

Staff Report

TO: Board of Directors

FROM: Chip Close, Director of Water Operations

DATE: September 24, 2025

SUBJECT: Ag and Urban Water Management Plan Support (Consent)

OPERATIONS

RECOMMENDATION:

Authorize the General Manager to execute a consulting services agreement with West Consultants, Inc for the development and completion of the District's Agricultural Water Management Plan (AWMP) and Urban Water Management Plan (UWMP).

BACKGROUND:

The District is required to comply with state mandates related to long-term water supply planning and management. These mandates include both Agricultural and Urban water use planning requirements.

Agricultural Management Plant (AWMP):

The Water Conservation Act of 2009 (SB X7-7) requires agricultural water suppliers serving more than 25,000 irrigated acres to prepare, adopt, and submit an AWMP to the California Department of Water Resources (DWR). The AWMP must evaluate and report on the implementation of Efficient Water Management Practices (EWMPs), as required by legislation. These plans must be updated every five years.

Urban Water Management Plan (UWMP):

Similarly, the California Urban Water Management Planning Act requires urban retail water suppliers to prepare and adopt an Urban Water Management Plan (UWMP) every five years. The UWMP provides a comprehensive assessment of the adequacy and reliability of water supplies to meet current and future customer

demands. Submittal of an adopted UWMP to DWR is also a prerequisite for eligibility for future State grant funding opportunities and drought assistance programs.

District’s Compliance History:

As both an irrigation and municipal retail water provider, the District has consistently complied with these requirements. The most recent AWMP was prepared by Zanjero and submitted to DWR in April 2021. Likewise, the District’s UWMP was prepared by Zanjero and submitted to DWR in July 2021.

Consultant Selection Process:

In preparation for the 2026 update cycle, the District sent a request for proposals (RFP) to five consulting firms with established experience and history of working with the District. The District received two expressions of interest, and ultimately, one complete proposal was submitted prior to the deadline. West Consultants submitted a responsive proposal that met all District requirements and demonstrated qualification to successfully complete both planning efforts.

The District has an established and positive working relationship with West Consultants. Most notably, they provided critical support in the District’s Plan for Water modeling efforts. The technical data and modeling work developed through that process will integrate effectively into the required analyses for both the AWMP and UWMP, ensuring consistency and efficiency.

BUDGETARY IMPACT:

The 2025 Water Operations budget includes an allocation of \$300,000 for the completion of the AWMP and UWMP updates. West Consultants’ proposal is \$278,428, inclusive of contingencies. This represents a potential budget savings of approximately \$21,000, while still ensuring high-quality deliverables that meet all state requirements.