

Date: September 13, 2024

To: **Mayor and Council.**

Name and title: Ethan Anderson, Manager of Legislative Services/Corporate Officer

Subject: City of Prince George Downtown Business Improvement Area Bylaw No.9507, 2024

Attachment(s): Report dated May 14, 2024 from Manager of Legislative Services titled 'Process for Business Improvement Levy Bylaw Renewal.'  
Presentation by Downtown Prince George on June 24, 2024

## Recommendation(s):

That Council:

1. GIVES FIRST THREE READINGS to "City of Prince George Downtown Business Improvement Area Bylaw No.9507, 2024"
2. ESTABLISH the deadline of 5:00 p.m. on Tuesday, November 12, 2024 for receiving Petition Forms in opposition to Bylaw No. 9507, 2024 and
3. DIRECT the Corporate Officer to report the results of the Council Initiative Subject to Petition Against process, and if appropriate return the Bylaw No. 9507, 2024 for Council's consideration of final reading and adoption.

**Purpose:**  
For Council direction.

**Strategic Priorities:**  
This report supports Council's Priorities of City Government and Infrastructure and Effective Governance.

**Discussion:**

Council made the following resolution on May 27, 2024:

*That Council APPROVES the use of the process under section 213 of the Community Charter for the renewal of the Downtown Business Improvement Area Bylaw No. 8929, 2018, and authorizes administration to communicate the intent to use the section 213 process to the Prince George Downtown Business Improvement Association (Downtown Prince George).*

Previously submitted reports to Council have been attached for information.

Downtown Prince George provided details for their request in their June 24, 2024 annual presentation to Council. It is attached for information. The requests were incorporated into the bylaw such as a 10-year term, starting levy of \$368,962 with a 3% annual increase, and a maximum levy

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cap of \$12,500 per property with a 3% annual increase. The area of the request is the same as the 2018 bylaw.

If Council chooses to provide three readings to this bylaw, staff will undertake the counter-petition style process for the defined area of Downtown Prince George. Staff will return to Council with the results of that counter-petition for Council's consideration of adoption of the bylaw.

If Council wishes to see any amendments to the terms of the bylaw, the most appropriate time to undertake those amendments would be before any readings of the bylaw are given by Council. Otherwise, the bylaw should remain unamended for adoption.

For clarity, Council is not under an obligation to provide adoption, even with a counter-petition that does not meet the necessary thresholds to defeat the process.

#### Financial considerations:

If approved, the counter-petition style process will result in minimal staff expenses to undertake. If successful and Council adopts the bylaw, taxation of the specified lots will take place as part of the annual property tax process and provided to Downtown Prince George.

#### Summary and conclusion:

The attached bylaw is provided to Council for consideration. If readings are provided, staff will undertake the counter-petition under s.213 of the Community Charter.

#### Respectfully submitted:

Ethan Anderson, Manager of Legislative Services/Corporate Officer

#### Approved:

Walter Babicz, City Manager

Meeting Date: 2024/10/07