

## Appendix 2

### Current Saskatoon BID Governance Practices

	Broadway BID	Downtown BID	Riversdale BID	Sutherland BID	33 <sup>rd</sup> Street BID
<b>Year Established</b>	1986	1986	1990	1999	2014
<b>Establishment Process</b>	No formalized BID application or petition process established. Historically done through petition process to Council.				
<b>City Bylaw</b>	<a href="#">Bylaw 6731</a>	<a href="#">Bylaw 6710</a>	<a href="#">Bylaw 7092</a>	<a href="#">Bylaw 7891</a>	<a href="#">Bylaw 9235</a>
<b>Current Board Size &amp; Composition</b>	Approx. 10 Members + 1 Council Representative	Approx. 9 Members + 1 Council Representative	Approx. 5 Members + 1 Council Representative	Approx. 5 Members + 1 Council Representative	Approx. 8 Members + 2 Council Representatives
<b>Board Term</b>	Board of Director terms are the same as the term of Council in office (4 years). There is no limitation placed by the City on how many terms an individual may serve. Broadway and 33 <sup>rd</sup> St. BIDs apply term limits.				
<b>Board Eligibility Requirements</b>	1. Board members must be eligible electors within the City of Saskatoon; and 2. Operate a business in the district or be a nominee of a corporation that carries on business in the district.				
<b>Board Member Appointments Process</b>	BIDs recruit board members and provide names of potential representatives to City Council. City Council appoints BID representatives to their respective board. No formalized process in place to address BID board vacancies, replacements or additions.				
<b>Board Officer Appointments Process</b>	BID boards are to elect a Chair and Vice-Chair and appoint a Secretary-Treasurer, as well as any other officers deemed necessary for the operation of the BID.				
<b>Board Committees</b>	Committees are established by and report to the larger BID board. Committees are established around a key function (e.g. finance/audit, safety, events). No formalized process in place that addresses committee structure, function and positions.				
<b>Regular Meetings</b>	Monthly	Monthly	Minimum Quarterly	Monthly	Monthly
<b>Annual and Special Meetings</b>	An Annual General Meeting (AGM) is required. Special Meetings may be held, as required.				
<b>Meeting Procedures/ Policies</b>	BIDs must adopt a meeting procedures. Broadway, Downtown, Sutherland and 33 <sup>rd</sup> St. BIDs have adopted meeting procedures. Broadway and 33 <sup>rd</sup> St. BIDs currently have some policies in place.				
<b>Board Remuneration</b>	Board members serve as volunteers with no expectation of remuneration. Select expenses may be covered if they are incurred while a board member undertakes business on behalf of a BID (e.g. workshop or conference fees; meals and/or travel).				
<b>Required Reporting</b>	Annual budget with revenue/expenditure statements. Annual audited financial statements (or review engagement documentation if annual revenue less than \$250,000).				
<b>Levy Amount (2018)</b>	\$194,168	\$738,603	\$185,498	\$47,460	\$30,000
<b>Total Budget (2018)</b>	\$267,488	\$836,003	\$234,548	\$54,200	\$31,100
<b>Levy Contribution as % of Total Budget (2018)</b>	72.6%	88.3%	79.1%	87.6%	96.5%
<b>Disestablishment Process</b>	No formalized BID disestablishment procedure established.				