



Hamilton

**GRANTS SUB-COMMITTEE
REPORT 17-001**

3:05 p.m.

February 1, 2017

Council Chambers, Hamilton City Hall

Present: Councillors B. Johnson (Chair), M. Green (Vice Chair)
L. Ferguson, T. Jackson, S. Merulla, A. VanderBeek

**Absent
with regrets:** T. Whitehead – Other City Business

**THE GRANTS SUB-COMMITTEE PRESENTS REPORT 17-001 AND
RESPECTFULLY RECOMMENDS:**

1. **City Enrichment Fund Reserves (GRA17001) (City Wide) (Outstanding Business List Item) (Item 4.1) (Attached hereto as Appendix "A")**

That Report GRA1701, respecting the City Enrichment Fund Reserves, be received.

2. **2016 City Enrichment Fund (GRA17002) (City Wide) (Item 4.2) (Attached hereto as Appendix "B")**

That the overall 2016 City Enrichment Fund surplus (attached as Appendix "A" to Report GRA17002), in the amount of \$47,810, be transferred from the City Enrichment Fund Reserve #112230.

FOR THE INFORMATION OF COMMITTEE:

- (a) **CHANGES TO THE AGENDA (Item 1)**

The Committee Clerk advised of the following change to the agenda;

1. NOTICES OF MOTION (Item 6)

6.1 Binbrook Little Theatre

The February 1, 2017 agenda for the Grants Sub-Committee was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) October 28, 2016 (Item 3.1)

The Minutes of the October 28, 2106 Grants Sub-Committee meeting were approved, as presented.

(d) MOTIONS (Item 5)

(i) Blackheath Lion's Club – Trailer (Item 5.1)

The following motion, respecting the Blackheath Lion's Club Trailer, was referred to staff for a report back to the Grants Sub-Committee:

WHEREAS, the Blackheath Lion's Club was required to move from the storage/operating booth at the Binbrook Memorial Hall, as a result of the City's renovations to the Hall;

THEREFORE BE IT RESOLVED:

That a one-time City Enrichment fund grant, to a maximum of \$10,000 to be funded from the City Enrichment Fund reserves, be provided to the Blackheath Lion's Club to allow them to purchase and retro-fit a trailer for their fundraising efforts.

(ii) Binbrook Little Theatre (Item 5.2)

The following motion, respecting the Binbrook Little Theatre, was referred to staff for a report back to the Grants Sub-Committee:

WHEREAS, the Canada 150 Infrastructure Grant will see considerable upgrades to the Binbrook Memorial Hall; and,

WHEREAS, due to the ongoing renovations at Binbrook Memorial Hall, the Binbrook Little Theatre is currently unable to hold performances and will suffer a financial loss;

THEREFORE BE IT RESOLVED:

That the Binbrook Little Theatre be provided a one-time grant, in the amount of \$17,895.90, for their loss of revenue during the renovations at Binbrook Memorial Hall.

(e) NOTICES OF MOTION (Item 6)

Councillor B. Johnson turned the Chair over to Councillor Green in order to introduce the following Notice of Motion:

(i) Binbrook Little Theatre (Item 6.1)

WHEREAS, the Canada 150 Infrastructure Grant will see considerable upgrades to the Binbrook Memorial Hall; and,

WHEREAS, due to the ongoing renovations at Binbrook Memorial Hall, the Binbrook Little Theatre is currently unable to hold performances and will suffer a financial loss;

THEREFORE BE IT RESOLVED:

That the Binbrook Little Theatre be provided a one-time grant, in the amount of \$17,895.90, for their loss of revenue during the renovations at Binbrook Memorial Hall.

The Rules of Order were waived to allow for the introduction of a Motion respecting the Binbrook Little Theatre.

Councillor B. Johnson resumed the Chair.

(f) ADJOURNMENT (Item 7)

There being no further business, the Grants Sub-Committee adjourned at 3:29 p.m.

Respectfully submitted,

Councillor B. Johnson
Chair, Grants Sub-Committee

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk



INFORMATION REPORT

TO:	Chair and Members Grants Sub-Committee
COMMITTEE DATE:	February 1, 2017
SUBJECT/REPORT NO:	City Enrichment Fund Reserves (GRA17001) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Monique Garwood 905-546-2424 ext 3991
SUBMITTED BY:	John Hertel Director, Strategic Partnerships and Revenue Generation City Manager's Office
SIGNATURE:	

Council Direction:

Staff was directed to report back to the Grants Sub-Committee with the rationale for maintaining a reserve balance of 10% of the City Enrichment Fund annual budget, as a suitable reserve.

Information:

The Grant Reserve # 112230 was established in 1989 for the Community Partnership Program. Each year any surplus funds from Grant operations are transferred to this reserve to be used for grants in any year the budget is fully utilized. The reserve name was changed in 2015 to reflect the new grant program – City Enrichment Fund.

At the annual Grant budget meeting in May 2016, staff were directed to report back to the Grants Sub-Committee with the rationale for maintaining a reserve balance of 10% of the City Enrichment Fund annual budget, as a suitable reserve.

Currently there is no cap on the reserve balance. This provides the Grant Sub-Committee the option to transfer at year-end any unused/surplus funds to the reserve for future funding shortfalls, or to fund specific marquis events that would have otherwise been denied funding due to insufficient operating budgets.

Each year, the contribution to the reserve varies according to the volume of activities and applications received. A summary of Grant budgets and transfers to and from the reserve is outlined below:

Year	Approved Budget	Reserve Transfers		Contribution NET	%	Interest Earned	Reserve Balance
		TO	FROM				
2006	2,519,630	49,182	(13,859)	35,323	1.40%	\$ 1,130	2,944
2007	2,511,890	59,702	(40,000)	19,702	0.78%	\$ 2,242	24,888
2008	3,158,090	28,581		28,581	0.91%	\$ 3,693	122,591
2009	3,221,262	94,757		94,757	2.94%	\$ 4,302	221,650
2010	3,285,686	30,784		30,784	0.94%	\$ 5,726	252,434
2011	3,285,710	44,355		44,355	1.35%	\$ 6,295	303,084
2012	3,212,200	90,043	(3,334)	86,709	2.70%	\$ 7,505	397,298
2013	3,212,200	106,239	(1,079)	105,160	3.27%	\$ 9,544	512,002
2014	4,560,027	131,668	(105,000)	26,668	0.58%	\$ 11,839	550,509
2015	4,347,614	114,734	(143,735)	(29,001)	-0.67%	\$ 12,091	533,599
2016 *	5,699,670		(101,150)	(101,150)	-1.77%		432,449
Reserve Balance YTD					432,448.90	7.6%	

* 2016 YTD (before surplus transfer)

Alternative: Maintain a cap of 10% of the budget balance.

Currently the grant reserve has a balance of \$432,449. The City Enrichment Fund has a net budget of \$5,699,650 in 2016. This would mean that the maximum balance of the reserve could be \$569,965.

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.



CITY OF HAMILTON
City Manager's Office
Strategic Partnership and Revenue Generation Division

TO:	Chair and Members Grants Sub-Committee
COMMITTEE DATE:	February 1, 2017
SUBJECT/REPORT NO:	2016 City Enrichment Fund (GRA17002) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Monique Garwood 905-546-2424 ext 3991
SUBMITTED BY:	John Hertel Director, Strategic Partnership and Revenue Generation City Manager's Office
SIGNATURE:	

RECOMMENDATION

That the overall 2016 City Enrichment Fund surplus (attached as Appendix “A” to Report GRA17002), in the amount of \$47,810 be transferred to the City Enrichment Fund Reserve # 112230.

EXECUTIVE SUMMARY

The total budget for the 2016 City Enrichment Fund Program is \$5,699,670. During the year – it was determined that additional one-time funding was required from the City Enrichment Fund Reserve totalling \$101,150 for additional grant requests and to fund the Transition costs of the new program. As well, there was a transfer of \$5,500 from the Tax Stabilization Reserve for the Art Gallery.

As at the 2016 year-end, the City Enrichment Fund shows an unspent balance of \$47,810. The City Enrichment Fund Reserve # 112230 had a 2016 opening balance of \$533,599. During the year, Council approved transfers of \$101,150 leaving a balance of \$432,449.

Alternatives for Consideration – See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

The overall surplus within the City Enrichment Fund is \$47,810. If transferred to the City Enrichment Fund Reserve, the balance in this reserve will be \$480,259.

Staffing: N/A
Legal: N/A

HISTORICAL BACKGROUND (Chronology of events)

Prior to the final year-end closing entries, staff prepare a final draft of the City Enrichment Fund actual costs, in order to provide the Grant Sub Committee and Council a review of any unclaimed or unallocated Grant Funds. This report will outline all the Grants paid, due or allocated for the year ending December 31, 2016. This is consistent with the practice of previous years.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONAL FOR RECOMMENDATION

The unallocated balance for the 2016 City Enrichment Fund is \$47,810. The summary of funding is below:

2016 Approved Budget	\$5,699,650
Approved Reserve Funding	\$ 101,150
AGH Reserve Funding	\$ 5,500
 Total Funds available	 <u>\$5,806,300</u>
 Grants issued per category:	
Community Services	\$2,179,789
Arts	\$2,539,042
Communities, Culture & Heritage (CCH)	\$ 587,998
Sports & Active Lifestyles	\$ 292,986
Agriculture	\$ 95,823
Environment	\$ 42,348
Administration costs	\$ 20,504
 Total payments	 <u>\$5,758,490</u>
 Surplus balance	 <u>\$ 47,810</u>

Grants approved by Council but were not funded at year-end totalled \$18,203. These amounts are included in the surplus balance of \$47,810. The details are below:

- Royal Canadian Legion, Branch 315 (\$3,150) – event was not held;
- Dundas Valley Historical Society(\$778) – funds returned;
- Next Step Youth Organization(\$2,055) – no signed agreement;
- Rotary Club of Dundas(\$166) – return of unused grant;
- Hellenic Community of Hamilton & District (\$500) – event was not held;
- His Hidden Treasures (\$235) – no tipping waiver used;
- Welcome Inn (\$180) – remaining balance of tipping waiver;
- Salvation Army Booth (\$1,511) – remaining balance of tipping waiver; and
- Hamilton Cycling Club(\$9,628) – event was not held.

ALTERNATIVES FOR CONSIDERATION

Financial: Should the Grant Sub Committee choose not to transfer the surplus into the City Enrichment Fund Reserve, the amount will form part of the City's overall Corporate Surplus/Deficit for 2016.

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

- 1.5 Support the development and implementation of neighbourhood and City wide strategies that will improve the health and well-being of residents.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to GRA17002 – 2016 Final City Enrichment Fund Update