

Bill No. 5-12  
Concerning: Administration – Small Business Navigator – Established  
Revised: April 27, 2012 Draft No. 6  
Introduced: February 7, 2012  
Enacted: May 15, 2012  
Executive: May 23, 2012  
Effective: August 22, 2012  
Sunset Date: None  
Ch. 13, Laws of Mont. Co. 2012

## COUNTY COUNCIL FOR MONTGOMERY COUNTY, MARYLAND

---

By: Council President Berliner

---

**AN ACT** to:

- (1) establish a program to assist certain small businesses located in the County;
- (2) require the appointment of a dedicated staff member to assist small businesses to comply with County requirements and regulations; and
- (3) generally amend the law concerning small businesses.

By adding

Montgomery County Code  
Chapter 2. Administration.  
Section 2-25B

<b>Boldface</b>	<i>Heading or defined term.</i>
<u>Underlining</u>	<i>Added to existing law by original bill.</i>
<b>[Single boldface brackets]</b>	<i>Deleted from existing law by original bill.</i>
<u>Double underlining</u>	<i>Added by amendment.</i>
<b>[[Double boldface brackets]]</b>	<i>Deleted from existing law or the bill by amendment.</i>
* * *	<i>Existing law unaffected by bill.</i>

*The County Council for Montgomery County, Maryland approves the following Act:*

1           **Sec. 1. Section 2-25B is added as follows:**

2    **2-25B.        Small Business Navigator.**

3           (a)   Definitions. As used in this Section:

4                Navigator means the Small Business Navigator.

5                Small business means a privately owned business that meets the  
6                requirements of Section 11B-65(a).

7           (b)   Establishment of Program. The Executive must create and administer a  
8                Small Business Assistance Program with a Small Business Navigator to  
9                help small businesses comply with County policies and regulations.

10          (c)   Small Business Navigator. The Executive must designate an employee  
11                [[in the Office of the Executive or the Office of the Chief  
12                Administrative Officer]] as the Small Business Navigator. Among  
13                other duties, the Navigator must:

14                (1)   advise the Executive, the Council, the Chief Administrative  
15                Officer, County Department heads, the Planning Board, and any  
16                other appropriate government agency, of any action needed to  
17                assist small businesses to comply with County requirements and  
18                regulations;

19                (2)   [[serve as primary point of contact]] promote communications  
20                between a small business and each County department or agency  
21                that the small business must interact with;

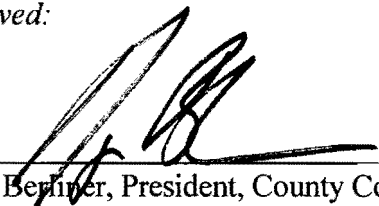
22                (3)   develop and maintain a database of information necessary for a  
23                small business to comply with County requirements and  
24                regulations; [[and]]

25                (4)   advise small businesses on how to comply with County  
26                requirements and regulations; and

27 (5) identify changes to regulations and requirements that would  
28 improve turnaround, eliminate duplication, resolve conflicts in  
29 authority, and eliminate unnecessary regulations and  
30 requirements.

31 (d) Reports. On or before September 15 of each year, the Executive must  
32 report to the Council on the activities and recommendations of the  
33 Navigator.

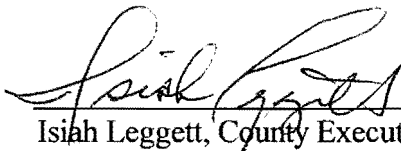
34 *Approved:*

35   
\_\_\_\_\_  
Roger Berliner, President, County Council

5/17/2012

\_\_\_\_\_  
Date

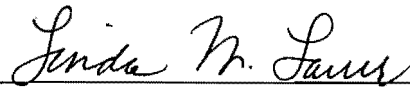
36 *Approved:*

37   
\_\_\_\_\_  
Isiah Leggett, County Executive

MAY 23, 2012

\_\_\_\_\_  
Date

38 *This is a correct copy of Council action.*

39   
\_\_\_\_\_  
Linda M. Lauer, Clerk of the Council

June 4, 2012

\_\_\_\_\_  
Date