



## MEMORANDUM

CWS File #09-420

To: Mr. Kevin Reidy, CWCB

cc: Mr. Don Van Wormer, City of Monte Vista

From: Kim Frick

Date: October 21, 2010

Subject: 75% Progress Report for the City of Monte Vista Water Conservation Plan

Clear Water Solutions (CWS) has completed 75% of the City of Monte Vista's Water Conservation Plan in accordance with the Guidance Document produced by the Colorado Water Conservation Board (CWCB). The Guidance Document outlines nine steps in the water conservation planning process. To date, CWS and the City have completed six of the nine steps per the scope of work.

Table 1 shows the water conservation goals as they evolved throughout the planning process. Original goals were set after characterizing the City's water distribution system, customer categories and past and future water use in each of those categories. Water conservation measures were then selected by the City staff through two screening processes including a cost/benefit analysis. Estimated savings from the final measures were then compared to the original water saving goals and those goals were adjusted to better meet expected water savings.

**Table 1 – Water Conservation Goals**

Water Use Categories:	Total Projected Water Use (2011 to 2020)	Reduction Goals for Planning Horizon		Total Water Savings from Selected Programs	Resulting Reduction	Adjusted Reduction Goals for Planning Horizon	
	(AF)	(%)	(AF)	(AF)	(%)	(%)	(AF)
Residential	5,421	10.0%	542	302	5.6%	6%	302
Residential - Multi-Family	1,232	10.0%	123	97	7.9%	8%	97
Commercial	641	5.0%	32	27	4.3%	4%	27
Public Authority	261	8.0%	21	59	22.8%	23%	59
Zero Billing	265	5.0%	13	4	1.5%	1%	4
Unaccounted-for Losses (20%)	773.4	2.5%	215	938	10.9%	11%	938
Total Water Production:	8,594						
Total Demand Reduction:			946	1,428			1,428
Total Percent Reduction:			11.0%		17%	17%	

The categories targeted for savings are Residential, Multi-Family, Commercial, Public Authority and Zero Billing Usage.

There were 43 water conservation measures and programs on the universal list that the City initially considered. The first screening included the following criteria and narrowed the list down to 28 measures and programs.

1. Political ramifications
2. Financial implications
3. Interest level in measures such as education etc.

The second screening was accomplished by evaluating each measure/program based on the screening criteria and Monte Vista's overall goal of this water conservation plan. The final list of water conservation measures and programs is shown on Table 2.

**Table 2 – Final List of Measures/Programs**

Rank	Conservation Measures and Programs
1	Leak Detection & Repair Program
2	Water Waste Ordinance
3	Removal of Phreatophytes i.e. Chinese Elm
4	Water Conservation Upgrades at City Facilities - Indoor
5	Low Flow Faucets
6	Toilet Retrofit Program
7	Water Conservation Website Upgrades
8	Residential Rebate for Low-Flow Toilets
9	Water Conservation Upgrades at City Facilities - Outdoor
10	Evaluation of Policies that Encourage Water Savings
11	Water Rate Structure Changes
12	Low Flow Showerhead
13	AMI FlexNet
14	Low Income Retrofit
15	Turf & Landscape Standards
16	Irrigation System Standards for New Development
17	Xeriscape Demonstration Garden
18	Rebate for High Efficiency Clothes Washer
19	School Education Program (K-12)
20	Residential Water Audit Kits
21	Children's Water Festival
22	Xeriscape Programs

We are also providing an updated schedule for the Water Conservation Plan for the City of Monte Vista, see below.

### **Project Schedule**

#### **City of Monte Vista Water Conservation Plan**

**DATE: 10.19.2010**

Task	Date
Grant application submitted to CWCB	12/7/2009
CWCB approves grant and PO issued	4/5/2010
Meeting with Monte Vista staff for kick off meeting and overview of system	4/12/2010
Meeting with Monte Vista staff for goal setting and review	7/1/2010
Submit 50% progress report to CWCB	7/16/2010
Submit 75% progress report to CWCB	10/20/2010
Submit draft report to staff for review and comment	11/19/2010
Staff provides comment from review	11/26/2010
Submit draft report to City Council for review	11/30/2010
Attend City Council meeting to obtain comments on draft report	12/2/2010
Notify public of draft plan in paper or water bill	12/3/2010
Public review period (60 days)	12/5/2010-2/7/2011
Monte Vista provides public input comments to CWS	2/8/2011
CWS incorporates public comments	2/10/2011
CWS submits final report to CWCB	2/15/2011
Monte Vista City Council formally adopts final draft	2/17/2011
CWCB approves plan	up to 90 days