



Minutes

BIA Board Meeting held on Tuesday Dec.13, 2016 @ 6pm - BIA office

Present

Kent Archibald	Freda Matern	Frank Redekop	Paul Orazietti
Jim Mason	Dean Moore	Rob Paterson	Steve Bednash
Mahsheed M. Whaid			

Absent

Alex Charles	Yvonne Hogenes	Michelle Moore
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Guest

Andreas Boehm - City of Surrey

Recording secretary: Paul Orazietti Call to order 6:05pm

Adoption of Agenda : Moved by Rob Paterson , 2nd by Steven Bednash, all in favor, carried

Adoption of Dec. 13th Board meeting Minutes: Moved by Steven Bednash, seconded by Rob Paterson, all in favor motion carried

NEW BUSINESS

1. Treasurer's report: The Bank balance as of December 2016 is \$175,884.43

Dean reported that the BIA had revenue income for the month of November of \$2,542.43 and expenses totaling \$11,253.79

2. 2017 BIA AGM

To comply with the City of Surrey By-law requirement, the Cloverdale BIA plans to hold the AGM at the Cloverdale Legion on Monday, Feb. 27th, 2017. Steven Bednash has put his name forward to act as the chair of the nomination committee.

3. 2017 BIA Budget: The board reviewed the proposed budget for 2017 submitted by the Executive Director Paul Orazietti. The board reviewed each committee expenditures along with overhead expenses. The 2017 budget will be presented to the membership at the AGM along with a Budget vs Actual accounting of expenses for 2016. Funds have been carried over for a few projects like the **Community Gateway Sign** that was not completed in 2016. The Board also discussed additional funds be put forward for a **part time employee**. The board will discuss in future more detail on when someone will be considered for the position and if any additional funds can be sourced through Government support. One of the largest changes to the budget

was monies put aside for a new Special Event called *The Cloverdale Country Festival* \$10,000 to be held on Sun. July 16th. The Board also discussed cost sharing a new office that it is proposed to be built in the office that will be used by the Executive Director of the Cloverdale Dist. Chamber. Monies for construction have been put aside in a contingency fund.

MOTION moved by Steven Bednash and seconded by Rob Paterson to approve the 2017 Budget as presented. MOTION CARRIED

4. Historic Street Signs: The Board was presented two designs for road markers that will be installed in the historic downtown on 176 Street and 176 A Street. The majority of the board voted for the Street Marker that had white type on a black background. The City advised that they would get back on an installation date for 2017. The board was also advised of the historic names that will be on the markers along with the existing numbers ie 176 St will also have its original name of Clover Valley Road.

OLD BUSINESS

5. Gateway Signage: The Exec. Director presented a new design for a Community Gateway sign that was designed by MOSAIC HOMES. The board liked the new look which used different material types than the previous design and would continue to tweak the design to bring it forward for presentation to the membership at the AGM. The new design needed to be reviewed by the City of Surrey to ensure that it complied with Ministry of Transportation specs. before it gets a cost estimate. The new design was based on using board formed concrete along with a laser cut steel sign that would have illumination.

A motion was made by Director Steven Bednash and seconded by Freda Matern to approve the new design to be used as a new primary Gateway Sign for the Community. MOTION CARRIED

6. Parking Task Force : The committee is awaiting feedback from the long term City planners that are working on a new Official Community Plan for the Cloverdale Town Centre to confirm plans for additional city owned surface parking on 56A Ave west of 176 Street. The committee has received some merchant complaints about the aggressive ticketing that is occurring from the City of Surrey because customers/employees are parking more than 12" from the curb because the asphalt top coat has not been put on the road make it hard to park on. The areas of complaints tend to be by the Townline construction site. The ED will look into the matter to see what the City can do to help out on this matter.

7. BIA Committees:

a. Beautification: Paul reported that the City of Surrey completed the installation of the seasonal winter wreaths, lights in trees and lighting displays.

The BIA will advise the City of Surrey on its desire to remain with Biere Nurseries who have been the traditional hanging basket suppliers for 176 Street.

b. Communications : The BIA is continuously updating the website with new content. There was some discussion regarding the next steps on producing the BIA promotional video. The board wanted to set up a committee and meet with the webmaster to go over a script and some story board ideas. There were some concerns about the supplier proposal and the amount of video footage that would be shot based on the \$5000 cost estimate. It was agreed that a subcommittee would be formed to meet on the project.

City of Surrey rep. Andreas indicated the City of Surrey was also interested in doing a promotional video for the area and would meet with the BIA and Chamber to see if there is a way to work together.

c. Business Development : The BIA office had been contacted by Ross Moore of Townline to discuss their desire to make an Amendment to their Development Plans with the Bristol. Townline is proposing to convert approx. 50% of the retail space in the building into 11 Live/Work units. The Board was extremely concerned about the loss of retail space and wanted to set up a meeting with the developer as soon as possible to discuss this matter. The Board does want to go on record with the City of Surrey that they are opposed to the amendment. The ED will investigate a course of action and will set up a meeting with Townline and several BIA directors.

MOTION moved by Jim Mason and seconded by Freda Matern that BIA board does not support the latest proposed amendments to the Townline "Bristol" development permit to convert half of its retail space into Live/Work units and will advise the City of Surrey on its position. MOTION CARRIED

d. Special Events : The ***Surrey Santa Parade*** was a huge success in spite of bad weather cancellations of the Island Big Rigs. Since the high winds were an act of nature, the BIA was not charged for the Ferry Fares. The parade had just under 70 entries and some preliminary crowd estimates from the RCMP believe that over 10,000 people were in attendance. The RCMP advised the BIA that there would be a need for additional traffic control people because of the size of the parade. The BIA would meet with the Special Event committee of the City in the New Year to discuss improvements that need to be made in organizing the parade.

The ED also advised the Board that the City of Surrey had awarded the BIA a grant of \$1,500 instead of the \$5,000 that it requested for the new ***Cloverdale Country Festival***. The BIA will need to work with sponsors to cover costs for traffic control and policing.

e. Safety & Security : The BIA was advised by the Dist. 4 office of the RCMP that it will go door to door to survey the Cloverdale business community on policing matters in the New Year.

The RCMP wanted the BIA to get the message out about their new Phone app to the membership.

8. OTHER BUSINESS: The BIA was advised that the Cloverdale Chamber is adjusting its 2017 budget and will advise when it is ready to build a new office.

Next Board meeting scheduled for Tuesday, Jan. 10th, 2017

Adjourned : 8:00 pm