

MEMORANDUM

DATE: December 14, 2009

TO: Water Right File 63-33064

FROM: Shelley W. Keen 

RE: Phone call with Carolyn Nitz regarding service of documents

This morning I responded to a voicemail message from Carolyn Nitz to discuss the service of documents on other parties. Mrs. Nitz inquired about the need to serve documents on all the parties in the proceeding. I explained that whenever a party submits documents for the record, Rule 203 of the Department's Rules of Procedure requires copies of those documents to be sent to all the other parties in the case.

I did not discuss the substance of the case or the substance of any aspect of the case with Mrs. Nitz.