

## NOTICE OF MANDATORY WATER CONSERVATION

Name  
Address  
City, State ZIP

Dear Customer:

On May 28, 2013, the Sierra Madre City Council approved Resolution Number 13-12 adopting mandatory water conservation measures to be implemented immediately. Mandatory water conservation is being implemented because Sierra Madre's underground water levels have approached all-time lows due to a serious decline in the water level of the East Raymond Basin. (For additional information regarding Sierra Madre's dependence on underground water aquifers, please see the City's website. [www.cityofsierramadre.com](http://www.cityofsierramadre.com) )

Pursuant to Municipal Code Chapter 13.24 and Resolution Number 13-12, most Sierra Madre Water customers must conserve water, or be subject to penalties. Resolution 13-12 specifies the following:

- All customers with an "average bi-monthly consumption from the base year" of less than 1200 cubic feet (12 units) of water, are exempt from mandatory water curtailment.
- All customers with an "average bi-monthly consumption from the base year" of between 1300 and 1700 cubic feet (13 units and 17 units), are required to reduce water consumption by 10%.
- All customers with an "average bi-monthly consumption from the base year" of greater than 1700 cubic feet (17 units), are required to reduce water consumption by 20%.

The purpose of this letter is to notify you of your "base year average bi-monthly consumption." This consumption amount will be used to calculate your water conservation target.

Your account number is: ###

Your base year average bi-monthly consumption is : ###

**This results in your conservation target of: ##**

For comparison purposes only, your bi-monthly consumption according to the most recent billing was: ##

On your next water bill, you will see your water conservation target, as compared to your actual consumption. No penalties will be assessed on your next water bill. However, future bills will include financial penalties if your water consumption exceeds your conservation target.

For the first violation, a surcharge penalty is imposed in an amount of twice the Tier 1 water for units in excess of your conservation target. For the second violation, a surcharge penalty is imposed in the amount of three times the Tier 1 water rate. After a third violation, a water restrictor shall be installed behind the water meter for a period of not less than seven days. Please see Section 13.24.140 - Failure to comply of the City's Municipal Code.

If you believe your water conservation target (base allocation), your percentage of conservation, or violation penalties are inaccurate, there is an appeals process. For information about the appeals process, please go to the City's website, or contact City Hall.

The City of Sierra Madre will lift mandatory water conservation restrictions when it is safe to do so. Conversely, if the City's water levels do not restore to safe levels, it may be necessary to impose more stringent conservation requirements. The City appreciates your efforts to conserve water so that an adequate, reliable water source can be available for the future.

We understand that you may want additional information or an explanation of the City's water conservation requirements. Additional information is available on the City's website, or you may call the City of Sierra Madre at (626) 355-7135. Please look for water conservation information in your future water bills, in the newspaper, on the City's cable channels, on the City's website, and through City E-Blasts.

Sincerely,  
The City of Sierra Madre

***\*NOTE:*** *This letter was mailed to the regular billing address only. Please share this information with the appropriate tenants of your Sierra Madre properties.*