



**SMALL BUSINESS COMMISSION
MEETING MINUTES - DRAFT**



Monday, August 8, 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 5:33 PM. Commissioners Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis were present. Commissioner Adams was absent.
Staff in Attendance: Regina Dick-Endrizzi (Executive Director), Menaka Mahajan (Senior Policy Analyst & Commission Secretary), and Alexander Fong (Summer Policy Intern).

2. Presentation and Possible Action on Board of Supervisors File No. 160748 – Planning Code - Amusement Arcades in South of Market and Eastern Neighborhoods Mixed Use Districts.

Presenter(s): April Ang, Legislative Aide, Office of Supervisor Kim

April Ang noted the intent of the legislation is to update the Planning Code to allow amusement arcades in the South of Market and Eastern Neighborhood Mixed Use districts (currently not permitted). The consideration for the zoning change was prompted by a request from a small business in Supervisor Kim's district. Supervisor Kim determined that such a use would be beneficial to these two districts.

Public Comment: Henry Karnilowicz, Hassan Mahmood, Kevin Dowel, Eric Lockeridge, Kevin Ortiz, Dan Chavestel, Andrew, and Alfredo spoke in support of this legislation.

Commissioner Yee Riley asked if a mechanical amusement device includes something like a slot machine and about information provided to business owners. Ms. Ang clarified that slot machines or machines that contain a pay-off device to the return of money, tokens or merchandise are not allowed and that business owners would be informed as to the allowable machines under the permit.

Motion: Commissioner Dooley motioned to support this legislation.

2nd: Commissioner Yee Riley.

Aye: Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis.

Nay: None.

Absent: Commissioner Adams.

Motion passed, 6-0, 1 absent.

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3. **Discussion and Possible Action on Adopting Rules and Regulations Pertaining to Nonprofit Nominations to the Legacy Business Registry. (Discussion and Possible Action Item)**

Presenter(s): Regina Dick-Endrizzzi, Executive Director, Office of Small Business

Director Dick-Endrizzzi discussed the legislative history and intent of the ordinance that created the Legacy Business Registry, pertaining to the status of nonprofits. She noted that nonprofits had been included as potential applicants to the Registry in the second version of the legislation which the Board of Supervisors acted on. Director Dick-Endrizzzi noted the importance of affirming the inclusion of nonprofits for the public record. She noted that no action is required. However, the Commission could take action to affirm the intent.

Commission Dwight agreed with the need to affirm the inclusion of nonprofits to ensure there is no doubt moving forward.

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

Motion: Commissioner Tour-Sarkissian motioned to affirm the definition of a business to include nonprofits.

2nd: Commissioner Dooley.

Aye: Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis.

Nay: None.

Absent: Commissioner Adams.

Motion passed, 6-0, 1 absent.

4. **Discussion and Possible Action on Adopting Criteria for Disqualification from Legacy Business Registry.**

Presenter(s): Richard Kurylo, Legacy Business Program Manager

Mr. Kurylo reported that staff are in the process of developing policies for various aspects of the Legacy Business Program. He reviewed the existing criteria to qualify as a Legacy Business, which would also be the criteria to determine if a business should be disqualified:

1. The business has a break in San Francisco operations exceeding two years, except in the case of fire, natural disaster or other extraordinary circumstance.
2. The business relocated outside of San Francisco.
3. The business no longer commits to maintaining the physical features or traditions that define the business, including craft, culinary, or art forms.

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

Motion: Commissioner Tour-Sarkissian motioned to adopt these standards.

2nd: Commissioner Yee Riley.

Aye: Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis.

Nay: None.

Absent: Commissioner Adams.

Motion passed, 6-0, 1 absent.

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5. **Discussion and Action on Legacy Business Registry Applications and Resolutions. (Discussion and Action Item)**

Richard Kurylo, Legacy Business Program Manager, introduced the Legacy Business Registry, its criteria, and the applicants: Two Jack's Nik's Place Seafood, Toy Boat Dessert Café, Specs' Twelve Adler Museum Café, Precita Eyes Muralists Association, Inc, Pacific Café, Lone Star Saloon, Gilmans Kitchen and Baths, Community Boards, and Macchiarini Creative Design & Metal Works.

Richard informed the Small Business Commission (SBC) that the nine applicants before them meet the criteria for the Legacy Business Registry and the resolutions recommend approval for the Registry. Richard also highlighted the Historical Preservation Commission's recommendation that the Small Business Commission approve all nine applicants for the Legacy Business Registry.

The nine applicants - Nikki Cooper for Two Jack's Nik's Place Seafood, Jesse Fink for Toy Boat Dessert Café; Elly Simmons for Specs' Twelve Adler Museum Café; Susan Cervantes for Precita Eyes Muralists Association, Inc; Frank Gundrey for Pacific Café, Tony Huerta for Lone Star Saloon, Larry and Justin Lowenthal for Gilmans Kitchen and Baths, Camilla Layrd for Community Boards, and Daniel Macchiarini for Macchiarini Creative Design & Metal Works - provided a brief historical narrative to demonstrate their eligibility for the Legacy Business Registry.

Public Comment: Carolina Morales, on behalf of Supervisor Campos, expressed her congratulations and praise to the Commission regarding the Legacy Business Program and Registry. Derrick Cooper and an unnamed individual expressed support for Two Jack's Nik's Place Seafood. Kyra Millich, Charlie Spiegel, and Michael Toubrine spoke in support of Community Boards. Leandro Gonzales expressed his support for the Lone Star Saloon.

Commissioner Dwight thanked all the nominees for their inspiring presentations. Commissioners Dooley and Ortiz-Cartagena expressed their congratulations and praise for the nominees.

Motion: Commissioner Tour-Sarkissian made a motion to recommend approval of the resolutions, affirming the placement of Two Jack's Nik's Place Seafood, Toy Boat Dessert Café, Specs' Twelve Adler Museum Café, Precita Eyes Muralists Association, Inc, Pacific Café, Lone Star Saloon, Gilmans Kitchen and Baths, Community Boards and Macchiarini Creative Design & Metal Works, to the Legacy Business Registry and to changing the nominator from Supervisor Breed to Supervisor Mar on Toy Boat Dessert Café's resolution.

2nd: Commissioner Dooley.

Aye: Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis.

Nay: None.

Absent: Commissioner Adams.

Motion passed, 6-0, 1 absent.

6. **Approval of regular meeting minutes (Action Item)**

- [July 25, 2016 draft regular meeting minutes](#)
- [March 28, 2016 draft regular meeting minutes](#)
- [March 14, 2016 draft regular meeting minutes](#)

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Ms. Mahajan proposed an amendment to include motion information in the adjournment item of each draft regular meeting minutes under consideration in this meeting, and noted that this information should be included in future meeting minutes.

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

Motion: Commissioner Yee Riley motioned to approve the meeting minutes with the proposed addition of motion information in the adjournment sections.

2nd: Commissioner Dooley.

Aye: Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis.

Nay: None.

Absent: Commissioner Adams.

Motion passed, 6-0, 1 absent.

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

No members of the public requested to speak.

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

Director Dick-Endrizzi noted that a high number of ballot measures were approved for the ballot. The Director noted that the charter initiative to create a Housing and Development Commission to oversee the Department of Economic and Workforce Development and the Department of Housing and Community, if passed, will directly affect the Office of Small Business and the Small Business Commission. The Director thanked the summer intern, Alex Fong, for his continuing work. She proposed the alternative of using tablets to provide the Legacy Business packets, to reduce the amount of printing instead of printing such large documents moving forward.

Commissioner Dwight noted that a single shared tablet would be enough. Commissioner Ortiz-Cartagena inquired as to the cost of the tablets, and if staff had fulfilled the public's request for minutes. The Director reported that the request had been fulfilled. Commissioner Yee Riley asked about the status of the Super Bowl 50 survey; the Director noted it would be issued after the minutes. Commissioner Yee Riley inquired as to the status of the backlogged minutes; the Director reported being on schedule and noted that Menaka Mahajan would provide an update. Commissioner Tour-Sarkissian requested additional informational presentations during meetings, such as those in the past regarding taxes and business guidance. Commissioner Dwight said considerations and proposals could be made for informational presentations.

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

9. **Commissioners' Reports (Discussion Item)**

None.

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

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

None.

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

11. **Adjournment (Action Item)**

Motion: Commissioner Ortiz-Cartagena motioned to adjourn the meeting.

2nd: Commissioner Dooley.

Aye: Dooley, Dwight, Ortiz-Cartagena, Yee Riley, Tour-Sarkissian, and Zouzounis.

Nay: None.

Absent: Commissioner Adams.

Motion passed, 6-0, 1 absent.

The meeting was adjourned at 7:25 PM.

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