



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

Tuesday, May 24, 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 April 26, 2022 Minutes (**ACTION**)

2. Action Items

- A. Draft Advising Letter (**ACTION**)
 - Disparity Study

3. Discussion Items

- A. Spaces as Places Update
 - Chris Larson, Development Services Department, City of San Diego

4. Action Items (Continued)

- A. Draft Advising Letter (**ACTION**)

5. Administrative Items (Continued)

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

Tuesday, April 26, 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 Recording

Call to Order and Introductions: Meeting was called to order at 8:31 a.m.

Member	Present	Absent
Tristan Barnum	X	
Shane Beard	X	
Donna DeBerry	X	
Austin Evans	X	
Sarah Mattinson	X	
Sam Nejabat	X	
Jason Paguio	X	
Natasha Salgado	X	
Jim Schneider	X	

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.

A. None

1. Administrative Items

B. Board Administrative Items and/or Non-Agenda Comment

- None

C. Requests for Agenda Revisions (continuances, change in order, etc.)

- None

D. Approval of March 22, 2022 Minutes (**ACTION**)

- With a motion by Shane Beard and a second by Jason Paguio, the board voted to approve the March 22, 2022 minutes. Yes: Shane Beard, Natasha Salgado, Sarah Mattinson, Sam Nejabat, Tristan Barnum, Donna DeBerry, Jason Paguio and Austin Evans. Abstain: None. Absent: Jim Schneider

2. Discussion Items

- A. Disparity Study – Equal Opportunity Contracting
Christian Silva, Program Manager, City of San Diego
- Presented the City of San Diego’s Disparity Study Recommendation Implementation
 - Christian Silva took questions on the City’s contracting process, vendor selection methods, and the Small Local Business Enterprise Program.
- B. Economic Development Strategy – Request for Proposals
Elizabeth Studebaker, Assistant Deputy Director, Economic Development, City of San Diego
- The City’s Economic Development Department (EDD) is working on developing its post-pandemic citywide economic development strategy.
 - Elizabeth Studebaker shared previous EDD citywide economic development strategies. EDD economic development strategies are updated every three years.
 - There is currently an active Request for Proposals on PlanetBids to develop a new Economic Development Strategy.

3. Action Items

- A. Drafting Advising Letter (**ACTION**)
- No Actions were taken on this item.

4. Administrative Items

- A. Development Services Department Technical Advisory Committee Report
- No Report.
- B. Economic Development Department Staff Report
- The Economic Development Department is taking several items to City Council and Council Committees for approval including the FY23 BID Budgets, and PBID Budgets.
 - EDD is making recommendations to the Mayor’s Office on awardees for the ED Funding Program.
- C. Suggested Items for Future Meetings
- No Additional Items.
- D. Adjournment*
- The meeting was adjourned at 9:48 a.m.

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

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