

# Agenda



Santa Fe City and County, Advisory Council on Food Policy Thursday, September 25, 2014 9:00 A.M. – 11:00 A.M.

Angel Depot Conference Room, 1222 Siler Road, Santa Fel NM) FFICE

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF AGENDA, Prioritization Agenda Order
- D. APPROVAL OF MINUTES August 28, 2014
- E. COMMUNICATIONS FROM THE FLOOR

2 minutes/person

- F. PRESENTATIONS/TRAINING
- G. STAFF COMMUNICATIONS (Chair will provide)
  - 1. Erin's last day was September 12
  - 2. Interim plan and contract- introduce Peggy O'Mara
  - 3. Erin's continued involvement with Food Plan via SF County partnership

#### H. INITIATIVES AND ACTIONS

1 hour 15 minutes

- 1. Policy Committee
  - a. Upstream Process-final report and meeting in October
  - b. Food Plan
    - i. Outreach Food Day Oct. 24; meeting with Mayor
  - c. Food Production and Land Use Committee
    - i. Meeting update
  - d. Procurement
  - e. Education and Outreach
    - i. update
  - f. City-County GMO Task Force
  - g. Governance subcommittee: Vote to accept Governance Charge of responsibilities
  - h. State & National Issues
- 2. Executive Committee
  - a. MOU with Farm to Table update
  - b. New Coordinator update
- I. ITEMS FROM THE CHAIR
  - a. All Subcommittees to update and re-write of Charge and responsibilities

5 minutes

K. ITEMS FROM THE COUNCIL

5 minutes

L. ADJOURNMENT

Persons with disabilities in need of accommodation contact the City Clerk's office at 955-6520, five (5) working days prior to meeting day.

# SANTA FE CITY AND COUNTY ADVISORY COUNCIL ON FOOD POLICY

# THURSDAY, SEPTEMBER 25, 2014

ITEM	ACTION TAKEN	PAGE(S)
A. CALL TO ORDER		
B. ROLL CALL	Quorum	1
C. APPROVAL OF AGENDA/Prioritization of Agenda	Approved	1
D. REVIEW and APPROVAL OF MINUTES August 28, 2014	Approved	1-2
E. COMMUNICATIONS FROM THE FLOOR	Discussed	2
F. PRESENTATIONS/TRAINING	None	2
<ul> <li>G. STAFF COMMUNICATIONS</li> <li>1. Erin's last day: September 12</li> <li>2. Interim plan/ contract- introduce Peggy O'Mara</li> <li>3. Erin's continued involvement with Food Plan</li> </ul>	Discussed Discussed Discussed	2 2 2
H. INITIATIVES AND ACTIONS  1. Policy Committee  a. Upstream Process-final report/ October Meeting b. Food Plan  i. Outreach –Food Day Oct. 24; Meeting w/M	-	2-3 3-7
c. Food Production and Land Use Committee i. Meeting Update d. Procurement e. Education and Outreach i. Update f. City-County GMO Task Force	Discussed Discussed Discussed Not Discussed	7-8 8 8
<ul><li>g. Governance Subcommittee: Vote: responsibilitie</li><li>h. State &amp; National Issues</li></ul>	es Approved Discussed	8 8
Executive Committee     a. MOU with Farm to Table Update     b. New Coordinator Update	Discussed Discussed	9 9
<ol> <li>ITEMS FROM THE CHAIR         <ul> <li>a. Subcommittees Update/ Re-Write Responsibilition</li> </ul> </li> </ol>	es Discussed	9
J. ITEMS FROM THE COUNCIL	Discussed	9
K. ADJOURNMENT	Adjourned at 11	:01am 9

# SANTA FE CITY AND COUNTY **ADVISORY COUNCIL ON FOOD POLICY** 1222 SILER ROAD, SANTA FE, NM 87501

## THURSDAY, SEPTEMBER 25, 2014

#### A. **CALL TO ORDER**

A regular meeting of the Santa Fe City and County Advisory Council on Food Policy was called to order by Susan Perry, Chair on this date at approximately 9:00 a.m. at the Angel Depot, Conference Room, 1222 Siler Road, Santa Fe, New Mexico.

#### B. **ROLL CALL**

Roll call indicated a quorum as follows:

Mem	bers	Preser	ıt

**Members Excused** 

Susan Perry, Chair Patricia Boies

Lynn Walters Tony McCarty

Robert Griego

Steve Warshawer

Cydney Martin

Katherine Mortimer

Susan Odiseos

Pamela Rov

Mark Winne

**Members Absent** 

David Sundberg

**Emigdio Ballon** 

#### Staff Present

Elizabeth O'Mara, assistant

#### **Others Present**

Erin Lloyd Ortigoza, Santa Fe County Others as noted under Communication from the Floor. Charmaine Clair, Stenographer

# C. APPROVAL OF AGENDA/ Prioritization

Ms. Mortimer moved to approve the agenda as published. Mr. Winne seconded the motion and the motion passed by unanimous voice vote.

# D. APPROVAL OF MINUTES- Aug 28, 2014

Mr. Warshawer should be reflected as excused in the minutes.

Page 3 in the first statement: "Mr. Griego explained that the Land Link program is through MRCOG (Mid-Region Council of Governments) and information is included in the FPC packets"- information was not included. The sentence was corrected to read: Mr. Griego explained that the Land Link program is through MRCOG (Mid-Region Council of Governments).

Mr. Winne moved to approve the minutes of August 28, 2014 as amended. Ms. Odiseos seconded the motion which passed by unanimous voice vote.

#### E. COMMUNICATIONS FROM THE FLOOR

Committee members introduced themselves, followed by members from the public.

Peggy O'Mara said she would be helping the council with the press conference.

Chair Perry explained that she contracted with Ms. O'Mara for the next few months to help with the press conference and aspects of the Food Plan. Ms. O'Mara will work in partnership with Ms. Lloyd Ortigoza's new position and will keep the website updated, and she will be interviewed for the Coordinator position.

Mary Schruben was present with Ranchos Siringo Neighborhood Association.

F. PRESENTATIONS/TRAINING-There were none.

# G. STAFF COMMUNICATIONS - Chair Perry

1. Erin's last day was September 12

Chair Perry said she, Ms. Lloyd Ortigoza and Ms. Roy met to work on a transition plan for the Food Plan.

2. Interim Plan and Contract- Introduction of Peggy O'Mara

Chair Perry said Ms. O'Mara's scope of work will include: working on the details of the press conference and Food Day and working with the subcommittees for Food Day. Ms. O'Mara will draft invitations to City Councilors and the Board of County Commissioners; organize radio events and update the FPC website.

3. Erin's Continued Involvement with Food Plan via SF County Partnership

Mr. Griego said Ms. Lloyd Ortigoza is the primary person on the Food Plan. He said she is still working on the revision and will continue in that role.

Ms. Lloyd Ortigoza said the next step is to format the document and she brought maps to discuss. She said she would send an electronic version to Ms. O'Mara to post on the website and forward to the Committee, once finished.

Ms. Martin said the big item at her conference in Kentucky was home canning issues when being sold to the public. She asked if the Food Plan has recommendations for that.

Ms. Roy said New Mexico has a "home cottage" statue and a priority of the New Mexico Food and Agriculture Policy Council is a home processing, cottage industry initiative. She said if the kitchen is certified by the state, a separate certified kitchen is not required. A person can use their home kitchen to sell at a farmers market or in their own roadside stand, but for other venues a separate certified kitchen is required.

#### H. INITIATIVES AND ACTIONS

# 1. Policy Committee

a. Upstream Process-Final Report: (October 14th from 9:30–11 a.m.)

Chair Perry said she is writing the final report and it is almost ready to send to everyone. Shenetta Martin will send reminders to everyone about the final meeting on the process with Upstream. The meeting on October 6 will be an opportunity with the other groups involved, to look at the process and give feedback for the future. She said she would appreciate everyone attending, if possible.

## b. Food Plan

i. Outreach -Food Day October 24; Meeting with the Mayor

Chair Perry said it was decided, in lieu of doing a Food Day event, to hold a press conference on October 24 at City Hall in the Council Chambers from 10-11 a.m. The intent of the press conference is to present the finalized version of the Food Plan and the Mayor, City Council members and County Commissioners will be invited. She hoped all of the members would attend.

Mr. Winne said the Food Policy Council will recommend the Food Plan be adopted by the County Commissioners.

Chair Perry said the council will want to highlight things regarding access for some initiatives and things people are concerned about.

Ms. Mortimer said she would suggest moving forward with a draft resolution and getting a sponsor. She added that the Mayor might want to be the sponsor.

Chair Perry said several Committee members are meeting with the Mayor the week of October 17 to discuss the items he charged the FPC with: agricultural, GMOs and community gardens and the alignment of those issues with the Food Plan. Meeting with the Mayor will be Chair Perry, Mr. Griego, Ms. Lloyd Ortigoza, Ms. Martinez, Mr. Schiavo, Commissioner Holien, Ms. Roy and Ms. O'Mara.

Ms. Mortimer said the Mayor asked her to develop an urban ag' policy for him to introduce and the policy is almost ready. She said she is working with Ms. Lloyd Ortigoza to ensure that what she develops for the Mayor is reflected in the Food Plan. She asked to be included in the meeting.

Mr. Griego suggested including the Assistant County Manager (Erik Aaboe). He offered to send the invitation to Mr. Aaboe.

Ms. Martin asked that the New Mexico State Extension Service be under *Food Preservation and Emergency Preparedness* as a potential partner under Goal 2, second action.

Mr. Winne recommended having a good agenda in preparation for the meeting with the Mayor. He said the Mayor should understand that council has tasks for the meeting. He was worried there could be confusion with so many people in the meeting who never worked together before.

Chair Perry said she has already sent general notes and this will fall into specifics.

Ms. Roy said the Land Use Subcommittee thought it important to align with the work on the County Sustainability Growth Management Plan as well as the city and the urban ag' policy Ms. Mortimer will provide. She said the subcommittee wants to coordinate between the city and the county efforts when it comes to land use, as much as possible.

Mr. Winne asked about the process to discuss the media, etc.

Ms. O'Mara said she is developing a press list and has a rough draft for the press conference based on key points and purposes. She offered to send the draft to members so they could communicate what they want.

She said it appears there are three components of the Food Plan: getting food, growing food, and learning about food. She suggested priorities be highlighted in each of those as well as success stories. She thought it would be great to have follow-up stories of what is happening in the community. She said the Chair mentioned the purpose of the meeting is to get the Food Plan adopted and she also heard that members want to engage the community in the Food Plan and get them excited.

Ms. Lloyd Ortigoza noted she hopes to have the Plan printed by the end of September or the beginning of October. She asked that suggestions/edits be e-mailed to her, preferably by the end of day tomorrow.

Ms. Boies asked if all of the potential partners named in the document have signed on. Ms. Lloyd Ortigoza explained they have not; this is a tool to reach out to potential partners. Mr. Winne added that the partners are only *recommendations* and neither the county nor the city has said they are partners.

Ms. Lloyd Ortigoza said she is asking for input for potential partners, typos and incorrect names only.

Mr. Winne said it seems a good idea if everyone on the food council has some involvement with the Food Plan. He said whether talking to colleagues or speaking at a news conference or doing a radio interview, etc. the idea is for everyone to be saying the same thing and not contradicting one another. He said he developed fundamental points. (Exhibit 1) He asked members to review those.

The Committee discussed the document and key changes are summarized as follows:

- Ms. O'Mara will be the contact person until October 31 and will funnel inquiries to Chair Perry. The
  phone number for FPC at the office of Farm to Table will include a message on how to contact the Food
  Council.
- # 2: 'officials' would be replaced with representatives.
- # 6: The food industry infrastructure; ways of doing slaughter, transportation, storage, etc. will be added to the list. And: "to educate the public" will be included.
- #7: Members well use the Food Plan examples used as the first example in each section of the Food Plan. Ms. Lloyd Ortigoza would send those to Mr. Winne.
- In the add-on section: food preservation will be added.
- #9: The council has been working on the Food Plan for *four* years, not two; the time would be taken out and "culmination of research that included..." will be used instead.
- #10: relevant names and titles will be used: the City Sustainable Santa Fe Plan; the County Sustainable Growth Management Plan; the County Economic Development Strategic Plan, etc. It was suggested that the food and farm organizations and businesses be included.

• #14: the name Santa Fe Food Plan would be used in the title.

Mr. Winne said after he made the changes he would send the document to everyone.

Ms. Lloyd Ortigoza passed out a draft of the map that will replace the current map in the Food Plan. (Exhibit 2) She said the map was created by Rene Villarreal in 2010 and reflects the most current information and the grocery stores available at that time.

The map components were reviewed: water wells are indicated by a gold X; the soil irrigated capability class is colored green, but will change. Class 1-8 is the best prime land, but in New Mexico there is only class 2 and 3, and class 3, irrigated soil is the best in New Mexico according to the National Resource Conservation Service (NRCS). Traditional communities are outlined and the map might only reflect major roads.

Ms. Martin suggested a map to show areas where people could have chickens, etc. Mr. Griego pointed out there are covenants and the city does not control those. Ms. Lloyd Ortigoza suggested having a FPC newsletter that would highlight a goal area each month, etc. and include "Did you know", Feeding Santa Fe, etc. Ms. Roy suggested "Did You Know" fold in information about covenants, taxes and contact names.

Mr. Winne asked that the food programs have a footnote. Ms. Lloyd Ortigoza offered to call Ms. Villarreal, because she was not sure what that would encompass.

The Committee discussed showing areas of hunger in Santa Fe. Ms. Martin suggested using the schools for the information, because of their free school lunch program. Ms. Mortimer said she has access to that information and Reed Liming is the person most facile with that data. She suggested that be developed when looking at where to focus the programs.

Mr. Sundlerland asked who the Food Plan is intended for. Ms. Lloyd Ortigoza said the intention is to give people an idea of the layers of the Food Plan and the food distribution sites are a big part. She said the map provides an idea of what is predominant or missing in an area and starts conversations.

Mr. Sunderland asked if the potential for growth in certain areas is known; not just in agriculture, but in physically producing food.

Mr. Griego said the areas with agricultural exemptions in the county identify where there is food production or grazing and that should be looked at.

Ms. Lloyd Ortigoza said the county is working to get a series of maps that the public could use. She said there could be follow-up maps and all of it does not have to be in this map.

Mr. Winne said the map would benefit from explanations; for instance community gardens are not represented. He suggested they say they are aware of the community gardens in the state and the food programs should be explained. He said there would be other opportunities to address other questions in an addendum.

Ms. Lloyd Ortigoza asked that members review the map. She said if they would like to write something for the addendum they could e-mail her language about those points. She reiterated that she is accepting typos and proper titles and correct spellings, etc. only.

Chair Perry suggested that the second map could be used to plot community gardens and the access to purchase and grow food.

Ms. Lloyd Ortigoza said the second map came out of a conversation about aligning public transportation with existing grocery stores. Boulder has a system of transits they named "hop, skip, jump, climb and dash, etc. as their transit routes. The hops go clockwise and counter clockwise every 5 to 7 minutes and jumps are connectors, etc. She said the idea conceptually, is a way to efficiently create loops in key areas to bring people to a place to shop and back to their community.

Ms. Mortimer asked if the second map would be included in the Food Plan. She said, if not it would raise more questions. She said it could part of the beginning implementation.

Ms. Lloyd Ortigoza said they could have a PowerPoint when presenting the Food Plan and talking about priorities. Ms. Mortimer said they could show what Boulder has done and say they would like to do something similar.

Mr. Winne said to him, the map just tells him there is a food shortage on the south side.

Ms. Mortimer said the Mayor asked her to develop an urban ag' policy that will introduce legislation and it will then go out to the community. She said she will run the draft by key city staff and stakeholders, many of which are at the table or the meetings. She noted that the policy will not include GMO.

Ms. Mortimer explained the urban ag' policy draft allows commercial properties in all zoning areas, subject to conditions, to produce eggs, honey and goat milk. She said the policy details how many animals could be on the property, etc. There are clear guidelines, including bee keeping; how far hives have to be from property lines, etc. She said the numbers were taken from other communities.

Ms. Mortimer said all must include an educational component and the draft gives requirements on conserving water and planting techniques. The policy allows for farm stands, with certain conditions for parking and the hours of operation posted.

Ms. Martin said NMSU has specialists who work for the county extension for free, and people who study those things. She said anyone with questions could go to the NMSU.edu website and look up the appropriate professor.

Chair Perry thanked Ms. Mortimer. She said Ms. Mortimer is an example of what they hoped would happen.

Mr. Winne asked if information on composting was included.

Ms. Mortimer said composting is allowed with conditions, such as the distance from a shared exterior property line. She said she mentioned the nuisance clause, but made the guidelines broader than composting, i.e.: "shall be located to minimize impacts to neighboring properties....and no closer than the common property line, etc."

Ms. Mortimer said the rules are for urban ag' and commercial scale farms only; the rules already exist for community gardens. The resolution talks about the City Manager assigning appropriate staff to develop programs and implementation strategies for community gardens, community farms and community harvest programs that are designed to benefit low income residents and the local food bank.

Mr. Winne noted that the Johns Hopkins database has over 500 examples/samples and includes urban gardening / agriculture and ordinances. He said many other cities have gone through this issue in detail.

Ms. O'Mara asked if water catchment was specified.

Ms. Mortimer said urban farms that grow produce for sale or to donate to organizations must provide a water use plan. The plan must include a water budget per planting and the water sources and should minimize the use of the municipal drinking water. The order of water source priorities are also listed, such as gray water, captured rain water, etc.

Mr. Griego asked if there will be a separate resolution for the Food Plan.

Ms. Mortimer said the urban ag' policy will be a separate resolution and presented prior to the presentation of the Food Plan, as part of the Mayor's early action items. She plans to introduce the rules to the City Council after October 21, when the resolution is officially unveiled. She thought that the resolution would get be approved until March, because of the committee process.

- c. Food Production and Land Use Committee
  - a. Meeting update

Ms. Roy said the subcommittee met twice specifically to discuss the transition of Ms. Lloyd Ortigoza and the Food Plan, etc. She said having Ms. Lloyd Ortigoza working with Mr. Griego is a good team effort with the county and will serve the FPC well.

She said the subcommittee is trying to align things with the Food Plan and the overarching goal is to coordinate the city and county efforts. Ms. Roy said Ms. Lloyd Ortigoza has incorporated the Sustainable Growth Management Plan (SGMP) into the Food Plan and will line up with the city's plan as well.

Ms. Roy said the subcommittee is also working on a resolution with Commissioner Holien. The resolution would incorporate the work and the resolution on the work plan and the additions the county is looking at to inform the farming/ranching and economic aspects of the County SGMP.

She said they want a simple resolution for the Food Plan that both the city and county could use and a resolution to introduce the Food Plan. She said she has requested a meeting with Commissioner Holien, the earliest is October 28 and she will also do that with the city.

Mr. Griego said it would be useful to determine if the resolution should be a joint resolution with the city and county, or just one plan. He offered to draft general language for Ms. Roy to distribute.

Ms. Mortimer offered to ask Mayor Gonzales if he wants to sponsor the resolution.

Ms. Roy said also on the agenda is the review of land links (how to coordinate and link potential farmers who have land with those who want to farm). Mr. Griego added there will be another meeting with NCMEDD to discuss hosting that would be similar to MRCOG (Mid Region Council of Governments).

Ms. Roy said work on the *Did You Know* brochure will be done once the Food Plan is launched and the resolution is finished.

Mr. Griego left the meeting at this time.

d. Procurement

The final Procurement Report is complete and the second phase will be in the next few months.

- e. Education and Outreach
  - i. Update

Chair Perry said Ms. Martin was asked to be on the subcommittee and is the new chair.

- f. City-County GMO Task Force- Not Discussed
- g. Governance Subcommittee: Vote to accept Governance Charge of Responsibilities

Ms. Roy moved to approve the change in the charge of responsibilities for the Governance Subcommittee. Ms. Mortimer seconded the motion, which passed by unanimous voice vote.

Chair Perry asked that each subcommittee look at the report and decide on their responsibilities, which will then be presented to the Food Council for a vote. She said she did a Governance Subcommittee report that speaks to most of the things the subcommittee has done such as looking at the processes; leading the review of the coordinator applications and interviews, etc.

h. State & National Issues

Ms. Roy said she would like more information about nuisance clauses. There is a nuisance clause in front of the state legislature about the Right to Farm Act and organizations are working on that and want more participation from broader groups. She said this will affect cities and counties.

Ms. Mortimer explained that the county has a nuisance clause with specific references like animal control, a night sky ordinance, etc. She said those clauses apply within the city too, but she is not aware of all of them.

Ms. Roy said under the city/county/state ruling, a city/county with additional nuisance clauses could precede a state. Ms. Mortimer explained that would depend on how the state regulation is written. She gave solar installation as an example where the city and county, except in historic districts, could not put a limitation. She said however, neighborhood associations could have limitations to some degree.

#### 2. Executive Committee

a. MOU with Farm to Table Update

Chair Perry said the city attorney said everyone may have to resign the MOU (Memorandum of Understanding).

Ms. Boies said she was not sure what the latest document looks like and whether Mr. Griego will shepherd the MOU through the process. Chair Perry offered to have the MOU sent to Ms. Boies.

# b. New Coordinator Update

Chair Perry said the application has been extended until 30 September. She said 11 applications were received and the top three applications will be picked [to interview]. She said the Executive/ Governance Subcommittee will do the interviews. She asked that those who wish to participate, let her know.

The members discussed receiving the names of applicants.

# J. ITEMS FROM THE CHAIR

b. All Subcommittees to update and re-write of Charge and responsibilities- Previously discussed

Chair Perry asked that everyone try to arrive by 9:00 a.m.

#### K. ITEMS FROM THE COUNCIL

#### L. ADJOURNMENT

Having no further business to discuss the meeting adjourned at 11:01 a.m.

Approved by:

Susan Perry, Char

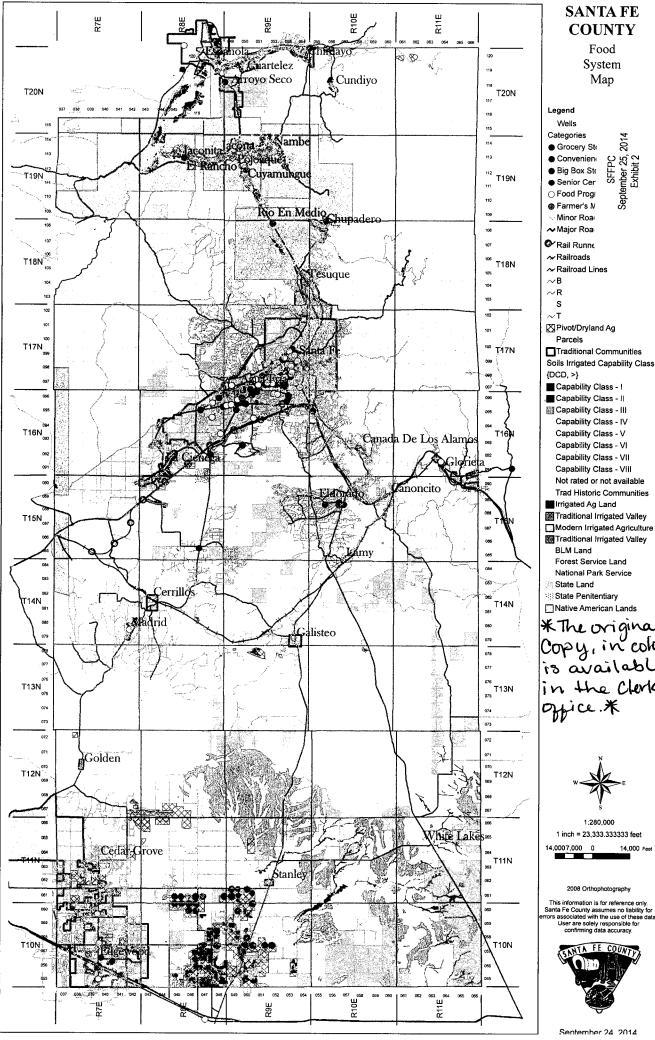
Submitted by:

Charmaine Clair, Stenographer

For Discussion: Message Points for SF FPC for Food Plan Release

If the members of the SF FPC and staff/consultants are going to share responsibility for speaking with the media, city and county officials, and the public about the Food Plan, it would be helpful if we had some common message points to use. Here are some suggestions:

- The SF FPC is a joint city and county appointed body that is responsible for recommending action by the Santa Fe City Council and County Commissioner to increase the availability and security of healthy and affordable food for all residents.
- 2. The FPC is comprised of 13 people including city and county officials, and representatives of Santa Fe's food organizations, interests, and sectors.
- 3. For more information about the FPC go to www.santafefoodpolicy.org.
- 4. For more information about how you can support the Santa Fe Food Plan, contact:
- 5. The Food Plan was developed by the FPC to ensure that a safe, healthy, and affordable food supply will be available to all residents for decades to come.
- 6. The Food Plan recommends a variety of actions designed to promote food security (availability of healthy and affordable to all residents), improve access to retail food outlets that offer healthy and affordable food, encourage healthy eating by all residents to reduce obesity and diet-related diseases such as diabetes, support farmers and ranchers, and protect the natural resources necessary to produce food.
- 7. The Food Plan is divided into three sections: "Getting Food," "Growing Food," and "Learning About Food." Each section provides a list of recommendations that support that respective goal, and each of the recommendations identifies agencies and/or organizations that should take responsibility for its implementation.
- 8. The following three recommendations are illustrations: Select one key (clear, straightforward, significant) recommendation from each of the three categories.
- 9. The Food Plan is the culmination of two years of research that included interviews with hundreds of citizens, public and private officials, and food system stakeholders. It draws on the latest food, farm, and health related data relevant to the Santa Fe community. A review of current food system policies, programs, and regulations was also conducted.
- 10. To the greatest extent possible, the Food Plan has also attempted to align its recommendations with relevant sections of the County Health Plan, the County Sustainable Land Use Plan, and the City Sustainability Plan (need titles).
- 11. If adopted, the Food Plan should become the guiding document for city and county officials, food and farm organizations, and a variety of community groups.
- 12. The Food Plan is not a static document, but a dynamic one that is meant to be discussed, acted on, monitored, evaluated, and modified periodically.
- 13. It is expected that the SF FPC will perform the monitoring and evaluation functions, and make recommendations for periodic modifications
- 14. The Santa Fe Food Policy Council is respectfully requesting that the Santa Fe City Council and the Santa Fe Board of County Commissioners adopt *Planning for Santa Fe's Food Future: Querencia, A Story of Food, Farming, and Friends.*



\*The original Copy, in color, is available in the Clerks

