



Vina Groundwater Sustainability Agency
308 Nelson Avenue, Oroville, CA 95965
(530) 552-3592
VinaGSA@gmail.com

Vina Groundwater Sustainability Agency Board Meeting Agenda

Date: Wednesday, February 11, 2026

Time: 3:30 PM

Location: Chico City Council Chamber, 421 Main Street, Chico CA

Or [Join the Vina GSA Board Meeting via Zoom](#)

Meeting ID: 678 207 7386

Live streaming and recording of Vina GSA Board meetings are provided for viewing purposes only. Please note that in-person attendance is required for public participation. Streaming and recording services are subject to discontinuance if technical or other issues prevent effective meeting proceedings.

BOARD MEMBERS:

- Jeff Rohwer, Vice Chair, Agricultural Groundwater User
- Derek Sohnrey, Durham Irrigation District
- Tod Kimmelshue, Butte County
- Katie Hawley, City of Chico
- Jim Graydon, Domestic Well User

PUBLIC COMMENT INFORMATION:

Public comment will be accepted in-person at the meeting or may be submitted by email prior to the meeting to VINAGSAPUBLICCOMMENTS@CHICOCA.GOV. If you would like to address the Board at this meeting, you are requested to complete a speaker card and hand it to the Board Clerk prior to the conclusion of the staff presentation for that item. A time limit of three (3) minutes per speaker on all items and an overall time limit of thirty minutes for agenda items has been established. If more than 10 speaker cards are submitted for agenda items, the time limitation may be reduced to one and a half minutes per speaker.

When submitting public comments via email, please indicate the item number your comment corresponds to in the subject line. Comments submitted will be sent to the full GSA Board members electronically prior to the start of the meeting. Email comments will be acknowledged and read into the record by name only during the public comment period for each agenda item. Emailed comments received prior to the end of the meeting will be made part of the written record but not acknowledged at the meeting.

VINA GROUNDWATER SUSTAINABILITY AGENCY

REGULAR BOARD MEETING AGENDA

February 11, 2026

1. VINA GROUNDWATER SUSTAINABILITY AGENCY (GSA) REGULAR BOARD MEETING

1.1. Call To Order

1.2. Roll Call

1.3. Election of Chair and Vice Chair

2. CONSENT AGENDA:

2.1. APPROVAL OF THE 12-10-25 VINA GSA BOARD MEETING MINUTES.

REQUESTED ACTION: Approve the 12-10-25 Vina GSA Board meetings minutes.

2.2. CONSIDERATION OF APPROVAL OF CONTRACT AMENDMENT NO. 2 WITH LARRY WALKER ASSOCIATES.

The Board will consider approval of Contract Amendment No. 2 to the professional services contract between the Vina Groundwater Sustainability Agency (GSA) and Larry Walker Associates. The proposed amendment revises the contract budget to align with Amendment No. 2 of Department of Water Resources Grant Agreement No. 4600015664 by reallocating funds within Component 2 to support groundwater monitoring well drilling activities. The amendment also incorporates additional funding and a change in scope for the CalSIP Component, Stream Gage Enhancements, consistent with Amendment No. 1 of Department of Water Resources Grant Agreement No. 4600016265. The amendment increases the contract amount by \$536,000, with no change to the overall project completion date.

REQUESTED ACTION: Approve Contract Amendment No. 2 to the Contract between the Vina Groundwater Sustainability Agency and Larry Walker Associates.

3. ITEMS REMOVED FROM CONSENT – IF ANY

4. PUBLIC COMMENTS

Members of the public may address the Board at this time on any matter not already listed on the agenda; comments are limited to three (3) minutes. The Board cannot take any action at this meeting on requests made under this section of the agenda.

5. REGULAR AGENDA

5.1. FORMATION OF FINANCIAL AND ADMINISTRATIVE SYSTEMS AD HOC COMMITTEE

As the Vina Groundwater Sustainability Agency (GSA) continues to mature as an organization, it will be important to determine the financial and administrative systems and processes that best support its long-term operations. To help guide this work, Staff is requesting the formation of an ad hoc committee that can collaborate with Staff and Legal Counsel on evaluating options and providing input. The ad hoc committee would be temporary, expected to serve for roughly nine months, while the GSA refines its approach to financial and administrative management. *(Report – Dillon McGregor, GSA Program Manager)*

REQUESTED ACTION: Form a Financial and Administrative Systems Ad Hoc Committee or provide direction to staff.

5.2. CONSIDERATION OF A PROPOSAL FOR WEB MAP HOSTING OF THE VINA GROUNDWATER SUSTAINABILITY AGENCY FEE MAP

The Vina Groundwater Sustainability Agency (GSA) approved a new groundwater sustainability fee in 2024, which was implemented on the Fiscal Year 2025–26 tax roll. As part of the fee development process, a parcel-based fee map was prepared to allow landowners to view applicable fees by parcel.

The GSA does not currently have the software to host the interactive fee map. Kjeldsen, Sinnock & Neudeck, Inc. (KSN) has submitted a proposal to provide web map hosting services. Staff is seeking Board direction on whether to proceed with hosting the fee map for future years and include the associated annual cost in the GSA budget. *(Report – Dillon McGregor, GSA Program Manager)*

REQUESTED ACTION: Consider approving the proposal for web map hosting of the Vina Groundwater Sustainability Agency fee map and including the annual cost in the GSA budget, or declining the proposal and not hosting the fee map.

6. PROGRAM MANAGER REPORT – (Information Only - Dillon McGregor, GSA Program Manager)

7. COMMUNICATIONS AND REPORTS

8. BOARD MEMBER REQUESTS FOR FUTURE ITEMS

Board Members may propose topics, projects, or issues for inclusion on a future agenda. Proposals will be noted for consideration by the Chair and Program Manager, subject to feasibility and alignment with the Agency’s priorities. No discussion or action will be taken on proposed items at this meeting.

9. ADJOURNMENT:

The Vina GSA Board meeting will adjourn to Closed Session after tonight’s Vina GSA Regular Board Meeting.

1. CLOSED SESSION PUBLIC COMMENTS OR BOARD DISQUALIFICATIONS:

Members of the public may address the Board at this time on the closed session item only; comments are limited to three (3) minutes, or time limit as determined by the Chair.

2. ADJOURN TO CLOSED SESSION:

3. CLOSED SESSION

3.1 Call to Order

4. CLOSED SESSION AGENDA

4.1 PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1) - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Butte County Superior Court #23CV02789 - Ronald R Titus, as Trustee of the 2005 Titus Trust et al vs Vina Groundwater Sustainability Agency

4.2 PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1) - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Butte County Superior Court #22CV00321 - AquAlliance et al vs Vina Groundwater Sustainability Agency et al.

4.3 PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1) - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Butte County Superior Court #24CV04275 - AquAlliance et al vs Vina Groundwater Sustainability Agency et al.

5. CLOSED SESSION ANNOUNCEMENT:

Report on any action taken during the closed session.

6. ADJOURNMENT:

The Vina GSA Closed Session will adjourn to a Vina GSA Regular Board Meeting on March 11, 2026 at 3:30 p.m. at the Chico City Council Chamber Building at 421 Main Street, Chico, CA and online via Zoom for viewing only.



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**VINA GSA AND ROCK CREEK RECLAMATION DISTRICT GSA
SPECIAL JOINT BOARD MEETING MINUTES**

December 10, 2025

1. VINA GROUNDWATER SUSTAINABILITY AGENCY (GSA) SPECIAL BOARD MEETING

1.1. Call To Order: Vice Chair Rohwer called the meeting to order at 3:44 pm

1.2. Roll Call

Vina GSA Board of Directors present: Claudia Rawlins – Domestic Well Users Representative (alternate), Kevin Phillips – Durham Irrigation District (alternate), Tod Kimmelshue – Butte County, Katie Hawley – City of Chico, Jeff Rohwer – Agricultural Well Users Representative

GSA and Member Agency Staff present: Dillon McGregor, GSA Program Manager; Becky Fairbanks, SGM Grant Project Manager, Kamie Loeser, Butte County; Christina Buck, Butte County; Brandon Mortimer, City of Chico.

2. ROCK CREEK RECLAMATION DISTRICT (RCRD) GSA SPECIAL BOARD MEETING

2.1. Call to Order: The RCRD GSA Board Chair called the meeting to order.

2.2 Roll Call: Roll call was done by RCRD.

3. BUSINESS FROM THE FLOOR (PUBLIC COMMENTS)

Members of the public were invited to address the Vina GSA and RCRD GSA Boards at this time on any matter not already listed on the agenda.

PUBLIC COMMENTS RECEIVED BY EMAIL FROM:

- 1.) Jim Brobeck
- 2.) Rodger Lederer
- 3.) Andrew Merkel
- 4.) Cheetah Tchudi
- 5.) Jeannie Trizzino

4. JOINT VINA GSA/RCRD GSA BOARD MEETING SPECIAL AGENDA

4.1 PRESENTATION OF STAKEHOLDER FEEDBACK FOR THE VINA SUBBASIN GROUNDWATER SUSTAINABILITY PLAN (GSP) PERIODIC EVALUATION

The Board received a presentation summarizing feedback from the Fall 2025 stakeholder meetings conducted as part of the Vina Subbasin GSP Periodic Evaluation process. The update provided an overview of topics shared with stakeholders, key themes and perspectives gathered across the domestic well, agricultural, and environmental groups, and how this feedback will inform upcoming technical work, Minimum Threshold (MT) considerations, Representative Monitoring Site (RMS) refinements, and

development of the Domestic Well Mitigation Program. (**Report – Becky Fairbanks, GSA Project Manager**)

Feedback and public perspectives received from the series of stakeholder meetings and the SHAC was provided to the GSA Board to inform the approach and next steps in the Periodic Evaluation process. The options were reworded from what was presented during the stakeholder meetings to clarify the request, as it became apparent that the original wording led to confusion.

REQUESTED ACTION: Staff sought Board input and direction on the following items:

- 1. Next Steps regarding Minimum Threshold (MT) Methodology and RMS Network Development**
- 2. Domestic Well Mitigation Program Framework**

Public Commenters:

- 1.) Suzanne Schrader
- 2.) Tovey Giezentanner

Joint Boards Direction: The GSA Boards jointly directed staff to come back in the future with information regarding the following topics:

- 1) Domestic Well Registry – information regarding what others is doing related to well mitigation and well registries for domestic wells to inform an initial framework for the Vina subbasin,
- 2) Minimum Threshold Domestic Well Impact Analysis – Prepare summary of the number of domestic wells impacted at MT levels using the GSP dataset (2022) of domestic wells and using the 2025 refined dataset of domestic wells.
- 3) Create a matrix outlining DWR mandated changes to the Vina GSP, DWR recommended changes to consider modifying or responding to data gaps, and stakeholder suggested concepts that are modifications to the GSP.
- 4) Bring back more information regarding an Interconnected Surface Water Network and potential changes to the Groundwater Level Network.

In addition, the Boards requested that staff provide information about what neighboring subbasins are doing related to these topics.

5. ADJOURNMENT:

The Vina GSA/RCRD GSA Joint Special Board adjourned to the Vina GSA Special Meeting at 5:27.

*****RECONVENE TO VINA GSA SPECIAL BOARD MEETING*****

1. VINA GROUNDWATER SUSTAINABILITY AGENCY (GSA) SPECIAL BOARD MEETING

1.1 Call To Order: Vice Chair Rohwer called the meeting to order 5:35 pm

1.2 Roll Call

Vina GSA Board of Directors present: Claudia Rawlins – Domestic Well Users Representative (alternate), Kevin Phillips – Durham Irrigation District (alternate), Tod Kimmelshue – Butte County, Katie Hawley – City of Chico, Jeff Rohwer – Agricultural Well Users Representative

GSA and Member Agency Staff present: Dillon McGregor, GSA Program Manager; Becky Fairbanks, SGM Grant Project Manager, Kamie Loeser, Butte County; Christina Buck, Butte County; Brandon Mortimer, City of Chico.

2. CONSENT AGENDA:

2.1 APPROVAL OF THE OCTOBER 8, 2025 VINA GSA BOARD MEETING MINUTES.

Requested Action: Approve the October 8, 2025 Vina GSA Board meetings minutes.

PUBLIC COMMENTER(S)

<NONE>

ACTION:

A motion to approve the consent agenda was made by Board Member Kimmelshue. That motion was seconded by Board Member Hawley.

The motion passed with the following vote:

AYES: Board Members Rawlins, Phillips, Kimmelshue, Hawley, and Vice Chair Rohwer

3. ITEMS REMOVED FROM CONSENT – IF ANY

<NONE>

4. REGULAR AGENDA

4.1 FORMATION OF FINANCIAL AND ADMINISTRATIVE SYSTEMS AD HOC COMMITTEE

As the Vina Groundwater Sustainability Agency (GSA) continues to mature as an organization, it will be important to determine the financial and administrative systems and processes that best support its long-term operations. To help guide this work, Staff is requesting the formation of an ad hoc committee that can collaborate with Staff and Legal Counsel on evaluating options and providing input. The ad hoc committee would be temporary, expected to serve for roughly nine months, while the GSA refines its approach to financial and administrative management. **(Report – Dillon McGregor, GSA Program Manager)**

REQUESTED ACTION: Form a Financial and Administrative Systems Ad Hoc Committee or provide direction to staff.

PUBLIC COMMENTER(S)

<NONE>

ACTION:

This item was tabled until the next regularly scheduled February Vina GSA Board Meeting

4.2 CONSIDERATION OF APPOINTMENTS TO THE STAKEHOLDER ADVISORY COMMITTEE (SHAC)

The Vina Groundwater Sustainability Agency (GSA) had five openings on its Stakeholder Advisory Committee (SHAC): one Agricultural User, one Domestic Well User, one Local Business Representative, one Water Scientist and one Non-irrigated/Rangeland Representative. The Board reviewed all applications received and appointed applicants to fill vacancies. **(Report – Dillon McGregor, GSA Program Manager)**

REQUESTED ACTION: Review the applications received and appoint applicants to the Stakeholder Advisory Committee.

PUBLIC COMMENTER(S)

<NONE>

ACTION:

A motion to appoint Jim Graydon as the Domestic Well User with Suzanne Schrader as the alternate should Mr. Graydon be appointed to the Vina GSA Board seat, Joanne Parsley as the Agricultural Well User, Patrick Riley as the Local Business Representative, and Todd Greene as Water Scientist to fill the

vacancies on the Stakeholder Advisory Committee was made by Director Phillips. That motion was seconded by Director Hawley.

The motion passed with the following vote:

AYES: Directors Rawlins, Phillips, Kimmelshue, Hawley, and Vice Chair Rohwer

4.3 CONSIDERATION OF THE 2026 BOARD AND STAKEHOLDER ADVISORY COMMITTEE (SHAC) MEETING CALENDAR

The Board reviewed and considered the recommended meeting calendars for the Board and Stakeholder Advisory Committee (SHAC) for 2026. *(Report – Dillon McGregor, GSA Program Manager)*

REQUESTED ACTION: Adopt the 2026 Board and SHAC meeting calendar or provide direction to Staff.

PUBLIC COMMENTER(S)

<NONE>

ACTION:

A motion to adopt the Board and Stakeholder Advisory Committee (SHAC) meeting calendar for 2026 as presented was made by Board Member Kimmelshue. That motion was seconded by Board Member Phillips.

The motion passed with the following vote:

AYES: Directors Rawlins, Phillips, Kimmelshue, Hawley, and Vice Chair Rohwer

5. COMMUNICATIONS AND REPORTS

5.1 Program Manager Report (Information Only - Dillon McGregor, GSA Program Manager)

The Program Manager provided an update on the following items:

- New Educational Material
- The Cost share agreement between Butte County and the GSA
- The Nonagricultural Domestic Well User Stakeholder Board Vacancy
- Printing full packets for the board will be by request
- Joint Vina GSA and RCRD GSA 2026 Joint Meetings

5.2 Sustainable Groundwater Management (SGM) Grant Projects Update (Information Only - Written Report)

5.3 Northern Sacramento Valley Inter-Basin Coordination Fact Sheet & Webinar Announcement (Information Only)

5.4 Q4 Water Year 2025 Well Permit Summary (Information Only)

5.5 Tuscan Water District (TWD) October 15, 2025 Board Meeting Minutes: Agenda Item 5 - DWR 2023 Vina Subbasin GSP Determination Letter Discussion Summary (Information Only)

5.6 Tuscan Water District (TWD) Memo: Proposition 4 Readiness: Ad Hoc Committees and Near-Term Actions (Information Only)

6. BOARD MEMBER REQUESTS FOR FUTURE ITEMS:

Board Members were given the opportunity to propose topics, projects, or issues for inclusion on a future agenda.

No requests were made.

7. ADJOURNMENT:

The Vina GSA Board meeting adjourned to Closed Session at 5:53.

1. CLOSED SESSION PUBLIC COMMENTS OR BOARD DISQUALIFICATIONS:

Members of the public were invited address the Board at this time on the closed session item only

PUBLIC COMMENTER(S)

<NONE>

2. ADJOURN TO CLOSED SESSION:

3. CLOSED SESSION

3.1 Call to Order

4. CLOSED SESSION AGENDA

4.1 PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1) - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Butte County Superior Court #23CV02789 - Ronald R Titus, as Trustee of the 2005 Titus Trust et al vs Vina Groundwater Sustainability Agency

4.2 PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1) - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Butte County Superior Court #22CV00321 - AquAlliance et al vs Vina Groundwater Sustainability Agency et al.

4.3 PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1) - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Butte County Superior Court #24CV04275 - AquAlliance et al vs Vina Groundwater Sustainability Agency et al.

5. CLOSED SESSION ANNOUNCEMENT:

No Action was taken, no direction was given.

6. ADJOURNMENT:

The Vina GSA Closed Session adjourned to a Vina GSA Regular Board Meeting on February 11, 2026, at 3:30 p.m. at the Chico City Council Chamber Building at 421 Main Street, Chico, CA and online via Zoom for viewing only.



Vina Groundwater Sustainability Agency Agenda Transmittal

Subject: Formation of Financial and Administrative Systems Ad Hoc Committee

Contact: Dillon McGregor

Phone: 530.552.3589

Meeting Date: February 11, 2026

Agenda Item: 5.1

Summary:

As the Vina Groundwater Sustainability Agency (GSA) continues to mature, establishing the right financial and administrative systems will be important to support effective long-term operations. With the Sustainable Groundwater Management (SGM) Grant funding coming to an end, the GSA will begin taking on more financial responsibility for its programs and day-to-day operations. This is a good time to review how the GSA's financial and administrative practices can be strengthened to meet current and future needs.

Up to this point, many of the GSA's administrative systems have relied on policies and procedures developed by Butte County, while others have been created specifically for the GSA. As the GSA grows, there is value in developing more of its own policies and processes that fit its structure and responsibilities. This will allow the GSA to make adjustments that reflect how it operates, rather than continuing to use systems designed primarily for the County. It is also an opportunity to identify where existing processes can be refined or made more efficient.

This effort may include reviewing procurement policies, accounting practices, budget processes, and fee administration. Establishing clear and consistent systems will help the GSA operate smoothly, maintain transparency, and meet reporting and audit requirements. It will also help staff and the Board manage the transition as the GSA becomes more financially independent.

Staff recommends forming a Financial and Administrative Systems Ad Hoc Committee of Board members to work with staff and legal counsel on this effort. The committee would provide input and feedback as staff explores options and drafts new or updated policies. The ad hoc would be temporary, with an expected duration of about nine months, after which recommendations would be brought to the full Board for consideration.

Requested Action: Form a Financial and Administrative Systems Ad Hoc Committee or provide direction to staff.



Financial and Administrative Systems Ad Hoc Committee

Presented by: Dillon McGregor

Date: Wednesday, February 11, 2025

Financial and Administrative Systems Ad Hoc Committee

- The GSA is taking on more financial responsibility as SGM Grant funding ends.
- Many current administrative systems rely on Butte County policies, while others have been created for the GSA.
- This is a good time to review and strengthen financial and administrative systems to support the GSA's long-term operations.

Purpose of the Ad Hoc Committee

- Work with staff and legal counsel to review and provide input on financial and administrative systems.
- Focus areas may include:
 - **Procurement policies**
 - **Accounting practices**
 - **Budget processes**
 - **Fee administration**
- Provide feedback to ensure new or refined policies align with the Board's direction.



Requested Action

- Form a Financial and Administrative Systems Ad Hoc Committee or provide direction to staff.



Vina Groundwater Sustainability Agency Agenda Transmittal

Subject: Consideration of a Proposal for Web Map Hosting of the Vina Groundwater Sustainability Agency Fee Map

Contact: Dillon McGregor

Phone: 530.552.3589

Meeting Date: February 11, 2026

Agenda Item: 5.2

Summary:

In 2024, the Vina Groundwater Sustainability Agency (GSA) adopted a new groundwater sustainability fee to support ongoing GSA administration and Sustainable Groundwater Management Act (SGMA) compliance activities. The fee was implemented on the Fiscal Year 2025–26 tax roll.

As part of the fee development process, Hansford Economic Consulting prepared a parcel-based fee map that allows landowners to view the groundwater sustainability fee associated with a specific parcel. The map is intended to serve as a public-facing informational tool to improve transparency and help landowners understand the adopted fee structure. The GSA does not currently have the software platform needed to host the interactive map, and as a result, the map was not publicly available during the initial Fiscal Year 2025–26 implementation period.

Kjeldsen, Sinnock & Neudeck, Inc. (KSN), which supported development of the fee map, has submitted a proposal to host the map on its ESRI ArcGIS Online platform. The proposed services include hosting the map, routine monitoring, basic maintenance, and limited monthly reporting related to map usage. The scope does not include updates to parcel data, edits to the fee map, or public technical support. The GSA would be responsible for providing a link to the hosted map on the GSA website.

The proposed cost for web map hosting is a not-to-exceed amount of \$5,500 per year for a twelve-month period. Hosting the fee map is not required for administration of the adopted fee, but it may improve public access to information related to the GSA's fee program. Staff is seeking Board direction on whether to proceed with the proposed web map hosting services and include the annual cost in the GSA's ongoing budget..

Requested Action: Consider approving the proposal for web map hosting of the Vina Groundwater Sustainability Agency fee map and including the annual cost in the GSA budget, or declining the proposal and not hosting the fee map.



Stephen K. Sinnock, P.E.
Christopher H. Neudeck, P.E.
Neal T. Colwell, P.E.
Barry O'Regan, P.E.

0025-0830
99-200

November 25, 2025

Dillon McGregor
Program Manager
Vina GSA
308 Nelson Avenue
Oroville, CA 95965

Delivered via email to: DMcGregor@buttecounty.net

Re: Proposal for Web Map Hosting of Vina Groundwater Sustainability Agency's Fee Map

Thank you for considering Kjeldsen, Sinnock, Neudeck, Inc. (KSN) to provide the Vina Groundwater Sustainability Agency (VGSA) with Online Web Map Hosting. It is our understanding that while the VGSA and Butte County (County) are currently in negotiations for the County to provide similar services, VGSA needs hosting support until the County can assume these responsibilities.

KSN has been providing GIS services to Hansford Economic Consulting (HEC) in support of VGSA's fee studies as well as numerous other Groundwater Sustainability Agencies (GSA) in developing and managing appropriate rate structures. In that support role, KSN has developed and hosted maps like VGSA's Groundwater Sustainability Fee Map. On the following pages, you will find a detailed proposal and cost summary to provide for availability of online content and map services while negotiations with the County continue.

Should you have any questions or would like to clarify aspects of our proposed approach, deliverables, and our not-to-exceed fee estimate, please feel free to contact either myself or Joe Thomas at 916-403-5900 or via email at jthomas@ksninc.com or ncolwell@ksninc.com. Thank you again for this opportunity and we look forward to getting started on this project with you!

Sincerely,
KJELDEN, SINNOCK & NEUDECK, INC.

Neal T. Colwell, P.E.
Vice President

w/enclosures

Scope of Services
Updated Fee Schedule



**Vina Groundwater Sustainability Agency
Vina GSA Web Map Hosting
Kjeldsen, Sinnock & Neudeck, Inc.
Scope of Services
November 25, 2025**

Background

As part of the development of the Vina Groundwater Sustainability Agency (VGSA) Fee Map (Map), Kjeldsen, Sinnock, Neudeck, Inc. (KSN) temporarily hosts the Map on its servers prior to it being published for public consumption. Immediately prior to publishing, KSN will typically transfer this web map from their ESRI ArcGIS Online (AGOL) portal to the GSA's AGOL portal where it will then be published for the public. VGSA is in the process of securing access to either their own ESRI AGOL portal or reaching an agreement with Butte County (County) to publish the Map on the County's AGOL portal. VGSA requested that KSN prepare a scope and fee to publish and host the Map on KSN's AGOL portal until VGSA is able to secure an alternate AGOL portal in which to host the Map for online public consumption (Project).

Task No. 1 –Project Kickoff and Monthly Reporting

Upon receipt of a notice to proceed, KSN will work with VGSA to schedule a kickoff meeting with VGSA staff to review the VGSA Fee Map (FY26), affirm project roles, tasks, schedule, and deliverables. KSN will prepare and submit monthly invoices to VGSA during this hosting period. Included with the monthly invoice will be a basic report on the Map web traffic (see Task 2).

Task 1 Deliverables:

- Monthly invoices
- Monthly progress summaries

Task No. 2 –Web Map Hosting, Monitoring and Maintenance

KSN will host the VGSA Fee Map on KSN's AGOL portal and perform routine monthly maintenance of the web map and associated data. This effort is anticipated to involve maintaining continued public access to the map and its related data. This task does not include editing, updating, or replacing of data to include parcels, GSA service areas, and/or subbasin data.

Task 2 Deliverables:

- The Vina Groundwater Sustainability Agency Fee Map for Fiscal Year 2026, hosted on KSN's AGOL portal for public viewing.

Cost Estimate

KSN proposes to perform the above scope of services on a time and expenses basis for a not-to-exceed fee of **\$5,500** given the below Project Understandings. Table 1 presents the fee estimate broken down by task.



Table 1 - Detailed Fee Estimate

Task	Task Fee
Task 1 – Project Kickoff, Monthly Reporting	\$2,000
Task 2 – Web Map Hosting, Monitoring and Maintenance	\$3,500
Total	\$5,500

Project Understandings

- This scope of services excludes deliverables and services not described above.
- This scope of services does not include the development or maintenance of the Vina GSA website, only the hosting of the Web Map. VGSA will be responsible for updating their website to provide a link or widget to link to the Web Map.
- KSN anticipates a twelve-month project duration.
- KSN assumes that the kickoff meeting will last approximately one hour and be conducted via Teams or similar web-based meeting format.
- KSN assumes no monthly project meetings will be required.
- This scope of services excludes data or map editing or analyses.
- KSN relies on ESRI servers and services to provide the Web Map hosting for VGSA, In the unlikely event of ESRI servers and/or services experiencing an outage, KSN will update the client of the outage and furnish what information is available from ESRI within twelve hours of KSN being aware of the outage.
- This scope of work excludes public technical support to include, but not limited to how to access the map, how to use the map, and collection of requested map changes.