

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION
MARCH 10, 2010, 6:00 – 8:00 P.M.**

SAN JOSE CITY HALL – 200 E. SANTA CLARA ST. – TOWER 1352

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA – 1 MIN.**
- 3. APPROVAL OF FEBRUARY 10, 2010 SYNOPSIS – 5 MIN.**
- 4. OPEN FORUM/ PUBLIC COMMENT / ORAL PETITION PERIOD – 2 MIN. EACH**
Any person may address the Commission on any subject not on the agenda. Speakers are asked to state their name and address for the record. Since the subject is not on the agenda, the Brown Act (State Open Meeting Law) prohibits action by Commission members or City Staff. However, Commission members and City Staff may briefly respond to statements or questions and/or provide referral to Staff. The Commission may place the item on an agenda for a future meeting.
- 5. BUSINESS ASSISTANCE ORGANIZATION(S) – 30 MIN. ORGANIZATION, INFORMATIONAL**
The SBD Commission has invited a range of business assistance organizations to discuss the challenges that they see as significant to small businesses in selling to government and other areas and what types of initiatives they are engaged in to address those.
- 6. QUARTERLY AIRPORT REPORT – 15 MIN. STAFF, INFORMATIONAL**
Staff will present information on the status of construction agreements
- 7. ANNUAL REPORT – 15 MIN. RODRIGUEZ, ACTION**
Commissioner Rodriguez will discuss the results of a committee's review of the Commission's workplan and annual report.
- 8. PUBLIC AWARENESS COMMITTEE REPORT – 15 MIN. WANG, ACTION**
The committee will report on its progress and may request further authorization from the Commission as a whole.
- 9. STAFF REPORT**
- 10. CHAIR REPORT**

11. NEW AGENDA ITEMS – 5 MIN.

A. AIRPORT CONCESSIONS REPORT

12. ADJOURNMENT

For questions regarding the agenda, please contact Dhez Woodworth at (408) 535-8181.

You may view this agenda and related documents at <http://www.sjeconomy.com/businessassistance/sbdc.asp> along with minutes, agendas and packets from previous meetings.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Manager's Office at San Jose City Hall, 200 E. Santa Clara St., 17th Floor, San Jose, CA 95113 at the same time that the public records are distributed or made available to the legislative body.

To request an accommodation or alternative format for City-sponsored meetings, events or printed materials, please call Rosemary Maire or Dhez Woodworth of the Office of Economic Development at (408) 535-8181 or (408) 294-9337 (TTY) as soon as possible, but at least three business days before the meeting/event.

Corrections:

- None

Motion: Approval

Motion: 1) Olivo 2) Rodriguez X App no

3. APPROVAL OF JANUARY 13, 2010 SYNOPSIS

Corrections:

- None

Motion: Approval

Motion: 1) Rodriguez 2) Duong X App no

4. OPEN FORUM/PUBLIC COMMENT/ORAL PETITION PERIOD

- Several Commissioners plan on attending the community meeting

5. NON-REUSABLE BAG BAN

- Skip Lacaze, Zero Waste Manager for Environmental Services Department:
 - indicated that their consultant had performed a nexus study (an evaluation of a regulatory fee)
 - any fee would require the study
 - one of the fee options was for the stores to keep a portion of the fees; the comparison isn't precise but may be of interest to the Commission
 - ban plastic, restrict paper, set charge \$.10 to \$.25
 - study will be available prior to ordinance returning to
 - styrofoam limits will also be considered. An item will go to Transportation & Energy
- Alison Chan, policy team member for Save the Bay:
 - Business is connected to the environment
 - 3 creeks are subject to Federal Clean Water Act
 - Bags are a major constituent of the trash
 - Recyclers spend a \$1M in work stoppages; Retailers pass the cost of bags on to consumers; City will pay roughly \$4 million addressing water.
 - An additional study will slow down the process and prevent positive impacts
- Manny Diaz,
 - The City hasn't analyzed the impact on small businesses
 - Independence will ensure that experts are engaged

- ½ of 1% of litter is plastic bags
- Single-use carryout bag – Staff language is most recently “Reduction of Single-use Carryout Bags”

Discussion of language:

- More specifics should be provided. Commissioner Rodriguez provided:
 - “That the City Council direct the San Jose Economic Development Department to commission an independent, quantitative, scientifically valid economic impact study on potential carryout bag policies to be conducted by third-party economists. We believe their scope of work should focus exclusively on the potential impacts on businesses in San Jose and the region.”

Authorize the Chair to write and submit a letter

Motion: 1) Olivo 2) Duong X App no

6. BUSINESS ASSISTANCE ORGANIZATION(S)

- Entrepreneur Center has relocated to the Innovation Center (100 E. Santa Clara St.)
- Two Incubators are also tenants: Environmental Business Cluster; US Market Access Center; JETRO
- Building is being leased for five years (with several renewal options)
- The sign from the Montgomery Hotel is being reused.
- May 3rd is the tentative grand opening
- The facility is open for business currently
- The consolidation will result in savings
- Much of the building is occupied though the rate varies by partner
- SBDC, A New America, TMC Development Corp, SV Hispanic Chamber will all relocate to the new center
- SCORE chose to open a new facility
- Intent is to incubate or foster new business development
- Training room is an additional benefit

7. ROBERTS RULES OF ORDER

- Review of Parliamentary Procedure document
- Discussion ran toward adopting flexibility in light of the small size of the Commission

8. ANNUAL WORKPLAN REVIEW

Form a subcommittee to develop a workplan for presentation at the March SBD Commission meeting

Motion: 1) Rodriguez 2) Olivo X App no
 • The item will go to the CED Committee at the April 26 meeting

9. PUBLIC AWARENESS COMMITTEE REPORT

- No report

Motion: 1) Rodriguez 2) Olivo X App No

10. STAFF REPORT

- DBE Program Information
- Ethics Form
- Commissioner Recruitment

11. CHAIR REPORT

- Welcome back Minh Duong

NEW AGENDA ITEMS

- Local/Small Business Participation at Airport (March or April)
- Add VTA as guest speaker (Spring)
- Review of Subcommittee work on Workplan
- Meeting locations (CET, Innovation Center)

12. ADJOURNMENT 7:44 PM