

## EXPLANATION

### **Designation of an area described as Chinatown as a Business Improvement Area 2017-2024**

Enactment of the attached By-law will implement Council's resolution of March 8, 2017, to designate Chinatown as a business improvement area with a seven year funding ceiling of \$3,048,950.00, for the term April 1, 2017 to March 31, 2024.

Director of Legal Services  
March 28, 2017

BY-LAW NO.

A3F

**A By-law to Designate a Business  
Improvement Area in that area of the  
City known as Chinatown**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. The name of this By-law, for citation, is the "Chinatown BIA Designation By-law".
2. Council, by initiative, designates as a business improvement area that portion of the city outlined in black on the plan attached to and forming part of this By-law.
3. The amount of money Council, from time to time, grants to an applicant for the planning and implementation of a business promotion scheme in the area designated under section 2 must not exceed, in aggregate, \$3,048,950.00.
4. Recovery by the city of the amount of money granted to an applicant is to be pursuant to the levy and imposition of a tax on class 5 and class 6 real property, from the owners of land and improvements within the area designated under section 2.
5. This By-law is to come into force and take effect on April 1, 2017, and is to expire and have no further force or effect after March 31, 2024.

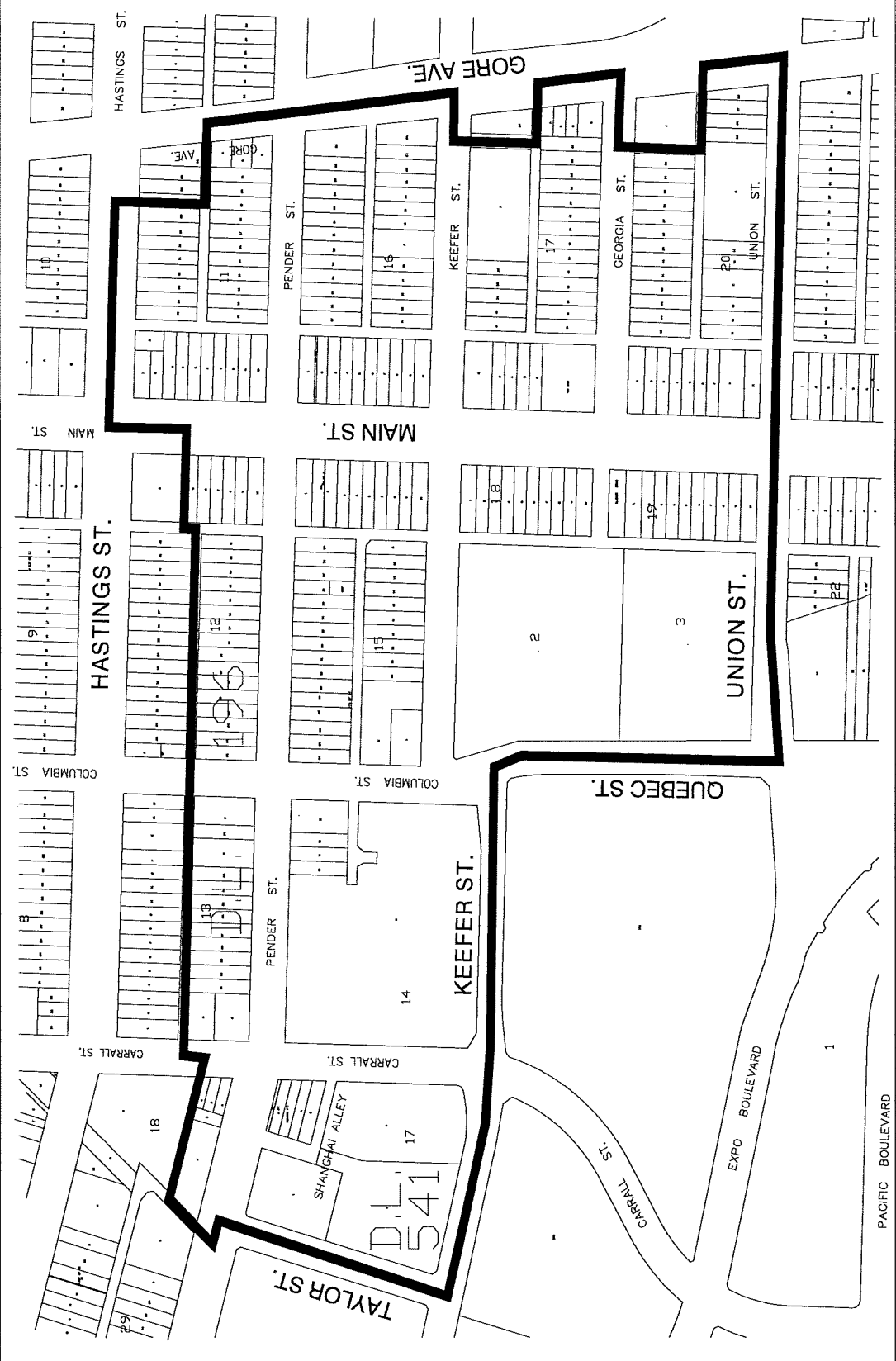
ENACTED by Council this      day of      , 2017

---

Mayor

---

City Clerk



# Chinatown B.I.A.

**EXPLANATION****2017 Grant Allocation By-law  
Chinatown Business Improvement Area**

Following a Court of Revision on February 7, 2017, Council passed a resolution on March 8, 2017, which included an instruction to bring forward the necessary grant allocation by-law for the business improvement area in an area generally described as Chinatown, for a term of seven (7) years. Enactment by Council of this By-law, after its enactment of the Chinatown Business Improvement Area Designation By-law, will complete that instruction.

Director of Legal Services  
March 28, 2017

BY-LAW NO. \_\_\_\_\_ **43F**

**A By-law to Grant Money for a Business Promotion Scheme  
in the Chinatown Business Improvement Area**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. The name of this By-law, for citation, is the “Chinatown Business Improvement Area Grant Allocation By-law”.

1. In this By-law:

“accountant” means a member in good standing, or a partnership whose partners are members in good standing, of the Chartered Professional Accountants of British Columbia and who is authorized to carry on public practice;

“Association” means the Vancouver Chinatown BIA Society;

“audited financial statements” mean financial statements that have been audited by an accountant and that include a Statement of Financial Position, a Statement of Revenue and Expenditures, a Statement of Cash Flows, a Statement of Retained Earnings or Equity, and a separate schedule for grant money and revenue derived from grant money;

“budget” means a budget based on a fiscal year commencing April 1, containing information sufficient in detail to describe anticipated expenses and revenues, including anticipated non-grant expenses and revenues, and that has been approved at a general meeting of the Association;

“business improvement area” means the area of the city designated by Council as the Chinatown Business Improvement Area;

“business promotion scheme” means a business promotion scheme as defined in section 455 of the Vancouver Charter;

“declaration of meeting” means a document that includes a copy of the draft minutes of a general meeting, together with a declaration that all persons eligible to be BIA members were notified of the meeting, the meeting was duly convened and conducted, a quorum was achieved and maintained, and, in the case of an annual general meeting, that the budget and audited financial statements were approved;

“Director” means the Director of Finance appointed by Council and any person authorized to act on behalf of the Director of Finance;

“grant money” means any money granted to the Association by Council pursuant to this By-law;

“list of directors” means a list of the names and executive positions of continuing and newly elected directors, together with contact information for one director;

“owner” means all persons who own class 5 or class 6 properties in the business improvement area;

“summary budget” means a budget in a form satisfactory to the Director; and

“tenant” means all persons who lease class 5 or class 6 properties in the business improvement area.

3. Subject to the Chinatown Business Improvement Area Designation By-Law, the terms and conditions set out in this By-law, and Council’s approval of the budget referred to in section 4, Council, by annual resolution, may grant money to the Association at such times and in such amounts as Council determines.

4. The grant money may be paid to the Association, subject to the following conditions:

- (a) the Association must have as one of its aims, functions or purposes the planning and implementation of a business promotion scheme;
- (b) the Association must give at least 60 days notice to the Director of any general meeting at which the Association proposes the amendment of its constitution or by-laws, together with the text of the proposed amendments;
- (c) the Association must not alter its constitution and by-laws without first obtaining the consent of the Director;
- (d) the grant money must only be spent by the Association;
- (e) the Association must only spend the grant money for a business promotion scheme;
- (f) on or before December 31<sup>st</sup> of each year, the Association must submit a summary budget and a budget to the Director for approval by Council;
- (g) on or before September 30<sup>th</sup> of each year, the Association must deliver the Association’s audited financial statements to the Director;
- (h) the Association must keep grant money and revenue derived from grant money in a separate account or sub-account;

- (i) the Association must:
  - (i) have sufficient funds to pay all its debts, and
  - (ii) insofar as possible, pay all its debts,by the end of the fiscal year;
- (j) the Association must permit the Director to inspect all financial records that, in the opinion of the Director, must be inspected in order to verify and obtain further particulars of budgets and audited financial statements as they relate to grant money, except that such inspections must take place during normal business hours and on reasonable notice;
- (k) the Association may invest any grant money not required for immediate use but must do so only in securities in which trustees are authorized to invest in accordance with the Trustee Act of British Columbia;
- (l) the Association must carry commercial general liability insurance:
  - (i) in the amount of at least \$5,000,000.00,
  - (ii) with a maximum deductible of \$5,000.00,
  - (iii) naming the city as an additional named insured,
  - (iv) containing a cross coverage provision, and
  - (v) including an endorsement stating that the Director will be given 60 days' notice of any material change to or cancellation of the policy;
- (m) the Association must provide proof of insurance, to the satisfaction of the Director, annually and within 30 days of the effective date of the insurance or insurance renewal;
- (n) the Association must give notice to the Director of every general meeting, other than a meeting referred to in subsection (b), together with the financial and membership information that is provided to owners and tenants in accordance with subsection (o), at least 14 days before the date scheduled for the meeting if delivered by hand or transmitted via facsimile or electronically, and at least 21 days before the date scheduled for the meeting if delivered by any other means;
- (o) the Association must give notice of every general meeting to all owners and tenants, together with the proposed budget, the audited financial statements, and membership application information, at least 14 days before the date scheduled for the meeting if delivered by hand or transmitted via facsimile or electronically, and at least 21 days before the date scheduled for the meeting if delivered by any other means;

- (p) notice of a general meeting:
  - (i) must be given to owners to their address as ascertained from the most recent assessment roll for the City of Vancouver,
  - (ii) may be given to tenants or the Director by hand delivery to their business address, or by mail, e mail or facsimile or similar means, and
  - (iii) must not be given solely by means of publication in a newspaper or on a website;
- (q) the quorum at a general meeting must be a minimum of 15 persons present in person or by proxy, except that each proxy holder present must hold no more than one proxy vote;
- (r) within 30 days of every general meeting, the Association must submit to the Director:
  - (i) a declaration of meeting, and
  - (ii) in the case of an annual general meeting, a list of directors; and
- (s) the board of directors of the Association must include at least one property owner and one business owner.

5. The Association must comply with all the provisions of this By-law.

6. If, in the opinion of the Director, the Association has failed to comply with any of the provisions in this By-law, the Director may withhold payment of all or part of the grant money.

7. This By-law is to come into force and take effect on April 1, 2017, and is to expire and have no further force or effect after March 31, 2024.

ENACTED by Council this                      day of                      , 2017

---

Mayor

---

City Clerk



**EXPLANATION****Designation of an area described as  
Strathcona as a Business Improvement Area 2017-2024**

Enactment of the attached By-law will implement Council's resolution of March 8, 2017, to designate Strathcona as a business improvement area with a seven year funding ceiling of \$7,449,000.00, for the term April 1, 2017 to March 31, 2024.

Director of Legal Services  
March 28, 2017

BY-LAW NO.

ABF

**A By-law to Designate a Business  
Improvement Area in that area of the  
City known as Strathcona**

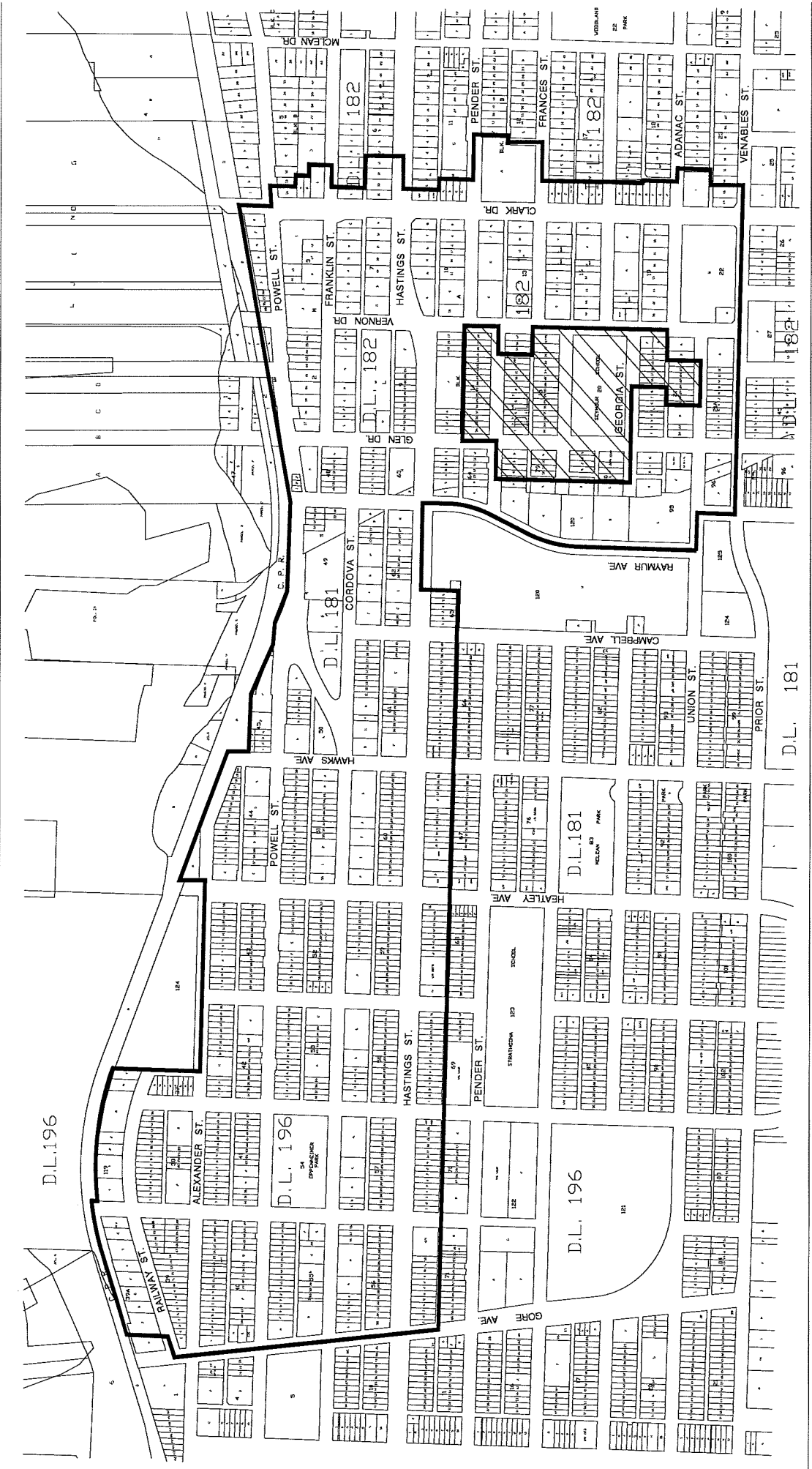
THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. The name of this By-law, for citation, is the "Strathcona BIA Designation By-law".
2. Council, by initiative, designates as a business improvement area that portion of the city outlined in black, except for the hatched portion, on the plan attached to and forming part of this By-law.
3. The amount of money Council, from time to time, grants to an applicant for the planning and implementation of a business promotion scheme in the area designated under section 2 must not exceed, in aggregate, \$7,449,000.00.
4. Recovery by the city of the amount of money granted to an applicant is to be pursuant to the levy and imposition of a tax on class 5 and class 6 real property, from the owners of land and improvements within the area designated under section 2.
5. This By-law is to come into force and take effect on April 1, 2017, and is to expire and have no further force or effect after March 31, 2024.

ENACTED by Council this      day of      , 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



# Strathcona B.I.A.

**EXPLANATION****2017 Grant Allocation By-law  
Strathcona Business Improvement Area**

Following a Court of Revision on February 7, 2017, Council passed a resolution on March 8, 2017, which included an instruction to bring forward the necessary grant allocation by-law for the business improvement area in an area generally described as Strathcona, for a term of seven (7) years. Enactment by Council of this By-law, after its enactment of the Strathcona Business Improvement Area Designation By-law, will complete that instruction.

Director of Legal Services  
March 28, 2017

BY-LAW NO. *ABF*

**A By-law to Grant Money for a Business Promotion Scheme  
in the Strathcona Business Improvement Area**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. The name of this By-law, for citation, is the “Strathcona Business Improvement Area Grant Allocation By-law”.

1. In this By-law:

“accountant” means a member in good standing, or a partnership whose partners are members in good standing, of the Chartered Professional Accountants of British Columbia and who is authorized to carry on public practice;

“Association” means the Strathcona Business Improvement Association;

“audited financial statements” mean financial statements that have been audited by an accountant and that include a Statement of Financial Position, a Statement of Revenue and Expenditures, a Statement of Cash Flows, a Statement of Retained Earnings or Equity, and a separate schedule for grant money and revenue derived from grant money;

“budget” means a budget based on a fiscal year commencing April 1, containing information sufficient in detail to describe anticipated expenses and revenues, including anticipated non-grant expenses and revenues, and that has been approved at a general meeting of the Association;

“business improvement area” means the area of the city designated by Council as the Strathcona Business Improvement Area;

“business promotion scheme” means a business promotion scheme as defined in section 455 of the Vancouver Charter;

“declaration of meeting” means a document that includes a copy of the draft minutes of a general meeting, together with a declaration that all persons eligible to be BIA members were notified of the meeting, the meeting was duly convened and conducted, a quorum was achieved and maintained, and, in the case of an annual general meeting, that the budget and audited financial statements were approved;

“Director” means the Director of Finance appointed by Council and any person authorized to act on behalf of the Director of Finance;

“grant money” means any money granted to the Association by Council pursuant to this By-law;

“list of directors” means a list of the names and executive positions of continuing and newly elected directors, together with contact information for one director;

“owner” means all persons who own class 5 or class 6 properties in the business improvement area;

“summary budget” means a budget in a form satisfactory to the Director; and

“tenant” means all persons who lease class 5 or class 6 properties in the business improvement area.

3. Subject to the Strathcona Business Improvement Area Designation By-Law, the terms and conditions set out in this By-law, and Council’s approval of the budget referred to in section 4, Council, by annual resolution, may grant money to the Association at such times and in such amounts as Council determines.

4. The grant money may be paid to the Association, subject to the following conditions:

- (a) the Association must have as one of its aims, functions or purposes the planning and implementation of a business promotion scheme;
- (b) the Association must give at least 60 days notice to the Director of any general meeting at which the Association proposes the amendment of its constitution or by-laws, together with the text of the proposed amendments;
- (c) the Association must not alter its constitution and by-laws without first obtaining the consent of the Director;
- (d) the grant money must only be spent by the Association;
- (e) the Association must only spend the grant money for a business promotion scheme;
- (f) on or before December 31<sup>st</sup> of each year, the Association must submit a summary budget and a budget to the Director for approval by Council;
- (g) on or before September 30<sup>th</sup> of each year, the Association must deliver the Association’s audited financial statements to the Director;
- (h) the Association must keep grant money and revenue derived from grant money in a separate account or sub-account;

- (i) the Association must:
  - (i) have sufficient funds to pay all its debts, and
  - (ii) insofar as possible, pay all its debts,by the end of the fiscal year;
- (j) the Association must permit the Director to inspect all financial records that, in the opinion of the Director, must be inspected in order to verify and obtain further particulars of budgets and audited financial statements as they relate to grant money, except that such inspections must take place during normal business hours and on reasonable notice;
- (k) the Association may invest any grant money not required for immediate use but must do so only in securities in which trustees are authorized to invest in accordance with the Trustee Act of British Columbia;
- (l) the Association must carry commercial general liability insurance:
  - (i) in the amount of at least \$5,000,000.00,
  - (ii) with a maximum deductible of \$5,000.00,
  - (iii) naming the city as an additional named insured,
  - (iv) containing a cross coverage provision, and
  - (v) including an endorsement stating that the Director will be given 60 days' notice of any material change to or cancellation of the policy;
- (m) the Association must provide proof of insurance, to the satisfaction of the Director, annually and within 30 days of the effective date of the insurance or insurance renewal;
- (n) the Association must give notice to the Director of every general meeting, other than a meeting referred to in subsection (b), together with the financial and membership information that is provided to owners and tenants in accordance with subsection (o), at least 14 days before the date scheduled for the meeting if delivered by hand or transmitted via facsimile or electronically, and at least 21 days before the date scheduled for the meeting if delivered by any other means;
- (o) the Association must give notice of every general meeting to all owners and tenants, together with the proposed budget, the audited financial statements, and membership application information, at least 14 days before the date scheduled for the meeting if delivered by hand or transmitted via facsimile or electronically, and at least 21 days before the date scheduled for the meeting if delivered by any other means;

- (p) notice of a general meeting:
  - (i) must be given to owners to their address as ascertained from the most recent assessment roll for the City of Vancouver,
  - (ii) may be given to tenants or the Director by hand delivery to their business address, or by mail, e mail or facsimile or similar means, and
  - (iii) must not be given solely by means of publication in a newspaper or on a website;
- (q) the quorum at a general meeting must be a minimum of 15 persons present in person or by proxy, except that each proxy holder present must hold no more than one proxy vote;
- (r) within 30 days of every general meeting, the Association must submit to the Director:
  - (i) a declaration of meeting, and
  - (ii) in the case of an annual general meeting, a list of directors; and
- (s) the board of directors of the Association must include at least one property owner and one business owner.

5. The Association must comply with all the provisions of this By-law.

6. If, in the opinion of the Director, the Association has failed to comply with any of the provisions in this By-law, the Director may withhold payment of all or part of the grant money.

7. This By-law is to come into force and take effect on April 1, 2017, and is to expire and have no further force or effect after March 31, 2024.

ENACTED by Council this                      day of                      , 2017

---

Mayor

---

City Clerk



**EXPLANATION****2017 Land Assessment Averaging By-law**

Enactment of the attached By-law will implement targeted three-year land assessment averaging for the 2017 taxation year, as approved by Council on March 8, 2017.

Director of Legal Services  
March 28, 2017

BY-LAW NO. \_\_\_\_\_ ABF

**A By-law to Average  
Land Assessments for 2017**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

**Name of By-law**

1. The name of this By-law, for citation, is the "2017 Land Assessment Averaging By-law".

**Definitions**

2. In this By-law:

“assessment authority” means the British Columbia Assessment Authority;

“assessed value” means the combined value of assessed land value and assessed improvement value;

“averaged value” means the combined value of averaged land value and assessed improvement value;

“assessed land value” means assessed land value as determined by the Assessor, pursuant to the *Assessment Act*;

“averaged land value” means averaged land value derived from the land assessment averaging formula set out in section 4 of this By-law, or if the context requires, as set out in the 2016 Land Assessment Averaging By-law;

“assessed improvement value” means assessed improvement value as determined by the Assessor pursuant to the *Assessment Act*;

“threshold %” means 10 percentage points above the average year-over-year % change in property value within Class 1 - residential or 10 percentage points above the average year-over-year % change in property value within the combined property classes of Class 5 - light industry and Class 6 - business and other;

“year-over-year % change in property value” means the difference between current year’s assessed value and preceding year’s averaged value, divided by preceding year’s averaged value; and

“target parcel” means any parcel or part of a parcel that experienced a year-over-year % change in property value that was greater than or equal to the threshold %.

### **Assessment averaging**

3. Notwithstanding anything else in this By-law, any parcel or part of a parcel that:
- (a) has no assessed improvement value for 2017; or
  - (b) during the period between completion of the 2016 and 2017 assessment rolls, was subject to:
    - (i) subdivision or consolidation of all or part of the parcel unless:
      - (i.i) the sole purpose of the subdivision or consolidation is to vest in the city, by dedication or transfer, all or part of the parcel for street purposes, or
      - (i.ii) the subdivision or consolidation is initiated by the assessment authority for assessment or administrative purposes, and does not alter the physical characteristics of the target parcel;
    - (ii) a change in zoning district of all or part of the parcel, unless the change is from RS-1 to RS-1S or from RS-1S to RS-1;
    - (iii) a change to an existing CD-1 zoning district where there is a change in permitted density;
    - (iv) a change in the prescribed class of the parcel or part of the parcel, except for a change between Class 5 - light industry and Class 6 - business and other;
    - (v) a new entry of the parcel on the 2017 assessment roll, unless that entry results from an administrative roll number re-assignment by the assessment authority; or
    - (vi) a change in the method of determination of actual value under section 19(8) of the Assessment Act where the 2016 value was determined based on the actual use of the land and improvements and the 2017 value is determined taking into consideration any other use to which the land or improvements could be put;

is exempt from land assessment averaging set out in section 4 of this By-law.

### **Land assessment averaging formula**

4. If a parcel or part of a parcel is eligible for targeting in accordance with section 3 of this By-law, and that parcel is a target parcel, then the 2017 averaged land value for each target parcel or part of a target parcel in Class 1 - residential, Class 5 - light industry, or Class 6 - business and other, is to be the result obtained by averaging the 2015, 2016, and 2017 assessed land value pursuant to By-law No. 10889, the Preceding Years for Land Assessment By-law, for each such target parcel or part of a target parcel.

### **Non-applicability of By-law**

5. Despite section 4 of this By-law, land assessment averaging does not apply to any target parcel or part of a target parcel that has an averaged value greater than the assessed value.

### **Averaging of properties that regain eligibility**

6. If a particular parcel or part of a parcel was exempt from averaging under section 3 of By-law No. 11474, the 2016 Land Assessment Averaging By-law, the formula for averaging the assessed land value for that parcel in 2017 is the quotient arrived at by dividing the sum of the assessed land value for 2017 by one.

### **Further averaging of properties that regain eligibility**

7. If a particular parcel or part of a parcel was exempt from averaging under section 3 of By-law No. 11187, the 2015 Land Assessment Averaging By-law, the formula for averaging the assessed land value for that parcel in 2017 is the quotient arrived at by dividing the sum of the assessed land values for 2016 and 2017 by two.

### **Correction of errors**

8. An owner who receives notice, under section 403 of the Vancouver Charter, of adjustments to the net taxable value of the owner's property, and who wishes the Collector of Taxes to correct errors made in applying this By-law to such property, must file a request for correction with the Collector of Taxes on or before the last business day of July, 2017.

### **Appeal to Court of Revision**

9. A person:
- (a) may appeal to Council, sitting as a Court of Revision, any decision of the Collector of Taxes with respect to:
    - (i) an adjustment to the net taxable value of any property, or
    - (ii) an exemption from this By-law; and
  - (b) must file such appeal within 30 days after the Collector of Taxes makes that decision.

### **Adjudication by Court of Revision**

10. The Court of Revision must sit no later than October 31, 2017 to:
- (a) adjudicate complaints made under this By-law respecting errors in:
    - (i) an adjustment to the net taxable value of any property, or
    - (ii) an exemption from this By-law; and

City Clerk

**EXPLANATION****A By-law to amend the Noise Control By-law  
Re: 2308 East 34th Avenue**

After the public hearing on June 21, 2016, Council resolved to amend the Noise Control By-law regarding this site. Enactment of the attached By-law will implement Council's resolution.

Director of Legal Services  
March 28, 2017

2308 East 34th Avenue

ABF

BY-LAW NO. \_\_\_\_\_

**A By-law to amend  
Noise Control By-law No. 6555**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. To Schedule B (Intermediate Zone) of By-law No. 6555, at the end, Council adds:  
"CD-1 (658) By-law No. 11754 2308 East 34th Avenue"
2. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**EXPLANATION****A By-law to amend the Parking By-law  
Re: 2308 East 34th Avenue**

After the public hearing on June 21, 2016, Council resolved to add 2308 East 34th Avenue to Schedule C of the Parking By-law. The Director of Planning has advised that all prior to conditions have been satisfied, and enactment of the attached By-law will implement Council's resolution.

Director of Legal Services  
March 28, 2017



ABF

**A By-law to amend Parking By-law No. 6059  
with regard to CD-1 Districts Parking requirements**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends the indicated provisions of the Parking By-law.
2. To Schedule C, Council adds:

“

Address	By-law No.	CD-1 No.	Parking Requirements
2308 East 34th Avenue	11754	658	Parking, loading and bicycle spaces in accordance with by-law requirements except that no vehicle parking spaces or loading spaces need be provided.

”

3. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
4. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this      day of      , 2017

Mayor

City Clerk

**EXPLANATION****A By-law to amend the Sign By-law  
Re: 2308 East 34th Avenue**

After the public hearing on June 21, 2016, Council resolved to amend the Sign By-law for this site. Enactment of the attached By-law will implement Council's resolution.

Director of Legal Services  
March 28, 2017

2308 East 34th Avenue

ABF

BY-LAW NO. \_\_\_\_\_

**A By-law to amend Sign By-law No. 6510**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. To Schedule E (Comprehensive Development Areas) of the Sign By-law, Council adds:

“2308 East 34th Avenue                      CD-1 (658)                      By-law No. 11754                      B (C-1)”

2. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this                      day of                      , 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**EXPLANATION****A By-law to amend the Zoning & Development By-law  
Regarding CD-1 By-law No. 10306**

Following the public hearing on September 24, 2013, Council gave conditional approval to a text amendment rezoning of CD-1 (505), at 970 Union Street. The Director of Planning advises that all conditions have been met and enactment of the attached By-law will implement Council's resolution.

Director of Legal Services  
March 28, 2017

970 Union Street

A3F

BY-LAW NO. \_\_\_\_\_

**A By-law to amend CD-1 By-law No. 10306**

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends the indicated provisions of By-law No. 10306.
2. In section 3.2, Council strikes out "1.70" and substitutes "3.0".
3. In section 4, Council strikes out "11.7" and substitutes "33".
4. In section 5(c), Council strikes out "6.00" and substitutes "3.00".
5. Council strikes out section 7 and re-numbers sections 8, 9 and 10 as 7, 8 and 9 respectively.
6. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
7. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk