

## **CITY OF ENGLEWOOD – WATER EFFICIENCY PLANNING 75% PROJECT COMPLETION REPORT**

**AUGUST 19, 2022**

The City of Englewood (Englewood) provides potable water service to a water service area including approximately 34,600 residents and numerous businesses. Since April 2021, Englewood has been engaged in a water efficiency planning effort to analyze Englewood's recent water use, identify Englewood's updated water efficiency goals, and to design a set of water efficiency programs compatible with those goals. On October 14, 2021, Englewood was awarded a Water Efficiency Grant from the Colorado Water Conservation Board (CWCB) to help fund its water efficiency planning efforts. This report serves as a 75% project completion report to the CWCB regarding Englewood's progress on the planning effort. It follows up on the 50% project completion report provided to CWCB on February 18, 2022. Englewood provided the Draft Water Efficiency Plan to CWCB for review on August 19, 2022, during the Plan's public review period, which began on August 18, 2022.

### **Task 1: Analyze Historical Water Use Data and Initial Efficiency Measure Selection**

Status: Completed

The first task of the water efficiency planning effort included analyzing Englewood's historical water billing and water distribution data and holding a workshop with City staff to review historical data trends and select potential efficiency measures to consider. Task 1 is complete. The workshop with City staff was held on December 13, 2021. The group reviewed and discussed worksheets listing more than 140 potential water efficiency activities, which were based upon Worksheets D through G of Colorado Water Conservation Board's (CWCB) Municipal Water Efficiency Plan Guidance Document. The potential activities were screened by Englewood staff based on the following criteria which were agreed upon by the group:

1. Resources are available to implement and manage the efficiency measure
2. City Leadership concurrence and public support for the efficiency measure
3. Measurable, cost-effective water savings will be realized once the efficiency measure is implemented

Tables summarizing Englewood's 2017 through 2021 water use were included in the 50% project completion report.

The workshop with City staff was delayed by approximately 1 month due to urgent compliance activities that diverted staff time and resources. Despite this delay, Task 1 was completed by its December 24, 2021 end date, with the exception of adding 2021 water use data to Englewood's water use history, which occurred in January 2022. This addition was considered appropriate given the timing of the planning effort.

## **Task 2: Draft Water Efficiency Plan and Provide 50% Project Completion Report to CWCB**

### Status: Completed

The second task of the water efficiency planning effort consisted of drafting Englewood's Water Efficiency Plan. Several meetings occurred to solicit feedback from City staff and gather information for the Plan. The Plan was drafted by February 18, 2022.

## **Task 3: First Review and Address Comments on Draft Plan: City**

### Status: In Progress

The third task of the water efficiency planning effort consisted of review and refinement of the Water Efficiency Plan and review of the Plan by CWCB. As Englewood has communicated to CWCB, the draft Plan was provided to CWCB for its first review during the Plan's public review period, which began on August 18, 2022. This is a slight shift from the original Scope of Work, which anticipated a second CWCB review of the Plan by CWCB during the public review period, rather than a first review. However, Englewood has continued to communicate to CWCB regarding changes to the original schedule, which are largely due to staffing changes within the City. In consideration of this delay, Englewood is providing this 75% project completion report to CWCB now, rather than as part of Task 4.

Several Englewood Utilities Staff reviewed the draft Plan, and comments were incorporated into the revised draft that was shared with the CWCB and distributed for public comment. Additional City staff are reviewing and providing feedback on the draft plan during the public comment period.

## **Task 4: Public Review and Presentation to Water and Sewer Board**

### Status: In Progress

The original Scope of Work anticipated the public review period to begin on or before June 1, 2022. However, due to Englewood staffing changes, the public review period was delayed and began on August 18, 2022. The public comment period is planned to remain open through October 18, 2022. The draft Plan was posted on the Englewood website with the option for citizens to provide comments, shared on social media with a link to the website, and a mailer will go out in the upcoming bills to notify residents of the Plan and public comment period. Hard copies of the plan and comment boxes were placed at both recreation centers in Englewood. In addition, several social media posts are planned throughout the public comment period in order to reach as many residents as possible. Englewood informed the Water and Sewer Board of the draft Plan and public comment period and will be formally presenting the findings and goals of the Plan to the Board in early September.

## **Task 5: Administrative Approvals**

### Status: Not Yet Commenced

Due to the delay mentioned in Task 4, it is anticipated that the final, approved Plan will not be completed until at least November 2022, or possibly as late as early 2023, depending on City Council availability.