

Community Development Advisory Board Meeting
DRAFT Minutes from October 18, 2021
Due to technical difficulties this meeting did not record

I. ADMINISTRATIVE ACTIONS

Members Present: John Gustafson, Chair; Anna Dillane, Allen McPherson, Robert Day Members.

Members Absent: Aaron Walker, Vice-Chair, Kay Carr

Council Liaison Present: Sara Scott

Other Members Present: Adrienne Lovato, Staff Liaison; Katie Thwaites, Assistant County Attorney; Andrea Salazar, CDD; Bryce Ternet; Planning Manager.

A. Call to Order

Meeting called to order at 5:32 pm by Chair Gustafson

B. Approval of Agenda

Member Dillane made a motion to approve the Agenda, Member Day seconded the motion. The agenda was approved by a vote of 4-0.

C. Approval of Minutes

Member Dillane made a motion to approve the minutes Member McPherson seconded the motion. The minutes were approved by a vote of 4-0.

D. Public Comment for items Not on the Agenda

Chair Gustafson received some via email and will bring them up during the working groups discussion from the communication outreach.

One member of the public attended remotely but was disconnected due to technical difficulties during the meeting.

II. PRESENTATIONS AND DISCUSSION ITEMS (Action may be taken

on these items.)

A. Dekker/Perich/Sabatini Update

Due to system technicalities, the presentation update was postponed until a later time.

B. Review of Cases

Member Dillane did a quick overview on the cases reported, using a report compiled by CDD staff. 45 were code enforcement officer generated, 5 were citizen complaints, 0 notice of violations issued, 0 citations issued, 35 cases involved weeds, 5 were nuisances, 4 for outdoor storage, and 1 improper storage of a refrigerator.

C. Meeting Format

Chair Gustafson went over the guidance on face masks, which states that masks must be worn covering the nose and mouth at all meetings held in county facilities. Future meetings will be held via hybrid model.

D. Working Group Reports

Chair Gustafson presented the proposed policy on how to manage CDAB responses to the comments received from citizens. A motion to move the policy was made by member Day and seconded by member McPherson. The policy was approved by a vote of 4-0.

1. Public Outreach and Communication

Member Dillane gave an overview for Facebook. A comment was left about lack of diversity on the board. Member Dillane encourages anyone in the community who would like to participate to please apply for membership to the board. Another comment was left about the community needing more code enforcement officers. Member McPherson added that he will be working closely to capture and collate all the comments, likes, and shares that are left on the CDAB Facebook page.

Chair Gustafson went over some emails that came through to the public CDAB email address. Wren Propp stated that she does not

support Airbnb or short-term rentals. This comment was forwarded to the Planning and Zoning Commission for consideration. A comment came through from Andy regarding the county and schools maintaining their properties. Multiple emails came through regarding using the term “junk yards” in code. David Hanson sent an email as a public input regarding the infestation of goat heads and shrubs and trees obstructing sidewalks in White Rock. Lastly, there was a comment regarding enforcement should be made for public safety and not aesthetics. CDAB will review comments received at its regular meetings.

2. Consultant Communication Group

Member Day was going to report about the presentation that was supposed to present but failed due to technical difficulties with the audio.

III. Reports and Updates

A. Chair Report

Chair Gustafson gave an update that Member Kay Carr has resigned from her position in CDAB. This puts the group at 5 members. The final item is that Chair Gustafson attended the Boards and Commission Luncheon via zoom. The issue of masks being worn at board meetings and how to enforce the county requirements was the major discussion topic.

B. Board Liaison Reports

No report was given due to Vice Chair Walker being absent.

C. Council Liaison Report

Councilor Scott had three upcoming items to discuss. One being the Historic Preservation designation for the United Church’s WWII historic chapel is going to be presented and voted on. Also, The Chapter 16 Development Code update was presented to the council. Next, council will discuss the Los Alamos/ White Rock Master Plan and vote, pending the discussion, to adopt that as an amendment to the Comprehensive Plan.

E. Staff Report

Planning Manager Ternet advised the board that CDD has received a group of qualified candidates for the Code Enforcement position and should have someone on staff within the next month. Also, any questions regarding the presentation from DPS can be sent to him so that he can forward to the consultant.

IV. Public Comment

Member Dillane read a comment sent via email from a member of the public who was unable to attend the meeting remotely due to technical issues..

V. Next Meeting (s) Future Agenda Items

Monday, November 15, 2021, at 5:30pm.

VI. Adjourn

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