



**SMALL BUSINESS COMMISSION
NOTICE OF MEETING & AGENDA**



**Monday, October 27, 2014
2:00 P.M.
CITY HALL, ROOM 400
1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102**

This meeting is televised live on [SFGovTV/2](#), or [live stream](#)

SMALL BUSINESS COMMISSIONERS

Stephen Adams, President
Monetta White, Vice President
Kathleen Dooley, Mark Dwight, William Ortiz-Cartagena
Irene Yee Riley, Paul Tour-Sarkissian

- 1. Call to order and roll call.**
- 2. 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)
- 3. Presentation of the Small Business Commission Certificate of Honor recognizing a San Francisco Small Business (Mike's Locksmith) as part of the SBC "Small Business Recognition Program."** (Discussion Item)
- 4. Approval of the July 14, 2014 regular meeting minutes.** (Action Item)
Explanatory Documents: Draft July 14, 2014 regular meeting minutes
- 5. Discussion and possible action to make recommendations to the Board of Supervisors (BOS) on BOS File No. 141001 [Administrative Code - Requiring City Contractors to Submit Equal Pay Report; Creating Equal Pay Advisory Board]** Ordinance amending the Administrative Code to require certain City contractors and subcontractors with 20 or more employees to submit an Equal Pay Report regarding compensation paid to employees; and establishing the Equal Pay Advisory Board. (Discussion and Possible Action Item)

Explanatory Documents: [BOS File No. 141001 Legislation Digest](#) [BOS File No. 141001 Legislation](#)

Presentation by Hillary Ronen, Legislative Aide, Supervisor David Campos

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SAN FRANCISCO, CA 94102
415.554.6134

REGINA DICK-ENDRIZZI, EXECUTIVE DIRECTOR

6. **Discussion and possible action to make recommendations to the Board of Supervisors (BOS) on BOS File No. 141006 [Administrative Code - Legacy Business Registry, Rebate Program, and Establishing Fees]** Ordinance amending the Administrative Code to direct the Small Business Commission to establish a Legacy Business Registry, authorize an administrative fee for the Registry not to exceed \$50, and, for the next five years, provide a rebate to Qualified Legacy Businesses that purchase the real property from which they operate and to Qualified Landlords that purchase the real property from which Legacy Businesses operate if the purchaser extends the term of the Legacy Business's lease by at least ten years, in an amount equal to the transfer tax levied on the purchase. (Discussion and Possible Action Item)

Explanatory Documents: [BOS File No. 141038 Legislative Digest](#); [BOS File No. 141038 Legislation](#)

Presentation by Laura Lane, Legislative Aide, Supervisor David Campos; Monika Hudson, Assistant Professor and Director, Gellert Family Business Resource Center, USF.

7. **Letter requesting the City communicate with and include Neighborhood Merchants in the emergency planning and City activation coordination that are traditionally impacted by large events.** (Discussion and Possible Action Item)
8. **Director's Report:** Update and report on the Office of Small Business and the Small Business Assistance Center, update on department programs, City programs, recent announcements from the Mayor, newly introduced policy matters, update on legislative matters, and announcements regarding small business activities. (Discussion Item)
9. **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)
10. **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)
11. **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)
12. **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)
13. **New Business:** Allows Commissioners to introduce new agenda items for future consideration by the Commission. (Discussion Item)
14. **Adjournment.** (Action Item)

Public Comment will be taken before or during the Small Business Commission's consideration of each agenda item. Speakers are requested but not required to complete a speaker card and state their names, which will help ensure proper spelling of speakers' names in the written record of the meeting.

Explanatory Documents: Copies of proposed legislation listed in this agenda, and other related materials received by the SBC after the posting of the agenda, are available for public inspection and/or copying at City Hall Room 110. Please call (415) 554-6134 to make arrangements for pick up or review. For questions about the meeting please contact 415-554-6134, sbac@sfgov.org.

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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, please contact the Sunshine Ordinance Task Force:

City Hall – Room 244 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724 (Office); 415-554-7854 (Fax)
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. Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

CELL PHONE AND/OR SOUND-PRODUCING ELECTRONIC DEVICE USAGE AT HEARINGS

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

Commission hearings are held in Room 400 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco (unless otherwise noted). City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. 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 City Hall include 5 Fulton and 49 Mission/Van Ness, and all Metro lines servicing the Metro station at Van Ness and Market. For more information about MUNI accessible services, call 311. Accessible parking in the vicinity of City Hall is available adjacent to Davies Hall and the War Memorial Complex, and also in the Civic Center Garage (355 McAllister Street) and Performing Arts Garage (360 Grove Street).

Assistive listening devices, real time captioning, American Sign Language interpreters, readers, large print agendas or other accommodations are available upon request. Please make your requests for accommodations to the Office of Small Business, (415) 5545-6134, or email: sbac@sfgov.org. Requesting accommodations at least 72 hours prior to the meeting will help to ensure availability.

LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Office of Small Business at 415-554-6134, or email: sbac@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Ave., Suite 220, SF 94102 (415) 252-3100, FAX (415) 252-3112 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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