



**January 20, 2015**

**Colorado Water Conservation Board**

**Attn: Mr. Ben Wade**

**1313 Sherman St. Room 721**

**Denver CO, 80203**

**Re: Water Efficiency Grant for Local Water Conservation Plans  
Mt Crested Butte Water and Sanitation District and Skyland Metro District  
PO# OE PDA 14000000129  
50% Progress Report**

**Dear Mr. Wade,**

**The Mt. Crested Butte Water and Sanitation District (MCB), on behalf of our organization and Skyland Metro District (Skyland) has developed this 50% Progress Report in partial fulfillment of the Water Efficiency Grant that was awarded to us to support the development of two local water conservation plan, as per the above referenced purchase order number. This progress report summarizes the activities that have been completed, obstacles that have been encountered during project implementation, and those activities that will be conducted to complete the project. We will also discuss expected changes to the schedule and budget associated with completing the project.**

**Work Completed**

**The project is slightly more than 50% complete as designed. As you may recall, the project was designed to create two separate, yet related, water conservation plans for MCB and Skyland as part of the local water resources planning efforts that are conducted regularly by our organizations. The project involves all those tasks that are typically related to water conservation plan development including:**

- **Data collection and organization**
- **Goal setting**
- **Identification and evaluation of candidate water conservation measures and programs**
- **Selection of water conservation measures and programs**
- **Development of an implementation plan**

The project has been progressing using the water conservation plan development guidelines that are available from the CWCB and the Southeastern Colorado Water Conservancy District BMP Tool Box, which is an online resource that the CWCB partially funded.

To date the following tasks has been completed:

- **Project Communications** – the project team has met numerous times to initiate the project, exchange data, and discuss the development of the draft water conservation plan. Meetings most recently occurred in our offices and the office of Skyland in December 2014.
- **Draft Plan Development** – A first draft of the water conservation plan for both organizations have been developed. The draft plans include:
  - **Profiling the existing water system, ongoing water conservation activities and water use**
  - **Characterizing water use and demand forecasts**
  - **Profiling the proposed facilities and projects**
  - **Identifying conservation goals**
  - **Identifying, screening and evaluating candidate conservation measures and programs**

The data has been collected and organized, and analyzed such that key trends and conclusions could be made and supported. The first drafts are completed, including a listing of the selected Best Management Practices (BMPs) that will be proposed by each organization for implementation. An implementation plan has also been drafted for both organizations.

- **Project Administration** – The project 50% progress report has been prepared, as have regular invoicing to MCB and to the CWCB.

## **Obstacles**

A number of obstacles were encountered during project execution; however, none are anticipated to impact final project completion, aside from delaying the final deliverables. Specifically, the data collection and analyses required to complete the first drafts of the two

plans were delayed by a couple of months as billing and production data were gathered and verified. Once the data was exchanged, the project was able to proceed.

#### **Budget Impacts**

There are no expected changes to the proposed budget.

#### **Major Findings**

The results of the project thus far indicate that both of the organizations will recommend implementation of improved master metering, and may consider future improvements of customer meter testing and replacement, as needed. Both organizations see the benefit of customer educational efforts to support increased awareness; however, given that these organizations operate with customers that utilize the area for second homes and /or vacation property, challenges exist in how to develop and disseminate a messaging program that will resonate with the local populous. The plans will work to help address this issue.

#### **Steps Remaining/Schedule**

The two organizations will conduct a review of the first draft of their respective water conservation plans, and provide comments back to our consultant by the end of the month. Revisions will be made to the plan, such that a final draft of each plan can be prepared and readied for public comment and review by the end of February. Public review and comment will occur in March and April, such that a final Plan can be prepared for submittal to the CWCB in May of this year, depending on the comments received and the timing of our local Board meetings.

Thank you for all your support in the planning and implementation of our water conservation program. Our community has benefited greatly from the funding and technical assistance provided by the CWCB throughout this process.

Should you have any questions please do not hesitate to contact me.

Respectfully,



Frank Glick

Manager

Mt. Crested Butte Water and Sanitation District

Cc: Mr. Mike Billingsley, Skyland Metropolitan District, Manager  
Mr. Tracy Bouvette, Sustainable Practices