

BYLAW NO. 9235

**The 33rd Street Business Improvement
District Bylaw, 2014**

**Codified to Bylaw No. 9496
(November 19, 2018)**

BYLAW NO. 9235

The 33rd Street Business Improvement District Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The 33rd Street Business Improvement District Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to designate an area spanning 33rd Street from Alberta Avenue to Avenue G of the City of Saskatoon as a business improvement district under *The Cities Act*, S.S. 2002, c. C-11.1, s. 25, and to establish a board of management for the business improvement district.

Definitions

3. In this Bylaw:
 - (a) “**board**” means the board of management established under section 5;
 - (b) “**district**” means the area designated as a business improvement district under section 4.

Establishment of Business Improvement District

4. The area comprised of the land shown in bold outline on the Location Plan attached and marked as Schedule “A” to this Bylaw is hereby designated as the 33rd Street Business Improvement District.

Establishment of Board of Management

5. The board of management for the 33rd Street business improvement district is established.

Powers of the Board

6. The board has all of the following powers, subject to limitations set out under this Bylaw:
- (a) improve, beautify and maintain publicly-owned lands, buildings and structures in the business improvement district, in addition to any improvement, beautification or maintenance that is provided at the expense of The City of Saskatoon at large;
 - (b) acquire, by purchase, lease or otherwise, any land and buildings necessary for its purposes and improve, beautify, maintain or dispose of that land and buildings;
 - (c) promote the business improvement district as a business or shopping area;
 - (d) undertake improvement and maintenance of any land for use as parking and may subsequently dispose of that land by sale, lease, exchange or otherwise for public or private redevelopment for commercial purposes at a price not less than its fair market value;
 - (e) conduct any studies or prepare any designs that may be necessary for the purposes of this section; or
 - (f) contribute monies to The City of Saskatoon for the purposes of a 33rd Street revitalization project.

Composition of Board

7. The board is a body corporate and consists of:
- (a) at least one person who is a member of City Council; and
 - (b) any number of other persons who are electors of the City of Saskatoon who operate a business in the district or who are nominees of the corporations that carry on a business in the district;

who are appointed by resolution of City Council.

Term of Office

8. (1) Unless sooner removed from office, a member of the board holds office until the first meeting of City Council following the next general election after the member is appointed until a successor is appointed.
- (2) A member of the board is eligible for reappointment.
- (3) City Council may, by resolution, remove any person appointed to the board under section 7, and may appoint another person to replace the member so removed.

Election and Appointment of Officers

9. (1) The board shall, as soon as possible after its members are appointed, elect a chair and vice-chair to manage and conduct its affairs.
- (2) The board shall, as soon as possible after its members are appointed, appoint a secretary-treasurer and such other officers as it may deem necessary to properly conduct its business.

Minutes and Records of the Board

10. The board shall keep proper minutes and records of every meeting of the board, and shall make the minutes and records available upon request to all electors who operate a business in the district or who are nominees of corporations that carry on business in the district, and to all members of the board and the City Clerk.

Financial Records

11. The board shall adopt and maintain banking arrangements and accounting practices that are acceptable to The City of Saskatoon, and shall keep such books of account and submit such statements from time to time as The City of Saskatoon may require.

Approval of Estimates by City Council

12. (1) The board shall submit to Council for its approval the revenue and expenditure estimates of the board for the current year, at the time and in the form requested by City Council.
- (2) The board shall set out in the estimates:
 - (a) the amounts to be contributed to the board by City Council from monies collected from The City of Saskatoon at large;
 - (b) any amounts contributed to the board by City Council from money collected as payments in lieu of the provision of off-street parking facilities as required by *The Planning and Development Act, 2007* and the board shall expend those funds for the acquisition, construction, operation or maintenance of parking facilities on land that does not form part of a street;
 - (c) the amounts of any grants to be received by the board from other than municipal sources; and
 - (d) the amounts to be received by the board from the disposal or conveyance of land and buildings.

Levy

13. (1) A levy is hereby authorized to be paid by the operators of businesses in the district that City Council considers sufficient to raise the amount required for the purposes of the proposed expenditures included in the approved estimates of the board, less any revenues to be received by the board under clauses 12(2)(a) to (d).
- (2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the district.
- (3) The levy under this section is to be a uniform rate.
- (4) Where:
 - (a) a levy is imposed under this section and a portion of the Land, improvements or both is not used for business purposes;
 - (b) a levy payable under this section is payable by a tenant; and

- (c) a business operated by a landlord occupies premises on the land or improvements or both;

the levy imposed under this section shall be apportioned among tenants on the basis of rent or area, but not both.

- (5) Where any levy payable under this section is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the amount, and shall promptly pay over to The City of Saskatoon all amounts collected.

Expenditures by Board

- 14. (1) The board shall expend only those monies included in the estimates approved by City Council and no member of the board shall authorize the expenditure of funds not previously approved by City Council.
- (2) The board shall not incur indebtedness extending beyond the current year.

Auditor

- 15. The Board shall appoint an auditor on an annual basis and all books, documents, records of transactions, minutes and accounts of the Board shall, at all times, be opened for the auditor's inspection.

Annual Report

- 16. (1) The fiscal year of the Board shall be the calendar year.
- (2) On or before April 30 in each year, the Board shall submit its annual report for the preceding year to City Council with a balance sheet and revenue and expenditure statements in a standardized form as set out in Schedule "B" to this Bylaw, together with a complete audited and certified financial statement.
- (3) Notwithstanding subsection (2), the Board may, at its discretion, submit a review engagement if its annual revenue for the preceding year was less than \$250,000.00.

Parking Facilities

17. No land acquired by the board and used for parking shall be sold, leased or disposed of unless the board uses the proceeds to acquire land which provides an equal amount of parking.

Coming Into Force

18. This Bylaw shall come into force on the day of its final passing.

Read a first time this 24th day of November, 2014.

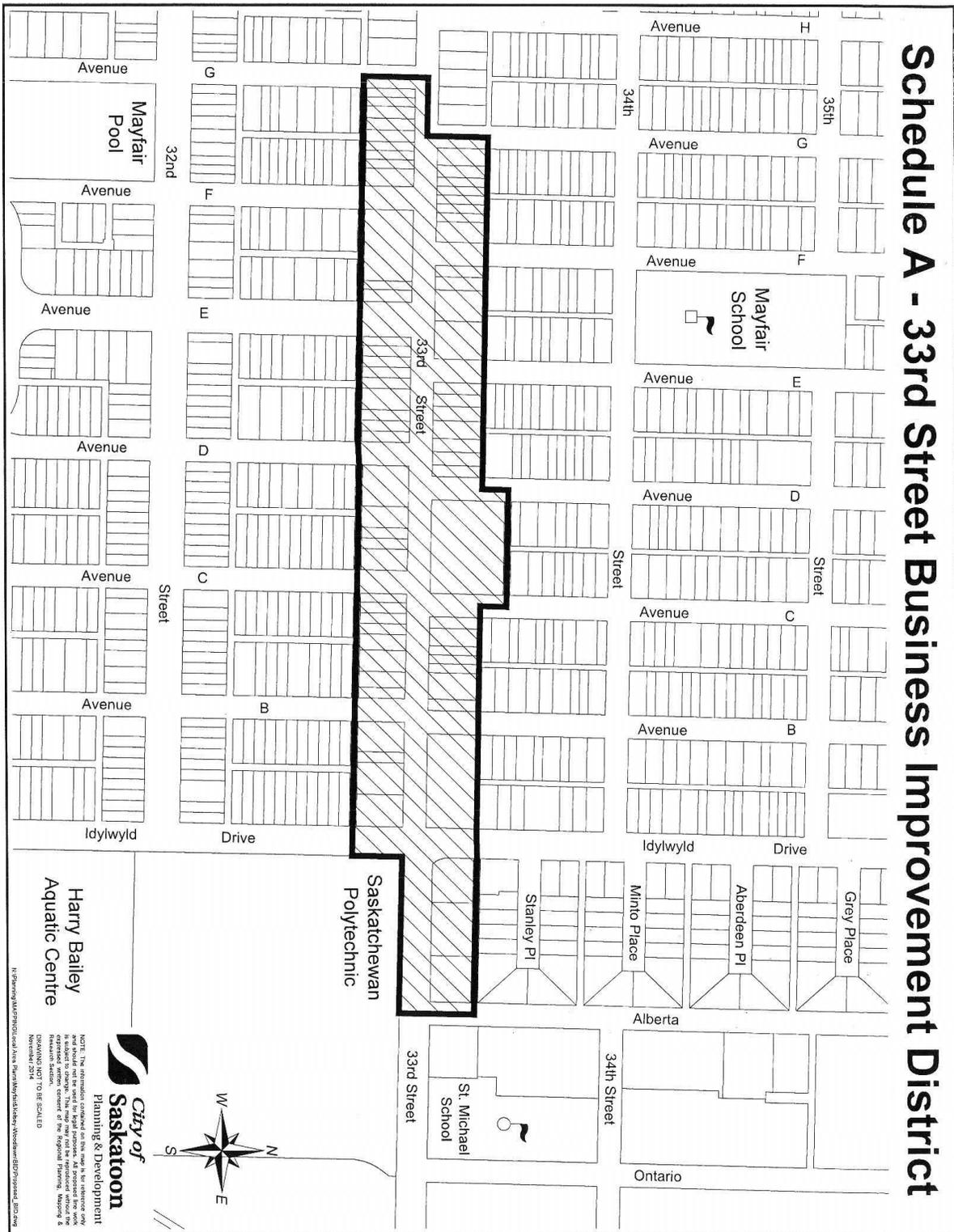
Read a second time this 24th day of November, 2014.

Read a third time and passed this 24th day of November, 2014.

"Donald J. Atchison"
Mayor

"Joanne Sproule" "SEAL"
City Clerk

Schedule A - 33rd Street Business Improvement District



City of Saskatoon
Planning & Development

NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed alterations to the map should be approved by the City of Saskatoon Planning & Development Department. The information on this map is for reference only and should not be used for legal purposes. All proposed alterations to the map should be approved by the City of Saskatoon Planning & Development Department. The information on this map is for reference only and should not be used for legal purposes. All proposed alterations to the map should be approved by the City of Saskatoon Planning & Development Department.

Harry Bailey
Aquatic Centre

11: Planning/Map/Information Area: Planning/Map/Information Area: Woodbine@IDP@prosemail.com
November 2014

Schedule "B"

Standardized Financial Statement Template

[Business Improvement District Name]

Statement of Financial Position December 31, XXXX

	[Current Year]	[Previous Year]
Assets		
Current Assets		
Cash and Cash Equivalents	-	-
Accounts Receivable	-	-
Prepaid Expenses	-	-
Other	-	-
	-	-
Long-Term Investments	-	-
Capital Assets	-	-
	-	-
	-	-
Liabilities		
Current Liabilities		
Accounts Payable and Accrued Liabilities	-	-
Deferred Revenue	-	-
Other	-	-
	-	-
Long-Term Debt	-	-
	-	-
Net Assets		
General Fund	-	-
Internally Restricted Fund	-	-
Externally Restricted Fund	-	-
	-	-
	-	-

[Business Improvement District Name]
Statement of Changes in Net Assets
 December 31, XXXX

	General Fund	Internally Restricted Fund	Externally Restricted Fund	[Current Year]	[Previous Year]
Net Assets, Beginning of Year	-	-	-	-	-
Excess (Deficiency) of Revenues over Expenditures	-	-	-	-	-
Net Assets, End of Year	-	-	-	-	-

[Business Improvement District Name]
Statement of Operations
December 31, XXXX

	[Current Year]	[Previous Year]
Revenues		
Business Tax Levy	-	-
Grants	-	-
Events	-	-
Investment Income	-	-
Other	-	-
	-	-
Total Revenues	-	-
Expenditures (sort alphabetically)		
Advertising and Promotion	-	-
Amortization	-	-
Bank Charges and Interest	-	-
Bad Debts	-	-
Board Meetings	-	-
Continuing Education	-	-
Insurance	-	-
Memberships and Dues	-	-
Office Expenses	-	-
Professional Fees	-	-
Rent	-	-
Repairs and Maintenance	-	-
Telephone	-	-
Utilities	-	-
Wages and Salaries	-	-
	-	-
Total Expenditures	-	-
Excess (Deficiency) of Revenue over Expenditures before Other Items	-	-
Other Item(s)	-	-
	-	-
Excess (Deficiency) of Revenue over Expenditures	-	-

Business Improvement District Name
Statement of Cash Flows
December 31, XXXX

	[Current Year]	[Previous Year]
Cash Provided By (used for) the Following Activities		
Operating:		
Excess (deficiency) of Revenue Over Expenditures	-	-
Amortization	-	-
Loss (gain) on Disposal of Tangible Capital Assets	-	-
Other	-	-
	-	-
Changes in Assets/Liabilities:		
Accounts Receivable	-	-
Prepaid Expenses	-	-
Other	-	-
Accounts Payable and Accrued Liabilities	-	-
Deferred Revenue	-	-
Other	-	-
	-	-
Cash Provided by Operating Activities	-	-
Capital:		
Acquisition of Capital Assets	-	-
Proceeds From the Disposal of Capital Assets	-	-
Other Capital	-	-
	-	-
Cash Provided by (applied to) Capital Transactions	-	-
Investing:		
Long-Term Investments	-	-
Other Investments	-	-
	-	-
Cash Provided by (Applied to) Investing Transactions	-	-
Financing:		
Long-Term Debt Issues	-	-
Long-Term Debt Repaid	-	-
Other Financing	-	-
	-	-
Cash Provided by (Applied to) Financing Transactions	-	-
Change in Cash And Temporary Investments During the Year	-	-
Cash and Temporary Investments - Beginning of Year	-	-
Cash and Temporary Investments - End of Year	-	-

[Business Improvement District Name]
Note to the Financial Statements
December 31, XXXX

- Note 1 Nature of Operations
- Note 2 Significant Accounting Policies
- Note 3 Long-Term Investments
- Note 4 Capital Assets
- Note 5 Long-Term Debt
- Note 6 Others (if required)
- Note 7 Commitments
- Note 8 Economic Dependence
- Note 9 Financial Instruments
- Note 10 Comparative Figures