

4.0 Strategy Chosen to Maximize Public Involvement

4.1 Use of Media

During the planning process, the media was invited to all the regional water planning Public meetings and the Planning Committee meetings. Notices were sent to area newspapers for the Public meetings, the Planning Committee meetings, and the Public Comment Periods. Notices were sent to radio and TV stations for the Public meetings and the Planning Committee meetings, to provide meeting information for Community Calendar announcements. While Notices were sent to area radio and TV stations, the San Juan Water Commission did not purchase air time, and no [known] public announcements were made by the radio or TV stations. Though local radio and TV stations never attended the meetings - representatives from area newspaper often did. Laura Banish, reporter for the *Farmington Daily Times*, was a regular attendee at both the Public meetings and the Planning Committee meetings and her articles were published on a regular basis.

4.1.1 Public Meetings

The San Juan Water Commission distributed notices to radio and TV stations for the Public meetings to provide meeting information for community calendar announcements but no announcements were made by the stations. Notices were sent to area newspapers for the Public meetings, to provide meeting information for publication in their 'Community Calendar' section.

The San Juan Water Commission also purchased advertising space in the *Farmington Daily Times* and the *Cuba News* to notify the public of the Public meetings (Section 4.2.1.) In addition to the notices/press releases (Section 4.2.1) that were placed in the purchased advertising space, the newspaper(s) did print information about the Public meetings in their 'Community Calendar' section, providing a high level of exposure for the planning effort.

PURCHASED ADVERTISING SPACE FROM THE FOLLOWING NEWSPAPERS

Farmington Daily Times	Cuba News
PO Box 450	PO Box 172
Farmington, NM 87401	Cuba, NM 87013

4.1.2 Planning Committee Meetings

The San Juan Water Commission distributed notices to radio and TV stations for the Planning Committee meetings, to provide meeting information for Community Calendar announcements but no [known] announcements were made by the radio or TV stations. Notices were sent to area newspapers for the Planning Committee meetings, to provide meeting information for publication in the newspapers 'Community Calendar' section. Advertising space was purchased to notice the first meeting of the Planning Committee (July 18, 2002) but thereafter, no advertising space was purchased in local newspapers to notice the Planning Committee meetings. The newspaper(s) did print information about the Planning Committee meetings in the 'Community Calendar' section(s) and there were often public observers at the Planning Committee meetings.

4.1.3 Public Comment Periods

The San Juan Water Commission and the Planning Committee did not place restrictions on

‘when’ the public could submit their comments and encouraged the public to submit their comments anytime during the process. To heighten awareness that the San Juan Water Commission was soliciting the public’s comments, the San Juan Water Commission established [specific] Public Comment Periods at appropriate intervals throughout the planning effort. The San Juan Water Commission distributed notices to area newspapers, to provide information about the comment periods for publication in the newspapers ‘Community Calendar’ section. The San Juan Water Commission also distributed notices and announced the dates for the Public Comment Period(s) during the Public meetings and Planning Committee meetings.

Though the newspapers did publish information about the Public Comment Periods’, the San Juan Water Commission received few comments from the public during the first two established Public Comment Periods, i.e., the July 26 - August 26, 2002 Public Comment Period for the *Water Supply Assessment* and the September 26, 2002 - October 28, 2002 Public Comment Period for the *Water Demand Assessment and Water Budget* report.

Hoping to increase public feedback, the San Juan Water Commission purchased advertising space to notice the public of the May 21, 2003 – June 20, 2003 Public Comment Period established for the *Draft Final - San Juan Basin Regional Water Plan*. The San Juan Water Commission also purchased advertising space to notice the public that the May 21 - June 20, 2003 Public Comment Period for the *Draft Final - San Juan Basin Regional Water Plan* had been extended from June 20, 2003 - July 18, 2003.

4.1.4 Navajo Nation and Jicarilla Apache Nation

The Navajo Nation and the Jicarilla Apache Nation were responsible for noticing the media within their respective lands and communities of the Public meetings, Public Comment Periods, and the Planning Committee meetings. To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation the San Juan Water Commission distributed notices for the Public meetings, Public Comment Periods, and Planning Committee meetings to the newspapers’ in their areas, for publication in the newspapers ‘Community Calendar’ sections.

To assist the public distribution efforts of the Navajo Nation and the Jicarilla Apache Nation, to the stakeholders within their respective lands, the San Juan Water Commission provided notification information for the Public meetings, the Planning Committee meetings, and the Public Comment Periods to the Navajo Nation’s Division of Natural Resources-Water Management Branch, the Navajo Nation’s Chapter House offices, and the Jicarilla Apache Nation’s Office of Water Administration, for their use.

4.1.5 San Juan Water Commission – Distribution List for the Media

Aztec News PO Box 275 Aztec, NM 87410	Cuba News PO Box 172 Cuba, NM 87013	Farmington Daily Times PO Box 450 Farmington, NM 87401
Gallup Independent PO Box 1210 Gallup, NM 87305	Jicarilla Chieftain PO Box 507 Dulce, NM 87528	Navajo Times PO Box 310 Window Rock, AZ 86515
KOAT 708 E. 20 th	KOBF 825 W. Broadway	KREZ PO Box 2508

Farmington, NM 87401

KTRA Radio
607 East Apache
Farmington, NM 87401

KNMI Radio Newsroom
2103 W. Main
Farmington, NM 87401

Farmington, NM 87401

KPCL Radio
1105 West Apache
Farmington, NM 87401

KRWN Radio
212 W. Apache
Farmington, NM 87401

Durango, CO 81302

KWYK Radio Newsroom
1515 W. Main
Farmington, NM 87401

4.2 Press Releases

The San Juan Water Commission developed press releases to inform the public of upcoming public meetings and events associated with Regional Water Planning. The Navajo Nation and the Jicarilla Apache Nation were responsible for press releases and notices on issues affecting their lands and resources.

4.2.1 Public Meetings

To maximize coverage throughout the water planning process, the San Juan Water Commission purchased advertising space to publish press releases to notify the public and announce the information, for all the Public meetings associated with the Regional Water Planning program (Section 4.1.1.). The first press release, reprinted here, was published in the *Farmington Daily Times* on June 19, June 22, and June 26, 2002, and in the *Cuba News* on June 18, 2002. The press release also appeared in the *Jicarilla Chieftain*, though no advertising space was purchased. Copies of the press releases/notifications as they appeared in the newspaper(s) are located in **Volume II, Appendix C-1**.

REGIONAL WATER PLANNING NOTICE OF PUBLIC MEETING

June 27, 2002

7:00 P.M. – 9:00 P.M.

Farmington Council Chambers in the Farmington Municipal Building
800 Municipal Drive, Farmington, NM

The San Juan Water Commission, in conjunction with the Jicarilla Apache Nation and the Navajo Nation, will hold a **Public Meeting for Regional Water Planning, Thursday, June 27, 2002 starting at 7:00 P.M. in the Farmington Council Chambers in the Farmington Municipal Building, 800 Municipal Drive, Farmington, NM. The purpose of this meeting is to review the Regional Water Planning program, review and accept the draft document "Agreement Organizing the San Juan Basin Regional Water Planning Committee" as the organizational "starting point" to establish a Regional Water Planning Committee, and to identify the individuals and groups interested in becoming members of the Regional Water Planning Committee. If you are interested in the Regional Water Planning program, and would like to become a member of the Regional Water Planning Committee, you are encouraged to attend this meeting. Please contact the San Juan Water Commission office at 505-599-1462 if you need further information about this meeting.**

4.2.2 Navajo Nation and Jicarilla Apache Nation

The Navajo Nation and the Jicarilla Apache Nation were responsible for the press releases/notices for the Public meetings, Planning Committee meetings, and the Public Comment Periods within their respective lands and communities. To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the press releases the Commission had developed, to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo

Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use. To assist the public distribution efforts of the Navajo Nation and the Jicarilla Apache Nation, to the stakeholders within their respective areas, the San Juan Water Commission provided press releases and notification information for the Public meetings, the Planning Committee meetings, and the Public Comment Periods to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use. The San Juan Water Commission's distribution list for the Navajo Nation and the Jicarilla Apache Nation is provided in **Volume II, Appendix C-2**.

4.3 Use of the Stakeholder Database

The San Juan Water Commission distributed the *Notice of Public Meeting*, the *Notice of Public Comment Period*, and the *Notice of Planning Committee Meeting* associated with each activity to the stakeholders listed in the *Stakeholder Database (Volume II, Appendix B-1)*. Planning Committee members, governmental entities, rural water users, the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration are just a few examples of the stakeholders listed in the *Stakeholder Database* (Section 3.3.1. and Volume II, Appendix B-1).

4.4 Use of the Internet

The San Juan Water Commission developed a web-site on the Internet, to provide an overview of current water related activities in the San Juan Basin. The San Juan Water Commission's web-site address is www.sjwc.org. The San Juan Water Commission's web-site went "on-line" in the fall of 2001 and is updated periodically. Information about the Regional Water Planning meetings, Assessment Reports, and presentations can be accessed through the San Juan Water Commission's web-site "home page". On the Commission's web-site is an interactive database site, that gives the reader the ability to view public "Comments and Responses", and introduce their own comments regarding the regional water planning program. **Volume II, Appendix C-3** provides "How-To" instructions for the interactive Comments and Responses Database.

Because many individuals do not have access to the internet, a "paper copy" of all documents associated with regional water planning is available through the San Juan Water Commission. Persons wishing to obtain a "paper copy" of a regional water planning document are encouraged to send a written request, to the San Juan Water Commission office at the following address:

San Juan Water Commission
7450 East Main Street, Suite B
Farmington, NM 87402

4.5 Outreach Effort Tailored to Specific Communities

The San Juan Water Commission, the Navajo Nation, and the Jicarilla Apache Nation combined their public involvement efforts to target all the communities within the Region's boundaries, equally. The combined effort resulted in a high level of exposure for the regional water planning program, throughout the Region, as a whole. The San Juan Water Commission invited the Ute Mountain Ute Tribe to participate in the planning process and

representatives of the Tribe attended several meetings.

Blanco Canyon Watershed: The Lindrith Community Association represents the water interests (as related to regional water planning) of the stakeholders in Lindrith, N.M. and the surrounding communities within the Blanco Canyon Watershed. The members of the Lindrith Community Association, as well as the Association's member representative on the Planning Committee, were very active in the planning effort and submitted notable comments, which generated the need for a meeting in that community. To fully address the comments submitted by the Lindrith Community Association, Rick Cox from Parsons Engineering, met with the Lindrith Community Association, in Lindrith, N.M., on August 6, 2003, to review their concerns. During the course of the meeting, an appropriate response was drafted and subsequently incorporated into the *Draft Final – San Juan Basin Regional Water Plan* (Volume I, Section 9.5).

4.6 Project Time Table

On January 8, 2002, the Professional Services Agreement/Scope of Work between the Interstate Stream Commission (ISC) and the San Juan Water Commission i.e., PSA No. 02-550-P552-0025 became effective (**Volume II, Appendix A-1.**) The work began on January 17, 2002, with the authorization of the Interstate Stream Commission (**Volume II, Appendix A-2.**) The Agreement is in effect through December 31, 2003 and various intermediate milestones were set to facilitate completion of the Regional Water Plan by that date.

4.7 Public Meetings

Public Meetings were held at various intervals in the planning process. Use of the media for noticing the Public Meetings and the Public Comment Periods is discussed in Sections 4.1 and 4.2. Notices for a Public Meeting and a Public Comment Period were sent to stakeholders included in the *Stakeholder Database*, as discussed in Section 4.3.

The media was used to notify stakeholders and the public of the Public Meeting as discussed in Section 4.1, 4.2. Notices were sent to the stakeholders in the *Stakeholder Database*, as discussed in Section 4.3.

To assist the public involvement and distribution efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Public Meetings to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.).

4.7.1 June 27, 2002

The San Juan Water Commission held the first Public meeting on June 27, 2002, to review the Regional Water Planning program and organize the members of the Planning Committee (Section 4.2.1.) The meeting was held in the Farmington Council Chambers in the Farmington Municipal Building, 800 Municipal Drive, Farmington, NM.

The media was used to notify stakeholders and the public of the Public Meeting as discussed in Sections 4.1 and 4.2. Notices were sent to the stakeholders in the *Stakeholder Database*, as discussed in Section 4.3.

To assist the public involvement and distribution efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the

Public Meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.).

The San Juan Water Commission provided the administrative staff support for the meeting, developed informational material about the Regional Water Planning program and the concept of the Planning Committee, and distributed the material at the meeting. **Volume II, Appendix C-4** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.7.2 July 25, 2002

The San Juan Water Commission held a Public meeting on July 25, 2002 to review the *Water Supply Assessment* and the 'draft' *Legal Issues* report with Rick Cox, P.E. from Parsons Engineering Science, Inc. and attorney, Elizabeth N. Taylor from Wolfe, Taylor & McCaleb, P.A., the consultants that prepared the reports, and to announce the Public Comment Period for the *Water Supply Assessment* and the 'draft' *Legal Issues* report. The meeting was held in the Farmington Council Chambers in the Farmington Municipal Building, 800 Municipal Drive, Farmington, NM.

The media was used to notify stakeholders and the public of the Public Meeting as discussed in Sections 4.1 and 4.2. Notices were sent to stakeholders included in the *Stakeholder Database*.

The media was used to notify stakeholders and the public of the Public Comment Period for the *Water Supply Assessment* and the 'draft' *Legal Issues* report, as discussed in Section 4.1.3 and Section 4.3. Also, copies of the Notice of the Public Comment Period were distributed during the meeting.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Public Meeting and the Public Comment Period to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.).

The San Juan Water Commission provided the administrative staff support for the meeting, prepared copies of the reports - *Water Supply Assessment* and the 'draft' *Legal Issues*, and distributed the reports at the meeting. **Volume II, Appendix C-4** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed during the meeting.

4.7.3 September 26, 2002

The San Juan Water Commission held a Public meeting on September 26, 2002 to review the *Water Demand Assessment and Water Budget* report with Rick Cox, P.E. from Parsons Engineering Science Inc., and to announce the Public Comment Period for the *Water Demand Assessment and Water Budget* report. The meeting was held in the Farmington Council Chambers in the Farmington Municipal Building, 800 Municipal Drive, Farmington, NM.

The media was used to notify stakeholders and the public of the Public meeting as discussed in Sections 4.1 and 4.2. Notices were sent to the stakeholders in the *Stakeholder Database*.

The media was used to notify stakeholders and the public of the Public Comment Period for the *Water Demand Assessment* and *Water Budget* report, as discussed in Section 4.1.3. Notices were sent to stakeholders included in the *Stakeholder Database* to announce the Public Comment Period for the *Water Demand Assessment and Water Budget* report, as discussed in Section 4.3. Also, copies of the Notice of the Public Comment Period were distributed during the meeting.

To assist the public involvement and distribution efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Public Meeting and the Public Comment Period to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff support for the meeting, prepared copies of the *Water Demand Assessment and Water Budget* report and distributed the report during the meeting. **Volume II, Appendix C-4** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed during the meeting.

4.7.4 **May 21, 2003**

The San Juan Water Commission held a Public meeting on May 21, 2003 to review the *Draft Final San Juan Regional Water Plan* with Rick Cox, P.E. from Parsons Engineering Science Inc., and to review the Navajo Nation's proposed additions to the *Plan* with John Leeper Director of the Navajo Nation Department of Water Resources The meeting was held in the Farmington Council Chambers in the Farmington Municipal Building, 800 Municipal Drive, Farmington, NM.

The media was used to notify stakeholders and the public of the Public meeting as discussed in Sections 4.1 and 4.2. Notices were sent to stakeholders in the *Stakeholder Database*.

The media was used to notify stakeholders and the public of the Public Comment Period for *Volume I - Draft Final San Juan Regional Water Plan*, as discussed in Section 4.1.3. Notices were sent to stakeholders included in the *Stakeholder Database* to announce the Public Comment Period for *Volume I - Draft Final San Juan Regional Water Plan*, as discussed in Section 4.3. Also, copies of the Notice of the Public Comment Period were distributed during the meeting.

To assist the public involvement and distribution efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Public Meetings and the Public Comment Period to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff support for the meeting, prepared copies of the May 8, 2003 publication of *Volume I - Draft Final San Juan Regional Water Plan* and prepared copies of the May 20, 2003 revision to *Volume I, Section 6-Legal Issues*, and distributed the information during the meeting. **Volume II, Appendix C-4** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed during the meeting.

4.8 Planning Committee Meetings

Planning Committee meetings were held at regular intervals in the planning process. Use of the media for noticing a Planning Committee Meeting is discussed in Section 4.1, and 4.1.2. Use of the *Stakeholder Database* for noticing a Planning Committee meeting is discussed in Section 4.3.

The media was used to notify stakeholders and the public of the Planning Committee meeting as discussed in Section 4.1 and 4.1.2. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Planning Committee meetings to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

Because the interests of water users were well represented by the members of the Planning Committee, the meeting packets were sent to the individual members. The San Juan Water Commission left it up to the member's discretion to share the information included in the meeting packet(s) with other interested stakeholders.

4.8.1 July 18, 2002

The San Juan Water Commission held the first Planning Committee meeting on July 18, 2002 to introduce the facilitation and large group management format, to encourage group discussion and interaction, and to review the *Water Supply Assessment* report. The meeting was held in the Henderson Fine Arts Building, Room 9012, 4601 College Blvd, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. The staff developed materials describing the management format that would be used to manage the Committee's work effort, provided resource material for the Planning Committee members to use during the planning process, and mailed the material in "meeting packets" to the Planning Committee members before the meeting. The information included in the 'meeting packet' was also available at the meeting.

During the meeting, the members developed a 'draft' document – "*Consensus Report – Water Supply Perceptions*", which stated their preliminary perceptions of the water supply. The 'draft' document was prepared by the San Juan Water Commission and distributed at the August 8, 2002 Planning Committee meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was

distributed for the meeting.

4.8.2 August 8, 2002

A Planning Committee meeting was held on August 8, 2002 to review the 'draft' *Water Supply Assessment* and the 'draft' *Legal Issues* reports and the comments and responses that had been received. The members reviewed the 'draft' document "*Consensus Report – Water Supply Perceptions*" that had been prepared by the staff, from the member's summary reports developed during the previous meeting. The meeting was held at the Farmington Civic Center in Exhibit Hall 2, 200 W. Arrington, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained copies of the comments and responses received for the *Water Supply Assessment*, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.3 October 8, 2002

A Planning Committee meeting was held on October 8, 2002 to review the 'draft' *Water Demand Assessment* and *Water Budget* report with Rick Cox, P.E. from Parsons Engineering Science, Inc. The meeting was held at the Farmington Civic Center, 200 W. Arrington, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained copies of the comments and responses received for the *Water Supply Assessment*, and the *Legal Issues* report, an updated *Legal Issues* report that included footnotes and citations, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet'

was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.4 **October 24, 2002**

A Planning Committee meeting was held on October 24, 2002 to review the 'draft' *Water Demand Assessment* and *Water Budget Analysis* reports with Rick Cox, P.E. from Parsons Engineering Science, Inc. and to begin development of alternative recommendations. The meeting was held at the Farmington Civic Center, 200 W. Arrington, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained copies of the comments and responses received for the *Water Demand Assessment and Water Budget* report, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.5 **November 14, 2002**

A Planning Committee meeting was held on November 14, 2002 to review the 'draft' *Water Demand Assessment* and *Water Budget* report with Rick Cox, P.E. from Parsons Engineering Science, Inc. and to continue development of alternative recommendations for initial analyses and cost estimates. The meeting was held at McGee Park in the Multi Use Building – Room A, Bloomfield Highway, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained copies of the comments and responses received for the *Water Demand Assessment* and *Water Budget* report, information prepared from the previous

meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.6 December 12, 2002

A Planning Committee meeting on December 12, 2002 to review the 'draft' *Water Demand Assessment* and *Water Budget* report and the initial analysis and cost estimates prepared by Rick Cox, P.E. from Parsons Engineering Science, Inc., for the alternative recommendations and to identify the recommendations to include in the comprehensive water plan report. The meeting was held at McGee Park in the Multi Use Building – Room A, Bloomfield Highway, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained copies of the comments and responses received for the *Water Demand Assessment* and *Water Budget* report, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.7 January 30, 2003

A Planning Committee meeting was held on January 30, 2003 to review the 'working draft' of *Volume I - San Juan Basin Regional Water Plan*. The meeting was held at McGee Park in the Multi Use Building – Room D, Bloomfield Highway, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained a copy of the 'working draft' of *Volume I - San Juan Basin Regional*

Water Plan, copies of the comments and responses received after the previous meeting, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.8 May 20, 2003

A Planning Committee meeting was held on May 20, 2003 to review the May 8, 2003 publication of *Volume I – Draft Final-San Juan Basin Regional Water Plan*, review the comments received after the previous meeting, consider a 'draft' Resolution; "A Resolution Accepting the Draft Final-San Juan Basin Regional Water Plan as the Plan for Submission to the Governmental Entities of the Region", and to announce the Public Comment Period for *Volume I – Draft Final-San Juan Basin Regional Water Plan*. The meeting was held at the San Juan Water Commission Office Building at 7450 E. Main Street, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

The media was used to notify stakeholders and the public of the Public Comment Period for *Volume I – Draft Final-San Juan Basin Regional Water Plan*, as discussed in Section 4.1.3. Notices were sent to stakeholders included in the *Stakeholder Database* to announce the Public Comment Period for *Volume I – Draft Final-San Juan Basin Regional Water Plan*, as discussed in Section 4.3.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Planning Committee meeting and the Public Comment Period to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained a copy of *Volume I – Draft Final-San Juan Basin Regional Water Plan*, copies of the comments and responses received after the previous meeting, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.9 June 18, 2003

A Planning Committee meeting was held on June 18, 2003 to review the revisions to the May 8, 2003 publication of *Volume I – Draft Final-San Juan Basin Regional Water Plan* that were accepted during the previous meeting, review the proposed recommendations that the Navajo Nation wanted to include in Volume I, Section 9 and Section 10, and to announce the extension of the current Public Comment Period for *Volume I – Draft Final-San Juan Basin Regional Water Plan* until July 18, 2003. The meeting was held at the San Juan Water Commission Office Building at 7450 E. Main Street, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting

as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

The media was used to notify stakeholders and the public of the extension of the Public Comment Period for *Volume I – Draft Final-San Juan Basin Regional Water Plan* until July 18, 2003, as discussed in Section 4.1.3. Notices were sent to stakeholders included in the *Stakeholder Database* to announce the Public Comment Period for *Volume I – Draft Final-San Juan Basin Regional Water Plan*, as discussed in Section 4.3.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Planning Committee meeting and the Public Comment Period to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained a copy of the revised Sections to *Volume I – Draft Final-San Juan Basin Regional Water Plan*, a copy of the Navajo Nation's proposed recommendations, copies of the comments and responses received after the previous meeting, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.10 July 22, 2003

A Planning Committee meeting was held on June 18, 2003 to review the revisions to the May 8, 2003 publication of *Volume I – Draft Final-San Juan Basin Regional Water Plan* that were accepted during the previous meeting and to review the proposed recommendations that the Navajo Nation wanted to include in Volume I, Section 9 and Section 10. The meeting was held at the San Juan Water Commission Office Building at 7450 E. Main Street, Farmington, NM in the San Juan Water Commission's conference area.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notices for the Planning Committee meetings to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained a copy of the revised Sections to *Volume I – Draft Final-San Juan Basin Regional Water Plan*, a copy of the Navajo Nation's proposed recommendations, copies of the comments and responses received after the previous meeting, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting.

Volume II, Appendix C-5 includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

4.8.11 August 27, 2003

A Planning Committee meeting was held on August 27, 2003 to review the revisions to the May 8, 2003 publication of *Volume I – Draft Final-San Juan Basin Regional Water Plan* that were accepted during the previous meeting and to [continue] the review of the proposed recommendations that the Navajo Nation wanted to include in Volume I, Section 9 and Section 10. The Planning Committee accepted the revisions and the Navajo Nation's recommendations and agreed to incorporate all the accepted revisions, re-publish the *Draft Final-San Juan Basin Regional Water Plan* and distribute it to the governmental entities, to seek their acceptance and support. (The *Draft Final-San Juan Basin Regional Water Plan* was subsequently revised on October 4, 2003.) The meeting was held at the San Juan Water Commission Office Building at 7450 E. Main Street, Farmington, NM.

The media was used to notify stakeholders and the public of the Planning Committee meeting as previously discussed. Notices were sent to stakeholders included in the *Stakeholder Database*.

To assist the public involvement efforts of the Navajo Nation and the Jicarilla Apache Nation, the San Juan Water Commission distributed the notice for the Planning Committee meeting to the Navajo Nation's Division of Natural Resources-Water Management Branch, the Navajo Nation's Chapter House offices, and the Jicarilla Apache Nation's Office of Water Administration, for their use (Section 4.1.4.)

The San Juan Water Commission provided the administrative staff (staff) support for the meeting. Before the meeting, the staff mailed "meeting packets" to the Planning Committee members that contained a copy of the revised Sections to *Volume I – Draft Final-San Juan Basin Regional Water Plan*, a copy of the Navajo Nation's proposed recommendations, copies of the comments and responses received after the previous meeting, information prepared from the previous meetings' proceedings, and resource material for the current meeting. The information included in the 'meeting packet' was also available at the meeting. **Volume II, Appendix C-5** includes the notification information, the minutes of the meeting, and a copy of the material that was distributed for the meeting.

Meetings will be updated as they occur.

4.9 Documentation of Comments and Responses

All comments and responses were required to be in writing, to lessen the chance of misinterpretation and provide a record of the planning process. There were no set criteria for submission. Comments and responses could be typed or handwritten, sent by fax, mail or e-mail, or hand-delivered to the San Juan Water Commission office.

Once received, comments were distributed to the Planning Committee members, the Technical Committee, and to the consultant(s). The Technical Committee and the consultants were sent the comments as they were received. The Planning Committee members received the comments and/or responses in the informational "meeting" packet each member was sent before a meeting. If the comments and/or responses were received a day or two before a meeting was held, and the meeting packet had already been distributed, then the comments and/or responses were distributed at the meeting. Any comment and/or response that was

distributed during a meeting, was subsequently included in the next meeting's packet of information.

The content of the comment and/or response had no bearing on the distribution process. All comments and/or responses were distributed in the manner previously described and subsequently included in the Comments and Responses Database (Section 4.4.) The Planning Committee members discussed the reports, comments, and responses during their meetings and several meetings were held specifically for that purpose. **Volume II, Appendix C-6** includes a copy of the comments and responses.