

Memorandum

REPORT TO: City Commission

FROM: Jessica Ahlstrom, Water Conservation Program Manager
Shawn Kohtz, Utilities Director

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement with Maddaus Water Management to Update the Water Conservation DSS Model

MEETING DATE: February 24, 2026

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to Sign a Professional Services Agreement with Maddaus Water Management to Update the Water Conservation DSS Model.

STRATEGIC PLAN: 6.1 Clean Water Supplies: Ensure adequate supplies of clean water for today and tomorrow.

BACKGROUND: On October 24, 2023, the City Commission adopted [Resolution 5547](#), adopting the 2023 Water Conservation and Efficiency Plan (Plan). The Plan was developed by utilizing a Least-Cost Planning Decision Support System Model (DSS Model), which prepares long-range, detailed demand projections and benefit-cost analyses for the implementation of water conservation measures.

The City is in the process of updating its Integrated Water Resources Plan (IWRP), which looks ahead 50 years to identify projected water supply needs and summarizes recommended water supply projects and water conservation measures to meet future needs. Including water conservation measures in the IWRP update provides a comprehensive plan for future water supply management, supports recommendations from the IWRP Water Advisory Committee, and aligns with the American Water Works Association G480 standard, which describes elements of a best-in-class water conservation and efficiency program.

The attached Professional Services Agreement outlines professional services provided by Maddaus Water Management to update the DSS Model to support the IWRP update, ensuring that water conservation measure demand projections and benefit-cost analyses utilize the same basis of planning assumptions as the IWRP, are based on up-to-date data, and reflect water conservation measure recommendations from the IWRP Water Advisory Committee.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by the Commission.

FISCAL EFFECTS: Total project costs are not to exceed \$50,780 and will be paid for from the Water Conservation Division professional services fund.

Attachments:

[PSA_DSS Modeling and Measures Update_2026.pdf](#)

[Exhibit A_DSS Modeling and Measures Update_2026.pdf](#)

Report compiled on: February 5, 2026