



To: Jason Rogers, City Manager

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Subject: Small Business Task Force, Report to City Council

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Introduction

Since the establishment of the Small Business Task Force (SBTF), efforts have focused on addressing key issues impacting Commerce City's small business community. This report outlines the insights gathered from monthly task force meetings, key takeaways, and recommendations for continued support and consideration of collaborative efforts to advance solutions to ensure sustained progress in support of local small businesses.

1. Summary of Findings of the Commerce City Small Business Task Force

This table summarizes the key insights, recommendations, and actions taken by the Commerce City Small Business Task Force. This summary is intended to guide the understanding of ongoing efforts and proposed actions to support Commerce City's small business community.

Key Takeaway	Recommendations	What We Are Doing Now/Progress
Public Safety	Explore opportunities to expand ongoing collaboration between businesses and law enforcement through neighborhood-based engagement strategies	- PD and ED created a safety handout for businesses for Q3. - ED, CR and CWB created <i>Business Toolkit on Homelessness</i>. - Crime Prevention Unit inside SBRC.
Code Enforcement	Support current efforts with additional tools that promote a collaborative approach	- Held session with Code Enforcement. - Introduced bilingual communication strategies. - Created the Good Neighbor Guide. - Launched My C3 Day of Service to give businesses the

		opportunity to help with beautification. Established regular ED/Code Enforcement staff coordination meetings.
Awareness of Business Resources	- Expand outreach through ecosystem partners such as SBDC, CEF, and Chamber; expand education about financial, legal, and marketing support. - SBTF as business ambassadors - Host more workshops and promote services in both languages.	- Presentations by Colorado Enterprise Fund, SBDC, Mi Casa Resource Center, E-for-All. - Drafting a digital and print guide that outlines the business startup process.
Industry or Place-Focused Roundtables	Create industry-specific roundtables to: - Identify business needs and share resources - Develop training and targeted support - Catalyze stronger connections between businesses and the city.	Industry specific roundtables are currently being considered as a more effective way to connect with and engage with the business community.
Funding & Financial Support	Increase awareness and access to funding programs and technical assistance.	- Launched Elevate Commerce that compiles local, regional and national resources for small businesses. - The Colorado Enterprise Fund provided a workshop for small business owners in Derby. - Created new Economic Development Incentives Policy.
Streamlining Business Processes	- Evaluate how similar cities approach licensing and permitting to help guide thoughtful improvements that support business success. - Review and explore reduction of permit fees, particularly for small-scale business development.	Business licensing project led by City Clerk Office is currently underway.

Real Estate & Business Development	• Identify key commercial areas and develop incentives to attract retail and restaurant businesses. • Emphasize solutions tailored to smaller commercial spaces—typically 20,000 sq. ft. or less—to address the needs of most local businesses.	• Created new Economic Development Incentives Policy, including new shopping center assistance to build out smaller retail spaces.
Networking & Community Engagement	• Consider mentorship programs and themed roundtables. • Catalyze ways for businesses and the city to connect. • Build community through mentorship and networking. • Add a catch-all business support category for businesses that don't fit traditional models.	• Initiated outreach and facilitated connections with partners. • Considering industry-specific roundtables and mentor directory.
Business & Economic Development Partnerships	• Strengthen relationships with ecosystem partners and develop new partnerships to support small businesses.	• Multiple co-hosted sessions with Mi Casa, SBDC, and CEF. • Shared Elevate Commerce site and resources.
Sale/Use Tax Concerns	• Evaluate competitiveness of existing tax structure as part of broader business retention and attraction strategy.	• Staff is currently working with a consultant to develop a long-range financial plan for the City. As part of this effort, the plan will include an evaluation of the City's existing tax structure to assess its competitiveness and alignment with broader business retention and attraction goals.

Conclusion

The Small Business Task Force has made significant progress in identifying challenges and developing strategic solutions for Commerce City's business community. Continued support from the City Council will be essential to successfully implementing these initiatives, fostering a thriving economic environment, and ensuring long-term success for local businesses.