



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 12, 2011	
SUBJECT/REPORT NO: Downtown Hamilton Business Improvement Area (B.I.A.) - Proposed Budget and Schedule of Payment for 2012 (PED11217) (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 2012 Operating Budget for the Downtown Hamilton B.I.A. (attached as Appendix "A" to Report PED11217) be approved in the amount of \$323,000.
- b) That the levy portion of the Operating Budget for the Downtown Hamilton B.I.A. in the amount of \$250,000 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 2012 Budget as referenced in sub-section (b), above.

d) That the following schedule of payments for 2012 be approved:

January	\$62,500.00
April	\$62,500.00
July	\$62,500.00
October	\$62,500.00

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

EXECUTIVE SUMMARY

This Report deals with the approval of the 2012 budget and schedule of payments for the Downtown Hamilton B.I.A.

Alternatives for Consideration – Not Applicable

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

Financial: The \$323,000 is derived from the following: \$250,000.00 through levying the members of the B.I.A.; \$100.00 in interest; \$33,000.00 in other income, and, \$40,000.00 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 1, 2011, the Downtown Hamilton B.I.A. Board of Management presented its proposed budget for 2012. 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.

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)

Focus Areas: 1. Skilled, Innovative and Respectful Organization, 2. Financial Sustainability, 3. Intergovernmental Relationships, 4. Growing Our Economy, 5. Social Development, 6. Environmental Stewardship, 7. Healthy Community

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

Appendix "A" to Report PED11217 – Proposed 2012 Budget.

EM/dkm

**DOWNTOWN HAMILTON
BUSINESS IMPROVEMENT AREA (B.I.A.)
PROPOSED 2012 BUDGET**

Office Expenses:

Professional Fees	\$ 2,000
Telephone	\$ 3,200
Levy Appeals	\$ 2,000
Rent	\$ 18,500
Meetings	\$ 11,000
Salaries/Benefits	\$ 90,000
Office Expenses	\$ 10,000
Office Equipment	\$ 6,000
Insurance	\$ 8,500
Other	\$ 1,000
Amortization	\$ 6,800

Promotions & Special Events: \$100,000

Beautification: \$ 64,000

TOTAL BUDGET \$323,000