



SMALL BUSINESS COMMISSION
DRAFT MEETING MINUTES



Monday, January 11, 2016
5:30 P.M.
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

SMALL BUSINESS COMMISSIONERS

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

1. Call to order and roll call.

The meeting was called to order at 5:38 PM. Commissioners Adams, Dooley, Dwight, Tour-Sarkissian, and Zouzounis were present. Commissioner Yee Riley arrived at 5:45 PM. Commissioner Ortiz-Cartagena was absent.
Staff in Attendance: Regina Dick-Endrizzi (Executive Director).

2. General Public Comment (Discussion Item)

Eileen Boken, urged the Commission to contact the Planning Department and Mayor's Office of Housing to schedule an informational presentation on proposed affordable housing density programs.

Note: Item #5 was called out of order. Supervisor Scott Wiener was at the Land Use Committee hearing and had not yet arrived to present Item #3.

5. Presentation and Discussion update on the Transbay Transit Center Program's SBE Program. (Discussion Item)

*Presenters: Eddie Phillips, Contracts Compliance Manager, Transbay Joint Powers Authority (TJPA)
Paul Pendergast, Program Manager, Small Business Exchange (SBE)*

Mr. Phillips discussed the development of the SBE program in 2009 at the request of the TJPA Board, and how it supports small business participation in the Transbay Transit Center Project. Mr. Pendergast cited statistics outlining the success of small business in the Project. He commended Maria Ayerdi-Kaplan, the Executive Director of TJPA, Webcor Obayashi, Turner, and the large contractors working on this project with small business, for becoming a role model for San Francisco, California, and the nation. He noted that one of Obama's cabinet members, Maria Contreras-Sweet, visited to find out what's working here, and how to share best practices elsewhere.

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Commissioners Tour-Sarkissian requested additional information on specific points in the SBE program. Commissioner Adams commended the SBE on their outreach to women-owned, LGBT, and small business owners.

Public Comment: No members of the public requested to speak.

3. **Discussion and possible action to make recommendations to the Board of Supervisors (BOS) on BOS File No. 151179 [Health Code - Banning the Sale of Tobacco Products to Persons Aged 18-20]. (Discussion and Possible Action Item)**

Presenters: Supervisor Scott Wiener

Derek Smith, Director of Tobacco Free Project for the SF Department of Public Health

Janine Young, Senior Health Inspector, Environmental Health, Department of Public Health

Supervisor Wiener discussed the legislation, which increases the legal age of tobacco sales to those 21 and over, and was passed unanimously by the San Francisco Board of Supervisors. Supervisor Wiener said enforcement and punitive measures would be exactly the same as Health Code Article 19H for the sake of consistency. Mr. Smith thanked the Commissioners, particularly Commissioner Zouzounis, for their support. He noted that the CA State ID card is distinct for those under 21, making it easier for retailers to identify, that there are just under 900 tobacco retailers in San Francisco, and that the tax goes to the Department of Public Works. Ms. Young described the enforcement policy which would go into effect after a one-year grace period, and methods by which tobacco retailers would be notified of the new law. Andres Powers noted that the only objection they had received was a letter from the tobacco industry.

Commissioners Tour-Sarkissian, Yee Riley, Dooley, and Zouzounis asked about compliance, enforcement, and punitive elements once the new law goes into effect. Commissioner Zouzounis asked where the revenue from the new cigarette abatement tax will go and suggested more efforts to educate corner store retailers regarding the implementation and enforcement of the new law. Commissioner Dwight asked about the number of affected small businesses and whether there have been any objections from the business community. Director Dick-Endrizzi discussed education that could occur along with new licenses.

Public comment:

Cathy Otto, Wilma Batiste, Bob Gordon, Rohini Rajgopal, Atziri Pozos, Stephanie Amaya, and Brittni Chicuata expressed support for the new law.

Motion: Commissioner Adams made a motion to recommend approval of File No. 151179-60 to the Board of Supervisors.

2nd: Commissioner Dooley.

Ayes: Adams, Dooley, Dwight, Yee Riley, Tour-Sarkissian, Zouzounis.

Nays: None.

Absent: Commissioner Ortiz-Cartagena.

Motion passed 6-0, 1 absent.

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4. **Presentation and Discussion of the Subway Master Plan. (Discussion Item)**

*Presenters: Marisa Espinosa, San Francisco Planning Department
Graham Satterwhite, San Francisco Municipal Transportation Agency (SFMTA)
Bob Masys, San Francisco County Transportation (SFCTA)*

Ms. Espinosa discussed San Francisco's long range transportation plan and how it is related to the Subway Master Plan. She noted that while congestion reflects a strong economy, it negatively impacts quality of life if left unchecked. The transportation plan is a key driver for the economy of the entire region and current demand is not being met. Long-term planning requires a lot of lead time, and these aspects are under way now:

Current and future considerations pertaining to the vision include:

- identifying key corridor expansion projects
- a core capacity transit study
- the BART metro vision update
- the BART downtown expansion plan
- rail capacity strategy
- identifying key trends impacting San Francisco's future

Future phases will include detailed project analyses studies, a transit master plan, and incorporation of the transit and Subway Master Plan into the SFTP in 2018. Detailed planning work already under way includes an examination of technology, alignment, and design options, and development of a business case for each of the many options. The San Francisco Planning Department is identifying key goals and objectives, such as how to shape travel demand by different land use issues, raising transit ridership, and lowering emissions. Ms. Espinosa confirmed that San Francisco is looking to Oakland and other communities, and learning from history how to mitigate some of the impact of large projects on business. She confirmed that large projects like this involve large policy questions and identification of stakeholders, and that small business is one of these stakeholders. She stated that the first component of the vision will be in spring 2016 and the Subway Master Plan by fall of 2016.

All Commissioners discussed with Ms. Espinosa their concern that the Planning Department remember and include the small business community in the planning stages. Commissioner Dwight suggested the Planning Department bring in new design professionals in the early planning phases. Ms. Espinosa hopes to come back and seek the advice of the Small Business Commission.

Public comment:

Stephen Cornell suggested a focus on increasing public transit ridership.

Director Dick-Endrizzi will summarize comments and submit to various departments.

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6. **Review of the Dec. 18, 2015 Planning Session strategy goals. (Discussion Item)**

Director Dick-Endrizzi outlined the main points of the Small Business Commission's working document including goals, future topics, key platforms, events for small business owners, and the calendar.

Commissioner Dwight noted the need to encourage all other departments to refer every new business owner to the Small Business Commission first. All Commissioners agreed to review this document carefully and communicate with Director Dick-Endrizzi for additions, questions, and suggestions over the next week.

Public comment: Steven Cornell thanked and congratulated the Commission on their proactive work and investment of time, and suggested that the Commission study economic analyses of all legislative changes.

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

Director Dick-Endrizzi attended the Mayor's inauguration and Golden Gate Restaurant Association (GGRA) lobbying day with the Mayor. Issues discussed were labor shortage, housing affordability, insurance affordability, the upcoming SBAT position which will work with restaurateurs, and commercial ownership.

Commissioners Dwight, Zouzounis, and Tour-Sarkissian will attend the Mayor's congestion workshop meeting next week. GO-Biz, the governor's small business economic development entity, will host a workshop on January 19 at the State Building. Former Commissioner White's new business Black Bark will be opening. The Commission Secretary position opening has been posted and sent out, and is in the works. Director Dick-Endrizzi will be working with Commissioner Tour-Sarkissian regarding the property owner component of the grant program for the Legacy Business, which they will discuss at the next meeting.

8. **President's Report (Discussion Item)**

Commissioner Dwight will be meeting with Adam Strauss on Thursday regarding Small Business Week and is going to the congestion workshop.

9. **Vice President's Report (Discussion Item)**

Commissioner Adams is going to the congestion workshop. He also thanked Commissioners Dwight and Dooley for the new giveaway stickers.

10. **Commissioner Reports (Discussion Item)**

Commissioner Dooley reiterated from public comment that the Mayor's Proposal for Density Housing Bonus meeting is coming up soon to the Planning Commission. She encouraged those interested to attend this, and other community meetings, and to be engaged. Commissioner Zouzounis thanked the other Commissioners, and introduced herself at her first televised meeting.

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11. **General Public Comment (Discussion Item)**

No members of the public requested to speak.

12. **New Business (Discussion Item)**

Commissioner Zouzounis requested a few future presentations to the Commission regarding:

- Marijuana legalization task force in regard to their work with other departments.
- City laws and regulations on automation in human service and retail industries.
- The housing and service industry pipeline, and how lack of affordable housing is affecting service industry.

13. **Adjournment (Action Item)**

The meeting was adjourned at 7:52PM.