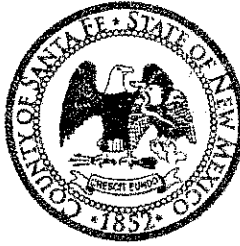


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

Date: June 13, 2017

To: Board of County Commissioners

From: Tony Flores, Deputy County Manager
Vicki Lucero, Building and Development Manager

Via: Katherine Miller, County Manager

Subject: Accept Resignation of Ms. Bette Booth from the Santa Fe County Planning Commission and Appoint Mr. Charlie Gonzales as the Commission District 2 Santa Fe County Planning Commission Member

Background

On December 8, 2015, the Board of County Commission (Board) enacted Ordinance 2015-11, Amending and Restating in Its Entirety the Sustainable Land Development Code (SLDC), Ordinance 2013-6.

Contained within the SLDC, Chapter 3 outlines Decision Making Bodies by setting forth the authority of the Board, Planning Commission (Commission), Administration, and Hearing Officer.

Specifically, the Commission shall consist of seven (7) members appointed by the Board. Commission members shall be registered voter of the County. Five (5) members shall reside in each of the Board Districts and two shall be at large members and reside in any part of the County.

Issue

On April 27, 2017, the Planning Commission raised concerns about the attendance of Commission members and how it was affecting quorums and decision making by the Commission. As a result of this request, the Growth Management Department received a resignation of Ms. Bette Booth for Board District 2 seat.

During the review of attendance, staff received a letter of interest and resume from Mr. Charlie Gonzales wishing to fill the District 2 Commission seat if it came open.


Recommendation

The Board of County Commission accepts the resignation of Ms. Bette Booth and appoints Mr. Charlie Gonzales to the County Commission District 2 Member.

Exhibits:

- A – SLDC Chapter 3 Decision Making Bodies Section 3.3.3. – Membership and Terms
- B – Email of Resignation from Ms. Bette Booth
- C – Letter of Interest and Resume from Charlie Gonzales

3.3.3. Membership and Terms.



3.3.3.1. Number; Appointments; Residency. The Planning Commission shall consist of seven (7) members, appointed by the Board. Planning Commission members shall be registered voters of the County. One member shall reside in each of the Commission Districts in order to provide diversity of representation; the remaining members shall be at large and may reside in any area of the County and be nominated by any Commissioner.

3.3.3.2. Terms and Removal. The initial members of the Planning Commission shall be the current members of the County Development Review Committee, who shall serve out their remaining terms. Thereafter, terms of members of the Planning Commission shall be for two (2) years or until their successors are appointed. Three (3) members shall be appointed in even numbered years and four (4) members shall be appointed in odd numbered years. Members shall serve for no more than three (3) consecutive terms. Members may be removed by the Board after a public hearing solely for reasonable cause set forth in writing and made part of the public record.

3.3.3.3. Vacancies. The Board shall appoint a person to fill a vacancy as soon as practicable after the vacancy is created.

3.3.4. Conduct of Planning Commission Business.

3.3.4.1. Officers; Quorum; Rules of Order. The Planning Commission shall follow the Rules of Order established by the Board for the conduct of meetings in the County.

3.3.4.2. Meetings. The Planning Commission shall meet at least once a month. All meetings of the Planning Commission shall be open to the public. Notice of such meetings shall be given in accordance with the applicable Board approved resolution establishing statutory notice for public meetings.

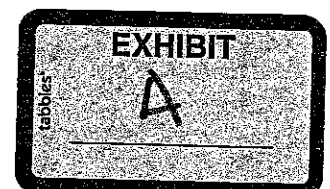
3.3.4.3. Minutes and Other Records. The County Clerk shall keep minutes of the proceedings of the Planning Commission, which shall reflect the vote on each matter put to a vote or, if a member is absent or fails to vote, reflect such fact; and such other records as are necessary to memorialize its transactions, findings, recommendations, resolutions, determinations and development orders, all of which shall be filed in the Office of the County Clerk.

3.3.4.4. Conflict of Interest. A member of the Planning Commission shall not vote or participate in any discretionary development matter pending before the Planning Commission as specified in the County Code of Conduct.

3.3.4.5. Recommendations and Development Orders. The Planning Commission shall not make a recommendation or take final action on any matter without first considering evidence received from the Administrator, planning staff, a Hearing Officer, or owner/applicant, reports of the pre-application neighborhood meeting, other persons with standing, Tribal governments, and other County, regional, state or federal departments or agencies, as determined by law.

3.4. ADMINISTRATOR.

3.4.1. Appointment. A person shall be appointed by the County Manager to serve as the Administrator. Where the SLDC assigns a responsibility to the Administrator, the Administrator may delegate that responsibility to any employee of the County.



From: Bette Booth [<mailto:ebooth13@comcast.net>]
Sent: Monday, May 08, 2017 11:49 AM
To: Vicki Lucero
Subject: Resignation

May 6, 2017

Dear Vicki,

It's with deep regret that I feel I must resign from the Planning Commission.

I had explained in my application that I would be absent the first three months of the year and that I would certainly understand if they appointed someone who would not be missing that much time. I was appointed under those conditions.

But now, due to unforeseen family obligations, I am going to miss a fourth meeting. That's too many

I have been Chair of a Commission and I know how frustrating it is to not have a quorum. It's unfair to staff and the constituents who are waiting for a timely ruling on their variance request, as well, of course, to the other Planning Commission members to prepare for a meeting that then is cancelled due to lack of quorum.

I want to acknowledge and thank the County staff for everything you do. I have been consistently overwhelmed with your professionalism and productivity. Your process for shepherding the first review and fine-tuning of the development of the Sustainable Santa Fe Plan was brilliant! Please thank them for me.

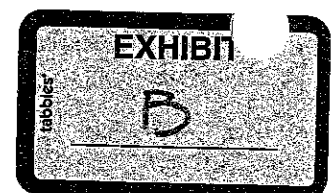
Also please thank the other members of the Commission for their patience with my absences and tell them I wish them the best in their future work.

Sincerely,

Bette Booth

*For all that has been: Thanks!
For all that will be: Yes!*

Dag Hammarskjold



May 3, 2017

Santa Fe County
Board of County Commissioners
102 Grant Avenue
P.O. Box 276
Santa Fe, New Mexico 87504-0276

Dear County Commissioners &
County Manager, Katherine Miller,

Please consider my application for appointment to the County Planning Commission. Attached is a copy of my resume for your review. My work experience and knowledge with the City and County Land Use Departments is confirmation, I am qualified for this appointment.

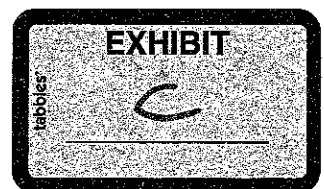
If you need any additional information, please contact me at 505-473-2803 or cdgonzales@comcast.net.

Thank you for your consideration.

Sincerely,

Charlie D. Gonzales

Charlie Gonzales
2042 Callejon De Rita
Santa Fe, New Mexico 87507



CHARLIE D. GONZALES / RESUME

2042 Callejon De Rita
Santa Fe, New Mexico 87507
(505) 473-2803

BRIEF PRE-SUMMARY OF QUALIFICATIONS

I retired with the City of Santa Fe in January of 2010. My title was Technical Review Coordinator for the Land Use Department. I reviewed building permit applications, developments, subdivisions and complaints for compliance with the Escarpment Overlay District, FEMA Floodplains, Terrain Management and Landscaping. I also tracked all the letters of credit and escrow agreements for approved subdivisions, developments and permits. This also included inspections in the field for Terrain Management, FEMA Floodplains, Escarpment and Landscaping. I have attended and participated in all kinds of public and private hearings or meetings. The majority of the time I assisted the public and staff with coordination and simple explanations on technical issues. I was well liked by the public and staff. On January 27, 2010, I received an Official Proclamation from the City Council, for service to the Public, the City and the County. (Copy attached)

Currently I have been working under contract with Design Enginuity as an inspector and project manager. Sometimes I do landscape and irrigation design. I started there in April of 2011. I have inspected numerous projects which include tributaries of floodplains, erosion prevention/mitigation, bank stabilization, reseeding, re-vegetation of disturbed areas and subdivision infrastructure.

I designed and completed a Master Landscaping Plan for the Water Treatment Plant for the City of Santa Fe located in the upper watershed of the Santa Fe River, this included an irrigation plan. The design started in May of 2011 and the actual project was constructed by the middle of December of 2011. I was also responsible for the placement and inspections of the shrubs, vines, trees and irrigation system.

In 2006 and 2007 I worked under contracts for Santa Fe County, the City of Santa Fe and the New Mexico Association of Counties. I worked for the Santa Fe County Land Use Department as the Permits & Enforcement Division Director, from July 6, 1999 to March of 2006. During this time, I worked in the same capacity as mentioned below under qualifications from 1996 – 1998. Additional duties or projects completed or which I was involved with are listed under the most recent qualifications. From October of 1996 to July of 1998, I was employed by Santa Fe County as the Building & Hydrology Division Director of the Land Use Department. Prior to that, I worked for the City of Santa Fe as an Engineering Technician I, II, III, Subdivision Inspector II, III and Senior Engineering Technician from July of 1982 to September of 1996. Before that I was employed by the following companies or agencies: Capital Engineering, (drafting, surveying, project management), for three years, A-Z Engineering &

Surveying, (drafting surveying, project management), Morris Apodaca Surveying, (draftsman, surveying), New Mexico State Highway Department, District V while I was attending NMSU.

I have been involved in various working groups, committees and commissions throughout my career, including the Santa Fe River Commission, the City Policy Planning Commission (CPPC), Extra-territorial Land Use Commission (ELUC) and the County Development Review Commission (CDRC). I am currently on the City Escarpment Working Group.

QUALIFICATIONS

7/06/99 – March 2006

I was hired by the County Land Use Department on July 7, 1999, as the Code Enforcement Supervisor for the Land Use Department. I later became the Permits & Enforcement Division Director. This division was made up of three sections, development permits, code enforcement and technical review. I spent a lot of my time with code enforcement and helped establish a Commissioner Response process. I wrote numerous letters for the code enforcement, technical review section and the development permits section and personally took responsibility for all projects, especially controversial projects and responded accordingly and /or attended community meetings and court. The department was very successful in the regulating of mining and reclamation. I left the County in 1998 and became a Project Manager for Tierra Contenta Corp. When I came back to the County in 1999, I caught Cerrillos Gravel Products Mining out of their limits and provided the documented information to the Board of County Commissioners, which resulted in the Development Permit being revoked. I was also involved in the acquisition of the property for the new County Park at San Ysidro Crossing and the Santa Fe River. This included many depositions for the violations on the property before it was acquired. I have earned the respect of most of the public in the mining communities.

I maintained close communication and a great work relationship with the Army Corp. of Engineers, New Mexico Environmental Department, State of New Mexico Construction Industries Division, State of New Mexico Manufactured Housing Division, FEMA, the Office of the State Engineer's and the City of Santa Fe, which I continue to maintain. Currently, I am a Certified Floodplain Manager and a member of the New Mexico Floodplain Managers Association.

I wrote the National Pollution Discharge Elimination System (NPDES) permit submittal, which was due to the EPA by April 23, 2003. This prevented a substantial penalty fee to the County. I would also like to mention that I did this at home while I was doing my other duties at work.

I was very much involved in public hearings, writing, implementation and enforcement of the County Rainwater Harvesting Ordinance.

Staff and I created a standard County detail sheet. I was involved with writing several ordinances or amendments. I modified the height ordinances, participated in the code re-write a few times (it was never finished), the MSRD settlement amendments and numerous others as mentioned on page 3.

I represented the Land Use Department on the City Planning Policy Commission for about four years. I also sat on the City Santa Fe River Commission. At the County I was on a joint City/County Committee appointed by the County Manager for coordination of Santa Fe River Improvements in Coordination with the Army Corp. of Engineers. A member of the following committees: Building Water Efficient Homes, Water Wise, Rainwater Harvesting and Greywater reuse which, were sponsored by the Office of the State Engineers.

QUALIFICATIONS

10/27/98 – 6/30/99

During this time I was employed under a professional contract with the Tierra Contenta Corporation as a construction inspector/project manager. The contract expired June 30, 1999. My job description was the following: periodic inspection of infrastructure construction of subdivision improvements, coordination of soil and materials tests, review of test results, inspection walk through with City of Santa Fe and utility companies, keeping a daily record/journal and attending/ coordinating periodic and special meetings with the owner, city and construction contractors.

QUALIFICATIONS

8/28/98 – 9/14/98

The Rio Arriba Gravel Mining Advisory Committee hired me and Rio Arriba County as a consultant to review a version of a Rio Arriba County proposed draft ordinance for "zoning for extraction of construction materials," article 12. (See attached request letter for hire)

QUALIFICATIONS

10/96 – 7/98

I was hired at the County of Santa Fe for my extensive experience and knowledge of terrain management, subdivisions/developments, Environmental requirements, F.E.M.A. requirements, Army Corps of Engineers requirements as well as local, state and national codes employed me. This division was responsible for reviewing and approving development permits, subdivisions/development inspections, coordinating pre-construction conferences, and reviewing/approving/tracking financial guarantees, drainage complaints, floodplain requirements, special review districts, reviewing/approving/inspecting the mining ordinance requirements and verifying licensed contractors. These reviews were intensified, implemented or enhanced by my knowledge and expertise. A lot of the items mentioned below were not being addressed thoroughly or at all until I started working in the Land Use Department. The following is a list of some of those accomplishments:

- * Created a "General Construction Notes" policy.
- * Modified the development permit submittal requirement packet.
- * Directed Staff to verify licensed contractors and to maintain a list of licensed contractors in coordination with the State of New Mexico Construction Industries Division.
- * Trained staff on F.E.M.A. requirements
- * Provided retaining wall details and other standard sections for applicants.
- * Established a more cooperative relationship with Construction Industries, the State Environmental Department, the City of Santa Fe, F.E.M.A. and the Army Corp. of Engineers.
- * Established procedures and conducted numerous pre-construction conferences for subdivisions & development.
- * Created a policy for "establishing a financial guarantee with Santa Fe County."
- * Attended court on behalf of the Code Enforcement Division as an expert witness on Terrain Management Regulations and the County Code. This included illegal cuts, mining and visual impacts. We had some positive victories.
- * Directed staff to enforce the County Ordinance to require utilities to be installed underground.
- * Created a cardboard Development Permit for display, specifically for issuance by Santa Fe County for proposed improvements.
- * Obtained some of the appropriate field inspection equipment so the division could conduct thorough inspections.
- * Directed Staff to prepare letters of conditions for development permits in sensitive areas and controversial projects or developments.

Informed the Land Use Administrator and the County Manager of situations where the Public Works Department and the General Services Department also need to obtain Development Permits for improvements. The County should be setting the example.

- * I have been involved with the field and office aspects of the Mountain Special Review District, since it was adopted. Have reviewed and enforced this ordinance at the City of Santa Fe and Santa Fe County.
- * Played a major role in reviewing submittals for the Santa Fe Ski Basin, all mining submittals and the reclamation and remediation of all disturbed sites. This included follow-up inspections.
- * Started training staff on procedures and techniques for the inspections of Development and Subdivision Improvements.
- * Established contact with the New Mexico State Highway Department, in order to remind them to invite County Staff to participate in all pre-construction conferences for proposed highways throughout Santa Fe County.
- * Informed the New Mexico State Highway Department and all of their sub-contractors at that time, of the requirements of obtaining development permits for grading, cutting or filling work conducted on private property on behalf of Highway Department projects.

Another part of my job was to make presentations to various committees and commissions on behalf of the Land Use Department. This included the Extraterritorial Zoning Commission, the Extraterritorial Zoning Authority, the County Development Review Committee and the Board of County Commissioners.

QUALIFICATIONS

1986 - 9/1996

I was employed by the Public Works Department of the City of Santa Fe on July 19, 1982. During this time, I was at the City for about fourteen years and two months. Prior to that I worked for a private firm called Capital Engineering.

Drafting: Mostly consisted of updating zoned and re-zoned parcels of property on the City of Santa Fe Zoning Atlas. Implemented a reference system for looking up zones on the atlas. Have also drawn and designed street section alternatives for proposed solutions for drainage problems, plan & profiles for roads, terrain management plans, retaining walls and sections. I am capable of conducting drafting for engineering, surveying and architectural.

Subdivisions: Maintained an accurate construction file on each subdivision or development under construction. Reviewed proposed plans and engineer's estimates for infrastructure improvements as well as redline corrections and change orders prior to final approval. Coordinated pre-construction conferences with utilities, contractors and developers. Verified quantities to release pay requests for improvements. Conducted final inspections to accept dedicated infrastructure improvements for maintenance.

Technical Assistance: Assisted the public with complaints to my office or directly from the City Manager's Office and City Councilors pertaining to Code Enforcement, Land Development, drainage problems and concerns resulting from existing or new construction. Reviewed tracts or lots for "lot of record" lot consolidations, lot line adjustments, culverts, addresses, driveways, sidewalks and easement encroachments. Helped the public in procedures for lot splits, subdivisions and various land uses. Attended many meetings on behalf of the subdivision engineer for weeks and months at a time. I have many years of experience in reading and interpreting work from field notes, land descriptions, surveys, aerial photographs, plans, specifications and computations, as well as dealing with the public and associates with respect and understanding when enforcing or explaining codes.

Experience/ Inspections: I have extensive knowledge of Terrain Management Regulations, Surveying, City and County Subdivision Regulations, all applicable local, state, federal and national statutes and regulations. I am also very familiar with chapter 70 of the Uniform Building Code. I have been conducting subdivision inspections within the two and five mile Extraterritorial boundaries during my time with the City. These inspections include from clearing and grubbing to the final street signage and releasing of the financial guarantees. I have no problem working evening and weekends to accomplish an acceptable project.

Building Permits: Reviewed building permits for compliance with Terrain Management Regulations, Escarpment Overlay District, sidewalks, driveways and anything pertaining to Planning and Land Use. I have also been involved in the Mountain Special Review District. This included numerous meetings with various contractors, developers, architects and engineers in the field and office to explain these regulations. In September of 1990, I was responsible for pushing to implement a final tag system for compliance with Terrain Management Regulations, including the Escarpment Overlay District. This inspection is tied into the final Building Inspection as well as the Certificate of Occupancy. Compliance has been very successful.

QUALIFICATIONS

07/1982 – 1986

Drafting: Performed drafting for the Public Works Department, which included new road designs, traffic plans and detail sheets, City of Santa Fe standards and specifications sheets for residential streets and drainage (which have been adopted by the City Council and are still utilized today), sanitary sewer line locations and surveys, plan and profile sheets and various computations.

Subdivisions: Implemented a construction file system for new subdivisions to include all correspondence, test results, change orders, T.V. inspections of sanitary sewer lines and a daily journal. Established a specific procedure for pre-construction conferences coordinating developers, contractors, utilities and city staff. Tracked financial guarantees and conducted field inspections (this included terrain management regulations) verified quantities for approval of pay requests for infrastructure improvements.

Technical: Assisted the public with complaints or questions pertaining to Public Works inspections, sewer lines, drainage, street cuts and anything to do within the city right-of-way. Assigned addresses for building permits, verified "lot of record" and reviewed for easement or right-of-way encroachments. Ability to read and understand all kinds of maps, plats, engineering, architectural and landscaping plans. Researched information on new and existing building permits.

Field Work: Supervised survey crews, street cuts and Cutler repaving projects. Approved or rejected driveway cuts and sidewalk or culvert locations. Conducted numerous daily subdivision inspections under construction along with the pre-final and final subdivision inspections.

CERTIFICATES

- American Public Works Association – Public Works Construction Inspection June 1985
- Troxler Laboratories – Training course for nuclear testing equipment May 1987
- CPN Laboratories – Training course for nuclear testing equipment June 1987
- New Mexico State University – Short Surveying Course May 1990

- University of Madison, Wisconsin – Improving Public Works Construction Skills December 1990
- Federal Emergency Management Agency – Floodplain Managers Certification Workshop June 1995
- Federal Emergency Management Agency – Advanced Floodplain Managers Certification Workshop August 1995
- American Society of Civil Engineers – Applications in Storm water Management January 1998
- University of Madison, Wisconsin / Nevada Institute of Technology – Integrated Mining and Land Reclamation VII April 1998
- Santa Fe County Chamber of Commerce – Nomination for a Special Service Award, in recognition of superior performance in the area of customer service May 1993

The following is a list of courses I have completed at the Santa Fe Community College during my tenure with the City.

- Drafting 111 – 4 hours.
- Drafting 112 – 4 hours.
- Drafting 120 – 3 hours. (Building Materials)
- Drafting 125 – 3 hours. (Building Codes)
- Drafting 130 – 3 hours. (Building Structures)
- Drafting 161 – 4 hours. (Computer Aided drafting)
- Construction Technology – 3 hours. (Construction Law)



Bando Oficial de la Villa Real de Santa Fe de San Francisco de Asis Nuevo Mexico

WHEREAS, Charlie Gonzales' public service to the City and County of Santa Fe was based on his core belief in helping people; and

WHEREAS, Charlie was always willing to take on any project and to follow through with it even if it meant extra hours of work at home or during the weekend; and

WHEREAS, Charlie knew that being a true public servant means helping people understand complex rules in a way that they could understand and implement; and

WHEREAS, Charlie's success at the city was based on his understanding of how work actually happens in the field and how that work relates to other complex city ordinances; and

WHEREAS, Charlie was the type of employee that we all have come to expect: a smart, time-tested public servant at the business end of city government, with real-world experience at protecting the city's interests with fact and fairness that won him the respect of all and, by association, brought honor to the City of Santa Fe;

NOW THEREFORE, for all of the above, and for his many years of service and the lasting example he set for those around him, I DAVID COSS, MAYOR OF THE CITY OF SANTA FE, do hereby proclaim January 27, 2010 to be:

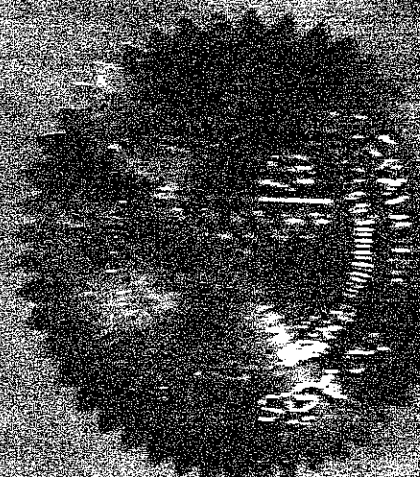
Charlie Gonzales Day

Promulgada en el ayuntamiento, el
dia ~~veintisiete~~ de ~~enero~~, del año 2010.
Done at the City Hall, this 27th day
of January, 2010.

Certificado por:

Witness my hand:

Alcalde/Mayor



Official Proclamation of the City of Santa Fe, New Mexico

