



A2

ADMINISTRATIVE REPORT

Report Date: November 17, 2009
Contact: Peter Vaisbord
Contact No.: 604.871.6304
RTS No.: 08299
VanRIMS No.: 08-2000-20
Meeting Date: December 1, 2009

TO: Vancouver City Council
FROM: Director of Planning
SUBJECT: Approval of Council Initiatives - BIA Renewals

RECOMMENDATIONS

Chinatown BIA Renewal:

- A1. THAT Council re-confirm the Vancouver Chinatown BIA Society as sponsor for the Chinatown BIA.
- A2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Chinatown BIA, for a further term (7 years) commencing April 1, 2010; AND THAT Council forward the application of the Vancouver Chinatown BIA Society 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 7-year (2010 -2017) funding-ceiling of \$2,304,145 for the Chinatown BIA, subject to Council approval of the renewal at the Court of Revision.

Commercial Drive BIAs Consolidation and Renewal:

- B1. THAT Council re-confirm the Commercial Drive Business Society as sponsor for the Commercial Drive BIA.
- B2. THAT Council approve the commencement of a Council Initiative to merge the Commercial Drive Business Improvement Expansion Area with the Commercial Drive BIA, AND TO re-establish (renew) the consolidated Commercial Drive BIA for a third five-year term commencing April 1, 2010; AND THAT Council forward the

applications of the Commercial Drive Business Society to a hearing of the Court of Revision.

- B3. THAT the City notify property owners and tenants within the combined Commercial Drive BIA and Commercial Drive Expansion BIA areas (outlined in Appendix B1) of the proposed BIA merger, renewal and levy.
- B4. THAT Council approve a 5-year (2010-2015) funding-ceiling of \$2,115,159 for the Commercial Drive BIA, subject to Council approval of the renewal at the Court of Revision.

Downtown Vancouver BIA Renewal:

- C1. THAT Council re-confirm the Downtown Vancouver Business Improvement Association as sponsor for the Downtown Vancouver BIA.
- C2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Downtown Vancouver BIA, for a further ten-year term (fourth term) commencing April 1, 2010; AND THAT Council forward the application of the Downtown Vancouver Business Improvement 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 10-year (2010-2020) funding-ceiling of \$25,949,864 for the Downtown Vancouver BIA, subject to Council approval of the renewal at the Court of Revision.

Strathcona BIA Renewal:

- D1. THAT Council re-confirm the Strathcona Business Improvement Association as sponsor for the Strathcona BIA.
- D2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Strathcona BIA, for a further term (7 years) commencing April 1, 2010; AND THAT Council forward the application of the Strathcona Business Improvement 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 7-year (2010-2017) funding-ceiling of \$4,200,000 for the Strathcona BIA, subject to Council approval of the renewal at the Court of Revision.

GENERAL MANAGER'S COMMENTS

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

CITY MANAGER'S COMMENTS

The City Manager recommends APPROVAL of the foregoing.

COUNCIL POLICY

Council policy for the renewal of a BIA was approved on July 30, 1992, and for the establishment and expansion of a BIA on October 14, 1997, as follows:

A BIA is established, renewed, and/or expanded by Council Initiative process; under a Council Initiative, affected property owners and commercial tenants receive a notification that sets out a description of the Initiative, the designated area, and the estimated annual charge and rate. The notification includes instructions for filing objections to the Initiative, which are reported to Council at a Court of Revision. Council also hears delegations as to whether or not the Initiative should proceed. The Initiative 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, submit objections.

Section 462 of the Vancouver Charter was amended on September 23, 1998, to permit BIA terms of up to 20 years, as opposed to the previous 5-year limitation. Council has exercised its authority under the amendment by previously approving ten year renewal terms for the Mount Pleasant and Downtown Vancouver BIAs, and seven year renewal terms for the Marpole, Robson Street and West End BIAs. As many BIAs have continued to apply for 5-year renewal terms, the range of BIA terms varies from 5 to 10 years.

Section 458 of the Vancouver Charter permits Council to alter (reduce or expand) BIA boundaries, or to merge two or more BIA areas, in the same manner as that provided to establish a BIA. Council exercised its authority under this section by merging the Downtown Vancouver BIA and Downtown Vancouver Expansion Area BIA in 2000.

PURPOSE

The following BIA terms will expire March 31, 2010:

BIA	Date BIA established or last renewed	Current Term
Chinatown BIA	April 1, 2005 (renewed)	5 years
Commercial Dr. BIA	April 1, 2005 (renewed)	5 years
<i>Commercial Dr. Expansion BIA*</i>	<i>April 1, 2007 (established)</i>	<i>3 years</i>
<small>*The Commercial Dr. Expansion BIA will not continue as a separate BIA; rather, it will be merged with the Commercial Drive BIA.</small>		
Downtown Vancouver BIA	April 1, 1999 (renewed)	10 years
Strathcona BIA	April 1, 2005 (renewed)	5 years

The Business Improvement Areas must now be re-established (renewed) for a further term to continue to operate. However, the Commercial Drive Business Society has applied to merge its two business improvement areas, which would then be renewed as one BIA area. The purpose of this report is to:

- advance the renewal process by approving Council Initiatives to renew each of the BIAs except the Commercial Drive Expansion BIA, which will be merged as part of the Commercial Drive BIA renewal, and
- advance the process to merge the Commercial Drive BIAs.

BACKGROUND

BIA Renewal Process Overview

The renewal process has two basic steps as described below - the first is the BIA's role and the second is the City's role:

Step 1

The BIA sponsor societies have completed the first step in the BIA renewal process which involves consultation with all of the BIAs' property- and business owners regarding BIA renewal and cost ("renewal outreach") culminating in membership approval of renewal resolutions at a BIA Annual General Meeting. Those resolutions include a) formally requesting the City to consider BIA renewal; b) stipulating a renewal term and funding-ceiling* for Council approval and c) approving a first-year renewal budget (levy). Each BIAs' renewal outreach is summarized in the Report based on an outline provided by the BIAs (Appendix A3 - D3). Detailed documentation is maintained on file by each BIA and is available at the City's request.

* Vancouver Charter section 456(2)(b) stipulates that Council, by by-law, must establish the maximum amount of money to be granted to a BIA applicant. A '*funding ceiling*' is the cumulative maximum amount, over the current BIA term, which may be granted and then recovered by way of a levy on parcels of real property within a BIA.

Step 2

Renewal Step 2 requires Council approval of the recommendations in this report as follows: a) to re-confirm the sponsor societies as sponsors of their respective BIAs; b) to approve a Council Initiative to renew the BIAs, which means the City will notify the affected property owners and tenants prior to a Court of Revision; c) to forward the renewal applications to Court of Revision for final approval and; d) subject to the Court of Revision, to approve the proposed funding ceilings for their respective terms.

If Council approves the BIA renewals at the Court of Revision, staff will report back for approval of the renewal year-1 budgets along with all of the other BIAs' 2010 - 2011 budget requests. Although Council does not approve the proposed year-1 budgets at this stage in the BIA renewal process, copies of the proposed budgets are attached to this Report for reference, to indicate the anticipated respective cost of the proposed renewals. This addresses Vancouver Charter section 506(2), which requires the City's formal notifications to include an estimate of each property owner's estimated contribution.

BIA Renewal Outreach - Background

In this section, additional information is provided on the overall approach to renewal outreach and reporting outlined as Step 1 and, in particular, how the approach has changed in recent years. This is the second year of the new approach described. The sections that follow provide background and discussion individually for each of the four BIAs.

As part of the renewal process, BIAs are required to conduct outreach to the commercial property owners and business tenants within their respective BIA renewal areas, culminating in renewal resolutions at their Annual General Meeting, or at a General Meeting specifically held for the purpose.

Staff's previous practice was to set minimum requirements for renewal outreach, including the requirement to hold outreach meetings and conduct post-outreach surveys. In addition, Council reports regarding BIA renewals would typically offer staff's evaluation of the adequacy of outreach, and the level of membership support, based on indicators such as meeting attendance and survey response rates.

BIA representatives have expressed dissatisfaction with the previous practice, noting that prescriptive outreach requirements fail to recognize significant differences among BIAs and among BIAs' memberships. They assert that the BIAs, being familiar with their members' attributes, are better positioned than the City to determine and evaluate strategies for successful member engagement. Moreover, the BIAs point out that low member participation or response rates, previously cited by staff to caution Council about potentially low member awareness or support, could equally indicate satisfaction with BIA activities.

BIAs and staff have agreed on revised expectations for renewal outreach. Instead of prescriptive outreach requirements set by City staff, BIAs determine how they fulfill their requirement to conduct outreach. Staff no longer comment on the choice or adequacy of outreach activities, provided that outreach is undertaken. Also, participation or survey response rates are not used to infer the possibility of support or opposition to a BIA renewal proposal. However, BIAs accept a new requirement to include, with their AGM notification (sent to all property- and business owners), a letter from the City about business improvement areas. The letter includes information about how BIAs are funded through a special tax levy, how the BIA and levy are renewed for a further term, and how proceedings at the upcoming BIA AGM set directions about continuance of the BIA levy and its cost to owners.

In addition, Council Report appendices no longer include a full compilation of outreach materials generated by each BIA, although BIAs agree to retain and produce their materials on demand. Instead, each BIA provides a point-form outline of outreach materials and activities. Outreach-outlines from all four renewing BIAs are attached to this Report as appendices. Discussion in this Report is limited to a factual summary of each BIA's outreach activities, except where staff receive information from the BIAs or third-parties indicating concerns about the outreach, or otherwise indicating potential opposition to the BIA renewal. Such information could include calls, correspondence, or petitions.

The above is the first step of BIA renewal. Subsequently, as part of the Council Initiative (Step 2), all BIA property owners and business tenants will receive a notification from the City, if approved in the Recommendations in this report, to which they can respond before a final decision on BIA renewal is made by Council at a Court of Revision.

BIA Merger Process

Vancouver Charter section 458 allows for the merger of one or more BIA areas in the same manner as BIAs are established. Under the Charter, there is no distinction between BIA establishment and renewal, because 'renewal' is simply the re-establishment of a BIA after

the previous establishment by-law has expired. Therefore, the process for BIA 'renewal' and merger are identical. As the Commercial Drive BIA merger application affects all of the same property owners and business tenants as the renewal, the merger and renewal will be considered as two parts of the same approval process.

Chinatown BIA Renewal

BACKGROUND

The Chinatown BIA was one of four BIAs established in 2000, along with the Commercial Drive, Marpole and Strathcona BIAs. The BIA was renewed in 2005. The Vancouver Chinatown BIA Society (VCBIA) wishes to renew the BIA for a further term (7 years) (April 1, 2010 - March 31, 2017).

DISCUSSION

BIA Renewal Proposal

The BIA boundary roughly comprises the area south of Hastings to Union, between Taylor and Gore. (See map in Appendix A1).

When approved by Council, the proposed funding-ceiling of \$2,304,145 will define the maximum amount that may be levied over the 7-year Chinatown BIA renewal term, and reflects an increase of 87.1% over the previous *5-year* ceiling, corrected for length of term. As a ceiling functions as a cumulative 'cap' rather than as a budget, a ceiling-increase does not necessarily reflect BIA expenditure increases.

The VCBIA proposes a Year 1 renewal budget of \$261,300, representing an annual levy rate of \$1.36 per \$1,000.00 of assessed property value. If Council approves the Chinatown 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' 2010 - 2011 budget requests. (See budget in Appendix A2.)

Renewal Outreach Activities

Renewal outreach activities extended from April to September 2009, and included:

- Two mailings to merchants and property-owners containing BIA renewal information, and open house notifications. The second mailing included the proposed draft renewal plan and budget
- A membership survey to solicit feedback on BIA services
- Two open houses - the first to elicit member opinions and suggestions, and the second to review the proposed renewal plan and budget
- Inclusion of proposed renewal plan and budget with AGM notification.

The VCBIA's renewal request letter and an outline of their outreach process are attached as Appendix A3.

Staff Comments

Staff are satisfied that the VCBIA has notified all commercial property owners and tenants within the proposed renewal area. As required, the VCBIA has provided a summary of their outreach process, and has included the City's information letter with their AGM notification.

Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

Staff attend and observe BIA Annual General Meetings (AGMs). On September 9, 2009, at a duly constituted AGM, the VCBIA membership approved BIA renewal, a 7-year funding ceiling, and the 2010-2011 budget.

Based on the AGM results and member input received to date, the VCBIA believes that the BIA renewal, the proposed 7-year funding ceiling, and the Year-1 budget are generally supported.

Commercial Drive BIA Renewal and Merger with Commercial Drive Business Improvement Expansion Area

BACKGROUND

The Commercial Drive BIA was one of four BIAs established in 2000, along with the Chinatown, Marpole and Strathcona BIAs. The BIA was renewed in 2005.

Established in 2007 for a *three*-year term, the Commercial Drive BIA *Expansion Area* will expire in tandem with the Commercial Drive BIA. Although organizers originally conceived of this BIA as an independent entity, the existing Commercial Drive Business Society (CDBS) agreed to sponsor and manage the new area essentially as an expansion. Because of a difference in BIA levy rates between the existing and expansion areas, Council approved the expansion as a separate BIA by-law, rather than as an amendment to the existing Commercial Drive BIA by-law. Expiry of the new by-law was timed to coincide with expiry of the existing BIA in order to facilitate merger of the BIAs on renewal.

The CDBS wishes to renew the consolidated BIA for a third 5-year term (April 1, 2010 - March 31, 2015).

DISCUSSION

BIA Merger and Renewal Proposal

The existing Commercial Drive BIA boundary roughly comprises Commercial Drive between Venables and Grandview Cut. The existing Commercial Drive Expansion BIA extends south from Grandview Cut to East 13th Avenue, including a segment of East Broadway and East 10th Avenues adjacent to Commercial. On renewal, the consolidated Commercial Drive BIA would extend approximately 21 blocks from Venables to East 13th Avenue. (See map in Appendix B1.)

When approved by Council, the proposed funding-ceiling of \$2,115,159 will define the maximum amount that may be levied over the Commercial Drive BIA 5-year renewal term, and reflects an increase of 11.9% over the previous 5-year ceiling. As the ceiling functions as a

cumulative 'cap' rather than as a budget, a ceiling-increase does not necessarily reflect BIA annual expenditure increases.

The CDBS proposes a Year 1 renewal budget of \$398,400, representing an annual levy rate of \$1.51 per \$1,000.00 of assessed property value. If Council approves the Commercial Drive BIA merger and renewal at the Court of Revision, staff will report back for approval of the Year 1 budget along with all of the other BIAs' 2010 - 2011 budget requests. (See budget in Appendix B2.)

Renewal /Merger Outreach Activities

Renewal /merger outreach activities extended from July through September 2009, and included:

- A membership survey and covering letter dated July 6 hand-delivered and e-mailed to businesses, and mailed to property owners. The survey solicited member priorities and views to inform the draft renewal proposal and budget. The covering letter introduced the survey, summarized current BIA activities, discussed BIA renewal, and advertised the upcoming renewal open house
- An open house and presentation held in late July at the CDBS offices to put forward a draft renewal proposal and budget for discussion.

The CDBS' merger and renewal request letter and an outline of their outreach process are attached as Appendix B3.

Staff Comments

Staff are satisfied that the CDBS has notified all commercial property owners and tenants within the proposed merger/renewal area. As required, the CDBS has provided a summary of their outreach process, and has included the City's information letter with their AGM notification.

Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the merger/renewal proposal.

Staff attend and observe BIA Annual General Meetings (AGMs). On September 28, 2009, at a duly constituted AGM, the CDBS membership approved BIA merger and renewal, a new 5-year funding ceiling, and the 2010-2011 budget.

Based on the AGM results and member input received to date, the CDBS believes that the BIA renewal and merger, the proposed 5-year funding ceiling, and the Year-1 budget are generally supported.

Downtown Vancouver BIA Renewal

BACKGROUND

Established in 1990, the Downtown Vancouver BIA was the city's third BIA. The BIA was renewed in 1995 and 2000. The Downtown Vancouver Business Improvement Association (DVBIA) wishes to renew the BIA for a further 10-year term (April 1, 2010 - March 31, 2020).

DISCUSSION

BIA Renewal Proposal

The BIA boundary comprises the area roughly bounded by the Burrard Inlet, Richards/Hamilton/Seymour Streets, Pacific Street, Burrard Street, Alberni Street and Jervis Street. (See map in Appendix C1).

When approved by Council, the proposed funding-ceiling of \$25,949,864 will define the maximum amount that may be levied over the Downtown Vancouver BIA 10-year renewal term and reflects an increase of 25.8% over the previous 10-year ceiling. As the ceiling functions as a cumulative 'cap' rather than as a budget, a ceiling-increase does not necessarily reflect BIA annual expenditure increases.

The DVBIA proposes a Year 1 renewal budget of \$2,163,941, representing an annual levy rate of \$0.21 per \$1,000.00 of assessed property value. If Council approves the Downtown Vancouver 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' 2010 - 2011 budget requests. (See budget in Appendix C2).

Renewal Outreach Activities

Renewal outreach activities extended from October 2008 through June 2009, and included:

- Ten open houses held between October and December 2008
- One-on-one meetings with members from October 2008 through early 2009
- Use of the results from the DVBIA March 2007 and 2008 member surveys
- Open house notices in the hard-copy DVBIA Fall (September) 2008 Newsletter, and September, October and November 2008 'e-newsletters'
- Open house 'e-invitations' sent to members twice in September and twice in October 2008
- Information on open houses published on DVBIA website home page during November 2008
- Summary of the outreach process outcomes and next steps outlined in the hard-copy DVBIA Winter and Spring Newsletter editions circulated to the members in January and March 2009 respectively
- Inclusion of the proposed renewal programs, budget and funding ceiling in the hard-copy Annual Report (a special edition of the DVBIA Newsletter). The Annual Report included the AGM notification and was circulated in May 2009
- Similar information was contained in e-newsletter editions circulated in April, May and June 2009.

The DVBIA's renewal request letter and an outline of their outreach process are attached as Appendix C3.

Staff Comments

Staff are satisfied that the DVBIA has notified all commercial property owners and tenants within the proposed renewal area. As required, the DVBIA has provided a summary of their outreach process, and has included the City's information letter with their AGM notification.

Staff have received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

Staff attend and observe BIA Annual General Meetings (AGMs). On June 17, 2009, at a duly constituted AGM, the DVBIA membership unanimously approved BIA renewal, a new 10-year funding ceiling, and the 2010-2011 budget.

Based on the AGM results and member input received to date, the DVBIA believes that the BIA renewal, the proposed 10-year funding ceiling, and the Year-1 budget are generally supported.

Strathcona BIA Renewal and Expansion

BACKGROUND

The Strathcona BIA was one of four BIAs established in 2000, along with the Chinatown, Commercial Drive, and Marpole BIAs. The BIA was renewed in 2005. The Strathcona Business Improvement Association (SBIA) wishes to renew the BIA for a further (7-year) term (April 1, 2010 - March 31, 2017).

DISCUSSION

BIA Renewal and Expansion Proposals

The BIA boundary comprises the area generally between Gore Avenue and Clark Drive, and the CPR right-of-way and East Hastings Street including, east of Raymur, the area south to Venables. (See map in Appendix D1).

When approved by Council, the proposed funding-ceiling of \$4,200,000 will define the maximum amount that may be levied over the Strathcona BIA 7-year renewal term, and reflects an increase of 61.9% over the previous *5 year* ceiling, corrected for length of term. As a ceiling functions as a cumulative 'cap' rather than as a budget, a ceiling-increase does not necessarily reflect BIA annual expenditure increases.

The SBIA proposes a Year 1 renewal budget of \$551,000, representing an annual levy rate of \$1.57 per \$1,000.00 of assessed property value. If Council approves the Strathcona 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' 2010 - 2011 budget requests. (See budget in Appendix D2).

Renewal Outreach Activities

Renewal outreach activities extended from June through September 2009, and included:

- Business and community input from surveys, workshops and an open house conducted in the fall of 2008 in connection with the SBIA's Green Zone initiative
- A survey querying member satisfaction and priorities, and soliciting input on overall vision and potential new activities. The SBIA reports it received 53 survey returns (6% response rate)
- Expanded SBIA member newsletter summarizing survey results; the newsletter also publicized the dates of a renewal open house and AGM
- An open house to present the draft renewal plan and budget, and to seek member input; the SBIA reports that 26 members submitted feedback forms after the event
- One-on-one interviews with 'representative' members to obtain in-depth feedback
- Inclusion of renewal strategic plan, 7-year budget /funding ceiling, and general renewal information in the form of a 'renewal newsletter' included with the SBIA AGM notification.

The SBIA's renewal request letter and an outline of their outreach process are attached as Appendix D3.

Staff Comments

Staff are satisfied that the SBIA has notified all commercial property owners and tenants within the proposed renewal area. As required, the SBIA has provided a summary of their outreach process, and has included the City's information letter with their AGM notification.

Staff have received telephone calls from two individuals expressing opposition or concern regarding the renewal proposal.

Staff attend and observe BIA Annual General Meetings (AGMs). On September 30, 2009, at a duly constituted AGM, the SBIA membership approved BIA renewal, a 7-year funding ceiling, and the 2010-2011 budget.

Based on the AGM results and member input received to date, the SBIA believes that the BIA renewal, the proposed 7-year funding ceiling, and the Year-1 budget are generally supported.

FINANCIAL IMPLICATIONS

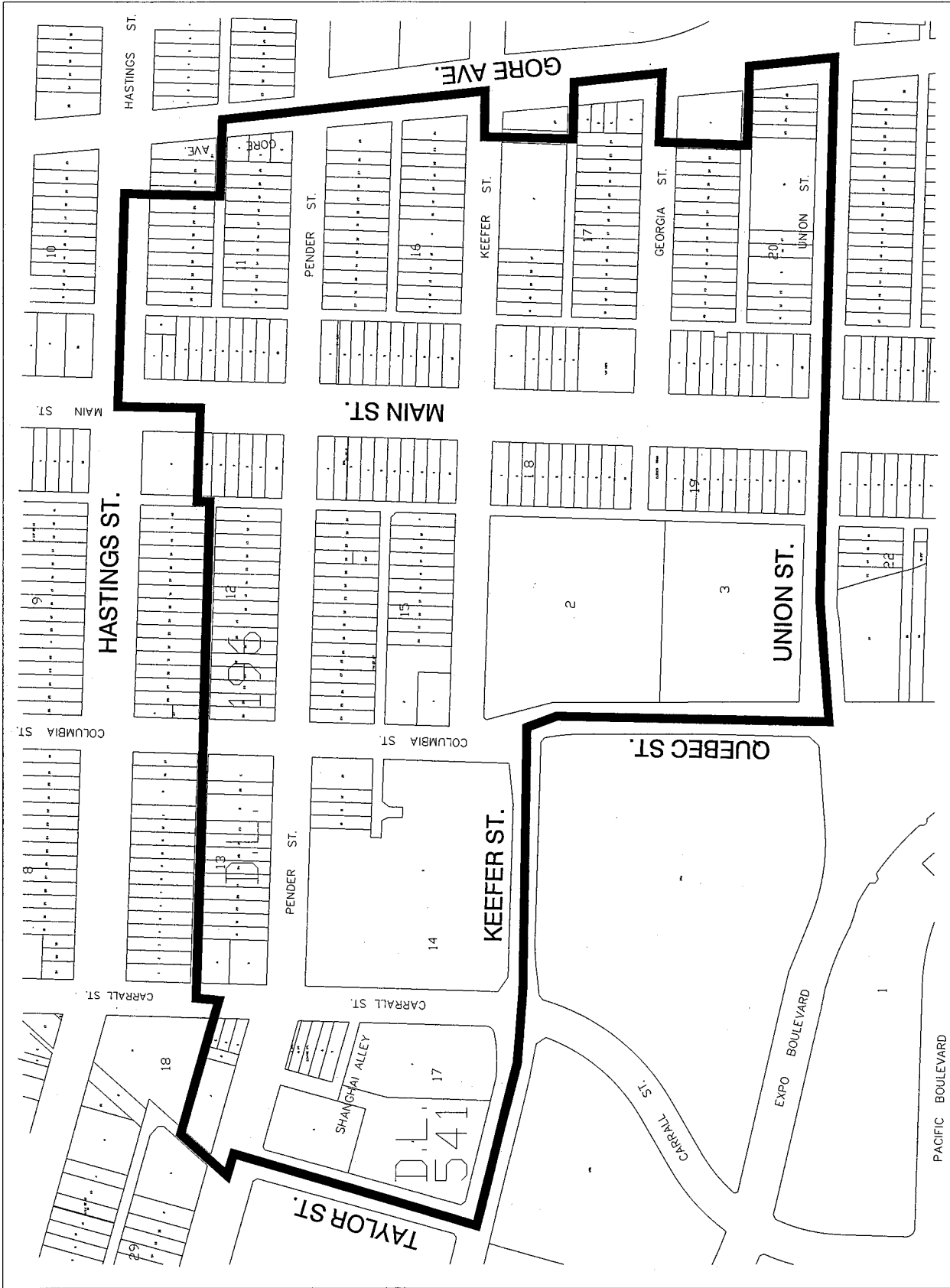
There are no financial implications.

CONCLUSION

The by-laws for five Business Improvement Areas are set to expire the end of March 2010, and the four respective BIA societies have asked that their renewal applications be forwarded by way of Council Initiative to a Court of Revision. The Commercial Drive Business Society has also applied to merge the Commercial Drive Expansion BIA into the Commercial Drive BIA as part of their BIA renewal. The results of the various BIA outreach activities indicate little or no opposition at this stage in the process. Staff recommend that all applications be forwarded to Court of Revision. If Council approves the BIA renewals and merger at the Court of

Revision, staff will report back for approval of the Year 1 budgets along with all of the other BIAs' 2010 - 2011 budget requests.

* * * * *



Chinatown B.I.A.

Proposed VCBIABudget (2010 - 2011)

		2009 - 2010 Proposed Budget
1	INCOME	
2	City Levy	\$261,300.00
3	Membership Fee	\$580.00
4	Interest	\$500.00
5	Sponsorship / Events income	\$40,000.00
6		
7	<u>SUB-TOTAL</u>	<u>\$302,380.00</u>
8		
9		
10	EXPENSES	
11	ADMINISTRATION	
12	Wages / Benefits	\$41,200.00
13	Rent	\$8,200.00
14	Insurance	\$4,000.00
15		
16	OPERATIONS	
17		
18	Acc & Audit Fees	\$6,300.00
19	Telephone / Fax	\$1,750.00
20	Office expenses / Equipment & Supplies	\$5,500.00
21		
22	Events & Promotion	
23	Events	\$59,830.00
24	(CF, YTS, Specuial events)	
25	Marketing & promotion	\$86,000.00
26)	
27		
28	Beautification	
29	Banner / Graffiti / Lighting	\$38,600.00
30		
31	Security	
32	Security	\$42,000.00
33		
34	Contingency	\$9,000.00
35		
36	<u>SUB-TOTAL</u>	<u>\$302,380.00</u>
37		
38	Surplus / Deficit	\$ -



溫哥華華埠商業促進會
Vancouver Chinatown BIA Society

508 Taylor St., Vancouver, BC, V6B 6M4
Email: vcbia@vancouver-chinatown.com

Tel: 604-632-3808 Fax: 604-632-3809
Web: www.vancouver-chinatown.com

November 4th, 2009

City of Vancouver
453 West 12th Avenue
Vancouver, BC
V5Y 1V4

Attention: Mayor Gregor Robertson and Councillors of the City of Vancouver
c/o Peter Vaisbord, BIA Program Coordinator

Re: Proposed Renewal of Vancouver Chinatown BIA Society

Your Worship Mayor Robertson and Councillors of the City of Vancouver:

On behalf of the Vancouver Chinatown Business Improvement Area Society, I humbly request the City of Vancouver to consider our application to renew the Vancouver Chinatown BIA for a 7-year term from April 1st, 2010 to March 31st, 2017.

We have been working on our renewal process since January 2009. We had conducted extensive meetings with Mr. Peter Vaisbord and other BIA's to discuss the requirements and activities for the renewal process. In addition, we had held the mandatory outreaching process within our constituency. Attached please find the list of our renewal activities for your kind reference.

Vancouver Chinatown BIA has been and continues to work with our merchants and property owners to promote Vancouver Chinatown for the past 10 years. Our presence has made a significant positive impact on our community and has showcased to the merchants, property owners, shoppers, tourists and pedestrians our improving business environment. Witnessing the will of members' participation and the visible progress and improvement of their businesses, we are profiling Vancouver Chinatown to be a better venue and ideal community for business entrepreneurs and their customers.

Our Board of Directors has been endeavouring on the renewal process and keeping our members well involved. On September 9th, 2009 at our Annual General Meeting, the members voted in favour by a very large majority for the renewal and passed the motion for a 7-year renewal term and budget accordingly.

Should your Worship and Councillors have any questions or concerns about our BIA, please do not hesitate to contact us; we will be delighted to answer them.

Thank you very much for the kind attention and consideration of our BIA renewal request.

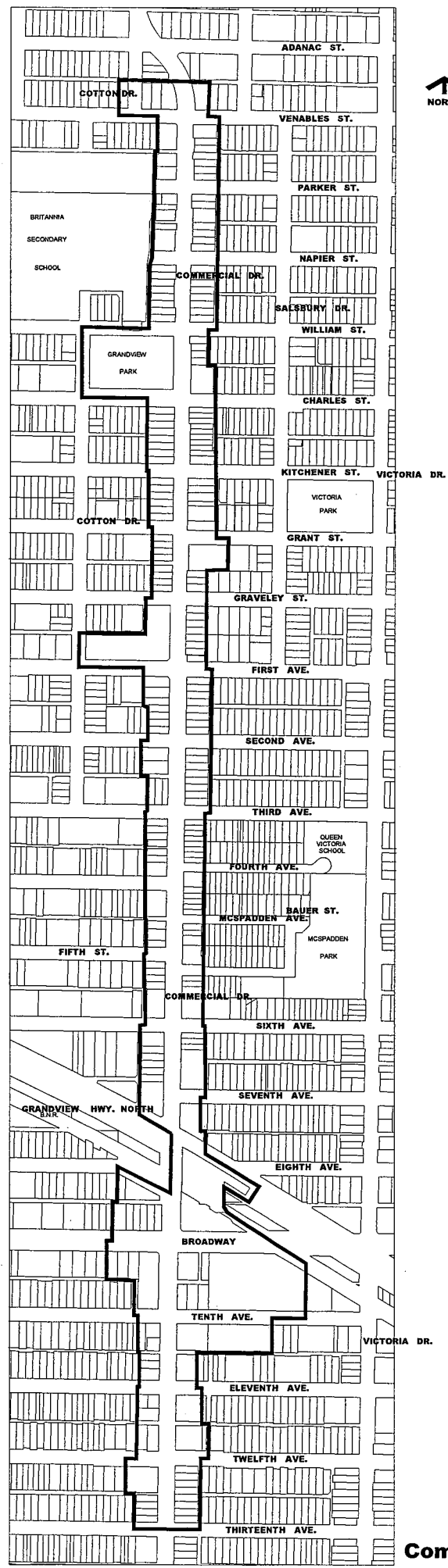
Sincerely,

Albert Fok
President
Vancouver Chinatown BIA Society



Renewal outreach activities of Vancouver Chinatown BIA

- 1) Feb 12th, 2009 VCBIA President and BIA staffs met with Peter Vaisbord to review renewal requirements.
- 2) Feb 17th, 2009 The Board of Vancouver Chinatown BIA formed the Renewal Committee
- 3) March 10, 2009 Renewal Committee meeting: discussions on timeline and methods on soliciting and collecting members' feedback.
- 4) April 4th, 2009 Letter to merchants & property owners: inform members on the BIA renewal and a summary of Vancouver Chinatown BIA's services and accomplishments.
- 5) April, 2009 Members' survey: collect members' feedback on BIA services.
- 6) April 21st, 2009 Open House "Planning for the Future": discuss and collect suggestions and opinions from the members.
- 7) April & May, 2009 Renewal Committee meetings: discuss and draft the 7-year budget plan.
- 8) June 25th, 2009 Letter to merchants & property owners: notice on the 2nd Open House and inform members the proposed 7-year budget plan.
- 9) July 6th, 2009 Open House "Planning for the Future": review and discuss the proposed 7-year budget plan.
- 10) July, 2009 Renewal Committee & Board meetings: finalize the 7-years budget plan.
- 11) July 24th, 2009 Notice of Annual General Meeting: inform merchants and property owners on our AGM, the renewal and 7-Year budget plan.
- 12) Sep 9th, 2009 Annual General Meeting: members vote and approval of the 7-year renewal and budget plan of the Vancouver Chinatown BIA society.



Commercial Drive BIA

Commercial Drive Business Society Draft Operating Budget 2010-2011

INCOME

City of Vancouver Levy	\$398,400.00
Estimated Carry Forward	\$157,000.00
Estimated GST Refund	<u>\$2,500.00</u>
TOTAL INCOME	\$557,900.00

EXPENSES

Administration/Operations

Salary and Benefits	\$42,000.00
Office Rent/Overhead/AGM	\$27,500.00
Insurance	\$3,000.00
Accounting	\$3,000.00
Scholarships/Bursaries	<u>\$1,000.00</u>
Total:	\$76,500.00

Marketing

Public Events Funding	\$10,000.00
Advertising	\$70,000.00
Website	\$4,000.00
Brochures & Posters	<u>\$2,000.00</u>
Total:	\$86,000.00

Street Enhancement

Street Banners, Signs	\$30,000.00
Anti-Graffiti Program	\$34,000.00
The Kettle Street Clean Team	\$25,000.00
Street Furniture	\$10,000.00
Mural Program	\$10,000.00
Community Clean-up Programs	<u>\$1,000.00</u>
Total:	\$110,000.00

Safety & Security

Community Patrol Program	\$110,000.00
Social Resource Programs	<u>\$4,000.00</u>
Total:	\$114,000.00

Fair Tax Coalition

Fair Tax Contribution	\$4,000.00
Total:	\$4,000.00

Contingency

Contingency Fund	\$167,400.00
Total:	\$167,400.00

TOTAL EXPENDITURES: \$557,900.00

**Commercial
Drive**

**Commercial Drive
Business Society**
Suite #4
1726 Commercial Drive
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Canada V5N 4A3

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www.thedrive.ca

November 9, 2009

Mayor Gregor Robertson and Members of Council
City of Vancouver
453 West 12th Avenue
Vancouver, BC
V5Y 1V4

Re: Proposed Renewal of the Commercial Drive BIA

Dear Mayor Robertson and Council:

Please accept this letter as our formal application for renewal of the Commercial Drive Business Improvement Area.

I would like to request that Vancouver City Council consider our application to renew the Commercial Drive Business Society, for a five-year term beginning April 1, 2010.

The Commercial Drive Business Society is a BIA representing businesses and property owners along Commercial Drive, from Adanac to 13th Avenue, and one block East and West of Commercial Drive.

Our Society is committed to servicing our members and working collaboratively, and implementing initiatives that are of benefit to the community. Our Committees include Street Beautification, Safety and Security, and Marketing. Our programs and services strive to create an enjoyable and safe experience for businesses, patrons and residents of the Commercial Drive area.

Our Society's initiatives include murals, seasonal community events, graffiti removal, advertising and promotions, social enterprise programs including street cleaning, sponsorship and distribution of social resource guides, and recycled street banner bags and raising funds for green space. We partner with various community groups to support and facilitate initiatives for the community.

The Commercial Drive Business Society conducted membership renewal outreach which included surveys, correspondence and a consultation meeting. The proposed renewal was passed unanimously by members at our AGM on September 28th, 2009.

Also, at our recent AGM we received unanimous approval to join the original BIA with the expansion BIA. The original BIA boundary encompassed Commercial Drive, from Adanac to Grandview. In 2007, the BIA expanded from Grandview to 13th Avenue. From 2007 to 2009 there were separate budgets for each area. Going forward as one united BIA, there will be one budget for the entire BIA.

If you would like further information about the Commercial Drive BIA, please contact our office.

On behalf of the Commercial Drive Business Society, thank you for your time and consideration.

Sincerely,



Michelle Barile, Executive Director
Commercial Drive Business Society

cc: Peter Vaisbord, BIA Program Coordinator
Carmen D'Onofrio, President, Commercial Drive Business Society



**Commercial Drive
Business Society**
Suite #4
1726 Commercial Drive
Vancouver, BC
Canada V5N 4A3

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November 9, 2009

Peter Vaisbord
Coordinator, BIA Program
City of Vancouver
453 West 12th Avenue
Vancouver, BC
V5Y 1V4

Dear Peter,

Re: Commercial Drive BIA Renewal

I am writing in regards to the Commercial Drive BIA renewal and outreach. Our renewal AGM was held on September 28th, 2009. The following are a list of renewal activities executed by our organization:

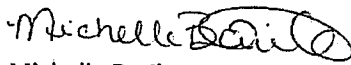
- Member renewal survey: survey distributed to the business address and via email to the tenants, and by mail to the property owners;
- Member renewal letter: correspondence distributed to the business address and via email to the tenants, and by mail to the property owners; and
- Member renewal open house: a full-day event on July 22, 2009 to discuss our initiatives and proposed renewal budget with members and receive feedback.

I have the following AGM material for reference:

- Member renewal survey;
- Member renewal letter;
- AGM package; and
- AGM minutes.

Please contact me if you require further information or I can be of assistance.

Best Regards,


Michelle Barile, Executive Director
Commercial Drive Business Society



Downtown Vancouver BIA



PROPOSED BUDGET FOR FISCAL 2010-11

Proposed budget: Program, Staff and Administration
April 1, 2010 – March 31, 2011

REVENUES

B.I.A. levy	\$ 2,163,941
Membership luncheons	90,000
Other revenue	3,000
Fee for service (Ambassadors)	50,000
Interest	<u>6,921</u>
TOTAL REVENUES	\$ 2,313,862

EXPENDITURES

Committees	
Advocacy	\$ 130,759
Safety & Security	1,142,297
Access & Mobility	22,000
Place Making & Marketing	447,868
Membership	173,680
Nominating	750
TOTAL PROGRAMMING	\$ 1,917,354

Administration	
Professional fees	\$ 51,000
Bank charges & interest	3,060
Equipment replacement & repair	1,020
Insurance	6,120
Publications	765
Memberships & dues	4,080
Conferences & education	20,000
Repair, maintenance & janitorial	510
Office rent	110,000
Office & computer supplies	14,280
Couriers, freight & postage	3,060
Equipment lease	15,300
Telephone, internet & e-mail	13,770
Amortization	17,340
Wages & benefits	<u>271,465</u>
TOTAL ADMINISTRATION	\$ 531,770

TOTAL EXPENDITURES (Programming + Administration) **\$ 2,449,124**

EXCESS REVENUES (EXPENDITURES) **(\$ 135,262)**

**PROJECTED OPERATING FUND,
BEGINNING OF YEAR** **\$ 388,989**

**PROJECTED OPERATING FUND,
END OF YEAR** **\$ 253,727**

October 27, 2009

Mayor Gregor Robertson and Members of Council
c/o Peter Vaisbord, BIA Program Coordinator
City of Vancouver
453 West 12th Avenue
Vancouver, BC
V5Y 1V4

Re: Proposed Renewal of the Downtown Vancouver Business
Improvement Association (DVBIA)

Dear Mayor Robertson and Council:

On behalf of the membership and Directors of the Downtown Vancouver Business Improvement Association, I hereby request that Vancouver City Council consider our application to renew the DVBIA mandate for a 10-year term effective April 1, 2010.

The DVBIA has matured and grown from when it was first established in 1990. Throughout most of the 1990's the DVBIA represented primarily the central business district and only covered 36 blocks. In 1998 the DVBIA's boundaries more than doubled to include the Downtown South, the Library Square precinct and Triangle West area. Since then the DVBIA boundaries have remained unchanged, 90 blocks, but the number of businesses we represent has grown to over 8,000 businesses.

Although our priorities and programs have changed somewhat over the course of the nearly 20 years, what has not changed is our commitment to engage our members in dialogue and to solicit their assistance to help us move our strategic plan forward by getting involved in a variety of ways. Member involvement in what we do has resulted in many successful programs such as the Downtown Ambassadors and the Loss Prevention Team; beautification projects such as hanging flower baskets and mosaic art tiles; employment for clients of Coast Mental Health, Street Youth Job Action and United We Can to supplement the City's efforts to keep downtown litter free; and, sponsoring events and festivals that create the sense of place and community that people keep coming back for over and over again.

As part of our renewal process that commenced mid 2008, we informed our members of the Board of Directors' intent to renew the mandate of the DVBIA for another 10-year term based on the encouraging results of our annual membership survey and the feedback received through other means such as at committee meetings, membership luncheons and other events. This was accomplished primarily by our communications tools such as our quarterly newsletter and monthly e-newsletters, as well



PRESIDENT:

Darcy Brabbins
Bentall LP

VICE PRESIDENT:

Ultan Kampff
Cadillac Fairview

SECRETARY-TREASURER:

Ronald Mon-Kau
Best Western Downtown
Vancouver

**IMMEDIATE PAST
PRESIDENT:**

Bill Rempel
Manulife Financial

DIRECTORS:

Lizette Parsons Bell
Concert Properties

Ann Cowan
Simon Fraser University

Lesley Diana
Wolford

Ed Furlan
Altus Group

Peter Jackman
Vancouver Foundation

Francis Parkinson
Fairmont Waterfront Hotel

Bill Stanbury
The Bay

Jim Steffler
OMNI Companies

Ruth E. Steverlynck
BMO Harris Private Bank

EXECUTIVE DIRECTOR:
Charles Gauthier

as announcements at our member events. Beginning in the fall of 2008, we hosted a number of open houses and also met with members one-on-one throughout the early part of 2009 to consult them and seek their input on a new 10-year mandate and setting priorities for the future. The outreach and consultation process culminated in our members unanimously approving a new 10-year mandate with a ceiling of \$25,949,864 over the duration of the mandate at our Annual General Meeting on June 17, 2009.

We are excited about the opportunities in the upcoming months as the Olympic and Paralympic Games are hosted in our city. The DVBIA has an ambitious five-year strategic plan (2007-2012) that dovetails with a number of City initiatives (i.e. ending homelessness) and we are committed to moving the plan forward. To do so, the mandate of the DVBIA must be renewed.

If you have any questions about the DVBIA or the work we have achieved to date, please do not hesitate to contact me or Mr. Charles Gauthier, the DVBIA's Executive Director.

Sincerely,
Downtown Vancouver Business Improvement Association

A handwritten signature in black ink, appearing to read "D Brabbins". The signature is stylized with a large, looped initial "D" and a cursive "Brabbins".

Darcy Brabbins
President



November 2, 2009

Peter Vaisbord
Coordinator, BIA Program
City of Vancouver
453 West 12th Ave.
Vancouver, BC
V5Y 1V4

Subject: Renewal outreach activities

Dear Sir,

The purpose of this letter is to outline the outreach renewal activities undertaken by the DVBIA over the course of the last year.

Membership surveys were conducted in March 2007 and March 2008 to gauge perceived effectiveness of DVBIA programs; awareness of DVBIA programs; assessment of value provided by the DVBIA for the levy paid; and, support for the renewal of the mandate.

Based on the results of the above-mentioned membership surveys, a 10-year budget for the new mandate was drafted and conditionally approved at the September 23, 2008 Board of Directors' meeting with the proviso that it may change as a result of the upcoming membership consultation process.

Beginning in late October 2008, the DVBIA hosted a number of open houses and also met with members one-on-one throughout the early part of 2009 to consult them and seek their input on a new 10-year mandate and setting priorities for the future. The first open house was publicized in the Fall 2008 newsletter circulated to members in September, then followed up with e-newsletter editions in September 2008, October 2008 and November 2008. E-invitations regarding the open houses were sent to members twice in September 2008 and twice in October 2008. Information about the open houses was also displayed on the DVBIA website homepage the entire month of November 2008. A total of ten open houses were hosted between October 23, 2008 and December 10, 2008.

There was strong support for a new 10-year mandate and the budget priorities set out by the DVBIA amongst those members who participated in the consultation process. A summary of the

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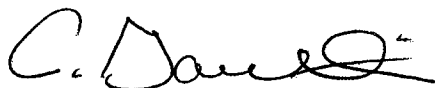
EXECUTIVE DIRECTOR:
Charles Gauthier

consultation process outcomes and next steps were outlined in the Winter and Spring editions of the hard copy newsletter circulated to members in January and March 2009 respectively. At the March 24, 2009 Board of Directors' meeting, the Board approved a series of motions to be presented to the members for approval at the June 2009 AGM that included the proposed budget and programs, a 3% increase in the levy for fiscal year 2010-11 as Year 1 of a new 10-year mandate, and a BIA levy ceiling of \$25,949,864 to be collected over the 10-year term. The e-newsletter editions of April, May and June 2009 and the hard copy Annual Report 2009 newsletter edition circulated in May 2009 notified the members of the AGM, the motions to be voted on and the next steps in the renewal process.

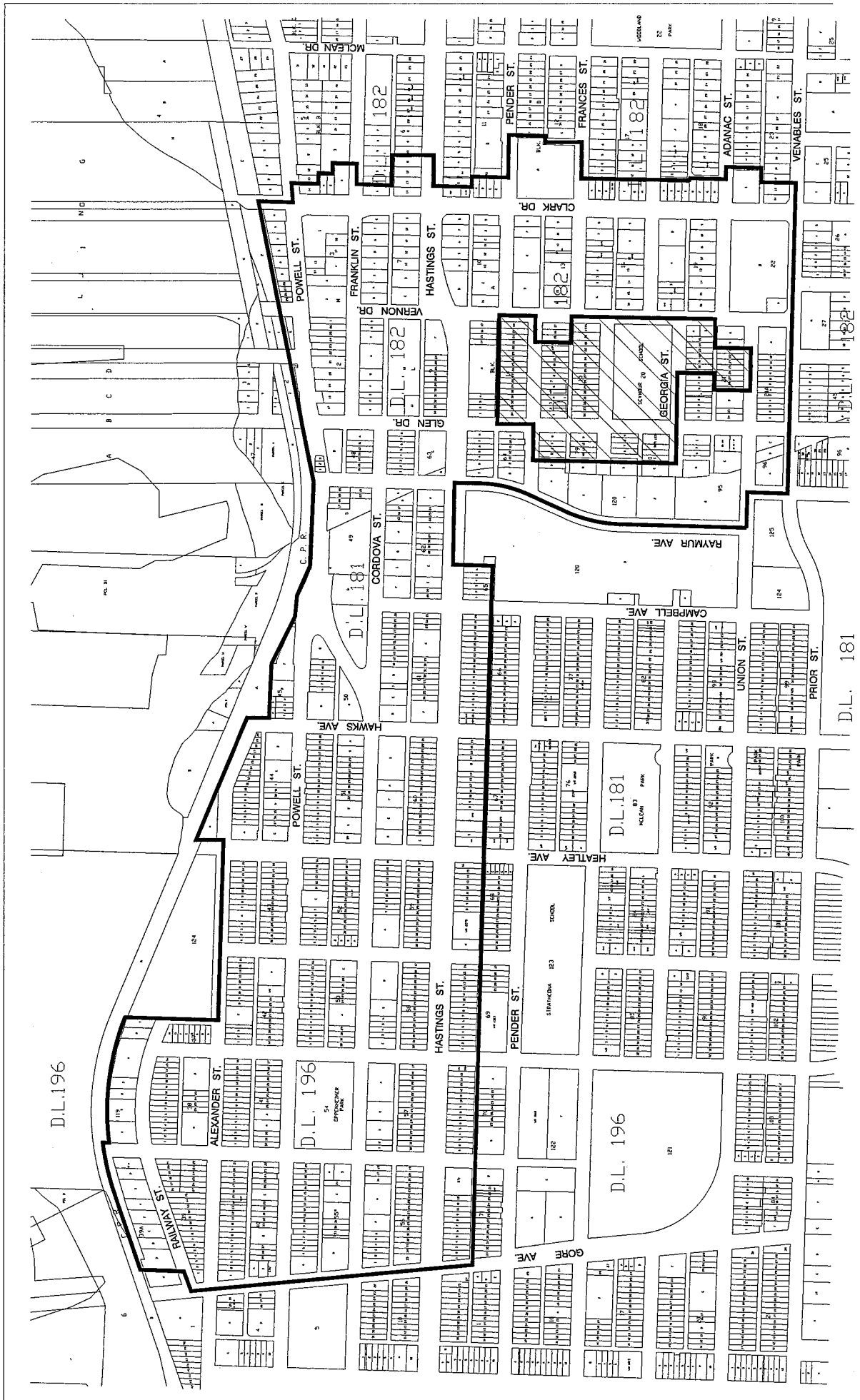
The AGM was held on June 17, 2009 and those in attendance unanimously approved a new 10-year mandate with a ceiling of \$25,949,864 over the duration of the mandate. This news was communicated to the members in the July edition of the e-newsletter and the Fall 2009 edition of the hard copy newsletter circulated to members in September 2009.

If you have any questions, please contact me at 604-685-7811, ext. 203.

Sincerely,
Downtown Vancouver Business Improvement Association



Charles Gauthier
Executive Director



Strathcona B.I.A.

PROPOSED BUDGET FOR FISCAL YEAR 2010/2011

	2009-2010 Curent	2010-2011 Proposed
REVENUE		
BIA Basic Levy	351,842.46	551,000.00
Additional levy (Mislevied properties)	6,828.54	-
Grants/Donations/Other Revenue	155,229.00	-
TOTAL REVENUE	513,900.00	551,000.00
EXPENSE		
Payroll Expenses	103,000.00	105,000.00
Operating Expenses	58,900.00	64,500.00
Marketing		
Hanging Baskets *new*	-	25,000.00
Branding (Banners/Area Promo/Recruiting Package)	15,000.00	22,500.00
Events (Member/Community/Sponsorships)	19,500.00	12,000.00
Member Communications	11,000.00	28,500.00
Promotional Items	2,500.00	-
Consulting	8,000.00	-
Total Marketing	56,000.00	88,000.00
Government Relations & Safety		
Security Patrol	168,000.00	180,000.00
Research	5,000.00	2,500.00
Events & New Initiatives	5,000.00	2,500.00
Street & Lane Clean Up	20,000.00	30,000.00
Consulting	5,000.00	-
Total Government Relations & Safety	203,000.00	215,000.00
Sustainability		
Graffiti Removal	40,000.00	35,000.00
Arts & Cultural Community Initiatives	20,000.00	7,000.00
Environmental Initiatives	6,000.00	10,500.00
Research	6,000.00	6,000.00
Events (Expo/Workshops)	15,000.00	12,000.00
Consulting	6,000.00	8,000.00
Total Sustainability	93,000.00	78,500.00
TOTAL EXPENSES	513,900.00	551,000.00



November 2, 2009

Mayor Gregor Robertson and Members of Council
c/o: Peter Vaisbord, BIA Program Co-ordinator
City of Vancouver
453 West 12th Avenue
Vancouver, BC
V5Y 1V4

Re: Proposed Renewal of the Strathcona BIA

Dear Mayor Robertson and Council:

On behalf of the membership and Directors of the Strathcona Business Improvement Association, I hereby request that Vancouver City Council consider our application to renew the Strathcona BIA for a seven-year term, beginning April 1, 2010.

The SBIA encompasses Gore Avenue east to Clark Drive, from Venables St. north to the waterfront before the Port of Vancouver. The presence of the BIA in the neighbourhood has made a significant promotional impact on the success of the business area, and has allowed the merchants and property owners to make noticeable improvements in the physical environment.

Our Board of Directors been working on the proposed renewal since January 2008, informing the membership and garnering merchant support. As unanimously passed at our Annual General Meeting in September of 2009, the BIA membership is in favour of the renewal.

Please allow this letter to stand as our formal BIA application as required by the BIA program. The City's BIA Coordinator, Peter Vaisbord, is aware of the proposal and will be sent a copy.

Should you have any questions about the BIA, the Business Association, or the work we have achieved to date, please do not hesitate to call or email our office.

Thank you, in advance, for your time and consideration of our BIA renewal request.

Sincerely,

A handwritten signature in black ink, appearing to read "Cathy Kwan", written over a horizontal line.

Cathy Kwan
Executive Director, *Strathcona Business Improvement Association*

cc. Peter Vaisbord, BIA Program Coordinator
Claude Lemay, Chair, Strathcona Business Improvement Association

Mail

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Vancouver, BC V6A 4B8

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787 E Cordova St
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November 9, 2009

STRATHCONA BUSINESS IMPROVEMENT ASSOCIATION (SBIA)

**APPLICATION FOR RENEWAL OF OUR MANDATE FOR
A SEVEN (7) YEAR TERM FROM APRIL, 2010 TO MARCH, 2017.**

RENEWAL OUTREACH ACTIVITIES AND MATERIALS

- | | |
|-------------------|--|
| January 2008 | Strategic Plan Visioning Session with the Board of Directors to shape the existing and future mandate for the next 5-7 years. The BOD developed an exhaustive list of objectives that have been prioritized and championed by our three committees. One of the main priorities that has been identified by the SBIA board is the Strategic Green Zone Initiative . |
| October 6, 2008 | Green Zone Survey. Distributed survey to membership requesting member feedback on the potential for transforming Strathcona into Vancouver's first sustainable business community or <i>Green Zone</i> . As part of the renewal process, the SBIA will be presenting the Green Zone Initiative as a fundamental cornerstone of the SBIA's mandate for the next 5-7 years based on member interest. |
| Oct. – Nov. 2008 | Held a series of three Stakeholder Workshops to explore interest in a Strategic "Green Zone Initiative" for Strathcona and identify partnerships, articulate the Green Zone Initiative, develop next steps and prioritize areas of action for the strategic plan.

<i>October 14, 2008 - Stakeholder Group 1: Business Groups</i>
<i>October 15, 2008 - Stakeholder Group 2: SBIA Members</i>
<i>October 16, 2008 – Stakeholder Group 3: Community Groups</i> |
| November 17, 2008 | Green Zone Open House held to present the findings of the consultation process with SBIA members and other stakeholders. Results of the Member Survey was also presented. |
| January 14, 2009 | Green Zone Board of Directors Visioning Workshop |
| January 29, 2009 | Green Zone Visioning Session involving a presentation and visioning session with consultants from Earthvoice Strategies and Eco Industrial Solutions. Solicited feedback from members on programs to develop Strathcona as a leader in green business practices and sustainability. |
| April 15, 2009 | Peter Vaisbord attended April 2009 Board of Directors Meeting to review renewal requirements with Board.
Board forms 2010 Renewal Committee consisting of 4 directors. |



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- | | |
|-----------------|--|
| April 24, 2009 | First meeting of the Renewal Committee. Agreed to issue RFP for consultant to assist with continuation of outreach. Discussed expansion to 611 Alexander, will bring to BOD for discussion. Request for proposals for BIA Renewal & Member Outreach are sent out with a May 5 th deadline. |
| May 13, 2009 | Renewal Committee interviews consultants. Lucent Strategies is chosen. |
| May 20, 2009 | Lucent drafts Renewal Survey with SBIA staff. |
| June 12, 2009 | Membership Survey distributed to membership requesting member input and guidance in determining short term and long term initiatives and the appropriate strategies. Asked respondents about their satisfaction with and perceived importance of various elements of the SBIA's mandate over the past five years, feedback on planned/potential "new" and sustaining activities, and thoughts about future vision. A total of 53 members responded to the survey, 6% of all SBIA members. |
| July 2009 | Renewal Newsletter sent to the entire SBIA membership as addition to part of the regular SBIA newsletter, to provide high-level survey results and invite members to participate in the July 22 open house and September annual general meeting. |
| July 22, 2009 | Open House held to present draft goals, objectives and potential action items, and seek member input into importance/priority of near term action items, as well as the plan overall and the proposed levy increase. A total of 26 feedback forms received. |
| July 27, 2009 | One-on-One Interviews with representative SBIA members for in depth feedback on open house and survey outcomes, and the drafted strategic plan. Results tabulated for use in the Strategic Planning session. |
| July, 2009 | 611 Alexander Street Tenant Outreach , including telephone calls to senior personnel, to introduce them to the SBIA and its benefits, and ascertain the tenants' level of interest in becoming a member of an expanded SBIA. |
| August, 2009 | Board passed final Strategic Plan to be presented to members at the Annual General Meeting, incorporating outreach from the <i>Green Zone Initiative</i> conducted in 2008. |
| September 2009 | Renewal Newsletter , sent to the entire SBIA membership as part of the AGM package (Notification of AGM, letter from P. Vaisbord, Annual General Report, Application for Membership), to provide high-level overview of the strategic plan, discuss the proposed levy increase and invite people to participate in the September annual general meeting. |
| September, 2009 | Ahead of the September 29 th reminder emails were sent out to members encouraging them to attend. |



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September 29, 2009

AGM held at the Vancouver Japanese Language School & Hall in Strathcona.

General agenda was complimented by a presentation by the Board Chair on the finalized SBIA Strategic Plan. The 7-year Strategic Plan includes five goals – Safety, Community, Beautification, Pride, Sustainability. While similar to the previous mandate, the new plan places emphasis on community building within the membership as well as between members and the broader community. It also reinforces earlier efforts to demonstrate pride in Strathcona's heritage, cultural and artistic roots. Finally, it entrenches the importance of the recently established *Green Zone Initiative* and takes the next step in bringing Strathcona to its vision of being Vancouver's model, mixed-use, sustainable community.

The plan includes four key strategies – government liaison, business and resident liaison, brand promotion and public realm (including culture, beautification, etc).

Our members passed the following motion as pertaining to the renewal process:

Motion to approve the 7 year Strathcona Business Improvement Association renewal effective April 1, 2010 and to approve the funding ceiling of \$4.2 million for the renewal term.

Members also unanimously passed the year 1 renewal budget of \$551,000.

November, 2009

The November Connections newsletter distributed to all members thanked them for their support and included discussion of the motions approved at the AGM and again explaining the process with the next step being the Court of Revisions in February 2010 with City Council.