



Memorandum

TO: DRIVING A STRONG ECONOMY
COMMITTEE

FROM: Stephen M. Haase

SUBJECT: SMALL BUSINESS AMBASSADOR
PROGRAM

DATE: December 5, 2005

Approved:

Date:

RECOMMENDATION

Accept the presentation from Planning, Building and Code Enforcement (PBCE) regarding the status of the Small Business Ambassador Program (SBA).

BACKGROUND

On May 10, 2005, the Mayor announced the formation of the Small Business Ambassador Program to help small business owners successfully obtain permits and complete construction for new business locations, relocations, and expansions. Because of resource constraints, the program started small and has been growing systemically within the existing organization with no additional resources. Based on the feedback from the October 2005, Getting Families Back to Work meeting, there is a need to expand this program and its related services at a much faster rate.

The Office of Economic Development, PBCE, and the Fire Department are working together to make additional resources available to the SBA. This will partially be accomplished through the reassignment of existing resources and partially utilizing over-strength positions to backfill current staff.

With additional marketing and expansion of the program capacity, we anticipate a substantial increase in the number of (SBA) success stories.

ANALYSIS

As the City's lead on SBA, PBCE will provide a presentation at the December 14, 2005 DSE meeting regarding the City's ongoing efforts to expand and improve the SBA program.

COORDINATION

This memo was coordinated with the Office of Economic Development and the Fire Department.

STEPHEN M. HAASE, DIRECTOR
Planning, Building and Code Enforcement