



November 26, 2013

Ben Wade
Colorado Water Conservation Board
1313 Sherman Street, Room 721
Denver, CO 80203

Re: 25% Progress Report on the Town of Erie's Drought Plan Development

Dear Ben Wade,

The Town of Erie (Erie) has completed 25% of the level of effort necessary to develop a final draft of its Drought Management Plan. Per requirements of CWCB's *Grant Guidelines for Drought Mitigation Plans*, this letter addresses the following: success of meeting previously identified goals and objectives; encountered obstacles; preliminary findings and accomplishments; and revisions to the schedule.

The main objectives of this planning effort are to develop an effective drought management plan that integrates the knowledge of Erie staff with the values of the community while remaining on schedule. Prior to initiating the project kick-off, the project schedule was revised. This schedule is included as an attachment to this letter. As to date, we have successfully adhered to this schedule. We have held one Drought Committee meeting that was attended by the deputy director of public works, water and wastewater operations manager, chief water plant operator, public works operations and maintenance supervisor, and the parks maintenance and division manager. We have also held a meeting with the Northern Colorado Water Conservancy District

(Northern) to discuss the drought planning efforts and operations during drought conditions. This information will be useful in developing drought triggers.

We have currently not encountered any specific obstacles with the plan development. We have been able to acquire the information necessary to continue to make progress and found that representatives from Northern appreciated the opportunity to assist Erie with its drought planning efforts.

One particular challenge we identified during this planning effort is that Erie has grown and changed substantially since 2002. While many municipalities throughout the Front Range are able to use the 2002 drought as a benchmark for identifying historical drought impacts, impacts Erie experienced during the 2002 drought are not necessarily applicable to Erie's current and future water supply and demand situation. We plan to address this particular challenge by focusing more on Erie's historical 2012 drought impacts and potential future impacts.

As of to date, we have successfully accomplished acquiring the majority of information necessary to complete the initial five sections of the drought plan in accordance with CWCB's Municipal Drought Management Plan Guidance Document template. During the first Drought Committee meeting we discussed the objectives, operating principles and water use priorities; historical drought impacts and future drought vulnerability; and drought mitigation and response strategies. Our recent meeting with Northern provided the majority of information necessary to develop preliminary drought triggers and response targets for further review by Erie's Drought Committee.























We do not anticipate any additional changes to the attached schedule. If you have any questions, please do not hesitate to contact me.

Sincerely,



Russell Pennington, PE
Deputy Director of Public Works

Updated Schedule

Project Schedule Erie Drought Management Plan	2013					2014				
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		
Task 1: Preparation and Facilitation of Drought Committee Meetings										
Drought Committee Workshop #1										
Drought Committee Workshop #2										
Task 2: Development of Plan										
Introduction, Stakeholders and Objectives										
Historical Drought and Impact Assessment										
Drought Vulnerability Assessment										
Drought Mitigation and Response Strategies										
Drought Stages, Trigger Points and Response Targets (includes meetings with Erie and NCWCD)										
Staged Drought Response Program										
Implementation and Monitoring										
Formal Plan Approval and Updates										
Task 3: Review Process										
First Draft for Erie Staff and Committee Review										
Second Draft for Public Review and Fact Sheet										
Third Draft for Erie Board Review, summary presentation and board meeting attendance										
Fourth Draft for CWCB Review										
Final Draft										
Task 4: Project Management and Grant Related Administration										
Monthly Invoices to Erie										
25%, 50% and 95% Progress Reports										

* Assumes the CWCB grant is approved at the beginning of June.



 Drought Committee Workshop

 NCWCD and Erie Staff Meetings

 Board Meeting