

REFERRED REPORT

Establishment of the Beltline Business Improvement Area – Referral and Update, C2019-1340

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**Memo:**

**At the 30 September 2019 Combined Meeting, Report CPS2019-1039 regarding the Establishment of the Beltline Business Improvement Area was referred to Administration to work in collaboration with the Area Councillors, for verification and communication to businesses.**

In response, please find attached, the following additional materials for Council's information:

- Attachment 1 – Beltline BIA Establishment Timeline and Details, submitted by Adrian Urlacher, Beltline BIA Establishment Committee
- Attachment 2 – Clarification: proposed Beltline BIA boundary maps
- Attachment 3 – June 24, 2019 City Clerk's letter and map re: proposed Beltline BIA mailed to all businesses that would be taxpayers if a BIA was established (within the proposed Beltline BIA boundaries)
- Attachment 4 – Beltline BIA Report (CPS2019-1039), Attachments, and Distribution received at the 2019 September 30 Combined Meeting of Council

**Role of BIA Establishing Committee**

The desire to establish a BIA is typically initiated through a request from business owners and community volunteers who form an Establishing Committee. The Establishing Committee informs Administration of their desire to submit a request to establish a BIA, with a written description and map of a proposed geographic boundary of the BIA. From there, the Establishing Committee conducts communication activities and gathers signatures in support of establishing a BIA. The Establishing Committee then submits their request to the City Clerk's Office for verification.

**Verified Request**

The proposed Beltline BIA request submitted on June 14, 2019 has been verified by the City Clerk's Office as meeting the requirements of Alberta Regulation 93/2016, the *Business Improvement Area Regulation*. Therefore, the request to form the proposed Beltline BIA is properly before Council for its consideration.