



# County of Los Alamos

## Minutes

### Community Development Advisory Board

1000 Central Avenue  
Los Alamos, NM 87544

*Chair, Catherine Ozment: Vice Chair, Andrea Pistone: William Dai; Denise Derkacs; Cindy Hollabaugh; Jaime Kennedy; and Aaron D. Walker: Members*

Monday, December 17, 2018

5:30 PM

B & C Room 110

#### **I. ADMINISTRATIVE ACTIONS**

##### **A. Call to Order/Introductions**

**Members Present:** Catherine Ozment, Chair; Andrea Pistone, Vice Chair; and William Dai (joined the meeting in progress), Denise Derkacs, Cindy Hollabaugh, Jaime Kennedy, and Aaron Walker, Members

**Council Liaison:** Antonio Maggiore

**Others Present:** Paul Andrus, CDD Director and Staff Liaison; Katie Thwaites, Assistant County Attorney; Michael Arellano, Chief Building Official; Barbara Lai, Administrative Support; Perry Rutherford, CDD staff;

The Meeting was called to order at 5:31pm.

##### **B. Approval of Today's Agenda**

**Motion:** Andrea Pistone moved to approve the agenda. Board member Denise Derkacs seconded. The motion passed unanimously. Mr. Dai was absent during this vote.

##### **C. Review/Approval of Meeting Minutes**

1. [11476-18](#) Minutes from the Community Development Advisory Board Meeting on November 19, 2018.

**Attachments:** [A - DRAFT Minutes for November 19, 2018](#)

**Motion:** Mr. Walker moved to approve the Minutes for November 19, 2018. Vice Chair Pistone seconded. The motion was approved unanimously. Mr. Dai was not present for this vote.

##### **D. Public Comment for Items Not on the Agenda**

No public comment.

#### **II. PRESENTATIONS AND DISCUSSION ITEMS (Action May be Taken on These Items)**

##### **A. Continue Discussion of Inspection Routes**

Chair Ozment introduced the discussion on inspection routes. Mr. Andrus started the discussion with an explanation of the case data maps plotted by the

EnerGov system. The maps display quarterly case data plotted by address, starting in January of 2017. CDAB viewed the quarterly data maps for Los Alamos and White Rock and followed up with questions for Mr. Andrus and Mr. Arellano. A discussion ensued around 'selective enforcement', weeds, enforcement, and inspection routes. Mr. Andrus explained the differences in the zoning code and Chapter 18 definitions of weeds. Chair Ozment summarized the discussion and suggested that the topic, inspection routes, and equal coverage, be placed on the January agenda. After discussion, the topic was assigned to the inspection route working group.

**B. Discussion of Codes 18-41 Sanitation and 18-42 Weeds, brush piles, refuse, and rubbish**

Chair Ozment introduced the discussion on codes and deferred to Vice Chair Pistone to lead the discussion. The guiding questions for this discussion will be: What do we want the weed and sanitation ordinances to do? What kinds of things are we trying to prohibit, encourage, and ensure by having a weed ordinance? What are the goals? What is an ideal outcome? What is health and safety?

Vice Chair suggested that notes be kept to record the ideas raised during the discussion. Mr. Andrus mapped the conversation on note pads. (See Attachment 1 to the minutes for the notes from the discussion.)

The communication working group will take up the next discussion.

**C. Discuss Community Survey Responses**

1. [11477-18](#) Discuss Community Survey Responses

**Attachments:** [A - Community Survey Responses](#)

Chair Ozment opened the discussion on the Community Survey Responses and asked the Board members for comments. Mr. Walker stated that of the total responses, 27 were for less code enforcement, and 8 responses were for maintain the current level or more. Ms. Pistone asked Mr. Andrus how the responses were reviewed and what steps were taken to address the issues. Mr. Andrus stated that CDD received the responses at the same time as the Board and that no followup was taken since the comments were all open-ended in nature. Chair Ozment passed on the comments to the communications and outreach working group.

**D. Updates on Subquorum Working Groups**

Chair Ozment introduced the subquorum working groups and verified that the groups and member assignments: 1) Communication and Public Outreach-Aaron Walker, Denise Derkacs, Cindy Hollabaugh. 2) Outward Review of Other Communities-Denise Derkacs, Jaime Kennedy. 3) Inspection Routes-William Dai, Jaime Kennedy, Andrea Pistone. The resources available to help people working group will be delayed until a later date. Each group will give a brief report at the monthly meetings.

**E. Ongoing Review of Cases**

Vice Chair Pistone said that the public is concerned about the cardboard pileup over the holidays and the chance that inspectors will cite people. Mr. Andrus noted that the inspectors will be mindful of holiday debris.

Members asked questions regarding specific cases, to which Mr. Arellano responded.

**III. REPORTS AND UPDATES**

**A. Chair Report**

No Chair report.

**B. Board Member Reports**

Vice Chair Pistone asked about the public posting of the CDAB Agenda since it was not in the newspaper. Ms. Lai reported that there is a distribution to all media at the same time the Agenda goes to the board members, and the agenda are posted in the public meeting board at the front of the Municipal Building. Attorney Thwaites reported that the newspapers publish the agenda on their website as a courtesy and it is not a requirement. She also said that the agenda is always posted on the County website.

**C. Staff Report**

**1. 2019 Meeting Dates**

[11494-18](#) CDAB Calendar of Meeting Dates 2019

**Attachments:** [A - 2019 CDAB Meeting Dates](#)

The 2019 meeting dates are in the packet. Ms. Lai pointed out that the January and February meetings fall on County holidays. She will work with the Chair to reschedule the meetings that are affected.

**D. Council Liaison Report**

No report.

**IV. PUBLIC COMMENT**

**V. NEXT MEETING(S)/FUTURE AGENDA ITEMS**

**1. January: Review Codes 15-43 Outdoor Furniture; 18-44 Outdoor Storage; 18-45 Rodent Harborage**

**VI. ADJOURN**

The meeting adjourned at 9:15pm.