CITY OF HAMILTON

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO: Mayor and Members
    General Issues Committee

WARD(S) AFFECTED: WARD 2

COMMITTEE DATE: December 4, 2013

SUBJECT/REPORT NO:
Downtown Hamilton Business Improvement Area (BIA) - Proposed Budget and Schedule of Payment for 2014 (PED13194) (Ward 2)

SUBMITTED BY:
Joe-Anne Priel
Acting General Manager
Planning and Economic Development Department

PREPARED BY:
Eileen Maloney (905) 546-2632

SIGNATURE:

RECOMMENDATIONS

(a) That the 2014 Operating Budget for the Downtown Hamilton Business Improvement Area (BIA) (attached as Appendix “A” to Report PED13194), in the amount of $375,100, be approved;

(b) That the levy portion of the Operating Budget for the Downtown Hamilton Business Improvement Area (BIA), in the amount of $300,000, be approved;

(c) That the General Manager of Finance and Corporate Services be authorized and directed to prepare the requisite by-law pursuant to Section 208, The Municipal Act, 2001, to levy the 2014 Budget as referenced in sub-section (b), above;

(d) That the following schedule of payments for 2014 be approved:

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$150,000</td>
</tr>
<tr>
<td>June</td>
<td>$150,000</td>
</tr>
</tbody>
</table>

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

This Report deals with the approval of the 2014 budget and schedule of payments for the Downtown Hamilton Business Improvement Area (BIA).

Alternatives for Consideration – Not Applicable

FINANCIAL / STAFFING / LEGAL IMPLICATIONS

Financial: The $375,100 is derived from the following: $300,000 through levying the members of the BIA, $100 in interest, and $75,000 in other income. 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 BIAs.

HISTORICAL BACKGROUND

At its Annual General Meeting held on November 5, 2013, the Downtown Hamilton BIA Board of Management presented its proposed budget for 2014. The process followed to adopt the Downtown Hamilton BIA’s budget was in accordance with the BIA’s procedure by-law.

POLICY IMPLICATIONS

Not applicable.

RELEVANT CONSULTATION

Not applicable.

ANALYSIS / RATIONALE FOR RECOMMENDATION

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

ALTERNATIVES FOR CONSIDERATION

Not applicable.

ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN

Strategic Priority #1
A Prosperous & Healthy Community

WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.

Strategic Objective

1.7 BIA initiatives help retain and attract businesses
1.8 BIA members are involved in developing and implementing local solutions

APPENDICES / SCHEDULES


EM/dkm
# DOWNTOWN HAMILTON
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2014 OPERATING BUDGET

<table>
<thead>
<tr>
<th>Office Expenses:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Fees</td>
<td>$2,000</td>
</tr>
<tr>
<td>Telephone</td>
<td>$3,000</td>
</tr>
<tr>
<td>Levy Appeals</td>
<td>$10,000</td>
</tr>
<tr>
<td>Rent</td>
<td>$19,500</td>
</tr>
<tr>
<td>Meetings</td>
<td>$8,000</td>
</tr>
<tr>
<td>HST</td>
<td>$3,000</td>
</tr>
<tr>
<td>Salaries/Benefits</td>
<td>$114,000</td>
</tr>
<tr>
<td>Office Expenses</td>
<td>$10,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>$8,500</td>
</tr>
<tr>
<td>Amortization</td>
<td>$14,000</td>
</tr>
<tr>
<td>Other</td>
<td>$100</td>
</tr>
<tr>
<td><strong>Total Office Expenses</strong></td>
<td><strong>$192,100</strong></td>
</tr>
</tbody>
</table>

| Special Events/Promotions               | $141,500|
| Beautification                          | $41,500 |

**Total Budget**                         **$375,100**