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# CGA/GGA Joint Board Meeting Packet

## October 17, 2025



# Joint Colusa Groundwater Authority and Glenn Groundwater Authority Board of Directors

## Special Meeting Agenda

October 17, 2025 | 1:00 p.m.

PCDSA Conference Room, 225 N. Tehama St., Willows, CA 95988

Alternate Meeting Locations:  
244 SE Piper Dr., Holt, MO 64048  
344 E. Laurel Street, Willows, CA 95988

**A live online viewing/listening only option is being offered via Microsoft Teams**  
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Please note that when you access the online meeting, you will be placed into a waiting room and admitted into the meeting by the Meeting Host. Public comment will only be taken in person or via email, there will be no option to provide public comment on the remote platform. In addition, if the remote viewing/listening option is interrupted or compromised, the meeting will continue in person.

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\* Indicates an Action Item

1. Call to Order, Roll Call, and Introductions
2. Approval of Minutes (pg. 4)
  - a. \*September 19, 2025 CGA/GGA Joint Board Special Meeting Minutes (CGA/GGA)
3. Period of Public Comment

*At this time, members of the public may address the Board Members regarding items that are not on the agenda but are of relevance. The Boards may not act on items not on the agenda.*
4. Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement (pg. 5)
  - a. \*Approve Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement in an amount not to exceed \$296,500 without prior approval. (GGA action)
  - b. \*Approve sharing cost of Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement in an amount not to exceed \$148.250 (50 percent of total cost) without prior approval. (CGA action)
5. Groundwater Demand Management Program Development (5 minutes)
  - a. Receive updates from staff on RFQ for Development and Implementation of a Water Accounting System.

6. Domestic Well Mitigation Program Development (5 minutes)
  - a. Receive updates from staff on program development progress and next steps.
7. Colusa Subbasin Outreach (10 minutes) (pg. 14)
  - a. Discussion on the status of Colusa Subbasin Outreach task and next steps.
8. Review Meeting Schedule and Next Steps (5 minutes)
9. Staff Reports
10. Member Reports and Comments
11. Adjourn

Note: Times listed on the agenda are for estimation purposes only.

A complete agenda packet, including back-up information, is available for inspection during normal business hours at 1213 Market Street, Colusa, CA 95932 or 225 N. Tehama St., Willows, CA 95988. The full agenda packet can also be found on the CGA and GGA websites: <https://colusagroundwater.org/agendas-and-meetings-2025/>; <https://www.countyofglenn.net/glenn-groundwater-authority/meetings>

In compliance with the Americans with Disability Act, if you require special accommodation to participate in this meeting, please contact the Carol Thomas Keefer, CGA Program Manager, at 650-587-7300 X17 or Glenn County Water Resources Division at 530-934-6540 prior to any meeting and arrangements will be made to accommodate you.

# Staff Report

**To:** CGA-GGA Joint Board

**Agenda Item:** 2. Approval of Minutes

**Date:** October 17, 2025

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## Background

The September 19, 2025 CGA/GGA Joint Board Special Meeting Minutes will be **distributed under separate cover**.

## Recommendation

CGA & GGA Action: Approve the September 19, 2025 CGA/GGA Joint Board Special Meeting Minutes.

## Attachments

- None

# Staff Report

**To:** CGA-GGA Joint Board

**Agenda Item:** 4. Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement

4.a. \*Approve Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement in an amount not to exceed \$296,500 without prior approval. (GGA action)

4.b. \*Approve sharing cost of Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement in an amount not to exceed \$148,250 (50 percent of total cost) without prior approval. (CGA action)

**Date:** October 17, 2025

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## Background

In January 2022, the Glenn Groundwater Authority (GGA) and Colusa Groundwater Authority (CGA) submitted the initial Colusa Subbasin Groundwater Sustainability Plan (GSP). In October 2023, the CGA and GGA were notified by the Department of Water Resources (DWR) that the GSP was deemed incomplete. The CGA and GGA were given 180 days to address the deficiencies identified by DWR, which culminated in the submittal of a Revised Colusa Subbasin GSP in April 2024. DWR advised the CGA and GGA of the approval of the Colusa Subbasin GSP in February 2025.

In addition to the annual report, the next major milestone for SGMA compliance is the completion of the GSP Periodic Evaluation, due January 28, 2027. The Periodic Evaluation is intended to be a self-evaluation of progress toward reaching and maintaining sustainability, including implementation of Projects and Management Actions (PMAs) as needed, filling data gaps, and addressing identified recommended corrective actions (from DWR's GSP determination letter), among other things.

During a Periodic Evaluation process, the GSAs may determine a Plan Amendment is necessary if significant or material changes are made. Under certain conditions, some of these changes could be made to more accurately capture new or revised information, planning and implementation activities, and updates to policies. GSAs may revise the GSP at any time, but if a Plan Amendment is submitted, it must be accompanied by a Periodic Evaluation.

Periodic Evaluations are reviewed by DWR.

The CGA and GGA requested a proposal from Davids Engineering to complete the 2027 Periodic Evaluation. Davids Engineering, teamed with West Yost Associates (collectively the DE Team), responded with the attached proposal outlining the steps necessary to successfully complete the Periodic Evaluation and Plan Amendment, focusing only of the efforts needed to adequately address DWR’s recommended corrective actions. An initial task order was discussed at the September 19, 2025 and has been revised, consistent with board discussion. Tasks include:

1. Participate in Project Technical Meetings and Outreach
2. Prepare Periodic Evaluation
3. Prepare GSP Plan Amendment

The original proposal also included two optional tasks based on potential data needs and on-call support. The total estimated cost of the original proposal of Tasks 1-3 was \$307,000 (each GSA responsible for \$153,500). The estimated cost of Tasks 1-5, including the optional tasks, was \$438,000 (each GSA responsible for \$219,000). The revised estimated cost of the proposal is \$296,500, which is a cost savings of \$10,500 for the 3 remaining tasks and an additional savings of \$131,000 with the exclusion of the optional tasks. **The cost for each GSA is estimated to be \$148,250.**

A more detailed summary of the cost is included on page seven of the proposal.

There are sufficient funds in the CGA and GGA budgets to cover the expenses spread over Fiscal Year 25/26 and Fiscal Year 26/27.

## Recommendation

1. GGA Action: Approve Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement in an amount not to exceed \$296,500 without prior approval.
2. CGA Action: Approve sharing cost of Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment Agreement in an amount not to exceed \$148,250 (50 percent of total cost) without prior approval.

## Attachments

- Davids Engineering Proposal for Professional Engineering Services: Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment

# Proposal for Professional Engineering Services

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**To:** Carol Thomas-Keefer and Lisa Hunter  
Program Managers  
Colusa Groundwater Authority and Glenn Groundwater Authority

**From:** Davids Engineering, Inc.  
[www.davidsengineering.com](http://www.davidsengineering.com)

**Date:** September 19, 2025

**Subject:** Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment

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Davids Engineering, Inc. (DE) and West Yost Associates (WYA) (collectively referred to as the “DE Team”) are pleased to provide this proposal to the Colusa Groundwater Authority (CGA) and Glenn Groundwater Authority (GGA) to prepare the Colusa Subbasin Groundwater Sustainability Plan (GSP) Periodic Evaluation and Plan Amendment due in January 2027, in fulfillment of the requirements specified in the GSP regulations (23 CCR<sup>1</sup> Section 356.4). The DE Team proposes to contract directly with the GGA (CLIENT), although all work completed under this proposal will be performed for and under the guidance of both the CGA and GGA.

## 1 Project Overview and Objective

The Colusa Subbasin (Subbasin) is identified by the California Department of Water Resources (DWR) as a high priority basin subject to the requirements of the Sustainable Groundwater Management Act (SGMA) and the GSP regulations. The Colusa Subbasin GSP was developed by the CGA and the GGA Groundwater Sustainability Agencies (GSAs) through multi-year collaborative processes, most recently culminating in the April 2024 Revised Colusa Subbasin GSP. Throughout this time, the GSAs have proceeded in earnest with GSP implementation, and have continued to document their efforts and evaluate groundwater conditions each year in the GSP Annual Reports.

On February 27, 2025, DWR notified the GSAs that DWR had completed their review of the April 2024 Revised Colusa Subbasin GSP and determined the GSP was approved. DWR’s approval letter also identified nine recommended corrective actions that the GSAs should consider and incorporate into the GSP during the first Periodic Evaluation.

Per the GSP regulations (23 CCR Section 356.4), the GSAs must evaluate the GSP at least every five years and provide a written assessment describing whether GSP implementation, including implementation of projects and management actions (PMAs), remains on-track to meet the sustainability goal for the Subbasin. The GSAs are now preparing to develop the first Periodic Evaluation by January 2027 (five years after initial GSP adoption), along with an accompanying Plan Amendment to address DWR’s recommended corrective actions.

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<sup>1</sup> California Code of Regulations, Title 23, Division 2, Chapter 1.5, Subchapter 2. Groundwater Sustainability Plans.

The DE Team will support the GSAs with preparation of the Colusa Subbasin GSP 2027 Periodic Evaluation and Plan Amendment (the Project). The Project will involve a comprehensive evaluation and written assessment of the April 2024 Revised Colusa Subbasin GSP following all applicable GSP regulations, accompanied by a GSP Plan Amendment to address the nine recommended corrective actions identified by DWR. The GSP Plan Amendment will focus only on those efforts needed to adequately address DWR's recommended corrective actions.

The Project will be completed in alignment with the GSP regulations, DWR's Periodic Evaluation guidance<sup>2</sup>, and DWR's recommended corrective actions. These efforts will be completed with the intent of determining if (as well as how and where, to the extent possible) GSP implementation efforts remain on-track to achieve the Subbasin sustainability goal, or if they need to be adaptively intensified, revised, or refocused to achieve their intended benefits.

## 2 Project Approach

The DE Team will complete the Project by evaluating and using the best available science and information, especially new tools, data sources, and resources that have been made available since the GSP was initially developed (2022) and last revised (2024). The DE Team will also consider DWR's recent and forthcoming best management practices (BMP) guidance documents related to subsidence and interconnected surface water (ISW), and will incorporate recommendations from those BMPs to the extent they are available and applicable to the Project. The DE Team proposes a comprehensive approach building off past and ongoing work being performed by the DE Team on behalf of the GSAs and their member agencies within the Subbasin.

In view of regulatory requirements, new information identified during the April 2024 GSP revisions, and DWR's recommended corrective actions, it is anticipated that the Project will include:

- Description of significant new information that has been made available since the GSP was initially developed (2022) and last revised (2024).
- Description of current groundwater conditions for each applicable sustainability indicator relative to the sustainable management criteria (SMC).
- Description of PMA status updates, including progress made to implement the domestic well mitigation program and demand management program according to the timeline proposed in the April 2024 Revised Colusa Subbasin GSP.
- Evaluation of GSP content – including the hydrogeologic conceptual model, groundwater conditions, and water budget – in light of new data, changes in water use during GSP implementation, and the effects of PMAs and other actions taken by the GSAs.
- Reevaluation of the GSP monitoring networks, data gaps, and efforts or opportunities to fill data gaps and improve the GSP monitoring networks.
- Preparation of a GSP Plan Amendment focused on addressing DWR's recommended corrective actions.

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<sup>2</sup> DWR, 2023. Groundwater Sustainability Plan Implementation: A Guide to Annual Reports, Periodic Evaluations, and Plan Amendments. October 2023.

- Summary of the GSAs' efforts to address DWR's recommended corrective actions, including the GSP Plan Amendment.

Specific Project work is described further in the proposed scope of professional services below.

## 3 Project Proposal

### 3.1 Scope of Services

The scope of professional engineering services to be performed by the DE Team is organized into three (3) tasks as described below.

The tasks described herein reflect the DE Team's professional interpretation of the best approach to fulfilling the requirements for the Periodic Evaluation as described in the GSP regulations, following DWR's Periodic Evaluation guidance document, and preparing a GSP Plan Amendment to address DWR's recommended corrective actions. Actual work under each task may deviate from that set forth herein based on coordination with the GSAs. To the extent deviation from that set forth below is required, the DE Team will coordinate with the GSAs as necessary.

**Task 1. Participate in Project Technical Meetings and Outreach:** This task will consist of the following activities:

1. Participate in technical coordination meetings with GSA staff to consult on the Periodic Evaluation and GSP Plan Amendment process, as needed, and discuss topic-specific questions (Assumes 12 two-hour meetings with up to four DE Team members, all held remotely).
2. Participate in one outreach and education meeting during the Periodic Evaluation and GSP Plan Amendment process to engage with stakeholders and present the GSP Plan Amendment (Assumes 1 two-hour meeting, held remotely with four remote attendees from the DE Team).
3. Engage with GSA Boards and stakeholders at public GSA meetings (Assumes 3 two-hour meetings, with two in-person attendees from the DE Team and two remote attendees).
4. Support GSA staff with preparing meeting agendas and meeting materials/exhibits for outreach meetings and GSA meetings (Assumes four hours per meeting for in-person attendees, two hours per meeting for remote attendees).

**Task 2. Prepare Periodic Evaluation:** This task includes efforts required per the GSP regulations (23 CCR Section 356.4) to prepare the Periodic Evaluation and describe whether GSP implementation is reasonably likely to achieve the sustainability goal for the Subbasin. This task will consist of the following activities:

1. Describe significant new information that has been made available since the GSP was initially developed (2022) and last revised (2024).
2. Describe current groundwater conditions for each applicable sustainability indicator relative to the SMC (measurable objectives, interim milestones, and minimum thresholds).
3. Describe PMA status updates and related benefits, and assess measures to mitigate overdraft.

4. Describe progress made to implement the domestic well mitigation program, demand management program, and other efforts according to the timeline proposed in the April 2024 Revised Colusa Subbasin GSP.
5. Evaluate the basin setting in light of new data from the GSP monitoring networks, new public data sources, changes in water use during GSP implementation, and the effects of PMAs and other actions taken by the GSAs.
6. Reevaluate the GSP monitoring networks, data gaps, and efforts or opportunities to fill data gaps and improve the GSP monitoring networks.
7. Describe relevant actions, regulations, ordinances, or other pertinent enforcement or legal actions taken by the GSAs to implement the GSP in furtherance of the Subbasin sustainability goal.
8. Summarize coordination between GSAs in the Subbasin, GSAs in neighboring subbasins, land use agencies, and other entities in the Subbasin, as appropriate, to better align their GSP implementation activities with achievement of the GSP sustainability goal.
9. Summarize the GSAs' efforts to address DWR's recommended corrective actions, including proposed or completed GSP amendments, as applicable.
10. Prepare the draft Periodic Evaluation for the GSAs' review.
11. Prepare and submit the final Periodic Evaluation to DWR.

**Task 3. Prepare GSP Plan Amendment:** This task includes efforts to address DWR's nine (9) recommended corrective actions in the GSP, which focus on the following:

1. Updating the water budget to account for revised overdraft estimates.
2. Providing updates and additional details about PMAs – including the domestic well mitigation program and demand management program – to ensure they are sufficient to achieve the Subbasin sustainability goal and interim milestones.
3. Identifying the locations of groundwater dependent ecosystems (GDEs), considering GDEs when setting SMC, and describing the methods used to delineate the spatial extent of SMC-related focus areas.
4. Considering how groundwater levels at the interim milestones will avoid causing undesirable results for other sustainability indicators.
5. Clarifying how beneficial uses and users were considered when establishing subsidence SMC and the conditions associated with “Yellow Light” and “Red Light” triggers, considering recommendations from DWR's subsidence BMP guidance as applicable.
6. Clarifying and considering updates to groundwater quality monitoring for constituents of concern, verifying that appropriate SMC are established, and coordinating with users of groundwater and regulatory agencies to better understand and avoid migration of constituents of concern.
7. Identifying ISW and updating related monitoring and SMC, considering and incorporating recommendations from DWR's ISW BMP guidance as available.
8. Providing updates on monitoring networks – including monitoring frequencies and locations – and efforts to improve monitoring and fill identified data gaps.
9. Providing updated contact information for the GSP plan manager and an updated discussion of the legal authority of the GSAs.

The GSP Plan Amendment will focus only on those efforts needed to adequately address DWR's recommended corrective actions.

## 3.2 Deliverables

The following deliverable(s) will be provided to CLIENT in electronic format:

### **Task 1. Participate in Project Technical Meetings and Outreach**

- Outreach meeting presentation materials, as may be required.
- Public GSA governing body meeting materials related to the Periodic Evaluation process, as may be required.

### **Task 2. Prepare Periodic Evaluation**

- Draft Periodic Evaluation for GSA review.
- Final Periodic Evaluation for submittal to DWR.

### **Task 3. Prepare GSP Plan Amendment**

- Draft GSP Plan Amendment for GSA review and public comment.
- Final GSP Plan Amendment for GSA approval and submittal to DWR.

## 3.3 Assumptions

The following assumptions were made in developing this proposal. To the extent that these assumptions do not hold true, the effort and therefore the cost and schedule required to perform the professional services could be affected.

1. The number of meetings will follow the number outlined in Task 1.
2. Meetings will be held at the frequency and duration identified in Task 1.
3. Any deviation from the number and/or duration of meetings set forth in Task 1 will be billed on a time and materials basis in accordance with DE Team rates then in effect.
4. The DE Team will incorporate recommendations from DWR's subsidence and ISW BMPs to the extent they are available and applicable to the Project. Forthcoming updates to those BMPs may recommend further analyses not anticipated in this proposal, and may require associated changes or modifications to this scope of professional services.
5. The DE Team will complete only limited modeling to support the Project, as required, using DWR's recent C2VSimFG model, and will not complete extensive local refinements or calibration of the model.
6. The DE Team will not provide any legal guidance and/or direction.
7. The DE Team will not perform a Proposition 218 rate study and/or other rate analyses as part of this work.
8. No environmental permitting will be included in this work.
9. The DE Team reserves the right to augment the DE Team throughout the course of the Project as deemed necessary for successful completion of the Project.

10. All deliverables, unless mutually agreed upon prior to finalization, will be provided in an electronic format.
11. CLIENT will be the lead organizer for all GSA Board and outreach meetings, including noticing of meetings.
12. CLIENT will provide required information requested by the DE Team in a timely manner.
13. The GSAs will provide prompt review and feedback on the Draft Periodic Evaluation and GSP Plan Amendment (Tasks 2-3).
14. CONSULTANT will contract with CLIENT for all tasks, although the costs for all tasks will be paid by the CGA and GGA in a 50/50 split.
15. One round of comments from the GSAs is included in this proposal.
16. Development of new monitoring protocols will not be required to complete the Periodic Evaluation process. Documentation of the monitoring network by the DE Team will instead reference standard, established monitoring protocols of available data to be refined as needed.
17. Prior to initiation of additional work, anything outside the scope set forth herein will be agreed to by CLIENT and the DE Team in writing, including a specified budget (using the DE Team rates then in effect) and schedule.

### 3.4 Schedule

The DE Team proposes to complete all Project work by January 28, 2027 (Table 1). Work will progress to meet milestones on a timeline as defined in the table below. Delays in the notice to proceed from CLIENT will result in corresponding delays or shifts to the subsequent milestones. Schedule implications or deviations from the milestone dates that occur during the work will be made known to CLIENT as soon as practicable.

*Table 1. Summary of project schedule including key milestones and milestone dates.*

Milestone	Milestone Date
Notice to Proceed	September 19, 2025
Presenting Updates at GSA Board Meetings	March-September 2026 (Varied Dates)
Draft GSP Plan Amendment distributed for public review	September 15, 2026
Draft Periodic Evaluation distributed for GSA review	October 15, 2026
Final GSP Plan Amendment approved by GSA Boards	January 2027 (Varied Dates)
Final Periodic Evaluation and GSP Plan Amendment submitted to DWR	January 28, 2027

### 3.5 Cost Proposal

The estimated budget required to perform the work described above is \$296,500. For budgeting purposes, a detailed budget was prepared and is summarized in Table 2. While estimated costs are based on a detailed task-by-task buildup, actual Project costs will not necessarily be tracked on a task basis, nor will individual task budgets constrain charges for work performed up to the total estimated budget.

*Table 2. Project estimated budget summary by task.*

Task Number	Task Name	DE Labor Cost	WYA Labor Cost	Direct Cost	Estimated Total Cost
1	Participate in Project Technical Meetings and Outreach	\$20,000	\$20,000	\$500	\$40,500
2	Prepare Periodic Evaluation	\$73,000	\$39,000	\$0	\$112,000
3	Prepare GSP Plan Amendment	\$69,000	\$75,000	\$0	\$144,000
<b>Totals</b>	<b>Tasks 1-3</b>	<b>\$162,000</b>	<b>\$134,000</b>	<b>\$500</b>	<b>\$296,500</b>

# Staff Report

**To:** CGA-GGA Joint Board

**Agenda Item:** 7. Colusa Subbasin Outreach

**Date:** October 17, 2025

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## Background

Over the past several months, the CGA and GGA have focused many conversations on the importance of outreach, particularly as the basin develops the demand management and well mitigation programs. In June 2025, CGA approved a Task Order with Davids Engineering, Inc. to, among other tasks, provide support for GSP implementation outreach efforts. In July 2025, the GGA agreed to contribute a 50 percent cost share for this project.

The Davids Engineering Team includes local outreach specialists, teamed with the Davids Engineering technical team (collectively DE Team) to assist the CGA and GGA in creating and implementing an outreach strategy to effectively engage with local stakeholders. The local outreach specialists include Water and Land Solutions, focusing on the GGA, and Wise Acre Farms, focusing on the CGA. From July through early September, the DE Team worked with staff to develop a draft outreach plan, consistent with the Communications and Engagement Plan prepared during GSP development.

At the September 19, 2025 CGA-GGA Joint Board meeting, the Boards requested this task be paused. The Boards may engage in discussion on the status of this task and desired next steps. Direction may be given to staff and the DE Team.

## Recommendation

1. Provide direction as necessary.

## Attachments

- None