



Local Business Enterprise Advisory Committee (LBEAC) VIRTUAL Meeting
May 7, 2026 Meeting Minutes

1. Call to Order/Introduction

Chair Galarza called the meeting to order at 10:05 AM

Committee Members Present: Matthew Ajiake, Darolyn Davis, Miguel Galarza, Bruce Giron, Tricia Gregory, Kamal Hubbard, Queena Lu, Jae Shin, Ben Washington

Committee Members Absent: Kyndra Cox, Elahe Enssani, Sailaja Kurella, Kent Lim, Wayne Perry, Tiffany Tatum

CMD Staff Present: Regina Chan, Queena Chen, Helen Smolinski, Winnie Chen

Members of the Public Present: See Guest Sign-In Sheet posted on LBEAC Meeting page.

2. Discussion of LBEAC Guidelines

a. CMD Director Chan shared a copy of the Committee's Guidelines and provided the following context:

- i. The Guidelines generally explain the purpose of the Committee and how it is to be run.
- ii. Discussion centered around the ability of Committee members to represent LBEAC and speak on behalf of LBEAC at public meetings.
- iii. It was agreed that the Committee would continue to follow what has historically been the process for members who want to speak officially for LBEAC: make your request and provide a statement of your planned remarks to the Chair who will then review and, if approved, the LBEAC member will be permitted to speak for the whole of the LBEAC.

3. Discussion of LBEAC Peer Communication and Creation of Communication Channels

a. CMD Director Chan clarified, at the request of a Committee Member, that this topic was on the agenda because there was some discussion at earlier meetings about creating a channel for LBEs to communicate with each other:

- i. Assuming there is value to this idea, how does the Committee want to foster or encourage this?
- ii. Discussion included ensuring trucking companies were represented and offered a way to connect with each other. Another Member suggested forming a subcommittee. Others reminded attendees that they are always welcome to provide statements to the LBEAC if they can't attend monthly meetings.
- iii. Chair Galarza invited Committee Member Gregory, who expressed interest in engaging the trucking firms specifically, to draft a letter to these firms for LBEAC review
- iv. Public discussion included the seconding of the idea of a subcommittee devoted to facilitating communication and networking among LBEs; a renewed call for LBEs to stand together given the passage of 209; and the suggestion of a mixer and a WhatsApp group,

among other ideas. Several attendees also expressed thanks and enthusiasm for LBEAC virtual meetings, as they are easier for more business owners/LBEs to attend. Lastly, there was discussion about how LBEs will be impacted by the proposed changes to the Charter and how the LBEAC can get involved. CMD Director Chan and Deputy City Administrator Tang reminded attendees that the Charter reform effort is a mayoral-led process and CMD does not participate directly.

4. Update and Discussion of Professional Services Issues – Professional Services Subcommittee
 - a. LBEAC Member Ajiake agreed to chair the subcommittee and expressed a need for Professional Services LBEs to have a space of their own to examine the unique issues facing them – both the challenges and opportunities. Everyone is welcome.
5. Public Comment
 - a. Complaints that PW does too much work in-house, which led one to ask why LBEs should support the upcoming bond measure for firehouse upgrades. Others commented that LBEs should advocate for more PW work because LBE contractors can complete work for cheaper. Others chimed in saying LBEs should push for more of this work, especially because some feel they can do it cheaper.
 - b. Some commented that joint venture contracts are often bad for LBEs partnered with powerful Primes and so are As-Needed contracts – smaller businesses can't count on the work, especially on contracts with longer durations. Attendees asked that City departments use "As-Needed" more sparingly and be more intentional when describing scopes of work, be less vague.
 - b. LBEAC Member Gregory raised the idea of forming an ad hoc subcommittee for Trucking.
6. Review and approval of the April 2, 2026 LBEAC meeting minutes
 - a. Tricia Gregory, seconded by Darolyn Davis, moved to approve the April 2, 2026 LBEAC Meeting Minutes. Motion carries.
 - i. Ayes: Ajiake, Davis, Galarza, Giron, Gregory, Hubbard, Lu,
 - ii. Nays:
 - iii. Abstain: Shin, Washington
7. Adjournment
 - a. The meeting was adjourned at 11:53 AM.