



## Council Agenda Report

From: David Athey PE, Water Resources Manager

Subject: Approval of an Agreement with Todd Groundwater for the Development of the City's 2025 Urban Water Management Plan

CEQA Determination: The City finds that this action is not a project under the California Environmental Quality Act pursuant to State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), and 15378.

Date: June 3, 2025

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### Facts

1. The California Urban Water Management Planning Act requires every urban water supplier providing municipal water to more than 3,000 customers, or supplying more than 3,000 acre-feet of water annually, to prepare and adopt an Urban Water Management Plan (UWMP) every five years demonstrating water supply reliability in normal, single dry, and multiple dry water years.
2. The UWMP supports the City's long-term water resource planning efforts to ensure that adequate supplies are available to meet existing and future water needs.
3. The City's last UWMP (2020) was **adopted** by the City Council in June 2021. As such, by July 1, 2026 the City must adopt a 2025 UWMP in compliance with the California Water Code for the City to remain eligible for state grants, low interest loans, and other assistance.
4. City staff secured a sole source proposal from Todd Groundwater for assistance with the development of the 2025 UWMP. Todd Groundwater has assisted the City with UWMP Development since 2000 and is familiar with the City's water supply resources.
5. UWMP development will take approximately one year and will involve public review and additional City Council approval.

### Options

1. Take no action; or
2. Award a consultant services contract to Todd Groundwater for development of the 2025 Urban Water Management Plan; or
3. Provide alternative direction to staff.

### Analysis and Conclusions

The UWMP serves as a foundational water planning document for water suppliers across California. When thoughtfully developed, a UWMP offers City staff, elected officials, and the public a comprehensive understanding of historical trends, current conditions, and future projections related to water supply and demand.

More than just a planning requirement, the UWMP presents an opportunity to strategically align water resources with community needs through a balanced and methodical framework. This approach facilitates both near-term operational decision-making and long-term strategic planning for water supply reliability.

This will enhance the City's ability to respond to stressors such as population growth, climate variability, and prolonged drought

The UWMP also functions as a dynamic management tool—one that agencies can reference regularly to inform policy and operational decisions. Beyond the local level, UWMPs collectively contribute to a broader understanding of statewide water reliability. By compiling data from across jurisdictions, these plans provide the California Department of Water Resources (DWR), the State Water Resources Control Board, and the Legislature with critical insights needed to shape effective water policy at the state level.

Staff have reviewed the proposal with Todd Groundwater, dated May 12, 2025, and is included as Exhibit B in attached resolution. The proposal includes tasks for data acquisition and analysis, water demand and supply documentation, a reliability assessment, and water demand management measures. In addition, the proposal includes attendance at public meetings, preparation of a draft and final plan, and attendance at the City Council Meeting. UWMP development will commence immediately upon approval of a contract with Todd Groundwater. Staff recommends that Todd Groundwater be retained to develop the 2025 master plan because of their expertise in UWMP development, Todd's in depth knowledge of the City's water supply and the Paso Robles Groundwater Basin. Furthermore, Todd's proposed fee is reasonable for the scope of services that are needed to be provided and is also in-line with previous UWMP updates.

#### **Fiscal Impact**

The total cost of the contract to Todd Groundwater is \$125,000 to be paid from the Water Fund. This is a known cost and is included in baseline the Water Funds budgets and rate studies. As such, no further action is necessary.

#### **CEQA**

The City finds that this action is not a project under the California Environmental Quality Act pursuant to State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), and 15378.

#### **Recommendation (Option 2)**

Approve Resolution 25-XXX, approving an agreement with Todd Groundwater for development and submittal of an Urban Water Management Plan and authorizing the City Manager to execute the agreement, subject to any minor, technical, or non-substantive changes as approved by the City Manager and the City Attorney.

#### **Attachments**

1. Resolution 25-XXX – Todd Groundwater Agreement - UWMP
  - a. Professional Services Agreement
  - b. Todd 2025 UWMP Proposal May 12, 2025