



SMALL BUSINESS ADVISORY BOARD

Meeting Notice and Agenda

TUESDAY, October 27, 2026

In-Person Meeting, 8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14th Floor Conference Room –
1200 3rd Ave, San Diego, CA 92101

Chair: Sunny Lee | **Co Vice Chair:** Natasha Salgado | **Co Vice Chair:** Jenna Hanson

Board Members: Austin Evans, Brandon S. Johnson, Christian Gomez, Jenna Hanson, Juliet Terramin, Natasha Salgado, Sarah Mattinson, and Sunny Lee.

Staff Liaisons: Alex Southard and Sean Karafin.

Public Comment

Public Comment on an Agenda Item: If you wish to address the Board on an item for today's agenda, please complete and submit a speaker form before the Board hears the agenda item. You will be called at the time the item is heard.

Written Comment through Webform: In lieu of in-person attendance, members of the public may submit their comments using a webform <https://www.sandiego.gov/boards-and-commissions/public-comment>. If using the web form, indicate the agenda item number you wish to submit a comment for. Instructions for word limitations and deadlines are noted on the web form. On the web form, members of the public should select Small Business Advisory Board.

Public Comment on Matters Not on the Agenda: You may address the Board on any matter not listed on today's agenda. Please complete and submit a speaker form. However, California's open meeting laws do not permit the Board to discuss or take any action on the matter at today's meeting. At its discretion, the Board may add the item to a future meeting agenda or refer the matter to staff or committee. Individuals' comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.

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meetings and offering public comment as noted above, may be made by contacting Sean Karafin at 619-236-6700 or sdbusiness@sanidiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.

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- Item 1: Call to Order (Chair Lee)
- Item 2: Roll Call (Chair Lee)
- Item 3: Presentation: Quality of Life Issues in Commercial Corridors
Captain Steve Shebloski and Lieutenant Tim Radke
Neighborhood Policing Division, San Diego Police Department
- Item 3: Presentation: City of San Diego El Nino Preparedness Efforts
Emir Williams and Angela Vu, Stormwater Department
- Item 4: Action: Approval of September Meeting Minutes (Chair Lee)
- Item 5: Action: Draft Advising Letter (Chair Lee)
- Item 6: Staff Report
 - a. Economic Development Department (Liaison Southard)
- Item 7: Board Member Discussion
 - a. Suggested items for future meetings
- Item 8: Non-Agenda Public Comment
- Item 9: Adjournment



SMALL BUSINESS ADVISORY BOARD

Meeting Minutes

TUESDAY, September 22, 2026

8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14th Floor Conference Room –
1200 3rd Ave, San Diego, CA 92101

Chair: Sunny Lee | **Co Vice Chair:** Natasha Salgado | **Co Vice Chair:** Jenna Hanson

Board Members: Austin Evans, Brandon S. Johnson, Christian Gomez, Jenna Hanson, Juliet Terramin, Natasha Salgado, Sarah Mattinson, and Sunny Lee.

Staff Liaisons: Alex Southard and Sean Karafin.

Item 1: Call to Order (Chair Lee)

- Meeting was called to order at 8:30 AM.

Item 2: Roll Call (Chair Lee)

- In Attendance: Austin Evans, Brandon S. Johnson, Christian Gomez, Juliet Terramin, Sarah Mattinson, Jenna Hanson, and Sunny Lee.
- City Staff: Sean Karafin, Alex Southard, Nick Stephens, and Viridiana Quintana.
- Guest(s): Jazmin Valop and Ha Dang.
- Members of the Public: None.

Item 3: Presentation: County of San Diego Department of Environmental Health and Quality

Jazmin Valop and Ha Dang – Food, Water, and Housing Division, Department of Environmental Quality and Health, County of San Diego

- Staff from the Department of Environmental Health and Quality presented on food facility permitting, plan review requirements, and the health permit application process.
- The presentation covered plan submittal components, required documentation, and inspections conducted as part of the approval process.
- An overview of routine food facility inspections, including food safety objectives, inspection frequency, and the scoring and grading system, was provided.

Item 4: Action: Approval of August Meeting Minutes (Chair Lee)

- With a motion by Austin Evans and a second by Christian Gomez, the Board voted to approve the August 25, 2026 minutes.
 - Yes: Austin Evans, Christian Gomez, Juliet Terramin, Sarah Mattinson, Brandon S. Johnson, and Sunny Lee.
 - Abstain: Jenna Hanson
 - Absent: Natasha Salgado

Item 5: Action: Draft Advising Letter (Chair Lee)

- Board Member Sarah Mattinson reported that the proposed Citywide Minimum Wage and Labor Standards Enforcement Fee would increase from \$1.47 to \$2.82 per employee, an increase of approximately 92 percent.
- Ms. Mattinson expressed concern regarding the potential impact of the proposed fee increase on small businesses and suggested drafting a letter outlining those concerns.
- With a motion by Sarah Mattinson and a Second by Jenna Hanson, the Board voted to approve the drafting of an advising letter outlining the concerns about increasing the Citywide Minimum Wage and Labor Standards Enforcement Fee and its impact on small businesses.
 - Yes: Austin Evans, Christian Gomez, Juliet Terramin, Sarah Mattinson, Sunny Lee, Jenna Hanson and Brandon S. Johnson
 - Absent: Natasha Salgado.

Item 6: Staff Report

a. Economic Development Department (Liaison Southard)

- Alex Southard provided an update from the Economic Development Department.
- The City is encouraging businesses and residents to prepare for a significant rain season. The City is also preparing by maintaining and monitoring storm drains and channels and taking steps to reduce flood risk across San Diego. Businesses can take steps now by identifying areas vulnerable to flooding or water intrusion, protecting important records and inventory, and reviewing insurance coverage and lease responsibilities. We also encourage businesses to address any known building concerns with their property owner, have an emergency plan in place, and know where to access sandbags and other flood-protection supplies before heavy rain arrives. EDD staff will be conducting Business Walks in high impact flood zones communities that were affected by the 2024 flood to inform businesses about preparedness efforts. Board members are encouraged to join staff on Business Walks.
- The FY27 Capacity Building Grant application has closed and review is underway. The goal of the program is to support nonprofit organizations that strengthen small businesses, commercial corridors, and neighborhoods in under-resourced communities. The Small Business Track received 33 applications, while the Community Growth Track received 72 applications. Award determinations are anticipated to be made in early November.

- Our department fields inquiries daily primarily through sdbusiness@sanidiego.gov. The inbox is always covered, and we work as a team to respond to inquiries in a way that's as helpful as possible. For the month of **August** 38 inquiries were received with 24 being business-related, and with a 97.3% response rate within 2 business days.

Item 7: Board Member Discussion

- The board expressed interest in a presentation from an ADA compliance representative and discussed recent lawsuits against small businesses for ADA violations.
- The board discussed current vacancies and learned that appointments might be coming soon.

Item 8: Non-Agenda Public Comment

- None.

Item 9: Adjournment

- The meeting was adjourned at 10:00 AM.

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