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Ms. Cynthia M. Herrera, Interim City Manager  
City of Adelanto  
11600 Air Expressway  
Adelanto, CA. 92301

RE: Urban Water Management Plan Update

Ms. Herrera,

Per our discussion last week the City of Adelanto and the APUA are required to update the current Urban Water Management. The updated plan must be submitted by July 15, 2016 and before it is submitted there are several notice periods. That said, time of the essence to begin this task.

#### **Scope of Work**

PERC Water will update the City's 2010 Urban Water Management Plan in accordance with California's Urban Water Management Planning Act, Water Code Sections 10610 through 10656 enacted in 1983 as amended. The 2010 UWMP should have been updated in 2015 to comply with the Governor's Executive Order B-29-15 to reduce water consumption by 20 percent statewide by June 1, 2015. In the event this update was not completed or properly submitted these changes will be included in our scope of work to properly comply with this requirement as well as the 2015 Update.

#### **Project Tasks**

1. Kick-Off Meeting
  - a. Meet with operations staff to confirm schedule, project overview, required data and information needed to complete the update. Prepare and submit 60-day notification letter.
2. Data Collection and Review
  - a. Coordinate the collection of necessary and pertinent data from operations staff, City staff and pertinent agencies.
3. First Draft
  - a. Population analysis, 20x2020 baseline and target Analysis, Current and projected local water demand, Projected water demand for three look ahead.
4. Second Draft
  - a. Incorporate comments of first draft from cooperating agencies, City staff and System Operations
5. Final Draft
  - a. Incorporate all final comments and provide electronic file
6. Assist the City with Adoption Of the Updated UWMP
  - a. Draft notice of public hearings, Draft resolution for plan adoption, circulate final draft to cooperating agencies.
7. Submit Final 2015 UWMP to DWR other required agencies
  - a. Incorporate comments from public review hearing

