



# SMALL BUSINESS ADVISORY BOARD

## Meeting Notice and Agenda

TUESDAY, December 3, 2024

**In-Person** Meeting, 8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14<sup>th</sup> Floor Conference Room –  
1200 3<sup>rd</sup> Ave, San Diego, CA 92101

**Chair:** Austin Evans | **Vice Chair:** Natasha Salgado

**Board Members:** Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jenna Hanson, Juliet Terramin, Natasha Salgado, Sarah Mattinson, and Sunny Lee.

**Staff Liaisons:** Alex Southard and Sean Karafin.

### Public Comment

**Public Comment on an Agenda Item:** If you wish to address the Board on an item for today's agenda, please complete and submit a speaker form before the Board hears the agenda item. You will be called at the time the item is heard.

**Public Comment on Matters Not on the Agenda:** You may address the Board on any matter not listed on today's agenda. Please complete and submit a speaker form. However, California's open meeting laws do not permit the Board to discuss or take any action on the matter at today's meeting. At its discretion, the Board may add the item to a future meeting agenda or refer the matter to staff or committee. Individuals' comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.

Item 1: Call to Order (Chair Evans)

Item 2: Action: Roll Call (Chair Evans)

Item 3: Conversation with Chief Scott Wahl, San Diego Police Department

Item 4: Conversation with Community Liaison Manager, Lyndsay Winkley, San Diego Police Department

Item 5: Action: Approval of September 24, 2024 Minutes (Chair Evans)

- Item 6: Discussion: San Ysidro Business Improvement District Advisory Committee (Liaison Southard)
- Item 7: Discussion: Development Services Department Spaces as Places Program
- Item 8: Action: Draft Advising Letter (Chair Evans)
- Item 9: Staff Report
  - a. Economic Development Department (Liaison Southard)
- Item 10: Board Member Comments
  - a. Suggested items for future meetings
- Item 11: Non-Agenda Public Comment
- Item 12: Adjournment

#### REQUESTS FOR ACCESSIBILITY MODIFICATIONS OR ACCOMMODATIONS

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Sean Karafin at [sdbusiness@sandiego.gov](mailto:sdbusiness@sandiego.gov) or 619-236-6700. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting Sean Karafin at [sdbusiness@sandiego.gov](mailto:sdbusiness@sandiego.gov) or 619-236-6700. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.



# SMALL BUSINESS ADVISORY BOARD

## Meeting Minutes

TUESDAY, September 24, 2024

8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14<sup>th</sup> Floor Conference Room –  
1200 3<sup>rd</sup> Ave, San Diego, CA 92101

**Chair:** Austin Evans | **Vice Chair:** Natasha Salgado

**Board Members:** Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jenna Hanson, Natasha Salgado, Sarah Mattinson, and Sunny Lee.

**Staff Liaisons:** Alex Southard and Sean Karafin.

Item 1: Call to Order (Chair Evans)

- Meeting was called to order at 8:33 AM.

Item 2: Action: Roll Call (Chair Evans)

- In attendance: Austin Evans, Brandon S. Johnson, Donna Deberry, Jenna Hanson, Sarah Mattinson, and Sunny Lee.
- City Staff: Chris Larson, Sarah Brenha, Maria Quiroz, Sean Karafin, Elizabeth Studebaker, Alex Southard, and Viridiana Quintana.
- Members of the Public: Eric Christiansen.

Item 3: Action: Approval of August 27, 2024 Minutes (Chair Evans)

- With a motion by Sarah Mattinson and a second by Jenna Hanson, the Board voted to approve the August 27, 2024 minutes.
  - Yes: Austin Evans, Brandon S. Johnson, Donna Deberry, Jenna Hanson, Sarah Mattinson, and Sunny Lee.
  - Abstain: None.
  - Absent: Ania Kaminska, Jason Paguio, and Natasha Salgado.

Item 4: Discussion: San Ysidro Business Improvement District Advisory Committee (Member Lee)

- Sunny Lee shared an update on the San Ysidro BID activities including the monthly Advisory Committee meetings being held.
- The Board voted to appoint Jose Alfredo Ripa, Marni Levy Wilton, Silvana Alaniz to the San Ysidro BID Advisory Committee.

- Item 5: Presentation from Chris Larson, Development Services Department- Update on the Spaces as Places Program
- Chris Larson from the City's Development Services Department gave an update on the Spaces as Places Program.
  - Began accepting applications for permanent structures during the summer of 2022. About 200 applications to date, 11 permits issued, and 3 pending permit fee payment.
  - Permits renewal every 2 years to ensure platforms being maintained and no new issues encountered.
  - In 2022 first letter notification sent to business owners and second letter sent 45 days later. Winter of 2023 City staff sent follow up emails to assist applicants with permits.
  - Ability to extend application for 180 days and another 180 days from the extension (12 months total).
  - The coastal zone requires replacement parking in certain locations.
  - The Outdoor Business Grant is available to help businesses with the cost- <https://www.sandiego.gov/economic-development/business/tobogrant>
  - The board asked questions and conversation followed.
- Item 6: Presentation from Sarah Brenha, Economic Development Department- Overview on City Corporate Partnerships
- Sarah Brenha presented on the City's Corporate Partnerships Program.
  - The board asked questions and conversation followed.
- Item 7: Action: Draft Advising Letter (Chair Evans)
- None.
- Item 8: Staff Report
- a. Economic Development Department (Liaison Southard)
    - Alex Southard provided an update from the Economic Development Department.
    - EDD's Capacity Building Grant Program is launching soon. Visit the website for more information- [www.sandiego.gov/capacity-building-grant](http://www.sandiego.gov/capacity-building-grant).
    - SBAB will have an appointment soon. There is still one vacancy. Visit the website for more information including the application page- [www.sandiego.gov/economic-development/business/starting/advisory](http://www.sandiego.gov/economic-development/business/starting/advisory).
- Item 9: Board Member Comments
- a. Suggested items for future meetings
    - None.
- Item 10: Non-Agenda Public Comment
- Item 11: Adjournment

- The meeting was adjourned at 10:00 AM.

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