

**Community Development Advisory Board Meeting  
Draft January 25, 2021 Minutes**

**I. ADMINISTRATIVE ACTIONS**

**Members Present:** John Gustafson, Vice Chair; Anne Dillane, and Nina Epperson Members.

**Member Absent:** Aaron Walker, Andrea Pistone

**Others Present:** Paul Andrus, Director CDD and Liaison; Katie Thwaites, Assistant County Attorney; David Martinez, Code Enforcement Supervisor; Barbara Lai, CDD; Adrienne Lovato, CDD; Perry Rutherford, IT and Denise Derkacs, Councilor.

**A. Call to Order**

Meeting called to order at 5:31 pm by Vice Chair Gustafson

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

**The Agenda was approved by a vote of 3-0.**

**C. Approval of Minutes**

**The minutes from the November 16, 2020, meeting were approved with revisions by a vote of 3-0.**

**D. Public Comment**

Ms. Carol Kay Carr introduced herself to the board.

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

**A. FY2021 CDAB Meeting Calendar**

The FY2021 Calendar was reviewed by the Board and approved by a vote of 3-0.

**B. Review of Cases**

Vice Chair Gustafson said that he has questions concerning two cases.

- 1) 200 Camino Encantado. Mr. Gustafson said the railing is still missing from the deck. Mr. Martinez stated that the homeowner purchased the materials for the repair about two weeks ago but asked for another two week extension because he is still on COVID lockdown. Mr. Martinez said that CDD approved the request.
- 2) Mr. Gustafson inquired about the two properties cited for having vehicles parked on the sidewalk. His question was, "Is parking on the sidewalk a police issue or a code enforcement concern." Mr. Martinez said that he would check on the code and follow up with the Board.

Mr. Gustafson encouraged new Board members to ride along with code inspectors as an education tool. Mr. Andrus said that, considering the COVID restrictions, that is not possible at this time but will be in the future.

Member Dillane asked about the Quarterly Report and its format. Mr. Andrus said that the format of the Quarterly Reports will be revised to reflect Ms. Dillane's request. Councilor Derkacs commented on how the reports contained detail on the violations and recommended that the report be continued.

**C. Work Group Reports**

Public Outreach and Communication. No report.

Voluntary Community Resources. Vice Chair Gustafson said that the Girl Scouts might be interested in volunteering to help clean up yards on the *Annual Clean Up Day* with the Environmental Sustainability Board (ESB). He will pursue this idea as well as others. Attorney Thwaites stated that the idea of neighbor helping neighbors is fine, as well as church groups, etc. The County and CDAB cannot recommend commercial companies to homeowners. Mr. Andrus shared some of the concerns in the community. Other Board members also expressed their concerns.

**III. REPORTS AND UPDATES**

**A. Chair Report**

Vice Chair Gustafson introduced the FY21 Work Plan and Tracking Report to the board. He recommends that the Board members become familiar with the plan because it should guide their activities for the rest of this fiscal year.

**B. Board Liaison Reports**

Vice Chair Gustafson will establish a CDAB liaison to ESB. He will ask for volunteers at a future meeting.

**C. Council Liaison Report**

Councilor stated that the new liaison will be voted on by Council on Tuesday.

**D. Staff Report**

Mr. Andrus reported that two vendors attended the pre-submittal meeting for RFP 21-19 on January 15, 2021. Responses are due back to the County on January 28 at 2:00 pm. The consultant may start work in February with updating Chapter 18.

**IV. PUBLIC COMMENT**

Greg White, North Mesa, made comments regarding tourism and housing in the County.

**V. NEXT MEETING/FUTURE AGENDA ITEMS**

The next meeting will be on February 22, 2021 and will be conducted remotely.

**VI. ADJOURN**

Vice Chair Gustafson adjourned the meeting at 6:36 pm.