



CITY AND COUNTY OF SAN FRANCISCO  
EDWIN M. LEE, MAYOR

OFFICE OF SMALL BUSINESS  
REGINA DICK-ENDRIZZI, DIRECTOR

## SMALL BUSINESS COMMISSION MEETING AGENDA

Monday, June 26, 2017  
2:00 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.**
2. **General Public Comment.** Allows members of the public to comment generally on matters that are within the Small Business Commission's jurisdiction but not on today's calendar, and suggest new agenda items for the Commission's future consideration. **(Discussion Item)**
3. **Approval of Legacy Business Registry Applications and Resolutions. (Discussion and Action Item)**
  - a. Great American Music Hall (Application No.: [LBR-2016-17-086](#))
  - b. Russian Hill Bookstore (Application No.: [LBR-2016-17-078](#))
  - c. Shanti Project (Application No.: [LBR-2016-17-087](#))
  - d. Spectacles of Union Square (Application No.: [LBR-2016-17-082](#))

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

Procedural Note: All applications will be considered together unless a member of the Commission, the public or staff requests otherwise, in which event the application shall be considered as a separate item at this or a future hearing.
4. **Board of Supervisors File No. 170599 – Public Works, Police Codes - Prohibiting Autonomous Delivery Devices on Sidewalks and Right-of-Ways.** Ordinance amending the Public Works Code to prohibit the operation of autonomous delivery devices on sidewalks and right-of-ways within the jurisdiction of Public Works, amending the Police Code to provide for administrative, civil, or criminal penalties for unlawful operation of autonomous delivery devices; and affirming the Planning Department's determination under the California Environmental Quality Act. **(Discussion and Possible Action Item)**

*Presenter(s): Erica Maybaum, Legislative Aide, Office of Supervisor Norman Yee*

Explanatory Documents: File No. 170599 [Legislative Digest](#); [Legislation](#); [Legislative Background](#)
5. **Doing Business at the San Francisco International Airport.** Presentation about upcoming small business opportunities at the Airport and SFO's strategies for outreaching to small businesses.

*Presenter(s): Emylene Aspilla, Director of Social Responsibility and Community Sustainability, SFO*
6. **Approval of meeting minutes. (Action Item)**

Explanatory Document(s): [June 12, 2017 draft meeting minutes](#); [May 22, 2017 draft meeting minutes](#)

7. **Director's Report.** Update and report on the Office of Small Business and the Small Business Assistance Center, department programs, policy and legislative matters, announcements from the Mayor, and announcements regarding small business activities. **(Discussion Item)**
8. **Commissioners' Reports.** Allows President, Vice President, and Commissioners to report on recent small business activities and make announcements that are of interest to the small business community. **(Discussion Item)**
9. **New Business.** Allows Commissioners to introduce new agenda items for future consideration by the Commission. **(Discussion Item)**
10. **Adjournment. (Action Item)**

Public Comment is called for during each agenda item. Members of the public may provide on-topic comment on specific agenda items. An opportunity is also available to provide general public comment on matters that are within the Commission's jurisdiction but not on the current meeting's agenda, and to suggest items for the Commission's future consideration. Speakers are requested, but not required, to complete a speaker card and state their names, which will help ensure proper attribution of comments and 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 Menaka Mahajan at 415-554-6408 or [SBC@sfgov.org](mailto:SBC@sfgov.org).

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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](mailto: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](http://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.

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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](mailto: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](mailto: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**

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