

**DRAFT MINUTES FOR THE  
OPEN SPACE ADVISORY BOARD MEETING  
August 9, 2016**

**Members Present**

Janet Saiers  
Rene Horvath  
Alan Reed  
Loren Hines  
Don Couchman  
Chris Green  
Michael Jenson

**STAFF**

Jim Sattler, Open Space Assistant Superintendent  
Nicole Trujillo, Open Space Division

**OTHERS PRESENT**

Barbara Taylor, COA Director, Parks and Recreation

Chair Loren Hines called the meeting to order at 1:30 PM

**Work Study Session; Discussion on the draft rules of procedure and conduct part 2**

After some discussion by the Board, it was determined that the following Part 2 Conduct for Board Members, is to be published and put on the agenda to be voted on at the September 27, 2016 meeting.

City of Albuquerque DRAFT  
Open Space Advisory Board  
Draft Rules of Procedure and Conduct  
*Updated August 9, 2016*

*New language has been identified by italics.*

**PART 2 CONDUCT FOR BOARD MEMBERS**

2.1 Conflict of Interest: A Board member must acknowledge a personal or business financial interest in an item on the agenda as a conflict of interest and shall notify the Board of that conflict and *offer* to recuse himself or herself from any discussion or vote concerning that item. *After hearing the explanation, the Board shall decide if this conflict rises to the level where the member should be recused*

2.2 Contact with Interested Parties: Board members may not discuss with any property owner *or agent*, any interest that property owner has in any discussion or decision regarding property acquisitions considered by the Board. Property owners *shall* provide information for the Board's consideration only through the property acquisitions process managed by the Real Property Division of the City, pursuant to ordinances or resolutions or decisions taken by the City Council.

2.3 Communication through the Chair: to prevent duplicate requests going to various agency staff, the preferred process for a Board member to request information is through the Board chair who will then make the request to the Board secretary.

**DISCUSSION; WORK PLAN;**

Board member Alan Reed passed out 2016 work plan elements for the board to go over

Adjourned at 3:16 PM