



CITY AND COUNTY OF SAN FRANCISCO  
LONDON N. BREED, MAYOR

OFFICE OF SMALL BUSINESS  
KATY TANG, DIRECTOR

**SMALL BUSINESS COMMISSION  
DRAFT MEETING MINUTES**

Monday, January 9, 2023  
4:30 P.M.

City Hall, Room 400  
1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

**SMALL BUSINESS COMMISSIONERS**

Sharky Laguana, President;  
Miriam Zouzounis, Vice-President;  
Tiffany Carter, Lawanda Dickerson; Rachel Herbert; Cynthia Huie; William Ortiz-Cartagena;

**1. Call to order and roll call**

Meeting called to order at 4:32pm

Present: Carter, Dickerson, Huie, Laguana, Ortiz-Cartagena, Zouzounis

Absent: Herbert

**2. Approval of Legacy Business Registry Applications and Resolutions (Discussion and Action Item)**

Richard Kurylo presented Legacy Business Registry applications from Bloomers, Caffè Greco, Developing Environments.

Public comment:

Mary Powell, owner of Bloomers, thanked the Commission

Carlo Abruzzese, Developing Environments, noted how the City is known for the arts

Sasha Suleiman, 2<sup>nd</sup> generation owner of Caffè Greco, thanked the Commission

Commissioner comments:

Huie: thanked all the businesses for their hard work

Zouzounis: loved the many multigenerational businesses represented.

Laguana: Noted how fortunate it is to see so many generations involving family in their businesses. The SBC has been very supportive of the arts, and advocated for financial support during COVID. He noted former Commissioner Kathleen Dooley, who passed away in 2022, owned a flower shop and would be happy to Bloomers become a Legacy Business.

Motion to approve applications: Laguana

2<sup>nd</sup>: Huie

Ayes: Carter, Dickerson, Huie, Laguana, Ortiz-Cartagena, Zouzounis

Absent: Herbert

Motion passes

**3. Annual Report and Office of Small Business Budget Update (Discussion Item)**

Director Tang provided an overview of the Office of Small Business Annual Report and gave an update on the FY 23-24 budget process. She was joined by Merrick Pascual, Chief Financial Officer, OEWD. Mr. Pascual reviewed the Mayor's budget instructions, noting that all Departments were asked to make 5-8% cuts to their budgets

given declining revenue. He outlined the timeline of the budget process. Director Tang reviewed several components from the OSB Annual Report, highlighting the types and quantity of clients that we serve, changes in staffing since last year, policy areas that the Commission and OSB have worked on including the Graffiti Abatement Pilot Program and Prop H, a review of the Legacy Business Program, and the Commission goals/priorities. OEWD will have a larger budget hearing on Jan. 30, 31<sup>st</sup>, and Feb. 13<sup>th</sup>.

Commissioner comments:

Laguana: everything looked great

Huie: impressive work

Zouzounis: SBDC can leverage state and federal funding for their budget? Yes. Do economic recovery funds no longer exist? Yes, the City will likely utilize general fund dollars or look for federal programs to support our recovery efforts.

Ortiz-Cartagena: OSB has done a great effort to translate materials to enhance accessibility; that should be mentioned in the report.

#### 4. **Approval of Draft Meeting Minutes (Discussion and Action Item)**

Motion to approve meeting minutes from 12.12.2022: Laguana

2<sup>nd</sup>: Huie

Ayes: Dickerson, Huie, Laguana, Ortiz-Cartagena, Zouzounis

Absent: Herbert, Carter

Motion passes

#### 5. **Resolution Making Findings To Allow Teleconferenced Meetings Under California Government Code Section 54953(E) (Discussion and Action Item)**

Motion to approve : Laguana

2<sup>nd</sup>: Dickerson

Ayes: Dickerson, Huie, Laguana, Ortiz-Cartagena, Zouzounis

Absent: Carter, Herbert

#### 6. **General Public Comment (Discussion )**

No members of the public requested to speak

#### 7. **Director's Report (Discussion Item)**

Director Tang introduced OSB's newest staff member Iris Lee, who will be the vacancy specialist. She noted that storm resources for businesses who experienced flooding will be coming soon. The Shared Spaces application deadline is Jan. 15<sup>th</sup> and restaurants utilizing third party delivery apps should reassess their contracts by the 31<sup>st</sup> because the 15% cap will end.

Commissioner comments:

Laguana: is there a way to tie in zoning into the permitting search tool so people could see where they could set up a certain type of business?

Huie: It would be great to connect Ivy to community members who likely know about vacancies and have informally tracked that info. Laguana suggested people could report commercial vacancies to 311.

#### 8. **Commissioner Discussion and New Business (Discussion Item)**

Zouzounis: Requested follow up on an issue that they've discussed in the past: could we waive the Point of Service fees for businesses who accept EBT? Could we also waive sidewalk display permit fee? It would be good to look overall at the fees that impact small businesses and reevaluate their costs in case they are outdated.

Ortiz-Cartagena: the 24<sup>th</sup> st Mission area is at an untenable place. There was a recent double homicide, and quality of life issues are hugely problematic. He wants the Commission to write a letter on behalf of SBC

emphasizing the need to strengthen enforcement. He also wanted to follow up on his request from a year ago about getting tablets to view the agenda online.

Laguana: Also wanted to plug an old request: that OSB should be able to text businesses about upcoming legislation that may impact them.

Huie: It would be good to see what business fees are being used for. City is not siloed neighborhoods, and what impacts one area impacts another.

Laguana: Reviewed the SBC response to BOS File 220954 SF Recovers, noting that we didn't have time to run the response by the entire Commission but that it reflects past discussions. He also announced that 1/23/23 will be his final Commission meeting. He's stepping down to focus on his business and personal matters.

## 9. **Adjournment**

Meeting adjourned at 6:09 pm.