

Public Notice and Meeting for adoption of Conservation Plan/ Emergency Water Management Plans

In order to adopt your Conservation Plan/ Emergency Water Management Plan you will need to:

1. Publish a Public Notice in your paper of record.

I have included verbiage for a public notice for the newspaper. Please fill in the correct dates, times, locations. You are welcome to use your own if you have standard language for Public Notices.

The public notice only needs to run once in the paper.

2. At your council meeting you will need two separate agenda items. One (1) agenda item for the public meeting opening and closing.

You will need (2) a second agenda item to adopt the Plan, or/ and adopt or amend the ordinance item.

Please return to me the signed Adopted Ordinance and I will send it in to the regulating authorities.

I have attached a sign-in sheet if you choose to use this for your public meeting.