



**Sustainable Food Policy Board
APPROVED**

**JUNE MEETING MINUTES
Monday, June 24, 2013**

The Sustainable Food Policy Board (SFPB) convened on Monday, June 24, 2013, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Board Members in Attendance:

Ronda Rutledge – Vice Chair	Kathy Green	Katherine Nicely
Paula McDermott – Chair	Rob Borowski	Karla Loeb
Mary Teeters	Marla Camp	Hildreth England

Absent Board Members:

Erin Flynn	Melanie McAfee	Michele Murphy-Smith
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Staff in Attendance:

Marisa Balancier, A/TC HHSD	Linda Terry, A/TC HHSD	Marcy Alonzo, TC-HHS/VS
Juanita Jackson, TC-HHS/VS	Cassie DeLeon, HHSD	Kate Vickery, SUACG
Greg Dutton, PDRD	Andrew Gill, SUACG	Phil Huang, A/TC HHSD
Heather Frambach, SUACG	Andy Moore, City Council Aide	Robert Heil, PDRD

CALL TO ORDER

Vice Chair Ronda Rutledge called the meeting to order at 12:40p.m.

1. CITIZEN COMMUNICATION

Donna Hoffman

- Topic: School Gardens
- Wants jobs created in schools for garden teachers.

2. APPROVAL OF MINUTES OF APRIL 22, 2013.

- Member Kathy Green moved to approve minutes.
- Member Katherine Nicely seconded motion.
- Motion passed 8-0-0.

*Vice-Chair Ronda Rutledge not present at vote.

3. DISCUSS AND TAKE APPROPRIATE ACTION

A. Land Use Code – Urban Farm Definition Update

- Working Group chair Katherine Nicely and staff Kate Vickery and Heather Frambach presented the group's project overview, public process timeline and recommendations.
- Presentation provided as backup documentation.
- No action taken.

*Vice-Chair Ronda Rutledge arrived at 12:50p.m.

Citizen Input: Dorsey Barger

- Austin Urban Farms
- Requests letter provided as back up documentation.

Citizen Input: Eric Goff

- Compost Pedallers
- In support of the removal of restrictions on urban farms.

Citizen Input: Paula Foore

- Springdale Farm
- Speaking out against urban farm event regulations and TUPs (temporary use permits).

Citizen Input: Glenn Foore

- Springdale Farm
- General comments about farm and farming.

Citizen Input: Carol Ann Sayle

- Boggy Creek Farm
- Speaking out against restrictions on the sale of outside products on urban farms.

Citizen Input: Daniel Llanes

- Govalle/Johnston Terrace Neighborhood Contact Team
- Speaking out against farms on single family residential housing and provided recommendations from the community as backup documentation.

Citizen Input: Susana Almanza

- PODER (People Organized in Defense of Earth and her Resources)
- Against urban farms in areas zoned for single family use.

Citizen Input: Angelica Noyola

- City of Austin Community Development Board
- Against urban farms in areas zoned for single family use.

B. Board Recommendations Follow-up [15-20 Minutes]

- 1) Healthy, Local, Sustainable Food in City/County Venues
 - Interdepartmental team presented recommendation to Public Health and Human Services Subcommittee.
- 2) Economic Impact Analysis Recommendations-Item from Council June 20, 2013

C. Board Infrastructure and Protocol [5-10 Minutes]

- 1) Listserv-Submission Due Dates for Distribution
- 2) Working Group Monthly Update Reporting Form
- 3) Board Membership Update
 - Members Karla Loeb and Marla Camp are resigning from the board.
 - No Action taken
- 4) Boards and Commissions email accounts
 - Item not discussed
 - No action taken.

D. Working Group Briefings and Recommendations [10 Minutes]

- 1) Community Engagement and Outreach Working Group

E. Texas Legislative Update on Food and Farming Bills. [2 Minutes]

F. Board Recommendations Follow-up [50 Minutes]

- 1) Supplemental Nutrition Assistance Program Outreach/Incentives
 - Presentation to the Public Health and Human Services Subcommittee in April.
 - No action taken.
- 2) Healthy, Local, Sustainable Food in City/County Venues
 - Staff briefing bumped to June meeting. No update can be given as recommendations are not yet public.
 - No action taken.
- 3) Urban Farm Definition
 - Third public session complete. Information can be found at keyword **Austin grows** on the sustainable urban agriculture web page:
<http://austintexas.gov/department/sustainable-urban-agriculture>
- 4) Economic Impact Analysis Working Group Briefings and Recommendations
 - Vice Chair Ronda Rutledge read clarification of economic impact analysis recommendations draft into record.
 - Board altered fourth “whereas” with input wording from member Mary Teeters.
 - Board moved sixth bullet in final recommendation to the first position.
 - Board added the word “increase” to newly forth bullet in final recommendation.
 - Member Hildreth England to accept document.
 - Member Katherine Nicely seconded motion.
 - Motion passed 10-0-0.

B. Working Group Briefings and Recommendations [10 Minutes]

- 1) Retail Capacity Building – Farmer’s Market Ordinance
 - Item not discussed
 - No action taken.
- 2) Distribution/Processing of Local Meats
 - Item not discussed
 - No action taken.

*Members Erin Flynn and Katherine Nicely left dais at 2:40p.m.

C. Board Infrastructure and Protocol [15 Minutes]

- 1) Listserv-Renaming and submission due dates
 - Vice Chair Ronda Rutledge made motion to change the listserv address to “**Austin Food News**” from “**Sustainable Food.**”
 - Member Michele Murphy-Smith seconded the motion
 - Motion passed 8-0-0. Members Erin Flynn and Katherine Nicely not present at vote.
- 2) Boards and Commissions email accounts-Mandatory utilization effective immediately–training refresher
 - Chair Paula McDermott and Vice Chair Ronda Rutledge reminded board members that as June 1st all communications related to board business will be sent only to the “bc” email accounts established by the city for all boards and commissions members and no longer to personal email addresses.
- 3) Working Group Monthly Update Reporting Form

- Item not discussed
 - No action taken
- 4) Board plans for National Food Day on October 24, 2013
- Item not discussed
 - No action taken

D. Texas Legislative Update on Food and Farming Bills. [5 Minutes]

- Item not discussed
- No action taken

4. REVIEW OF BOARD MEMBER ASSIGNMENTS [5 MINUTES]

ADJOURNMENT

Meeting was adjourned at 2:46 p.m.