City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: {{item.number}}

Agenda Date: January 30, 2024

In Control: Economic and Workforce Development Committee Meeting

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Debbie Racca-Sittre

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Consideration of (4) At-large appointments to the Small Business Advisory Commission.

SUMMARY:

The Economic and Workforce Development Council Committee (EWDC) will review and consider applicants to the Small Business Advisory Commission (SBAC) for 4 At-large seats. Appointees will serve a term of office to begin upon approval by the City Council and expire on May 31, 2025.

BACKGROUND INFORMATION:

On February 18, 2021, City Council authorized the creation of a 15-member SBAC, of which 11 positions are Mayor and Council District specific appointments and four positions are appointed at-large. All members must be approved by full City Council and apply through the Board and Commissions process, through which the Mayor and City Council will select their specific

appointments and the remaining at-large members will be interviewed and recommended by EWDC. Each Commission member is to be appointed for a 2-year term for a maximum of 4 consecutive terms (8-year limit).

Responsibilities of the Commission include review of upcoming policies, regulations and issues affecting small businesses; provide direct feedback and recommendation to City Council and City staff; coordinate activities and actions with EWDC; make recommendations for modifications to policies or programs that affect small businesses; engage the community, in particular, marginalized communities and commission member networks, and promoting awareness of EDD's small business programs and initiatives; advise staff in preparation of programs and initiatives; and work collaboratively with other City Boards and Commissions on matters that may affect small businesses.

The 15-Member Commission consists of at least one small business member/organization residing and/or operating within each of the ten (10) Council Districts; and a diverse representation of the small business and non-profit community who demonstrate the following desired technical expertise, identities, and perspectives as stated in the ordinance. The current composition of the Commission is as follows:

· Small Business less than 10 employees: 4 seats – 3 seats filled and 1 vacant seat
· Small Business 10-50 employees: 4 seats – 2 seats filled and 2 vacant seats
· Small Business – Targeted Industry: 3 seats – 3 vacant seats
· Small Business Professional or Trade Organization: 2 seats – 1 seat filled and 1 vacant seat
· Non-Profit Small Biz Service Providers: 2 seats – 2 vacant seats

ISSUE:

Small Business Advisory Commission appointments require full City Council approval. An Ad Hoc of the Economic and Workforce Development Council Committee met and shortlisted the applicants to be considered by the full committee as follows:

Small Business Owner with less than 10 Employees – 1 seat available
· Ruben Arciniega
· Jane Gonzalez
· Kaitlin (Katie) Sirakos
· Essa Yousafzai

Small Business Owner with 10-50 employees – 2 seats available
· Juan Carlos Merlo

Small Business – Targeted Industry: 2 seats available – no applicants

Small Business Professional/Trade Organization – 1 seat available
· Martin Gutierrez

· Yen Yan – Seeking Reappointment

Non-Profit Small Business Service Provider Organization
· Lindsey Logan – Seeking Reappointment
· Jason Meza

FISCAL IMPACT:

There is no fiscal impact.

ALTERNATIVES:

The Committee can reject applicant(s). If applicant(s) are rejected, additional applications may be sought. However, this will delay the process of filling the vacancy, which could impact the ability of the Small Business Advisory Commission to obtain quorum and conduct its work.

RECOMMENDATION:

The City Clerk recommends forwarding the Economic and Workforce Development Council Committee selections for approval by the full City Council at the next available A Session.