

November 6, 2018

To: Members  
Finance & Administration Committee

Re: Regina Downtown Business Improvement District – Proposed Boundary Expansion

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### RECOMMENDATION

1. That the City Solicitor be instructed to amend *The Regina Downtown Business Improvement District Bylaw No. 2003-80* to expand the Regina Downtown Business Improvement District boundary as depicted in Appendix A to this report.
2. That this report be forwarded to the November 26, 2018 City Council meeting for approval.

### CONCLUSION

The Board of Directors of the Regina Downtown Business Improvement District (BID) has requested that the boundaries of the BID be expanded to add properties to the east of the current district, as depicted in Appendix A of this report. City of Regina (City) Administration supports the proposed boundary expansion, which would include an additional 15 properties and would generate an estimated \$6,500 annually for the BID beginning in 2019.

The BID has consulted the property and business owners within the proposed boundary expansion area and notice of the request has been provided in accordance with the City's *Public Notice Policy Bylaw No. 2003-8*. City Administration have not received any objections to the proposed boundary expansion.

### BACKGROUND

The BID is an organization that provides a range of business and community services that promote and enhance the Downtown. It operates pursuant to *The Regina Downtown Business Improvement District Bylaw No. 2003-80*, adopted under authority Section 25 of *The Cities Act*. Clause 25(2)(b) of *The Cities Act* allows City Council to establish, by bylaw, the area that is to be encompassed by the BID. The BID is funded through a special property tax mill rate (BID levy) applied to commercial properties located within the BID boundary.

The Board of Directors for the BID adopted a motion on June 12, 2018 to expand its boundary to include the 15 properties (Appendix A) at the request of one of the property owners within the expansion area, who is also an existing member of the BID. On July 24, 2018, the BID submitted a letter to the City providing their rationale for the proposed boundary expansion and formally requested the initiation of the process for City Council to consider the proposed boundary expansion. A copy of the letter is attached as Appendix B to this report.

## DISCUSSION

*Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) recognizes the importance of the Downtown to the economic and social viability of the community and acknowledges its importance as a unique place in Regina for commercial development, specialty retail, entertainment and housing opportunities.

The BID was established to improve the Downtown's appearance and image, promote and market Downtown and undertake projects and initiatives that facilitate ongoing enhancement and redevelopment within the BID boundary. As noted in Appendix B, should the proposed boundary expansion be approved, the BID would provide a number of programs and services to property owners within the expansion area, including streetscape maintenance, cleaning and beautification, graffiti removal, safety patrols and access to and inclusion of new member businesses in marketing and promotional campaigns. The proposed boundary expansion would result in additional funds, available to the BID through the BID levy, which would be used to pay for the services noted above.

City Administration supports the proposed boundary expansion as the BID's provision of services to its members align with the OCP goals for the Downtown.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Should the proposed boundary expansion be approved, the BID levy over and above the City's existing municipal tax rate, will be applied to all taxable commercial properties within the new area beginning in 2019. Based on the assessed commercial value of the affected properties, it is estimated the BID levy will generate approximately \$6,500 annually for the BID. A breakdown of the affected property addresses and their estimated BID levy is provided in Appendix E.

There will be no ongoing financial implications to the City; however, as the City collects and administers the BID levy on behalf of the BID, expansion of the boundary will have a one-time operational impact as changes to each of the 15 affected property's assessment files will have to be made to add the BID levy.

### Environmental Implications

None with respect to this report.

### Policy and/or Strategic Implications

Most of the properties within the proposed boundary expansion are designated "City Centre" in the OCP; however, the eastern-most property, 1630 St. John's Street and a portion of 1525 South Railway Street fall outside of the City Centre area. The recommendations of this report align with Section 7.7.1 of the OCP, which encourages collaboration with stakeholders to enhance the City Centre by "investing in an attractive, safe public realm, including pedestrian-friendly and lively streets and inviting versatile multi-season public spaces".

In addition, the recommendations of this report are supported by Section 12.6 of the OCP, which encourages collaboration with community economic development stakeholders across the region to leverage shared economic advantages and tourism opportunities.

Programs such as streetscape maintenance, cleaning and beautification, graffiti removal and safety patrols that improve both safety and the perception of safety are aligned with section 3.2.1 and Policy 1 of the Regina Downtown Neighbourhood Plan “that the City of Regina shall use CPTED (Crime Prevention through Environmental Design) principles to enhance safety in the design of public spaces in the Downtown”.

#### Other Implications

One of the purposes of the BID is to encourage the development of a vibrant and prosperous Downtown by improving the district’s appearance and image and beautifying publicly owned lands, buildings and structures in the district.

#### Accessibility Implications

None with respect to this report.

#### COMMUNICATIONS

Subsection 25(5) of *The Cities Act* requires City Council to give any person affected by the operation of a bylaw establishing a business improvement district an opportunity to be heard by City Council. Clause 101(1)(p) also requires City Council to give public notice before initially considering any report respecting the exercise of City Council’s power to establish a business improvement district pursuant to Section 25.

In accordance with *The Public Notice Bylaw No. 2003-8*, public notice of the proposed boundary expansion was published in the *Leader-Post* on October 27, 2018 and posted on the City’s website (Appendix C).

In addition, the City and the BID have consulted with affected commercial property owners and building tenants by sending letters to commercial property owners on May 23, 2018 (BID - Appendix B) and October 2, 2018 (City - Appendix D), advising of the BID’s interest in the proposed boundary expansion. The BID’s letter provided each owner with an estimate of the BID’s levy for their property along with an information package detailing the BID’s services.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S Bzdel".

Shauna Bzdel, Director  
Planning Department

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Diana Hawryluk".

Diana Hawryluk, Executive Director  
City Planning & Development

Report prepared by:  
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