

**Pima County Small Business Commission
Meeting**

Thursday, June 21, 2018
3:00 P.M.

County Administration Building
130 W. Congress, 1st Floor
Tucson, Arizona

SUMMARY OF MEETING

Committee Members Present

Ken Goodman, Chairman
Lucretia Free
Lyra Done
Rhonda Pina (via conference call)
Mark Miller (via conference call)
Kent Blumenhal
Marion Hook

Committee Members Absent

Gabrielle David
Joy Soler
Karen Schutte
Patty Richardson

Staff that Addressed the Committee

Pima County:
Patrick Cavanaugh, Economic Development
Beth Borazon, District 4 Office
Maria Klucarova, District 3 Office
Deseret Romero, Economic Development

MOTIONS

**MOTION: Commissioner Free moved, seconded by Commissioner Blumenhal to adjourn.
Motion approved 7-0.**

MEETING SUMMARY

1. Call to Order

The meeting began at 3:05 p.m.

2. Pledge of Allegiance

Commission led the Pledge of Allegiance.

3. Welcome and Introductions

Chairman Goodman initiated around the room introductions of Commission and attendees.

4. Minutes (delayed)

Commission Coordinator and Economic Development Deputy Director, Patrick Cavanaugh noted the meeting minutes delay to the Commission.

5. Chair's Report: Chairman Goodman

Chairman Goodman provided an update to the Commission related to JTED funding for 9th grade programs and Satellite Instruction.

6. Vice Chair's Report: Vice Chair Done

No report to be provided.

7. Coordinator's Report: Patrick Cavanaugh

Mr. Cavanaugh provided the Commission with a suggestion on the summer meeting schedule. Over the summer, the Commission may choose to meet every other month or wait to meet until August.

8. Discussion of Amazon Distribution Center Supply Chain Opportunities

Chairman Goodman noted the letter provided by the County Administrator to Amazon dated June 12, 2018 discussing the Pima County Small Business Commission and the possible coordination with Amazon to expand their local business supply base.

Chairman Goodman requested a brief summary from Mr. Cavanaugh related to the Amazon project details. Mr. Cavanaugh provided the following information related to the project.

- 850,000 sq ft manufacturing space / 200,000 sq ft office space
- 800 jobs
- Starting salaries: \$14 to \$15 per hour with an increase after one year
- Tax base increase

Mr. Cavanaugh then noted how Mr. Huckleberry's letter was an opportunity for the Commission to recommend a local business connection to Amazon. The fulfillment center being created by Amazon could potentially include local products from local businesses.

Mr. Cavanaugh noted that many Tucsonans choose to buy local and not just national products.

Commissioner Pina inquired as to the timeline for the recommendation.

Mr. Cavanaugh noted that it would be ideal to have the Commission recommendation ready for when Amazon provides a response to Mr. Huckelberry's letter. It might be helpful to have Chamber of Commerce input for additional potential ideas.

Chairman Goodman inquired as to the opening of the Amazon fulfillment center. Mr. Cavanaugh indicated that the center would open early next year.

Chairman Goodman asked for additional ideas from the rest of the Commission.

Commissioner Done suggested that the Commission sit down with the various Chambers of Commerce to discuss as they are on the "ground level" with the businesses of the community.

Mr. Cavanaugh agreed and noted the Commission's great standing with the Chambers.

Commissioner Pina suggested reaching out to Dave Perry with the Oro Valley Chamber and the recently appointed Economic Development Director for the Town of Oro Valley.

Commissioner Free was concerned that they not leave out non-chamber businesses. She suggested reaching out to the southeast region businesses.

Commissioner Hook noted the importance of including the micro businesses.

It was agreed that the Commission should include non-chamber businesses in the discussion.

Commissioner Pina suggested including the Pima Community College business group led by Ellen Curtin.

District 4 Executive Aid, Beth Borazon made the suggestion to create a "brand" for the local products. "Made in Pima County". The Chairman complemented Ms. Borazon on the suggested idea.

Chairman Goodman request that Mr. Cavanaugh convey to the County Administrator how excited the Commission was for the opportunity to participate. The Chairman also extended an invitation the Amazon to come and provide direction to the Commission and Chambers.

Mr. Cavanaugh noted that depending on the response from Amazon the Commission by having a prior plan could be out in front and provide a structure for what our community would want.

Commissioner Blumenhal commended the County for the great work completed on the Amazon project. He then suggested that a pilot program be created by zip code to assist the community with buying local.

Mr. Cavanaugh suggested reaching out to Mike Peal with Local First.

Commissioner Hook noted that “buy local” reaches beyond the Tucson area. She also noted that she liked the “buy Pima County” idea from Ms. Borazon.

Mr. Cavanaugh noted that according to Local First’s annual report, they plan to increase staff in Tucson.

Chairman Goodman again requested that Mr. Cavanaugh convey to the County Administrator the Commission’s discussion and ask if the Commission is headed in the right direction.

Mr. Cavanaugh suggested that the Commission conduct their outreach to the Chambers and other small businesses first.

Commissioner Free inquired as to how other Amazon fulfillment centers handle local businesses.

Mr. Cavanaugh indicated that he had thought of this as well and would be conducting the research for the next Commission meeting.

9. Discussion of new appointee from District 2 and Workforce Investment Board Liaison

Mr. Cavanaugh reported that Supervisor Valadez (District 2) appointed Juan Padres (City of Tucson Economic Development) to the Commission. Mr. Padres has extended small business experience along with economic development experience at the City of Tucson.

10. Community/Rural Outreach: Mt. Lemmon (subcommittee) and Arivaca

Mt. Lemmon

Commissioner Free provided a report on the May 30th subcommittee meeting. The May 30th meeting was attended by Diane Frisch (Pima County Attractions) and Brent DeRaad (Visit Tucson). Mt. Lemmon faces many challenges to which were great ideas were discussed on how Mt. Lemmon can advocate for themselves. Information has also been created to advise visitors of fire safety. The next meeting is next Wednesday.

Mr. Cavanaugh noted the tangible suggestions that Mr. DeRaad noted that he would assist the Mt. Lemmon community with, such as increasing marketing, trash issues, and infrastructure issue.

Commissioner Hook noted the importance of promoting Monday through Friday only.

Ms. Borazon noted the University of Arizona holds specking sessions Monday through Thursday to attract visitors for businesses.

Commissioner Pina complemented the group on how everything came together so quickly.

Mr. Cavanaugh agreed but noted that there was still much to do. In an effort help the tasks progress, he suggested that the subcommittee concentrate on the Mt. Lemmon business community issues and permit Deputy County Administrator Carmine DeBonis lead the Mt. Lemmon/Forest Service issues. All while keeping the Commission up-to-date.

Ms. Borazon agreed that Mr. DeBonis was making great strides with the Forest Service issues. She also made the suggestion of attracting bikes to the businesses on Mt. Lemmon.

Arivaca

Mr. Cavanaugh reported to the Commission a recent visit to Arivaca by County staff and the District 3 office to assist the community with anonymous development services complaints related to several local businesses. The County Development Services Department was able to assist the businesses with direction on how to come into compliance.

11. JTED Update

Chairman Goodman noted that this item had already been addressed in the Chairman's update.

12. City of Tucson Commission Report

No report provided.

13. Other Commission Reports

Commissioner Hook reported that the Small Business Commission award's marketing plan had been completed. She noted that she would forward to Mr. Cavanaugh.

Commissioner Blumenhal requested a letter from the Chairman be sent to the County Administrator regrading the Amazon project and Small Business Commission collaboration.

14. Future Agenda Items

The following items were noted for future agenda items:

- Local First
- Arivaca
- Marketing Plan
- Amazon

Chairman Goodman suggested that the Commission take either July or August off. The Commission determined that they would like to meet in July and then discuss whether to take August off or not at that time.

Mr. Cavanaugh reported that he had discussed the District 1 and District 5 Commission vacancies with the respective Supervisors. He believe that both Supervisors will be making those appointments soon.

15. Call to the Public

No one spoke.

16. Adjournment (4:35 p.m.)

**MOTION: Commissioner Free moved, seconded by Commissioner Blumenhal to adjourn.
Motion approved 7-0.**

DRAFT