

**Pima County Small Business Commission**  
**County Administration Building**  
**130 W. Congress, 1<sup>st</sup> Floor**  
**Thursday, November 21<sup>st</sup>, 2013**  
**3:00 P.M.**

**Members Present**

Ken Goodman  
Tom Ward  
Lyra Done  
Gabrielle David  
Shelby Hawkins  
Dabney Philabaum  
Edie Lake  
Jerry Long  
Mark Finchem

**Others Present**

Patrick Cavanaugh  
Aurora Hernandez  
Britton Dornquast  
Molly Thrasher  
David Higuera

**Members Absent**

Patricia Brown  
Joy Soler

**Call to Order-** The meeting was called to order by Chairman Goodman at 3:00 pm.

**Pledge of Allegiance-** Chairman Goodman led the Pledge of Allegiance.

**Approvals of Minutes-** The minutes from the October 18th, 2013 meeting were approved, unanimously.

**Patrick Cavanaugh – Coordinators Report-** Mr. Cavanaugh gave a report on the recent trip to Washington D.C. by BOS Chairman, Supervisor Ramon Valadez, and County Administrator CH Huckelberry. Mr. Cavanaugh passed out a summary report (prepared by TREO staff) from County Administrator C.H. Huckelberry. Meetings were held to discuss the future of Davis Monthan Air Force Base, the protection and job growth for our aerospace and defense employers, the transportation infrastructure and associated funding that are critical to economic growth in southern Arizona.

**Chairman's Report-**Chairman Goodman relinquished his time to Commissioner Finchem. Commissioner Finchem gave a report on the American Lands Council. He handed out a flyer explaining the issue. Congress has a responsibility to release the land titles. Upon release the states could begin using that land and creating a tax base that would benefit the states. Commissioner Finchem would like to have the SBC write a letter endorsing the issue to our legislators.

**SAFE HARBOR BUSINESS ASSISTANCE UPDATE PRESENTATION-** Britton Dornquast from MainStreet, David Higuera from City Councilwoman Karen Uhlich Ward 3 office, and Molly Thrasher also from City of Tucson Ward 6, gave their presentation. MainStreet is working in conjunction with the City of Tucson to implement the *Safe Harbor Program*.

The *MainStreet Small Business Assistance Program* is a regional small business assistance program that also focuses on minimizing the construction impact on the business community along all Regional Transportation Authority (RTA) projects.

The *Safe Harbor Program* is a program implemented by the City of Tucson to formulate recommendations for approval by Mayor and Council and/or the City Manager to support both the short-term and longer-term needs of businesses affected by public sector construction projects such as roadway improvements. The goal is to assist the affected businesses along the RTA street improvement routes.

In working together the two programs can bring problems to the City Manager and Council to assist the small businesses being affected by the construction. Recommendations that come out of the Safe Harbor Working Group may include suggested ordinance changes or other Mayor and Council actions, administrative policies or exemptions.

There are things the Program cannot help with

- Direct financial compensation- this is not allowed under the Arizona State Gift clause
- Tax Deferment or Exemptions-all taxes including property, sales, income, and state taxes must continue to be paid. If you own the property, it is encouraged you apply for a Pima County Property tax assessment reduction with the Pima County Assessor during construction.
- Property Appraisal, Acquisition or Relocation-these services are not provided under the jurisdiction's real estate right-of-way programs and departments.
- Legal Services- not provided
- Individualized Advertising- over 100 marketing and promotional consulting services are available, but the actual cost of individualized advertising is not permitted.

For further information you can contact... Britton Dornquast, Program Manager  
MainStreet Business Assistance Program  
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Tucson, AZ 85701  
520-898-4352  
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[www.mainstreetinfo.org](http://www.mainstreetinfo.org)

**Vice Chairman Report - Mexico and Small Business**-Chairman Goodman and Vice Chairman Ward met with Felipe Garcia, Executive Vice President of VisitTucson; Juan Padres, Economic Development Director, City of Tucson; Larissa Valenzuela, Director of International Relations, Tucson Hispanic Chamber of Commerce; and Patrick Cavanaugh to discuss how Tucson small businesses can do business with/in Mexico. There are many things that local companies are not aware of, that they need, to do business in Mexico.

It was recommended the SBC hold a Public Forum to inform the local businesses of policies and procedures of how to do business in Mexico. It was decided to invite the above committee and add Eric Nielsen, Director of the US Dept. of Commerce to the Panel. It was suggested to invite our legislators, and to add the City of Tucson SBC.

The Forum will cover how to do business with Mexico here in the US, as well as how US companies can do business in Mexico. It was also suggested a live broadcast to Ajo, AZ, for the Ajo Chamber of Commerce to be able to participate without the three hour drive to get to Tucson.

A motion was called by Chairman Goodman to hold the Forum, motion was seconded by Commissioner Finchem, motion carried unanimously. This will be discussed at the January meeting to set a date as to when the Forum will be held.

**Plumer Street near the Tucson International Airport**- the issue was brought up at the October meeting as to how bad the road is coming from the airport. Vice-Chairman Ward spoke to the City of Tucson Development Services Department and got estimates as what it would cost to fix the road. It seems as if the City of Tucson, as well as the Airport Authority do not have the funds available to make the repairs.

Vice Chairman Ward would like to write a letter to Board of Supervisors Chairman Valadez, on behalf of the SBC to ask for funding to fix the road. Vice-Chairman Ward is also looking into a possible Inter-Governmental Agreement with the City of Tucson to see if something can be done.

Chairman Goodman called a motion to have the SBC write a memo to Chairman Valadez, motion carried unanimously. Vice Chairman Ward will write the memo.

**Nominations for 2014 Chair & Vice Chair**-Commissioner Done nominated Vice-Chair Tom Ward for Chair and Commissioner Lake for Vice-Chair, Commissioner Hawkins, seconded the motion, motion carried. Vice Chairman Ward was nominated for Chair and Commissioner Lake was nominated for Vice-Chair. Elections will be held at the January meeting.

**Other Commissioner Reports**- No response.

**Future Agenda items**- Chairman Goodman spoke to Lisa Lovallo from Cox Communications and she agreed to come speak to the SBC regarding Cox and small businesses. That will be a future agenda item. Mr. Cavanaugh will also be contacting the Sheriff's Department for a possible future presentation as well as the Regional Transportation Authority (RTA).

- Pima County Sheriff's Department relationship with small businesses
- Rural and unincorporated areas-possible meeting at unincorporated town-tbd
- Job order contracts-JOCS
- Plumer Street Road Repairs at Tucson International Airport
- Lea Marquez Peterson-President-Tucson Hispanic Chamber of Commerce

**Call to the Public**- No response.

**Meeting adjourned at 5:15 P.M.**