



Hamilton

**CITY OF HAMILTON**

**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b> Mayor and Members General Issues Committee	<b>WARD(S) AFFECTED:</b> WARD 2 & 3
<b>COMMITTEE DATE:</b> December 5, 2012	
<b>SUBJECT/REPORT NO:</b> International Village Business Improvement Area (BIA) - Proposed Budget and Schedule of Payment for 2013 (PED12242) (Ward 2 & 3)	
<b>SUBMITTED BY:</b> Tim McCabe General Manager Planning and Economic Development Department	<b>PREPARED BY:</b> Eileen Maloney (905) 546-2632
<b>SIGNATURE:</b>	

**RECOMMENDATIONS:**

- (a) That the 2013 Operating Budget for the International Village Business Improvement Area (BIA) (attached as Appendix "A" to Report PED12242), in the amount of \$140,000, be approved;
- (b) That the levy portion of the Operating Budget for the International Village Business Improvement Area (BIA), in the amount of \$140,000, 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 2013 Budget as referenced in recommendation (b) above;
- (d) That the following schedule of payments for 2013 be approved:

January	\$70,000
June	\$70,000

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

**EXECUTIVE SUMMARY**

This Report deals with the approval of the 2013 Budget and schedule of payments for the International Village Business Improvement Area (BIA).

**Alternatives for Consideration – Not Applicable**

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

**Financial:** The amount of \$140,000 is totally levied by the BIA through its members. 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 (Chronology of events)**

At its Annual General Meeting held on November 1, 2012, the International Village BIA Board of Management presented its proposed budget for 2013. The process followed to adopt the International Village 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.

**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***

- ◆ BIA initiatives help retain and attract businesses

***Healthy Community***

- ◆ BIA members are involved in developing and implementing local solutions

**APPENDICES / SCHEDULES**

Appendix "A" to Report PED12242 – International Village Business Improvement Area (BIA) Proposed 2013 Operating Budget.

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**INTERNATIONAL VILLAGE  
BUSINESS IMPROVEMENT AREA (BIA)  
PROPOSED 2013 OPERATING BUDGET**

Rent, including heat and water	\$11,500
Telephone/ fax /internet/website	\$ 4,500
Office supplies	\$ 3,500
Equipment repairs & purchases	\$ 2,400
Bank charges	\$ 400
Executive Director wages	\$51,000
Insurance including liability	\$ 2,600
Audit	\$ 700
Member Events & Contact	\$ 7,500
Postage	\$ 900
Board Expense, Promotion, Travel	\$ 2,500
Advertising	\$45,000
Beautification & Maintenance	\$ 1,500
Contingency	\$ 6,000

**TOTAL BUDGET      \$140,000**