



**SMALL BUSINESS COMMISSION
MEETING MINUTES**

Monday, September 25, 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.**

The meeting was called to order at 2:01 PM.

Commissioners Adams, Dwight, Ortiz-Cartagena, Tour-Sarkissian, Yee Riley, and Zouzounis were present. Commissioner Dooley was absent.

Staff in attendance: Regina Dick-Endrizzi (Executive Director), Menaka Mahajan (Senior Policy Analyst), and Richard Kurylo (Legacy Business Program Manager) were present.

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

No members of the public requested to speak.

3. **Approval of Legacy Business Registry Applications and Resolutions. (Discussion and Action Item)**

- a. Ave Bar (Application No.: [LBR-2016-17-093](#))
- b. Avedano's Holly Park Market (Application No.: [LBR-2017-18-009](#))
- c. Cable Car Clothiers (Application No.: [LBR-2017-18-004](#))
- d. DNA Lounge (Application No.: [LBR-2017-18-007](#))
- e. Ermico Enterprises (Application No.: [LBR-2016-17-033](#))
- f. Jeffrey's Toys (Application No.: [LBR-2016-17-090](#))
- g. Nihonmachi Little Friends (Application No.: [LBR-2017-18-001](#))
- h. Ocean Hair Design (Application No.: [LBR-2017-18-005](#))
- i. Pacitas Salvadorean Bakery (Application No.: [LBR-2017-18-002](#))
- j. Phoenix Arts Association Theatre (Application No.: [LBR-2016-17-084](#))
- k. Project Inform (Application No.: [LBR-2017-18-006](#))

Richard Kurylo (Program Manager, Legacy Business Program) informed the Commission that the 11 applications met the criteria for the Legacy Business Registry, and all of the applications received positive recommendations from the Historic Preservation Commission. Mr. Kurylo recommended that the Small Business Commission adopt 11 resolutions to include the following applicants on the Legacy Business Registry as Legacy Businesses under Administrative Code Section 2A.242: The Ave Bar, Avedano's Holly Park Market, Cable Car Clothiers, DNA Lounge, Ermico Enterprises, Jeffrey's

Toys, Nihonmachi Little Friends, Ocean Hair Design, Pacitas Salvadorean Bakery, Phoenix Arts Association Theatre and Project Inform.

Public Comment:

Linda Ayres-Frederick spoke in support of Phoenix Arts Association Theatre.

Lucia Fuentes spoke in support of The Ave Bar.

Jonathan Levin spoke in support of Cable Car Clothiers.

Barry Synoground spoke in support of DNA Lounge.

Cathy Inamasu spoke in support of Nihonmachi Little Friends.

Karen Kai spoke in support of Nihonmachi Little Friends.

Cathy Mulkey Meyer spoke in support of Pacitas Salvadorean Bakery.

Mark Luhn spoke in support of Jeffrey's Toys.

Carol Ido spoke in support of Jeffrey's Toys.

Dana Van Gorder spoke in support of Project Inform.

Gwynned Vitello spoke in support of Ermico Enterprises.

Angela Wilson spoke in support of Avedano's Holly Park Market.

Yusufu Bomani Caungula spoke in support of The Ave Bar.

John Rodriguez spoke in support of The Ave Bar, Avedano's Holly Park Market, Ermico Enterprises, Ocean Hair Design, and Pacitas Salvadorean Bakery, as well as the other businesses that have spoken today.

Luis Licea spoke in support of The Ave Bar and Ocean Hair Design, and all of the other applicants.

Nancy Frank spoke in support of Phoenix Arts Association Theatre.

Mayuko (no last name provided) spoke in support of Nihonmachi Little Friends.

Theatre Bay Area wrote a letter in support of Phoenix Arts Association Theatre that was distributed by the commission secretary to the commissioners.

Commissioner Dwight thanked the applicants for coming to the meeting and for their effort in completing the Legacy Business Registry applications. Commission Ortiz-Cartegna spoke in support of The Ave Bar and Pacitas Salvadorean Bakery. Commissioner Tour-Sarkissian spoke in support of Jeffrey's Toys and thanked the applicants. Commissioner Zouzounis thanked all of the applicants and spoke in support of the SOMA businesses and manufacturers.

Motion: Commissioner Adams motioned to adopt 11 resolutions to include the following applicants on the Legacy Business Registry as Legacy Businesses under Administrative Code Section 2A.242: The Ave Bar, Avedano's Holly Park Market, Cable Car Clothiers, DNA Lounge, Ermico Enterprises, Jeffrey's Toys, Nihonmachi Little Friends, Ocean Hair Design, Pacitas Salvadorean Bakery, Phoenix Arts Association Theatre and Project Inform.

2nd: Commissioner Yee Riley.

Aye: Commissioners Adams, Dwight, Ortiz-Cartegna, Tour-Sarkissian, Yee Riley and Zouzounis.

Nay: None.

Absent: Commissioner Dooley.

Motion passed 6-0, 1 absent.

4. **Annual Report of the Small Business Assistance Center. (Discussion Item)**

Presenter(s): Martha Yanez, Business Case Manager, Office of Small Business

Martha Yanez provided an overview of how the Small Business Assistance Center helps new or existing business owners by providing customized counseling and connecting them to other resources. Ms. Yanez provided statistics on number of clients served, characteristics of clients, and

the type of assistance requested. She discussed OSB activities in the community and notable cases. And, she explained how the business dashboard is put together.

Commissioner Tour-Sarkissian asked about wait times. Ms. Yanez shared that there is no clear pattern and clarified that the numbers capture some but not all phone calls and that most data is captured in Salesforce. Director Dick-Endrizzi noted that while clients are waiting, they have the option to peruse the Business Portal at the kiosk.

Commissioner Zouzounis posited how to best get the data to the Commission and how to identify trends that might be useful to policy makers.

Commissioner Adams commended Martha for her expertise and the service provided at the SBAC

Commissioner Ortiz-Cartagena commended the Office of Small Business team, particularly for the services for those who speak English as second language.

Commissioner Yee-Riley echoed previous sentiments, and shared that she refers a lot of clients to them and they're pleased with the services received.

No members of the public requested to speak.

5. **Cannabis Policy Presentation. (Discussion Item)**

Presenter(s): Menaka Mahajan, Senior Policy Analyst, Office of Small Business

Menaka Mahajan provided the Commission with an overview of updated related to the regulation of cannabis by the State of California and the tenets of the Medicinal and Adult-Use Cannabis Regulation and Safety Act, state versus local control authorities, San Francisco legislative updates, San Francisco medical cannabis dispensary program, and a tentative legislative timeline.

Ms. Mahajan answered Commission questions regarding licensing, accessory uses, and clarified other terminology related to cannabis regulation. One particular note of concern was with regard to the labeling of cannabis related products and the Commission indicated a need for clear guidelines.

No members of the public requested to speak.

6. **Construction Mitigation for Small Businesses. (Discussion Item)**

Director Dick-Endrizzi described the construction mitigation program. And, expressed appreciation for Joaquin Torres, Jorge Rivas, and the Invest in Neighborhoods team. Commissioner Dwight proposed that OSB and SBC advocate for city funding for a formal research project to study how

Commissioner Dwight also suggested continuing this to a later meeting.

No members of the public requested to speak.

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

Director Dick-Endrizzi introduced new hire Rhea Aguinaldo to the Commission, provided legislative updates, and highlighted collaboration between OSB and the Office of Cannabis.

No members of the public requested to speak.

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

Commissioner Adams provided commendations to working solutions and to Emily Gasner who is stepping down.

Commissioner Zouzounis suggested closing the meeting in honor of Gus Vardakastanis, founder of Noriega Produce and Gus's Market.

No members of the public requested to speak.

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

No new business items were discussed.

No members of the public requested to speak.

10. **Adjournment. (Action Item)**

Motion: Commissioner Ortiz-Cartagena motioned to adjourn the meeting in honor of Gus Vardakastanis.

2nd: Commissioner Yee Riley.

Aye: 6

Nay: 0

Absent: 1

Motion passed: 6-0.

Meeting was adjourned at 4:35pm.