

CITY of ALBUQUERQUE TWENTY SIXTH COUNCIL

COUNCIL BILL NO. _____

F/S O-24-15

ENACTMENT NO. _____

0-2024-012

SPONSORED BY: Brook Bassan, by request

1 **ORDINANCE**

2 **REPEALING CHAPTER 9, ARTICLE 6 R.O.A. 1994, FOOD AND BEVERAGES**
3 **ORDINANCES, AND CREATING THE FOOD SERVICE AND RETAIL**
4 **ORDINANCE.**

5 **WHEREAS, the Council wants to create a single ordinance governing food**
6 **safety; and**

7 **WHEREAS, the Council wants to create consistency with the local food**
8 **ordinances and the New Mexico administrative code; and**

9 **WHEREAS, the Council wants to create consistency with local food**
10 **ordinances and national food safety standards; and**

11 **WHEREAS, the Council wants to update food safety regulations to keep the**
12 **department in good standing with the voluntary national standards program.**

13 **BE IT ORDAINED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF**
14 **ALBUQUERQUE:**

15 **SECTION 1. REPEAL.**

16 **Chapter 9, Article 6 R.O.A. 1994 is hereby repealed in its entirety.**

17 **SECTION 2. NEW MATERIAL.**

18 **Chapter 9, Article 6 is hereby added to read as follows:**

19 **“§ 9-6-1 SHORT TITLE. This article shall be known and may be cited as the**
20 **“Albuquerque Food Service and Retail Ordinance” and may be abbreviated as**
21 **the “FSO”.**

22 **§ 9-6-2 PURPOSE. The intent of the Albuquerque Food Service and Retail**
23 **Ordinance is to provide Food Establishments with clear and concise Food**
24 **safety regulations and, to the extent possible and consistent with the duties**
25 **set out herein, collect 100% of the cost of administrative enforcement required**

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1 to safeguard public health and ensure that Food is safe, unadulterated, and
2 honestly presented for consumption.

3 **§ 9-6-3 DEFINITIONS.** For the purpose of this ordinance, the following
4 definitions shall apply unless the context clearly indicates or requires a
5 different meaning. Terms include either the singular or the plural as the case
6 may be.

7 **APPLICANT.** A Person applying for a Permit.

8 **CITY.** The City of Albuquerque.

9 **COMPLIANCE PLAN.** A written agreement between the Permit Holder and the
10 Enforcement Authority that outlines conditions and corrective actions that
11 must be met to prevent suspension or revocation of a Food Establishment
12 Permit.

13 **CLOSED SIGN.** The placard, sticker, or sign placed on a Food Establishment
14 by the Enforcement Authority after issuing a Grade of Closed as defined in the
15 Rules.

16 **ENFORCEMENT AUTHORITY.** The Mayor or the Mayor’s designated agent(s).

17 **ENFORCEMENT AUTHORITY.** Includes references to “Regulatory Authority” in
18 the U.S. Food and Drug Administration Food Code.

19 **EXPIRATION DATE.** The date listed on a Permit marking the end of the Permit
20 term.

21 **FOOD.** Any raw, cooked, or processed edible substance, ice, beverage, or
22 ingredient used or intended for use or for sale in whole or in part for human
23 consumption, or chewing gum.

24 **FOOD CODE.** Food Code as adopted by the Rules.

25 **FOOD ESTABLISHMENT.** Any place where Food is stored, processed,
26 packaged, repackaged, or prepared and intended for human consumption.

27 **FOOD ESTABLISHMENT.** Includes any such place regardless of whether the
28 consumption is on or off the premises, regardless of its permanence, and
29 regardless of whether there is a charge for the Food.

30 **FOOD ESTABLISHMENT.** Does not include:

31 (A) Any place where Food is produced, sold, distributed, or prepared
32 and exempt from regulation pursuant to the Homemade Food Act, Chapter 25,
33 Article 12 NMSA 1978;

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- 1 (B) A kitchen in a private home, except the Enforcement Authority may
- 2 pursue a warrant for inspection of a kitchen in a private home pursuant to § 9-
- 3 6-10(C) of This Ordinance when a private home kitchen is being used as a food
- 4 establishment in violation of This Ordinance;
- 5 (C) Home-delivery vehicle and service including but not limited to pizza
- 6 delivery, third party ordering and delivery services, or grocery delivery
- 7 services; and
- 8 (D) A private home that receives catered or home-delivered Food.
- 9 GRADE. The score showing the degree of compliance with This Ordinance,
- 10 and the Rules, that a Food Establishment receives at the time of the most
- 11 recent inspection.
- 12 IHO ORDINANCE. Independent Office of Hearings Ordinance, Chapter 2,
- 13 Article 7, Part 8 ROA 1994.
- 14 IMMINENT HEALTH HAZARD. Any condition or circumstance which, in the
- 15 judgment of the Enforcement Authority, could be immediately injurious to life,
- 16 health, or safety; or as defined in the Food Code.
- 17 PERMIT. The document issued by the Enforcement Authority that authorizes a
- 18 Person to operate a Food Establishment.
- 19 PERMIT HOLDER. The legal entity responsible for the operation of the Food
- 20 Establishment such as the owner, owner's agent, or other Person; or as
- 21 defined in the Food Code.
- 22 PERSON. An individual, partnership, corporation, association, or any other
- 23 legal entity.
- 24 PERSON IN CHARGE. The individual present in a Food Establishment who is
- 25 the apparent supervisor of the Food Establishment at the time of inspection. If
- 26 no individual is the apparent supervisor, then any employee present is the
- 27 Person In Charge.
- 28 RULE. The Rules promulgated by the Enforcement Authority pursuant to This
- 29 Ordinance.
- 30 TERM. The period of time during which a Food Establishment is authorized to
- 31 operate under a Permit.
- 32 THIS ORDINANCE. The Albuquerque Food Service and Retail Ordinance.
- 33 VALID. Unexpired, not suspended, and not revoked.

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1 § 9-6-4 APPLICABILITY. The Albuquerque Retail and Food Service Ordinance
2 applies to all Food Establishments operating for any period of time within the
3 City. Food Establishment employees and applicants are required to comply
4 with This Ordinance.

5 § 9-6-5 ENFORCEMENT AUTHORITY PROMULGATION OF RULES. The
6 Enforcement Authority shall promulgate reasonable rules to carry out the
7 intent and purpose of This Ordinance. Any such rules shall be adopted under
8 the procedures of Chapter 2, Article 15 ROA 1994 and at minimum shall:

9 (A) Adopt relevant Food safety requirements and equipment standards;

10 (B) Establish processes for the condemnation of Food and equipment by
11 the Enforcement Authority;

12 (C) Establish procedures for the application, issuance, renewal,
13 suspension, reinstatement, and revocation of Permits which regulations shall
14 provide for prior notice to and a hearing for any applicant or Permit Holder
15 when the Enforcement Authority's proposed action is to deny an application,
16 or suspend or revoke a Permit;

17 (D) Establish procedures for the administration of fees, provisions for
18 fee proration, and the assessment of secondary permit fees;

19 (E) Establish requirements for inspections of Food Establishments, and
20 include provisions for inspections at a frequency based on prescribed risk
21 categories with inspections occurring at least once every eighteen months;

22 (F) Establish a system of grading Food Establishments, utilizing scoring
23 rubrics by which each violation of This Ordinance or the Food Code deducts a
24 predetermined percentage from the overall total score and requiring Food
25 Establishments to display the Grade as notice of compliance to the public;

26 (G) Establish requirements for Food Establishment employees to be
27 properly trained in Food safety; and

28 (H) Place additional requirements or exempting requirements for each
29 type of Food Establishment Permit to ensure reasonable public safety.

30 § 9-6-6 AVAILABILITY OF ORDINANCE AND FOOD CODE. A copy of This
31 Ordinance and any Rules shall be kept on file in the Office of the City Clerk,
32 and be available for inspection by the public during regular business hours. A
33 copy of the following shall be available to any individual upon request and the

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1 payment of a reasonable charge as set by the Chief Administrative Officer, to
2 be not less than the actual cost per copy. The Rules shall be made available
3 on the Enforcement Authority’s publicly available website.

4 **§ 9-6-7 PERMIT REQUIRED FOR FOOD ESTABLISHMENTS; APPLICATION.**

5 **(A) Permit Required.**

6 (1) No Person shall operate a Food Establishment in the City without a
7 Valid Permit issued by the Enforcement Authority for that Food Establishment.

8 (2) The Permit Holder shall be responsible for ensuring that the Food
9 Establishment complies with This Ordinance, the Rules, and other laws.

10 (3) Permit Holders shall not be responsible for the operations of other
11 Permit Holders and their Food Establishments when they are located on the
12 same premises.

13 (4) Each Permit Holder shall be responsible for ensuring shared
14 facilities or equipment on the premises complies with This Ordinance, the
15 Rules, and other laws.

16 (5) The Permit shall be posted in a conspicuous place on the premises
17 of the Food Establishment and made available immediately upon request, for
18 examination by the Enforcement Authority.

19 (6) No property owner shall knowingly allow a Food Establishment to
20 operate on the premises of their property without a Valid Permit.

21 **(B) Pre-inspection Application.**

22 (1) All Applicants shall submit a pre-inspection application within a
23 reasonable amount of time prior to the anticipated opening date of the Food
24 Establishment to the Enforcement Authority in a manner consistent with the
25 Rules.

26 (2) The pre-inspection application shall include all required information
27 and supporting documentation as detailed in the Rules and be on a paper or
28 electronic form approved by the Enforcement Authority.

29 **(C) Pre-Opening Inspection of Food Establishment.** Upon receipt of a
30 complete pre-inspection application, the Enforcement Authority shall contact
31 the applicant to schedule a pre-opening inspection, if applicable, within five
32 (5) working days, to determine compliance with the provisions of This
33 Ordinance.

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1 (D) Issuance of Permits. The Enforcement Authority shall issue a Permit
2 to any Applicant that demonstrates compliance with This Ordinance and
3 other laws.

4 (E) Term of Permits. Permits are Valid until the Expiration Date.

5 (F) Renewal of Permits. Permits shall be renewed by the Permit Holder
6 on or before the Expiration Date.

7 (1) Temporary Food Establishment and Market Food Establishment
8 Permits, as defined in the Rules, are not renewable and a new pre-inspection
9 application shall be submitted.

10 (G) Non-Transferrable. Permit Holders may not transfer Permits from one
11 Person to another Person or from one location to another location. When a
12 change in location or ownership of a Food Establishment occurs, a new pre-
13 inspection application shall be submitted to and a new Permit shall be issued
14 by the Enforcement Authority prior to operating as a Food Establishment.

15 (1) If after a change of location or ownership, a Food Establishment
16 does not submit a new pre-inspection application prior to operating as a Food
17 Establishment, a civil penalty may be assessed in addition to the first year
18 Permit fee.

19 (H) Denial of Permit Issuance. The Enforcement Authority shall refuse to
20 issue a Permit to any applicant who fails to comply with This Ordinance, the
21 Rules, or other laws.

22 (1) Notice. Notice of Permit denial shall be provided in accordance with
23 § 9-6-17 of This Ordinance.

24 (2) Hearing. A Permit Holder may appeal the notice of Permit denial by
25 filing written notice of appeal and requesting a hearing with the City Clerk's
26 office within fifteen (15) business days of notice in accordance with § 9-6-18 of
27 This Ordinance.

28 § 9-6-8 SUSPENSION, REVOCATION, REINSTATEMENT OF PERMITS, AND
29 COMPLIANCE PLANS.

30 (A) The Enforcement Authority may immediately suspend a Permit when
31 the Enforcement Authority finds:

32 (1) The Food Establishment fails to comply with the requirements of
33 This Ordinance, the Rules, or other laws;

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- 1 (2) The Food Establishment is violating a condition of any Permit;
- 2 (3) An Imminent Health Hazard at the Food Establishment;
- 3 (4) A Food Establishment has failed to follow any corrective actions
- 4 within the timeframe prescribed by the Enforcement Authority;
- 5 (5) A Food Establishment has violated a Safety Plan associated with a
- 6 Special Process as they are defined in the Rules;
- 7 (6) A Food Establishment has violated a Compliance Plan;
- 8 (7) A Food Establishment employee has refused to allow the
- 9 Enforcement Authority to enter the Food Establishment after proper
- 10 identification has been tendered;
- 11 (8) The Enforcement Authority has issued a third notice of civil penalty
- 12 to the Food Establishment for the same offense;
- 13 (9) The Enforcement Authority has issued a third Grade of
- 14 Unsatisfactory, as defined in the Rules, to a Food Establishment during any
- 15 36-month period under the same Permit;
- 16 (10) A commissary is allowing any Person to operate a Food
- 17 Establishment on its premises that is not in possession of a Valid Permit; or
- 18 (11) A Food Establishment that was issued a Permit, with a Variance,
- 19 while seeking a liquor license from the State of New Mexico in accordance
- 20 with the Liquor Control Act, § 60-3A-1 et seq. NMSA 1978, is found to be in
- 21 operation without first notifying the Enforcement Authority and passing a pre-
- 22 opening inspection with a Grade of Approved or Conditional Approved.
- 23 (B) Suspension Procedure.
- 24 (1) The Enforcement Authority shall notify the Permit Holder of the
- 25 suspension and associated Grade of Closure in writing.
- 26 (2) When a Permit is suspended, the Enforcement Authority shall close
- 27 the Food Establishment and post the Closed Sign in a conspicuous location,
- 28 visible to the public.
- 29 (3) Upon suspension, the Permit Holder for the Food Establishment
- 30 shall maintain or cause to be maintained the Closed Sign in an unobstructed
- 31 manner in the location where the sign was originally posted by the
- 32 Enforcement Authority.

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- 1 (4) The Food Establishment shall not operate while the Food
- 2 Establishment Permit is suspended.
- 3 (5) The Food Establishment shall remain closed and the Closed Sign
- 4 shall remain in place until the suspension is modified in accordance with the
- 5 IHO Ordinance, the suspension is vacated by the Enforcement Authority when
- 6 the conditions leading to the suspension no longer exist, or the Permit is
- 7 revoked.
- 8 (6) Notice. Notice of Permit suspension shall be provided in accordance
- 9 with § 9-6-1 of This Ordinance.
- 10 (7) Hearing. The Permit Holder may appeal the Permit suspension by
- 11 filing written notice of appeal and requesting a hearing with the City Clerk's
- 12 office within fifteen (15) business days of notice in accordance with § 9-6-18 of
- 13 This Ordinance.
- 14 (C) Reinstatement of Suspended Permits. Any Person whose Permit has
- 15 been suspended may at any time request a reinspection for the purpose of
- 16 reinstatement of the Permit. The Enforcement Authority shall reinstate the
- 17 Permit if, after performing a reinspection, the Enforcement Authority finds that
- 18 the Permit Holder complies with the requirements of This Ordinance, the
- 19 Rules, and other laws.
- 20 (D) Revocation of Permits.
- 21 (1) Permits may be revoked by the Enforcement Authority when:
- 22 (a) A Food Establishment Permit has been suspended and not
- 23 reinstated; or
- 24 (b) A Food Establishment receives the fourth Grade of
- 25 Unsatisfactory, as defined in the Rules, within any thirty-six (36) month period
- 26 under the same Permit; or
- 27 (c) A Food Establishment receives the third Grade of Closure, as
- 28 defined in the Rules, within any thirty-six (36) month period under the same
- 29 Permit.
- 30 (E) Revocation Procedure.
- 31 (1) The Enforcement Authority shall notify the Permit Holder of the
- 32 revocation and closure in writing.

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1 (2) When a Permit is revoked, the Enforcement Authority shall order the
2 closure of the Food Establishment and post the Closed Sign in a conspicuous
3 location, visible to the public. The Food Establishment shall not operate while
4 the Food Establishment Permit is revoked.

5 (3) The Permit Holder for the Food Establishment shall maintain or
6 cause to be maintained the Closed Sign in an unobstructed manner in the
7 location where the sign was originally posted by the Enforcement Authority.

8 (4) The Food Establishment shall remain closed and the Closed Sign
9 shall remain in place until the revocation is modified in accordance with the
10 IHO Ordinance, or the revocation is vacated by the Enforcement Authority
11 when the conditions leading to the suspension no longer exist.

12 (5) Notice. Notice of revocation shall be provided in accordance with §
13 9-6-17 of This Ordinance.

14 (6) Hearing. The Permit Holder may appeal the Permit revocation by
15 filing written notice of appeal and requesting a hearing with the City Clerk's
16 office within fifteen (15) business days of notice in accordance with § 9-6-18 of
17 This Ordinance.

18 (F) Compliance Plan. In lieu of suspension or revocation of a Permit, the
19 Enforcement Authority may allow a Food Establishment to follow a
20 Compliance Plan for current or past failure of the Food Establishment or
21 Permit Holder to meet the requirements of This Ordinance.

22 (1) A Compliance Plan may be issued to a Food Establishment that
23 receives a second Grade of Unsatisfactory or Closure, as defined in the Rules,
24 from the Enforcement Authority, within a thirty-six (36) month period under the
25 same Permit.

26 (2) A Compliance Plan shall be on a form approved by the Enforcement
27 Authority and include all written requirements for operation of the Food
28 Establishment, and be signed by the Enforcement Authority and the Permit
29 Holder.

30 (a) The Enforcement Authority may amend a Compliance Plan when
31 a Food Establishment submits a written request to the Enforcement Authority
32 and the Enforcement Authority determines that the amendment will not pose a
33 risk to public health.

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1 (3) Each Compliance Plan shall remain in place until the Food
2 Establishment has received three consecutive Grades of Approved or all
3 applicable fees have been paid in full.

4 (G) Application for a New Permit After Revocation. After a Permit is
5 revoked, a former Permit Holder may submit a pre-inspection application
6 consistent with This Ordinance for a new Permit only after ninety (90) days
7 have passed after the revocation date, any outstanding fees from the revoked
8 Permit are paid, and the former Permit Holder demonstrates to the
9 Enforcement Authority that all previously issued corrective actions have been
10 completed.

11 **§ 9-6-9 PERMIT RENEWAL.**

12 (A) Permit Renewal. To renew a permit, A Food Establishment shall pay
13 to the Enforcement Authority the annual fee in full prior to the Expiration Date.
14 At the time of Permit renewal, the Permit Holder shall update information as
15 required by the Rules.

16 (B) Notice. Notice of fees due shall be provided in accordance with § 9-6-
17 17 of This Ordinance.

18 (C) Hearing. A Permit Holder may appeal the notice of Permit fees due by
19 filing written notice of appeal and requesting a hearing with the City Clerk's
20 office within fifteen (15) business days of notice in accordance with § 9-6-18 of
21 This Ordinance.

22 **§ 9-6-10 PERMIT AND ADMINISTRATIVE FEES.**

23 (A) Permit and administrative fees shall be paid by the Food
24 Establishments in accordance with the type of Food Establishment, Class, and
25 Risk Category, as defined in the Rules at the rates in the following Appendices
26 attached to this Article:

- 27 (1) Appendix C. Primary Permits
- 28 (2) Appendix D. Secondary Permits
- 29 (3) Appendix E. Standalone Permits
- 30 (4) Appendix F. Administrative Fees

31 **§ 9-6-11 INSPECTION OF FOOD ESTABLISHMENTS; INVESTIGATION OF**
32 **FOODBORNE ILLNESS.**

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1 (A) Right of Inspection. The Enforcement Authority shall make such
2 inspections of Food Establishments as necessary to assure compliance with
3 This Ordinance and the Rules. Inspection frequency shall be based on the risk
4 category of each Food Establishment.

5 (1) The Enforcement Authority may make more frequent inspections of
6 Food Establishments in response to citizen complaints regarding unsafe
7 conditions or foodborne illness.

8 (2) At the conclusion of each inspection, a copy of the inspection report
9 shall immediately be furnished to the Permit Holder or Person In Charge of the
10 Food Establishment indicating the degree of compliance or noncompliance
11 with the provisions of the Food Code, This Ordinance, and other laws.

12 (3) The Permit Holder or Person In Charge of the Food Establishment
13 may accompany the Enforcement Authority during the inspection.

14 (4) The Enforcement Authority shall be permitted to examine and obtain
15 copies of the records of the Food Establishment, pertinent information related
16 to Food source and supplies received, pest control records, and a list of Food
17 Establishment employees and their training records.

18 (5) It is a civil penalty pursuant to § 9-6-20 of This Ordinance for any
19 Person to molest or resist the Enforcement Authority in the discharge of its
20 duties.

21 (B) Investigation of Foodborne Illness. The Enforcement Authority is
22 authorized to make such inspections of buildings, premises, and documents
23 as deemed necessary to investigate and abate foodborne illness or any
24 violation of This Ordinance which poses a threat to human health. For the
25 purpose of making such inspections, the Enforcement Authority is authorized
26 to enter, examine, or survey at all reasonable times and take samples of Food
27 for testing. Such entry shall be made in a manner as to minimize
28 inconvenience to the Person In Charge. In the event entry is denied or resisted
29 the Enforcement Authority shall seek an order for this purpose from a court of
30 competent jurisdiction.

31 (C) Refusal of Entry. If entry of the Enforcement Authority is refused,
32 after presentation of proper identification, to fully inspect any and all premises
33 or facilities at any reasonable time, the Enforcement Authority may:

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1 (1) Issue a Civil Penalty pursuant to § 9-6-20 of This Ordinance; and
2 (2) Proceed to obtain a search warrant by filing a complaint made before
3 the Metropolitan Court or District Court upon oath or affirmation. The
4 complaint shall:

5 (a) Set forth the particular building, premises, or portion thereof
6 sought to be inspected;

7 (b) State that the owner or occupant of the building, premises, or
8 portion thereof, has refused entry;

9 (c) State that inspection of the building, premises, or portion thereof
10 is necessary to determine whether it complies with the requirements of § 9-6-1
11 et seq.;

12 (d) Set forth the particular provisions of § 9-6-1 et seq. sought to be
13 enforced;

14 (e) Set forth any other reason necessitating the inspection, including
15 knowledge or belief that a particular condition exists in the food establishment
16 which constitutes a violation of § 9-6-1 et seq. or creates a hazard to human
17 health;

18 (f) State that the complainant is authorized by the City to make the
19 inspection.

20 (D) Grading of Food Establishments. The Enforcement Authority shall
21 issue an appropriate score and associated Grade to each Food Establishment
22 at the conclusion of each inspection.

23 (1) Every Food Establishment shall display, in a conspicuous location,
24 which is readily visible to the public, a placard stating the Grade received at
25 the time of the most recent inspection of the Food Establishment.

26 (E) Corrective Actions. Upon inspection, the Enforcement Authority
27 shall provide the Permit Holder or Person In Charge with a written description
28 of any corrective actions to be taken, outlining the timeframe in which
29 corrective actions must be completed for any violation of This Ordinance or
30 other laws.

31 (F) It is a civil penalty pursuant to § 9-6-20 of This Ordinance for any
32 Person to threaten, intimidate, use violence, or use physical force to

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1 intentionally obstruct, impede, or interfere with any City employee while in the
2 performance of the employee's duties as authorized by This Ordinance.

3 **§ 9-6-12 CONDEMNATION OF FOOD AND EQUIPMENT.**

4 (A) It shall be unlawful for any Person within the City to sell, offer, or
5 expose for sale, or to have in possession with intent to sell, any Food which is
6 adulterated or misbranded. Samples of Food may be taken and examined by
7 the Enforcement Authority as often as may be necessary to determine
8 freedom from adulteration or misbranding. Food determined to be misbranded
9 or adulterated may be condemned, and Food reasonably suspected to be
10 misbranded or adulterated may be embargoed in a manner consistent with the
11 Rules.

12 (B) Notice. Notice of the condemnation of Food or equipment, or
13 embargo of Food or equipment, shall be provided in accordance with § 9-6-17
14 of This Ordinance.

15 (C) Hearing. A Permit Holder may appeal the notice of the condemnation
16 of Food or equipment, or embargo of Food or equipment by filing written
17 notice of appeal and requesting a hearing with the City Clerk's office within
18 fifteen (15) business days of notice in accordance with § 9-6-18 of This
19 Ordinance.

20 **§ 9-6-13 FOOD SAFETY TRAINING REQUIREMENTS.** All Food Establishment
21 employees shall be adequately trained in Food safety in a manner consistent
22 with the Rules.

23 **§ 9-6-14 FOOD ESTABLISHMENTS OUTSIDE OF THE JURISDICTION OF THE**
24 **ENFORCEMENT AUTHORITY.**

25 (A) Food Establishments outside of the jurisdiction of the Enforcement
26 Authority may vend food within the City if such Food Establishments conform
27 to the provisions of This Ordinance or to substantially equivalent provisions.
28 To determine the extent of compliance with such provisions, the Enforcement
29 Authority may accept reports from responsible authorities in other
30 jurisdictions where such Food Establishments are located.

31 (1) Food Establishments from other jurisdictions shall submit a signed
32 Temporary Food Establishment Permit application or Market Food
33 Establishment Permit application, City of Albuquerque business registration,

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1 and Food Establishment Permit from their home jurisdiction to the
2 Enforcement Authority and the Temporary Food Establishment must pass an
3 inspection performed by the Enforcement Authority with a Grade of Approved
4 prior to acting as a Temporary Food Establishment or Market Food
5 Establishment, as defined in the Rules, within the City.

6 § 9-6-15 ADMINISTRATION AND INTERPRETATION. The Enforcement
7 Authority shall be responsible for the administration and enforcement of This
8 Ordinance.

9 § 9-6-16 VARIANCES.

10 (A) A variance may be granted to a Food Establishment when it is
11 presented with adequate proof that a provision of This Ordinance or the Rules
12 creates an undue burden on the Food Establishment and granting of the
13 variance will not result in a condition injurious to health or safety.

14 (1) Any Permit Holder seeking a variance shall submit a request to the
15 Enforcement Authority, in writing, setting forth their reasons for the variance
16 and stating the length of time for which they seek the variance.

17 (2) The Enforcement Authority shall review the request for variance and
18 provide a written decision within a reasonable amount of time. The variance
19 must be approved by the Enforcement Authority prior to commencement of
20 the operation requiring the variance.

21 (B) Notice. Notice of the Variance approval or denial shall be provided in
22 accordance with § 9-6-17 of This Ordinance.

23 (C) Hearing. A Permit Holder may appeal the notice of the Variance
24 approval or denial, or embargo of Food or equipment by filing written notice of
25 appeal and requesting a hearing with the City Clerk's office within fifteen (15)
26 business days of notice in accordance with § 9-6-18 of This Ordinance.

27 § 9-6-17 SERVICE OF NOTICE.

28 (A) Notice shall be deemed properly served when a true copy of the
29 inspection report or other notice has been provided to the Person In Charge or
30 sent to the Permit Holder at the Address Of Record via certified mail
31 whichever occurs first. A copy of such notice shall be filed with the records of
32 the Enforcement Authority.

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1 (B) The notice shall state the specific reasons for the Enforcement
2 Authority's actions, specify the corrective actions to be taken, and specify the
3 time period within which action shall be taken. The notice shall include a
4 provision that the Enforcement Authority will take action unless the Permit
5 Holder files a written request with the City Clerk for hearing within fifteen (15)
6 days pursuant to the provisions in the IHO Ordinance.

7 § 9-6-18 HEARINGS.

8 (A) A hearing provided for in This Ordinance shall be conducted by an
9 Independent Hearing Officer in accordance with the provisions in the IHO
10 Ordinance.

11 (B) Any action of the Enforcement Authority for which a hearing is not
12 otherwise provided for in This Ordinance, which action adversely impacts the
13 Permit Holder, is subject to review under this section if a hearing request is
14 filed within fifteen (15) business days of the action and in accordance with the
15 provisions in the IHO Ordinance.

16 (C) A nonrefundable hearing fee of \$50.00 shall accompany each
17 application for hearing conducted by the Independent Hearing Officer
18 requested pursuant to this section.

19 § 9-6-19 JUDICIAL REVIEW. The exclusive remedy of any party dissatisfied
20 with any final decision of the Independent Hearing Officer is to file a petition
21 with the District Court within thirty (30) days after service receipt of written
22 notice of the decision of the concerned party. The petition for review shall be
23 limited to the record.

24 § 9-6-20 CIVIL VIOLATIONS; CRIMINAL VIOLATIONS; ADDITIONAL REMEDIES;
25 INJUNCTIVE RELIEF.

26 (A) Civil Violations. The Enforcement Authority may impose a civil
27 penalty for any failure to correct a violation of This Ordinance or the Rules
28 after proper notice has been given.

29 (1) Civil violations of this article shall subject the Permit Holder of the
30 Food Establishment to the following penalties for offenses during any thirty-
31 six (36) consecutive-month period:

32 (a) a civil fine of \$250.00 for the first offense;

33 (b) a civil fine of \$500.00 for the second offense; and

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- 1 (c) a civil fine of \$1,000.00 for the third and subsequent offenses.
- 2 (2) Each calendar day during which the civil violation occurs shall
- 3 constitute a separate and distinct offense.
- 4 (3) Upon determination by the Enforcement Authority that a violation of
- 5 This Ordinance has occurred, the Enforcement Authority shall serve a notice
- 6 of civil penalty in accordance with § 9-6-17 of This Ordinance. The notice shall
- 7 contain the following information:
- 8 (a) The address where the violation occurred;
- 9 (b) The approximate time the violation occurred;
- 10 (c) A brief narrative of the circumstances surrounding the violation;
- 11 (d) A statement regarding whether this is the first, second, third or
- 12 subsequent offense within a consecutive 36-month period;
- 13 (e) A name and phone number or title of City employee from whom
- 14 the Permit Holder can obtain further information;
- 15 (f) The address where payment for the violation may be made;
- 16 (g) A statement that the Permit Holder has the right to contest the
- 17 validity of the civil violation by filing a written request for hearing with the City
- 18 Clerk's office within fifteen (15) days of the date of mailing of the notice of civil
- 19 penalty. A hearing shall be granted in accordance with the provisions in the
- 20 IHO Ordinance, Chapter 2, Article 7, Part 8 ROA 1994; and
- 21 (h) The ordinance section or rule violated.
- 22 (B) Criminal Penalties. Any Person convicted of a violation of any
- 23 provision of this article is guilty of a petty misdemeanor and upon conviction
- 24 thereof, shall be punished by a fine of not less than \$250.00 nor more than
- 25 \$500.00 and up to thirty (30) days in jail for each violation. Each day in which
- 26 any violation occurs shall constitute a separate offense. Prosecution or
- 27 conviction under this section shall not preclude any civil remedy or relief for a
- 28 violation of This Ordinance. Once cited for an offense, an additional citation
- 29 may be issued for each day the violation continues.
- 30 (C) Enforcement. The Enforcement Authority is hereby authorized to
- 31 undertake the enforcement activities authorized by This Ordinance.

1 (D) Injunctive Relief. As an additional remedy, if any Food Establishment
2 violates the provisions of This Ordinance, the Enforcement Authority may
3 seek injunctive relief in a court of competent jurisdiction.”

4 SECTION 3. Severability Clause. If any section, paragraph, sentence,
5 clause, phrase or word of This Ordinance is for any reason held to be invalid
6 or unenforceable by a court of competent jurisdiction, such decision shall not
7 affect the validity of the remaining provisions of This Ordinance. The Council
8 hereby declares that it would have passed This Ordinance and each section,
9 paragraph, sentence, clause, word or phrase thereof irrespective of any
10 provision being declared unconstitutional or otherwise invalid.

11 SECTION 4. Compilation. Section 2 of This Ordinance shall amend, be
12 incorporated in and made part of the Revised Ordinances of Albuquerque,
13 New Mexico, 1994.

14 SECTION 5. Effective Date. This ordinance shall take effect on August 1,
15 2024 after publication by title and general summary.

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1 PASSED AND ADOPTED THIS 6th DAY OF May, 2024
2 BY A VOTE OF: 8 FOR 1 AGAINST.

3

4 For: Baca, Bassan, Champine, Grout, Fiebelkorn, Peña, Rogers, Sanchez
5 Against: Lewis

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10 _____
11 Dan Lewis, President
12 City Council

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16 APPROVED THIS 17 DAY OF May, 2024

17

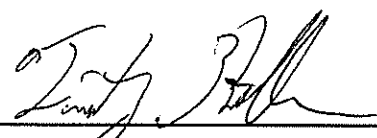
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20 Bill No. F/S O-24-15

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23 _____
24 Timothy M. Keller, Mayor
25 City of Albuquerque

26

27 ATTEST:

28

29 Ashley Santibran for

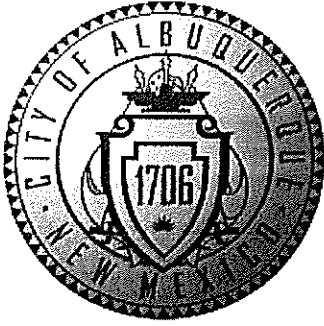
30 Ethan Watson, City Clerk

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Mayor Timothy M. Keller

CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

INTER-OFFICE MEMORANDUM

March 4, 2024

TO: Dan Lewis, President, City Council

FROM: Timothy M. Keller, Mayor 

SUBJECT: Proposed Repeal and Replace of Food Ordinance Suite

The attached legislation is a proposed ordinance, the Food Service and Retail Ordinance. The legislation would repeal the existing suite of food ordinances 9-6-1 through 9-6-8 and replace them with this unified and updated comprehensive ordinance. This legislation will also provide a foundation for adoption of the most current FDA Food Code.

Currently, the Environmental Health Department permits food producers and food service vendors under a set of ordinances that cover different types of food businesses with different permit types and permit requirements. This arrangement is confusing to the regulated community and leads to inconsistent and inefficient regulation for EHD personnel. In addition to streamlining the ordinance language, several revisions are included that would strengthen EHD's ability to provide enforcement of ordinance requirements, ensuring a fair and equitable playing field for regulated businesses.

This ordinance would further clarify what permit types are needed for different situations and would align inspection frequency with the relative risk of each food preparation method and consumer group associated with a business.

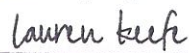
The following improvements are anticipated:

- Adoption of current FDA Food Code and risk-based inspection frequency
- Enhanced enforcement language and mechanisms to ensure consistent and equitable compliance enforcement for all businesses
- Simplification and fee structure and refinement of inspection grading


Approved:


Samantha Sengel, EdD Date
Chief Administrative Officer

Approved as to Legal Form:

DocuSigned by:
 3/8/2024 | 10:47 AM MST
Lauren Keeffe Date
City Attorney

Recommended:

DocuSigned by:
 3/8/2024 | 8:41 AM MST
Paul J. Rogers Date
Interim Director, EHD

Cover Analysis

1. What is it?

A proposed new ordinance intended as a repeal-and-replace for existing food safety ordinances 9-6-1 through 9-6-8, to be known as the Food Service & Retail Ordinance

2. What will this piece of legislation do?

This legislation would repeal the existing disparate suite of food safety ordinances, 9-6-1 through 9-6-8, and replace them with a single unified and comprehensive ordinance that would cover all aspects of the repealed sections. The new ordinance would simplify permitting and enforcement and provide a foundation for adoption of the current FDA Food Code. It will also simplify the permit structure and align inspection frequency with the risk-based approach that EHD has adopted

3. Why is this project needed?

This project is needed to adopt a newer Food Code (The City of Albuquerque currently follows the 2009 FDA Food Code; the current version is 2022). It is also needed to unify and simplify the existing ordinances to provide more consistent and equitable enforcement, and to align the ordinance with current best practices followed by EHD

4. How much will it cost and what is the funding source?

No new costs are anticipated as a direct result of this legislation, as it is a replacement of existing ordinances

5. Is there a revenue source associated with this contract? If so, what level of income is projected?

A variety of permit fees, which vary with the permit type, will provide revenue. This is consistent with the current ordinance, and revenue will continue to be derived from fees as in the past

6. What will happen if the project is not approved?

The food permitting and inspection would remain as it is currently. This would mean that food safety regulation will be inconsistent in Albuquerque compared to Bernalillo County and the rest of the state. Enforcement pitfalls in the current ordinance would continue to exist, and inspection frequency would not be aligned with best practices followed by EHD

7. Is this service already provided by another entity?

Food safety regulation is already provided by EHD, this will simply update and enhance the ordinance language the Department relies on

FISCAL IMPACT ANALYSIS

TITLE: EHD - Food Service and Retail Ordinance

R: O:

FUND: 110

DEPT: 5614000

- [X] No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- [] (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	Fiscal Years			
	2024	2025	2026	Total
Base Salary/Wages				-
Fringe Benefits at				-
Subtotal Personnel	-	-	-	-
Operating Expenses				-
Property				-
Indirect Costs	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -
[X] Estimated revenues not affected				
[] Estimated revenue impact				
Revenue from program	0			0
Amount of Grant	-	-	-	-
City Cash Match	0			
City Inkind Match	0			
City IDOH	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -

These estimates do not include any adjustment for inflation.

* Range if not easily quantifiable.

Number of Positions created	0	0	0
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COMMENTS: No new costs are anticipated as a direct result of this legislation, as it is a replacement of existing ordinances.

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

This project is needed to adopt a newer Food Code (The City of Albuquerque currently follows the 2009 FDA Food Code; the current version is 2022). It is also needed to unify and simplify the existing ordinances to provide more consistent and equitable enforcement, and to align the ordinance with current best practices followed by EHD

PREPARED BY:

DocuSigned by:
 Gladys Santana
 3/7/2024 | 2:08 PM MST
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FISCAL ANALYST

APPROVED:

DocuSigned by:
 Paul J. Rogers
 3/8/2024 | 8:41 AM MST
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DIRECTOR (date)

REVIEWED BY:

DocuSigned by:
 Haiyan Zhao
 3/8/2024 | 9:34 AM MST
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DocuSigned by:
 Lawrence Davis
 3/8/2024 | 10:28 AM MST
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DocuSigned by:
 Christine Bourner
 3/8/2024 | 10:36 AM MST
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EXECUTIVE BUDGET ANALYST BUDGET OFFICER (date) CITY ECONOMIST