

BOARD of SUPERVISORS



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## MEMORANDUM

TO: Sarah Dennis-Phillips, Executive Director, Office of Economic and Workforce Development  
Katy Tang, Director, Office of Small Business

FROM: Brent Jalipa, Assistant Clerk  
Budget and Finance Committee

DATE: March 1, 2024

SUBJECT: HEARING MATTER INTRODUCED

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The Board of Supervisors' Budget and Finance Committee has received the following hearing request, introduced by Supervisor Connie Chan:

**File No. 240180**

**Hearing on the implementation of funds designated for SoMa small business relief through File No. 240057 [De-Appropriation and Appropriation - General City Responsibility - APEC 2023 Project - Municipal Transportation Agency and Office of Economic and Workforce Development - \$3,500,000 - Fiscal Year 2023-2024]; requesting to report back on the eligibility criteria and administration of the small business mitigation funds; and requesting the Office of Economic and Workforce Development and Office of Small Business to report.**

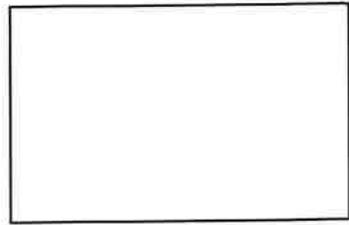
Pursuant to the hearing request, you or a representative will be expected to attend and present on the subject when this matter is agendized.

If you have any comments or reports to be included with the file, please forward them to me by email to: [brent.jalipa@sfgov.org](mailto:brent.jalipa@sfgov.org).

c: Anne Taupier, Office of Economic and Workforce Development  
Alesandra Lozano, Office of Economic and Workforce Development  
Kerry Bimbach, Office of Small Business

**Introduction Form**

*(by a Member of the Board of Supervisors or the Mayor)*



I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- 2. Request for next printed agenda (For Adoption Without Committee Reference)  
*(Routine, non-controversial and/or commendatory matters only)*
- 3. Request for Hearing on a subject matter at Committee
- 4. Request for Letter beginning with "Supervisor \_\_\_\_\_ inquires..."
- 5. City Attorney Request
- 6. Call File No. \_\_\_\_\_ from Committee.
- 7. Budget and Legislative Analyst Request (attached written Motion)
- 8. Substitute Legislation File No. \_\_\_\_\_
- 9. Reactivate File No. \_\_\_\_\_
- 10. Topic submitted for Mayoral Appearance before the Board on \_\_\_\_\_

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- Small Business Commission     Youth Commission     Ethics Commission
- Planning Commission     Building Inspection Commission     Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- Yes                       No

*(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)*

Sponsor(s):

Chan, Dorsey

Subject:

Hearing on small business mitigation fund implementation

Long Title or text listed:

Hearing on the implementation of funds designated for SOMA small business relief through File No. 240057 -De-Appropriation and Appropriation - General City Responsibility APEC 2023 Project Municipal Transportation Agency and Office of Economic and Workforce Development \$3,500,000 - FY2023-2024- and requesting the Office of Economic and Workforce Development and Office of Small Business to report back on the eligibility criteria and administration of the small business mitigation funds.

Signature of Sponsoring Supervisor: