



MEMORANDUM

TO: Toby Futrell, City Manager

FROM: Greg Canally, Budget Officer

DATE: January 31, 2008

SUBJECT: Assisting Small Local Retail Businesses with Expansion

Item # 80 on the January 31, 2008 Council Agenda is to approve a resolution directing the City Manager to develop a pilot plan, including a cost assessment for implementation and continuation, to assist small local retail businesses considering expanding to multiple sites, and to bring the plan back to Council within 60 days.

Staff from the Economic Growth and Redevelopment Services Office (EGRSO) and the Watershed Protection and Development Review Department (WPDR) will be available to work on this effort. Therefore, at this time, it is unknown whether this item will have any fiscal or staffing impact. Upon completion of the plan, the City Manager will report back to Council on the details. If it is determined additional staff and / or resources are required, this information will be included in the plan.