



## Tax Advisory Group Work Plan

### Goals of the Seattle Tax Advisory Group

1. Address issues of outreach, openness and transparency within the City of Seattle tax administration.
2. Vet any proposed tax legislation through the Seattle Tax Advisory Group prior to introduction to City Council.
3. Provide a voice for the Seattle business tax community giving suggestions and guidance to the Multi-City Business License and Tax Portal Project.

### 2013 Work Plan

1. Work with the City of Seattle to improve outreach communication via various touch points to the Seattle business tax community. Items to be included are:
  - a. City of Seattle Tax Administration Website
  - b. Communication and public meeting notices for proposed tax administration rule changes or ordinances
  - c. Development of processes and procedures for transparent compliance communication to taxpayers.
2. Potential Square Footage Tax Legislation – Seattle Tax Advisory Group and the City of Seattle will work together to come up with revised square footage legislation that is viable to the city and taxpayers.
3. Multi-City Business License and Tax Portal Implementation – Seattle Tax Advisory Group will participate in focus groups around design and usability. Seattle Tax Advisory group will participate in business user testing of system.