

Preparing the 2005 Urban Water Management Plan

**Plan Preparation Workshops
January & February 2005**

Legal Disclaimer

The Department of Water Resources does not determine whether a specific UWMP complies with the requirements of the Act, but reviews the plans for completeness.

The Department of Water Resources has no regulatory, permitting or other approval authority over Plans.

If information or recommendations in the Guidebook are inconsistent with, or conflict with the requirements of the Act or applicable laws, the Act or other laws shall prevail.

Review Sheets

DWR has prepared Review Sheets that contain the criteria used by DWR staff in reviewing the UWMP for completeness.

As a general rule, DWR reviewers will consider a plan complete if it meets the criteria listed in the Review Sheets.

All elements of the law must be addressed, even if no information is available or applicable

Who Files and When

All urban water suppliers (including wholesalers), either publicly or privately owned, providing water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet annually are required to prepare a Plan.

File a Plan at least once every five years on or before December 31, in years ending in five and zero.

Section 1: Agency Coordination

- Coordination with Appropriate Agencies
- Describe resource maximization / import minimization plan
- City and County Notification and Participation
- Involve public, including diverse cultural and social groups

Step 2: Service Area Information with 20 Year Projections

Describe service area:

- current and projected population
- climate
- other demographic factors (that may affect water use - including population density, the mix of customer types, etc.)

Step 3: Water Sources

Current and Planned Water Supplies – AFY (Table 4)

Water Supply Sources	2005	2010	2015	2020	2025	2030/opt
*U.S. Bureau of Reclamation						
*Department of Water Resources						
*Arcade Water District						
*Calleguas Municipal Water District						
*Castaic Lake Water Agency						
Supplier produced groundwater						
Supplier surface diversions						
Transfers in or out						
Exchanges in or out						
Recycled Water (projected use)						
Desalination						
Other						

Step 3: Water Sources - Groundwater

- If there is a groundwater management plan, discuss its provisions and the impacts upon your use of that basin.
- Describe the groundwater basin(s) your agency uses and include static pumping levels, water quality, extraction rate, total storage and other factors.
- If the groundwater basin(s) is adjudicated, attach the order or decree and identify the quantified amount of legal pumping right.
- Non-adjudicated basins - has DWR identified, or projected, overdraft. If the basin has not been evaluated by DWR, data that indicate groundwater level trends over a period of time should be collected and evaluated. If the basin is in overdraft or is projected to be in overdraft, describe in detail your plan to eliminate the overdraft. (Bulletin 118-2003)

Step 4: Reliability of Supply

Describe the reliability of the water supply and vulnerability to seasonal or climatic shortage and provide data for each of the following:

- (1) An average water year.
- (2) A single dry water year.
- (3) Multiple dry water years.

Any water not available at a consistent level describe plans to supplement or replace with alternative sources or DMMs.

Name of supply	Legal	Environmental	Water Quality	Climatic

Step 5: Transfer & Exchange Opportunities

Describe the opportunities for exchanges or transfers of water on a short-term or long-term basis

Transfer and Exchange Opportunities - AF Year

Transfer Agency	Transfer or Exchange	Short term	Proposed Quantities	Long term	Proposed Quantities
XXX	XXX	Total		Total	

Step 6: Water Use by Sector

Past, Current and Future

Past, Current and Projected Water Deliveries

Year		Sectors	SF	MF	Com	Indust	Instit	Landscape	Agric	Total
2000	metered	accounts								
		AFY								
	unmetered	accounts								
		AFY								

Sales to Other Agencies - AF Year

Water Distributed	2000	2005	2010	2015	2020	2025	2030/opt
name of agency							
name of agency							
Total							

Step 7: Demand Management Measures

Provide a description of the supplier's water demand management measures that includes all of the following:

- (1) A description of each DMM that is currently being implemented, or scheduled for implementation, including the steps necessary to implement any proposed measures
- (2) A schedule of implementation for all DMMs proposed or described in the plan.
- (3) A description of the methods that the supplier will use to evaluate the effectiveness of DMMs implemented or described under the plan.
- (4) An estimate, if available, of existing conservation savings on water use within the supplier's service area, and the effect of the savings on the supplier's ability to further reduce demand.

Step 7: Demand Management Measures CUWCC Members & BMPs

The UWMP Act states that members of the Council which submit Annual Reports to the Council in accordance with the "Memorandum of Understanding" (MOU) may submit the Council Annual Reports to satisfy the UWMP requirement that Plans contain a report on Demand Management Measures (Water Code section 10631 (f) and (g)).

Council Annual Reports have to be consistent with the requirements of the MOU. An UWMP will not be considered complete unless the Council Coverage Report shows that the agency is fully implementing the BMPs (in accordance with the MOU).

If the Council Coverage Report shows that an agency is not fully implementing and on track with all BMPs, and the agency wishes to submit a complete Plan, the agency should complete the Demand Management Measure requirements.

Step 7: Demand Management Measures

- (A) Water survey programs for single-family & multifamily residential customers.
- (B) Residential plumbing retrofit.
- (C) System water audits, leak detection, and repair.
- (D) Metering with commodity rates for all new connections and retrofit of existing connections.
- (E) Large landscape conservation programs and incentives.
- (F) High-efficiency washing machine rebate programs.
- (G) Public information programs.
- (H) School education programs.
- (I) Conservation programs for commercial, industrial, and institutional accounts.
- (J) Wholesale agency programs.
- (K) Conservation pricing.
- (L) Water conservation coordinator.
- (M) Water waste prohibition.
- (N) Residential ultra-low-flush toilet replacement programs.

Sample DMM table - Single Family Surveys

If DMM is currently being implemented provide the following information

Year program started

Table A1 - Actual	2001	2002	2003	2004	2005
# of single family surveys					
# of multifamily surveys					
actual expenditures - \$					
actual water savings - AFY					

If DMM is scheduled for implementation provide the following information

Year program scheduled to start

Table A2 - Planned	2006	2007	2008	2009	2010
# of single family surveys					
# of multifamily surveys					
actual expenditures - \$					
actual water savings - AFY					

Step 8: Evaluation of DMMs not implemented

An evaluation of each DMM not currently being implemented or scheduled for implementation. First consideration shall be given to DMMs that offer lower incremental costs than expanded or additional water supplies. This evaluation shall do all of the following:

- (1) Take into account economic and non-economic factors, including environmental, social, health, customer impact, and technological factors.
- (2) Include a cost-benefit analysis, identifying total benefits & total costs.
- (3) Include a description of funding available to implement any planned water supply project that would provide water at a higher unit cost.
- (4) Include a description of the water supplier's legal authority to implement the measure and efforts to work with other relevant agencies to ensure the implementation of the measure and to share the cost of implementation.

Step 8: Evaluation of DMMs not implemented

Evaluation of unit cost of water resulting from non-implemented DMMs and planned water supply project and programs

Non-implemented & Not scheduled DMM / Planned Water Supply Project Name	Per-AF Cost (\$)

Cost Effectiveness Summary

Total Costs	
Total Benefits	
Discount Rate	
Time Horizon	
Cost of Water (\$ per AF)	
Water Savings (AFY)	

Step 9: Planned Water Supply Projects and Programs

Provide a detailed description of expected future supply projects & programs

Project Name	Start Date	Completion Date	Normal-year AF	Single-Dry AF	Multiple-Dry AF

Step 10: Development of Desalinated Water

Describe the opportunities for development of desalinated water, including, but not limited to, ocean water, brackish water, and groundwater, as a long-term supply.

Sources of Water	Discussed
Ocean Water	
Brackish Water	
Groundwater	
Other	
Other	

Step 11: Current or Projected Supply Includes Wholesale Water

Agency demand projections provided to wholesale suppliers - AFY

Wholesaler name	2010	2015	2020	2025	2030/opt

Wholesaler(s) identified & quantified the existing and planned sources of water available to your agency

Wholesaler Sources	2010	2010	2015	2015	2030/opt
	Existing	Planned	Existing	Planned	Existing
(source 1)					
(source 2)					

Section 5: Current/Proposed use of Recycled Water

Step 1: Coordination

The preparation of the plan shall be coordinated with local water, wastewater, groundwater, and planning agencies that operate within the supplier's service area

Participating agencies	Role in Plan Development
Water agencies	
Wastewater agencies	
Groundwater agencies	
Planning Agencies	
Other	

Section 7: Water Service Reliability

Step 1: Projected Normal Water Year Supply & Demand

Compare the projected normal water supply to projected normal water use over the next 20 years, in 5-year increments

Projected Normal Year Supply and Demand Comparison – AFY

	2010	2015	2020	2025	2030/opt
Supply totals					
% of year 2005					
Demand totals					
% of year 2005					
Difference (supply minus demand)					

Step 2: Projected Single-Dry-Year Supply and Demand Comparison

Compare the projected single-dry year water supply to projected single-dry year water use over the next 20 years, in 5-year increments

Projected Single-Dry Year Supply and Demand Comparison - AFY

	2010	2015	2020	2025	2030/opt
Supply totals					
% of year 2005					
Demand totals					
% of year 2005					
Difference (supply minus demand)					

Step 3: Projected Multiple-Dry-Year Supply and Demand Comparison

Project a multiple-dry year period occurring between 2006-2010 and compare projected supply and demand during those years. Supply and demand will vary during the 20-years, so project the impact of multiple-dry year periods for each 5-year period during the 20-year projection.

Projected Supply & Demand Comparison during Multiple-Dry Year period ending in 2010 - AFY. Same table provided for 2015, 2020, 2025 and 2030 (optional).

	2006	2007	2008	2009	2010
Supply totals					
% of year 2005					
Demand totals					
% of year 2005					
Difference (supply minus demand)					

Section 8: Adoption and Implementation of Plan

- Attach a copy of adoption resolution to your UWMP
- Review the DMM implementation plan contained in your 2000 UWMP and discuss whether the DMMs were implemented as planned.
- If you submitted CUWCC BMP annual reports as part of your 2000 UWMP, review the implementation schedule and discuss whether the BMPs were implemented as planned.
- Review the recycled water plan contained in your 2000 UWMP and discuss whether it was implemented as planned.
- Provide your 2005 UWMP to DWR and cities and counties within your service area within 30 days of adoption

Section 9: Miscellaneous Provisions

Agencies subject to the Urban Water Management Planning Act must have adopted a complete Plan that meets the requirements of the law and submitted it to DWR to be eligible for drought assistance and funds administered by DWR

The End