

ORDINANCE 2021-02-18-0119

**ESTABLISHING THE SMALL BUSINESS ADVISORY COMMISSION AND  
RENAMING THE SMALL BUSINESS ADVOCACY COMMITTEE TO THE  
SBEDA COMMITTEE**

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**WHEREAS**, a general City of San Antonio board or commission for small business owners to voice their opinions and policy concerns does not currently exist outside of the Small Business Advocacy Committee (SBAC), whose sole focus is to provide recommendations on the Small Business Economic Development Advocacy (SBEDA) Ordinance; and

**WHEREAS**, on October 3, 2019, District 4 Councilwoman Adriana Rocha-Garcia submitted a Council Consideration Request (CCR) proposing the creation of a Small Business Advisory Commission made up of members appointed by City Council to advise on policy issues unrelated to the SBEDA Program that may affect small businesses; and

**WHEREAS**, on November 14, 2019, the Governance Committee approved a plan for City staff to engage local small business owners to review available mechanisms to provide feedback and evaluate the potential creation of a new commission; and

**WHEREAS**, an extensive, city-wide SASpeakUP Campaign was conducted, and its results indicated an overwhelming interest for a commission to be established for small business owners to provide their insight and feedback on policy issues unrelated to the SBEDA Program that may affect small businesses; and

**WHEREAS**, on October 22, 2019, City staff presented these results to the Economic and Workforce Development Committee, which now recommends creation of a new Small Business Advisory Commission for the purpose of reviewing upcoming policies, regulations and issues affecting small businesses and to rename the existing Small Business Advocacy Committee to the SBEDA Committee. **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1. Establishment of the Small Business Advisory Commission.** The Small Business Advisory Commission is hereby established. The Commission shall consist of fifteen (15) members who must be approved by full City Council, of which eleven (11) members will be Mayor and Council District specific appointments and (4) members will be appointed at-large, as further detailed below in Section 3.

The current Small Business Advocacy Committee shall continue its responsibilities under the SBEDA Ordinance (No. 2010-06-17-053) and is hereby renamed to SBEDA Committee.

**SECTION 2. Mission of the Small Business Advisory Commission.** The mission of the Small Business Advisory Commission shall be to review upcoming policies, regulations and issues affecting small businesses, outside of the SBEDA Ordinance, and provide recommendations to City staff, Mayor and City Council.

Responsibilities and Expectations of the Commission include:

- Assisting the Director of the Economic Development Department (EDD), the City Manager, Mayor and City Council in reviewing upcoming policies, regulations and issues affecting small businesses, outside of the SBEDA Ordinance, and provide direct feedback and recommendations to City staff and City Council;
- Coordinating activities and actions with the Economic and Workforce Development Council Committee (EWDC) or corresponding board/committee designated by the Mayor and/or City Council;
- Making recommendations concerning modifications of such policies or programs that may affect small businesses;
- Engaging the community, in particular, marginalized communities and commission member networks, and promoting awareness of EDD's small business programs and initiatives;
- Advising staff in preparation of programs and initiatives related to policies affecting small businesses and/or EDD's small business programs, which may include participating in presentations to the City Council and/or EWDC during the year; and
- Working collaboratively with other City Boards and Commissions on matters that may affect small businesses.

To achieve the objective of receiving feedback and input across all small business community sectors, the Economic Development Department will support the new Small Business Advisory Commission.

**SECTION 3. Composition of the Small Business Advisory Commission.** The 15-Member Commission, approved by full City Council, shall be comprised of:

- Eleven (11) members who will be Mayor and Council District specific appointments, and four (4) members who will be appointed at large;
  - All members, who must be approved by full City Council, shall apply through the Boards and Commissions process, of which Mayor and City Council will select their specific appointments and the remaining at-large members will be interviewed by the Economic and Workforce Development Committee.
- At least one (1) 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:
  - 2 small business professional and/or trade organizations
  - 2 non-profit small business service provider organizations
  - 4 small business owners with less than 10 employees
  - 4 small business owners with 10-50 employees
  - 3 small business owners representing the City's targeted industries

**SECTION 4. Commitment to equity and diversity.** Membership on the Commission shall represent those that work within the City of San Antonio, inclusive of indigenous persons, communities of color, low-income residents, LGTBQIA+ persons, persons of varying ages, persons with disabilities, and other marginalized communities, who hold the required expertise, identities and/or perspectives detailed in Section 3 above.

**SECTION 5. Appointment Terms.** Commission members shall serve two-year terms, for a maximum of four (4) consecutive terms, or an eight-year limit. Terms for the eleven (11) Mayor and Council District appointments shall be coterminous with Council. Terms for the four (4) at large appointments shall be aligned with the date approved by full City Council.

**SECTION 6. Officers.** Commission Officers shall consist of a Chair and Vice-Chair elected by a majority vote of the entire Commission at a meeting held for such purpose.

**SECTION 7. Application of City Code provisions for Boards and Commissions.** To the extent not in conflict with this Resolution, the City's Rules for Boards and Commissions, codified in Article 2, Section IX of the City Code of the City of San Antonio shall apply.


**SECTION 8. Subcommittees.** The Commission may form ad hoc working groups for individuals representing certain disciplines or areas of subject matter expertise to provide the Commission, Mayor and City Council with their professional assistance on specific policies or programs. Two Commission members shall lead each subcommittee.

**SECTION 9. Compensation.** Members are not compensated for service on the Commission or subcommittees.

**SECTION 10. Effective Date.** This ordinance is effective immediately after passage upon the receipt of eight affirmative votes, or, in the absence of eight affirmative votes, ten days after passage.

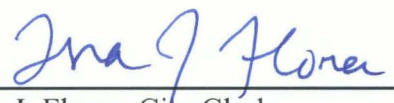
CR  
02/18/21  
Item No. 15

**PASSED AND APPROVED** this 18<sup>th</sup> day of February, 2021.



**M A Y O R**  
Ron Nirenberg

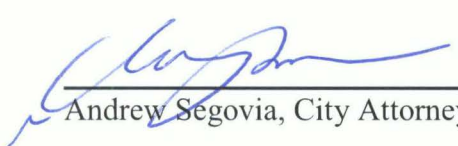
**ATTEST:**



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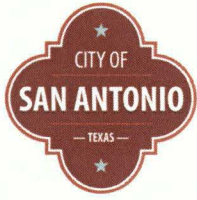
Tina J. Flores, City Clerk

**APPROVED AS TO FORM:**



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Andrew Segovia, City Attorney



# City of San Antonio

## City Council

February 18, 2021

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**Item: 15**

**Enactment Number:**

**File Number: 21-1492**

**2021-02-18-0119**

Ordinance establishing a new Small Business Advisory Commission and renaming the Small Business Advocacy Committee to the Small Business Economic Development Advocacy (SBEDA) Committee. [Carlos J. Contreras III, Assistant City Manager; Alejandra Lopez, Director, Economic Development]

Councilmember Adriana Rocha Garcia made a motion to approve. Councilmember Rebecca Viagran seconded the motion. The motion passed by the following vote:

**Aye:** 11 Nirenberg, Treviño, Andrews-Sullivan, Viagran, Rocha Garcia, Gonzales, Cabello Havrda, Sandoval, Pelaez, Courage and Perry