



SMALL BUSINESS SUPPORT PROGRAM

CITY OF SAFFORD ANNEX BUILDING
808 SOUTH 8TH AVENUE, SAFFORD, ARIZONA
TUESDAY, OCTOBER 5, 2021
5:30 PM

In accordance with Section 2.04.120 of the Municipal Code of the City of Safford, and Arizona Revised Statutes §38-431.01 et seq., and §38-431.02 et seq., NOTICE IS HEREBY GIVEN to the members of the general public that the Small Business Support Program Committee was held.

MINUTE RECORD

COMMITTEE MEMBERS PRESENT: Crispin Coronado, Kym Gifford, Jaime Embick, Planning & Community Development Director, John Cassella, City Manager

COMMITTEE MEMBERS ABSENT: Jacque Attaway

STAFF PRESENT: Jennifer Surber, Administrative Assistant

OTHERS PRESENT: Patricia Garrett, Taylor Ludwig, Applicant

1. **WELCOME AND CALL TO ORDER:** The meeting was called to order at 5:35 p.m.
2. **ROLL CALL AND INTRODUCTIONS:**
3. **MINUTES:** It was moved by Jaime Embick, seconded by Kym Gifford and carried unanimously to approve minutes from the July 22, 2021 Small Business Support Program Meeting.

MOTION ADOPTED

4. **DISCUSSION:** Discussion was held regarding the Small Business Program Purpose, Process and Program. One of the questions about the program is if the applicant come up with another project in six months but they haven't hit the \$10,000 limit, could they reapply for another amount? The answer was yes, and we don't have a time limit or anything that actually says that they can only get up to \$10,000. It says they can get up to \$10,000 per individual project. There is nothing in the guideline but if we have people who keep coming back as repeat customers and it starts to fund their whole project then we could put a cap on it. We haven't put a cap on the number of times an individual can apply because we have not foreseen that yet. Another question was, can a committee member's business apply for the program? Yes you could. You would have to have a consensus and excuse yourself from being a voting member. It's a small business program that is citywide not just downtown. We can look at defining small business in the future.

The entire building waiver fee is waived as long as it stays under the \$10,000 with other costs requested. Applicants must fund a minimum of 50% of the project cost.

5. **APPLICATION REVIEW:** The Planning and Community Development Department is in receipt of an application from Gila Valley Made requesting funding from the Small Business Support Program to improve electrical service and power outside of the building to add lights. The request is for the building fee waiver and 50% of the electrical cost.

Patricia Garrett: Gila Valley Made is on the corner of 6th and Main Street. We have 96 vendors within the store. The building is old and is needing electrical upgrade. We are open til 8pm and need lights on the outside of the building. It is not safe. We will be putting sconces on either side of the front door and café lights around. We expanded into the back of the building and need some lighting on the ceiling and outlets.

Kym Gifford: I looked over the proposal and it is in line with what I am used to seeing.

John Cassella: Me too.

It was moved by John Cassella and seconded by Kym Gifford to approve the application and the amount requested.

MOTION ADOPTED

6. **NEXT SCHEDULED MEETING:** TBD
7. **ADJOURN:** It was moved by Kym Gifford, seconded by John Cassella and carried unanimously to adjourn the meeting at 5:53 p.m.