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April 15, 2010

Ms. Taryn Hutchins-Cabibi
Colorado Water Conservation Board
Office of Water Conservation and Drought Planning
1313 Sherman Street, Room 721
Denver, CO 80203

RE: Project Schedule Update for Town of Windsor 2009 Water Rate Study

Dear Taryn:

Clear Water Solutions has been working with the Town of Windsor to complete a water rate study. We completed a 50% progress report on March 25, 2010. The 75% progress report is due on April 23, 2010. We are going to be unable to meet this deadline and would like to propose the new attached schedule. The new schedule extends the completion of the final report from the end of July to the middle of September. This is a more realistic deadline for Windsor to complete this study. The data collection process has been more time consuming than initially anticipated. In addition, we are spending more time on key decisions such as paying in part for the Town's NISP participation, future water acquisition and capital improvements through rates while considering the slowed economy. Windsor is looking forward to answering these tough questions and working towards a meaningful rate structure for the Town.

Sincerely,
Clear Water Solutions, Inc.

Kimberly K. Frick, P.G.
Water Resource Specialist

Encs.

cc: Dean Moyer, Windsor
Kelly Arnold, Windsor
Webb Jones, Water Consulting Group
CWS File 10-110

Proposed Project Schedule
Town of Windsor 2010 Rate Study

Task	Date
Grant application submitted to CWCB for approval	June 10, 2009
CWCB approves grant and issues PO	January 15, 2010
Submit 50% progress report to CWCB	March 26, 2010
Meeting w/staff to review rate model scenarios	May 15, 2010
CWS makes general rate study presentation to W&S Board	June 9, 2010
Submit 75% progress report to CWCB	June 11, 2010
Submit draft rate study to Town staff	July 16, 2010
Staff provides comments to CWS	July 23, 2010
Present draft study to Town Board	August 2, 2010
Public meeting to introduce study	August 9, 2010
Public comment period	Aug 10, 2010 - Sep 9, 2010
Incorporate comments and present final study	September 17, 2010