



STAFF REPORT
CITY COUNCIL

Agenda Date: 2/17/2026
Agenda Section: Consent Agenda

Department Origination: Public Works

Agenda Item: Approve SEH Contract in the Not To Exceed amount of \$24,600 for 2026 AWIA RRA & ERP Recertification

Approval Required: Simple Majority Vote

BACKGROUND

In 2021 and 2022, the City of Baxter completed a risk and resilience assessment (RRA) for the water system in compliance with the America’s Water Infrastructure Act of 2018 (AWIA). The result of this effort provided a review of vulnerability for critical assets that incorporates risks caused by natural hazards and malevolent acts.

Once the RRA was completed, the City completed an Emergency Response Plan (ERP). The ERP used the results from the RRA to develop strategies and responses for the City’s critical assets to improve resilience, including physical security and cybersecurity, detect malevolent acts or natural hazards, and create response plans to address such events.

AWIA mandates that water systems serving populations over 3,300 must develop/update and recertify both their RRA and ERP every five (5) years. The City’s records show the RRA was certified on October 11, 2021. However, the United States Environmental Protection Agency (US EPA) recertification deadlines are as follows:

- Risk & Resilience Assessment: June 30, 2026
- Emergency Response Plan: December 31, 2026, or within six months of RRA certification

Staff requested that SEH prepare a contract for engineering services for the 2026 AWIA RRA & ERP Recertification. A copy of the contract is included for reference.

FINANCIAL IMPLICATIONS

The project expenses will be covered by the City’s water fund.

STAFF RECOMMENDATIONS

The Utilities Commission and staff recommends approval of the SEH Contract in the Not To Exceed amount of \$24,600 for 2026 AWIA RRA & ERP Recertification.

COUNCIL ACTION REQUESTED

MOTION to approve the SEH Contract in the Not To Exceed amount of \$24,600 for 2026 AWIA RRA & ERP Recertification.