

Pima County Small Business Commission

**County Administration Building
130 W. Congress, 1st Floor
Thursday, February 15th, 2007
3:15 p.m.**

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the February 15th, 2007 meeting.

1. Roll Call

The meeting was called to order at 3:15 p.m.

Members Present

Britton Dornquast
Ken Goodman
Frank Hamilton
Lisa Lovallo
Lea Peterson - Marquez
Tom Ward
Barbara Carino
Melanie Larson

Members Absent/Excused

Lisa Lovallo
Carol Klinefelter
Rigoberto Lopez

Others Present

Jeanne Madlangbayan
Maria Buenamea
Steve Riskey
Robin Brigode
Laurel Parker
Marie Miyashiro – Collins
Bill Aorgan

2. Approval of the Minutes

Minutes were not asked to be approved due to Secretary error will be approved at next meeting.

3. Clerk of the Board

- The Clerk of the Board came to the meeting to give the committee an update on the rules of an open meeting.
- The commission does not need to have bylaws, but has chosen to do so, they have been voted and approved, and a copy of them will be sent to the Clerk.
- The Clerk produces a manual for the public and board that has information about each commission. Which means your information is public record.

The Clerk does not put phone numbers in the information, but if someone calls asking for a number they do give them the number on file.

- If a topic comes up during a commissioner's report and is not on the agenda than it can not be spoken about, it needs to be put onto the agenda for the next meeting.
- The Chair would like Old Business to be added to the agenda, but the topic needs to be put onto the agenda stating what the old business is in regards to.
- Agenda has to be posted 24 hours prior to meeting.
- Open meeting law was given to you when you were sent your loyalty oath. Everything the Clerk is stating is also with your loyalty oath.
- Emails can constitute a quorum. If you have something to share with the commission, run the email though the coordinator and the coordinator will send it out to everyone.
- Social functions – If six Pima County Small Business Commissioners are all at the same place at the same time this is considered a meeting. A notice has to be posted with the Clerk that states “a quorum of the Pima County Small Business Commission may be present at this function.” No business is to be discussed.

2. Arizona Department of Transportation – Laurel and Maria

- Ramp closures and lane closures on the I10 are in preparation for the construction that will start in May or June. South of Prince North of 29th.
- Next piece with be Prince to Ruthrout.
- Things were a little delayed due to the Gem and Mineral show, but are moving forward now.
- Business Assistance program – got nine proposals – Just now getting started looking at them and will interview all nine canaditates in the next three weeks.
- City of Tucson agreed to commit \$100,000.00 to the program, in addition to the money they have already agreed to give.
- Maria very busy contacting all 48 businesses – only got three weeks notice to the lane and ramp closures. About 15 came to the meeting. Contractor has been very helpful. Maria is still the only one out with the public right now.
- The project is supposed to take three and a half years.

3. Commissioners Report

Tom Ward – Tom read a letter that he had written about a Small Business owner that had many problems with a County road project, who did not have any Business assistance at all. Tom looked into what kind of Business assistance program the county offers. What he found was that the County says it shall start a Business assistance program, but no such thing has been done to this point. Took him eleven

weeks to get signs directing people to his Businesses. He was told at first that he did not need signs.

- Pima County Department of Transportation has a weekly meeting that the public does not know about. Tom went to the meeting to try and get more information.
- Tom has brought this up because in March the I19 project will start, and is a major project. Tom was told that there will be a Business assistance program, but one has not started yet.
- Tom would like to start an ADOT committee, and visit the Department of Transportations new director and ask some questions. Will get back to us at the next meeting.

Melanie Larson – March 28th will be the launching of the TREO plan.

- Melanie is very unhappy that with all the time she put into the help of this plan, and that she is not getting any response from TREO on how the plan is going. She will be out of town during the meeting, and wants to make sure she is informed on what they are going to say.
- Lea will call Lee Smith with TREO and ask for a follow up and let the committee know the status of this.

Lea Peterson- Marquez wanted to let the Commission know about SBC Elections. Term will be one year, can continue for one more year, no longer than two total. Elections need to be done in November.

- April 30th every commissioner's terms expires. Letters were written to each Supervisor regarding either reappointment of Commissioner or appointing new Commissioner. Everyone was fine with the reappointments, just waiting to hear from Rigoberto Lopez. Melanie would like to make sure we have relevance before she decides to continue. Jeanne will forward the letters to the Board of Supervisors.
- Changes to Bylaws – Lea will bring to next meeting and Commissioner can vote on the changes.
- State of the County luncheon is May 4th.

6. Future Agenda Items

The Commission would like to have the following at future meetings:

- I. Director of Transportation for Pima County.
- II. Rene' - Pima County Business assistance program coordinator.

7. Call to the Public

- Bill Aorgan suggested that the chair gives a monthly report to the Board of Supervisors of what is happening with the Pima County Small Business Commission.

8. Adjournment

The meeting adjourned at 5:00 p.m.

