

Exhibit A
Economic Development Advisory Commission
Workplan 2019

Commission Scope and Intent:

“City Council commissions provide a community sounding board and focus group to originate ideas and assist the City Council in fashioning legislative policy. Commissions are exclusively advisory to the City Council. Commissions may not take independent action representing the City with other agencies or bodies, and do not direct or duplicate the work of the City’s administration. ...The Economic Development Advisory Commission advises the City Council on matters relating to economic development in the City.” (Exhibit A to City of University Place Ordinance No. 692)

Strategy	Timeframe Anticipated	Progress: June 2019	Progress: December 2019
<i>In support of City Council Goal 1 – A targeted business retention/recruitment strategy</i>			
Commissioners will develop and retain familiarity with the UP business community by attending ribbon cuttings and open houses as facilitated by Economic Development staff.	Throughout 2019		
Business Licenses: review the following specific issues as identified by the City Council: <ul style="list-style-type: none"> • Whether the minimum threshold requirement to be codified at UPMC 5.05.060(H) should be increased, and if so, what recommended amount. • Study existing exemptions from business licensing, and determine if there are additional businesses or exemptions which should be added; alternatively, should the current exemptions be modified? • The City Council has adopted as part of its 2019-2020 biannual goals, the desire to “(u)tilize a targeted business retention/recruitment strategy, complete a Strength, Weakness, Opportunities and Threats (SWOT) analysis priorities.” Are there amendments to the business licensing code which would enable the City to better achieve this goal? • Identify whether there are any other efficiencies within the City’s business licensing code which would be of assistance to the business community. 			
<i>In support of City Council Goal 5 – Complete and Implement action plans for the Subarea Plans.</i>			
Review and provide input on proposed economic development tools and incentives related to subarea plan implementation.	Throughout 2019		
Participate with the Planning Commission in zoning code revisions and comprehensive plan amendments as related to the subarea plan. Provide business perspective on potential impacts.	See Planning Commission Workplan		
Identify a liaison to the Planning Commission who will commit to attend Planning Commission meetings and provide input from a business perspective as well as keep the Economic Development Advisory Commission informed as to issues and progress.	See Planning Commission Workplan		

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