**TO:** Chair and Members  
Planning Committee  

**WARD(S) AFFECTED:** WARD 2  

**COMMITTEE DATE:** December 7, 2010  

**SUBJECT/REPORT NO:**  
Downtown Hamilton Business Improvement Area (B.I.A.) - Proposed Budget and Schedule of Payment for 2011 (PED10251) (Ward 2)  

**SUBMITTED BY:**  
Tim McCabe  
General Manager  
Planning and Economic Development Department  

**PREPARED BY:**  
Eileen Maloney 905-546-2632  

**SIGNATURE:**  

**RECOMMENDATION:**  

a) That the 2011 Operating Budget for the Downtown Hamilton B.I.A. (attached as Appendix “A” to Report PED10251) be approved in the amount of $283,500.00.  

b) That the levy portion of the Operating Budget for the Downtown Hamilton B.I.A. in the amount of $238,000.00 be approved.  

c) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite by-law pursuant to Section 208, The Municipal Act, 2001, to levy the 2011 Budget as referenced in sub-section (b) above.
d) That the following schedule of payments for 2011 be approved:

July  $59,500.00
October  $59,500.00

Note: Assessment appeals may be deducted from the levy payments.

EXECUTIVE SUMMARY

This Report deals with the approval of the 2011 budget and schedule of payments for the Downtown Hamilton B.I.A.

“Alternatives for Considerations – Not Applicable”

FINANCIAL / STAFFING / LEGAL IMPLICATIONS (for Recommendation(s) only)

Financial: The $283,500.00 is derived from the following: $238,000.00 through levying the members of the B.I.A.; $300.00 in interest; $15,000.00 in other income, and, $30,200.00 from monies remaining in the B.I.A.’s bank account. There is no cost to the City of Hamilton for any part of the operating budget.

Staffing: There are no staffing implications.

Legal: The Municipal Act, 2001, Section 205, Sub-section (2) dictates that City Council must approve budgets of B.I.A.s.

HISTORICAL BACKGROUND (Chronology of events)

At its Annual General Meeting held on November 2, 2010, the Downtown Hamilton B.I.A. Board of Management presented its proposed budget for 2011. The process followed to adopt the Downtown Hamilton B.I.A.’s budget was in accordance with the B.I.A.’s constitution.

POLICY IMPLICATIONS

Not applicable.

RELEVANT CONSULTATION

Not applicable.

Vision: To be the best place in Canada to raise a child, promote innovation, engage citizens and provide diverse economic opportunities.

Values: Honest, Accountability, Innovation, Leadership, Respect, Excellence, Teamwork
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ANALYSIS / RATIONALE FOR RECOMMENDATION
(include Performance Measurement/Benchmarking Data, if applicable)

Not applicable.

ALTERNATIVES FOR CONSIDERATION:
(include Financial, Staffing, Legal and Policy Implications and pros and cons for each alternative)

Not applicable.

CORPORATE STRATEGIC PLAN (Linkage to Desired End Results)


Growing Our Economy
• B.I.A. initiatives help retain and attract businesses

Healthy Community
• B.I.A. members are involved in developing and implementing local solutions

APPENDICES / SCHEDULES

DOWNTOWN HAMILTON
BUSINESS IMPROVEMENT AREA (B.I.A.)
PROPOSED 2011 BUDGET

<table>
<thead>
<tr>
<th>Office Expenses:</th>
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<tbody>
<tr>
<td>Professional Fees</td>
<td>$ 3,500</td>
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<tr>
<td>Telephone</td>
<td>$ 3,500</td>
</tr>
<tr>
<td>Levy Appeals</td>
<td>$ 2,000</td>
</tr>
<tr>
<td>HST</td>
<td>$ 6,000</td>
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<tr>
<td>Rent</td>
<td>$ 17,500</td>
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<tr>
<td>Meetings</td>
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<tr>
<td>Salaries/Benefits</td>
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<tr>
<td>Office Equipment</td>
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<tr>
<td>Insurance</td>
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</tr>
<tr>
<td>Other</td>
<td>$ 1,000</td>
</tr>
</tbody>
</table>

| Promotions & Special Events:      | $100,000|
| Beautification:                   | $ 47,000|

**TOTAL BUDGET** $283,500