



# Commerce City

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## Council Communication

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Business

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Small Business Retention and Expansion Task Force

**Summary and Background Information:** I want to make a motion directing city staff to create a Small Business Task Force (SBTF) to enhance collaboration between the City and small business owners to advance recommended policies to support small business growth and success in our City.

The objectives of the SBTF shall include, but will not be limited to:

1. Make recommendations for policies, regulations, and initiatives that promote and support small businesses within the City;
2. Facilitate communication and collaboration between small business owners and city officials;
3. Advocate for the interests and needs of small businesses in the City; and
4. Promote economic development strategies that foster a supportive environment for small businesses to thrive in the City.

Taskforce requirements include:

- The SBTF shall comprise seven to 11 representatives from various sectors of the small business community, including but not limited to retail, service, manufacturing, and technology, selected by the City Manager and/or his designee.
- Small business shall be defined as a business that remits sales and use tax below \$2 million and employs ten or fewer employees.
- Community members shall lead the task force and will not include elected officials such as council members and the mayor as members.
- The SBTF shall operate for an initial term of one year from the date of establishment, with a six-month interim report due to the City Council, starting from when the task force has been fully constituted by staff.
- At the end of the year term, there will be an option for renewal based on evaluation of its effectiveness and continued need by the City Council.
- Acknowledging the financial contribution of small businesses to our community, funding for the operations and activities of the SBT shall not exceed \$5,000 and appropriated by the City Manager through the budget process.

The City Manager is hereby directed to provide a status update at the August 5 meeting on the recruitment, selection process, and approval of task force members.

**Councilmember Responsible:** Charles Dukes

**Co-sponsor:** Rocky Teter