



**SMALL BUSINESS ADVISORY BOARD (SBAB)
MEETING AGENDA**

Friday, July 16, 2021 from 9:00 to 10:30 A.M.

To attend the meeting, use the Zoom Webinar login information below. Members of the public will be muted during the webinar; however, the public will be able to communicate with the host via the chat function.

[Meeting Link](#)

Call to Order and Introductions

Public Comment

Public comment may be made on any non-agenda topic in the committee's area of responsibility. Attendees will be muted during the webinar. The host will take those off mute that wish to give public comment.

1. Administrative Items

- A. Board Administrative Items and/or Non-Agenda Comment
- B. Requests for Agenda Revisions (continuances, change in order, etc.)

2. Discussion Items

- A. [Small Business and Restaurant Assistance \(SBRA\) Program](#)
Chris Larson, Development Project Manager III, Development Services Department
- B. [10 Key Steps to Starting a Business](#)
Sean Karafin, Program Manager, Economic Development Department

3. Administrative Items (Continued)

- A. Approval of June 18, 2021 Minutes **(ACTION)**
- B. Development Services Department Technical Advisory Committee Report
- C. Economic Development Department Staff Report

4. Action Items

- A. External Committee Appointments **(ACTION)**
- B. Development Services Department Technical Advisory Committee Appointments **(ACTION)**
- C. Draft Advising Letter(s) **(ACTION)**
- D. Suggested Items for Future Meetings

5. Adjournment

Unfinished business shall be tabled and placed on the agenda for the next committee meeting.

THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST. To request an alternative format or to request a sign language or oral interpreter for the meeting, please contact Economic Development Department at least five (5) working days before the meeting at (619) 236-6700 to ensure availability.