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MEMORANDUM

CWS File #12-140

To: Ben Wade, CWCB

From: Michelle Hatcher *mmh*

cc: Earl Smith, City of Evans

Date: October 4, 2012

Subject: 25% Progress Report for City of Evans Drought Management Plan

Clear Water Solutions (CWS) is assisting the City of Evans with developing a Drought Management Plan (DMP) in accordance with State regulations following the Guidance Document produced by the Colorado Water Conservation Board. The Guidance Document outlines eight steps in the drought management planning process, of which the City has completed through Step 3.

We have developed objectives and operating principles for the DMP process, which include planning for droughts before they occur and responding by increasing supply and decreasing demand. We also developed a list of water use priorities, which we think has been the most helpful for providing guidance for decision making. The water use priorities are as follows:

1. Health and Safety (indoor domestic use, sanitary, firefighting, hospitals)
2. Water for new construction, via hydrant or other supply
3. Key outdoor public facilities (sports fields, schools)
4. Parks
5. Outdoor turf areas (residential, commercial and industrial users)

We have completed the kickoff meeting and one stakeholder meeting, which was a combined meeting in which we discussed plan objectives and principles, historical drought impact and assessed drought vulnerability with the shareholders. These meetings provided input for Steps 1, 2 and 3. We have assessed the historical drought impacts and tallied their interest in future supply-side and demand-side response strategies. We have had preliminary discussions about what they would like to see in the development of the drought stages.

The City has an existing Drought Response Plan, which outlined three drought stages and the associated triggers. CWS will consider the stages in the pre-existing Drought Response Plan, but will work with staff to develop a more comprehensive plan. We estimate we will be done with Step 5 (development of drought stages, trigger points and response targets) by late November. Below is an updated schedule showing our current status and an updated schedule. Our budget seems to be tracking fairly well

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with the steps that we have completed. Overall, there has been a lot of open discussion and brainstorming of ideas that has been very helpful to the City.

Task	Date
CWCB approves grant and PO issued	6/30/2012
Kick-off meeting with Stakeholder Committee for Goal Development	7/22/2012
Submit 25% progress report to CWCB	8/9/2012
Submit 50% progress report to CWCB	11/15/2012
Submit 75% progress report to CWCB	12/15/2012
Submit draft plan to staff for review and comment	1/18/2013
Staff provides comment from review	1/25/2013
Submit draft report to City Council for review	1/30/2013
Present draft report at City Council meeting and collect comments	2/13/2013
Notify public of draft plan in paper and website	2/18/2013
Public review period (60 days)	2/18/2013 - 4/18/2013
City provides public input comments to CWS	4/19/2013
CWS incorporates public comments	4/23/2013
City Council formally adopts final report	5/13/2013
CWS submits final report to CWCB	5/14/2013
CWCB approves final report	<i>up to 90 days</i>