



ADMINISTRATIVE REPORT

Report Date: November 9, 2012
Contact: Peter Vaisbord
Contact No.: 604.871.6304
RTS No.: 09776
VanRIMS No.: 08-2000-20
Meeting Date: November 28, 2012

TO: Standing Committee on Planning, Transportation and Environment
FROM: General Manager, Planning and Development
SUBJECT: Approval of Council Initiatives - BIA Renewals

RECOMMENDATION

Dunbar Village BIA Renewal:

- A1. THAT Council re-confirm the Dunbar Village Business Association as sponsor for the Dunbar Village BIA.
- A2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Dunbar Village BIA, for a further term (5 years) commencing April 1, 2013; AND THAT Council forward the application of the Dunbar Village Business 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 (2013-2018) funding-ceiling of \$950,000 for the Dunbar Village BIA, subject to Council approval of the renewal at the Court of Revision.

Robson Street BIA Renewal:

- B1. THAT Council re-confirm the Robson Street Business Association as sponsor for the Robson Street BIA.
- B2. THAT Council approve the commencement of a Council Initiative to re-establish (renew) the Robson Street BIA, for a further term (5 years) commencing April 1, 2013; AND THAT Council forward the application of the Robson Street Business 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 (2013-2018) funding-ceiling of \$2,995,944 for the Robson Street BIA, subject to Council approval of the renewal at the Court of Revision.

REPORT SUMMARY

The following BIA terms will expire March 31, 2013:

BIA	Date BIA established or last renewed	Current Term
Dunbar Village BIA	April 1, 2008 (established)	5 years
Robson Street BIA	April 1, 2006 (renewed)	7 years

The two Business Improvement Areas must now be re-established (renewed) for a further term to continue to operate. The purpose of this report is to advance the renewal process by approving Council Initiatives to renew each of the BIAs.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

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 Cambie Village, Chinatown, Collingwood, Hastings North, Marpole, Robson Street, Strathcona and West End BIAs. As some 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, and the Commercial Drive BIA and Commercial Drive Expansion Area BIA in 2009.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The General Manager of Planning and Development recommends APPROVAL of the foregoing.

The City Manager recommends APPROVAL of the foregoing.

REPORT

Background/Context

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 (or Extraordinary) General Meeting. Those resolutions include a) formally requesting the City to consider BIA renewal; b) stipulating a renewal term and funding-ceiling¹ for Council approval and c) approving a first-year renewal budget (levy). Each BIA's renewal outreach is summarized in the Report based on an outline provided by the BIA (Appendix A3 & B3). Detailed documentation is maintained on file by each BIA and is available at the City's request.

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' 2013 - 2014 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.

¹ 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.

BIA Renewal Outreach - Background

In this section, additional information is provided on the overall approach to renewal outreach and reporting outlined as Step 1. The sections that follow provide background and strategic analysis individually for each of the two renewing 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.

BIAs determine generally how they fulfill their requirement to conduct outreach and have agreed 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.

BIAs retain all outreach materials generated as part of their renewal outreach and agree to produce their materials for the City upon request. In addition, each BIA provides a point-form outline of outreach materials and activities on their regular reports to the City. Outreach outlines from both of the renewing BIAs are attached to this Report as appendices. Council reports related to BIA renewal include a factual summary of each BIA's outreach activities. An exception would be 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. At the time of this report, no concerns had been raised.

The above self-reported outreach is the first step of the BIA renewal process. 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.

*Strategic Analysis **

Dunbar Village BIA Renewal

BACKGROUND

The Dunbar Village BIA was established in 2008 for a 5-year term which expires at the end of March 2013. The Dunbar Village Business Association (DVBA) wishes to renew the BIA for a further 5-year term (April 1, 2013 - March 31, 2018).

DISCUSSION

BIA Renewal Proposal

The Dunbar Village BIA boundary roughly comprises ten blocks of Dunbar Street in three nodes separated by residential blocks as follows: West 16th to 19th Avenue, 25th to 30th Avenue, and 39th to 41st Avenue, including 41st between Dunbar and Collingwood. (See map in Appendix A1).

When approved by Council, the proposed funding-ceiling of \$950,000 will define the maximum amount that may be levied over the 5-year Dunbar Village BIA renewal term, and is the same as the previous 5-year ceiling. As a ceiling functions as a cumulative 'cap' rather than as a budget, a ceiling does not necessarily reflect BIA expenditures.

The DVBA proposes a Year 1 renewal budget (levy) of \$155,250, representing an annual levy rate of \$0.75 per \$1,000.00 of assessed property value. If Council approves the Dunbar Village 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' 2013 - 2014 budget requests. (See budget in Appendix A2.)

Renewal Outreach Activities

Renewal outreach activities extended from February to October 2012, and included:

- Distribution of renewal Member Survey in February 2012 DVBA Newsletter (sent by e-mail and hand delivery), and online using Survey Monkey.
- Board of Directors creating a renewal Strategic Plan utilizing Member Survey responses.
- BIA renewal featured in 'President's message' in April 2012 DVBA magazine 'Dunbar Life'. The article specified a proposed renewal term of 5 years and solicited input.
- Distribution of AGM notifications which included content about renewal, the 5-year Renewal Strategic Plan, and the proposed renewal budget.
- Discussion about BIA renewal at the DVBA AGM held June 15, 2012. (The AGM agenda did not include the motions required to approve renewal, and were deferred to a Special General Meeting (SGM) to be held in October).
- Distribution of June newsletter with advance notice of the renewal SGM.
- Face-to-face member outreach (June - August 2012) to discuss renewal and gauge support and opposition. Outreach included personal contact with five business owners who had advocated opposition to establishment of the BIA in 2008.
- Distribution of renewal SGM notifications by mail, e-mail and hand-delivery.
- BIA renewal featured a second time in 'President's message' in September 2012 DVBA magazine 'Dunbar Life', with meeting reminders by direct contact, e-mail, and in the September Newsletter.
- The DVBA SGM held on October 4, 2012, at which the proposed 5-year renewal, funding ceiling, and renewal budget were unanimously approved.

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

Comments

The DVBA confirms it has notified all commercial property owners and tenants within the proposed renewal area. As required, the DVBA has provided a summary of its outreach process, and has included the City's information letter with its Special General Meeting (SGM) notification.

The DVBA has not reported any opposition in response to its member outreach. On targeted outreach to five business owners who had advocated opposition to the BIA in 2008, the DVBA reports that 'they now support the work of the BIA.'

The City has received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

On October 4, 2012, at a duly constituted SGM attended and observed by City staff, the DVBA membership unanimously approved BIA renewal, a 5-year funding ceiling, and the 2013-2014 budget.

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

Robson Street BIA Renewal

BACKGROUND

The Robson Street BIA was one of two BIAs established in 1991, along with the Kerrisdale BIA. The BIA was last renewed in 2006 for a fourth term (7 years) which expires at the end of March 2013. The Robson Street Business Association (RSBA) wishes to renew the BIA for a 5-year term (April 1, 2013 - March 31, 2018).

DISCUSSION

BIA Renewal Proposal

The Robson Street BIA boundary roughly comprises three linear blocks of Robson Street between Burrard and Jarvis streets, including part of the 1200 block Alberni (south side). (See map in Appendix B1.)

When approved by Council, the proposed funding-ceiling of \$2,995,944 will define the maximum amount that may be levied over the Robson Street BIA 5-year renewal term, and reflects an increase of 20% over the previous 7-year ceiling, adjusted for length of term. 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 RSBA proposes a Year 1 renewal budget of \$649,740, representing an annual levy rate of \$0.80 per \$1,000.00 of assessed property value. 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' 2013 - 2014 budget requests. (See budget in Appendix B2.)

Renewal Outreach Activities

Renewal outreach activities extended from March to September 2012, and included:

- Distribution of a Member Survey in March 2012. The survey was designed to elicit membership input on future BIA directions and spending priorities. (The RSBA reports a 22% survey response rate, with 'positive' feedback).
- Development of a Renewal Strategic Plan and five-year budget forecast based on the goals and priorities identified in the Member Survey.
- Distribution to BIA membership of Annual General Meeting (AGM) notifications, which included content about renewal.
- The RSBA SGM held on September 24, 2012. At the meeting, the renewal process, Renewal Strategic Plan, and proposed renewal budget and funding ceiling were discussed. The proposed 5-year renewal, funding ceiling, and renewal budget were unanimously approved.

The RSBA's renewal request letter and an outline of its outreach process are attached as Appendix B3.

Comments

The RSBA confirms it has notified all commercial property owners and tenants within the proposed renewal area. As required, the RSBA has provided a summary of its outreach process, and has included the City's information letter with its AGM notification.

The RSBA has not reported any opposition in response to its member outreach, and describes responses from the Member Survey as 'positive'.

The City has received no telephone calls or correspondence from individuals expressing opposition or concern regarding the renewal proposal.

On September 24, 2012, at a duly constituted AGM attended and observed by City staff, the RSBA membership approved BIA renewal, a new 5-year funding ceiling, and the 2013-2014 budget.

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

Implications/Related Issues/Risk (if applicable)

Financial

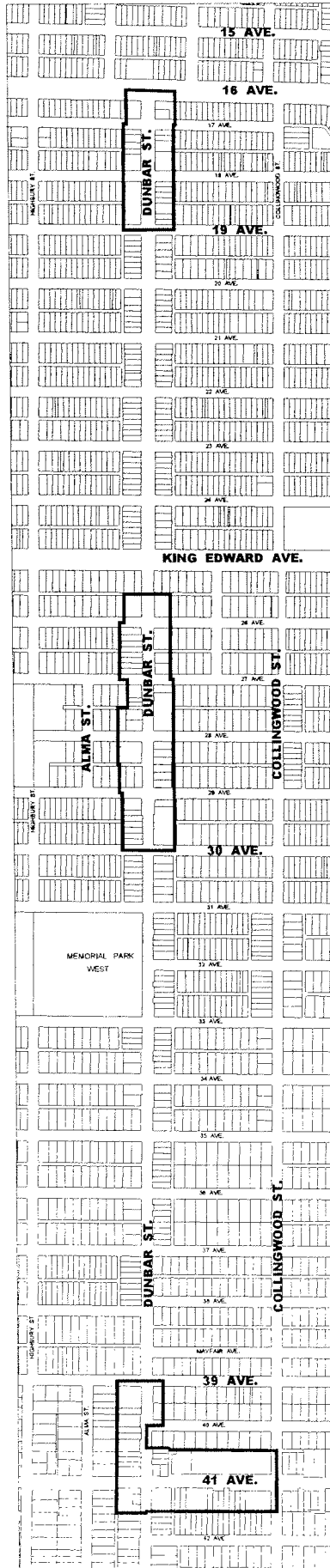
There are no financial implications.

CONCLUSION

The by-laws for two Business Improvement Areas are set to expire at the end of March 2013, and the respective BIA societies 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 little or no opposition at this stage in the process. It is recommended that both 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' 2013 - 2014 budget requests.

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Dunbar Village B.I.A.

Dunbar Village Business Association

Budget 2013-14

Revenue

BIA Levy transferred from the City	\$ 155,250
Contingency - Carried over from previous year	\$ 5,000
Carryover from previous year	\$ -
Total Revenue	<u>\$ 160,250</u>

Expenses

Street Beautification

Banners	\$ 10,000
Hanging Flower Baskets/Streetscape Gardening	\$ 16,300
Public Art Program	\$ 10,000
Seasonal Lighting Maintenance, Storage, Restoration	\$ 12,000
Streetscape Total	<u>\$ 48,300</u>

Marketing & Promotion

Co-op Advertising & Dunbar Life Magazine	\$ 10,000
Consulting Services & Strategic Planning	\$ 1,000
Graphic Design	\$ 3,000
Newsletter & Communication Materials	\$ 1,000
Part-Time Labour for Events & Special Projects	\$ 2,200
Partnerships & Special Projects	\$ 5,000
Street Entertainment & Special Events & Promo Items	\$ 38,750
Website Maintenance	\$ 2,000
Marketing & Promotion Total	<u>\$ 62,950</u>

Administration & Member Communication

Accounting & Audit	\$ 3,500
AGM	\$ 1,000
Dues, Filing Fees, Meetings & Board	\$ 1,000
Dues, Subscriptions, Board Meetings, Filing Fees	\$ 2,000
Insurance	\$ 2,500
Management Fees - Part Time	\$ 30,000
Printing, Copying, Postage	\$ 1,000
Storage Rental	\$ 2,000
Telephone & Fax	\$ 1,000
Administration Total	<u>\$ 44,000</u>

Total Expenses

\$ 155,250

Contingency

\$ 5,000

\$ 160,250



DunbarVillage

October 7, 2012

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

Dear Mayor Robertson and Council:

Re: Proposed Renewal of the Dunbar Village Business Improvement Area

On behalf of the Directors and Members of the Dunbar Village Business Association, I hereby request that the Vancouver City Council consider our application to renew the Dunbar Village BIA for another 5-year term, commencing on April 1st, 2013.

The BIA encompasses three commercial areas of Dunbar Village: Dunbar from West 16th Ave to West 19th Ave, Dunbar from West 25th Ave to West 30th Ave, Dunbar from West 39th Ave to West 41st Ave and then along West 41st Ave from Dunbar to Collingwood. Over the course of our first 5-year mandate, the DVBA has made significant promotional impact on the success of the commercial area. It has also allowed the business and property owners to make considerable improvements to the physical environment of Dunbar Village and to build on the strength of community in this area.

The Board of Directors has been working on the proposed renewal since December 2011, keeping the business and property owners informed through outreach meetings and different forms of communication to gain their support. As unanimously passed at our Special General Meeting on October 4th, 2012, the DVBA membership is in favour of the BIA renewal.

Please accept this letter as the DVBA's formal BIA application as required by the City's BIA Program. The BIA Coordinator, Peter Vaisbord, is aware of the proposal and will be sent a copy of this letter.

Should you have any questions about the BIA renewal request, the Dunbar Village Business, or the work achieved to date, please feel free to call or email us.

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

Sincerely,

Janet Morris-Reade
Executive Director

cc: Peter Vaisbord, DVBA Board of Directors



APPLICATION FOR RENEWAL OF OUR MANDATE FOR
A 5-YEAR TERM FROM APRIL 2013 TO MARCH 2018

RENEWAL OUTREACH ACTIVITIES AND MATERIALS

January 2012

- Executive Director met with Peter Vaisbord to review renewal requirements.

February 2012

- Details of meeting with Peter Vaisbord reported to the board of directors and a strategy for communicating renewal planned.
- Renewal Member Survey distributed with newsletter by email and hand delivered. Also created & emailed online version of the survey using Survey Monkey.
- Article within newsletter explaining renewal & urging members to take the survey
- Met individually to explain what renewal is with businesses.
- Board of Directors decide to set strategic planning session to create/update a new 5-year plan.

March 2012

- Renewal process discussed at the monthly board of directors meeting
- Initial member responses tabulated and shared with the board of directors in preparation for the strategic planning session

April 2012

- Board of Directors created Strategic Plan using information gleaned from member survey.
- Renewal message featured in the Dunbar Life Magazine "President's Message". It also explains to readers that the DVBA is requesting renewal for another 5 years and describes all the accomplishments within the first 4 years and invites feedback from the community.

May 2012

- Members notified of Annual General Meeting and Meet & Mingle by email, mail, & hand delivered – topic of renewal communicated
 - 5-Year Strategic Plan presented to membership
 - 2013-2014 Renewal Budget presented

June 2012

- Annual General Meeting held on June 15, 2012. Renewal discussed. The motions outlined in the Annual General Meeting were not specific enough; therefore, a Special General Meeting was required and set for October 4, 2012.
- Members sent newsletter by email & hand delivery and reminded of Special General Meeting to vote on the Renewal.
- Face-to-face member outreach to discuss renewal and gauge support.

August 2012

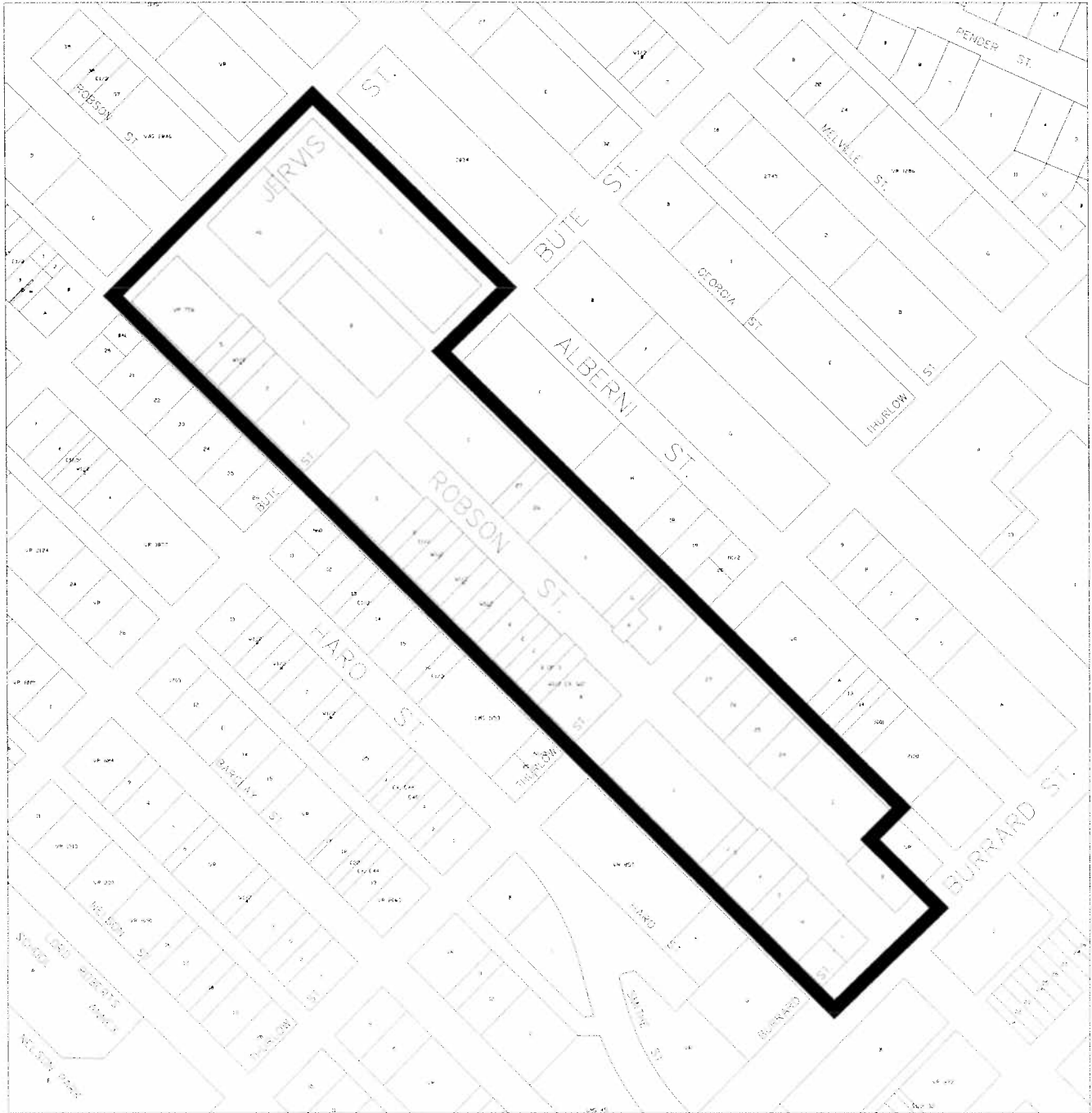
- Notice of Special General Meeting mailed, emailed & hand delivered to all members to vote on the BIA renewal for another 5-year mandate. (August 14, 2012)
- Met with business owners who voice opposition to the BIA leading up to the first mandate in 2008 to find out if they were still opposed. Five businesses owners were contacted in person and responded that they now support the work of the BIA.
- Face-to-face member outreach to discuss renewal and gauge support.

September 2012

- Renewal information featured in the Dunbar Life Magazine "President's Message", reminding readers that the DVBA is requesting renewal for another 5 years.
- Newsletter sent to all members by email and hand delivery notifying them of Special General Meeting on October 4th to vote on renewal motions.
- Face-to-face member outreach to discuss renewal and gauge support.

October 2012

- Email reminder notification regarding Upcoming Special General Meeting plus wording of proposed motions for renewal.
- Board members contacted individual businesses (48 in total) to remind them of the meeting and the motions discussed at meeting. Proxies collected.
- Newsletter included notifying member of renewal unanimous vote received and next steps – emailed and hand delivered to members.



Robson Street B.I.A.



Robson Street Business Association

2013-2014 BUDGET

Revenue

BIA Levy	649,240
Interest	500
Grants	-
Total	649,740

Expenditure

Marketing & Promotion	
Social Media and Marketing	100,000
Sub-total: Marketing & Promotion	100,000

Street Enhancement	
Banners	25,000
Cleaning - Custodian	25,000
Cleaning - Supplies	500
Cleaning - Power Washing	30,000
Power - Street Lighting	6,500
Tree Mini Lights	45,000
Pole-Mounted Lights (Holiday)	90,000
Hanging Flower Baskets	20,000
Traffic Count	25,000
Snow Removal	15,000
Subtotal: Street Enhancement	282,000

Community Relations	
Security	126,500
Newsletters	1,000
Vending Permits	2,500
Fair Tax Coalition	5,000
Subtotal: Community Relations	135,000

Administration	
Legal	-
Equipment	5,000
Computer	1,000
Audit & Accounting	5,500
Bank Charges	200
Office Rent	17,000
Parking	200
Telephone, Fax & Internet	3,500
Office/General	100
Wages & Benefits	65,000
Renewal	-
Insurance	4,500
Amortization	-
Board Meetings & AGM	7,000
Conferences - BIABC	1,000
Education	500
Membership Dues	500
Postage & Courier	500
Supplies	1,500
Temps/Secretarial	2,000
Employer Expense (Admin Only)	5,000
Subtotal: Administration	120,000

Total Budget (Before Contingency)	637,000
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Contingency	12,740
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Total Budget	649,740
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robsonstreet

November 5, 2012

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

Dear Mayor Robertson and Council:

Re: Proposed Renewal of the Robson Street Business Association

On behalf of the Directors and Members of the Robson Street Business Association, (RSBA), I hereby request that the Vancouver City Council consider our application to renew the Robson Street BIA for a 5-year term, commencing on April 1st, 2013.

The RSBA encompasses the three blocks of Robson Street between Burrard and Jervis Streets and on the side streets up to the laneways. Over the past 20 years, the RSBA has worked with property owners and the businesses on the street to make Robson Street the most famous shopping street in Vancouver. We have added to the street's ambiance with flower baskets, colourful banners and street custodians that clean up the sidewalks every day.

Our renewal process began in September 2011 when RSBA members were reminded that our renewal was approaching. In January 2012 the RSBA Board created a Member Survey and outreach materials were sent out to all members throughout 2012. At our AGM on September 24, 2012, the membership was updated on the renewal process and presented a budget for the next 5 years. With a unanimous vote at the AGM, the RSBA was in favour of a BIA renewal.

This letter is to be considered the RSBA's formal BIA application as required by the City's BIA Program. Peter Vaisbord, the BIA Coordinator, is aware of the proposal and will be sent a copy of this letter as well.

Should you have any questions about the BIA renewal request of the Robson Street Business Association, please feel free to call or email us.

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

Sincerely,

Tomarra Walker

Tomarra Walker
Executive Director
Robson Street Business Association
604.669.8132

ROBSON STREET BUSINESS ASSOCIATION

412-1155 Robson Street, Vancouver, B.C. V6E 1B5

Phone: (604) 669-8132 Fax (604) 669-0181

e-mail: info@robsonstreet.ca

robsonstreet

Robson Street BIA Renewal Process

- January 2012** **RSBA Member Survey Developed**
- The RSBA Board of Directors drafted a Member Survey to identify the needs and priorities of the membership.
- March 2012** **Member Surveys**
- The RSBA Member Survey was conducted to obtain the memberships views on the future of the Business Improvement Area (BIA) and the spending priorities of future budgets. 22% of RSBA members responded to the survey and the feedback was positive.
- April/May 2012** **Strategic Plan Developed for Renewal Period**
- Based on the goals and priorities identified by the membership, the RSBA Board and Committees drafted a strategic 5-year plan and proposed budgets for 2013/2018 programs.
- June 2012** **Budget Accepted**
- Board of Directors review, adjust and accept 2013 budget and programs to present to general membership.
- August 2012** **AGM Package**
- AGM package mailed out to all members.
- Sept. 24, 2012** **Annual General Meeting**
- At the AGM the Robson Street BIA renewal process, strategic plans and initiatives, the 2013/2014 budget and the new levy cap were reviewed with the membership. Members were asked to vote in support or against all of the proposed plans of the RSBA. **Members voted unanimously to approve the 5-year renewal of the Robson Street BIA, the 2013/2014 Budget, and the 2013/2018 Levy Cap.**
- October 2012** **Robson Street BIA Renewal Survey**
- The RSBA sent a newsletter to the membership to inform and confirm to the members that the 5-year renewal had a unanimous Yes vote at the RSBA AGM on September 24th, 2012.