

ELEMENT Water Consulting, Inc.
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July 20, 2016

Mr. Melissa Tremelling
East Larimer County Water District
232 South Link Lane
Fort Collins, Colorado 80524

**RE: Status Report for the ELCO Water District Water Efficiency Plan Project
CWCW Purchase Order No. POGG1 PDAA 2016000000000000613**

Dear Ms. Tremelling,

The purpose of this letter is to provide a mid-project status report for the East Larimer County (ELCO) Water District Water Efficiency Plan Project. The project is within budget, however the schedule has been slightly delayed. The original goal was to have a draft plan completed by mid-August, however, the project kickoff meeting and start of the data collection effort were not initiated until mid-May and the commencement of the public review period is now estimated to be around mid-September.

The following is a summary of what has been completed to date, organized according to our scope of work.

1. DRAFT WATER CONSERVATION PLAN

- Prepared an Information and Data Request that was provided to ELCO staff on May 24, 2016.
- Drafted profile of existing water supply system.
- Analyzed historical billed consumption data and prepared related analyses of seasonal and non-seasonal demands, per capita water use, peaking, and water losses.
- Evaluated reductions in per capita billed water consumption to assess savings attributable to previous demand management activities.
- Developed three preliminary water demand forecasts through 2035. Active measures will be reviewed with ELCO staff to refine and update the demand forecast.
- Completed initial assessment of potential water efficiency activities.

2. FINAL WATER CONSERVATION PLAN

- No work will be completed under this task until after the public review period has commenced.

3. PROJECT MEETINGS AND ADMINISTRATION

- Prepared for and attended Kickoff Meeting with ELCO Water District staff at their offices on May 20, 2016. ELCO representatives included Melissa Tremelling (Administrative Manager) and Mike Scheid (District Manager).
- Project invoicing, progress reporting, and project management.

We look forward to working with you on the remaining tasks. Please contact me at bcourtney@elementwaterinc.com or 303.918.5096 if you need any additional information.

Sincerely,

A handwritten signature in cursive script that reads "Beorn A. Courtney".

Beorn A. Courtney, P.E.
President – Water Resources Engineer
ELEMENT Water Consulting