring, irrigation, domestic, etc)
- Well completion type (e.g. single well, nested, or multi-completion wells)
- Depth of screened interval(s) and total well depth of well, if available (feet)
- Well Completion Report number (DWR Form 188), if available

The following information about each well is recommended for the CASGEM online system:

- State Well Number – assigned by DWR in most cases
- Method by which land surface elevation was determined (for example, topographic map, GPS, etc.)
- Written description of location of well, including distance from nearby landmarks and location of reference point in relation to well appurtenances (DWR Form 429)
- Well information comments

Groundwater Elevation Information

The following information for each groundwater elevation measurement is required for the CASGEM online system:

- Well identification number (see Well Information, above)
- Measurement date
- Reference point elevation of the well (feet) using NAVD88 vertical datum
- Elevation of land surface datum at the well (feet) using NAVD88 vertical datum
- Depth to water below reference point (feet) (unless no measurement was taken)
- Method of measuring water depth
- Measurement Quality Codes

- If no measurement is taken, a specified “no measurement” code, must be recorded. Standard codes will be provided by the online system. If a measurement is taken, a “no measurement” code is not recorded.)
- If the quality of a measurement is uncertain, a “questionable measurement” code can be recorded. Standard codes will be provided by the online system. If no measurement is taken, a “questionable measurement” code is not recorded.)
- Measuring agency identification

The following information for each groundwater elevation measurement is recommended for the CASGEM online system:

- Measurement time (PST/PDT with military time/24 hour format)
- Comments about measurement, if applicable

Groundwater elevation data shall be submitted electronically to DWR’s online system. DWR will develop electronic data transmittal (EDT) alternatives and data standards to permit bulk data transfer and assist Monitoring Entities in EDT reporting to DWR. As stated above, if Monitoring Entities cannot use the standard form(s) or provide the necessary groundwater elevation data elements, DWR will work cooperatively with Monitoring Entities to develop alternate methods of submitting data.

The CASGEM online data submittal system will be compatible with the Water Data Library (WDL) (<http://www.water.ca.gov/waterdatalibrary/>), DWR’s existing groundwater elevation database. The CASGEM system will include data reporting options similar to those in WDL, such as hydrographs, seasonal contour data, and data downloads. The combined accessibility of the WDL and the CASGEM system will be a significant resource for local agencies in making sound groundwater management decisions.

REFERENCES

California Department of Water Resources. (2003). *California's Groundwater, Bulletin 118-03*.

California Department of Water Resources. (2009). *California Water Plan Update 2009, Bulletin 160-09*.

APPENDIX – SENATE BILL 6 (7TH EXTRAORDINARY SESSION) - GROUNDWATER MONITORING

Senate Bill No. 6

CHAPTER 1

An act to add Part 2.11 (commencing with Section 10920) to Division 6 of, and to repeal and add Section 12924 of, the Water Code, relating to groundwater.

[Approved by Governor November 6, 2009. Filed with
Secretary of State November 6, 2009.]

Legislative Counsel's Digest

SB 6, Steinberg. Groundwater.

(1) Existing law authorizes a local agency whose service area includes a groundwater basin that is not subject to groundwater management to adopt and implement a groundwater management plan pursuant to certain provisions of law. Existing law requires a groundwater management plan to include certain components to qualify as a plan for the purposes of those provisions, including a provision that establishes funding requirements for the construction of certain groundwater projects.

This bill would establish a groundwater monitoring program pursuant to which specified entities, in accordance with prescribed procedures, may propose to be designated by the Department of Water Resources as groundwater monitoring entities, as defined, for the purposes of monitoring and reporting with regard to groundwater elevations in all or part of a basin or subbasin, as defined. The bill would require the department to work cooperatively with each monitoring entity to determine the manner in which groundwater elevation information should be reported to the department. The bill would authorize the department to make recommendations for improving an existing monitoring program, and to require additional monitoring wells under certain circumstances. Under certain circumstances, the department would be required to perform groundwater monitoring functions. In that event, prescribed entities with authority to assume groundwater monitoring functions with regard to a basin or subbasin for which the department has assumed those functions would not be eligible for a water grant or loan awarded or administered by the state.

(2) Existing law requires the department to conduct an investigation of the state's groundwater basins and to report its findings to the Governor and the Legislature not later than January 1, 1980.

This bill would repeal that provision. The department would be required to conduct an investigation of the state's groundwater basins and to report its findings to the Governor and the Legislature not later than January 1, 2012, and thereafter in years ending in 5 or 0.

(3) The bill would take effect only if SB 1 and SB 7 of the 2009–10 7th Extraordinary Session of the Legislature are enacted and become effective.

The people of the State of California do enact as follows:

SECTION 1. Part 2.11 (commencing with Section 10920) is added to Division 6 of the Water Code, to read:

PART 2.11. GROUNDWATER MONITORING

Chapter 1. General Provisions

10920. (a) It is the intent of the Legislature that on or before January 1, 2012, groundwater elevations in all groundwater basins and subbasins be regularly and systematically monitored locally and that the resulting groundwater information be made readily and widely available.

(b) It is further the intent of the Legislature that the department continue to maintain its current network of monitoring wells, including groundwater elevation and groundwater quality monitoring wells, and that the department continue to coordinate monitoring with local entities.

10921. This part does not require the monitoring of groundwater elevations in an area that is not within a basin or subbasin.

10922. This part does not expand or otherwise affect the powers or duties of the department relating to groundwater beyond those expressly granted by this part.

Chapter 2. Definitions

10925. Unless the context otherwise requires, the definitions set forth in this section govern the construction of this part.

(a) “Basin” or “subbasin” means a groundwater basin or subbasin identified and defined in the department’s Bulletin No. 118.

(b) “Bulletin No. 118” means the department’s report entitled “California’s Groundwater: Bulletin 118” updated in 2003, or as it may be subsequently updated or revised in accordance with Section 12924.

(c) “Monitoring entity” means a party conducting or coordinating the monitoring of groundwater elevations pursuant to this part.

(d) “Monitoring functions” and “groundwater monitoring functions” means the monitoring of groundwater elevations, the reporting of those elevations to the department, and other related actions required by this part.

(e) “Monitoring groundwater elevations” means monitoring groundwater elevations, coordinating the monitoring of groundwater elevations, or both.

(f) “Voluntary cooperative groundwater monitoring association” means an association formed for the purposes of monitoring groundwater elevations pursuant to Section 10935.

Chapter 3. Groundwater Monitoring Program

10927. Any of the following entities may assume responsibility for monitoring and reporting groundwater elevations in all or a part of a basin or subbasin in accordance with this part:

(a) A watermaster or water management engineer appointed by a court or pursuant to statute to administer a final judgment determining rights to groundwater.

(b) (1) A groundwater management agency with statutory authority to manage groundwater pursuant to its principal act that is monitoring groundwater elevations in all or a part of a groundwater basin or subbasin on or before January 1, 2010.

(2) A water replenishment district established pursuant to Division 18 (commencing with Section 60000). This part does not expand or otherwise affect the authority of a water replenishment district relating to monitoring groundwater elevations.

(c) A local agency that is managing all or part of a groundwater basin or subbasin pursuant to Part 2.75 (commencing with Section 10750) and that was monitoring

groundwater elevations in all or a part of a groundwater basin or subbasin on or before January 1, 2010, or a local agency or county that is managing all or part of a groundwater basin or subbasin pursuant to any other legally enforceable groundwater management plan with provisions that are substantively similar to those described in that part and that was monitoring groundwater elevations in all or a part of a groundwater basin or subbasin on or before January 1, 2010.

(d) A local agency that is managing all or part of a groundwater basin or subbasin pursuant to an integrated regional water management plan prepared pursuant to Part 2.2 (commencing with Section 10530) that includes a groundwater management component that complies with the requirements of Section 10753.7.

(e) A county that is not managing all or a part of a groundwater basin or subbasin pursuant to a legally enforceable groundwater management plan with provisions that are substantively similar to those described in Part 2.75 (commencing with Section 10750).

(f) A voluntary cooperative groundwater monitoring association formed pursuant to Section 10935.

10928. (a) Any entity described in subdivision (a) or (b) of Section 10927 that seeks to assume groundwater monitoring functions in accordance with this part shall notify the department, in writing, on or before January 1, 2011. The notification shall include all of the following information:

(1) The entity's name, address, telephone number, and any other relevant contact information.

(2) The specific authority described in Section 10927 pursuant to which the entity qualifies to assume the groundwater monitoring functions.

(3) A map showing the area for which the entity is requesting to perform the groundwater monitoring functions.

(4) A statement that the entity will comply with all of the requirements of this part.

(b) Any entity described in subdivision (c), (d), (e), or (f) of Section 10927 that seeks to assume groundwater monitoring functions in accordance with this part shall notify the department, in writing, by January 1, 2011. The information provided in the notification shall include all of the following:

- (1) The entity's name, address, telephone number, and any other relevant contact information.
- (2) The specific authority described in Section 10927 pursuant to which the entity qualifies to assume the groundwater monitoring functions.
- (3) For entities that seek to qualify pursuant to subdivision (c) or (d) of Section 10927, the notification shall also include a copy of the current groundwater management plan or the groundwater component of the integrated regional water management plan, as appropriate.
- (4) For entities that seek to qualify pursuant to subdivision (f) of Section 10927, the notification shall include a statement of intention to meet the requirements of Section 10935.
- (5) A map showing the area for which the entity is proposing to perform the groundwater monitoring functions.
- (6) A statement that the entity will comply with all of the requirements of this part.
- (7) A statement describing the ability and qualifications of the entity to conduct the groundwater monitoring functions required by this part.
- (c) The department may request additional information that it deems necessary for the purposes of determining the area that is proposed to be monitored or the qualifications of the entity to perform the groundwater monitoring functions.

10929. (a) (1) The department shall review all notifications received pursuant to Section 10928.

(2) Upon the receipt of a notification pursuant to subdivision (a) of Section 10928, the department shall verify that the notifying entity has the appropriate authority under subdivision (a) or (b) of Section 10927.

(3) Upon the receipt of a notification pursuant to subdivision (b) of Section 10928, the department shall do both of the following:

- (A) Verify that each notification is complete.
- (B) Assess the qualifications of the notifying party.

(b) If the department has questions about the completeness or accuracy of a notification, or the qualifications of a party, the department shall contact the party to resolve any deficiencies. If the department is unable to resolve the deficiencies, the department shall notify the party in writing that the notification will not be considered further until the deficiencies are corrected.

(c) If the department determines that more than one party seeks to become the monitoring entity for the same portion of a basin or subbasin, the department shall consult with the interested parties to determine which party will perform the monitoring functions. In determining which party will perform the monitoring functions under this part, the department shall follow the order in which entities are identified in Section 10927.

(d) The department shall advise each party on the status of its notification within three months of receiving the notification.

10930. Upon completion of each review pursuant to Section 10929, the department shall do both of the following if it determines that a party will perform monitoring functions under this part:

(a) Notify the party in writing that it is a monitoring entity and the specific portion of the basin or subbasin for which it shall assume groundwater monitoring functions.

(b) Post on the department's Internet Web site information that identifies the monitoring entity and the portion of the basin or subbasin for which the monitoring entity will be responsible.

10931. (a) The department shall work cooperatively with each monitoring entity to determine the manner in which groundwater elevation information should be reported to the department pursuant to this part. In determining what information should be reported to the department, the department shall defer to existing monitoring programs if those programs result in information that demonstrates seasonal and long-term trends in groundwater elevations. The department shall collaborate with the State Department of Public Health to ensure that the information reported to the department will not result in the inappropriate disclosure of the physical address or geographical location of drinking water sources, storage facilities, pumping operational data, or treatment facilities.

(b) (1) For the purposes of this part, the department may recommend improvements to an existing monitoring program, including recommendations for additional monitoring wells.

(2) The department may not require additional monitoring wells unless funds are provided for that purpose.

10932. Monitoring entities shall commence monitoring and reporting groundwater elevations pursuant to this part on or before January 1, 2012.

10933. (a) On or before January 1, 2012, the department shall commence to identify the extent of monitoring of groundwater elevations that is being undertaken within each basin and subbasin.

(b) The department shall prioritize groundwater basins and subbasins for the purpose of implementing this section. In prioritizing the basins and subbasins, the department shall, to the extent data are available, consider all of the following:

(1) The population overlying the basin or subbasin.

(2) The rate of current and projected growth of the population overlying the basin or subbasin.

(3) The number of public supply wells that draw from the basin or subbasin.

(4) The total number of wells that draw from the basin or subbasin.

(5) The irrigated acreage overlying the basin or subbasin.

(6) The degree to which persons overlying the basin or subbasin rely on groundwater as their primary source of water.

(7) Any documented impacts on the groundwater within the basin or subbasin, including overdraft, subsidence, saline intrusion, and other water quality degradation.

(8) Any other information determined to be relevant by the department.

(c) If the department determines that all or part of a basin or subbasin is not being monitored pursuant to this part, the department shall do all of the following:

- (1) Attempt to contact all well owners within the area not being monitored.
- (2) Determine if there is an interest in establishing any of the following:
 - (A) A groundwater management plan pursuant to Part 2.75 (commencing with Section 10750).
 - (B) An integrated regional water management plan pursuant to Part 2.2 (commencing with Section 10530) that includes a groundwater management component that complies with the requirements of Section 10753.7.
 - (C) A voluntary groundwater monitoring association pursuant to Section 10935.
- (d) If the department determines that there is sufficient interest in establishing a plan or association described in paragraph (2) of subdivision (c), or if the county agrees to perform the groundwater monitoring functions in accordance with this part, the department shall work cooperatively with the interested parties to comply with the requirements of this part within two years.
- (e) If the department determines, with regard to a basin or subbasin, that there is insufficient interest in establishing a plan or association described in paragraph (2) of subdivision (c), and if the county decides not to perform the groundwater monitoring and reporting functions of this part, the department shall do all of the following:
 - (1) Identify any existing monitoring wells that overlie the basin or subbasin that are owned or operated by the department or any other state or federal agency.
 - (2) Determine whether the monitoring wells identified pursuant to paragraph (1) provide sufficient information to demonstrate seasonal and long-term trends in groundwater elevations.
 - (3) If the department determines that the monitoring wells identified pursuant to paragraph (1) provide sufficient information to demonstrate seasonal and long-term trends in groundwater elevations, the department shall not perform groundwater monitoring functions pursuant to Section 10934.
 - (4) If the department determines that the monitoring wells identified pursuant to paragraph (1) provide insufficient information to demonstrate seasonal and long-term trends in groundwater elevations, and the State Mining and Geology Board concurs with

that determination, the department shall perform groundwater monitoring functions pursuant to Section 10934.¹

10933.5. (a) Consistent with Section 10933, the department shall perform the groundwater monitoring functions for those portions of a basin or subbasin for which no monitoring entity has agreed to perform the groundwater monitoring functions.

(b) Upon determining that it is required to perform groundwater monitoring functions, the department shall notify both of the following entities that it is forming the groundwater monitoring district:

(1) Each well owner within the affected area.

(2) Each county that contains all or a part of the affected area.

(c) The department shall not assess a fee or charge to recover the costs for carrying out its power and duties under this part.

(d) The department may establish regulations to implement this section.

10933.7. (a) If the department is required to perform groundwater monitoring functions pursuant to Section 10933.5, the county and the entities described in subdivisions (a) to (d), inclusive, of Section 10927 shall not be eligible for a water grant or loan awarded or administered by the state.

(b) Notwithstanding subdivision (a), the department shall determine that an entity described in subdivision (a) is eligible for a water grant or loan under the circumstances described in subdivision (a) if the entity has submitted to the department for approval documentation demonstrating that its entire service area qualifies as a disadvantaged community.

10934. (a) For purposes of this part, neither any entity described in Section 10927, nor the department, shall have the authority to do either of the following:

(1) To enter private property without the consent of the property owner.

¹ The reference in Section 10933(e)(4) to Section 10934 has been amended by Stats. 2010, Ch. 328, sec. 237 (S.B. 1330). The new reference will be to Section 10933.5.

(2) To require a private property owner to submit groundwater monitoring information to the entity.

(b) This section does not apply to a county or an entity described in subdivisions (a) to (d), inclusive, of Section 10927 that assumed responsibility for monitoring and reporting groundwater elevations prior to the effective date of this part.

10935. (a) A voluntary cooperative groundwater monitoring association may be formed for the purposes of monitoring groundwater elevations in accordance with this part. The association may be established by contract, a joint powers agreement, a memorandum of agreement, or other form of agreement deemed acceptable by the department.

(b) Upon notification to the department by one or more entities that seek to form a voluntary cooperative groundwater monitoring association, the department shall work cooperatively with the interested parties to facilitate the formation of the association.

(c) The contract or agreement shall include all of the following:

(1) The names of the participants.

(2) The boundaries of the area covered by the agreement.

(3) The name or names of the parties responsible for meeting the requirements of this part.

(4) The method of recovering the costs associated with meeting the requirements of this part.

(5) Other provisions that may be required by the department.

10936. Costs incurred by the department pursuant to this chapter may be funded from unallocated bond revenues pursuant to paragraph (12) of subdivision (a) of Section 75027 of the Public Resources Code, to the extent those funds are available for those purposes.

SEC. 2. Section 12924 of the Water Code is repealed.

SEC. 3. Section 12924 is added to the Water Code, to read:

12924. (a) The department, in conjunction with other public agencies, shall conduct an investigation of the state's groundwater basins. The department shall identify the state's groundwater basins on the basis of geological and hydrological conditions and consideration of political boundary lines whenever practical. The department shall also investigate existing general patterns of groundwater pumping and groundwater recharge within those basins to the extent necessary to identify basins that are subject to critical conditions of overdraft.

(b) The department shall report its findings to the Governor and the Legislature not later than January 1, 2012, and thereafter in years ending in 5 or 0.

SEC. 4. This act shall take effect only if Senate Bill 1 and Senate Bill 7 of the 2009–10 Seventh Extraordinary Session of the Legislature are enacted and become effective.