



THE CITY OF SAN DIEGO

## SMALL BUSINESS ADVISORY BOARD (SBAB) MEETING MINUTES

August 20, 2010

War Memorial Building – Room 2  
3325 Zoo Drive  
San Diego, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Edward Barbat Faith Bautista – arrived at 9:24 a.m. Matthew Spencer Dr. Ruben Garcia Michelle Gray – departed at 9:35 a.m. Warren Simon Tom Woolway	Scott Cummins William Lynch James Schneider Chi Kim Tran

CITY STAFF
Lisa Gordon, Small Business Ambassador & SBAB Liaison Alicia Martinez-Higgs, Community Development Specialist

OTHERS PRESENT
See August 20, 2010 Attendance Sheet

### 1. Call to Order

- Dr. Ruben Garcia, Chairman called the meeting to order at 8:55 a.m.

### 2. Approval of Minutes

- A motion was made by Edward Barbat to approve the June 18, 2010 Minutes. There was a second by Tom Woolway. Yes 7, No 0, Absent 4.

### **3. Public Comment**

- Gunnar Schalin of the San Diego Contracting Opportunities Center announced and extended an invitation to the upcoming “Paths to Partnerships” Annual Regional Networking Forum at the San Diego Convention Center on October 21, 2010 from 8:30 a.m.-4:30 p.m. This regional forum hosted by the San Diego County Water Authority and Department of General Services is considered a premiere event for primes and subcontractors, and construction, engineering, and architectural companies and consultants to network with government contractors and public agencies on contracting opportunities.  
Mr. Schalin also expressed gratitude to the Small Business Advisory Board Panel for the award of a Small Business Enhancement Program Grant to the San Diego Contracting Opportunities Center.
- Ken Clark of the Small Business Development Center & International Trade Center also expressed appreciation to the Small Business Advisory Board Panel for the award of a Small Business Enhancement Program grant to the Small Business Development Center. Mr. Clark also provided information to the Board on how the grant will support SBDC’s continued efforts to provide technical assistance to City of San Diego small businesses.

### **4. Administrative Items**

- a. Board Administrative Items and/or Non-Agenda Comments – None
- b. Requests of Agenda Revisions (continuances, changes in order, etc.) – None
- c. Internal Committee: No Report
- d. External Committee: No Report
- e. Economic Development Division/Office of Small Business – No Report
- f. Equal Opportunity Contracting/Purchasing – No Report

### **5. Presentation on ACCION San Diego**

- Robert Lopez, Director of Lending for ACCION San Diego, provided a presentation and handout on ACCION San Diego’s microenterprise loan programs and business support services that increase income and access to jobs for low-to-moderate income, self-employed men and women. The presentation included information on eligibility requirements, application process, and ACCION’s Quick Loan Program for loans ranging from \$300-\$2,000, and Business Loan Program for loans ranging from \$2,001-\$35,000.

### **6. Enterprise Zone Presentation – Lydia Moreno, City of San Diego**

- Lydia Moreno, Business Incentives Program Manager for the City of San Diego, provided a presentation, update, and status report on the San Diego Regional Enterprise Zone which provides businesses within designated geographical areas of the City with economic incentives, tax credits, hiring credits, permit expediting, and other incentives and services. The presentation included information on incentive programs available to BID businesses, hiring credit amounts, sales or use tax credits, business expense deductions, and employee credits.

## 7. Small Business Enhancement Program (SBEP) Grant Awards

- Dr. Ruben Garcia expressed appreciation for the Small Business Enhancement Program grant process and thoughtful participation of the Small Business Advisory Board Panelists this year. He stated that the entire experience and process showed much improvement including the SBEP grant application requirements, eligibility requirements, coordination of the Small Business Advisory Board Panel participation, and the decision-making process that the Panel underwent to ensure a fair and thorough process this year.
- Lisa Gordon, Small Business Ambassador, announced the seven Small Business Enhancement Program grant recipients and funding award amounts. A total of \$120,000 was available and allocated for this FY 2011 Small Business Enhancement Program grant, and the following local non-profit organizations were awarded the following amounts:
  - Able-Disabled Advocacy, Inc. - \$7,340
  - Greater San Diego Business Association - \$13,380
  - ACCION San Diego - \$13,680
  - San Diego State University Foundation - \$18,800
  - Small Business Development & International Trade Center - \$18,800
  - San Diego Contracting Opportunities Center - \$24,000
  - Union of Pan Asian Communities (UPAC) - \$24,000

## 8. BID Council Monthly Report

- Mr. Warren Simon announced that micro loan applications are now available for micro districts.

## 9. Annual Small Business Advisory Board Community Outreach Event – Action Item

- Lisa Gordon, Small Business Advisory Board Liaison, helped open the Board's discussion on the upcoming Small Business Advisory Board's Annual Community Outreach Event to be held on October 15, 2010 at the Balboa Park Club Santa Fe Room. She provided the Board with an agenda, flier, and overview of last year's event and discussed Mayor Jerry Sanders' participation as the Keynote Speaker. She then requested the Board's ideas, input, and recommendations for this year's event.
- Lisa Gordon also provided a list of ideas and potential agenda items for the Board's consideration which included: a presentation on the City's Small Local Business Enterprise Program, and several panels featuring information on financing your business, technical assistance, and "small business success stories."
- The Board had further discussion on the purpose of the annual event which is to highlight City programs and services and receive input from the public.
- **A motion was made by Warren Simon to approve the recommendations and ideas suggested by Lisa Gordon for the SBAB's Annual Community Outreach event to be**

**held on October 15, 2010, and direct staff to proceed with planning. There was a second by Matthew Spencer. Yes 6, No 0, Absent 5.**

**10. Next Meeting Date**

- The next meeting is the Small Business Advisory Board's Annual Community Outreach Meeting which will be held on October 15, 2010 at 8:30 a.m. at the Balboa Park Club Santa Fe Room located at 2150 Pan American Road West, San Diego, CA 92101.

**10. Meeting Adjournment**

- The meeting was adjourned by Chairman Ruben Garcia without objection at 10:15 a.m.