



Agenda

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SUSTAINABLE SANTA FE COMMISSION

January 31, 2018, 3:30 p.m.

Round House Conference Room, City Railyard Offices (500 Market St., entrance next to REI)

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF AGENDA
- D. APPROVAL OF MINUTES: December 12, 2017
- E. COMMUNICATIONS FROM THE FLOOR
- F. ACTION ITEMS REPORT
- G. DISCUSSION/ACTION ITEMS
 - 1. DISCUSSION: 25-Year Sustainability Plan
- H. ITEMS FROM THE CHAIR & CO-CHAIR
- I. ITEMS FROM THE COMMISSION
- J. ITEMS FROM STAFF
- K. ITEMS FROM THE PUBLIC
- L. ITEMS FOR NEXT AGENDA
- M. ADJOURNMENT

NEXT MEETING: February 28, 2018

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SUSTAINABLE SANTA FE COMMISSION
January 31, 2018**

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Next Meeting: February 28, 2018

SUSTAINABLE SANTA FE COMMISSION

Wednesday, January 31, 2018, 3:30 p.m.

Roundhouse Conference Room, 500 Market Street, Santa Fe, NM

A. CALL TO ORDER

The Sustainable Santa Fe Commission meeting was called to order by Chair Beth Beloff at 3:30 pm. A quorum was declared by roll call.

B. ROLL CALL

Present:

Beth R. Beloff, Chair
Robb Young Hirsch, Co-Chair
Tejinder Ciano
Kimberly Griego-Kiel
Bob Mang
Dan Pava
Mary Schruben

Not Present/Excused:

Kathleen S. Holian, Vice-Chair
Luke Spangenburg

Others Present:

Claudia Borchert, Santa Fe County
Seth Roffman, Green Fire Times
Carl Boaz, Stenographer

Staff Present:

Shirlene Sitton

C. APPROVAL OF AGENDA

Under Discussions/Action Items updates were added from Claudia Borchert on the County's work and Seth Roffman on Green Fire Times new management.

Also, under G information was added about the PNM Resolution that had been pulled and its replacement.

Commissioner Mang moved to approve the agenda as amended. Commissioner Schruben seconded the motion and it passed by unanimous voice vote.

D. APPROVAL OF MINUTES: December 12, 2017

Page 10, 4th paragraph, the last sentence: "giving the top ranked within each system" should have been *giving the top ranked within each section*.

Page 6 under G (1) Discussion, 2nd paragraph, "the Economic Vitality piece" was changed to read the *Economic Vitality section*.

Page 6, 3rd paragraph from the bottom, last sentence "*working with members from the City*" was clarified that members were City Staff members.

Commissioner Hirsch moved to approve the minutes of December 12, 2018 as amended. Commissioner Pava seconded the motion and it passed by unanimous voice vote.

E. COMMUNICATIONS FROM THE FLOOR

Members of the public introduced themselves.

Zack Carlson. Tim Michael with the Water Conservation Committee was present to report back to them on the Sustainable Santa Fe Committee meeting; *Seth Roffman* with Green Fire Times, *Claudia Borchert* with the County and *Jane Byers* with Santa Fe Solid Waste Management were also present.

F. ACTION ITEMS REPORT

Ongoing:

- Seth Roffman with Green Fire Times is integrating articles about the Sustainability Commission planning process and content in upcoming issues.
- The Commission would not be working with Jim Blackburn's class at Rice University as planned because the course did not have enough students. Beth will check if the Commission could get feedback from Mr. Blackburn on his work and carbon neutrality and have him provide feedback on the Plan once complete.
- The Commission has discussed a spring field trip and Kathy will set a date as they get closer.
- Speakers for future meetings have been discussed: Porfirio on fire danger in the spring/summer; Kathy will invite Eytan from the Forest Steward Guild, and Mary will invite Jennifer Dann at the US Forest Service Office. All three speakers could be on the same agenda. Kathy is also to invite Leslie Allison and Jim Blackburn could be invited back.

Commissioner Griego-Kiel agreed to be the Actioneer. Commissioner Schruben was also taking notes.

- The Mayor and City Manager were to review a draft of the Sustainability Plan, but that will not happen on this time table. The Commission will discuss a timeline for the draft and the key elements of the Plan which will be presented to the Commissioners, the new Mayor and the public.
- Lisa Randall would make a presentation to the Board of Education on the Public Schools Sustainability Report and send the Commission a copy.

Action Item: Ask Lisa Randall when her presentation is scheduled so Commissioners can attend if they wish.

New Items:

- The Plan will be presented as a resolution once accepted by the City. A sponsor is needed and Chair Beloff thought the most logical is Councilor Ives and copies of the plan will be sent to City Council.

The Commission needs to discuss key points that would provoke thought on the issue to give to the Mayor and Governing Body.

Commissioner Mang asked how the Commission should work on that.

Chair Beloff suggested the new Mayor and City Councilors be briefed at the beginning of March when the sections to Public Works and the Public Utilities Commission is rolled out.

Ms. Sitton suggested the Commission discuss the City's process.

Chair Beloff mentioned she would ask Legislative Affairs for the procedure for a resolution and soliciting a City Councilor sponsor.

Action Item: Explore the procedure to provide an overview to the existing Governing Body and candidates.

Commissioner Mang thought the Commission should know how soon they could give the briefing because early voting would start in a week and a half.

Chair Beloff preferred doing the briefing soon after the Governing Body took office.

Commissioner Mang noted that doing the briefing in February would provide information candidates could use in their campaigns but agreed after the election was also good. He indicated he was uncertain from the schedule if the Commission had agreement on the recommendations.

Chair Beloff replied it was a long process and they have the best compilation of that and the next step is getting Brendle back on board. The briefing could be on what the Commission has developed rather than giving details. That will be in the final document.

Commissioner Mang asked clarification if the Commission had an agreement on the Plan contents and the remaining editing would just be wordsmithing.

Chair Beloff replied it would be more than that. It was editing around wordsmithing, and an update of the economic analysis and a triple bottom line assessment that shows the strategy rating of impact.

Commissioner Mang said that was just additional information. He asked again if the current Plan contained what could be recommendations to candidates and would not be retracted during editing.

Chair Beloff replied she could not say that until the consultant had reviewed the document.

Commissioner Mang asked where that was calendar wise.

Ms. Sitton suggested she walk the Commissioners through the process because it would answer some of their questions. She explained this is a Staff process. The Public Utilities Department agreed to sponsor the completion of the Plan and would administer the Plan upon completion and provide Staff. Funding would come from the Environmental Services budget.

Staff had discussed how best to move forward efficiently with the least amount of conflict politically. The Finance Department has agreed to do a Request for Qualifications (RFQ) if the amount is less than 50,000 dollars. Brendle has provided two quotes to complete the Plan and for graphics within that amount and based on that Staff has moved forward with the RFQ, which is currently in Legal.

Once the RFQ closes Staff will rank and award the contract. The RFQ is expected to post by the 5th of February and Brendle will need to bid on it to ensure a fair bidding process.

Chair Beloff thought the Commission should see the draft because the consultants would see a similar draft in the RFQ.

Ms. Sitton explained she has more work to do on the draft and it is good as an exhibit for the RFQ, but there could be changes. The RFQ timeline is to close on the 16th and it will take about two weeks to evaluate and award the contract and get signatures. She expected a PO and notice by the 5th of March. She stated she was not in favor of giving a lot of information to the public or as part of the mayoral debates because that could easily derail their work.

Commissioner Mang suggested scheduling a briefing on the significance of the report to Santa Fe and invite the public and candidates to elevate interest and the Governing Body could discuss after the election.

Chair Beloff agreed they could discuss the critical issues around energy, water, transportation, etc.

Commissioner Mang suggested erasing the action item and putting *prepare a briefing* instead.

Action Item: Remove the previous action item and replace with '*prepare a briefing*'.

Commissioner Griego-Kiel asked who currently had copies of the draft.

Chair Beloff replied that Commission and Staff have copies and she had shared the draft with the Mayor. She wanted him to write a letter in the opening of the Plan and he was aware that the Plan is incomplete.

Ms. Sitton clarified that once the RFQ is published the information would be public.

She continued with the process. There are many elements in the Plan that various committees of City Council are tasked with such as water and waste as part of Utilities, and transit as part of Public Works. The Staff's perspective is that things are passed at City Council by going through the committees. Staff plans to take relevant sections through the committees and could start by March.

Ms. Sitton suggested the committees should see the elements of the Plan before May. Seeing the whole plan at one time could cause delay if there was an issue with a section. Staff recommended taking the sections to the committees as each section is finished.

She could take the waste section now and the water section updates would be finished today and easily be ready by March. There is still a month to finish and once there is a consultant the additional sections could go through in April.

Commissioner Schruben clarified that the reference to *committee* was to the City Council Public Works Committee and the Public Utilities was separate.

Ms. Sitton explained that between the two committees all City Councilors would see the plan.

Commissioner Ciano asked if the idea was to get a specific section approved by a committee, or to take part of the section like the action plans and get them approved by a committee.

Ms. Sitton explained they would take the whole section to get the committee's feedback and the comments could be taken care of while they still have the consultant.

Commissioner Schruben asked if the difference between the March and April dates was that one is a preview.

Ms. Sitton replied it could be, but there are sections that are not ready.

Chair Beloff was concerned they were taking a section out of context of the recommendations and the relationship of that with others. The recommendations were taken from pillars and put into groupings that made sense. She wanted committees to see energy, water, waste, etc. in larger chunks that give context for the bigger picture.

Commissioner Mang pointed out ultimately the Commission wants the Plan to be a City plan that would guide future decisions. The question is whether the Plan would be a fixed plan approved by consensus of Council or more of a living plan that as City Council sees additional issues, they would ask the Commission to review the issue, give advice and make recommendations.

Chair Beloff said part of the Plan describes that living process. The Commission wants approval of the plan at a moment in time, including the process of modifying and updating it to keep it alive. It is in the spirit

of the document for the Commission and Sustainability Staff to do updates after the Plan is approved. Some of the pieces are not fully developed but will be with the help of the consultant.

Commissioner Ciano confirmed the goal is having a resolution that is adopted by the Governing Body.

Chair Beloff agreed.

Ms. Sitton explained if done right, all the Councilors would sign on.

Ms. Sitton suggested focusing on a particular Councilor at this point might be a mistake.

Chair Beloff explained she wanted Councilors to be briefed on how the Plan came about and how to read it in the intent, etc.

Commissioner Schruben pointed out the Mayor and new Councilors would be known in March and could be invited to a meeting. The Commission could meet twice that month.

Ms. Sitton explained the process for this would be a written report. The briefing would be in a memo to people on the committees and the report would be informational. The Governing Body wants presentations and reports to happen in the committees and not at the Council meeting. An item put on the agenda has a memo with the background and any information or presentation would be on the agenda as such. Otherwise it would be on the Consent Agenda and might not be pulled [for discussion].

Commissioner Schruben said that left them without a presentation to the Mayor and candidates until the regular Commission meeting in March.

Chair Beloff suggested issuing an open invitation to the Governing Body to the Commission meetings and in March they could give an overview of the Plan and how far they have come. She would like the Mayor and City Councilors to have enough interest to attend Commission meetings and participate in the discussion.

Ms. Sitton pointed out that could result in a quorum of City Councilors which would then be a City Council meeting that has to be advertised. She suggested it was better to follow the approval process as designed.

Commissioner Hirsch said they could invite the Mayor and two City Councilors to the March, April and May meetings and discuss issues. He thought they should keep the dialogue going but not do a full presentation of the Plan until it is completed.

Commissioner Pava thought there was a risk to invite particularly the candidates for Council and could be a political football. He liked Staff's recommendation and was comfortable with the process.

Commissioner Griego-Kiel agreed with Ms. Sitton that the process would expose the Council members to the Plan with the committees and the Commission would not have to worry about the politics of it.

Ms. Sitton described how Staff worked to legally procure this process to guarantee they would have the P.O. by the time there is a new Mayor. They would have otherwise been required to go through the City

Council process.

Commissioner Mang thought that a great way to brief the Councilors. He suggested the report be presented so the entire spectrum was covered, because piece-meal would truncate the impact of the report.

Ms. Sitton suggested they put the related pieces together and Staff could work on how to give them the bigger picture.

Chair Beloff said another part is the budget.

Ms. Sitton replied Staff works on each of the pieces throughout the budget process and people were aware Staff knows what is funded, etc. The budget process would not be voted on until March and would have to be approved by the City Manager after it was out the Divisions and there are a lot of unknowns.

Commissioner Schruben noted the process starts in February in the Divisions. The first public hearing to present the consolidated budget would be April or May and is not close to being scheduled.

Chair Beloff returned to the Actioneer Report and made the following changes:

- Contacting the candidates was struck, but she would still contact the Legislative Office.
- Prioritizing the Brendle draft was removed and the Commission will discuss.
- Mary will pull things together for the references and websites.

Commissioner Schruben added she has the list to edit for the report and the website. She said the conference was over, but she has a list of participants and partners and other websites.

Chair Beloff and Commissioner Schruben discussed removing the action item from the list.

Updates on the County Sustainability Office and Green Fire Times

Chair Beloff turned the floor over to Ms. Claudia Borchert for a report on the County Sustainability Office.

Ms. Borchert pointed out that knowing what others are doing around sustainability is an opportunity for collaboration. The County divides their work into two categories; internal and external for Santa Fe County. Many of their programs have no boundary in the incorporated area and the program is long-standing.

- Solarize Santa Fe is a technical assistance office for people that need help considering and understanding the solar program. The program paused while waiting to see if the 30% tax credit would survive and it did. People are assisted with evaluating the process and proposals to ensure a smooth process for an installed system and are given a list of vendors.

The impact of the tariff is minor, but the PNM rate increase counteracts that because it was not as high as PNM requested. There is also a solar tax credit (10%) and if reinstated would be great and give additional incentive.

- A resolution of the County policy on climate change related issues is being worked on. The focus is on the State with reports on policies enacted by the State and PRC rulemaking in renewable energy, solar tax credit, preservation of open space and the ecosystems. The County feels making a statement of policy intent is beneficial to find partners in support of those when they come up.
- The Fix-it Events is an initiative where the community brings items they learn to fix or learn what can and cannot be fixed and avoid items ending up in the land fill. The County has a list of partners and a straw man and the Commission would be copied on the first meeting.
- Another initiative is a pilot project for backyard composting initially targeting 75 residents. Ms. Borchert said she hopes she and Ms. Sitton can find a way for the City and County to partner.

Ms. Sitton replied that is a program on her list.

Ms. Borchert noted that the Master Gardeners have a Master Composter Program and the three of them should discuss how to dovetail services.

- The County was tasked with domestic well monitoring and although does not relate a lot to sustainability, many lots are required to use no more than ¼ acre foot. The program helps people understand their amount of use.

They plan to require meters that are radio read and compatible with the County utility meters which allow drive-by reporting.

- The County has a consultant now to do graphic design and messaging around waste recycling and waste reduction campaigns. They are working with the City and SWAMA to ensure they could pick up the designs also if they decide to fund a broadcast message.
- Last is the possible development of a revolving loan fund for the installation of PV systems like the Verde Fund has done with Home Wise.

Internally:

- The County continues to solarize County buildings. The Edward and La Tierra Fire Stations were finished in 2017 and two more are to be done in the next six months.
- They recently hired a replacement person who had worked with the City on the Greenhouse Plan. The County Administration Office is being developed to house many of the downtown administrative functions and a consultant will help with the design/build process and make the building as green as possible.
- Convenient Centers are being made more usable; recycling was increased and although required at the centers, enforcement has been lax. That will now be considered part of the recycling. Staff must attend some mandatory training and sustainability will be added as a training option.

A working group that had been disbanded is active again and has representation from all departments, etc. and will ensure every place whether a desk, a conference room, an office, a

community building, etc., has a trashcan. They have not been able to get to a lot of the outdoor spaces because of budget, but the goal is to have a trashcan or both trashcan and recycling.

The group will evolve into other things like energy efficiency, green purchasing, etc. The County feels helping their 800 employees understand the importance and opportunities around climate change, greenhouse gas reductions, etc. is a good place to start.

The County is revising their fleet policy to update thoughts on fuel efficiency standards and vehicle purchasing criteria. The policy is not explicit on EVs (electric vehicles) in that the County vehicles travel further than City vehicles. They will need to understand how the vehicle will be used and what is appropriate. They also want to consider charging stations in County buildings.

Commissioner Pava asked if the County used an environmental management system for the program. He thought although a lot of work it might be helpful for the County to be aware of the program. He offered to send information.

Commissioner Hirsch thanked Ms. Borchert and appreciated the endeavors made by the County. He wanted to collaborate in some and offered to participate in the fleet replacement consideration.

He asked if the County had training in equity or social justice because that was another area in which he could collaborate. He stated he looked forward to working together more.

Chair Beloff suggested updates from the County be a regular part of the meeting.

Green Fire Times

Seth Roffman showed the January issue of Green Fire Times and noted February would have a new look. This monthly issue was #105 in 9 years. The focus has been around sustainability and history and cultural context has been added.

He said there has never been competent management. He started a nonprofit years ago called SW Learning Centers around community development multicultural education. On January 2 he purchased Green Fire Times and the new General Manager is Jeff Norris, former publisher of the Santa Fe Reporter. The print publication will continue, and online and social media would be developed, and areas never addressed before.

An LLC under their 501(c)3 was formed called Green Earth Publishing, which Green Fire Times falls under, and they are looking for board members. Prior to this work he created annual issues of the Sustainable Santa Fe Resource Guide with the intent to provide education to the public on sustainability issues in relation to how they played out in the region historically and culturally. Most of the wide variety of formats and subjects were rooted in sustainability.

Mr. Roffman thought after listening to the conversation it might be premature for him to do an issue that reflects the Santa Fe Sustainable Plan. He offered to present an overview of the Sustainability Plan in May or June to educate the public and build excitement.

He added from an independent perspective he now has more freedom and in bringing this into a nonprofit they could formalize mentorship in journalism and archive work, which is an area he hopes to take this. He invited the Commissioners to collaborate, write articles or consider being a board member and added he also needs to find other advertising.

Chair Beloff thanked Mr. Roffman. He pulled off an almost impossible task and it sounds wonderful. She suggested the Green Chamber is the right group to discuss possible advertising.

G. DISCUSS/ACTION ITEMS

1. DISCUSSION: 25-Year Sustainability Plan

Chair Beloff said the plan makes more sense and there are still pieces that will be written and areas that need refinement like the strategies and those timelines; the analysis of strategies and strategy prioritization; the executive summary after the findings, etc.

She wanted to add an organizational structure to the strategies and avoid the red flags. She thought organizational structure could be a section at the end of the strategies.

Chair Beloff read, *"to create an office of sustainability within City government"*. There seems to be a high priority to ensure the function has adequate staffing that would ensure training and a performance metric is developed and reported, the carbon impact assessments happen, the GHG inventory is updated and outreach is sufficient, etc.

The second issue worth noting has to do with collaboration and coordination with the County on sustainability efforts. She indicated she will be called by City Council to address the resolution on the sustainability authority. In lieu of working out with the County for a sustainability authority, this reflects several ideas, or hierarchy of actions with the County on sustainability programs.

She said coordination is essential and she is prepared to tell City Council the Commission has not reached a point where they can effectively discuss a sustainability authority with the County. The Commission should include a member of the County's sustainability team when an opening occurs on the Sustainable Santa Fe Commission, to formalize coordination. The City and County should meet regularly to discuss key areas like training and resource development, metrics, etc. That might progress to a discussion of a sustainability authority.

Embedded in that is the potential to create an ongoing revenue stream and the possibilities starting with the coordination and regular meetings and to a discussion of a sustainability authority.

She noted there would be less need for an authority if both the City and County have resources to act upon sustainability. A summary of strategies might be developed by the consultant by timelines and relationships. She suggests organization within City government and a bottom line assessment in a matrix by strategy.

Chair Beloff indicated this was a draft and is not distributed for editing and will be brought back to the Commission for help on the organization. Page 105 shows the implementation strategies and Brendle

developed 11 priority categories after going through the document.

Commissioner Hirsch said they were making good progress. He acknowledged Ms. Sitton's involvement and his appreciation for her involvement and leadership in the budget.

Chair Beloff agreed. She added it would not have happened without Ms. Sitton's involvement.

Ms. Sitton replied she is currently in the budget process and looking at how to design the Staff team. She acknowledged the Commission's quality work and said they should be proud.

H. ITEMS FROM THE CHAIR & CO-CHAIR

There were none.

I. ITEMS FROM THE COMMISSION

Commissioner Hirsch thanked Mr. Roffman for his work and the pieces in the Green Fire Times.

He informed the Commissioners he sent them an article on the art of climate justice. And there would be an art opening to share everyone's work at the Center for Progress and Justice on April 19 and all were invited. There would be quality photographs taken of their work and he wondered if the Commission needs visuals for the Sustainability Plan if they could provide them. Submissions are on April 1 and the Commission could give that some thought.

Commissioner Hirsch said the Commission should declare on record that they were opposed to PNM and SB 47 and HB 80 that is trying to bypass the regulatory process and recoup ill-advised investments and ownership of all resources going forward about replacement resources.

Chair Beloff added there was another problematic issue in the bill. PNM would not only own all the resources but could select resources that do not have to be based on what is best, the least expensive or the cleanest and they could price accordingly.

Commissioner Griego-Kiel moved to support the City Council resolution to oppose Senate Bill 47 and House Bill 80. Commissioner Schruben seconded the motion and it passed by unanimous voice vote.

The Commissioners discussed who could represent the Commission at the City Council meeting. Chair Beloff agreed to communicate the Commission's preference to the Mayor.

Commissioner Hirsch added that tomorrow is Environment Day at the Roundhouse from 8 a.m. to 3 p.m.

Chair Beloff informed the Commissioners that the PNM resolution was pulled largely because there were questions that PNM could not answer about the voluntary program they are developing for renewable energy.

The decision was not to pursue until questions had been addressed having to do with how the rate will be set, etc. There are some in the rate class that would be discriminated against if PNM arranges something with the City. Another question was if the City would have to pay a premium to be in the voluntary program, like Blue Sky.

PNM has been asked to get a review from the PRC before coming back to the City with a voluntary program. A resolution is going forward tonight directing Staff to look to the private sector for information regarding how best to increase energy efficiency and placing renewable energy on City facilities.

Commissioner Schruben asked if that would include the Mid-Town Campus (formally SFUAD).

Ms. Sitton replied there will be a planning charrette public input process around that. Matt Ross put out information on the public process a week ago.

That has not been worked out yet.

Commissioner Hirsch said he was grateful the City enacted a resolution on electric vehicles to replace administrative vehicles over time and to conduct assessments regarding charging stations. But what they had agreed to with the Mayor was the replacement of vehicles by 2020 and an assessment on *all* fleets beyond administrative in due course.

He hoped the resolution could be revised to what everyone had agreed on but did appreciate the article that was coming.

Chair Beloff responded that John Alejandro had formally stated that City Staff would review that on a regular basis for all the other vehicles. She also would like to see that as a directive.

Commissioner Hirsch pointed out that the directive in the Sustainability Plan matched the current resolution: "*replace administrative by 2025*" and it should be by 2020.

Chair Beloff agreed.

J. ITEMS FROM STAFF

There were none.

K. ITEMS FROM THE PUBLIC

There were none.

L. ITEMS FOR NEXT AGENDA

Ms. Sitton pointed out that will be the Mayor's last meeting and the consultant should be awarded by then and could be a good time for both to attend the meeting.

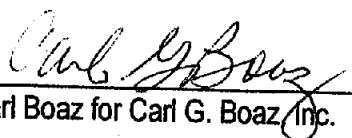
M. ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

Approved by:

Beth Beloff, Chair

Submitted by:



Carl Boaz for Carl G. Boaz Inc.