

Draft Technical Memo

To: Laura Foglia and Tom Grovhoug
 From: Irene Ramirez and Christian Petersen
 Date: December 24, 2018
 Re: Data Management Plan for Development of the Ukiah Basin Groundwater Sustainability Plan, GEI Project No. 1804400
 To: Laura Foglia and Tom Grovhoug

Introduction

The purpose of the Data Management Plan (Plan) is to guide the selection of a Data Management System (DMS) and in the collection, review and uploading of data used to develop a Groundwater Sustainability Plan (GSP) for the Ukiah Basin. This Plan documents the work that will be completed by the LWA/ GEI consulting team.

A needs assessment was completed to determine the type of data and information required to complete the GSP, to seek input for consideration in designing the data management system, and to establish the goals of the Ukiah Valley Groundwater Basin (UVB) DMS. The intent of this document is to provide guidance on the approach and process to efficiently develop and populate the DMS.

The Plan will now serve as guidance for the collection and management of groundwater and surface water information required for GSP development and will be used as part of the continued reporting during the GSP implementation phase. This Plan also presents a long-term strategy for building and expanding the size and functionality of the DMS.

SGMA Requirements

The SGMA regulations (California Code of Regulations, Title 23, Division 2, Chapter 1.5, Subchapter 2) give broad requirements on data management, stating that a GSP must follow the following guidelines for a DMS:

- Article 3, Section 352.6: Each Agency shall **develop** and **maintain** a **data management system** that is capable of **storing** and **reporting** information relevant to the development or implementation of the Plan and monitoring of the basin. Also, must have clear identification of all monitoring sites and description of the QA/ QC checks performed on the data.
- Article 5, Section 354.40: **Monitoring data** shall be **stored** in the **data management system** developed pursuant to Section 352.6. A copy of the monitoring data shall be included in the Annual Report and submitted electronically on forms provided by the Department.
- **Well information** used to develop the basin setting shall be **maintained** in the Agency's **data management system**

In summary, to comply with SGMA, the Groundwater Sustainability Agency will need to create a DMS that stores groundwater basin information and reports monitoring data. The data being stored in the DMS must have a clear unique identifier and QA/QC must be performed on the data.

Data Management During GSP Development

During the development of the GSP, the DMS will be populated with data used to support the completion of the GSP. This section describes an overview of what the LWA/GEI team understands to be the types of data and information needed to develop the Ukiah Valley Basin GSP. The specific data needed to populate the DMS are shown in **Table 1**.

Data Needs

The table below illustrates the datasets that are publicly accessible or available from the Mendocino County and will be used in populating the DMS. Other data that will populate the database is point locations that may not have a relationship to the well. This data may include precipitation, landuse, and surface water data.

Table 1. Datasets Available for Use in Populating the Ukiah Valley Basin DMS

DATA SETS	DATA CATEGORY							
	WELL AND SITE INFO	WELL CONSTRUCTION	AQUIFER PROPERTIES AND LITHOLOGY	WATER LEVEL	PUMPING	RECHARGE	DIVERSION	WATER QUALITY
DWR (CASGEM)	X	X		X				
DWR (WELL LOGS)*	X	X	X					
DWR (CDEC)							X	X
MENDOCINO COUNTY	X	X		X			X	
GEOTRACKER GAMA	X							X
USGS	X	X		X				X
IRRIGATED LANDS PROGRAM								X
PARTICIPATING DISTRICTS	X	X	X	X	X	X	X	X

**Well log information will be entered for selected wells, as-needed to satisfy the requirements of the SGMA regulations.*

During the development of the GSP by the client team and project stakeholders, access to data through the DMS will be required for completion of several chapters and sections. The GSP sections that will need the data listed in **Table 1** are as follows: Overview of the Plan Area, Hydrogeologic Conceptual Model, Overview of Existing Monitoring Programs, Groundwater Elevation and Flow Conditions, Ukiah Subbasin Water Budget, Groundwater Quality Conditions, Land Surface Subsidence, Interconnected Surface Water, Groundwater Dependent Ecosystems, and Conditions as of January 1, 2015, the date when SGMA went into effect.

Data Design

The proposed DMS data structure design is shown in **Appendix E**. The figure contains an entity relationship diagram (ERD) of the DMS. The ERD is a graphical representation of the different tables to be included in the data system. The ERD is color coordinated to show the relationship between tables:

- **Blue Tables** – Main tables that include point data with a unique identification and unique point location to be added to database (e.g. Well_Info and Site Info)
- **Green Tables** – Are related to the main table and hold additional details about the well or unique identifier (e.g. correlation of a well point with water level or water quality)
- **Orange Tables** – Lookup tables that contain the unique values for specific data columns that can be used as filters when data needs to be queried (e.g. Season_LU and Principal_Aquifer_LU)

A brief description of the main and sub tables in the ERD is listed below. Figure 1, also has all the tables that are currently in the Microsoft Access Database and the tables that will be added. A more detailed description of each column in each table can be found in **Appendix B**.

- **Well_Info** - Contains general information about well, including identifiers used by various agencies.
- **Site_Info** - Contains site information about a well, recharge site, or diversion, including location, elevation, and address information
- **Well_Constr** - Contains well construction information, including depth, diameter, etc.
- **Well_Constr_Screen** - Supplements Well_Constr with well screen information. One well can have many screens.
- **Well_Geologic_Aquifer** - Contains information about the aquifer parameters of the well such as pumping test information, confinement, and transmissivity.
- **Well_Geologic_Lithology** - Lithologic information at a well site. Each well may have many lithologies at different depths.
- **Water_Level** - Water level measurements for wells
- **Well_Pumping** - Pumping measurements for wells, annual or monthly
- **SW_Recharge** - Recharge measurements for a recharge site, annual or monthly
- **SW_Diversion** - Diversion volume measurements for a diversion site, annual or monthly
- **Water_Quality** - Contains water quality data for wells or any other type of site

Main Tables	Sub Tables		Lookup Tables			Tables to be Added
<div><div>WELL_INFO</div><div>Column Names</div></div>	<div><div>WELL_GEOLOGIC_LITHOLOGY</div><div>Column Names</div></div>	<div><div>SW_DIVERSION</div><div>Column Names</div></div>	<div><div>WELL_TYPE_LU</div><div>Column Names</div></div>	<div><div>WELL_USE_LU</div><div>Column Names</div></div>	<div><div>LITH_SOURCE_LU</div><div>Column Names</div></div>	<div><div>Precipitation</div><div>Column Names</div></div>
<div><div>SITE_INFO</div><div>Column Names</div></div>	<div><div>WELL_GEOLOGIC_AQUIFER</div><div>Column Names</div></div>	<div><div>WELL_PUMPING</div><div>Column Names</div></div>	<div><div>WELL_STATUS_LU</div><div>Column Names</div></div>	<div><div>COORD_METHOD_LU</div><div>Column Names</div></div>	<div><div>CONFINEMENT_TYPE_LU</div><div>Column Names</div></div>	<div><div>Surface Water</div><div>Column Names</div></div>
	<div><div>WELL_CONSTR</div><div>Column Names</div></div>	<div><div>BASIN_PORTION</div><div>Column Names</div></div>	<div><div>DRILL_METHOD_LU</div><div>Column Names</div></div>	<div><div>MM_CODE_LU</div><div>Column Names</div></div>	<div><div>PRINCIPAL_AQUIFER_LU</div><div>Column Names</div></div>	<div><div>Landuse</div><div>Column Names</div></div>
	<div><div>WELL_CONSTR_SCREEN</div><div>Column Names</div></div>	<div><div>AGENCIES</div><div>Column Names</div></div>	<div><div>PLSS_RANGES_LU</div><div>Column Names</div></div>	<div><div>QM_CODE_LU</div><div>Column Names</div></div>	<div><div>SANITARY_SEAL_MATERIAL_LU</div><div>Column Names</div></div>	
	<div><div>WATER_QUALITY</div><div>Column Names</div></div>	<div><div>SW_RECHARGE</div><div>Column Names</div></div>	<div><div>SCREEN_MATERIAL_LU</div><div>Column Names</div></div>	<div><div>SEASONS_LU</div><div>Column Names</div></div>	<div><div>WELL_CASING_MATERIAL_LU</div><div>Column Names</div></div>	
	<div><div>WATER_LEVEL</div><div>Column Names</div></div>		<div><div>COUNTIES_LU</div><div>Column Names</div></div>	<div><div>MEAS_ACCURACY_LU</div><div>Column Names</div></div>	<div><div>WELL_COMPLETION_TYPE_LU</div><div>Column Names</div></div>	
	<div><div>B118_BASINS_2016</div><div>Column Names</div></div>		<div><div>CHEMICAL_TYPE_LU</div><div>Column Names</div></div>	<div><div>QQ_SECTIONS_LU</div><div>Column Names</div></div>	<div><div>CASGEM_WELL_TYPE_LU</div><div>Column Names</div></div>	
			<div><div>MEASUREMENT_UNIT_LU</div><div>Column Names</div></div>	<div><div>LITH_CLASSCODE_LU</div><div>Column Names</div></div>	<div><div>STATES_LU</div><div>Column Names</div></div>	
			<div><div>MEASUREMENT_TYPE_LU</div><div>Column Names</div></div>	<div><div>PLSS_TOWNSHIPS_LU</div><div>Column Names</div></div>	<div><div>ELEV_ACCURACY_LU</div><div>Column Names</div></div>	
			<div><div>MONTH_OR_ANNUAL_LU</div><div>Column Names</div></div>	<div><div>ELEV_METHOD_LU</div><div>Column Names</div></div>	<div><div>PLSS_MERIDIANS_LU</div><div>Column Names</div></div>	
			<div><div>COORD_ACCURACY_LU</div><div>Column Names</div></div>			

1

Figure 1. Tables in the Ukiah Valley Basin DMS

DRAFT

Data Compilation and Review

As data is being compiled, it will follow the generalized workflow shown in **Figure 2**. The LWA/GEI team will obtain data from a wide variety of sources and compile into excel files that will be organized into a formatted data template that can then be processed through the Access Microsoft code. Before the data is processed into the Access database, a data review process will occur to make sure the data being uploaded into the database attains data quality objectives. After the data is prepared it will be pulled into the database by LWA/ GEI team using the VBA access code. The goal of the Access Microsoft Data Management System is to centralize all data listed in **Table 1** for Ukiah Valley Basin. Each step in the data process shown on **Figure 2** is described below.

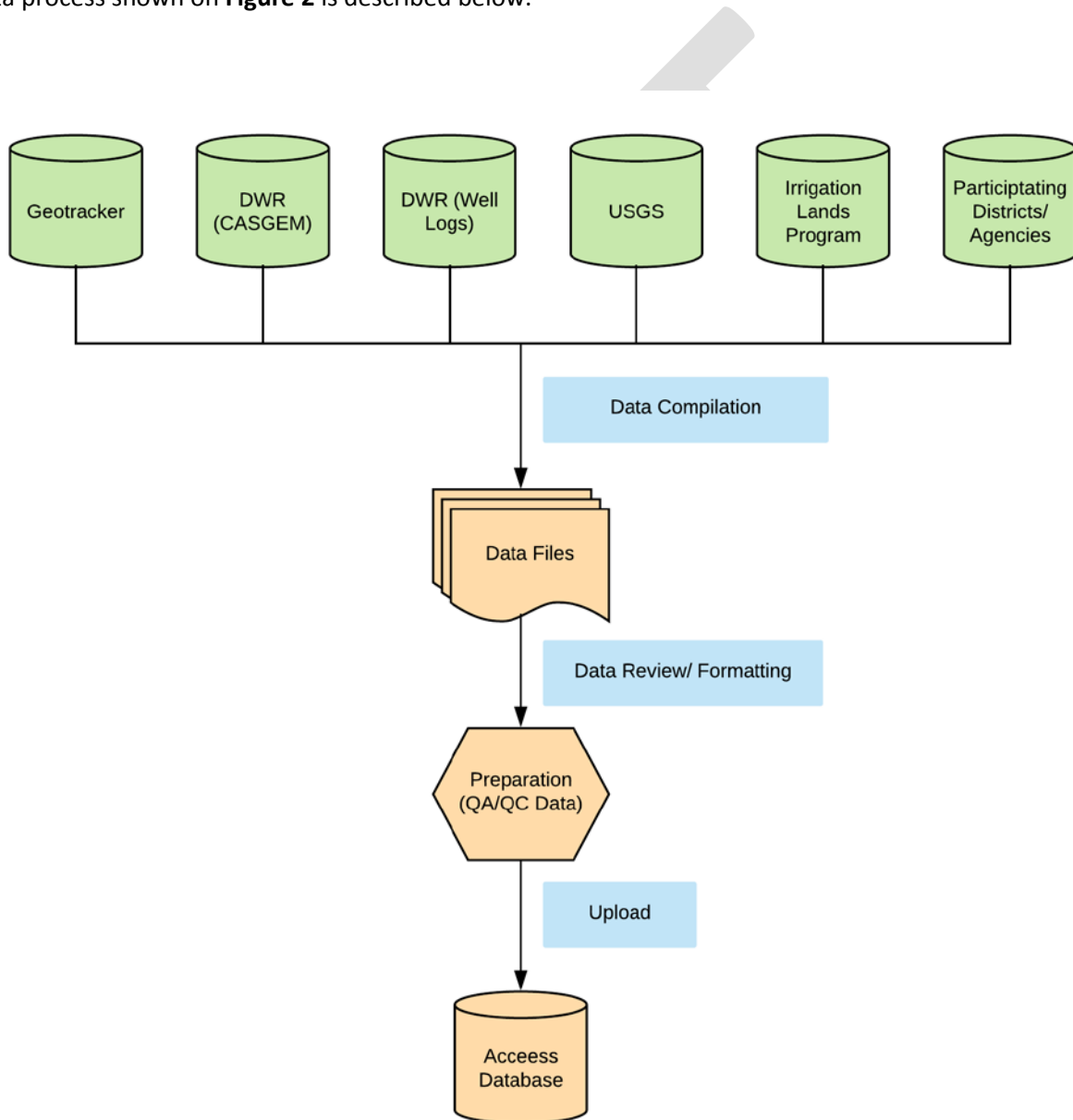


Figure 2. Data Process

Data Compilation

LWA has compiled some data (**Appendix A**) already and portions of the data will be used to populate the Access database. The data that LWA has gathered is in a GIS database and the other data being compiled are coming from webpages, so the data will be exported as excel files for simplicity. For efficiency and operational flexibility, the data will be exported or converted to excel files (e.g. xlsx or csv). GEI will obtain additional Ukiah Basin data from larger databases as displayed in **Figure 2**.

During completion of the GSP, the LWA/GEI team anticipates continuing to identify and obtain additional data that will benefit the GSP, so this collection process may continue through completion of the Draft GSP.

Data Review

The compiled data will be reviewed before it is migrated into the Access database. The review process will be a thorough preliminary evaluation of the data. The team's data review process will be focused and limited in scope during the development of the Draft GSP. It will include the following checks:

- Identifying outliers that may have been introduced during the original data entry process by others.
- GEI will remove or flag questionable data being uploaded in the DMS. This applies to historic water level data, water quality data, and water level over time.
- Visualization of data in various software platforms outside the DMS will be used to further assess the quality of data before uploading.

After the data is imported into the Access DMS, the user can check the error tables to see if any errors occurred during the import process. The error tables that currently exist in the access database is water level and/ or well construction data. **Figure 3** has a few examples of how the errors appear in the database.

ID	WellID	Measuremer	ErrorField	ErrorValue	ErrorMessage
1	4053	10/5/1993			You cannot add or change a record because a related record is required in tabl
2	2444	2/23/1971			You cannot add or change a record because a related record is required in tabl
(New)	0				

ID	WellID	ErrorField	ErrorValue	ErrorMessage
8	25S/11E-09M01			Update or CancelUpdate without AddNew or Edit.
9	26S/12E-26E07			Object required
(New)				

Figure 3. Error Handling in DMS

Data Upload/ Import

Following data compilation and review, GEI will organize the data into interim spreadsheets, that are QA/QC'ed and then uploaded into Access Database. The data will be uploaded into the Access Database using templates that are similar to the tables in the database. During the Upload process, GEI will utilize

upload tools, some of which are referenced in **Appendix C. Appendix D** provides a diagram of how GEI's data analyst will logically work through each row of data in the excel files. Note that each process shown depends on the type of data being imported.

Data Management System Selection

Desktop Application

Microsoft Access will serve as the primary software platform for the DMS, allowing users to query and export data. Microsoft Excel will be used for populating and updating the DMS and for exporting data to users.

Because the DMS will have a wide range of users, including water agency staff and their consultants, Excel and Access were chosen as platforms as these tools are widely used and do not require specialized programming skills. It should be noted that the Access platform does have limitations, particularly with respect to the ability to build web-based functionality. However, at this stage of GSP development, web-based functionality is not essential, and the DMS can be migrated in the future to a software platform that supports web-based functionality should the need arise.

A second limitation of an Access-based DMS is that Microsoft Access does not have a robust ability to reconcile data when multiple copies of a database are modified independently and recombined. Initially, this limitation will not be important because the DMS will be housed on GEI's internal network, accessible by GEI staff. When the DMS is transferred to a locally-managed network, procedures for access and use of the DMS by staff at participating agencies will be developed together with protocols for backing up the DMS and for secure password protection.

The rationale is that the Microsoft desktop application is the best fit given the schedule and budget available for development of this initial GSP. There will also be password protection levels placed on the database to restrict certain users from editing the data and/or code. The LWA/GEI team will have developer rights, with full access to the database. This access capability can be transferred to the Mendocino County when the desktop application is ready to be passed along.

Web Tool Application – Considerations during SGMA implementation for 2022-2042

An Oracle database could be served as a secondary software platform for the DMS allowing users to view the data from web interface. Microsoft Access and/or excel spreadsheets would be used to help populate the DMS.

The benefits of having the DMS in Oracle is the possibility to host the data on a web page. The data can be set up with a GIS interface which can help with the GSP implementation and long-term monitoring. The limitations to an Oracle database is that it would have to be maintained by someone who has special programming skills. Another limitation is that the data would have to be displayed in a specific manner on the webpage to extract the data and can't be easily extracted by selecting to download all the data.

Schedule

In February 2019, the LWA/GEI team will present and discuss the Data Management Plan with the Technical Advisory Committee (TAC). During this meeting, we hope to reach agreement with the TAC on the DMS Plan and use of software as described herein. Completion of the DMS is planned for the end of 2019.

DRAFT

Attachment A - Data Field Descriptions

DRAFT

Data	Format	Time Period	Number	Source	Comments
Streams	Shapefile				Received from Sarah. We can also download from state and federal databases in case.
Springs	Shapefile				Received form Sarah.
Water bodies	Shapefile				Received from Sarah. We can also download from state and federal databases in case.
Streamflow Measurements (gages)	CSV-Shapefile	1991-2015	7 (3 inside UVB)	USGS	We can download data and we already have for five of them
Precipitation		Varies	8 (Daily*)	NOAA	Received from Sarah. We can download (Samira has already) from state and federal databases in case.
Precipitation			1 (Hourly)	CIMIS	Received from Sarah. We can download (Samira has already) from state and federal databases in case.
Precipitation			2 (*)	CDEC	Received from Sarah. We can download (Samira has already) from state and federal databases in case.
Land Use	Shapefile	2010	1	DWR	
Land Use	Shapefile	2014	1	SGMA Portal LU Viewer	
Land Use	Shapefile	2011	1	Sarah (NLCD)	Received from Sarah
Land Use	Shapefile	2011	1	Sarah	Received from Sarah. Mendocino County Vector Shapefile. We don't know what year it is. Probably what LACO used.
Geology	Shapefile				Received from Sarah
Elevation (DEM)	Raters Lidar	2017		USGS	We have to download
Elevation (DEM)					Sarah shared NED for UVB area with 30m resolution
Wells	Shapefile		48	CASGEM	We have the map of the 42 wells. We should download the data from database
Wells	Shapefile		436	GeoTracker	We have the map of the 436 wells. We should download the data from database. It's going to take some time if we can't get it from Sarah.

Data	Format	Time Period	Number	Source	Comments
Soil	Map/CSV		1	DWR/SSURGO	Received from Sarah. We can also download from state and federal databases in case. What Sarah shared does not seem to be local.
Geologic Cross Sections	Maps		3	LACO Prelim Studies	3 cross sections we don't have the maps.
Land Use	Excel Files	1991-2015	*	UC Davis 2017	Haven't received it yet, it is in the 2017 Masters Thesis.
Streamflow Measurements (gages)			4	NFSM	Missing timeseries data. Shapefile was not shared but LACO has a figure
Streamflow Measurements (gages)			3	CLSI	Missing timeseries data. Have the shapefile and location.
Wells					IHCM Appendix includes some of them.
Wells					
River Bed Properties					We have some info from MODFLOW file and the LACO Water Budget study, we won't be probably getting much data in this sense.

Attachment B – Access DMS Field Description

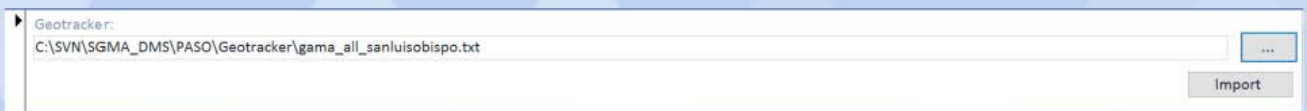
DRAFT

Attachment C - Data Upload/ Import

DRAFT

How to Import GeoTracker Data

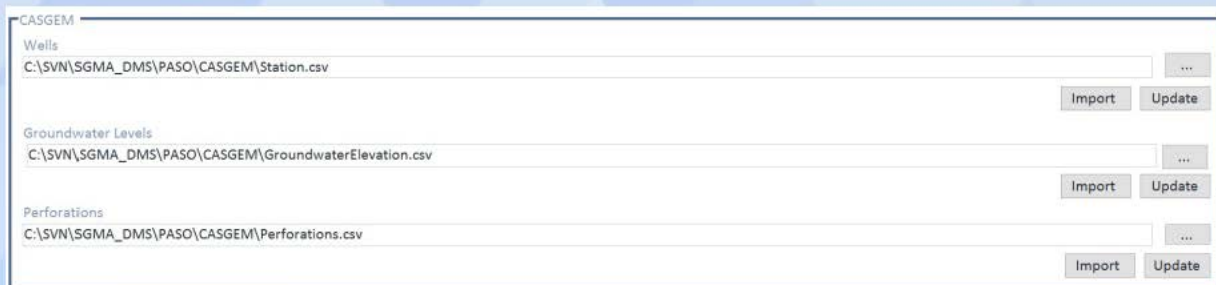
- Go to GeoTrackers web page and download text file:
<http://geotracker.waterboards.ca.gov/gama/datadownload>
- Import/ update the data into the DMS
 - Well Info, Site Info, and Water Quality Table



A screenshot of a software dialog box titled "GeoTracker:". It contains a text field with the file path "C:\SVN\SGMA_DMS\PASO\Geotracker\gama_all_sanluisobispo.txt". To the right of the text field is a small button with three dots "...". Below the text field is a button labeled "Import".

How to Import CASGEM Data

- Go to CASGEM web page and download csv file
<https://sgma.water.ca.gov/webgis/?appid=SGMADataViewer>
- Import/Update the data into the DMS
 - Well Info, Site Info, Water Level, Well Construction, Well Construction Screen Table
- Import vs Update
 - Imports into a temporary table
 - Updates the DMS with data in temporary table
 - Checks for duplicates
 - Erroneous data



A screenshot of a software interface titled "CASGEM". It has three sections: "Wells", "Groundwater Levels", and "Perforations". Each section has a text field for a file path and two buttons, "Import" and "Update".
- "Wells" section: File path is "C:\SVN\SGMA_DMS\PASO\CASGEM\Station.csv".
- "Groundwater Levels" section: File path is "C:\SVN\SGMA_DMS\PASO\CASGEM\GroundwaterElevation.csv".
- "Perforations" section: File path is "C:\SVN\SGMA_DMS\PASO\CASGEM\Perforations.csv".

How to Import Client Data

- All files being imported must:
 - Adhere to template
 - Be in csv format
- Import/Update the data into the DMS
 - Well Info, Site Info, Water Level, Well Construction, Well Construction Screen Table
- Import vs Update
 - Imports into a temporary table
 - Updates the DMS with data in temporary table
 - Checks for duplicates
 - Erroneous data

The screenshot shows a web-based interface titled "Client Data". It contains four sections, each with a label, a text input field for a file path, and buttons for "Import" and "Update".

Section	File Path	Buttons
Well and Site Info	C:\SVN\SGMA_DMS\PASO\Client\Public_Data.xlsx	Import
Water Levels	C:\SVN\SGMA_DMS\PASO\Client\CSV_Access_Use\Test_WL.csv	Import, Update
Well Construction	C:\SVN\SGMA_DMS\PASO\Client\CSV_Access_Use\Test_WellConstr.csv	Import, Update
Well Construction Screen	C:\SVN\SGMA_DMS\PASO\Client\CSV_Access_Use\Test_WellConstrScr.csv	Import, Update

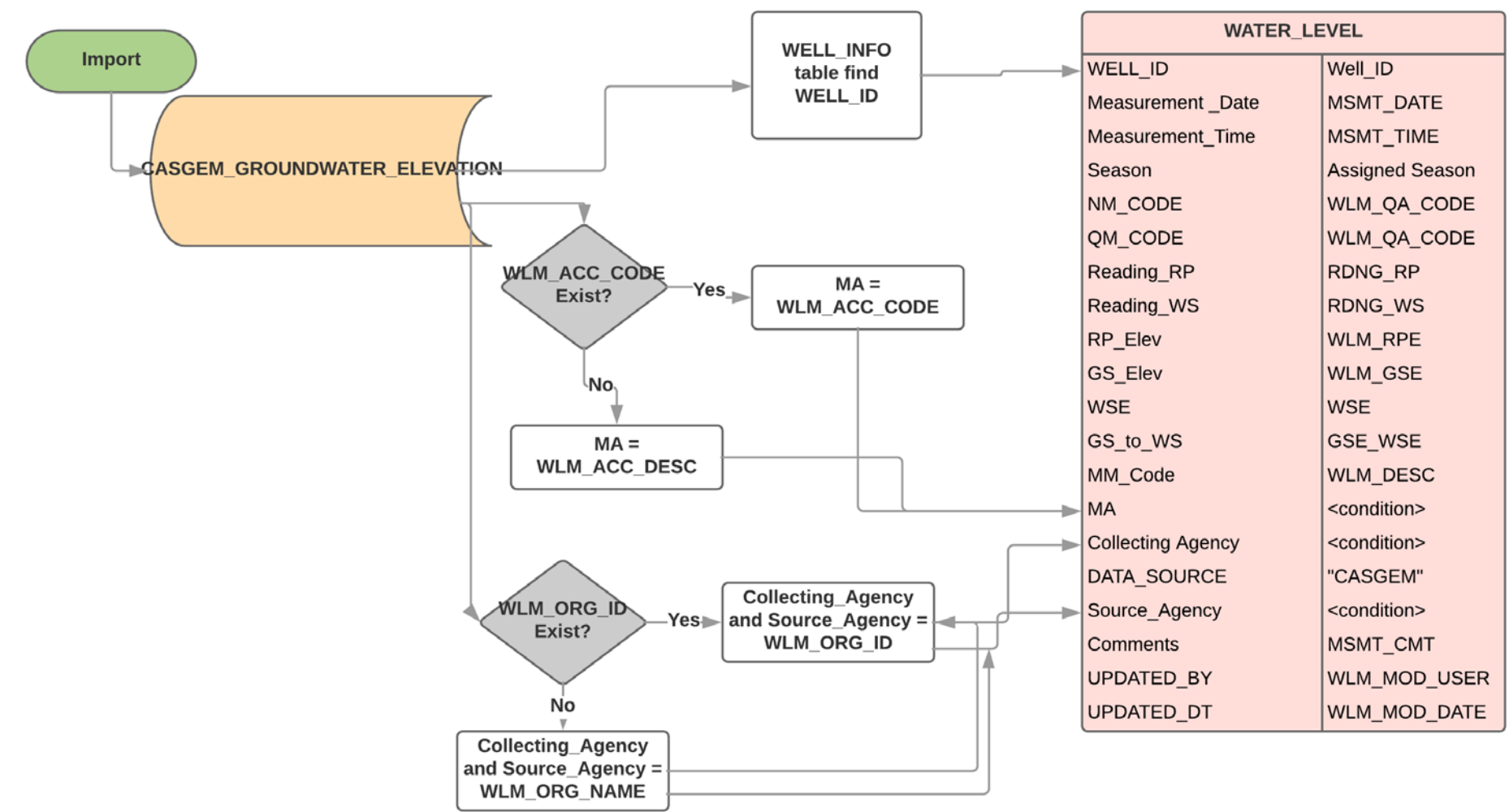
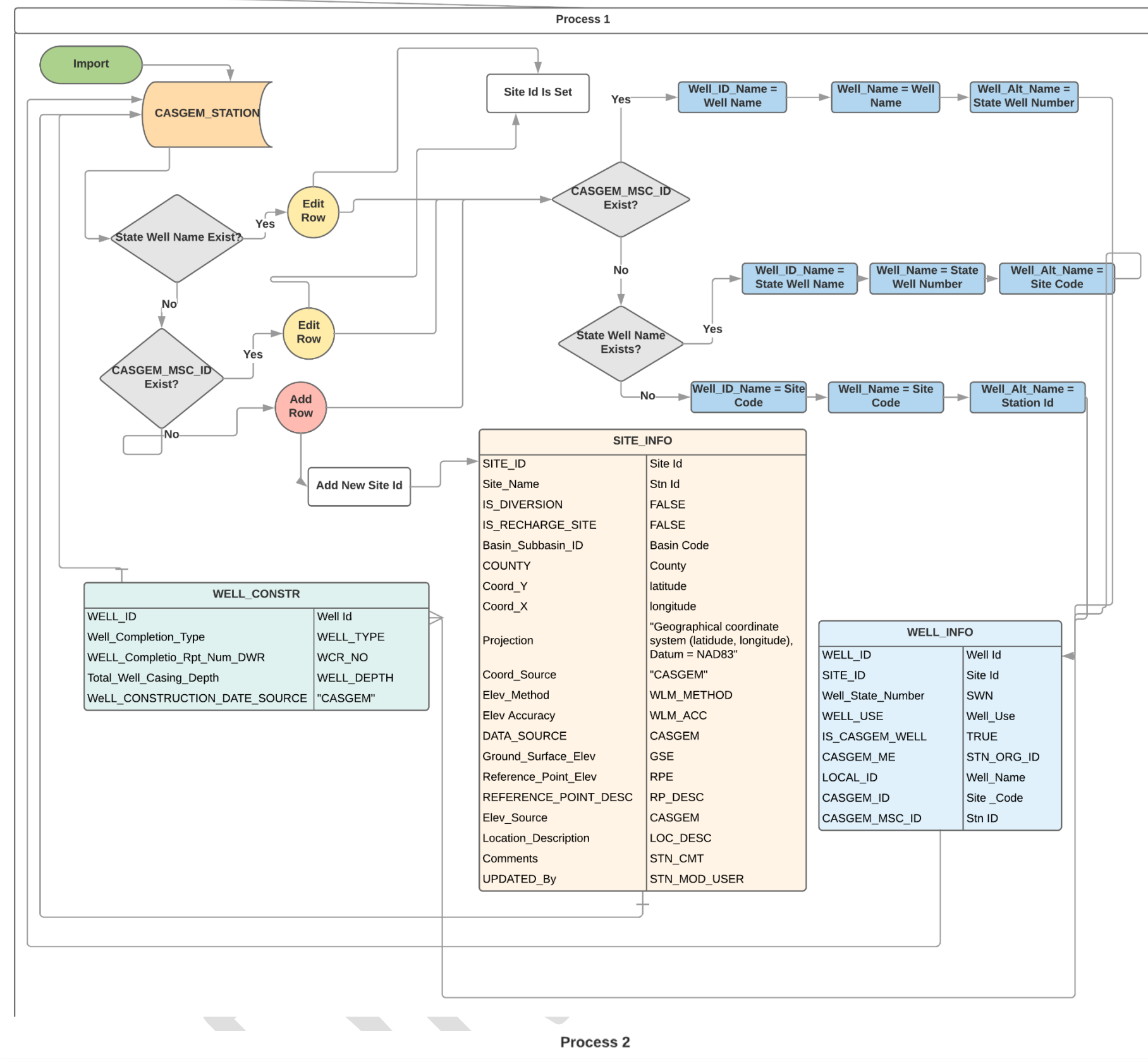
DRAFT

Appendix D – Access Database Logic Diagram for CASGEM and Geotracker

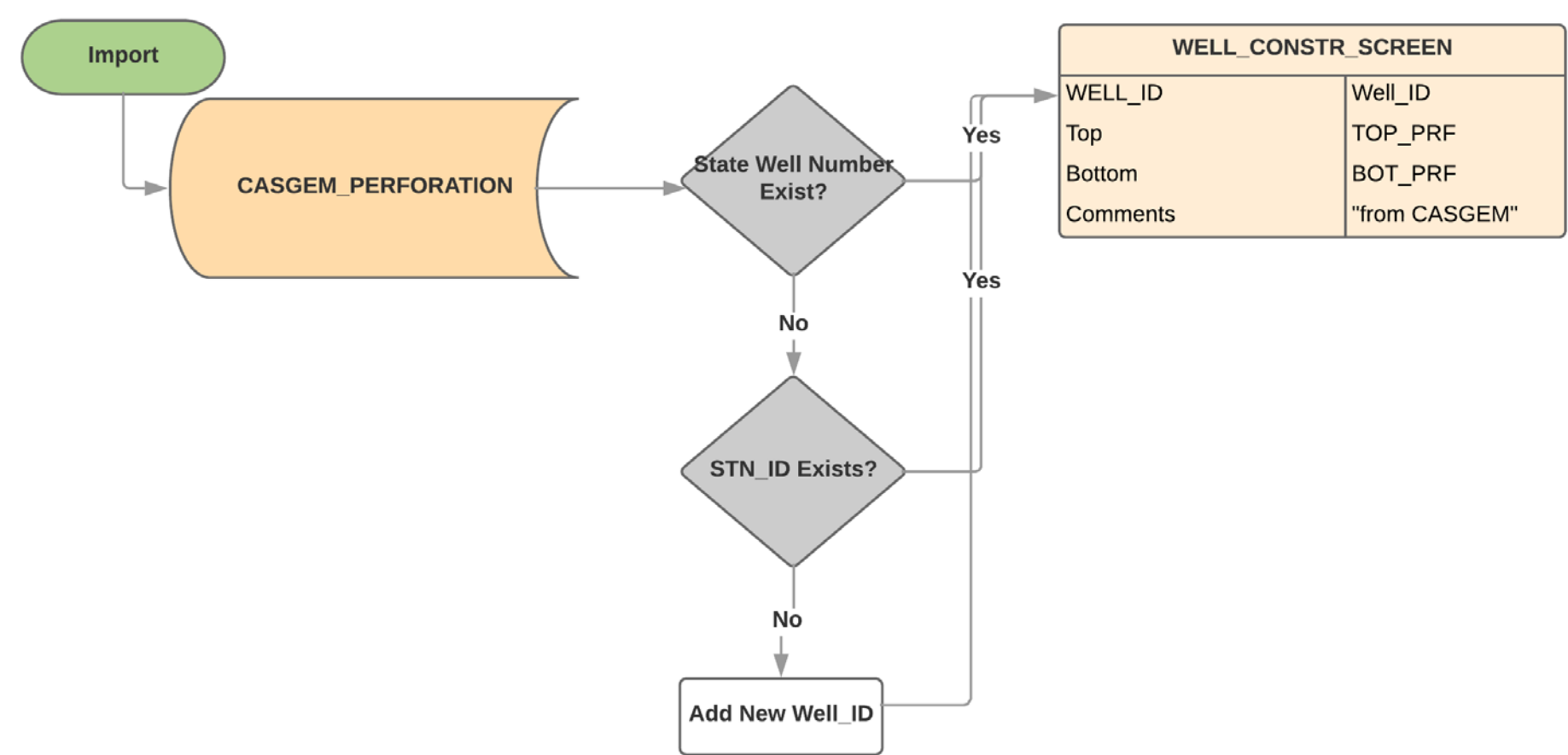
DRAFT

CASGEM WORKFLOW

Irene Ramirez | December 13, 2018



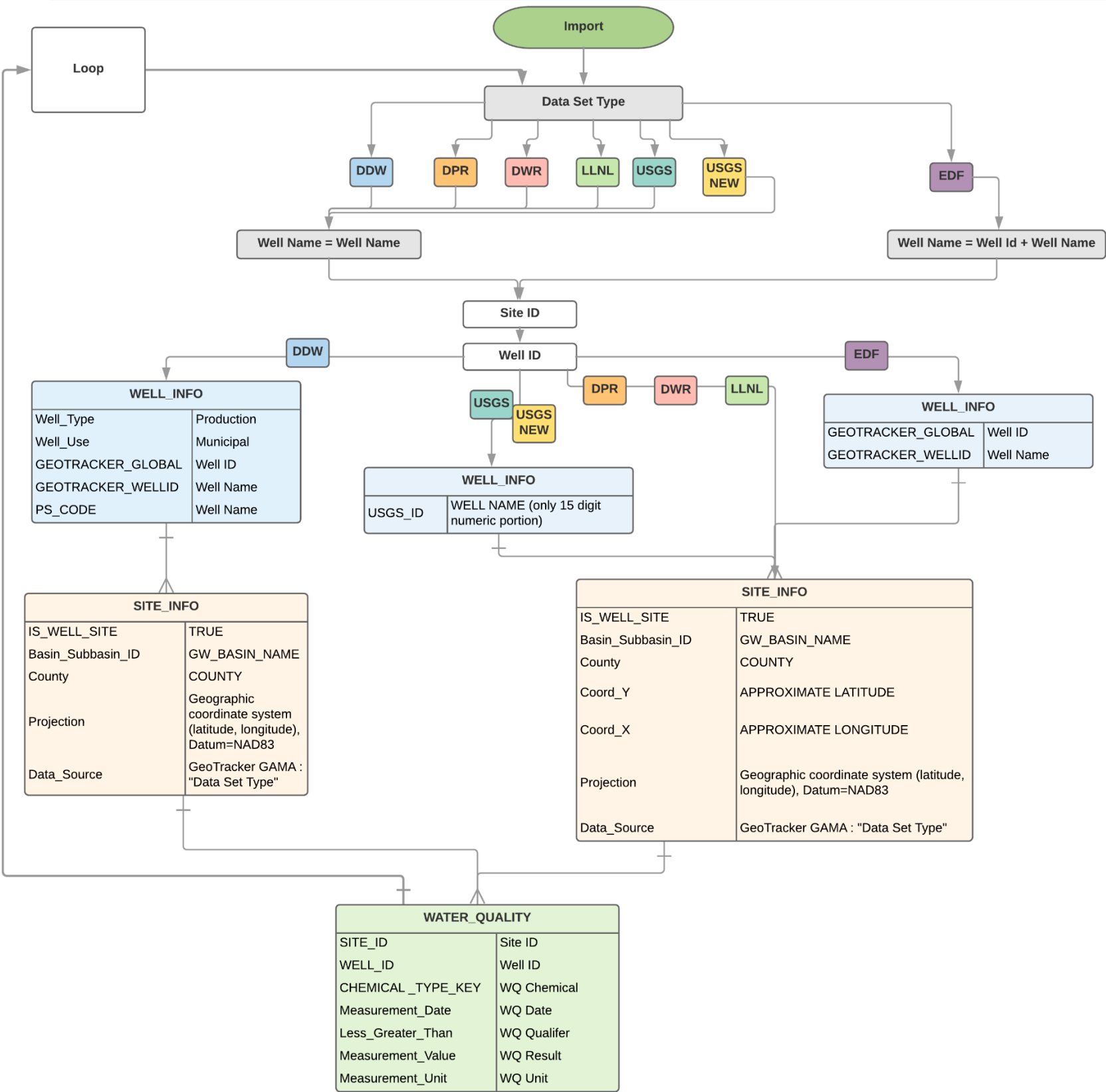
Process 3



DRAFT

GEOTRACKER WORKFLOW

Irene Ramirez | December 13, 2018



Attachment E - Entity Relationship Diagram (ERD) Proposed for the Ukiah Valley Basin DMS

DRAFT

