

File No. 230135

Committee Item No. 1

Board Item No. 5

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date April 10, 2023

Board of Supervisors Meeting

Date April 25, 2023

Cmte Board

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- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- Memorandum of Understanding (MOU)
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 - Ethics Commission
- Award Letter
- Application
- Form 700
- Information/Vacancies (Boards/Commissions)
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young

Date April 6, 2023

Completed by: _____

Date _____

1 [Administrative Code - Small Business Commission Duties]

2

3 **Ordinance amending the Administrative Code to revise the duties of the Small**
4 **Business Commission by replacing the duty to coordinate an application and selection**
5 **process to recognize outstanding contributions by small businesses during Small**
6 **Business Month with a duty to coordinate activities to encourage the general public to**
7 **support San Francisco small businesses during Small Business Month.**

8 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
9 **Additions to Codes** are in *single-underline italics Times New Roman font*.
10 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
11 **Board amendment additions** are in double-underlined Arial font.
12 **Board amendment deletions** are in ~~strikethrough Arial font~~.
13 **Asterisks (* * * *)** indicate the omission of unchanged Code
14 subsections or parts of tables.

12

13 Be it ordained by the People of the City and County of San Francisco:

14

15 Section 1. The Administrative Code is hereby amended by revising Section 2A.240, to
16 read as follows:

17

18 **SEC. 2A.240. SMALL BUSINESS COMMISSION; POWERS AND DUTIES.**

19 (a) The Small Business Commission shall:

- 20 1. Formulate and evaluate goals, objectives, plans, and programs and set policies
21 for the City regarding small businesses, consistent with any overall objectives established by
22 the Mayor and the Board of Supervisors through the adoption of legislation, in order to
23 promote the economic health of the small business community in San Francisco, its
24 employees, and its customers;

25

- 1 2. Develop and keep current an annual statement of purpose outlining its areas of
2 jurisdiction, authorities, purpose and goals, subject to review and approval by the Mayor and
3 the Board of Supervisors;
- 4 3. Recommend to the Mayor for submission to the Board of Supervisors rates,
5 fees and similar charges with respect to appropriate items coming within its jurisdiction;
- 6 4. Prepare and recommend to the Mayor an annual budget for the Commission's
7 activities;
- 8 5. Oversee grants and programs concerning and benefiting small businesses and
9 neighborhood business districts;
- 10 6. Review all legislation affecting small businesses and make recommendations to
11 the Board of Supervisors;
- 12 7. Declare one month out of the year Small Business Month;
- 13 8. ~~Establish an application and selection process to provide recognition during at least~~
14 ~~one public event during Small Business Month to outstanding local small businesses that contribute to~~
15 ~~the vitality of San Francisco. Solicitation for honorees shall come from the Mayor, individual members~~
16 ~~of the Board of Supervisors, individual members of the Commission, and the general public;~~During
17 Small Business Month, coordinate activities to encourage the general public to support San Francisco
18 small businesses;
- 19 9. Review rules and regulations adopted by City departments that affect small
20 businesses and recommend modifications that would promote the health of small businesses;
- 21 10. Collect and analyze information about the small business economy in San
22 Francisco, as well as conduct investigations under its power of inquiry into any aspect of
23 governmental operations affecting small businesses, including holding hearings and taking
24 testimony, and make recommendations to the Mayor or the Board of Supervisors; and
25

LEGISLATIVE DIGEST

[Administrative Code - Small Business Commission Duties]

Ordinance amending the Administrative Code to revise the duties of the Small Business Commission by replacing the duty to coordinate an application and selection process to recognize outstanding contributions by small businesses during Small Business Month with a duty to coordinate activities to encourage the general public to support San Francisco small businesses during Small Business Month.

Existing Law

Currently, the Administrative Code requires the Small Business Commission to perform a number of duties, including a duty to establish an application and selection process to provide recognition during at least one public event during Small Business Month to outstanding local small businesses that contribute to the vitality of San Francisco.

Amendments to Current Law

The proposed ordinance would replace the duty to coordinate an application and selection process for small business recognition with a duty to coordinate activities to encourage general public support for Small businesses during Small Business Month.

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BOARD of SUPERVISORS



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MEMORANDUM

TO: Director Katy Tang, Office of Small Business

FROM: Victor Young, Assistant Clerk *Victor Young*

DATE: March 28, 2023

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed legislation:

File No. 230135

Ordinance amending the Administrative Code to revise the duties of the Small Business Commission by replacing the duty to coordinate an application and selection process to recognize outstanding contributions by small businesses during Small Business Month with a duty to coordinate activities to encourage the general public to support San Francisco small businesses during Small Business Month.

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: victor.young@sfgov.org.

cc: Kerry Birnback, Office of Small Business