

**CITY OF ALBUQUERQUE  
DEVELOPMENT PROCESS EXECUTIVE COMMITTEE  
MEETING MINUTES  
Wednesday, August 20, 2014 – 3:00.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER**

A Meeting of the Development Process Executive Committee was called to order by Co-Chair Suzanne Lubar at 3:14 p.m. on Wednesday, August 20, 2014 in Albuquerque in the Basement Hearing Room of the Plaza Del Sol Building.

**COMMITTEE MEMBERS PRESENT:**

Ronald Bohannon – Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Kevin Curran – COA Deputy City Attorney (for Blake Whitcomb - COA Assistant City Attorney)  
Savina Garcia – Wilson & Co.  
Suzanne Lubar – COA Planning Director, Co-Chair  
Jay Rembe – Rembe Urban Design + Development

**COMMITTEE MEMBER(S) ABSENT:**

Shahab Biazar, COA City Engineer  
Christopher Gunning – Dekker, Perich, Sabatini  
Alan Porter - ABCWUA  
Michael Riordan – COA DMD Director, Co-Chair  
One vacancy needs to be filled.

**OTHERS PRESENT:**

Tony Loyd – COA Impact Fee Administrator, Facilitator  
Matthew Conrad – COA Associate Planning Director  
Jenica Jacobi - COA Assistant City Attorney  
Ronald Vonderhaar, COA Impact Fee Coordinator

**2. MEETING NOTIFICATION**

The meeting was posted as before. However, Mr. Loyd was informed by City Legal that since this is a quasi-legislative body and not a quasi-judicial body, the posting was insufficient to meet the City's Ordinance regarding notification. Per Kevin Curran, the ordinance prescribes additional notification requirements beyond those used to advertise this meeting. They include a legal ad in the newspaper, posting on the City Clerk's website, posting in City Hall, and notifying the Mayor and CAO individually of the proposed legislative actions at least 30 days prior to the meeting to allow for public comment. Because of this, the previously approved action items are null and void and will be re-addressed at

the September DP Executive Committee meeting. However, the vote considering internal rules, quorum, etc. for this committee are valid.

### **3. APPROVAL OF AGENDA**

For the record, notice of the meeting was posted in the building and on the Planning Dept. website 72 hours prior to the meeting. Agenda approved unanimously.

### **4. MINUTES**

The minutes were reviewed. Minor changes regarding spellings and company names were made. Mr. Bohannon noted a change to clarify that under C. on street parking reads "on street parking on arterials". The minutes were unanimously approved.

### **5. PUBLIC COMMENTS**

No members of the public had comments.

### **6. NEW BUSINESS**

#### **A. Unified Development Ordinance**

Mr. Brito provided an update on the UDO regarding the RFP and subsequent process. Three finalists have been selected.

### **7. OLD BUSINESS**

#### **A. Status of DPM changes – deferred until the September meeting.**

### **8. ACTION ITEMS**

None.

### **9. NEXT MEETING DATE**

Discussion on the next meeting dated focused on being able to address the previous action items and the proper amount of posting time at all required locations in all required publications. The next meeting date will be September 24, 2014 in the same location to meet the necessary requirements.

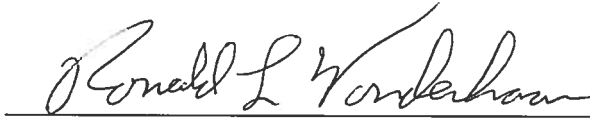
### **10. OTHER BUSINESS**

None.

**11. ADJOURN**

There being no further business, the meeting adjourned at 4:01 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Ronald L. Vonderhaar". The signature is written in a cursive style with a horizontal line underneath it.

Ronald L. Vonderhaar, Impact Fee Coordinator