

NO: R022

COUNCIL DATE: March 6, 2023

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **March 1, 2023**

FROM: **General Manager, Investment &
Intergovernmental Relations**

FILE: **0250-20**

SUBJECT: **Renewal of the Downtown Surrey Business Improvement Area**

RECOMMENDATION

The Investment & Intergovernmental Relations Department recommends that Council grant final adoption of *Downtown Surrey Business Improvement Area Bylaw, 2023, No. 20796* (the “Bylaw”) that will renew the Downtown Surrey Business Improvement Area (“DSBIA”) for a further five-year term which will end on March 30, 2028.

INTENT

The purpose of this report is to obtain Council approval to adopt the Bylaw and to renew the DSBIA for another five-year term.

BACKGROUND

On December 12, 2022, Council approved Corporate Report No. R214; 2022 (attached as Appendix “I”) authorizing staff to undertake the necessary actions to facilitate the renewal of the DSBIA using the Council Initiative process as requested by the Downtown Surrey Business Improvement Association (“the Association”). Subsequently, Bylaw No. 20796 (attached as Appendix “II”) was introduced and given three readings by Council on January 16, 2023.

On January 20, 2023, notices including the estimated tax levy amount and copy of a petition form were mailed out to the owner(s) of Class 5 and 6 properties within the area shown in Schedule A of Appendix “II”, specifying the City’s intention to renew the DSBIA for a further five-year term which will end on March 30, 2028. Each notice advised the owner that they had 30 days to petition against the renewal of the DSBIA. Public notification (attached as Appendix “III”) was placed in the January 19 and January 26, 2023 editions of the Surrey Now-Leader Newspaper.

The deadline for receiving petitions against the proposed DSBIA passed at 4:30 p.m. on February 27, 2023.

DISCUSSION

There are approximately 577 property owners subject to the DSBIA tax levy within the DSBIA boundary. Collectively, these properties have an estimated total assessed value of \$3,728,114,302. A total of 60 (10.40%) negative petitions with a combined estimated assessed value of

\$356,539,300 were received by the deadline, representing 9.56% of the total assessed value. The negative petition results for the DSBIAs renewal terms in 2018 and 2013 are provided below as a comparison.

Renewal Year	Negative Petitions Received	Value of Negative Petitions Received
2023	60 (10.40% of membership)	\$356,539,300 (9.56% of total assessed value)
2018	35 (3% of membership)	\$64,024,500 (3% of total assessed value)
2013	77 (17.1% of membership)	\$95,691,100 (10.5% of total assessed value)

Table 1: Negative petition results for the DSBIAs 2018 and 2013 renewal terms.

Under the *Community Charter, S.B.C. 2003, c. 26*, in order to halt the renewal of a Business Improvement Area (“BIA”), petitions against the renewal of the BIA must:

1. Represent at least 50% of the landowners; and
2. These landowners must represent at least 50% of the total assessed value of the properties liable to be charged under the proposed BIA.

As such, there are insufficient petitions against the proposed DSBIAs to halt the renewal of the DSBIAs, as certified by the City Clerk (attached as Appendix “IV”). Given the lack of opposition, it is recommended that Council grant final adoption of the Bylaw.

Once Council adopts the Bylaw, the Finance Department will include the DSBIAs assessment on the property taxes for each property within the specified area to collect the DSBIAs revenues through an annual tax levy. The funds collected through the Downtown Surrey levy funds will then be transferred to the legally constituted Downtown Surrey Business Improvement Association subject to the requirements outlined in legislation having been met.

CONCLUSION

Based on the above discussion, the Investment & Intergovernmental Relations Department recommends that Council grant final adoption of *Downtown Surrey Business Improvement Area Bylaw No. 20796* that will renew the DSBIAs for a further five-year term which will end on March 30, 2028.

Donna Jones
General Manager, Investment & Intergovernmental Relations

Attachments:

- Appendix “I”: Corporate Report No. R214; 2022
- Appendix “II”: Draft *Downtown Surrey Business Improvement Area Bylaw, 2023, No. 20796*
- Appendix “III”: Downtown Surrey BIA Notice of Intention
- Appendix “IV”: Certificate of Sufficiency



CORPORATE REPORT

NO: R214

COUNCIL DATE: December 12, 2022

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **December 8, 2022**

FROM: **General Manager, Investment & Intergovernmental Relations** FILE: **0250-20**

SUBJECT: **Renewal of the Downtown Surrey Business Improvement Area**

RECOMMENDATION

The Investment & Intergovernmental Relations Department recommends that Council:

1. Approve the use of the Council Initiative process as the means by which to measure property owner support for a five-year renewal term of the Downtown Surrey Business Improvement Area (“DSBIA”);
2. Authorize the City Clerk to bring forward *Downtown Surrey Business Improvement Area Bylaw, 2023, No. 20796* (the “Bylaw”) for the required readings and authorize staff to undertake all the necessary related actions; and
3. Request that staff proceed with the formal property owner notification process related to the renewal of the DSBIA and submit a further report on the matter complete with recommendations for Council’s consideration after the expiry of the Council Initiative notice period.

INTENT

The purpose of this report is to obtain Council approval for the renewal of the DSBIA for a five-year term from 2023 to 2028 by means of the Council Initiative process, and to instruct staff to take all necessary measures to bring forward Bylaw No. 20796.

BACKGROUND

A Business Improvement Area (“BIA”) is similar to a Local Service Area where funds are collected for specific purposes through a rate levied against benefitting properties in a specified area. The establishment of a BIA is an effective means for businesses in that locale to finance programs to help keep the catchment area healthy and prosperous. In most circumstances, such collaboration between businesses is not possible by other means. There are currently four BIAs in Surrey including the Downtown Surrey BIA renewing in 2023, the Newton BIA renewing in 2024, the Cloverdale BIA renewing in 2025, and the Fleetwood BIA renewing in 2026.

In 2003, Council approved the initial *Whalley Business Improvement Area Bylaw, No. 14923* which subsequently created what is known today as the Downtown Surrey Business Improvement Association (the “Association”). The current DSBI Bylaw expires on March 31, 2023. While the Association has proposed a renewal term of seven years, staff recommend that the DSBI be renewed for a five-year term in order to facilitate alignment of all Surrey BIA renewal terms beginning in 2028. A five-year renewal term is the standard term duration for all BIAs in Surrey.

The area covered by the DSBI is illustrated in Appendix “I” attached to this report. The Association is not seeking to expand their boundaries during this renewal term.

DISCUSSION

Under the *Community Charter*, the level of support for the establishment or renewal of a BIA may be determined using either of the following means of consultation with the property owners within the area proposed to be covered by the BIA:

- i. **Council Initiative:** Under this approach, if at least half of the property owners, representing at least 50% of the assessed value of land and improvements that would be subject to the BIA levy, *register their dissent* within 30 days of notification, the process would not proceed; and
- ii. **Petition Process:** Under this approach, if at least half of the property owners, representing at least 50% of the assessed value of land and improvements that would be subject to the BIA levy, sign a petition *indicating their support* for the establishment of a BIA, the process would proceed.

Local governments may select either approach. The Association is requesting the City use the Council Initiative approach to formally assess the level of support for the renewal of the DSBI. The vast majority of BIAs in British Columbia have been established or renewed using the Council Initiative process to measure business support.

As part of the process of establishing a BIA under the Council Initiative process, Council must introduce and give three readings to a BIA bylaw for the area that will be subject to the BIA levy. The bylaw:

- Identifies the organization representing the BIA;
- Defines the geographic area covered by the BIA;
- Specifies the funding formula to be used in establishing the BIA levy that will be paid by each property that is covered by the BIA; and
- Establishes the term that the bylaw will be in effect.

A draft of the proposed Bylaw No. 20796, including Schedule “A” and Schedule “B”, is attached as Appendix “II” to this report.

Five-Year Renewal Term and Alignment

On October 27, 2021, the Association submitted a request to the City to increase their renewal term from five to seven years. However, the typical BIA renewal term in Surrey is five years.

Staff are proposing the renewal terms of all BIAs in Surrey be aligned at the earliest possible date, beginning in 2028 if a five-year term is approved. By consolidating the BIA renewals to once every five years, a savings of approximately 300 staff hours across four departments can be realized in 2029, 2030, and 2031, and efficiencies and cost-savings realized in the long term. Grouping of BIA terms is already practiced in the City of Vancouver.

To achieve renewal alignment in 2028, each BIA would have varying renewal terms in the interim. Appendix “III” illustrates the alignment of a five-year renewal term for all four Surrey BIAs.

Alternatively, Council could approve the requested seven-year term for the DSBIA and direct staff to align the four Surrey BIAs under seven-year renewal terms.

Petition Procedure

After the Bylaw is given three readings, formal notification of the proposed BIA is sent by the City to all property owners within the area covered by the Bylaw. Through the Council Initiative process, property owners not in favour of proceeding with the BIA renewal have 30 days to petition to Council to not proceed by completing a petition form provided by the City. Unless a sufficient petition against the BIA is received by the City, the BIA Bylaw can proceed to final adoption. A sufficient petition against proceeding with the BIA requires the support of at least half of the landowners, representing at least 50% of the total assessed value of the properties liable to be charged under the proposed BIA. Following the requisite notifications, a further report will be brought back to Council with recommendations regarding the next steps in the process.

Levy Schedule

Subsequent to a BIA Bylaw being adopted by Council, BIA revenues are collected by the City through an annual levy on each property within the BIA area and are transferred to the Association subject to meeting the requirements outlined in the *Community Charter*. In Surrey, the typical renewal term for BIAs is five years. Based on the Extraordinary General Meeting (“EGM”) held by the Association on July 20, 2022, the 2023 levy for the Association would be \$1,310,816 (an initial increase of 6% at renewal over the 2022 levy). A schedule of the subsequent levies for the duration of the term is provided in the table below.

Year	Levy	Percent Increase, Year Over Year
2022	\$1,232,841.00	
2023	\$1,310,816.00	6%
2024	\$1,376,357.00	5%
2025	\$1,445,175.00	5%
2026	\$1,502,982.00	4%
2027	\$1,563,101.00	4%
2022-2027 (5 years)	\$330,260.00 Increase	26.8% Increase*

Table 2: DSBIA Levy Schedule 2022-2027

*26.8% overall increase in levy amount is not representative of the % increase year over year, but rather the relative % increase between 2022 and 2027.

The proposed DSBI levy structure would have an initial increase of 6% from 2022 to 2023, with an overall levy increase of 26.8% over the period of 2022 to 2027. This is in line with other recent BIA renewals (attached as Appendix “IV”). These increases are typically initiated by the BIAs to offset inflationary costs as well as to develop new programs and activities to promote businesses in their area. The budget for the 2023 fiscal year outlines the proposed spending levels (attached as Appendix “V”). The City has no concerns with the proposed budget increases.

Outreach

The Association conducted outreach to their membership using various methods to gauge support for the renewal as reflected in their strategic plan and renewal survey, a copy of which is included (attached as Appendix “VI”). There is currently a total of 577 properties that pay into the BIA with some property owners having multiple properties within the BIA boundary.

The Association made reasonable efforts to engage the property and business owners in the area as demonstrated in the chart below. According to the Association, they had access to the contact information of 372 property owners when the survey was disseminated in January 2022 in the designated area for the purpose of survey outreach.

Membership Outreach	
Survey	
Mail	372 property owners
Email	825 business owners; weekly reminders
Phone and In Person	One staff member made 150 in-person visits Five in-person meetings set up between May 10 – July 14
Extraordinary General Meeting Notification	
Mail	372 property owners; 825 business owners
Email	372 property owners; weekly reminders
Phone and In Person	Promoted at five in-person meetings

**Some businesses and property owners had multiple contact email addresses on file.*

Overall, the Association received 159 completed surveys (representing 15.8% of the Association membership) and all respondents were in favour of the renewal of the Association. The Association board developed a new proposed levy schedule utilizing the feedback from the surveys and the strategic plan. The levy schedule was voted on unanimously at the EGM by the 14 attendees (representing 31 properties and 11 businesses) to proceed with the BIA renewal.

As the BIA levy is typically passed on by property owners to business owners and tenants, either in whole or in part, business owners and tenants are included along with property owners in the consultation process and the vote on the levy schedule. It is important that business tenants be part of the process, though legislation directs that approval for the BIA be sought solely from the property owners.

Finance Department

Finance Department has reviewed this report.

Legal Services

Legal Services has reviewed this report.

SUSTAINABILITY CONSIDERATIONS

The renewal of the DSBI supports the objectives of the City's Sustainability Charter 2.0. In particular, this work relates to Sustainability Charter 2.0 theme of Economic Prosperity and Livelihoods and Inclusion. Specifically, this project supports the following Desired Outcomes (DO) and Strategic Direction (SD):

- Innovation DO16: Surrey's businesses are active participants in the community and create economic value in a way that generates value for society; and
- Community Pride and Engagement SD19: Support placemaking opportunities at the neighbourhood level and the creation of community gathering spaces.

CONCLUSION

The Downtown Surrey BIA's current Bylaw expires on March 31, 2023. The Investment and Intergovernmental Relations Department recommends that the recommendations contained in this corporate report be approved including the use of the Council Initiative process as the means by which to measure property owner support for a five-year renewal term of the Downtown Surrey Business Improvement Area.



Donna Jones
GM, Investment & Intergovernmental Relations

**Appendices available upon request*

CITY OF SURREY

BYLAW NO. 20796

A Bylaw to establish the Downtown Surrey Business Improvement Area
for the years 2023 to 2028

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WHEREAS a City Council may, pursuant to Section 215 of the Community Charter, S.B.C. 2003, c.323, as amended, grant money to an applicant that has as one of its aims, functions and purposes, the planning and implementation of a Business Promotion Scheme;

AND WHEREAS a City Council may propose on its own initiative that a Business Promotion Scheme be undertaken;

AND WHEREAS before a City Council grants money for a Business Promotion Scheme, the City Council shall pass a Bylaw pursuant to Section 215 of the Community Charter, S.B.C. 2003, c. 323, as amended;

NOW, therefore, the City Council of the City of Surrey, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Downtown Surrey Business Improvement Area Bylaw, 2023, No. 20796".
2. For the purpose of this Bylaw:

"Association" means the Downtown Surrey Business Improvement Association, or any other name that the members of the Association may approve.

"Business Promotion Scheme" means:

- (a) carrying out studies and making reports respecting the advancement of project plans and improvements designed to benefit the Downtown Surrey Business Improvement Area and carrying out all of the studies incidental to the objectives of the Association and to further these goals, and all management and administration necessary to implement the scheme of the Downtown Surrey Business Improvement Area;
- (b) the improvement, beautification or maintenance of the streets and sidewalks in the Downtown Surrey Business Improvement Area;
- (c) the conservation of heritage property in the Downtown Surrey Business Improvement Area;
- (d) the encouragement and promotion of commercial business development and encouragement of entertainment, sports and cultural activities within the Downtown Surrey Business Improvement Area in furtherance of its economic and commercial welfare; and

- (e) the creation of a pleasant environment in the Downtown Surrey Business Improvement Area.

"City" means the City of Surrey.

"City Council" means the Council of the City of Surrey.

"Downtown Surrey Business Improvement Area" means the area of the City designated by Section 3 of this Bylaw.

"Taxable Property" means land or improvements, or both, that fall within Class 5 or 6 of the Assessment Act - Prescribed Classes of Property Regulation, B.C. Regulation 438/81.

- 3. City Council hereby designates for a term of five (5) years those lands shown in heavy outline on Schedule "A" attached hereto and forming part of this Bylaw as Downtown Surrey Business Improvement Area.
- 4. City Council hereby approves a grant to the Association of an amount not exceeding one million three hundred and ten thousand, eight hundred and sixteen Dollars (\$1,310,816) in Year 1 2023. For the subsequent four remaining years, the amount granted on a per year basis will be as follows:

(a)	Year 2	2024	\$1,376,357
(b)	Year 3	2025	\$1,445,175
(c)	Year 4	2026	\$1,502,982
(d)	Year 5	2027	\$1,563,101
- 5. Monies granted to the Association under this Bylaw must be expended only by the Association and in accordance with the conditions and limitations set out in this Bylaw and for the planning and implementation of a Business Promotion Scheme.
- 6. Monies granted to the Association pursuant to this Bylaw shall be for projects provided for in the annual budget submitted by the Association and approved by City Council pursuant to Section 9 of this Bylaw.
- 7. All of the money granted to the Association pursuant to this Bylaw shall be recovered within the Downtown Surrey Business Improvement Area from the owners of land or improvements, or both, or from persons from whom charges provided in the Community Charter, S.B.C. 2003, c.323, as amended, may be collected in the Downtown Surrey Business Improvement Area.
- 8. For the purpose of recovering the monies granted to the Association an annual tax shall be imposed on the Taxable Property within the Downtown Surrey Business Improvement Area and such tax shall be based on the assessed value of the land, improvements, or both.

9. The Association shall submit annually to the City Council for approval, on or before April 1st in each year, a budget for the purpose of the Business Promotion Scheme based on a fiscal year commencing April 1st which contains information sufficient in detail to describe all anticipated expenses and revenues and which have been approved by a majority of the members present at the annual general meeting of the Association.
10. The Association shall keep separate from any other accounts, the account used for money granted to the Association by the City pursuant to this Bylaw and shall cause the revenue and expenditures resulting from the use of that separate account to be an audited schedule to the financial statements of the Association and reported separately as required by Section 19 of this Bylaw.
11. The Association shall not carry out any borrowing that results in indebtedness or other obligation as to money granted to it by the City pursuant to this Bylaw which extends beyond the fiscal year in which the money was granted.
12. The directors of the Association shall permit the General Manager, Finance of the City, or a nominee of the General Manager, Finance, to inspect during normal business hours on reasonable notice, all books of account, receipts, invoices, and other financial position records which the General Manager, Finance deems advisable for the purpose of verifying and obtaining further particulars of the budget and any financial statements of the Association as they relate to money granted to the Association by the City pursuant to this Bylaw.
13. Any money granted to the Association by the City pursuant to this Bylaw shall, if not required for immediate use, be invested in only such securities in which trustees, by law, are authorized to invest.
14. The Association shall at all times carry a policy of comprehensive general liability insurance in the amount of five million dollars (\$5,000,000) with the City added as an additional named insured and containing a cross coverage provision, and such policy shall also contain an endorsement to provide that the policy shall not be cancelled, lapsed or materially altered without giving thirty (30) days' notice in writing to the General Manager, Finance.
15. The Association shall give notice of every general meeting not less than fourteen (14) days prior to the date scheduled for the meeting if delivered by hand or transmitted via facsimile or e-mail, twenty-one (21) days by other means to:
 - (a) the General Manager, Finance;
 - (b) all persons who own Taxable Property within the Downtown Surrey Business Improvement Area, to their addresses as ascertained from the most recent assessment rolls for the City; and
 - (c) all persons who lease Taxable Property within the Downtown Surrey Business Improvement Area and from which they carry on business, to their address as determined by directories, visual inspections or any other information system.

16. For the purposes of Section 15(b) of this Bylaw, the City will provide to the Association upon request the name and address of every owner of Taxable Property within the Downtown Surrey Business Improvement Area according to the most recent assessment information provided to the City by the Assessment Authority.
17. The bylaws of the Association must include the provisions set out in Schedule "B" to this Bylaw.
18. The Association shall not alter or approve amendments to its constitution or bylaws without providing the General Manager, Finance with two (2) months' notice in writing of its intentions to make such alteration or amendment, and where any alteration or amendment is made without such notice the City may withhold any payments of the grant referred to in this Bylaw.
19. The Association shall account for the money approved by City Council for the previous year by submitting to the City on or before May 15th in each of the years 2024, 2025, 2026 2027, and 2028, an annual audited financial statement of the Association which shall be prepared in accordance with generally accepted accounting principles and shall include a balance sheet and a statement of revenue and expenditure. The financial statement shall be prepared on a calendar year basis.
20. The Association shall not incur any indebtedness or other obligations beyond each budget year.
21. This Bylaw shall be in effect until March 30, 2028.

PASSED FIRST READING on the 16th day of January, 2023.

PASSED SECOND READING on the 16th day of January, 2023.

PASSED THIRD READING on the 16th day of January, 2023

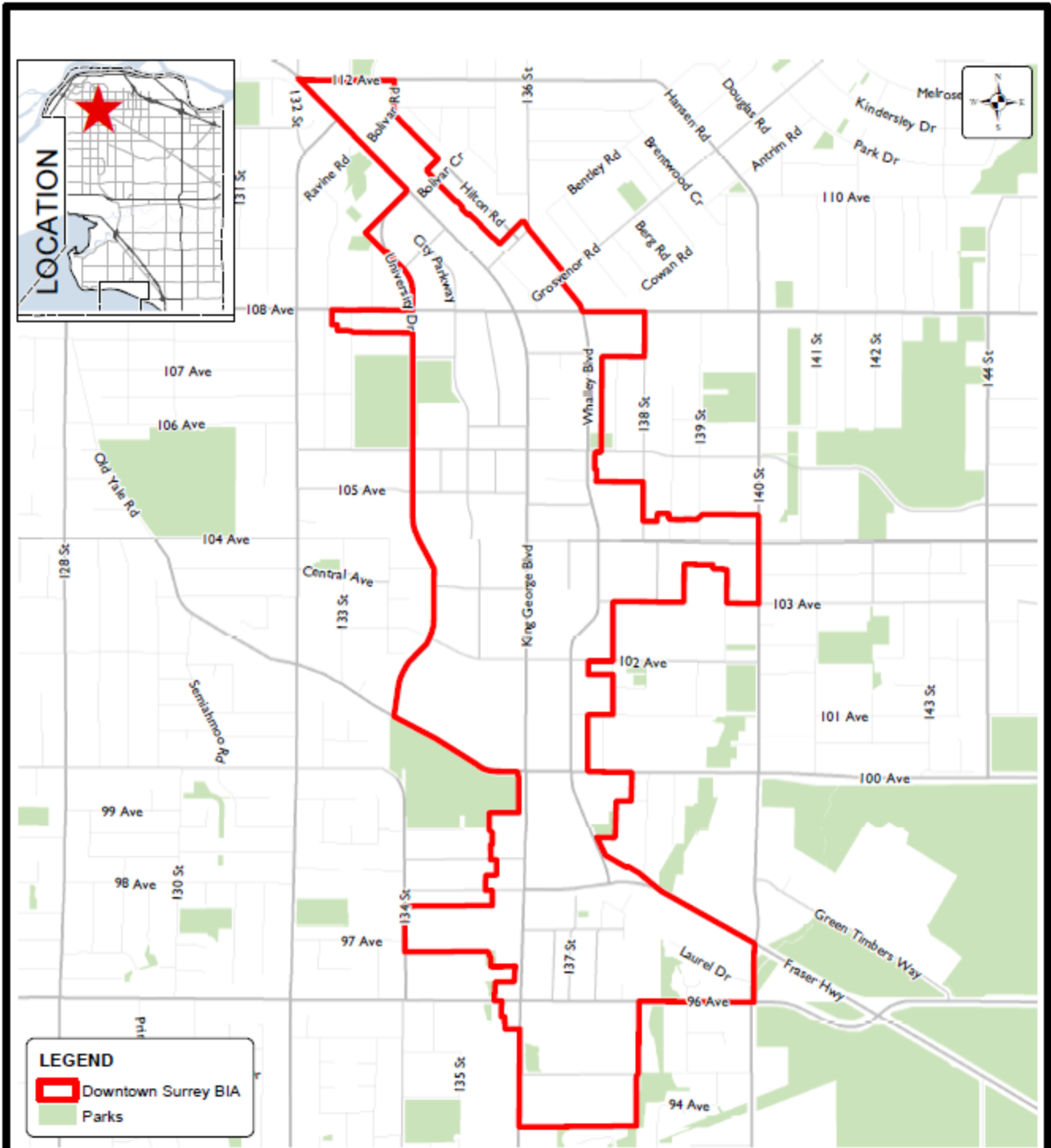
NOTICE OF INTENTION ADVERTISED in the SURREY NOW LEADER newspaper on the 19th and 26th day of January, 2023.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the ____ day of _____, 20__.

_____MAYOR

_____CLERK

BIA BYLAW SCHEDULE "A"



Produced by GIS Section: 10-Jun-2022, P205934

Scale: 1:18,000 0 180 M



Downtown Surrey BIA

ENGINEERING
DEPARTMENT

The data provided is compiled from various sources and is NOT warranted as to its accuracy or sufficiency by the City of Surrey.
This information is provided for information and convenience purposes only.
Lot sizes, Legal descriptions and encumbrances must be confirmed at the Land Title Office.

BIA BYLAW SCHEDULE "B"

The Bylaws of the Association must include the following provisions:

Definitions

1. "Authorized Representative" to be defined as follows:

"Authorized Representative" means a person who has authority to act on behalf of a member of the Association in its day to day operations and who is authorized in writing by that member to represent the member at any meeting of the Downtown Surrey BIA.

2. "Property Owner" to be defined as follows:

"Property Owner" means a person who is:

- i. registered in the Land Title Office as the fee simple owner, or the purchaser under a registered agreement for sale; or
- ii. a tenant,

of Class 5 or Class 6 real property as described in *Prescribed Classes of Property Regulation*, B.C. Reg. 438/81 that is located within the Downtown Surrey Business Improvement Area.

3. "Tenant" to be defined as follows:

"Tenant" means a person who is a tenant pursuant to a lease or rental agreement for a term of years which, including all options to renew, is less than 60 years in aggregate, of Class 5 or Class 6 real property as described in *Prescribed Classes of Property Regulation*, B.C. Reg. 438/81 that is located within the Downtown Surrey Business Improvement Area.

Members and Meetings of Members

4. There will be only two classes of members: voting members and associate members.
5. Only a Property Owner or a Tenant may be a voting member.
6. The number of associate members must not exceed the number of voting members.
7. Voting by proxy is not permitted at meetings of members.

Directors

8. No person may be elected or appointed as a director unless that person is a voting member of the Association or an Authorized Representative of a member.
9. A maximum of two directors may be elected or appointed who are associate members of the Association.

CITY OF SURREY

NOTICE

DOWNTOWN SURREY BUSINESS IMPROVEMENT AREA (BIA)

TAKE NOTICE THAT: The Council of the City of Surrey proposes to renew for a further five-year period, a Business Improvement Area (BIA) for the City Centre area. The purpose of the BIA is to promote, stimulate and improve the economic viability of the area.

The BIA is to be funded by a local service tax levy on Commercial and Industrial properties prescribed as Class 5 (Light Industry) or Class 6 (Business or other) within the shaded area shown on the map below. The estimated total cost of the levy is \$7,198,431 over the following five years: 2023, 2024, 2025, 2026 and 2027. The affected property owners will pay 100% of the cost. The estimated levy of \$0.35 per \$1,000 of assessed value, will be included on your 2023 tax statement and must be paid in full by the tax due date.



FURTHER, TAKE NOTICE THAT pursuant to Section 213 of the *Community Charter*, S.B.C. 2003, c.26, as amended, the BIA may proceed unless Council receives sufficient petition against the service within 30 days after the second date of this publication. A sufficient petition must:

1. be signed by the owners of at least 50% of the parcels that would be subject to the local service tax, and
2. the persons signing must be the owners of parcels that in total represent at least 50% of the assessed value of land and improvements that would be subject to the local service tax.

This notice will appear in the Surrey Now Leader on January 19, 2023 and January 26, 2023. Owners desiring to petition against the undertaking of the renewal of the Downtown Surrey Business Improvement Area must do so by submitting their petition, in writing, within 30 days of the second date of publication of the 'Notice of Intention'. **The final date for the acceptance of petitions will be Monday, February 27, 2023 at 4:30 pm.**

Affected property owners who have not received a petition by mail, may obtain a replacement from the Office of the City Clerk, telephone (604) 591-4132, or email: clerks@surrey.ca.

JENNIFER FICOCELLI
City Clerk



Certificate of Sufficiency
Formal Petition for Local Area Service

I, Jennifer Ficocelli, City Clerk for the City of Surrey, British Columbia, certify that I have given notice of Council's intention to undertake the following work as a Local Area Service as required by Section 213 of the *Community Charter* and that sufficient petition of the Local Area Service has been received.

General Description: Renewal of Downtown Surrey Business Improvement Area – Local Area Service

A list of the affected properties, property owners and assessed values were provided by the Engineering Section. Letters were mailed on January 20, 2023 and notice was posted in the Surrey Now-Leader newspaper on the January 19 and 26, 2023. A total of 60 petitions were returned for the Local Area Service, of which were deemed to be valid.

The following table contains the details regarding this Petition:

Number of Properties within Petition Area	577	100%
Petitions Received stating "No"	60	10.40%

The total assessment of the defined boundary of the local service area is \$3,728,114,302 (100%). The 60 petitions received stating "No", have a total assessment value of \$356,539,300 (9.56%) and do not meet the requirement that the Petitions signed must represent at least 50% (\$1,864,057,151) of the assessed value of the defined boundary.

The Council may, by bylaw, renew the Local Service Area (Downtown Surrey Business Improvement Area) as described above.

Jennifer Ficocelli
City Clerk

Date: February 28, 2023