

From: "Bauman, Debbie" <dbauman@cabq.gov>
Subject: RE: Questions regarding Sept 10 meeting
Date: September 6, 2013 11:29:22 AM MDT

Please see my responses below in red. I hope I have answered your questions but if you need any other information please let me know.

Take care - Debbie

1. The meeting is scheduled to be 1.5 hours long. This is not a great deal of time in which to cover a presentation of the report and post presentation comments/questions from the attendees. Accordingly, we wonder:

- How much time will each speaker have? **Depending on how many people wish to speak we will try to give about 2 minutes for questions/comments.**
- Will you alternate pro and con speakers, as was done at the last public meeting in August 2012? **We are not currently planning to do so.**
- Will you have a specific segment just for questions? **The agenda does have a segment for questions and comments. Our intent is to address the questions first and then move into comments.**
- Will the total number of speakers be limited? **We will try to accommodate as many people as we can who want to speak, but it will depend on the number of people who wish to speak.**
- Will there be a professional facilitator? **Yes.**
- What time will sign up begin? **The meeting room should be opened by 5:45 or so; based on the turnout of the last meeting, staff will be present by that time as well and people can start signing in by 5:45 if they wish. We will only have one sign-in sheet, which will include an area that can be checked if the person signing in wishes to speak; this way people won't have to wait to sign-up two different places.**

2. How will written comments and questions be handled:

- May they be submitted by email? Hand delivered? **Yes, or faxed.**
- Must specific information about the questioner/commenter be provided e.g., (name, email address) and the comment/question be in a specific format? **As mentioned above, the sign-in sheet will have space for the attendee to put their name, address, contact information, and whether or not the person wishes to speak.**
- What is the deadline for submission of questions/comments? **DMD's typical process is to take comments for an additional two weeks following a meeting.**
- By what deadline will responses to the questions/comments be received or will they be responded to at the second meeting? **I think it will depend on how many comments we receive back. We will make sure that the facilitator provides more**

information regarding responses to questions/comments at the meeting, but our intention is to respond to the questions at the meeting.

3. When and where will the second public meeting be held? Will it have the same format and structure as the first meeting? I do not know any specific information about the location and date of the second meeting.