

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION
DECEMBER 9, 2009, 6:00 – 8:00 P.M.**

**DR. MARTIN LUTHER KING, JR. LIBRARY
150 E. SAN FERNANDO ST. – ROOM 255/257**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA – 1 MIN.**
- 3. APPROVAL OF NOVEMBER 18, 2009 SYNOPSIS – 5 MIN.**
- 4. NON-REUSABLE BAG BAN – 60 MIN.** STAFF, ACTION
The Commissioners will hear a report from Environmental Services Department regarding a ban on non-reusable bags.
- 5. ELECTION OF VICE CHAIR – 15 MIN.** COMMISSIONERS, ACTION
The Commissioners will elect a Commissioner to fill the Vice Chair position.
- 6. 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.
- 7. NEW AGENDA ITEMS – 5 MIN.**
 - A. ADD VTA AS GUEST SPEAKER (SPRING)**
 - B. LOCAL PARTICIPATION AT AIRPORT CONCESSIONS**
 - C. LOOK AT CITY/PARTNER BROCHURES**
 - D. INNOVATION CENTER UPDATE (JANUARY, 2010)**
 - E. FUTURE MEETING LOCATIONS**

F. ANNUAL WORKPLAN REVIEW

8. ADJOURNMENT

Parking validation will be available for attendees parking at nearby City Hall who bring their parking cards to the meeting. For directions to City Hall (200 E. Santa Clara St. – parking entrance off of 6th), visit <http://www.sanjoseca.gov/newCityHall/gettingThere.asp>

For directions to the Dr. Martin Luther King, Jr. Library please visit <http://www.sjlibrary.org/about/locations/king/directions.htm>

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.

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION**

Synopsis (Not Approved)
November 18, 2009

San Jose Onestop – 1290 Parkmoor Ave.

START TIME: 6:15 pm

ADJOURNMENT 7:35 pm

COMMISSIONERS PRESENT:

Rudy Rodriguez
Robert Braunstein
Helen Wang
James E. Smith
Joyce Puopolo
D. Dallas Radcliffe
Johnny Khamis

COMMISSIONERS ABSENT

Minh Quoc Duong

Miguel Olivo
Thai Mai
Molly Uzoh
Norman C. Nguyen
Brian Ho

Council Liaison
None

City Staff

Dhez Woodworth, Commission Staff, Office of Economic Development
Mark Giovannetti, Purchasing Manager, Finance
Dave Sykes, Assistant Director, Public Works
Nina Grayson, Director, Office of Equality Assurance

Public Present

James Charles

1. CALL TO ORDER
Called to order by Rodriguez at 6:15 pm
2. APPROVAL OF AGENDA

Corrections:

- None

Motion: Approval

Motion: 1) Khamis 2) Smith X App no

3. APPROVAL OF OCTOBER 14, 2009 SYNOPSIS

Corrections:

- None

Motion: Approval

Motion: 1) Wang 2) Khamis X App no

4. OPEN FORUM/ PUBLIC COMMENT/ ORAL PETITION PERIOD

- Very nice tour
- Councilmember Nguyen's Newsletter
- Prom dress drive (March 27 distribution)

5. TOUR OF SAN JOSE ONE-STOP

- Conducted prior to the meeting

6. 2009/10 ANNUAL ANTICIPATED DBE PARTICIPATION

- Nina Grayson, Director of the Office of Equality Assurance
- Project funding is \$20.5 million (some through US DOT)
- 5 projects
 - Smart corridor phase IV
 - Lower Guadalupe river
 - Resurfacing of City streets
 - Sidewalk improvement on Minendoca
- Federal Govt. requires that the City estimate the amount of subcontracting going to disadvantage business enterprises (DBE)
- 35% DBE goal; 15% through race-neutral and 19% through race-conscious
- CALTRANS has provided
- 2008/09 - 3 projects 8% (\$800K out of \$10M)

Grayson will send Woodworth an e-mail with program accomplishments

- Recovery money is coming through allotment and through grant application
- DBE requirements only apply to DOT projects

7. PRESENTATION ON CITY BIDDING PROCESS

- Giovenetti and Sykes presented information on the City's Purchasing and Public Works processes for securing materials and hiring construction contractors and consultants.

8. LOCAL/SMALL BUSINESS PARTICIPATION

- Giovenetti and Sykes reported on the participation of local and small businesses in procurement and contracting opportunities.

9. LOCAL BUSINESS CONCESSIONS AT AIRPORT

Motion: Postpone

Motion: 1) Smith 2) Braunstein X App no

10. PUBLIC AWARENESS COMMITTEE REPORT

- No Report

11. ELECTION OF CHAIR/VICE CHAIR

- Puopolo withdrew from considerations due to work obligations

Motion: Close nomination for chair

Motion: 1) Braunstein 2) Wang X App no

-

Motion: Appoint Smith "by Acclamation"

Motion: 1) Braunstein 2) Wang X App no

- Khamis withdrew from consideration as Vice Chair

Motion: Puopolo for Vice Chair

Motion: 1) Khamis 2) App no
No second

Motion: Postpone Vice Chair to December meeting

Motion: 1) Wang 2) Khamis X App no

12. FUTURE MEETING LOCATIONS

- Next meeting at Library

13. STAFF REPORT

- No report

14. CHAIR REPORT

- Thank you for your involvement.

15. NEW AGENDA ITEMS

- Future Meeting Locations
- Non-reusable Bag Ban (lots of chairs)
- Add VTA as guest speaker (Spring)
- Look at City/partner brochures
- Innovation Center
- Workplan

16. ADJOURNMENT 7:35 PM