



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

November 20, 2020
9:00 a.m. – 10:30 a.m.

[Meeting video](#) available on the City of San Diego Public Meetings YouTube Channel

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	City Staff
Michelle Gray – Board Chair Shane Beard – Board Vice Chair Catherine Arambula Edward Barbat Jeff Barger Tristan Brown Austin Evans Jim Schneider	Ruben Garcia Viviane Windmiller	Sean Karafin, Neighborhood Investment Manager Jocelyn Maggard, Business Development Specialist

1. Call to Order and Introductions

Michelle Gray, Chair, called the meeting to order at 9:05 AM. Board members, City staff, and members of the public were asked to introduce themselves.

2. Public Comment:

Non-agenda public comment was read into the record by Jocelyn Maggard. Rachel Cross submitted the following comment: “We have so many great resources online for people to start small businesses such as obtaining a San Diego City tax license/certificate. Would be great if we could move the DBA process online too instead of relying on in-person or mail applications.”

3. Approval of Minutes:

With a motion by Michelle Gray, Chair, and a second from Austin Evans, the Board approved the minutes from October 16, 2020 with request to amend the minutes to include a comment made during the October meeting by board member Jim Schneider. Yes: Michelle Gray, Austin Evans, Tristan Brown, Jeff Barger, Jim Schneider, Shane Beard, Edward Barbat; No: None; Abstain: Catherine Arambula; Absent: Ruben Garcia, Viviane Windmiller

4. Administrative Items:

- A. Board Administrative Items and/or Non-Agenda Comments:**
- B. Requests of Agenda Revisions (continuances, changes in order, etc.):** None
- C. Development Services Department Technical Advisory Committee (TAC) Report:** Edward Barbat provided updates including the City’s move towards cloud-based permitting review and

communicating with customers via additional mediums such as text messages.

D. Economic Development Department Liaison Report: None

5. Action Item(s)/Discussion:

[Convoy District](#) Pan-Asian Cultural Business Hub Designation – Discussion

Jason Paguio, President & CEO, [Asian Business Association San Diego](#) provided an introduction to Convoy District and the partner organizations working within the commercial district to bring both technical and tourism marketing support to the business community. Economic Development Staff shared the [findings](#) of the Convoy District business walk that took place in June of 2019.

[High Road Kitchens](#) - Discussion

Mikey Knab, Director of Operations, [Ponce's Mexican Restaurant](#) provided an overview of the program and financial assistance that has allowed restaurants to hire back employees and provide meals to vulnerable members of the community.

City of San Diego Small Business Program Development - Discussion

Economic Development Staff requested feedback from board members about the current City of San Diego Storefront Improvement Program in preparation of creating a similar program for low and moderate income business owners. The board requested the item be brought back at the December meeting to have more time developing feedback.

6. Adjournment

The meeting was adjourned by Michelle Gray at 10:36 a.m. The Small Business Advisory Board is scheduled to meet on December 18, 2020.