

CITY OF TUCSON SMALL BUSINESS COMMISSION (SBC)
MINUTES OF THURSDAY, OCTOBER 25, 2007

Mayor and Council Chambers
255 W. Alameda – City Hall – 1st Floor
Tucson, Arizona 85701

1. Call to Order / Roll Call

The meeting was called to order at 3:02 pm.

Members Present

Robert Baker	Jan Gordley	Katharine Kent, P.E., CEM
Jeff Bales	Joe Higgins	Thomas Trondal
Deitrich Benjamin	Marion Hook	Deb Turner
Diane Castro	Lola Kakes	Bonnie Vining

Members Absent/Excused

Robert Caylor	Eva Macias	Priscilla Marquez
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Others Present

Rebecca Manoleas, Vail Unified School District
Lyle Rayfield, Office of Equal Opportunity Programs
Marie Miyashiro-Collins, Elucity
Laurel Parker, Arizona DOT
Lucy Amparano, Transportation Department
Ramon Gaanderse, Metropolitan Pima Alliance
Lorraine Hernandez, Ward 2
Ellen Hitchings, City of Tucson Finance Department
Kathy Maish, City of Tucson Finance Department

3. Approval of the September 27, 2007 Minutes

Unanimously approved and accepted. Motion by Jeff Bales, 2nd by Tom Trondal.

2. Call to the Audience

No response.

4. Chair's Report on Current Events

- Joint meeting with Pima County Small Business Commission on November 15, 2007
- There are three vacancies on the Small Business Commission, two from Ward 3 and one from Ward 5.

5. Town Hall for Small Business

The Small Business Commission is planning to hold two or three Town Halls in 2008 to invite as many small businesses as possible. Rebecca Manoleas, Director of Community Action Board, from the Vail Unified School District reported on the success of their town hall held in April, 2007. She discussed the planning process for their town hall, including what worked, what didn't work wrong, and what could have been improved upon.

10. Update from Ombudsman Subcommittee

Katharine Kent gave an update from the last subcommittee meeting. The subcommittee discussed the Town Hall. They plan to gather data from the local small businesses to support the ombudsman position and to discuss the position's description and to provide the small businesses with information they may not already have. They also requested information from TREO regarding their Hotline on their call volume, questions they are being asked, what actions are being taken, and to get an idea on how successful they have been in solving the questions they are receiving.

6. I-10 Construction Update

Laurel Parker indicated that the I-10 project is about a third completed, and the contractor is on schedule. Marie Miyashiro-Collins indicated that the feedback they are receiving from businesses, directly affected by the construction, is that the businesses are doing about the same or better than before construction. Lucy Amparano and Marie Miyashiro-Collins have been visiting the small businesses within a half mile of the I-10 construction area. They found that most of the concerns were regarding signage. Most of their concerns have been addressed by ADOT and DOT.

7. COT Disparity Study

Lyle Rayfield, MWE Program Manager, spoke regarding the Disparity Study. The City of Tucson and Pima County are working jointly with the Procurement Departments from both jurisdictions. A consultant has been hired to look at how each jurisdiction awards its goods and services, professional services, and construction services contracts.

8. Metropolitan Pima Alliance – Ramon Gaanderse, Executive Director

Ramon Gaanderse, Executive Director, indicated that the Metropolitan Pima Alliance is a membership organization of businesses, government and non-profit organizations. MPA strongly believes in the positive participation and contributions of the private business sector working in collaboration with Governments, Real estate developers, homebuilders, engineers, architects, planners, construction sub-contractors and professional service providers. MPA's goal is to participate, educate and influence public policy and decision making for Metropolitan Pima County.

9. Update from Communications Subcommittee

The free service from Constant Contact account has begun. Constant Contact has provided the template for developing the new newsletter. They already have many contributions and a draft should be available soon for review. One of the first things they will cover is the upcoming Town Hall. A motion by Deitrich Benjamin to hold the first Town Hall on February 25, 2008, 5:30 – 7:30, seconded by Katharine Kent, passed unanimously.

11. Future Agenda Items

- Department of Neighborhood Resources for December meeting
- Development Services Issue
- Chamber of Commerce Update
- TREO – How many calls they are receiving and what questions are being asked
- Town Hall Status Update

12. Call to the Audience

Lorraine Hernandez, Ward 2 invited commission members to an Open House being held at the Ward 2 Council Office on November 16th to say goodbye to Council Member Carol West.

13. Adjournment

Meeting was adjourned at 4:21 pm. Motion by Katharine Kent, 2nd by Marion Hook, unanimously approved.

NOTE: It is the intent of these meeting minutes to get the general meaning of the discussion, summarize what happened, and record official actions. The minutes are not intended to be a verbatim transcription of all that was said. Audiotapes of the meeting are available for review at City Hall, Finance Department/Treasury Division, 255 West Alameda, 1st Floor West.