



**Sustainable Food Policy Board
APPROVED**

**AUGUST MEETING MINUTES
Monday, August 26, 2013**

The Sustainable Food Policy Board (SFPB) convened on Monday, August 26, 2013, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Board Members in Attendance:

Paula McDermott – Chair	Erin Flynn	Hildreth England
Ronda Rutledge – Vice Chair	Kathy Green	Melanie McAfee
Michele Murphy-Smith	Katherine Nicely	Mary Teeters
Selena Booth		

Absent Board Members:

Rob Borowski

Staff in Attendance:

Marisa Balancier, A/TC HHSD	Linda Terry, A/TC HHSD	Marcy Alonzo, TC-HHS/VS
Philip Huang, A/TC HHSD	Cassie DeLeon, HHSD	Kate Vickery, SUACG
Cliff Kaplan, WPD	Greg Dutton, PDRD	Andrew Gill, PARD
Meredith Gray, PARD		

CALL TO ORDER

Vice-Chair Ronda Rutledge called the meeting to order at 12:35p.m.

1. CITIZEN COMMUNICATION
NONE

2. APPROVAL OF MINUTES OF JULY 22, 2013.

- Member Michele Murphy-Smith moved to approve minutes.
- Member Hildreth England seconded motion.
- Motion passed 9-0-0.

*Chair Paula McDermott not present at vote.

3. PRESENTATION-SUSTAINABLE URBAN AGRICULTURE AND COMMUNITY GARDEN PROGRAM AND STAFFING UPDATE [KATE VICKERY][15 MINUTES]

- Kate Vicky informed board and provided a map of the seven active community garden projects the Parks and Recreation Department (PARD) is currently working on.
- Board introduced to new full-time program coordinator, Meredith Gray, and part-time employee, Andrew Gill hired by PARD for the Sustainable Urban Agriculture and Community Garden (SUACG) Program.

4. DISCUSS AND TAKE APPROPRIATE ACTION

A. Board Infrastructure and Protocol [10 Minutes]

1) Board Membership Update

- Board welcomes Selena Booth, new member appointed by Mayor Leffingwell.
- There are still 2 board vacancies.
- Those interested in the City appointment need to complete an online application.

- Those interested in the county appointment need to email a letter of interest, résumé, and address information including zip code to Sherri Fleming, Juanita Jackson and Marcy Alonzo
 - No Action taken
- 2) Board Representations/Speaking Engagements
- a) Chair Paula McDermott and Member Katherine Nicely seeking approval to represent board at Farm and Ranch Freedom Alliance (FARFA) Conference September 22, 2013.
 - Member Michele Murphy-Smith move to approve board representatives.
 - Member Erin Flynn seconded motion.
 - Motion passed 10-0-0.
- B. Board Recommendations Follow-up [15 Minutes]
- 1) Healthy, Local, Sustainable Food in City/County Venues
- Presentation has been scheduled as a council briefing on September 26, 2013. No Council action anticipated
 - Interdepartmental team meeting to consider board's suggestions regarding food allergies.
 - No action taken
- 2) Supplemental Nutrition Assistance Program Outreach/Incentives Budget Update
- No line item in budget for SNAP. However, budget is not final until end of September.
 - Working group chair Kathy Green read into record recommendation requesting budget allocation for SNAP outreach/incentive be reconsidered and moved that it be sent forward to Council.
 - Member Michele Murphy-Smith seconded motion.
 - Motion passed 10-0-0.
- 3) Economic Impact Analysis Recommendations Budget Update
- The Economic Growth and Redevelopment Services Office (EGRSO) identified a need for an additional \$200,000 to fully implement the recommendations of the Economic Impact Analysis.
 - Council will be considering this item a part of the 2013-2014 budget agenda.
 - There will be a public hearing regarding this issue on August 29th.
 - No action taken
- C. Farmers Market Ordinance [10 Minutes]
- Working group chair Paula McDermott read into record recommendations regarding permits at Farmers' Markets and moved that they be sent forward to Council.
 - Member Michele Murphy-Smith seconded motion.
 - Motion was approved on a 9-0-1 vote. Vice-Chair Ronda Rutledge recused herself from this item due to a conflict of interest and left the dais.

Citizen Input: Suzanne Santos

- Sustainable Food Center
- In support Farmer's Market permits fee reduction.
- Provided backup documentation.

D. Land Use Code-Urban Farm Definition Update-Code Coordination and Metrics Working Group Recommendation [35-45 Minutes]

- Working Group chair Katherine Nicely and staff Kate Vickery presented the group's project overview, public process timeline and recommendations.
- Katherine Nicely made motion to accept working group's recommendations.
- Michele Murphy-Smith seconded motion.
- Motion passed 8-0-0

*Vice-Chair Ronda Rutledge and member Melanie McAfee not present at vote.

Citizen Input: Dorsey Barger

- HausBar Farms
- Wants board to favorably consider animal raising and processing and event usage.

Citizen Input: Eric Paulus

- Urban Farm in Johnston Terrace
- Opposed to one acre requirement for urban farms. Does not want a size/land and capital requirement.

Citizen Input: Sharon Crow

- Farmer
- Supports working group recommendations for urban farms.

Citizen Input: Paula Foore

- Farmer
- Stated appreciation of working group's efforts.

Citizen Input: Colleen Reilly

- Owns a chicken coup – Austin Backyard Poultry Group member
- Commented on chicken complaints.

Citizen Input: Michelle Hernandez

- Funky Chicken Coup Tour
- Commented on chicken complaints and Ordinance 3-2-16

*Vice-Chair Ronda Rutledge and member Melanie McAfee let dais at 2:34p.m.

Citizen Input: Paige Hill

- Urban Patchwork Neighborhood Farms
- Opposed to size requirement.

Citizen Input: Judith Haller

- Chicken owner – Funky Chicken Coup Tour participant
- Commented on chickens and Ordinance 3-2-16.

Citizen Input: Annelies Lottmann

- Attorney
- Thinks two separate designations, market garden and urban farm will be confusing in the future and thinks that all urban growing business should be under same section of code.

E. Working Group Briefings and Recommendations [15 Minutes]

- 1) Data Tracking and Collating Working Group
 - Item not discussed.

- 2) Food Security Working Group
 - Working group meeting tomorrow.
 - No action taken
- 3) Community Engagement and Outreach Working Group
 - Item not discussed.

5. REVIEW OF BOARD MEMBER ASSIGNMENTS [5 MINUTES]

6. FUTURE AGENDA ITEMS [5 MINUTES]

ADJOURNMENT

Meeting was adjourned at 2:55 p.m.