



# Waukesha Water Utility

SERVING WAUKESHA SINCE 1886

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## MEMORANDUM

DATE: April 9, 2026

TO: Waukesha Water Utility Commission

FROM: Kelly Zylstra, P.E.

RE: Approve water system model update with Jacobs

The Wisconsin DNR requires water systems to update their master plan every ten years. Our last master plan was prepared in 2012. We were granted an extension to the ten-year window due to the timing of the transition to Lake Michigan water. Now that we have operated the new system for several years, it is time to prepare the updated plan.

A key part of a master plan includes a computerized water distribution system model. This model was a crucial element in planning our distribution system improvements from 2013 to 2016 that were needed to create a large grid of transmission mains across and through the City. It has also been used to evaluate water main sizing when planning water main replacements and new subdivisions. The model helped us predict the water flow through the system and water age during the transition.

The team from Jacobs is the engineering firm who created and maintains our model. This is a specialized task, and our staff does not have experience with running such a complex distribution system model. The update of this model will include updating the GIS of our water system, water usage data, pump curves, and operational scenarios. The Water Utility will perform field fire flow tests that will be used to further calibrate the results. This will allow the model to be used, once again, to recommend future water system improvements.

The approved 2026 budget included \$65,000.00 from account number 9230-300 for the water system model to be updated and recalibrated.

**Recommended Motion:** Move to approve the update of our water system model by Jacobs for \$59,530.00.