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## State Water Resources Control Board

December 28, 2022

Mailing ID:

NAME  
ADDRESS  
CITY, STATE ZIP CODE  
USPS Certified Mail No.

### REPORTING GROUNDWATER EXTRACTION TO THE STATE IS REQUIRED UNDER THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA)

### AVISO DE ENVIAR REPORTE(S) SOBRE EXTRACCIÓN DE AGUA SUBTERRÁNEA REQUERIDO POR LA LEY DE GESTIÓN SUSTENTABLE DEL AGUA SUBTERRÁNEA (SGMA)

**This is an important notice that requires your immediate attention. Please read it carefully and do not discard it. You may be required to file one or more groundwater extraction reports with the State Water Resources Control Board (State Water Board) pursuant to the Sustainable Groundwater Management Act (SGMA) by February 1, 2023. See page three to determine if you are exempt.**

***Para obtener información en español, nos puede llamar al (916) 322-6508 o enviar un mensaje a: [sgma@waterboards.ca.gov](mailto:sgma@waterboards.ca.gov).***

The State Water Board sent a “Groundwater Extraction Reporting Required” notice to property owners in the Upper San Luis Rey Valley Subbasin dated July 11, 2022. The notice advised that recipients who extract groundwater are required to report extraction volumes to the State Water Board unless their property is within the management area of the Pauma Valley Groundwater Sustainability Agency or unless they are a *de minimis* (minimal) extractor (a *de minimis* extractor is a small domestic (household) well user pumping less than two acre-feet per year for domestic purposes only).

This type of reporting is required under a state law called the Sustainable Groundwater Management Act, or “SGMA,” which can be found in the California Water Code starting at section 10720. This law addresses problems due to groundwater overdraft. SGMA requires groundwater extractions to be reported to the State Water Board in areas subject to SGMA that are not covered by a groundwater sustainability agency unless extractions are *de minimis*.

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E. JOAQUIN ESQUIVEL, CHAIR | EILEEN SOBECK, EXECUTIVE DIRECTOR

This second notice is being sent to property owners (1) whose property is not within the management area of the Pauma Valley Groundwater Sustainability Agency, and (2) who have not contacted the State Water Board to claim exempt status. If you extract groundwater and you are not otherwise exempt, SGMA requires that you file an annual groundwater extraction report with the State Water Board by February 1 for any extractions during the previous water year; the water-year timeframe is October 1 through September 30.<sup>1</sup> Failure to file a required groundwater extraction report may result in potential enforcement actions by the State Water Board, including Administrative Civil Liability penalties of up to \$500 per day, pursuant to California Water Code section 5107.

**Extraction reports are due to the State Water Board by February 1, 2023, and on February 1 every year thereafter. You must report groundwater extractions from the date you received the July 11, 2022, notice through September 30, 2022, unless otherwise exempt.** See footnote 1 for reporting timelines for groundwater extractions from October 1, 2022, through September 30, 2023.

Please read the following detailed information to help you understand the reporting requirements for groundwater extractions under SGMA and what you may need to do to satisfy the requirement to report.

### **How to submit your annual extraction report and pay filing fees**

All groundwater extraction reporting must be done via the Groundwater Extraction Annual Reporting System (GEARS). Webpage links and helpful resources on the GEARS system are listed in the following paragraphs. Any groundwater extractors in unmanaged areas who do not meet *de minimis* use criteria must report the volume of groundwater extracted from their wells.

The groundwater extraction volume must be reported as a monthly total. Please see [Options for Measuring Extraction Volumes \(https://www.waterboards.ca.gov/sgma/docs/reporting/measuring\\_gw.pdf\)](https://www.waterboards.ca.gov/sgma/docs/reporting/measuring_gw.pdf) for information on how to measure extraction volumes. In addition to extraction volumes, reports must include the location of the well(s) and the place and purpose of use of extracted groundwater.

Any person who must file a groundwater extraction report with the State Water Board must pay a filing fee. After you file your groundwater extraction report, you will receive a separate invoice. Fees are due April 1 or thirty days after the Board issues an invoice, whichever is later. The filing fee includes a base fee, a fee per acre-foot of groundwater extracted, and an automatic late fee if reports are not submitted by February 1, 2023:

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<sup>1</sup> For example, groundwater extractions for October 1, 2022, to September 30, 2023 (Water Year 2023) must be reported to the State Water Board by February 1, 2024. You have five months to report your groundwater extractions after the end of the water year.

Fee Category	Fee Amount	Applicable Parties
Base Filing Fee	\$300 per well	All extractors required to report.
Unmanaged Area Rate	\$10 per acre-foot, if metered	Extractors in unmanaged areas.
Unmanaged Area Rate	\$25 per acre-foot, if unmetered	Extractors in unmanaged areas.
Late Fee	25% of total fee amount per month late	Extractors that do not file reports by the due date.

More information regarding the present fee schedule can be found at [Reporting and Fees \(https://www.waterboards.ca.gov/sgma/reporting\\_and\\_fees.html\)](https://www.waterboards.ca.gov/sgma/reporting_and_fees.html).

Please refer to the additional resources enclosed in this notice that further describe groundwater extraction reporting with GEARS. You may also visit the [GEARS Reporting webpage \(https://gears.waterboards.ca.gov\)](https://gears.waterboards.ca.gov) for more information.

### Disadvantaged community (DAC) fee exemption

The State Water Board may waive fee requirements for (1) low-income residents or (2) any public water system serving a disadvantaged community. To be eligible for this fee exemption, annual groundwater extraction reports must be submitted by the **February 1, 2023**, reporting due date in compliance with reporting requirements described in Water Code section 5202. Any waiver request must be submitted to the State Water Board within 30 days of when the fee is due. For more information regarding the DAC fee exemption and how to submit one to the State Water Board, please visit [Reporting and Fees \(https://www.waterboards.ca.gov/sgma/reporting\\_and\\_fees.html\)](https://www.waterboards.ca.gov/sgma/reporting_and_fees.html).

### How to determine if you are exempt from reporting requirements

You are not subject to SGMA reporting requirements if:

- You do not own any of the parcels identified at the end of this notice and you do not operate a well on any of the parcels identified at the end of this notice.
- You own one or more of the parcels identified at the end of this notice, but you do not own or operate a well there.
- You are using less than two acre-feet annually for domestic purposes only. (You are a *de minimis* groundwater extractor.)

If you meet any one of the conditions above, please file an online form through GEARS to notify the State Water Board that you are not subject to SGMA reporting requirements. There is no fee to notify the State Water Board that you are exempt.

If you have questions regarding this notice or need assistance completing the online groundwater extraction report or requesting a fee waiver, please contact State Water Board staff by email at [sgma@waterboards.ca.gov](mailto:sgma@waterboards.ca.gov) or by phone at (916) 322-6508.

**The following Assessor's Parcel Number(s) (APN) prompted this letter:**

# Groundwater Extraction Report *Quick Guide*

## 1 Create an account.

Register at <https://gears.waterboards.ca.gov>.



## 2 Add your well(s).

Use the interactive map to locate your well(s).

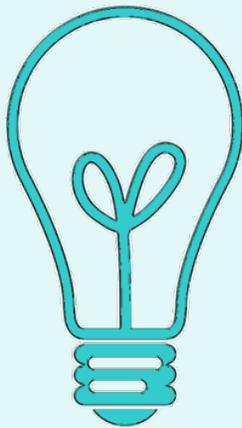


## 3 Submit extraction report(s) by February 1, 2023.

Report your July, August, and September 2022 extraction volumes for each well.



### Things you need to know before you begin:



- Contact information for the reporter (person or entity).
- Location and flow rate of the well.
- Year that extractions (pumping) started.
- Method used to measure groundwater extraction volumes.
- Extraction volumes for July, August, and September 2022.
- How the groundwater was used.
- Where groundwater was used.

Adding a well takes about 5 minutes. Submitting a report takes about 2 minutes.

## ? Questions?

See the demo videos at [gears.waterboards.ca.gov](https://gears.waterboards.ca.gov) for:



- Creating an account
- Adding wells
- Submitting extraction reports

Questions? Email [sgma@waterboards.ca.gov](mailto:sgma@waterboards.ca.gov) or call 916-322-6508

