

**Community Development Advisory Board Meeting
DRAFT September 21, 2020 Minutes**

I. ADMINISTRATIVE ACTIONS

Members Present: Aaron Walker, Chair; John Gustafson, Vice Chair; Anna Dillane, Andrea Pistone, and Denise Derkacs, members

Council Liaison Present: Councilor James Robinson

Others Present: Paul Andrus, County Liaison; Katie Thwaites, Assistant County Attorney; Michael Arellano, CDD Building Safety Manager; David Martinez Code Enforcement Supervisor; Barbara Lai, CDD.

A. Call to Order/Introductions

Meeting called to order at 5:31 pm by Chair Walker

B. Approval of Today's Agenda

Member Dillane moved to approve the agenda and Member Derkacs seconded. The agenda was approved (5-0).

C. Approval of Minutes of August 17, 2020 meeting.

Member Gustafson moved to approve the minutes from the August 17 meeting with revisions. Member Dillane seconded. The minutes were approved (5-0).

D. Public Comment

No public comment.

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

A. Review of Cases

Chair Walker asked the members for questions or comments on the cases. Vice Chair Gustafson commented that he appreciated having access to the cases on such a timely basis. He also said that he drove around with the Code Inspectors, Mr. Ortiz, Ms. Padilla, and the Building Safety Manager, Mr. Arellano, and found the experience very helpful.

He also said that Ms. Padilla was very responsive and worked with a resident to remove harmful chemicals from public access.

Member Dillane commented that, even after hours of assistance from IT staff, she still does not have access to CDAB Team documents.

Chair Walker said that the goal of code enforcement should be to reduce the yearly number of cases. He noted that there are the same number of weed violation cases

this year as last year and wanted to know what might be done to reduce the number in the future. Mr. Andrus and board members discussed various ideas to address the weed problem, including additional public education programs regarding the ordinance.

B. Selection of Board Member to Recommend for the RFP Review Committee

Chair Walker asked Councilor Robinson to address the recommendation to include a board member on the RFP Review Committee with Council. Councilor Robinson said that the council already discussed the idea of appointing a CDAB member to the RFP committee at their last council meeting and he recommended that the board nominate and vote on a CDAB member to recommend for participation on the RFP Committee to Mr. Andrus.

Chair Walker opened the floor for nominations of a CDAB member to be appointed to the RFP committee. Member Derkacs nominated John Gustafson. The vote to nominate Mr. Gustafson to the RFP Committee was 5-0. Mr. Andrus discussed the RFP and public-outreach processes and will inform Mr. Gustafson when the committee will meet.

C. Discussion of Items to Provide to Consultants

The board voted to reopen the discussion on what information should be provided to the consultants. The information includes the following: research by other communities; community feedback; early CDAB meetings wherein the code was discussed; poster boards of codes issues; presentations the CDAB chairs have presented to Council, County survey including codes issues; citizen presentations to council; Councilor Robinson's Path Forward presentation (pending approval of council); and the CDAB charter.

Mr. Gustafson moved to approve the information packet to the consultants, seconded by Anna Pistone. Motion passed 5-0.

D. Discussion of Involving PEEC/Master Gardeners for Input on Weeds

Mr. Gustafson and board members discussed various issues involving weeds, wild life habitats, fire danger, and other issues. Mr. Gustafson suggested that Ms. Lai contact Carlos Valdez, NM Extension, to see if he can present an overview of weed definitions and issues to the board at the October meeting.

III. REPORTS AND UPDATES

A. Chair Report

Chair Walker announced that the Path Forward presentation should be on the council agenda end of October or early November.

B. Work Group Reports

Ms. Lai will research the creation and membership of the working groups and forward the information to the Chair.

C. Board Member Reports

No reports.

D. Council Liaison Report

Councilor Robinson reported that the council will discuss the bear issue at the September 22 County Council meeting.

E. Staff Report

Mr. Andrus responded to Ms. Pistone's question regarding code complaints. He stated that staff will work on a report for the board members.

IV. PUBLIC COMMENT

No public comment.

V. NEXT MEETING/FUTURE AGENDA ITEMS

The next meeting will be on October 19, 2020 and will be conducted remotely.
Future Agenda Items: weeds presentation, and a quarterly report.

VI. ADJOURN

Chair Walker adjourned the meeting at 6:58 pm.