



CITY AND COUNTY OF SAN FRANCISCO  
LONDON N. BREED, MAYOR

OFFICE OF SMALL BUSINESS  
KATY TANG, DIRECTOR

## SMALL BUSINESS COMMISSION MEETING AGENDA

Monday, April 22, 2024, 4:30 P.M.

City Hall, Room 400, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

1. **Call to order and roll call**

Present: Benitez, Cornet, Dickerson, Ortiz-Cartagena, Zouzounis

Absent: Huie, Herbert

2. **Approval of Legacy Business Registry Applications and Resolutions (Discussion and Action Item)**

The Commission heard the following Legacy Business Registry applications:

a. Gaslight & Shadows Antiques (Application No.: [LBR-2023-24-037](#))

b. Nihonmachi Street Fair, Inc. (Application No.: [LBR-2021-22-015](#))

Public comment:

Phyllis Nabhan, owner, Gaslight & Shadows Antiques

Angelina Yu, Legislative Aide to Sup. Chan, in support of Gaslight & Shadows Antiques

Graci Horikiri, Executive Director, Nihonmachi Street Fair

Nick Footracer, in support of Nihonmachi Street Fair

Steve Nakajo, former ED of Jtown Task Force, in support of Nihonmachi Street Fair

Richard Jue, in support of Nihonmachi Street Fair

Commissioners praised applicants.

Motion to approve applications: Dickerson

2<sup>nd</sup>: Benitez

Aye: Benitez, Cornet, Dickerson, Ortiz-Cartagena, Zouzounis

Absent: Huie, Herbert

Motion passes 5-0-0

3. **Overview of Office of Small Business Commercial Leasing Services (Discussion Item)**

Iris Lee, Commercial Leasing Specialist with the Office of Small Business, presented about the services she provides and trends she's seeing in the current real estate market. She spoke about helping review leases, referring clients to Legal Services, touring spaces, etc.

Commissioner Comments:

Director Tang: Iris adds an incredible value and service to OSB.

Dickerson: Are there any commercial rent tax laws or caps on what can be charged? Iris: no, but market prices can indicate when asking rent is too high, and encourage landlords to adjust.

Ortiz-Cartagena: Iris is so approachable – most realtors have a stake in the game or lawyers are hard to understand. She's a huge asset.

Cornet: Are there penalties for landlords who keep their spaces vacant? Yes. Two programs: Commercial Vacancy Registry through Dept. Of Building Inspections is a \$780 flat rate/year. Property owners must register their vacant space. The Treasurer and Tax Collector also runs a vacancy tax (\$250/sq foot for spaces held vacant in NCDs for more than 182 days).

Benitez: Are there priority areas of the City that you are working to fill vacancies? Downtown and Fishermans Wharf are main priorities.

No members of the public requested to speak.

4. **Resolution Declaring Small Business Week May 6<sup>th</sup> – May 10<sup>th</sup> 2024 (Discussion Item)**

Motion to declare May 6<sup>th</sup> – May 10<sup>th</sup> Small Business Week in 2024: Dickerson

2nd: Benitez

Aye: Benitez, Cornet, Dickerson, Ortiz-Cartagena, Zouzounis

Absent: Huie, Herbert

Motion passes 5-0-0

5. **Approval of Draft Meeting Minutes (Discussion and Action Item)**

Motion to approve draft meeting minutes: Dickerson

2nd: Cornet

Aye: Benitez, Cornet, Dickerson, Ortiz-Cartagena, Zouzounis

Absent: Huie, Herbert

Motion passes 5-0-0

6. **General Public Comment (Discussion Item)**

No members of the public requested to speak.

7. **Director's Report (Discussion Item)**

- Business Tax Reform Update
- Small Business Week - Planning for events has been under way. Pop-up event will be at Transbay Terminal by Salesforce Tower
- Legacy Business passport project
- Heritage Happy Hours

May 9, 2024: Zeitgeist, 199 Valencia St. in District 9 (Legacy Business Mixer)

June 13, 2024: El Rio, 3158 Mission St. in District 9.

July 11, 2024: The Dubliner, 3838 24th St. in District 8.

August 8, 2024: St. Mary's Pub, 3845 Mission St. in District 9

September 12, 2024: Elixir, 3200 16th St. in District 8.

8. **Commissioner Discussion and New Business (Discussion Item)**

Ortiz-Cartagena: been working with OSB to assist Pena Pachamama in relocating/lease. He's been engaging his community on mobile food and state laws that are allowing new types of compact mobile food. Selena Lowrider Cruise was a huge hit in the community and small businesses did really well during the event. The Mission has gotten a new anchor tenant to fill a large space – Home Bargain – and it brings foot traffic.

Benitez: Rare Device owner is looking to sell.

Cornet: Agreed that the Selena Lowrider event was great. Casa Guadalupe is also moving into the walgreens space.

Zouzounis: Arab heritage month.

9. **Adjournment**

Meeting adjourned at 5:45pm.