

From: Criss, Jeremy
Sent: Monday, May 07, 2012 2:44 PM
To: Gochrach, Beth
Cc: 'weitzer@erols.com'
Subject: Bill 32-11 CERB - Request for Agricultural Advisory Committee

Attachments: CERB - Request for Response; AAC-CREB- Bill 32.doc

Hello Beth,

I am following up on the request pertaining to the Montgomery County Agricultural Advisory Committee-AAC.

In accordance with the instructions outlined in the attached memorandum dated March 19, 2012 from the Committee Evaluation and Review Board you will also find attached the responses 1-6 surrounding the Agricultural Advisory Committee.

I am copying David Weitzer on this message because he is the Chairman of the Agricultural Advisory Committee.

If you click on the link below you can access the 2011 annual report for the AAC.

http://www.montgomerycountymd.gov/content/ded/agsservices/pdffiles/aac_annual_reports/2011annualreport.pdf

If you click on the link below you can access the 2010 annual report for the AAC.

https://mcg-a048/content/ded/agsservices/pdffiles/aac_annual_reports/aac_2010_annual_report.pdf

Both of these annual reports include the enabling legislation that created the Agricultural Advisory Committee, the list of the members, a list of accomplishments, and copies of agendas for the months the Committee met during the 2010 and 2011.

Please let us know if you have any questions.

Thanks Jeremy

Jeremy V. Criss
Agricultural Services Manager
Department of Economic Development
Agricultural Services Division
18410 Muncaster Road
Derwood, Maryland 20855
301-590-2830
301-590-2839 (Fax)
jeremy.criss@montgomerycountymd.gov
<http://www.montgomerycountymd.gov/agsservices>

-----Original Message-----

From: Gochrach, Beth
Sent: Thursday, April 19, 2012 3:23 PM
To: Adams, Bruce; Ahmed, Anis; Ampadu, Godfrey; Bingham, Richard; Bourne, Jeffrey; Bradshaw, Laura; Brunetto, Odile; Cabello, Nadja; Carlson, James; Chase, Mariam; Coffman, Eric; Criss, Jeremy; Dunckel, Jeff; Edwards, Stan; Ennis, Robin; Figueredo, Miti; Giebel, George; Gies, Mary; Gochrach, Beth; Gould-Kostka, Jeanine L.; Hamilton, Parker; Hartman, Ken; Hoffmann, Susan; Jetter, Reginald; Jordan, Karen; Latham, Connie; Linger, Diane; Luecking, Betsy; Margolis, Sharon; Miller, Laura; Mogel, Cynthia; Molesworth, Beth; Parker, Pamela; Riley, Robin; Roberts, Joanne; Rodriguez, Reemberto; Ryan, James; Smakula, Phil; Smith, Rebecca; Tyer-Ellis, Lori; van

Balen, Ana Lopez; Vaughan-Prather, Judith; Watkins, Keith

Subject: FW: CERB - Request for Response - Reminder

Importance: High

Good afternoon all. This is a reminder that your BCC's response to the CERB is due on or before May 6. Please send responses directly to Beth Gochrach, beth.gochrach@montgomerycountymd.gov. Responses will be forwarded to the CERB. Thank you.

Beth Gochrach, on behalf of Connie Latham

Boards, Committees, Commissions

Offices of the County Executive

Montgomery County, Maryland

Phone: (240) 777-2528

FAX: (240) 777-2517

beth.gochrach@montgomerycountymd.gov

From: Gochrach, Beth **On Behalf Of** Latham, Connie

Sent: Monday, March 19, 2012 7:11 PM

To: Adams, Bruce; Ahmed, Anis; Ampadu, Godfrey; Bingham, Richard; Bourne, Jeffrey; Bradshaw, Laura; Brunetto, Odile; Cabello, Nadja; Carlson, James; Chase, Mariam; Coffman, Eric; Criss, Jeremy; Dunckel, Jeff; Edwards, Stan; Ennis, Robin; Figueredo, Miti; Giebel, George; Gies, Mary; Gochrach, Beth; Gould-Kostka, Jeanine L.; Hamilton, Parker; Hartman, Ken; Hoffmann, Susan; Jetter, Reginald; Jordan, Karen; Latham, Connie; Lininger, Diane; Luecking, Betsy; Margolis, Sharon; Matthews, Catherine; Miller, Laura; Mogel, Cynthia; Molesworth, Beth; Parker, Pamela; Riley, Robin; Roberts, Joanne; Rodriguez, Reemberto; Ryan, James; Smakula, Phil; Smith, Rebecca; Subin, Michael; Tyer-Ellis, Lori; van Balen, Ana Lopez; Vaughan-Prather, Judith; Watkins, Keith; Zyontz, Jeffrey

Cc: Ahluwalia, Uma; Albornoz, Gabriel; Bowers, Richard (FRS); Friedman, Eric; Holmes, Arthur; Hoyt, Bob; Jones, Diane; Klinger, Dieter; Silverman, Steve; Stowe, James L.

Subject: CERB - Request for Response

Importance: High

Dear BCC Staff:

Please see the attached memorandum from the Committee Evaluation and Review Board requesting the response of your board, committee or commission to the requirements of County Council Bill 32-11. Please let me know if you have any questions or concerns. Thank you.

Connie Latham, Special Assistant
to County Executive Isiah Leggett
Direct Line: (240) 777-2548

From: Gochrach, Beth on behalf of Latham, Connie

Sent: Monday, March 19, 2012 7:11 PM

To: Adams, Bruce; Ahmed, Anis; Ampadu, Godfrey; Bingham, Richard; Bourne, Jeffrey; Bradshaw, Laura; Brunetto, Odile; Cabello, Nadja; Carlson, James; Chase, Mariam; Coffman, Eric; Criss, Jeremy; Dunckel, Jeff; Edwards, Stan; Ennis, Robin; Figueredo, Miti; Giebel, George; Gies, Mary; Gochrach, Beth; Gould-Kostka, Jeanine L.; Hamilton, Parker; Hartman, Ken; Hoffmann, Susan; Jetter, Reginald; Jordan, Karen; Latham, Connie; Lining, Diane; Luecking, Betsy; Margolis, Sharon; Matthews, Catherine; Miller, Laura; Mogel, Cynthia; Molesworth, Beth; Parker, Pamela; Riley, Robin; Roberts, Joanne; Rodriguez, Reemberto; Ryan, James; Smakula, Phil; Smith, Rebecca; Subin, Michael; Tyer-Ellis, Lori; van Balen, Ana Lopez; Vaughan-Prather, Judith; Watkins, Keith; Zyontz, Jeffrey

Cc: Ahluwalia, Uma; Albornoz, Gabriel; Bowers, Richard (FRS); Friedman, Eric; Holmes, Arthur; Hoyt, Bob; Jones, Diane; Klinger, Dieter; Silverman, Steve; Stowe, James L.

Subject: CERB - Request for Response

Importance: High

Attachments: CERB 2012 Advisory Boards Memo.pdf

Dear BCC Staff:

Please see the attached memorandum from the Committee Evaluation and Review Board requesting the response of your board, committee or commission to the requirements of County Council Bill 32-11. Please let me know if you have any questions or concerns. Thank you.

Connie Latham, Special Assistant
to County Executive Isiah Leggett
Direct Line: (240) 777-2548



OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

MEMORANDUM

March 19, 2012

TO: Montgomery County Advisory Boards, Committees and Commissions

CC: Department/Agency Directors

FROM: Committee Evaluation and Review Board

SUBJECT: Response needed to meet requirements established by Montgomery County Council Bill No. 32-11 (November 2011)

Montgomery County's Committee Evaluation and Review Board (CERB) was established under County Code Section 2-146(c). A key function of the CERB is to make recommendations to the County Executive and County Council concerning the function, structure, staff impact, and effectiveness of certain advisory boards, committees, and commissions currently operating.

County Council Bill No. 32-11 amended Section 2-146(c) to require that each advisory board must submit, within 60 days after the CERB is appointed, a report outlining reasons why that advisory board should continue. The CERB was officially appointed on March 6, 2012. The reports are, therefore, due on or before May 6, 2012. The format of the report should follow the numbered listing below. It is not anticipated that any section should require more than a few pages. The goal is to be concise and clear, while not being excessive. Please forward your submission to Connie Latham or Beth Gochrach in the County Executive's Office. Additional data may be included as an attachment if needed.

The report must contain the following sections:

1. A description of the work the advisory board does, citing the enabling legislation, the membership and makeup of the board, and the sub-committee structure (if any);
2. Justification why the advisory board should continue. This may include a general statement concerning why the advisory was established, and why its efforts are still needed;
3. A list of accomplishments from the prior two years, including any direct service provided by volunteers to residents;
4. A statistical review of the advisory board members' workload. Include in the review a list of how many regular and sub-committee meetings are held per month/quarter, and the length of the meetings. In addition, list any other board or sub-committee activities. Finally, include a listing of materials produced by the board, such as research reports, newsletters, etc.;

5. As done in typical annual reports, provide a 2-year work program outlining planned activities and goals for the future;
6. A description of the amount of County government resources, including County employee staff time, currently being used. Include an outline of a plan to reduce the use of these resources. Note that "staff time" and "resources" includes preparing for and attending meetings, setting up meeting space, office supplies expended, photocopying, and any other monetary costs for equipment rental, parking, etc.

The CERB members will be meeting with many of you in the near future, and will be working towards producing an Interim Report that will go to the County Executive and Council by mid-September 2012.

It is the goal of the CERB to make this process as easy as possible for you, and to still meet the mandated requirements under which we are functioning.

Your cooperation and support are essential to the success of this effort, and we sincerely appreciate your contribution to this end. Thank you.

Sincerely,

Odessa Shannon
CERB Co-Chairperson

Bruce Goldensohn
CERB Co-Chairperson

BG:bg

Response to Council Bill 32-11 Montgomery County Agricultural Advisory Committee

1. Description of the Agricultural Advisory Committee-AAC including the enabling legislation and makeup of the members and the sub-committee structure:

Description of the AAC

The Agricultural Advisory Committee was created to advise the County Executive and the County Council on all matters affecting agriculture in Montgomery County and shall bring matters of particular importance to the attention of the County Executive and the County Council, and will be available to comment on matters referred to it by the County Executive and the County Council.

Enabling Legislation for the AAC

The Montgomery County Agricultural Advisory Committee-AAC was first created by the County Council through Resolution No. 7-1138 on April 3, 1973. The first appointments to the AAC were approved on September 11, 1973. The AAC was restructured by the County Council through Resolution No. 8-705 on March 16, 1976. Today the AAC is governed by Chapter 2B-21 of the Montgomery County Code and a copy of this code is outlined in the front section of the Annual Reports for 2010 and 2011 that are including in this CREB report submission.

Makeup of the AAC members

The AAC consists of 15 total members-12 members shall be bona fide farmers selected so as to be representative of the total farm community reflecting a variety of farm sizes, geographical locations and agricultural products. At least 3 of the farmer members must be owner-operators of commercial farm land earning 50% or more of their income from farming-including:

- 1 farm economist; and
- 1 conservationist; and

3 members shall have no significant direct financial interest in farming, and shall be selected for a 1-year term so as to represent broad non-farm County interests. These members may be appointed to successive terms.

The AAC may designate ex-officio members as necessary.

Each AAC member shall serve until his successor has been appointed and confirmed by the Council. If a member is appointed to fill a vacancy before a term expires, the successor serves the remainder of the unexpired term.

AAC Sub-committees

The AAC recommends sub-committees from on a case by case basis and usually the AAC members volunteer to serve on the sub-committee depending on their area of interest and expertise. The AAC also recruits Sub-Committee members that are not serving on the AAC to provide specific area of focus or skill set the current AAC members do not have.

2. Justification why the AAC should continue

The AAC was created at a time when the agricultural community was quickly disappearing in light of increased development and non-farm residents moving into the County. The AAC was created as a voice for farmers and to make sure that agriculture remained as part of the County's land use and economic environment. The AAC is the primary organization representing the interests of farmers at the table of Government in Montgomery County. While the other agricultural organizations like the Montgomery County Farm Bureau, the Montgomery Soil Conservation District, and the Montgomery County Agricultural Preservation Advisory Board are each responsible for their area of focus, these organizations collaborate under the leadership of the AAC. This leadership consists of the AAC formulating the agricultural community position and testimony for public hearings making sure the organizations views are not repetitive. Under the leadership of the AAC, the organizations each focus on a specific theme or issue creating an environment where the County Executive and the County Council understands the complete picture and view of the County's agricultural community.

The AAC is responsible for monitoring the agendas of the County Council and the Planning Board to make sure the agricultural community does not miss the boat on any legislative or planning initiative that would impact agriculture. The Agricultural Services Manager of the DED is assigned as the staff representative to the AAC. This Manager serves as the Agricultural Liaison between the County Government and the agricultural community being the "eyes and ears of farmers in County Government." The DED-staff representative to the AAC attends all of the monthly meetings of the agricultural organizations listed above to present a monthly report and to request specific action or assistance in representing the interests of County farmers.

Today Montgomery County is nationally recognized as a leader in the creation of our Agricultural Reserve which encompasses over one third of the County where we still have 561 working farms with over 10,000 people employed in agriculture, covering over 70,000 acres, and providing over \$243 million in economic contribution to the County's economy.

3. List of AAC accomplishments from 2010 and 2011:

If you click on the links below you can access the annual reports of the AAC for 2011 and 2010 which contain the list of AAC accomplishments. The annual reports also contain

the list of the AAC members along with copies of the agendas for each of the monthly meetings of the AAC.

http://www.montgomerycountymd.gov/content/ded/agsservices/pdffiles/aac_annual_reports/2011annualreport.pdf

https://mcg-a048/content/ded/agsservices/pdffiles/aac_annual_reports/aac_2010_annual_report.pdf

4. Summary of regular meetings held each month

The AAC meets the third Tuesday of each month from 7:00 to 9:00 pm at the Up County Regional Services Center in Germantown. Outlined below you will see a summary of the monthly meetings that were held for both 2010 and 2011. Please note the AAC does not meet in the month of August since the meeting is scheduled the same week as the County Agricultural Fair. AAC subcommittee meetings are scheduled time to time depending on the issue and the time constraints and these sub committee meetings usually last no more than 2 hours.

<u>Month</u>	<u>2010</u>	<u>2011</u>
January	yes	yes
February	no	yes
March	yes	yes
April	yes	yes
May	yes	yes
June	no	yes
July	yes	yes
August	no	no
September	yes	yes
October	yes	yes
November	yes	no
December	no	yes
Total meetings	8	10
AAC subcommittee Meetings	2	3

Starting in September 2010 all of the AAC meeting announcements, agendas, minutes and meeting attachments has been posted to the DED-Agricultural Services web site. Please click on the link below to access the meeting packets for the AAC from September 2010 to the present. The DED continues to maintain a hard copy record for everything associated with the AAC. The meeting packets for the AAC represent the best way to demonstrate the AAC workload. Most of the materials produced by the AAC represent letters and memorandums submitted to the County Executive and County Council that are available by clicking on the link below and scrolling down and reviewing the monthly AAC meeting packets with referenced attachments.

<http://www.montgomerycountymd.gov/agstmpl.asp?url=/content/DED/AgServices/agboardscommittee.asp>

5. AAC 2-year Program and planned activities and goals for the future

The AAC is participating with two major Policy recommendations from the Leggett Administration that will impact agriculture in the County. The Sustainability Working Group and the Green Economy Task Force both contain recommendations to promote more local food production in the County and to create a friendlier environment for farmers making the business decisions necessary to create this environment. There is growing demand for more local food in Montgomery County in addition to more processed and prepared foods. More residents are interested in knowing where their food comes from including knowing the farmers that are growing the food. To create a local food and green economy there are several policy recommendations that need to be adopted. The AAC has been working on these policies through the initiatives listed below. The summary of these issues mentioned below represent some of the items that the AAC is working on that will take more than 1 year to either address or complete. The monthly meetings of the AAC for 2011 as discussed in the section above includes these initiatives as the staff reports and updates the AAC on them.

Comprehensive Zoning Rewrite Process that MNCPPC is leading

The AAC is actively involved and monitoring the Zoning Rewrite Process that is intended to simplify and comprehensively update the Montgomery County Zoning Code for the first time since 1975. The MNCPPC is leading this effort and they are approximately half way through the process that is estimated to take four years to complete. The AAC is concerned regarding some of the recommendations in the Zoning Rewrite report that may erode agricultural uses and activities in some areas of the County. The AAC is concerned regarding the proposed deletion of many footnotes in the current Zoning Code that allow many agricultural producers to operate legally today. The Deletion of these footnotes raises several questions as to how these agricultural businesses will be treated in the future. There is an agricultural representative on the Zoning Advisory Panel ZAP that is a former member of the AAC and she is very effective in addressing the concerns of the agricultural community and the AAC.

Proposed ZTAs for Agricultural uses, Horticultural uses, and Solar Installations in the Agricultural zones

In an attempt to address some of the concerns of the agricultural community that have not been included in the Zoning Rewrite process the DED has drafted several proposed Zoning Text Amendments-ZTA with input from the AAC. The AAC has assisted in the drafting of these ZTAs to create better business opportunities for both agriculture and horticulture uses in the County in addition to alternative energy generation from the sun.

Collaboration with the Commission on Health and the Montgomery Food Policy Council

The Commission on Health and Obesity has offered assistance to the DED to promote the proposed ZTAs as one way to increase more locally grown and fresh food in the County. The DED and the AAC will need to collaborate with the Commission on Health and Obesity as well as the Montgomery County Food Council during the public process once the proposed ZTAs are introduced by the County Council.

Agricultural Reserve Conference-Farming At Metro's Edge-Sustaining Agriculture in both Frederick and Montgomery Counties

The AAC is also participating as part of the Planning Committee for the Agricultural Reserve Conference entitled Farming at Metro's Edge that is tentatively scheduled for this coming November. The purpose of this conference is to develop a green print of recommendations necessary to promote the agricultural industry and sustain farming in the Agricultural Reserve for future generations. The recommendations from this conference will represent the strategic plan for the Agricultural Reserve and the policies necessary to keep agriculture viable.

Developing a Sustainable Fund for the DED-Agricultural Services Division

As part of the deliberations with the County Council on the FY 13 Operating Budget and Capital Improvement Program Budget, the County Council PHED Committee recommended that DED-Agricultural Services Division must report back mid year to present a strategy to fund the Division staff representatives and the programs. During the past two fiscal years, the County General Funds allocated to the Agricultural Services Division was reduced by 49 percent. These reductions were partially restored by migrating some administrative staff and program expenses to the Capital Improvement Program for Agricultural Land Preservation Easements. As a result of the migrating these expenses the actual reduction of County Resources allocated to the DED-Agricultural Services Division is 17 percent. The County Council is concerned about the CIP funds being unsustainable over time and they requested the DED-Agricultural Services develop a strategy that will address these concerns and report back mid year. The AAC was instrumental in gaining the County Executive's support to migrate the expenses to the CIP to prevent extensive reductions of staff and programs that assist the agricultural community. The AAC will need to participate in developing a long term strategy to fund the Agricultural Services in a sustainable way.

6. Description of County Government Resources allocated to the AAC

The County resources allocated to the AAC consist of the staff time of the Agricultural Services Manager who is assigned to the AAC and the Principle Administrative Aide. The staff resources allocated to the AAC involve a minimum of 8 hours each week or one

full day each week for AAC related issues. This equates to .2 Work Years or .2 Full Time Equivalents. This allocation of staff time is higher during times when the County Council is conducting public hearings or work sessions on specific issues of interest to the AAC. The referenced Annual reports for the AAC contain all of the meeting announcements, meeting agendas, meeting minutes, and the attached letters where the AAC provide recommendations and testimony to the Executive and County Council.

The Agricultural Services Manager drafts meeting materials each month and the Principle Administrative Aide proofs them before they are approved by the AAC. Once the AAC approves them they are posted to the DED-Agricultural Services web site. Since September 2010, the AAC meeting materials and packets have not been printed or mailed to the AAC members as we did in the past. Due to the Paper Reduction Mandate of the County the Division has saved significant funding for copying expenses and mailing expenses. The AAC members are asked to print out the agenda and those attachments that are needed for discussion.

The AAC meetings are scheduled through the Interagency Coordinating Board for Community Use of Public Facilities in December for the next calendar year. The Principle Administrative Aide assigned to the DED-Agricultural Services Division is responsible for scheduling the AAC meetings. The AAC meetings are usually 2 hours long and we meet at the Up County Regional Services Center in Germantown where free public parking is available.

There is no planned reduction in the staff resources assigned to the AAC at this time.