



SMALL BUSINESS COMMISSION NOTICE OF MEETING AGENDA

**Monday, September 13, 2010
5:30 P.M.**

**CITY HALL, ROOM 400
1 Dr. Carlton B. Goodlett Place, San Francisco Ca 94102**

SMALL BUSINESS COMMISSIONERS,

Irene Yee Riley, President
Janet Clyde, Vice-President
Kathleen Dooley, Jamie Kasselmann
Luke O'Brien, Michael O'Conner

- 1. Call to order and roll call:**
- 2. Presentation of Small Business Commission Certificates of Honor recognizing a local small business as part of the SBC "Small Business Recognition Program." (Discussion Item)**
- 3. Approval of the July 12, 2010 meeting minutes:** Explanatory Documents: Draft July 12, 2010 minutes. (Action Item).
- 4. Approval of the August 9, 2010 meeting minutes:** Explanatory Documents: Draft August 9, 2010 minutes. (Action Item).
- 5. General Public Comment:** Allows members of the public to comment generally on matters within the Commission's purview, and suggest new agenda items for the Commission's future consideration. (Discussion Item)
- 6. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101105 [Existing Commercial Buildings Energy Performance Ordinance.]** Ordinance amending the San Francisco Environment Code by adding Chapter 20, Sections 2000 through 2008, to adopt the San Francisco Existing Commercial Buildings Energy Performance Ordinance, requiring owners of nonresidential buildings to conduct Energy Efficiency Audits of their properties and file Annual Energy Benchmark Summaries for their buildings, and making environmental findings. Presentation by Johanna Partin, Director of Climate Protection Initiatives, Office of the Mayor. Explanatory Documents: BOS File No. 101105 (Discussion and Possible Action)
- 7. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101006 [Revisions to Local Business Enterprise Ordinance.]** Ordinance amending Administrative Code Chapter 14B to set a separate minimum competitive amount applicable to general services contracts; to clarify ownership requirements for certification of local businesses with no single majority owner; to limit the SBA-LBE program to construction and construction-related contracting; to clarify requirements for setting aside contracts under the mandatory Micro-LBE Set-Aside program; to revise subcontracting goals for professional services contracts to apply to contracts that exceed the minimum competitive amount; to revise good faith

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efforts outreach and documentation requirements to apply to contracts that exceed the threshold amount or minimum competitive amount; to simplify reporting requirements; and to make technical corrections. Presentation by Katy Tang, Legislative Aide to Supervisor Carmen Chu. Explanatory Documents: BOS File No. 101006. (Discussion and Possible Action Item)

- 8. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101007 [Revising Requirements for Purchasing Goods and Services.]** Ordinance amending Administrative Code Chapters 21 and 21C to conform Purchasing requirements to Administrative Code Chapter 14B by defining minimum competitive amounts of \$100,000 for professional services and commodities contracts and \$400,000 for general services contracts, clarify "bid-splitting," and make miscellaneous changes to City procurement requirements; to clarify information technology purchases; to update and conform references to Administrative Code Chapter 14B; to rescind the Sealer of Weights and Measures' authority under Section 21.32 to donate food purchases; to rescind the local tax adjustment set forth in Administrative Code Chapter 21C; to enact a new Section 21.32 to adjust bids likely to result in local sales tax revenue; to reenact and renumber Administrative Code Sections 21.25, 21.25-1, 21.25-2, 21.25-3, 21.25-4, and 21.25-x regarding prevailing wage requirements as Chapter 21C; and to make certain technical corrections. Presentation by Katy Tang, Legislative Aide to Supervisor Carmen Chu. Explanatory Documents: BOS File No. 101007. (Discussion and Possible Action Item)
- 9. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101054 [Green Bag Charge.]** Ordinance amending the San Francisco Environment Code by amending Section 1702, to clarify the definition of "checkout bag" and other terms; adding Section 1703.5, to require stores to add a Green Bag Charge of 5 cents if they provide a customer with a disposable, single-use checkout bag, and making environmental findings. Presentation by Jeremy Pollock, Legislative Aide to Supervisor Ross Mirkarimi. Explanatory Documents: BOS File No. 101054. (Discussion and Possible Action Item)
- 10. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101055 [Plastic Bag Reduction.]** Ordinance amending the San Francisco Environment Code by amending Section 1702, to extend the mandatory use of recyclable and compostable checkout bags from supermarkets and chain pharmacies, currently covered by Chapter 17, to all retail establishments in the City, and clarify the definitions of "checkout bag," "recyclable paper bag," and "reusable bag," setting an operative date of March 1, 2011, and making environmental findings. Presentation by Jeremy Pollock, Legislative Aide to Supervisor Ross Mirkarimi. Explanatory Documents: BOS File No. 101055. (Discussion and Possible Action Item)
- 11. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101056 [Banning the Sale of Tobacco Products in Pharmacies]** Ordinance amending the San Francisco Health Code by amending Sections 1009.91 and 1009.92, by repealing Section 1009.93, and by re-numbering Sections 1009.94, 1009.95, 1009.96, 1009.97, 1009.98, and 1009.99, as Sections 1009.93, 1009.94, 1009.95, 1009.96, 1009.97, and 1009.98, respectively, all to eliminate the exemptions for general grocery stores and big box stores from the general ban on the sale of tobacco products in pharmacies. Presentations by Lin-Shao Chin, Legislative Aide to Supervisor Mar and Nick Shoman, proprietor of Charlies Drug Store. Explanatory Documents: BOS File No. 101056. (Discussion and Possible Action Item)
- 12. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101106 [Interim Zoning Controls for the Van Ness Avenue Special Use District.]** Resolution imposing interim zoning controls to require Conditional Use authorization for "Other Entertainment Uses" within the Van Ness Avenue Special Use District; and making findings, including findings of consistency with the priority policies of Planning Code Section 101.1 and environmental findings. Presentation by Bill Barnes, Legislative Aide to Supervisor Alioto-Pier. Explanatory Documents: BOS File No. 101106. (Discussion and Possible Action Item)
- 13. Discussion and possible action to make recommendations to the Board of Supervisors on BOS File No. 101091 [Planning Code - Requiring Conditional Use Authorization for "Other Entertainment Uses" in**

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the Van Ness Avenue Special Use District.] Ordinance amending Section 243 of the San Francisco Planning Code to require conditional use authorization for "Other Entertainment Uses" in the Van Ness Avenue Special Use District; adopting findings, including findings under Section 302 of the Planning Code, environmental findings and findings of consistency with the General Plan and the Priority Policies of Planning Code Section 101.1. Presentation by Bill Barnes, Legislative Aide to Supervisor Alioto-Pier. Explanatory Documents: BOS File No. 101091. (Discussion and Possible Action Item)

- 14. Presentation and discussion on the report titled "Assessing the Needs of San Francisco Small Businesses and Entrepreneurs in San Francisco."** Presentation by Jordan Klein, Office of Economic and Workforce Development. Explanatory Documents: Report titled "Assessing the Needs of Small Businesses and Entrepreneurs in San Francisco."
- 15. Director's Report:** Update and report on the Office of Small Business and the Small Business Assistance Center, update on department programs, update on legislative matters, and make announcements regarding small business activities. (Discussion Item).
- 16. Legislative and Policy Committee Report:** Allows the Chair to report on recent committee activities and make announcements (Discussion and Possible Action Item)
- 17. Permitting Committee Report:** Allows the Chair to report on recent committee activities and make announcements (Discussion and Possible Action Item)
- 18. Outreach Committee Report:** Allows the Chair to report on recent committee activities and make announcements (Discussion and Possible Action Item)
- 19. President's Report:** Allows the President to report on recent small business activities and make announcements that are of interest to the small business community. (Discussion Item).
- 20. Vice-President's Report:** Allows the Vice-President to report on recent small business activities and make announcements that are of interest to the small business community. (Discussion Item).
- 21. Commissioner Reports:** Allows Commissioners to report on recent small business activities and make announcements that are of interest to the small business community. (Discussion Item).
- 22. General Public Comment:** Allows members of the public to comment generally on matters within the Commission's purview, and suggest new agenda items for the Commission's future consideration. (Discussion Item)
- 23. New Business:** Allows Commissioners to introduce new agenda items for future consideration by the Commission (Discussion Item).
- 24. Adjournment:** (Action Item)

Public comment will be taken before or during the Small Business Commission's consideration of each agenda item. Copies of explanatory documents and other related materials listed in this agenda are available by linking to the website agenda, www.sfgov.org/sbc or for public inspection and/or copying at City Hall, Room 110. Please call Chris Schulman at (415) 554-6408 to make arrangements for pick up or review.

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Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that city operations are open for the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6083. To obtain a free copy of the Sunshine Ordinance contact:

Frank Darby, Administrator
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Office: (415) 554-7724
Fax: (415) 554-5163
E-Mail:

sotf@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at

www.sfgov.org.

Cell Phone and/or Sound-Producing Electronic Device Usage at Hearings

Effective January 21, 2001, the Board of Supervisors amended the Sunshine Ordinance by adding the following provision: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access Policy

Accessible seating for persons with disabilities (including those using wheelchairs) is available. The closest accessible BART Station is the Civic Center station located at the intersection of Market, Hyde and Grove Streets. Accessible MUNI lines serving the Veterans Building are 42 Downtown Loop and the #71 Haight/Noriega and the F line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services call 923-6142. Accessible parking in the vicinity of the Veterans Building adjacent to Davies Hall and the War Memorial Complex. American Sign Language interpreters and/or a sound enhancement system will be available upon request by contacting Milton Edelin at 558-6410 at least 72 hours prior to a hearing. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the city's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the city to accommodate these individuals.

Translation Services

Interpreters for languages other than English are available on request. Sign language interpreters are also available on request. For other accommodation, please call the Department of Human Services staff support representative at 557-5989 at least two business days before a meeting.

Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by San Francisco Lobbyist Ordinance [Article II of the San Francisco Campaign and Governmental Conduct Code] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Ave., Suite 3900, SF 94102 (415) 581-2300, FAX (415) 581-2317 and web site address at <http://www.sfgov.org/ethics/>.

Chemical Sensitivity

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical base products. Please help the City accommodate these individuals.

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