



## CITY OF VANCOUVER

# A8

### ADMINISTRATIVE REPORT

Report Date: November 15, 2005  
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CC File No.: 8300  
Meeting Date: November 29, 2005

TO: Vancouver City Council  
FROM: Director of City Plans  
SUBJECT: Approval of Council Initiatives - BIA Renewals and Expansion

#### RECOMMENDATION

##### Collingwood BIA Renewal:

- A1. THAT Council re-confirm the Collingwood Business Improvement Association as sponsor for the Collingwood BIA.
- A2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Collingwood BIA, for a second five-year term commencing April 1, 2006; AND THAT Council forward the application of the Collingwood Business Improvement Association to a hearing of the Court of Revision.
- A3. THAT the City notify property owners and tenants within the area (outlined in Appendix A1) of the proposed BIA renewal and levy.
- A4. THAT Council approve a 5 year (2006 -2011) funding-ceiling of \$897,000 for the Collingwood BIA, subject to Council approval of the renewal at the Court of Revision.

##### Hastings North BIA Renewal:

- B1. THAT Council re-confirm the Hastings North Business Improvement Association as sponsor for the Hastings North BIA.

B2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Hastings North BIA, for a second five-year term commencing April 1, 2006; AND THAT Council forward the application of the Hastings North Business Improvement Association to a hearing of the Court of Revision.

B3. THAT the City notify property owners and tenants within the area (outlined in Appendix B1) of the proposed BIA renewal and levy.

B4. THAT Council approve a 5 year (2006 -2011) funding-ceiling of \$1,250,000 for the Hastings North BIA, subject to Council approval of the renewal at the Court of Revision.

**Kerrisdale BIA Renewal:**

C1. THAT Council re-confirm the Kerrisdale Business Association as sponsor for the Kerrisdale BIA.

C2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Kerrisdale BIA, for a fourth five-year term commencing April 1, 2006; AND THAT Council forward the application of the Kerrisdale Business Association to a hearing of the Court of Revision.

C3. THAT the City notify property owners and tenants within the area (outlined in Appendix C1) of the proposed BIA renewal and levy.

C4. THAT Council approve a 5 year (2006 -2011) funding-ceiling of \$1,456, 000 for the Kerrisdale BIA, subject to Council approval of the renewal at the Court of Revision.

**Kitsilano Fourth Avenue BIA Renewal:**

D1. THAT Council approve the Kitsilano Fourth Avenue Business Association as sponsor for the Kitsilano Fourth Avenue BIA.

D2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Kitsilano Fourth Avenue BIA, for a second five-year term commencing April 1, 2006; AND THAT Council forward the application of the Kitsilano Fourth Avenue Business Association to a hearing of the Court of Revision.

D3. THAT the City notify property owners and tenants within the area (outlined in Appendix D1) of the proposed BIA renewal and levy.

D4. THAT Council approve a 5 year (2006 -2011) funding-ceiling of \$725,000 for the Kitsilano Fourth Avenue BIA, subject to Council approval of the renewal at the Court of Revision.

**Robson Street BIA Renewal:**

E1. THAT Council re-confirm the Robson Street Business Association as sponsor for the Robson Street BIA.

E2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Robson Street BIA, for a seven year term commencing April 1, 2006; AND THAT Council

forward the application of the Robson Street Business Association to a hearing of the Court of Revision.

E3. THAT the City notify property owners and tenants within the area (outlined in Appendix E1) of the proposed BIA renewal and levy.

E4. THAT Council approve a 7 year (2006 -2013) funding-ceiling of \$3,500,000 for the Robson Street BIA, subject to Council approval of the renewal at the Court of Revision.

#### **South Granville BIA Mid-term Expansion:**

F1. THAT Council approve the South Granville Business Improvement Association as sponsor for the expanded South Granville BIA.

F2. THAT Council approve the commencement of a Council Initiative to expand the South Granville BIA, AND THAT Council forward the application of the South Granville Business Improvement Association to a hearing of the Court of Revision.

F3. THAT the City notify property owners and tenants within the expansion area (shaded properties in Appendix F1) of the proposed BIA expansion and levy.

#### **GENERAL MANAGER'S COMMENTS**

The General Manager of Community Services recommends APPROVAL of the foregoing.

#### **COUNCIL POLICY**

Council policy for the renewal of a BIA was approved on July 30, 1992 as follows:

A BIA is renewed (re-established) by Council Initiative process; property owners and commercial tenants receive notification of the Initiative. The renewal generally will not be approved if one third or more of the owners, representing one third of the assessed property value, or one third of the tenants, counted separately, are in opposition.

Mid-term BIA expansions follow a process identical to BIA renewals, except that (aside from BIA AGM resolutions) only the proposed expansion-area property owners and commercial tenants receive notification of the Initiative. The mid-term expansion will generally not be approved if one third or more of the expansion-area owners, representing one third of the assessed expansion-area property value, or one third of the expansion-area tenants, counted separately, are in opposition.

Section 462 of the Vancouver Charter was amended on September 23, 1998 to permit BIA renewal terms of up to 20 years. Council has exercised its authority under the amendment by approving ten year renewal terms for the Mount Pleasant and Downtown Vancouver BIAs, and a seven year renewal term for the Marpole BIA.

## PURPOSE

### BIA Renewals

The following BIA 5-year terms will expire March 31, 2006:

Collingwood BIA (established April 1, 2001)

Hastings North BIA (established April 1, 2001)

Kerrisdale BIA (previous renewal term commenced April 1, 2001)

Kitsilano Fourth Avenue BIA (established April 1, 2001)

Robson Street BIA (previous renewal term commenced April 1, 2001)

These BIAs must now be re-established (renewed) for a further term to continue to operate. The BIA sponsor societies have completed the first step in the BIA renewal process. The purpose of this report is to commence the second step, which is to re-confirm the sponsor societies as sponsors of their respective BIAs, to approve a Council Initiative to renew the BIAs, to forward the renewal applications to Court of Revision, and to approve the proposed funding ceilings for their respective terms.

### BIA Mid-term Expansion

The South Granville Business Improvement Association (SGBIA) has applied for a minor expansion of the South Granville BIA boundary. The BIA is currently in the second year of a 5-year term. If the expansion is approved, Council would amend the South Granville Designation By-law effective the BIA's third year. The SGBIA has completed the first step in the BIA expansion process. The purpose of this report is to commence the second step, which is to confirm the SGBIA as sponsor of the expanded BIA, to approve a Council Initiative to expand the BIA, and to forward the expansion application to Court of Revision.

## **Collingwood BIA Renewal**

### BACKGROUND

The Collingwood BIA was one of three BIAs established under the Council Initiative process in 2001, along with the Hastings North and Kitsilano Fourth Avenue BIAs. The Collingwood Business Improvement Association (CBIA) wishes to renew the BIA for a second 5 year term (April 1, 2006 - March 31, 2011).

### DISCUSSION

The BIA boundary roughly comprises Kingsway between Rupert and Boundary. A map of the boundary is attached as Appendix A1.

The CBIA proposes a Year 1 renewal budget of \$172,500, representing an annual levy rate of \$2.00 per \$1,000.00 of assessed property value. A copy of the proposed budget is attached for information as Appendix A2. If Council approves the Collingwood BIA renewal at the Court of Revision, staff will report back for approval of the Year 1 budget along with all of the other BIAs' 2006 - 2007 budget requests.

The proposed funding-ceiling of \$897,000 is the maximum amount that may be levied over the Collingwood BIA renewal term, and reflects an increase of 79% over the previous 5 year ceiling.

#### Membership Outreach Activities

BIA outreach began in May 2005, when an information package regarding BIA renewal was sent to all 363 property owners and business tenants within the BIA (107 property owners and 256 tenants). The package included an introductory letter, a special renewal edition of the CBIA newsletter, an invitation to a renewal outreach meeting, and a renewal survey. The meeting invitation and the survey were translated in Chinese, Korean and Punjabi. The material included background information about the BIA and its purpose, and an overview of BIA accomplishments. The renewal survey was walked door-to-door to all merchants, with the assistance of Chinese and Korean interpreters where needed. The survey asked respondents to prioritize BIA activities for the proposed renewal period. A total of 69 survey responses were completed (19% of total owners and tenants), representing 16 property owners (15% of owners) and 53 business tenants (21% of tenants). The survey results provided input for development of the renewal proposal and budget, and provided an initial gauge of support for BIA renewal: 79% of respondents indicated support for BIA renewal, 4% did not support renewal and 17% were undecided. The responses were not disaggregated by property owner and business tenant.

On June 21 2005, the CBIA held a renewal outreach meeting for property owners and businesses to discuss renewal issues. A total of about 18 people attended the meeting, including CBIA Directors, and the City's BIA Coordinator, who explained the BIA renewal process. The agenda included a discussion of survey results, and a draft renewal program and budget. A couple of attendees questioned the need for a proposed budget increase. An informal show of hands indicated no open opposition to the renewal.

In August, the CBIA retained a consultant to produce a strategic plan based on the input received to that point, with the intention of holding a further outreach meeting in September to discuss the plan prior the AGM.

In early September, the CBIA formally notified all of the property owners and business tenants of its upcoming September annual general meeting (AGM). The AGM package was mailed to all property owners and hand delivered to all business tenants. In addition to the required AGM documents, the package included an invitation to a pre-AGM outreach meeting. An accompanying brochure highlighted BIA accomplishments, discussed opportunities and challenges, and outlined possible BIA directions. Three alternative renewal plans and budgets were put forward for consideration. The pre-AGM outreach meeting was held September 13<sup>th</sup>. Only 10 people attended the meeting, including CBIA Directors, and the City's BIA Coordinator. One property owner and seven businesses were present.

The CBIA AGM was held on September 29, 2005. 15 voting members (4.1% of total owners and tenants) were in attendance at the AGM, including 2 property owners (1.9% of total owners) and 13 business tenants (5.1% of total tenants). BIA renewal, a new 5-year funding ceiling, and 2006-2007 budget were approved unanimously. The approved budget and 5-year funding levels endorse the CBIA's 'Option 3' budget, which proposes an approximate doubling of BIA expenditures over the renewal term.

In late October 2005, the CBIA distributed a follow-up survey to determine general property owner and business support for the approved renewal plan and budget. The survey was translated in Chinese. Due to late distribution of the survey, only preliminary returns are available as of the date of this Report. To date, 13 surveys have been returned (2.8% of total owners and tenants), with 12 responses in support of BIA renewal, and only one (property owner) opposed.

Based on the AGM results and member input received to date, the CBIA believes that the 2006-2011 renewal programs, the proposed 5-year funding ceiling, and the Year-1 budget are generally supported. An outline of their outreach process, and documentation of their outreach material, is attached as Appendix A3 (on file in the Office of the City Clerk).

#### Staff Comments - Membership Outreach and Support

Staff are satisfied that the CBIA has notified all commercial property owners and tenants within the proposed renewal area. Although the renewal vote at the Annual General Meeting was unanimous, the number in attendance barely achieved the required quorum of 15, or just over 4% of the property owners and business tenants. As the participation rate at BIA AGMs is generally low, AGM results are not necessarily an indicator of general property owner/merchant support for renewal. In this case, a small number of owners and tenants has approved an annual budget that is approximately double that of previous budgets, carrying with it a risk of significant opposition after formal City notification. Unfortunately, the CBIA's post-AGM support survey, as unfinished, is not a reliable indicator of BIA support or opposition.

The CBIA reports that as of the date of this report, one property owner has expressed opposition to the renewal proposal. Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

#### Hastings North BIA Renewal

##### BACKGROUND

The Hastings North BIA was one of three BIAs established under the Council Initiative process in 2001, along with the Collingwood and Kitsilano Fourth Avenue BIAs. The Hastings North Business Improvement Association (HNBIA) wishes to renew the BIA for a second 5 year term (April 1, 2006 - March 31, 2011).

##### DISCUSSION

The BIA boundary comprises East Hastings between Commercial Drive and Renfrew, and the industrial area north of Hastings bounded by Commercial, Powell and Semlin. A map of the boundary is attached as Appendix B1.

The HNBIA proposes a Year 1 renewal budget of \$250,000, representing an annual levy rate of \$1.53 per \$1,000.00 of assessed property value. A copy of the proposed budget is attached for information as Appendix B2. If Council approves the Hastings North BIA renewal at the Court of Revision, staff will report back for approval of the Year 1 budget along with all of the other BIAs' 2006 - 2007 budget requests.

The proposed funding-ceiling of \$1,250,000 is the maximum amount that may be levied over the Hastings North BIA renewal term, and reflects an increase of 0% over the previous 5 year ceiling.

#### Membership Outreach Activities

BIA outreach began in Fall 2004 with distribution of the Fall/Winter edition of the BIA newsletter *The Sunrise News*. The newsletter was delivered to 223 property owners and 398 business tenants. This issue outlined the mandate of each of the HNBIA's committees and their proposals toward a 5-year strategic plan. A preliminary survey (translated in Chinese) was inserted, asking respondents for input on BIA past performance and future priorities. The HNBIA Winter newsletter re-inserted this initial survey, featured an outline of the BIA renewal process, and included preliminary notification of the HNBIA's spring outreach meetings.

The response rate for the preliminary survey was approximately 2%. The draft strategic plan and the committees' budget allocations were adjusted to reflect the survey results. In late March, the draft strategic plan was delivered to all 621 property owners and business tenants, along with a notice to attend two renewal outreach meetings held in early April, 2005.

On April 6 2005, the HNBIA held two renewal outreach meetings, the first at held at 8am at Hastings and Nanaimo (primarily for Hastings corridor businesses and owners) and the second held 5:30pm in the light industrial area. Twelve people attended the morning meeting, including HNBIA Directors, and the City's BIA Coordinator, who explained the BIA renewal process. Five people attended the afternoon meeting; apart from HNBIA Directors and City staff, only two other business tenants attended. At both meetings, HNBIA directors outlined the draft strategic plan, inviting questions and comments. There was no evidence of opposition to the proposed renewal.

In early May, the HNBIA distributed an outreach package that included notes from the previous meetings, a draft renewal budget, a budget survey, and invitations to a third public meeting. Reminder notices were faxed and hand-delivered a week prior to the meeting.

The third renewal outreach meeting was held June 2, 2005, with 20 persons in attendance, including HNBIA Directors and the City's BIA Coordinator, who again explained the BIA renewal process. The proposed renewal budget and five-year expenditure was explained and discussed. Those in attendance expressed general approval of the renewal proposal. The HNBIA subsequently tabulated returns from the May budget survey, based on a 3% response rate. A majority of respondents agreed with the proposed budget allocations; however, the survey results prompted further revisions to the strategic plan.

In late August, the HNBIA formally notified all of the property owners and business tenants of its upcoming September annual general meeting (AGM). The AGM package included information outlining the renewal process. The HNBIA AGM was held on September 21, 2005. 18 voting members (2.9% of total property owners and business tenants) were in attendance at the AGM, including 5 property owners (2.2% of owners) and 13 business tenants (3.3% of tenants). Thirteen proxies were also exercised. BIA renewal and a 5-year funding ceiling were approved unanimously. The proposed 2006-2007 budget was approved with one property owner opposed. The total annual and 5-year expenditures are not increased in relation to expenditures in the previous 5-year term.

In early October, 2005, the HNBIA distributed a final survey to gauge property owner and business tenant support for the BIA renewal and renewal budget. The survey achieved a 10% response rate. Of the total responses received, 76% were in favour of renewal, with 24% opposed. The 'no' response represents 5% of the total number of BIA property owners and 0.5% of the total number of businesses.

Based on the AGM results and member input received to date, the HNBIA believes that the 2006-2011 strategic plan, the proposed 5-year funding ceiling, and the Year-1 budget are generally supported. A summary outlining their outreach process, and documentation of their outreach material, is attached as Appendix B3 (on file in the Office of the City Clerk).

#### Staff Comments - Membership Outreach and Support

Staff are satisfied that the HNBIA has notified all commercial property owners and tenants within the proposed renewal area. Although the renewal vote at the Annual General Meeting was nearly unanimous, the number in attendance barely achieved the required quorum of 15, or less than 3% of the property owners and business tenants in the BIA. As the participation rate at BIA AGMs is generally low, AGM results are not necessarily an indicator of general property owner/merchant support for renewal. The HNBIA did generate a reasonable return rate for its renewal support survey (10%). However, the reported 24% of responses opposed to BIA renewal provide an indication that final opposition numbers could be significant.

The HNBIA reports that as of the date of this report, no property owners or businesses have independently contacted the BIA to express opposition to the renewal proposal. Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

### Kerrisdale BIA Renewal

#### BACKGROUND

The Kerrisdale BIA was one of two BIAs established under the Council Initiative process in 1991, along with the Robson Street BIA. The BIA was renewed in 1996 and 2001. The Kerrisdale Business Association (KBA) wishes to renew the BIA for a fourth 5 year term (April 1, 2006 - March 31, 2011).

#### DISCUSSION

The BIA boundary comprises West 41st Avenue between Larch and Maple, and West Boulevard between 39<sup>th</sup> and 42nd. A map of the boundary is attached as Appendix C1.

The KBA proposes a Year 1 renewal budget of \$274,000, representing an annual levy rate of \$1.68 per \$1,000.00 of assessed property value. A copy of the proposed budget is attached for information as Appendix C2. If Council approves the Kerrisdale BIA renewal at the Court of Revision, staff will report back for approval of the Year 1 budget along with all of the other BIAs' 2006 - 2007 budget requests.



The proposed funding-ceiling of \$1,456,000 is the maximum amount that may be levied over the Kerrisdale BIA renewal term, and reflects an increase of 18.9% over the previous 5 year ceiling.

#### Membership Outreach Activities

BIA outreach began in Spring 2005 with distribution of the KBA's March/April newsletter, *Village Voice*. The newsletter carried a sidebar introducing the subject of BIA renewal, explaining BIA funding and summarising the renewal process.

In early May, a four page colour publication featuring BIA renewal was sent to all 300 property owners and business tenants within the BIA (106 property owners and approximately 200 tenants). The publication included background information about BIAs and the KBA specifically, an explanation of the BIA renewal process, an overview of BIA accomplishments, and survey on issues and priorities, and a meeting notice. The survey achieved an 80% return rate, primarily from business tenants. The high return rate was achieved by hiring a Marketing graduate to conduct one-on-one merchant interviews. The survey results provided input for development of the 5-year Renewal Plan and budget.

During July 2005, the KBA sent multiple reminders for the upcoming renewal open house, through mail outs and flyers taken door-to-door.

On June 23 2005, the KBA held its only renewal open house. Only 5 property owners and business tenants attended the meeting (two property owners and three tenants), including KBA Directors, and the City's BIA Coordinator, who explained the BIA renewal process. Results of the KBA survey were displayed graphically on display boards. There was no evidence of opposition to the proposed renewal. Following the open house, the KBA's July/August newsletter was distributed. The newsletter included a summary of the survey results, and a discussion connecting the survey responses to the proposed 5 year BIA renewal plan and budget.

In mid-August 2005, the KBA distributed a special Annual General Meeting (AGM) newsletter featuring the proposed 5-year renewal budget. Also in August, the KBA formally notified all of the property owners and business tenants of its upcoming September AGM. The AGM package included information on BIA renewal and the proposed renewal budget. The KBA AGM was held on September 14, 2005. 15 voting members were in attendance at the AGM, all of whom were business tenants (7.5% of total tenants). Two proxies were also exercised. BIA renewal, a new 5-year funding ceiling, and 2006-2007 budget were approved unanimously.

Following the AGM, a renewal support survey was distributed to all property owners and business tenants. Approximately 60 responses were received, representing a 20% overall return rate. Fifty-five tenants responded (27% of tenants), while only 5 property owners responded (4.7% of owners). All responses supported the BIA renewal and budget.

Based on the AGM results and member input received to date, the KBA believes that the 2006-2011 renewal programs, the proposed 5-year funding ceiling, and the Year-1 budget are generally supported. The KBA formally applied to the City for renewal of its mandate on November 15, 2005. A copy of their application letter, a further letter outlining their outreach process, and documentation of their outreach material, is attached as Appendix C3 (n file in the Office of the City Clerk).

### Staff Comments - Membership Outreach and Support

Staff are satisfied that the KBA has notified all commercial property owners and tenants within the proposed renewal area. Despite a fairly robust notification schedule, attendance was poor at both the open house and the AGM. As the participation rate at BIA AGMs is generally low, AGM results are not necessarily an indicator of general property owner/merchant support for renewal. Significantly, there has been no sign of opposition at any time during the renewal process. The KBA generated very good return rates on its two surveys (80% and 20%), the latter survey indicating zero opposition to BIA renewal. Noting that property owners are under-represented in the final survey (only 4.7% of owners), the level of owner support is less certain.

The KBA reports that as of the date of this report, no property owners or businesses have contacted the BIA to express opposition to the renewal proposal. Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

### Kitsilano Fourth Avenue BIA Renewal

#### BACKGROUND

The Kitsilano Fourth Avenue BIA was one of three BIAs established under the Council Initiative process in 2001, along with the Collingwood and Hastings North BIAs. The Kitsilano Fourth Avenue Business Association (K4BA) wishes to renew the BIA for a second 5 year term (April 1, 2006 - March 31, 2011).

#### DISCUSSION

The BIA boundary comprises West Fourth Avenue between Balsam and Fir. A map of the boundary is attached as Appendix D1.

The K4BA proposes a Year 1 renewal budget of \$135,000, representing an annual levy rate of \$0.67 per \$1,000.00 of assessed property value. A copy of the proposed budget is attached for information as Appendix D2. If Council approves the Kitsilano Fourth Avenue BIA renewal at the Court of Revision, staff will report back for approval of the Year 1 budget along with all of the other BIAs' 2006 - 2007 budget requests.

The proposed funding-ceiling of \$725,000 is the maximum amount that may be levied over the Kitsilano Fourth Avenue BIA renewal term, and reflects an increase of 45% over the previous 5 year ceiling.

#### Membership Outreach Activities

BIA outreach began in January 2005 with distribution of the winter edition of K4BA's newsletter to all 421 property owners and business tenants in the BIA (126 property owners and 295 business tenants). The newsletter included an explanation of the BIA renewal process and requirements, and an annual survey asking respondents to specify primary issues and concerns, and to indicate level of satisfaction with K4BA performance and priorities. A total

of 21 survey responses were received (5% of total property owners and business tenants). The survey results, tabulated in February, 2005, confirmed priorities for BIA renewal and indicated a generally favourable assessment of BIA performance.

In mid April 2005, the K4BA distributed notices to all property owners and business tenants to attend a renewal open house in late April. The notice included background information on BIAs, the K4BA, and the renewal process. An overview of BIA projects and programs was also included. Reminder notices (flyers) were hand-delivered a week prior to the meeting, with follow-up e-mail the day prior (this pattern was repeated for all meetings).

On April 27 2005, the K4BA held a renewal open house. The open house featured 3 draft budget options for consideration, survey forms and graphic renditions of the proposed Streetscape Plan. Nine persons attended the event, including five property owners and four business tenants. Of these, four were K4BA directors. One property owner expressed dissatisfaction with BIA programs and priorities.

In late May 2005, prior to the second renewal outreach meeting, a complete package of materials was distributed. In addition to the background material distributed in April, the package contained the Association Objectives, tabulated results from the January survey, the three budget options presented at the open house, and 5-year projections for each of the three budget options. The package also contained a detailed renewal survey seeking responses on specific program items, as well as a preferred budget option. This survey was re-sent in late August to augment the response rate. Fifteen survey responses were received (3.6% of total owners and businesses).

On June 6 2005, the K4BA held a combined renewal outreach meeting and 'member social'. A total of 11 people attended the meeting, including five property owners and seven business tenants. Four of the attendees were K4BA Directors. The City's BIA Coordinator attended both of this and the September outreach meetings to explain the BIA renewal process, answer questions and monitor the process. Discussion at the June meeting was very informal as the group was small. There was no evidence of opposition to the proposed renewal.

In late August, the K4BA distributed a special newsletter edition featuring BIA renewal, consolidating all previously-issued material. The newsletter recommended the middle of 3 budget options for consideration, and included notifications for the AGM and for a final renewal outreach meeting to be held in mid-September. Shortly after, the K4BA formally notified all of the property owners and business tenants of its upcoming September annual general meeting (AGM). In addition to the usual AGM notification materials, the package included background renewal information, a detailed renewal proposal, a proposed first year budget, and 5-year funding projections (funding ceiling).

The final renewal outreach meeting was held September 13, 2005. Ten people attended the meeting, including five property owners and five business tenants. Of these, five were K4BA directors. Discussion was again very informal due to the small numbers in attendance.

The K4BA AGM was convened on September 22, 2005. As only 13 voting members were present, quorum of 15 was not achieved, and the AGM was adjourned to the following week, when quorum would be deemed to be achieved. At the reconvened AGM held September 29 2005, seven voting members (1.7% of total property owners and business tenants) were in attendance at the AGM, including 2 property owners (1.6% of total owners) and 5 business

tenants (1.7% of total tenants). Twenty proxies were also exercised. BIA renewal, a new 5-year funding ceiling, and 2006-2007 budget were approved unanimously.

In October 2005, a renewal support survey was distributed, along with previously-issued renewal information. A total of 69 responses were received (16.4% of total owners and businesses). The responses included 17 property owners (13.5% of owners) and 52 business tenants (17.6% of tenants). Of those responding, 16 owners (94%) supported BIA renewal, while 15 owners (88%) supported the approved budget and 5-year funding ceiling. One owner (5.9%) opposed BIA renewal, while two owners (11.8%) opposed the budget and funding ceiling. Of the 52 tenant responses, 48 (92.3%) supported renewal, 47 (90.4%) supported the budget, and 46 (88.5%) supported the funding ceiling. One tenant (1.9%) opposed BIA renewal, the budget, and the funding ceiling. A few tenants answered 'Don't Know'.

Despite low participation at meetings, the K4BA is encouraged by the results of their renewal support survey, and believes that the 2006-2011 renewal programs, the proposed 5-year funding ceiling, and the Year-1 budget are generally supported. A letter summarizing their outreach process, and documentation of their outreach material, is attached as Appendix D3 (n file in the Office of the City Clerk).

#### Staff Comments - Membership Outreach and Support

Staff are satisfied that the K4BA has notified all commercial property owners and tenants within the proposed renewal area. As the participation rate at BIA AGMs is generally low, AGM results are not necessarily an indicator of general property owner/merchant support for renewal. A more reliable indicator is the K4BA renewal support survey, which generated a reasonable return rate (16.4%). The survey's low opposition numbers suggest general support for BIA renewal.

The K4BA reports that as of the date of this report, three property owners and/or businesses have expressed opposition to the renewal proposal. Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

### Robson Street BIA Renewal

#### BACKGROUND

The Robson Street BIA was one of two BIAs established under the Council Initiative process in 1991, along with the Kerrisdale BIA. The BIA was renewed in 1996 and 2001. The Robson Street Business Association (RSBA) wishes to renew the BIA for a fourth term, for a period of seven years (April 1, 2006 - March 31, 2013).

#### DISCUSSION

The BIA boundary roughly comprises Robson Street between Burrard and Jervis. A map of the boundary is attached as Appendix E1.

The RSBA proposes a Year 1 renewal budget of \$484,656, representing an annual levy rate of \$1.29 per \$1,000.00 of assessed property value. A copy of the proposed budget is attached

for information as Appendix E2. If Council approves the Robson Street BIA renewal at the Court of Revision, staff will report back for approval of the Year 1 budget along with all of the other BIAs' 2006 - 2007 budget requests.

The proposed funding-ceiling of \$3,500,000 is the maximum amount that may be levied over the Robson Street BIA 7-year renewal term, and reflects an increase of 51.9% over the previous 5 year ceiling if the expenditure is prorated over 5 years).

#### Membership Outreach Activities

BIA outreach began in March 2005 with distribution of a survey to all 223 property owners and business tenants within the BIA (38 property owners and 185 tenants). The survey canvassed owner and tenant views on future BIA activities and spending priorities. The RSBA received a total of 107 responses, representing a response rate of 48%. In response to the question 'Do you think the Association is good for the street?' 94% of respondents answered 'Yes'.

Based in part on the March survey results, the RSBA Board and Committees prepared a strategic 7-year plan and budget. In early June, correspondence regarding BIA renewal was sent to all property owners and business tenants. The enclosed materials included an overview of BIAs and the BIA renewal process, and summary of RSBA programs and accomplishments, a draft 2006-07 budget, and a notice for the renewal outreach meeting scheduled for late June.

On June 23 2005, the RSBA held its only renewal outreach meeting. Twenty-five people (11.2% of total owners and tenants) attended the meeting, including RSBA Directors, and the City's BIA Coordinator, who explained the BIA renewal process. Six property owners (15.8% of owners) and 18 businesses (9.7% of tenants) were present. The meeting was an opportunity for the RSBA to augment survey returns by eliciting comments and questions on the draft plan and budget. Those in attendance were unanimous in their support for the proposed renewal plan and budget.

In late August, the RSBA formally notified all of the property owners and business tenants of its upcoming September annual general meeting (AGM). The AGM package included the proposed renewal budget and a step-by-step summary of the renewal process. The RSBA AGM was held on September 20, 2005. 42 voting members (18.8% of total property owners and business tenants) were in attendance at the AGM, including 8 property owners (17.4% of total owners) and 32 business tenants (17.3% of total tenants). BIA renewal, a new 7-year funding ceiling, and 2006-2007 budget were approved unanimously. The approved budget and 7-year funding ceiling propose roughly a 50% increase in BIA expenditures over the renewal term.

In October 2005, the RSBA distributed a final renewal survey to gauge the level of support for the renewal and budget. Fifty-two property owners and tenants replied (a 23.3% response rate), including 8 property owners (21.1% of owners) and 44 tenants (23.8% of tenants). The responses indicated 100% approval of the proposed BIA renewal and budget.

Based on the AGM results and member input received to date, the RSBA believes that the 2006-2013 renewal programs, the proposed 7-year funding ceiling, and the Year-1 renewal budget are strongly supported. A summary of their outreach process, and documentation of their outreach material, is attached as Appendix E3 (on file in the Office of the City Clerk).

## Staff Comments - Membership Outreach and Support

Staff are satisfied that the RSBA has notified all commercial property owners and tenants within the proposed renewal area. AGM attendance was well above the required quorum of 15 present in person, and better than average for BIAs. As almost 20% of BIA property owners and businesses were represented at the Annual General Meeting, the unanimous renewal vote suggests general support for BIA renewal. The RSBA generated a very good return rate for its final renewal survey (23%); the 100% approval rating indicates there is little or no opposition to BIA renewal.

The RSBA reports that as of the date of this report, no property owners or businesses have contacted the BIA to express opposition to the renewal proposal. Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

## South Granville BIA Mid-term Expansion

### BACKGROUND

The South Granville BIA was established under the Council Initiative process in 1999, and renewed for a second five-year term in 2004. The BIA is currently in the second year of its renewal term. The South Granville Business Improvement Association (SGBIA) wishes to implement a small mid-term boundary expansion effective the third year of the current term.

### DISCUSSION

The proposed expansion would include the retail/commercial component of a recently completed mixed use development covering the northernmost two blocks of Granville Street (east side) between Fifth and Seventh Avenues. A map of the proposed BIA boundary, with the expansion shaded grey, is attached as Appendix F1.

The major property owner is Bosa Development Corporation. The north block contains two at-grade strata commercial units fronting Granville Street. One of the strata units is owned and occupied by an architectural firm, the other is retained by Bosa as a commercial rental property, and is leased and occupied. The south block contains four at-grade rental retail units owned by Bosa fronting Granville Street. All four retail units are leased and occupied.

The proposed SGBIA expansion occurs in the middle of the BIA term because the development was not completed and occupied until 2005. The expansion is unanimously supported by the two affected property owners, and by four of five affected business tenants.

### Expansion Outreach Activities

In April 2005, the SGBIA delivered expansion correspondence to the two property owners and all five business tenants. The extensive package included an introductory letter introducing the SGBIA, explaining BIAs, outlining the expansion process and estimating the recipient's annual BIA levy. The package also included a survey form asking the recipient to indicate whether or not they supported inclusion in an expanded BIA.

The proposed expansion was approved unanimously by members of the existing BIA at its Annual General Meeting (AGM) held June 23, 2005. At that time a resolution was passed to request Council to approve a Council Initiative for the proposed expansion.

Before and after the AGM, the SGBIA contacted expansion-area property owners and business tenants to confirm support for inclusion in the BIA. In October 2005, SGBIA staff and the City's BIA Coordinator met individually with expansion area property owners and businesses to explain the expansion process and answer questions.

As of the date of this Report, the SGBIA has support in writing from both of the two affected property owners and three of the five business tenants. A fourth business tenant has verbally expressed support. One tenant (20% of tenants) appears to be opposed.

Based on the written and verbal support received to date, the SGBIA believes that the expansion will proceed. The SGBIA formally applied to the City for renewal of its mandate on October 24, 2005. A copy of their application letter, documentation of their outreach material, and a compilation of support letters/surveys is attached as Appendix F2 (on file in the Office of the City Clerk).

#### Staff Comments - Expansion Outreach and Support

Staff are satisfied that the SGBIA has notified all commercial property owners and tenants within the proposed expansion area. The SGBIA has written support from both property owners and all but two of five business tenants. The one business tenant opposed to inclusion constitutes only 20% of the businesses, significantly short of the one-third required to defeat the expansion. Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

#### FINANCIAL IMPLICATIONS

There are no financial implications.

#### CONCLUSION

##### BIA Renewals

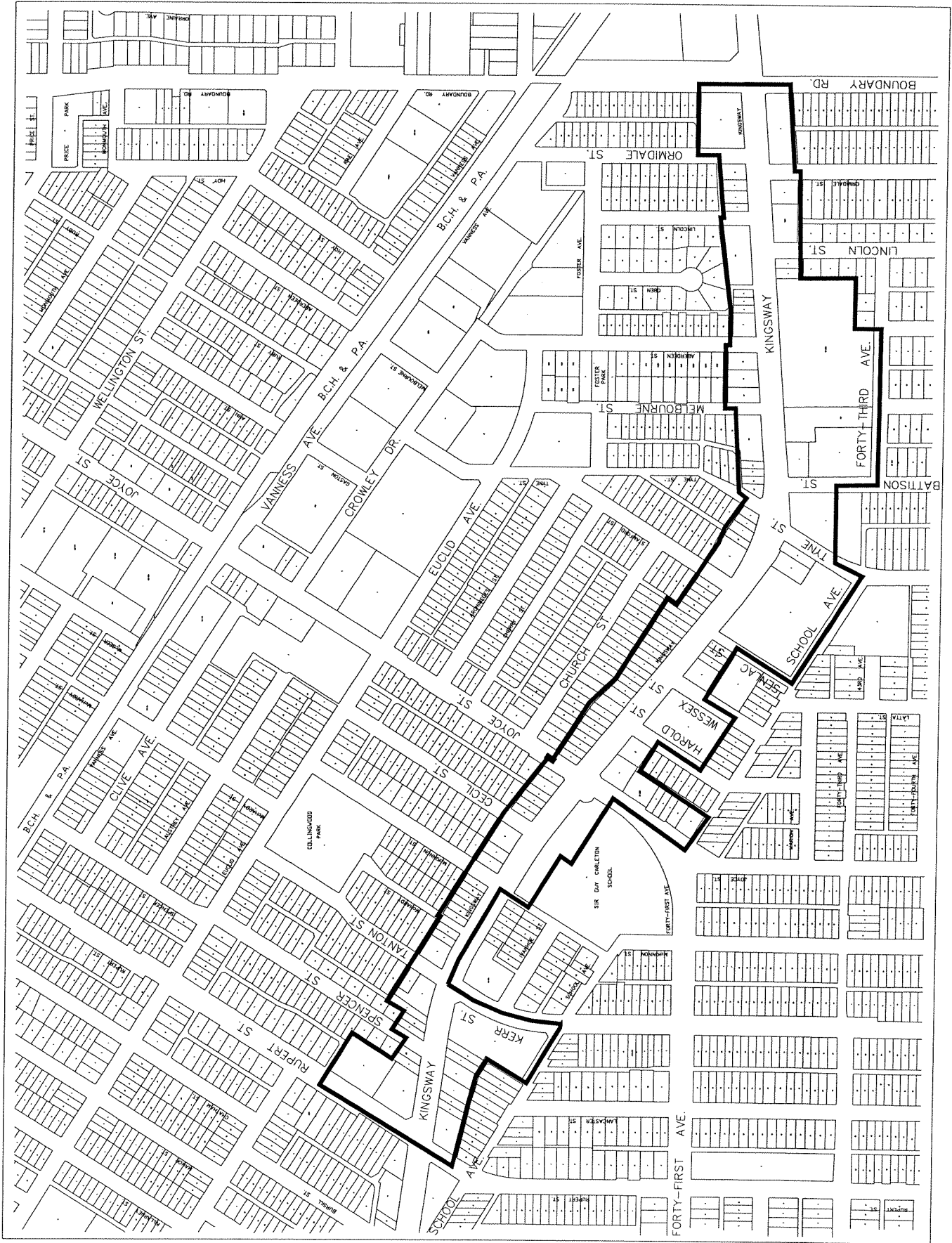
Five BIAs are coming to the end of their current 5-year terms and have asked that their renewal applications be forwarded by way of Council Initiative to a Court of Revision. The results of the various BIA outreach activities indicate differing levels of opposition or uncertainty at this stage in the process. The Kerrisdale, Kitsilano Fourth Avenue, and Robson Street renewals appear to have less opposition and greater certainty. The Collingwood and Hastings North renewals have somewhat greater opposition and/or lesser certainty. Staff recommend that all applications be forwarded to Court of Revision. If Council approves the BIA renewals at the Court of Revision, staff will report back for approval of the Year 1 budgets along with all of the other BIAs' 2006 - 2007 budget requests.

## BIA Expansion

The South Granville BIA seeks a minor expansion to its BIA boundary to include a recently-completed mixed-use development fronting Granville Street between Fifth and Seventh Avenues. The SGBIA has requested that its expansion application be forwarded by way of Council Initiative to a Court of Revision. Both of two property owners, and three of five business tenants have indicated support in writing. The one business tenant known to be opposed is not sufficient to defeat the proposed expansion.

\* \* \* \* \*



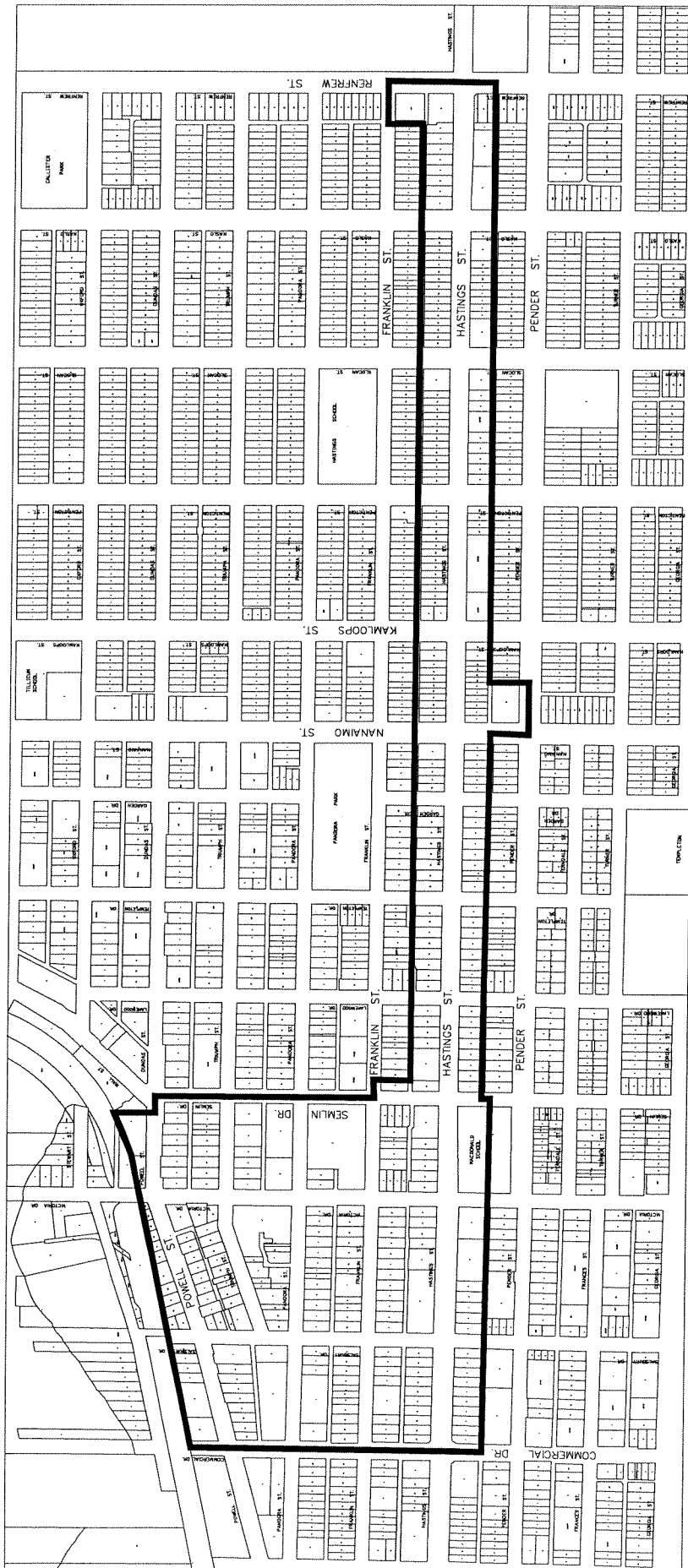


# Collingwood B.I.A.

## COLLINGWOOD BIA: 2006-2007 BUDGET OPTIONS

BUDGET	Option 1	Option 2	Option 3
<b>Crime Prevention:</b>			
▪ Bike & Foot Safety Patrols	12000	12000	12000
▪ Anti-Graffiti Program	10000	10000	10000
▪ Laneway Improvements	22000	22000	22000
<b>Street Enhancements:</b>			
▪ Sidewalk Sweeping/Clean Team	5000	5000	5000
▪ Power Washing/New Trash Bins	2000	2000	2000
▪ New Banners/Gateway Treatments		2500	5000
▪ Banner Installation/Maintenance	4000	4000	4000
▪ Murals	3500	3500	3500
▪ Lighting Boulevard Trees	15000	15000	15000
<b>Marketing &amp; Promotions:</b>			
▪ Business Directory	2000	2000	2000
▪ Collingwood Days	6000	6000	6000
▪ Other Events		5000	10000
▪ Web Site Hosting Fee	3000	3000	3000
▪ Promotional Items		500	1000
▪ Newsletter: 3 Issues	1500	1500	1500
▪ Newsletter: Additional Issue(s)		500	1500
▪ Area Marketing & Branding	4000	6500	9000
▪ Business Recruitment	1200	1200	1200
<b>Research/Consultant Studies:</b>			
▪ Retail Market Study		5000	7500
▪ Other			
<b>Membership:</b>			
▪ Annual General Meeting (AGM)	1000	1000	1000
<b>Administration:</b>			
▪ Office Expenses	7000	7000	7000
▪ Audit	3500	3500	3500
▪ Insurance	1200	1200	1200
▪ Meeting Expenses	800	800	800
▪ Miscellaneous Costs	300	300	300
<b>Part-Time Staff:</b>			
▪ Operations Manager (40 hrs/month)	15000	15000	15000
▪ Marketing Manager (40 hrs/month)	15000	15000	15000
▪ Additional Staff Resources		5000	7500
<b>TOTAL LEVY<sup>1</sup></b>	<b>\$135,000</b>	<b>\$156,000</b>	<b>\$172,500</b>

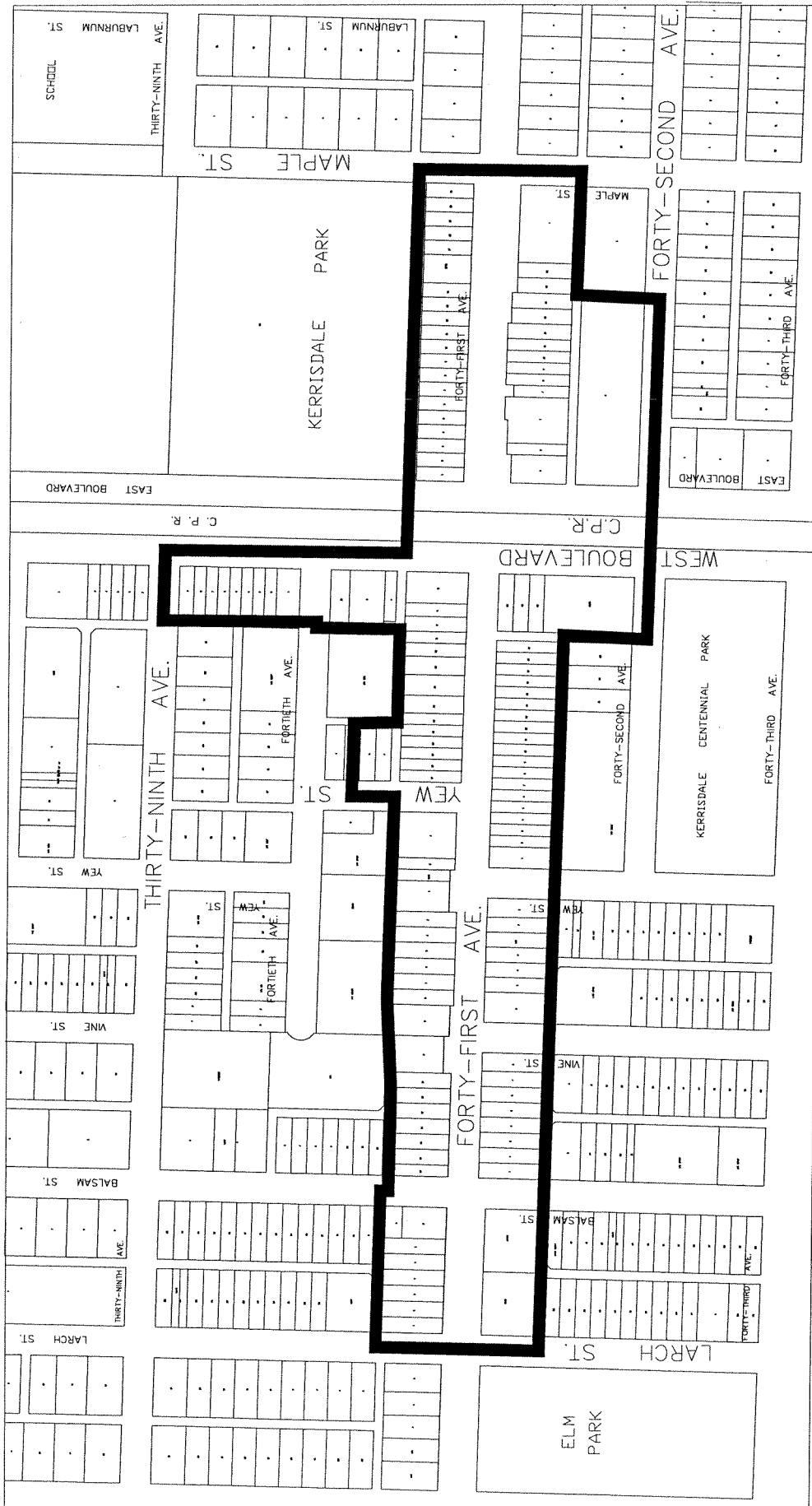
<sup>1</sup> Excludes any leveraged income, such as grants, sponsorships, donations and in-kind contributions that staff would be able to secure. Other BIAs are able to leverage anywhere from 10% to 300% additional income to support BIA marketing and other programs, through staff efforts. However, the ability to leverage additional income is highly dependent on the availability of staff resources.



# Hastings North B.I.A.

**DRAFT BUDGET**  
**April 1, 2006 to March 31, 2007**

<b>REVENUE:</b>	<b>DOLLAR</b>
City Tax Levy	\$ 250,000
Carry Over	25,000
<b>TOTAL REVENUE</b>	<b><u>\$275,000</u></b>
<b>EXPENSES:</b>	
Community Resource Centre	
<u>Administration</u>	
Wages & Benefits	\$ 67,000
Office Rental	19,000
Insurance (Director & premise)	4,500
Audit Fees	2,700
Meetings	1,000
Telephone & Fax	3,000
Hydro	1,400
Repairs & Maintenance	1,000
Postage & Courier	2,500
Office Supplies	3,000
<b>Sub-Total</b>	<b><u>\$ 101,100</u></b>
Community Improvement Programs	
<u>Safety &amp; Security</u>	
Street Audit	\$ 5,000
Business Program	2,200
In Kind Support for CPC(rent, utilities, equipment, etc.)	6,000
Citizen Patrols	10,000
Grants for existing Projects/Groups	<u>20,000</u>
<b>Sub-Total</b>	<b><u>\$ 43,200</u></b>
<u>Cleanup Program</u>	
Coast Foundation Society	\$ 19,000
Youth Spot Project	13,500
Anti Graffiti Program	20,000
Powerwasher	1,500
Keep Vancouver Spectacular	<u>500</u>
<b>Sub-Total</b>	<b><u>\$ 54,500</u></b>
<u>Marketing and Communications</u>	
Communications:	
Marketing Plan	\$ 20,000
Web Site Maintenance	1,700
Web Site Host Fees	500
Newsletters	10,000
Information Package	500
Annual General Meeting	500
Events:	
Street Hockey Tournament	5,000
Christmas	3,500
Canada Day	3,000
Halloween	1,000
Banners	<u>8,000</u>
<b>Sub-Total</b>	<b><u>\$ 53,700</u></b>
<u>Revitalization</u>	
Urban Planning	
Hastings Street Facade Design	20,000
Light Industrial Area	2,500
<b>Sub-Total</b>	<b><u>\$ 22,500</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 275,000</u></b>



# Kerrisdale B.I.A.

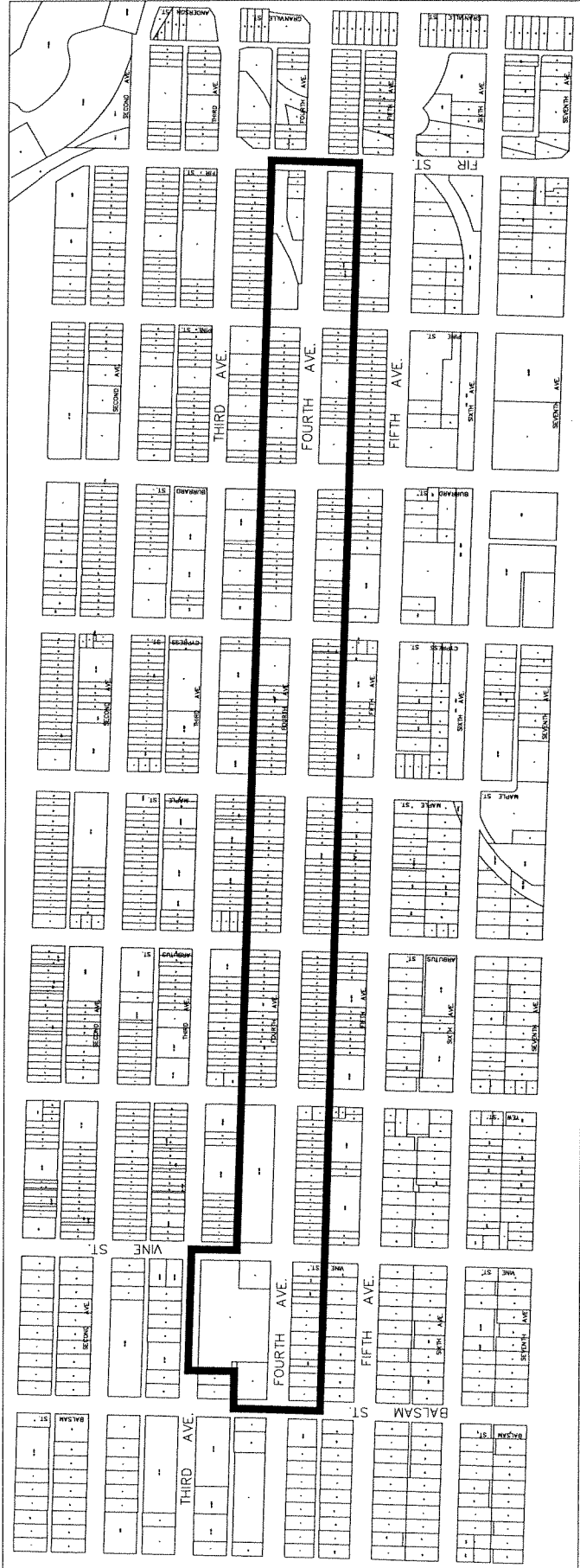
<b>Kerrisdale Business Association</b>		
<b>Draft Budget 2006/07</b>		
		<b>DRAFT BUDGET</b>
		<b>2006/2007</b>
<b>REVENUE:</b>		<b>\$</b>
<b>Operating Income</b>		
Business Improvement Association Levy		274,000
Parkade Management Fee		6,000
Interest Income		500
<b>Total Operating Income</b>		<b>280,500</b>
<b>Fundraising Income</b>		
Carnival Days		6,180
Kerrisdale Days		3,605
Other Donations		515
<b>Total Fundraising Income</b>		<b>10,300</b>
<b>Total Revenue</b>		<b>290,800</b>
<b>EXPENSES:</b>		
<b>Promotion</b>		
Strategic Planning		10,000
Advertising		41,200
Banners		22,660
Signage		3,090
Posters		7,725
Newsletter		2,575
<b>Total Promotion Expense</b>		<b>87,250</b>
<b>Events</b>		
Carnival Days		14,420
Kerrisdale Days		14,420
Music Under the Clock		4,635
Holiday promotions		16,000
Other Promotions		6,695
New Event Development		5,000
<b>Total Event Expense</b>		<b>54,590</b>
<b>Beautification</b>		
Cleanup, Maintenance & Graffiti Removal		12,000
Landscaping and Gardens		15,450
Other Beautification		10,181
<b>Total Beautification Expense</b>		<b>33,871</b>
<b>Security - Provident Security</b>		<b>89,250</b>
<b>Administration</b>		
Coordinator		18,540
Clerical Support		2,369
Accounting		3,399
Audit		1,545
General Meetings		1,339
Insurance		1,767
Telephone		824
Office & Supplies		1,751
BIA Renewal Expenses		-
<b>Total Administration Expense</b>		<b>36,684</b>
<b>Total Expense</b>		<b>289,945</b>
<b>Net Income</b>		<b>855</b>

## Kerrisdale Business Association Draft Budget 2006/07 - 2010/11

10-Aug-05		Kerrisdale Business Association Draft Budget 2006/07 - 2010/11					
		DRAFT BUDGET					
	Notes	2005/06 Budget	2006/7	2007/8	2008/9	2009/10	2010/11
<b>REVENUE:</b>							
<b>Operating Income</b>							
Business Improvement Ass'n Levy	1	265,000.00	274,000.00	282,000.00	291,000.00	300,000.00	309,000.00
Parkade Management Fee	2	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Interest Income		500.00	500.00	500.00	500.00	500.00	500.00
<b>Total Operating Income</b>		<b>271,500.00</b>	<b>280,500.00</b>	<b>288,500.00</b>	<b>297,500.00</b>	<b>306,500.00</b>	<b>315,500.00</b>
<b>Fundraising Income</b>							
Carnival Days		6,000.00	6,180.00	6,365.40	6,556.36	6,753.05	6,955.64
Kerrisdale Days		3,500.00	3,605.00	3,713.15	3,824.54	3,939.28	4,057.46
Other Donations		500.00	515.00	530.45	546.36	562.75	579.64
<b>Total Fundraising Income</b>		<b>10,000.00</b>	<b>10,300.00</b>	<b>10,609.00</b>	<b>10,927.27</b>	<b>11,255.09</b>	<b>11,592.74</b>
<b>Total Revenue</b>		<b>281,500.00</b>	<b>290,800.00</b>	<b>299,109.00</b>	<b>308,427.27</b>	<b>317,755.09</b>	<b>327,092.74</b>
<b>EXPENSES:</b>							
<b>Promotion</b>							
Strategic Planning	3	0.00	10,000.00	5,000.00	5,150.00	5,304.50	5,463.64
Advertising		40,000.00	41,200.00	42,436.00	43,709.08	45,020.35	46,370.96
Banners		22,000.00	22,660.00	23,339.80	24,039.99	24,761.19	25,504.03
Signage		3,000.00	3,090.00	3,182.70	3,278.18	3,376.53	3,477.82
Posters		7,500.00	7,725.00	7,956.75	8,195.45	8,441.32	8,694.56
Newsletter		2,500.00	2,575.00	2,652.25	2,731.82	2,813.77	2,898.19
<b>Total Promotion Expense</b>		<b>75,000.00</b>	<b>87,250.00</b>	<b>84,567.50</b>	<b>87,104.53</b>	<b>89,717.66</b>	<b>92,409.19</b>
<b>Events</b>							
Carnival Days		14,000.00	14,420.00	14,852.60	15,298.18	15,757.12	16,229.84
Kerrisdale Days		14,000.00	14,420.00	14,852.60	15,298.18	15,757.12	16,229.84
Music Under the Clock		4,500.00	4,635.00	4,774.05	4,917.27	5,064.79	5,216.73
Holiday promotions		14,000.00	16,000.00	16,480.00	16,974.40	17,483.63	18,008.14
Other Promotions		6,500.00	6,695.00	6,895.85	7,102.73	7,315.81	7,535.28
New Event Development	4	0.00	5,000.00	5,150.00	5,304.50	5,463.64	5,627.54
<b>Total Event Expense</b>		<b>53,000.00</b>	<b>54,590.00</b>	<b>56,227.70</b>	<b>57,914.53</b>	<b>59,651.97</b>	<b>61,441.53</b>
<b>Beautification</b>							
Cleanup, Maintenance & Graffiti Removal	5	8,000.00	12,000.00	12,360.00	12,730.80	13,112.72	13,506.11
Landscaping and Gardens		15,000.00	15,450.00	15,913.50	16,390.91	16,882.63	17,389.11
Other Beautification		9,884.00	10,180.52	10,485.94	10,800.51	11,124.53	11,458.26
<b>Total Beautification Expense</b>		<b>32,884.00</b>	<b>33,870.52</b>	<b>34,886.64</b>	<b>35,933.23</b>	<b>37,011.23</b>	<b>38,121.57</b>
<b>Security - Provident Security</b>	6	<b>85,000.00</b>	<b>89,250.00</b>	<b>93,712.50</b>	<b>98,398.13</b>	<b>103,318.03</b>	<b>108,483.93</b>
<b>Administration</b>							
Coordinator		18,000.00	18,540.00	19,096.20	19,669.09	20,259.16	20,866.93
Clerical Support		2,300.00	2,369.00	2,440.07	2,513.27	2,588.67	2,666.33
Accounting		3,300.00	3,399.00	3,500.97	3,606.00	3,714.18	3,825.60
Audit		1,500.00	1,545.00	1,591.35	1,639.09	1,688.26	1,738.91
General Meetings		1,300.00	1,339.00	1,379.17	1,420.55	1,463.16	1,507.06
Insurance		1,716.00	1,767.48	1,820.50	1,875.12	1,931.37	1,989.31
Telephone		800.00	824.00	848.72	874.18	900.41	927.42
Office & Supplies		1,700.00	1,751.00	1,803.53	1,857.64	1,913.36	1,970.77
BIA Renewal Expenses		5,000.00	0.00	0.00	0.00	0.00	0.00
<b>Total Administration Expense</b>		<b>35,616.00</b>	<b>36,684.48</b>	<b>37,785.01</b>	<b>38,918.56</b>	<b>40,086.12</b>	<b>41,288.71</b>
<b>Total Expense</b>		<b>281,500.00</b>	<b>289,945.00</b>	<b>298,643.35</b>	<b>307,602.65</b>	<b>316,830.73</b>	<b>326,335.65</b>
<b>Net Income</b>		<b>0.00</b>	<b>855.00</b>	<b>465.65</b>	<b>824.62</b>	<b>924.36</b>	<b>757.09</b>

**Explanation of Notes:**

1. The BIA Levy is assumed to increase by approximately 3% per annum through the planning period
2. No change is assumed in the Parkade Management Fee received from the City of Vancouver
3. A new provision has been included in 2006/7 and subsequent years for strategic planning, following member survey responses.
4. A provision has been introduced for new event development. Consideration is being given to arranging a vintage car show in 2006/7.
5. An increased provision has been made for clean-up and graffiti, following survey responses from members.
6. The costs of BIA security are expected to rise faster than the rate of inflation - have been increased at 5.0% per annum.



# Kitsilano Fourth Avenue B.I.A.



# The Kitsilano 4<sup>th</sup> Avenue Business Association

## Proposed Budget

(April 1, 2006 – March 31, 2007)

### Revenue

<b>BIA Levy</b>	<b>\$135,000</b>	
<b>Carry-over Funds*</b>		<b>\$ 40,000</b>

### Expenses

<b>Administration</b>	<b>\$ 8,950</b>	
Audit	1,000	
Insurance	1,200	
Annual General Meeting	1,200	
Miscellaneous Office <i>(note 1)</i>	750	
Association Newsletters	1,800	
BIA Coordinator	3,000	
<b>Street Amenities</b>	<b>\$ 17,000</b>	
Banner Design / Production	10,500	
Banner Installation	3,000	
Pole Cylinder Installation	750	
Anti Poster Broda Coating	750	
BIA Coordinator	2,000	
<b>Street Enhancements</b>	<b>\$ 55,000</b>	
Clean Team <i>(note 2)</i>	10,000	
Security Patrol <i>(note 3)</i>	40,000	
Sidewalk Improvements (City Project)	0	
BIA Coordinator	5,000	
Special Project – Streetscape <i>(Note 4)</i>		40,000
<b>Business Promotion</b>	<b>\$ 49,500</b>	
Promotions / Events <i>(note 5)</i>	30,000	
Shopping Certificates	1,500	
Website Maintenance / Upgrades	1,500	
Brochure Distribution	1,000	
Tourism Vancouver Membership	500	
BIA Coordinator	15,000	
<b>Business Networking and Advocacy</b>	<b>\$ 4,250</b>	
Networking Events	600	
Education / Conferences	600	
BIA BC Membership	300	
Fair Tax Coalition Membership	1,000	
BIA Coordinator	1,750	
<b>Contingency</b>	<b>\$ 300</b>	
<b>Total</b>	<b>\$135,000</b>	<b>\$ 40,000</b>

**\* Estimated Balance at Year End March 31, 2006**

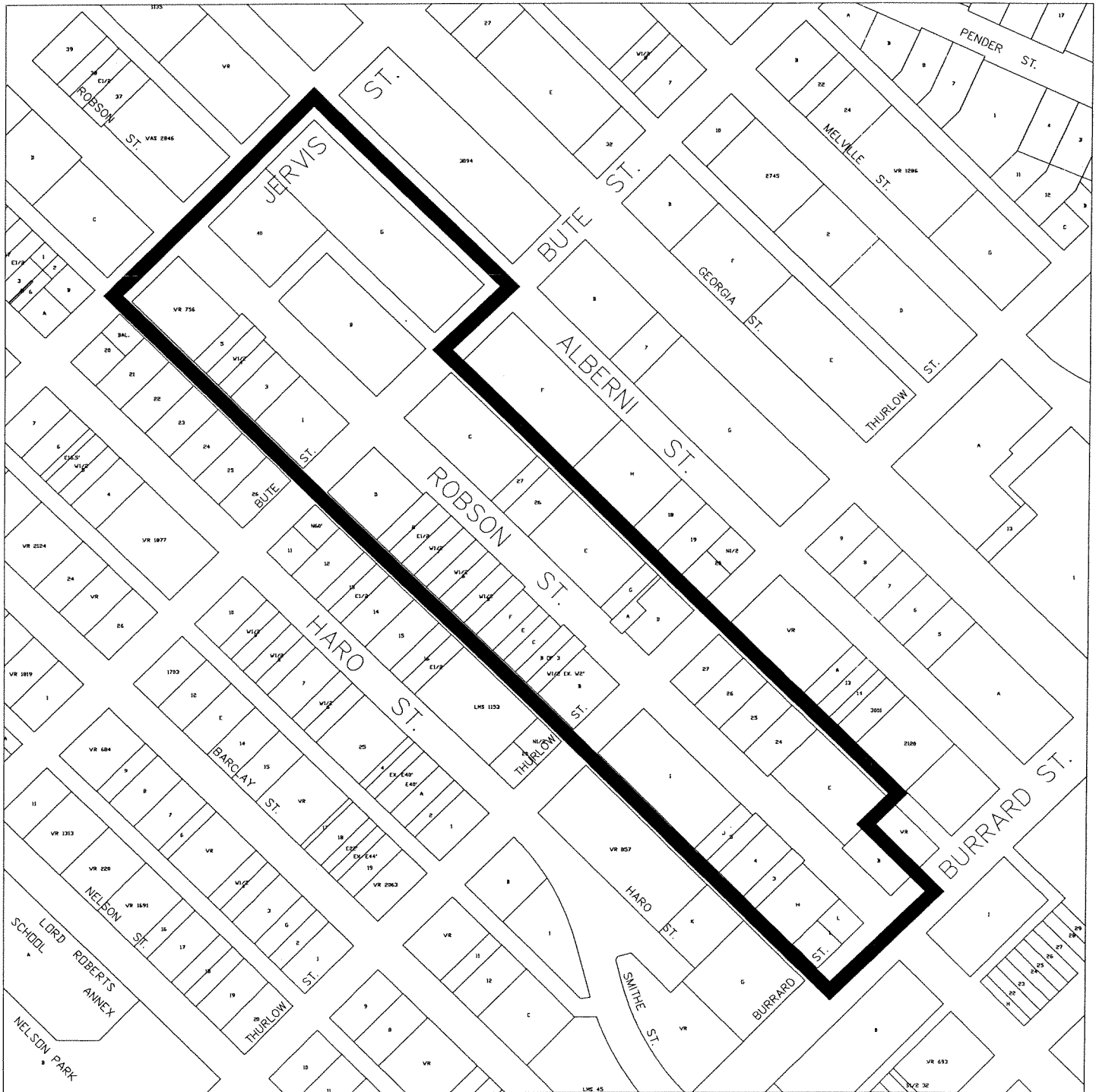
Note 1: Includes phone/fax, internet, postage, photocopies, etc.

Note 2: 2 persons, \$10 / hr, 3 hrs / day, 3 days / week plus supplies

Note 3: 1 guard, \$18 / hr, 6 hrs / day, 7 days / week

Note 4: This money is a carry over from Year 5 and does not affect the levy amount. Project may include traffic impact study, corner treatment, or other.

Note 5: Includes Kits Days, "Holly Days", Thanks for Shopping 4<sup>th</sup>, "Hippie Daze"



# Robson Street B.I.A.



**ROBSON STREET BUSINESS ASSOCIATION  
PROPOSED RENEWAL BUDGET 2006 - 2007**

2006-2007

**REVENUE**

BIA LEVY	484,656
GST RECOVERY	8,000
INTEREST	1,900
SURPLUS	0
GRANTS	0
	<u>0</u>
<b>TOTAL</b>	<b>494,556</b>

**EXPENDITURE****MARKETING & PROMOTION**

BROCHURES	7,260.00
ADVERTISING	40,000.00
ROBSON CANADA DAY	15,000.00
CHRISTMAS PROMOTION	15,000.00
2010 OLYMPIC EVENT	-
GIFT CERTIFICATE PROGRAM	30,050.00
WEBSITE	2,000.00
DESIGN UPDATE	-
	<u>-</u>
<b>SUBTOTAL: MARKETING &amp; PROMOTION</b>	<b>109,310</b>

**STREET ENHANCEMENT**

BANNERS	28,000.00
CLEANING - CUSTODIAN	10,000.00
CLEANING - SUPPLIES	200.00
CLEANING - POWER WASHING	14,000.00
POWER - STREET LIGHTING	2,200.00
TREE MINI LIGHTS	20,000.00
BANNER LIGHTING	10,000.00
RSBA KIOSK - CONSTRUCTION & MAINTENANCE	10,000.00
STREET FURNITURE - SIDEWALK MOSAICS	0.00
	<u>0.00</u>
<b>SUBTOTAL: STREET ENHANCEMENT</b>	<b>94,400</b>

**COMMUNITY RELATIONS**

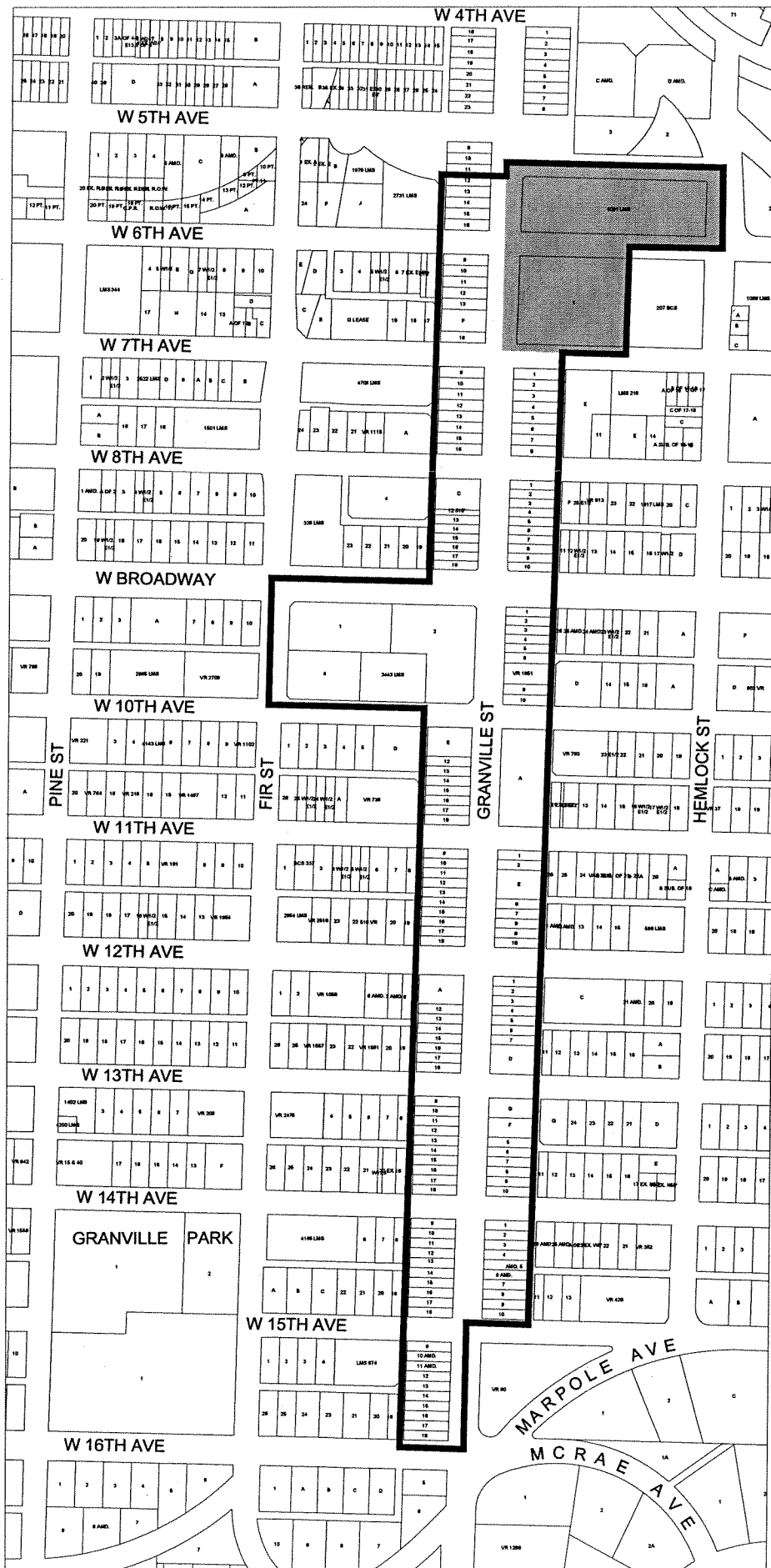
SECURITY	140,000.00
CPC OPERATING COSTS	3,000.00
CRIME PREVENTION MEETINGS	5,450.00
GOVERNMENT LIAISON	500.00
NEWSLETTERS	1,200.00
VENDING PERMITS	2,000.00
AUTOCRIME PATROL (ICBC)	2,000.00
	<u>2,000.00</u>
<b>SUBTOTAL: COMMUNITY RELATIONS</b>	<b>154,150</b>

**ADMINISTRATION**


LEGAL	-
EQUIPMENT	3,780.00
COMPUTER	1,000.00
AUDIT & ACCOUNTING	2,600.00
BANK CHARGES	100.00
OFFICE RENT	24,000.00
PARKING	100.00
TELEPHONE, FAX & INTERNET	1,800.00
OFFICE/GENERAL	1,695.00
WAGES & BENEFITS	65,000.00
RENEWAL	-
RESEARCH & PLANNING	-
INSURANCE	3,000.00
AMMORTIZATION	-
BOARD MEETINGS & AGM	6,000.00
CONFERENCES -- BIABC	2,000.00
EDUCATION	-
MEMBERSHIP DUES	250.00
POSTAGE & COURIER	500.00
REPAIRS & MAINTENANCE	150.00
SUBSCRIPTIONS	-
SUPPLIES	700.00
TEMP/SECRETARIAL	-
EMPLOYER EXPENSE (ADMIN ONLY)	5,000.00
	<u>5,000.00</u>
<b>SUBTOTAL: ADMINISTRATION</b>	<b>117,675</b>

CONTINGENCY 2%	<u>9,510.70</u>
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<b>TOTAL BUDGET</b>	<b>494,556</b>
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# South Granville B.I.A. Proposed Expansion

 Proposed Expansion Area

