



City of Daly City
Regular Meeting
SMALL BUSINESS COMMISSION

AGENDA

Thursday, April 8, 2021
7:00pm

Visit Daly City's virtual meeting website to register to attend the virtual meeting via Zoom, watch the livestream of the meeting and view the agenda:

<http://bit.ly/dalycityapr8>

COVID-19 ANNOUNCEMENT – PUBLIC MEETINGS

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Daly City Small Business Commission and staff will participate in this meeting via a teleconference. Members of the public are encouraged to watch the meeting via Livestream (Small Business Commission Meeting Livestream) at <http://bit.ly/dalycityapr8>.

Public Participation:

There are two ways to submit public comment: (1) send written comments by 4:00 pm on meeting day and (2) register to speak at the meeting via Zoom.

To submit a comment in writing, please email bhipps@dalycity.org and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 4:00 pm will be emailed to the Small Business Commission members and included as an "Add to Packet" on the City's website prior to the meeting. Those comments received after 4:00 pm will be added to the record and shared with the Small Business Commission members for the public meeting.

To speak at the meeting, you must register to join via Zoom. The City requests that you complete your registration by 5:00pm on the meeting date. After registering, you will receive a confirmation email containing instructions on how to join the meeting, including a unique link. Your address and email will not be disclosed to the public. Public comment is limited to two minutes maximum.

To register to speak at the meeting via Zoom, visit bit.ly/april8zoomreg. You must familiarize yourself with Zoom prior to joining the meeting. When you would like to speak on an item during the public comment portion of the meeting, you will need to use the "raise hand" feature in Zoom. The City will not be providing technical support.

If you do not wish to speak, the City requests that you watch the livestream of the meeting on the City's virtual meeting website at <http://bit.ly/dalycityapr8>.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at (650) 991-8078 as soon as possible prior to the meeting.

SMALL BUSINESS COMMISSION ROLES & DUTIES SUMMARY

The City Council created the Small Business Commission to better serve, and to establish a greater connection with, the City's small business community. Appointed Commissioners serve in an advisory capacity at the pleasure of the City Council. Generally, Commissioners advise the City Council in fostering, promoting, and retaining small businesses in the City.



Specific duties of Small Business Commissioners include the following:

- A. Advise the City Council on all matters affecting the small business community within the City and to advise and assist other City boards and commissions as it pertains to small businesses;
- B. Encourage strategies that support the functioning of small businesses in the City;
- C. Foster programs that promote and celebrate the small business community;
- D. Support the formation of new businesses within the City;
- E. Provide local businesses with economic, demographic, and land-use related analytics to eliminate information gaps in the small business community;
- F. Create a collaborative environment for local businesses to voice their desires, concerns, and hopes in connection with business ownership/management in the City;
- G. Establish an effective liaison between the City, local businesses, and small business groups;
- H. Undertake and carry-out all functions reasonably necessary to accomplish the objectives and to discharge the functions of the commission;
- I. Exercise such other functions as may be prescribed by the City Council.

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL

APPROVAL OF MINUTES

1. February 11, 2021

ELECTION OF OFFICERS

1. Chair
2. Vice Chair

DISCUSSION ITEMS

1. Ongoing Agenda Building
2. Summary of Other City Commissions / Sub-Committees
3. Daly City's Small Business Ecosystem
4. Small Business Challenges & Resources During COVID-19

ANNOUNCEMENTS & COMMUNICATIONS

NEXT MEETING

1. Regularly Scheduled Meeting: June 10, 2021

PUBLIC COMMENT

Speakers are limited to two minutes, unless modified by the Small Business Commission Chair.

The Commission cannot take action on any matter raised under this item.

ADJOURNMENT

AVAILABILITY OF PUBLIC RECORDS:

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 Clerk's Office, City Hall located at 333-90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.