



**City of Daly City
Small Business Commission Meeting
Meeting Minutes**

Thursday, June 10, 2021 – 7:00pm

**Virtual Meeting:
<http://bit.ly/dalycityjune10>**

Call to Order:

The Commission commenced the meeting at 7:00pm.

Pledge to the Flag:

Roll Call:

Present: Francis Espiritu, Paloma Concordia, Maybelle Manio, Maria Cruz

Absent: Charles Hill (Commissioner Hill joined meeting following Roll Call), Maria Cruz

Approval of Minutes:

Minutes approved as distributed.

Disposable Food Service Ware Proposed Ordinance:

Staff liaison Brandon Phipps introduced this item and invited Leilani Ramos to present. Leilani Ramos provided an overview of the San Mateo County initiative aimed at reducing the use of plastic disposable food service ware in Daly City. The ordinance will impact all food facilities located in Daly City (any entity that provides prepared food for public consumption). Examples include restaurants, food trucks, private schools, catering operations and vendors at farmers markets. Leilani concluded the presentation and opened-up the discussion for questions / feedback from Commissioners. Commissioner Manio requested Ms. Ramos elaborate on the County ambassador program.

Ms. Ramos discussed available financial resources for businesses to transition to sustainable food services wares in two Daly City zip codes. Commissioner Manio inquired as to whether or not there is a preferred vendor for sustainable food service wares. Ms. Ramos replied that the County has provided information in connection with vendors but that group purchasing of sustainable food wares is not currently supported at the County level. Commissioner Concordia inquired as to whether food trucks are required to use disposable food service wares. Ms. Ramos replied that food trucks are required to switch to reusables. Commissioner Concordia inquired as to how business outreach will occur. Ms. Ramos replied there will be both a County-led and City-led initiative. City will also be partnering with Republic Services to help promote sustainability workshops and collaboration. Ms. Lim of San Mateo County Office of Sustainability (Senior Sustainability Specialist) responded that there will be collaboration between City and County; outreach will occur via a campaign supported by a consultant team to develop content and educational materials to consolidate ordinance-related items online. County staff will also be sending-out mailers and directly contacting food facilities. Technical assistance support services are available.

Commissioner Concordia inquired about whether content is provided in different languages. Ms. Lim confirmed content will be multilingual. Commissioner Espiritu inquired when the will campaign start. Ms. Lim responded that the campaign can start as soon as City Council approves and adopts the ordinance.

Commissioner Hill inquired as to how they arrived at the \$300 in financial support – noted that incentives to businesses will increase onboarding/transitioning of new businesses; additionally, Commissioner Hill asked about enforcement and requested updates regarding other jurisdictions that have approved similar ordinances in the County. Ms. Lim responded that the \$300 one-time payment is a value that was determined by consultants based on work with restaurants and the general value of sustainable food service wares. Regarding enforcement, Ms. Lim responded that it is complaint based. Members of the public or local government staff can submit formal complaints to the County to report food facilities in violation. Upon receipt of report, County will direct staff to follow-up with businesses and assist in training and educating. Emphasis on education rather than fines/punishment.

Commissioner Concordia inquired as to whether fast food restaurants will be required to be compliant. Ms. Ramos responded that many larger facilities are also transitioning; if not, City will be working with them – assuming City Council approves the ordinance. Ms. Lim added that fast food/franchises are in a different boat as they have to deal with corporate. County staff are in discussions with those larger companies and understand that it may take additional time for them to transition to sustainable food wares. Generally, per Ms. Lim, larger facilities are supportive and enthusiastic about being compliant. Commissioner Espiritu requested confirmation that this ordinance will impact all prepared food facilities – Ms. Ramos and Ms. Lim confirmed – with the caveat that some smaller food providers, such as cottage food industry providers, are not required to switch to sustainable food service wares per the ordinance under consideration.

Commissioner Concordia commented that she is supportive of the ordinance and happy to see it under consideration. Commissioner Manio echoed Commissioner Concordia's comments adding that the extended time period to be in compliance is important for our businesses as many have been negatively impacted. Commissioner Manio inquired as to whether Commissioners will be taking action on this item. Staff liaison replied that no action items will be taken today but that staff will be providing Commissioner feedback to Council. Commissioner Hill commented that the ordinance is a good idea but we need to be sensitive to the environment we are in (e.g., COVID-19); Commissioner Hill added that outreach, notification, and support to businesses is important to achieving success in the program. Staff liaison inquired as to how many businesses can be helped with the \$300 credit that is provided at the County level. Ms. Lim responded that they have not settled on a total amount for financial assistance on the City level and that the amount of money allocated to each City will depend on how many cities adopt the ordinance. Ms. Lim added that available financial resources could expand depending on local demand. Commissioner Manio added that additional incentives could be levied/helpful to incentivize early adopters. No formal voting was made in connection with this item. City Management staff will consolidate comments and provide to Council for consideration.

Public Comment: Eva Hollman commented that she is in support of Daly City approving the ordinance; one request from Ms. Hollman was to make the reuse component of the ordinance mandatory as opposed to recommended.

Sally Liu commented (as member of Reusable San Mateo County) that she is in support of Daly City approving the ordinance; Ms. Lui also supports a mandatory reuse component of the ordinance.

Daisy Fong, resident of Pacifica, member of Pacifica Economic Development Committee, and volunteer for Pacifica Beach Coalition, commented that she is in support of Daly City approving the ordinance with an amendment adding a mandatory reuse component.

Alejandra Warren, sustainability consultant, commented that there is a large community of Latin and Filipino restaurant owners in the City. For some restaurants, reusables have positively impacted their operations. Specifically, Ms. Warren mentioned Los Cuates Taqueria noting that their use of reusable materials is saving them money and reducing their waste. Staff liaison closed the item.

Legacy Business Program:

Staff liaison Brandon Phipps introduced this item and presented a slide deck introducing the idea of Legacy Business Programs, describing the types of activities legacy business programs can take-on, and evaluating San Francisco's legacy business program as an example of one of the most robust legacy business programs in the nation.

Following the presentation, Staff liaison expanded the discussion to the Commissioners to consider whether or not a legacy business program could be a good fit for Daly City. Some questions posed include:

- Can a legacy business program bring value to local businesses?
- What businesses come to mind?
- What selection criteria are most important for a Daly City legacy business program?
- What activities might make-up a Daly City legacy business program?
- What are potential nomination/application/selection processes?

Commissioner Manio clarified an item on a previous slide regarding shading. Commission Hill inquired as to what Daly City Council hopes to accomplish with a Legacy Business Program. Mr. Phipps responded that this item was included based on feedback from Commissioners opposed to Council and that Commissioner feedback will be provided to Council in connection with this item.

Commissioner Concordia commented that she thinks it is important for Daly City to establish a legacy business program to recognize the businesses that have survived thus far and contributed to the history of Daly City. She added that it could be a tool to increase the revenues of celebrated businesses and that she is in support of further supporting the program.

As a first step, Commissioner Concordia agreed that establishing criteria and nomination processes to develop a legacy business registry could be a valuable program for the City to consider. Commission Hill commented that he is also in agreement and added that businesses could be included on the registry in a number of ways (i.e., in addition to or in complement to number of years active in the City). Commission Espiritu commented that he is in support of the program and can see value in honoring businesses at regular intervals in the City. Commissioner Manio added that she feels that Councilmembers should be able to nominate businesses based on recommendations from the Small Business Commission and that she feels that legacy businesses (i.e., the oldest businesses in the City) are the most important businesses to honor. Commissioner Hill commented that he agrees and wants to dig into local data to understand what

businesses exist in the City to best understand local conditions. Commissioner Manio replied that she agrees with Mr. Hill's comments.

Staff liaison commented that there seems to be general support to move forward with a legacy business program in the City, and that first steps for continued exploration include understanding local conditions and creating an index of active businesses. Mr. Hill commented that we may be able to leverage County resources to get access to additional data that can inform a potential legacy business program. Staff liaison closed the item.

Announcements and Communications:

Commissioner Manio commented that since this is a new Commission and we are meeting virtually, she feels it is difficult to connect on a human level. With that in mind, Commissioner Manio recommended we have an in-person meeting or retreat to get to know one another, increase comradery, and increase meeting participation. Commissioner Manio also wished the group happy Father's Day, happy summer, and for everyone to be safe. Commissioner Espiritu agreed with Commissioner Manio that an in-person meeting would be helpful for the Commission. Commissioner Hill also agreed that an in-person meeting would be valuable – there is nothing like face to face connection and the ideas that come about from in-person meetings. Commissioner Hill also thanked Ms. Ramos and Mr. Stolte regarding trash-dumping-related issues in the Top of the Hill Neighborhood – and commented that a legacy business program could be a good opportunity to understand what businesses need most in Daly City. Mr. Stolte commented that the City is planning to reopen to the public on Labor Day, so any in-person meetings should occur after that date. Commissioner Manio commented that she was reviewing the Planning Commission meeting and that the Small Business Commission received a shout-out during the meeting and that there may be opportunities to collaborate in the future. Ms. Mothershead commented that all Small Business Commissioners have been added to the Planning Commission email list so they will all be receiving planning-related documents to better understand the development projects occurring in the City and to identify future opportunities for collaboration.

Next Meeting:

Next regularly scheduled meeting scheduled for August 12, 2021 at 7pm.

Public Comment:

No public comment was received for this meeting in addition to the public comment previously discussed in connection with the item on the disposable food wares ordinance.

Adjournment:

Commissioner Manio adjourned the meeting at 8:32pm.