



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

**Tuesday, January 25, 2022 from 8:30 to 10:00 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.)
- C. Approval of November 19, 2021 Minutes **(ACTION)**

**2. Discussion Items**

- A. ARPA Microgrant Presentation
  - Alexis Villanueva, Senior Program Manager, City Heights Community Development Corporation
- B. [Brown Act Review](#)
- C. Introduction to the Office of Race & Equity
  - Kim Desmond, Chief of Race & Equity, City of San Diego

**3. Action Items**

- A. Budget Priority List and Community Outreach **(ACTION)**
- B. Internal Committee Structure and Appointments **(ACTION)**
- C. External Committee Structure and Appointments **(ACTION)**
- D. Development Services Department Technical Advisory Committee Appointment **(ACTION)**

**4. Administrative Items (Continued)**

- A. Development Services Department Technical Advisory Committee Report
- B. Economic Development Department Staff Report
- C. Suggested Items for Future Meetings
- D. 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.



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

**Friday, November 19, 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:** Meeting was called to order at 9:01 a.m.

Member	Present	Absent
Jeff Barger		x
Tristan Barnum		x
Shane Beard	x	
Donna DeBerry		x
Austin Evans	x	
Michelle Gray	x	
Sarah Mattinson	x	
Jason Paguio	x	
Natasha Salgado	x	
Jim Schneider	x	
Sam Nejabat	x	

**Public Comment**

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**1. Administrative Items**

- A. Board Administrative Items and/or Non-Agenda Comment
  - No Comment
- B. Requests for Agenda Revisions (continuances, change in order, etc.)
  - No Revisions
- C. Approval of October 15, 2021 Minutes (**ACTION**)
  - With a motion by Jim Schneider and a second by Shane Beard, the board voted to approve the October 15, 2021 minutes. Yes; Sarah Mattinson, Jim Schneider, Natasha Salgado, Shane Beard, Austin Evans, Sam Nejabat, Jason Paguio, and Michelle Gray. No: None. Absent: Donna DeBerry, Tristan Barnum, and Jeff Barger.

## 2. Discussion Items

- A. Donna DeBerry, Central San Diego Black Chamber of Commerce
- Tabled for a future meeting.

## 3. Action Items

- A. Draft Advising Letter **(ACTION)**
- Jim Schneider made a motion with a second by Sarah Mattinson to send the draft letter to Chris Larson the Development Services Department recommending an adjustment to the defined size of a small business for the Small Business and Restaurant Assistance Program. The board recommends a small business be considered one that has 50 or fewer employees rather than 25 or fewer employees. Yes: Sarah Mattinson, Jim Schneider, Shane Beard, Michelle Gray, Austin Evans, Natasha Salgado, Sam Nejabat, and Jason Pagiuo. No: None. Absent: Jeff Barger, Tristan Barnum, and Donna DeBerry.
- B. SBAB 2022 Meeting Date and Time **(ACTION)**
- Jim Schneider made a motion with a second by Austin Evans to the fourth Tuesday of the month at 8:30 AM. Yes: Sarah Mattinson, Austin Evans, Shane Beard, Natasha Salgado, Jason Pagiuo, Sam Nejabat, Shane Beard, Michelle Gray, and Jim Schneider. No: None. Absent: Tristan Barnum, Donna DeBerry, and Jeff Barger.

## 4. Administrative Items (Continued)

- B. Development Services Department Technical Advisory Committee Report
- Shane Beard reported that the Technical Advisory Committee had technical issues at the last meeting so there was no update to provide.
- C. Economic Development Department Staff Report
- Alex Southard provided an update on the following items:
    - Staff has received 31 applications for American Rescue Plan Act (ARPA) Microgrant Capacity Building Program and have awarded 13 organizations a total of \$271,675.
    - In November, approximately 1,000 small businesses were notified of their grant award for the City of San Diego Small Business and Nonprofit Relief Fund. The second wave of notifications will go out in early December.
    - City Council is expected to discuss a new City ordinance on December 14, 2021 to regulate sidewalk vending in San Diego.
    - On November 16, 2021, City Council approved the elimination of parking requirements for businesses within transit priority areas.
    - The Temporary Outdoor Business Operations grant program has accepted 93 applications and awarded 29 for a total of \$115,940. 68% of those awarded are in LMA areas or have LMI owners.
    - The Economic Development Department launched a BID Performance Survey to collect feedback from assessment payers and residents as part of an effort to increase accountability and oversight. The survey deadline was extended to November 19, 2021.
  - Sean Karafin acknowledged and thanked Michelle Gray and Shane Beard for their service to the Small Business Advisory Board in their capacities as Chair and Vice-Chair.
- D. Suggested Items for Future Meetings
- E. Adjournment\*
- The meeting was adjourned at 10:02 a.m.

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

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