

Project/Issue	Description	Responsible Group	Ec. Dev. Point	Current Status	Action Needed
<b>Small Business Advisory Council</b>					
<b>Bureau Innovation Project (BIP)</b>	Mayor Potter created 20 major recommendations for improving city management by breaking down barriers, strengthening customer service and implementing citywide goals.	SBAC		Several BIP recommendations have been completed or discontinued. The SBAC continues to receive updates or reports as needed regarding BIP implementations.	Ongoing.
<b>Regional Business Plan</b>	The Regional Business Plan brings together businesses from throughout the four-county Portland-Vancouver metropolitan region to build, lead, and carry out a common plan for long-term economic prosperity and global competitiveness.	SBAC	I	The plan was completed January 2006. <a href="http://www.regionalbusinessplan.com/">http://www.regionalbusinessplan.com/</a>	Monitoring.
<b>City Charter Review</b>	Last year the Mayor formed a City Charter Review Commission. The Commission's charge is to review Portland's Charter, and in particular, the form of government, oversight of PDC, civil service, and periodic reviews of the charter.	SBAC		Charter Review Commission Chair, David Wang, presented draft recommendations to the Executive Committee and the full SBAC in January. The SBAC supports the Commission's effort and drafted a letter to voice their support to send the recommendations to the voters. SBAC Members attended the 1/18 Council Meeting to testify in support of the Charter Review Commission's efforts.	Failed.
<b>SBAC Retreat</b>	Annual meeting to provide focus and clarity on the SBAC structure, mission, processes and priorities.	SBAC		The 2007 Retreat was held on March 17 <sup>th</sup> at the Friendship Masonic Lodge. Dan Vizzini facilitated. The Retreat questions: What is our goal with the Bill of Rights? How can the SBAC better connect with the community? What can we do to increase membership? What should the role of the SBAC be in the long term?	The retreat produced several action items which have been recorded and tracked. The next retreat should be scheduled for Spring/Summer of 2008.
<b>Partnership Agreement</b>		SBAC			
<b>Bill of Rights</b>	The Small Business Bill of Rights provides the framework by which policies, government action, regulatory interpretations, and the allocation of	SBAC	I-VI	The Bill of Rights was approved by City Council on November 29, 2007.	Continue to take steps to ensure businesses and associations know about the Bill of Rights and use it. Inform the

	resources are considered when business is involved. 10 rights are listed in the 3 part document (preamble, bill of rights, and the exhibits: economic development position statement and support).				organizations that signed the Bill that it was passed. Ensure it is accepted and used within the City Bureaus. Develop and propose specific ordinances. Use as the foundation for the Partnership Agreement.
<b>Action Platform 2007</b>	The SBAC has developed a platform of action items for 2007. The action items include specific asks with estimated funds and distributions. The Action Platform includes: BIT/BLF, Online Web Portal, APNBA Funding, Economic Development Loan Fund, Business Impact Mitigation, Sustainability, and Regulatory Reforms.	SBAC, Committees		The 2 <sup>nd</sup> Draft of the Action Platform has been completed. Action Items have been delegated to Committees and Workgroups for developing certain tasks and strategies for pursuing the implementation of the asks. Letter was sent to Commissioners regarding specific budget requests on the action platform.	Included in annual report. Several items carried to new Action platform '08
<b>Action Platform 2008</b>	The Executive Committee has developed new action items as well as carried over items from last year's platform. Action Items: <ul style="list-style-type: none"> <li>• Partnership Agreement</li> <li>• Bill of Rights</li> <li>• Mobilization</li> <li>• Technical Assistance and Entrepreneurial Education</li> <li>• Process Evaluation</li> <li>• PDC Funding</li> <li>• Web Portal</li> <li>• Business Disruption Mitigation</li> <li>• Sustainability</li> <li>• On-going support of APNBA</li> <li>• Continued Support of specific programs: BIT/BLF, Budget</li> </ul>	SBAC		Previewed to the full SBAC in October 2007 and December 2007.	Development of the Action Items by the Workgroups and Committees.
<b>Burnside/Couch Couplet</b>	The Council passed resolution to being preliminary engineering studies on converting W Burnside and Couch streets to a couplet. The proposal includes a streetcar line.	SBAC	IV	Roland Chlapowski and Commissioner Adams presented the couplet plan to the SBAC on April 11 <sup>th</sup> .	Monitoring.
<b>Resolution "H" Healthcare Coverage for Contactors</b>	Kevin Easton presented resolution H to the Executive Committee August 1, 2007. The resolution is being promoted by MACG and Commissioner Adams is pushing to bring it to full City Council in August. The resolution would establish an	EC, SBAC	III	Kimberly Schneider discussed the issue with the SBAC on August 8 <sup>th</sup> . SBAC members volunteered to provide feedback/comments in the revision process of the proposal. The issue was presented to Council on August 29 <sup>th</sup> and referred to the Commissioner. The city will contract a consultant to	SBAC members engaged in providing input during revision process. Monitoring.

	ordinance that would require contractors to give into a fund administered by Multnomah County that would provide health insurance coverage to workers involve in contracts for over \$50,000.			study the issue	
<b>Graffiti Ordinance</b>	Brought forward by Commissioner Leonard. Requires businesses that sell graffiti materials (spray paint, paint pens, nozzles, etc) to store in an area that is not accessible to the public. The business must also maintain a log of all graffiti materials sold. Civil penalties of \$5,000, \$15,000, and \$25,000 if the businesses do not comply.	SBAC	III	The SBAC discussed the issue with Amalia Alarcon of ONI at August 8 <sup>th</sup> meeting. SBAC's position is that businesses were not included in the process of developing this ordinance. Supported APNBA in notifying business that will be impacted and business owners testified at August 15 <sup>th</sup> Council meeting.	Adopted by Council.
<b>Cost of Doing Business Workgroup</b>					
<b>Business Income Tax/Business License Fee (BIT/BLF)</b>	Commissioner Adams gave a powerpoint presentation to the SBAC at the September 06 meeting regarding a reform proposal to the BLF. The proposal was drafted into a resolution and finalized for council consideration on January 18, 2007. The resolution raises gross receipts to \$50,000 and Owners Comp. deductions to \$80,000.  Multnomah County BIT The County Commissioners created a Business Income Tax Reform Workgroup that was charged with proposing changes to the make the County's BIT more fair and equitable to local business. The workgroup was asked to study the recent reforms by the City of Portland and determine whether the County should adopt similar changes. Ethan Dunham served on the workgroup.	SBAC, CoDB	III	The SBAC's letter of support for the proposal included a request for developing a timeframe for reaching the initial \$125,000 Owner's Comp deduction and beyond, gathering and reporting data, inflation indexing, and commending for the work done so far on reforming the Business tax structure. The letter was sent 1/16. SBAC members testified at the Council meeting on 1/18 in support of the BLF reform. A letter was sent 1/17/07 regarding the BLF reform resolution to be considered by Council on 1/18.  County Commissioner Jeff Cogen presented to the SBAC on 4/11 the proposed changes to the BIT. Some of the Workgroup's recommendations include raising the Owner's Compensation Deduction to \$80,000, and to \$125,000 within 5 years, instituting a minimum BIT payment of \$100, and raising the gross receipts exemption to \$50,000.	The Council approved the BLF reform 5-0.  The County Commissioners passed a resolution to accept the recommendations on April 12, 2007.
<b>Cell Phone Tax</b>	Proposes a tax on cell phone use while decreasing the tax on land lines. A portion of the tax could be used to decrease the BLF rate and to support schools.	CoDB	III	Ty Kovatch presented to work group on 6/7/05. The issue has been tabled by Commissioner Saltzman.	Workgroup will monitor the issue.
<b>Fire Pension, Disability and</b>		CoDB	II	Shannon Callahan presented the final draft of the proposal to the SBAC on June 14, 2006.	Provided City Council with a statement of support for

Retirement Fund (FPD&R)					proposed plan. Passed.
<b>Permanent Funding for APNBA</b>	From the 2007 Action Platform: Continue as permanent funding the financial support for administrative and capacity building personnel to develop APNBA as a strong, viable voice for small business through their neighborhood business districts. Make the funding directly to APNBA rather than through ONI.	CoDB		As part of the Fall Budget Monitoring (BuMP), Council approved \$250,000 for the APNBA to hire an executive director and implement their strategic plan.  Monitoring.	Advocating for ongoing funding for at least 2-3 for capacity building and to make APNBA self sustaining.
<b>Prevention Advisory Council</b>	Stuart Babicky volunteered to represent the SBAC on the PAC.	CoDB		The PAC is recommending to reach a goal of \$714,000 increase in funding for the Fire Bureau Inspection Program. The staff proposals include increases in fees and penalties and deductions in discounts. The PAC does not agree with the discount deduction proposal.	Stuart Babicky reported back to the PAC with questions from the CoDB.
<b>Containers in the Right-of-Way</b>	Proposed resolution to place more controls on businesses with regard to the placement of trash containers (including tables and chairs) on public property (i.e. sidewalks).	CoDB	IV	The CROW group was charged with presenting to City Council suggested solutions for the sidewalk encroachment problem. The COB suggested CROW widen their research of other jurisdictions to include more East Coast and perhaps even European cities. The CROW report was presented to and adopted by Council on October 10. The SBAC opposed the CROW recommendations and testified at the City Council meeting.	Council adopted the CROW group's recommendations. Bureaus were directed to implement the recommendations.  Monitoring.
<b>Storm Water Discount Program</b>	City Council created a fee in 1997 to fund a program to divert storm water from the sewer system. Residential ratepayers are charged \$14.20 a month for the program. Commercial property owners pay a sliding scale based on amount of hard surfaces. Land east of 82 <sup>nd</sup> tends to absorb storm water. The council agreed in 2000 to grant a fee discount of up to 35% to rate payers on the east side. According to BES estimates, such policies will raise the fee around 49% for the property owners and renters who don't qualify for the discount. There's a reciprocal requirement to make it a revenue-neutral program.	CoDB	III	Program has started. Visit the website, <a href="http://www.cleanriverrewards.com">www.cleanriverrewards.com</a> , or call 503-823-1371 to register.	Monitoring.
<b>Storm Water Management</b>	Solid waste, water and sewer five-year financial plan.	CoDB	III	Support PBA's approval of a more open budget process when budget discussions begin in November.	Weigh-in on discussions.
<b>System</b>	SDCs are fees charged to fund capital	CoDB	VI	A survey was sent out from Suzanne Vara to	Monitoring.

<b>Development Charges (SDC) Grant Program</b>	improvements and new demands on infrastructure. The focus is transportation and sewer SDCs. A pilot grant program was created in 2004/2005 to assist small business.			participants in the SDC grant program.	
<b>Transportation System Development Charges 10 Year Update</b>	Sumner Sharpe of Parametrix presented to the 11/8 full SBAC meeting information regarding the 10 year update of the Transportation SDCs.	CoDB		Feedback to Mr. Sharpe on the update was sent.	City Council approved the ordinance to adopt the TSDC update rate study which established a new fee schedule and updates the city code. A third category for restaurants was created, small restaurants, which uses the "miscellaneous rate" charges.
<b>Tax Abatement Ordinance</b>	Would require an accountability feature for tax abatements authorized by City Council. Council adopted a discount program in 2000.	CoDB	VI	Ty Kovatch presented on the Ordinance. First hearing is August 31, 2005.	
<b>Small Business Mitigation Program</b>	Develop policy to provide assistance to small businesses impacted by construction projects.	CoDB	II	The issue was included as an Action Platform item. Preliminary meetings in progress.	Inter-bureau meetings have commenced for information sharing, identifying the gaps for businesses, the triggers for initiating mitigation assistance, and definitions for the criteria.
<b>Recycling Initiative – Commercial Collection System</b>	The City has set a target to achieve a commercial recycling rate of 75% by 2015. To achieve this goal, the City is proposing three options to improve the collection system: 1) maintain the existing system, 2) Set rates 3) assign territories.  The SBAC has voiced their opposition to trash hauler franchising in the past.	CoDB, SBD	III	The issue was presented to the full SBAC in the CoDB workgroup report. CoDB and SBD workgroups met to continue the discussion of recycling, franchising, bring forward other stakeholders in the conversation, and develop alternatives for improving the commercial collection system.  A feedback letter regarding the SBAC's position on the different commercial collection system was sent 6/14/07.  OSD presented proposed plan to Council, August 07. Plan included option 1 for Commercial collection system. Council asked for further study on the options.	The revised Commercial Recycling proposal will go to council in January or February 2008.
<b>Regulatory Reform Workgroup</b>					
<b>Commercial Corridors</b>	Study led by the Bureau of Planning on 93 commercial corridors in the City. Currently working on Phase II.	Regulatory Reform	II	Alma Flores updated the work group 4/12/05 and the Full SBAC 4/13/05. Phase I district analysis is complete. Alma presented to full SBAC on 9/14/05. Approved letter of support for grant	Ongoing discussion with planning.

				application.	
<b>Regulatory Improvement Work Plan</b>	An effort to improve the regulatory environment including processes, fees and customer service.	Regulatory Reform	III	Attend Regulatory Improvement Stakeholder Advisory Team (RISAT) Meetings.	Continue attending RISAT Meetings.
<b>Survey</b>		Regulatory Reform	III	The Survey was conducted September – November 2006. Approximately 77 people completed the survey. Martin presented the results to the SBAC on 2/14/07. Committees are following-up and coordinating strategies for responding to the results. The survey was non-scientific, the sample size very small.	CoDB committee will research Multnomah County Health Department practices in response to why they received outstanding comments from survey respondents.
<b>Communications Committee</b>					
<b>Portland Business Online &amp; Business in Portland</b>	The SBAC is asking for an allocation of \$560,000 of the budget over the next three years to improve and enhance the business page of portlandonline.com. The funding would be used for personnel, office computing equipment, marketing, and the development of a full business plan for the completion, launch, maintenance, and marketing of an enhancement of the website.	Communications Committee	I	Cathy presented the proposal to the full SBAC in September. The Communications committee continues to support OMF in the budgetary process and advocating for the enhancement allocation.  A letter was sent to the Mayor/Commissioners in December to support OMF's budgetary ask for the website enhancements.	Continue providing support to Laurel, OMF and advocating for the proposal adoption in the budget.
<b>Annual Report</b>		Communications Committee		Report completed and presented.	Annual Report presented to Council on May 9 <sup>th</sup> .
<b>Membership Committee</b>					
<b>Active Recruitment</b>	SBAC is currently recruiting for 12 new members within the following industries and sectors: Manufacturing/Production, Transportation, Construction, Healthcare, Hospitality/Tourism, Real Estate, Minority owned, women owned and emerging small business or connections to organizations representing such businesses.	Membership Committee		A request has been made for each SBAC member to identify at least one potential new member. Still recruiting (12/06). Veronica requested the SBAC recruit to increase membership to 25.	Ongoing
<b>Recruitment Packet</b>	Created a recruitment packet for all SBAC members to use in the recruitment of new members.	Membership Committee		Recruitment packets are now available for use.	

<b>Mobilization</b>	Recruit, select, and inform up to 50 small business members who will stay informed and upon whom we can call to provide a specific service to the City on small business issues. Provide more opportunities for small business to be "at the table."	Membership Committee		Josiah Whitman has developed a workplan.	Recruitment from those who have signed the Bill of Rights, Meet with business organizations such as Hispanic Chamber, EPCC, APNBA.
<b>Small Business Development Workgroup</b>					
<b>Small Business Financing</b>	As part of the Action Platform the SBAC is requesting \$1.5 million from the City General fund to be allocated into an Economic Development Loan Fund. The fund would be used for a new equity loan fund, a storefront improvement program to support business in areas outside of Urban Redevelopment Areas, and the administration of the fund.	Small Business Development	VI	This issue was included in the action platform as an Economic Development Loan Fund. To be included as part of PDC's budget request.  \$550,000 approved for small business loans and for storefront improvement projects outside the URAs.	Follow up on the results of the funding program adopted last year and propose working capital fund programs for small business growth outside of URAs.
<b>Green Business Initiatives</b>			I,II	Brendan Finn attended the October meeting to discuss potential policies for the city to offer small businesses that contract with the city some preference or incentive for using green practices.	Incorporated into the action platform along with Sustainability.  Monitoring OSD programs such as BEST business Center.
<b>Sustainability</b>	"SBAC strongly urges that all small business programs, resources and opportunities be focused around both environmental sustainability AND economic sustainability. We want to raise the awareness and importance of environmental sustainability to small business and support various paths for small business to be included in the "green business" revolution."	Small Business Development	I,II	The Committee is developing strategies for supporting the efforts of the Sustainability Development Commission and advocate for their action items. Additionally they are looking for opportunities to leverage the SDC's efforts and further develop sustainable development issues for small businesses. Dwayne Johnson and Josiah Whitman are establishing communication between the two groups.	Identify SDC member to serve on the SBAC. Attend a SDC meeting.