

OPEN SPACE ADVISORY BOARD DRAFT MEETING MINUTES

December 10, 2024

1:30 PM

Open Space Visitor Center

Members Present

Don Meaders, Barbara Taylor, Michael Scisco, Robert “Bob” Cornish, Anthony Fleg (joined via zoom 1:53pm, left zoom 2:26pm)

Members Absent

Diane Souder, Corinna Jaramillo Feldman

Staff Members Present

Amanda Romero (Sr. Administrative Assistant, Open Space Division), Colleen Langan-McRoberts (Superintendent, Open Space Division), James Lewis (Open Space Assistant Superintendent), Adryana Vialpando (Open Space Planner) Shannon Summers (Open Space Associate Planner)

Visitors Present

Kristina Werenko (Pland), Thea Swift (Pland)

1. Call to Order and Introductions

Chair Don Meaders called the meeting to order at **1:32 pm**.

2. Action: Approval of Agenda

Barbara Taylor moved to approve agenda, second by Bob Cornish. Motion passes 4-0

Roll call: Don Meaders, Barbara Taylor, Bob Cornish, Michael Scisco

3. Action: Approval of the September 24, 2024 & October 22, 2024 Meeting Minutes

Motion to approve by Barbara Taylor, second by Michael Scisco. Motion passes 4-0

Roll call: Don Meaders, Barbara Taylor, Bob Cornish, Michael Scisco

4. Public Comment

N/A

5. Announcements and Correspondence

N/A

6. Tijeras Bio-Zone Education Center Site Plan Presentation

Kristina Werenko with Pland Collaborative presented to the board the site plan for the Tijeras Bio-Zone Education Center.

7. Action: Tijeras Bio-Zone Education Center Site Plan

Barbara Taylor moved, seconded by Bob Cornish: Barbara Taylor moved to approve the Tijeras Bio-Zone Education Center Site Plan. Motion passes 4-0

Roll call: Don Meaders, Barbara Taylor, Bob Cornish, Michael Scisco

8. Finance Report

Superintendent Colleen Langan-McRoberts updated the board on the quarterly financial report

9. Discuss Board Attendance Policy, City Leadership Guide & Open Meetings Act Review

Superintendent Colleen Langan-McRoberts presented to the board the Boards and Commissions leadership guide, procedures for board meetings and Robert's Rules of Order Tips and reminders.

10. Staff Updates and Q&A

Superintendent Langan-McRoberts updated the board on upcoming and ongoing projects within Open Space

11. Adjournment

Meeting adjourned at 3:32pm

REMINDERS:

- **Relook at the financial report at next meeting**
- **Check in - training completed**
- **Action: Board Procedures**

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