




**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Economic Development Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	January 15, 2025
<b>SUBJECT/REPORT NO:</b>	Downtown Hamilton Business Improvement Area 2025 Budget and Schedule of Payments (PED25007) (Ward 2)
<b>WARD(S) AFFECTED:</b>	Ward 2
<b>PREPARED BY:</b>	Cristina Geissler (905) 546-2424 Ext. 2632
<b>SUBMITTED BY:</b>	Norm Schleeahn Director, Economic Development Planning and Economic Development Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That the 2025 proposed budget for the Downtown Hamilton Business Improvement Area, attached as Appendix “A” to Report PED25007, in the amount of \$525,000 be approved;
- (b) That the levy portion of the 2025 proposed budget for the Downtown Hamilton Business Improvement Area in the amount of \$450,000 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* (the “Act”), to authorize the levy on the qualifying properties within the Downtown Hamilton Business Improvement Area, as referenced in Recommendation (b) of Report PED25007;
- (d) That the following schedule of payments to the Downtown Hamilton Business Improvement Area, representing the levy amount for 2025 be approved:
  - (i) February \$225,000;
  - (ii) June \$225,000;

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

## **EXECUTIVE SUMMARY**

This Report addresses the approval of the 2025 proposed budget and schedule of payments for the Downtown Hamilton Business Improvement Area.

**Alternatives for Consideration – Not Applicable.**

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The \$450,000 levy portion of the 2025 proposed budget of the Downtown Hamilton Business Improvement Area is raised and collected by the City pursuant to a special levy on the qualifying properties (commercial and industrial properties) within the Business Improvement Area boundaries. There is no cost to the City of Hamilton for the levy portion of the 2025 Proposed Budget of the Downtown Hamilton Business Improvement Area.

Provision of additional funding to the BIA from the City of Hamilton (excluding the levy portion) such as through CIP or other grant programs (the “Grant Programs”) is subject to City approval of the individual Grant Programs through the City’s budget process and is contingent on approval pursuant to the terms and conditions of the individual Grant Programs.

**Staffing:** There are no staffing implications.

**Legal:** Section 205(1) of the *Act* requires the board of management of each Business Improvement Area to annually prepare a proposed budget, and Section 205(2) of the *Act* requires the board of management to submit the proposed budget to council and provides that the municipality may approve it in whole or in part but may not add expenditures to it. Pursuant to section 205(3) of the *Act*, the board of management is prohibited from spending money unless it has been included within a budget approved by the municipality or in a reserve fund.

## **HISTORICAL BACKGROUND**

At its Annual General Meeting on Thursday November 14, 2024, the Downtown Hamilton Business Improvement Area Board of Management presented its proposed budget for 2025 to the membership.

The process followed to adopt the Downtown Hamilton Business Improvement Area’s Budget for 2025 was in accordance with the *Ontario Municipal Act*, 2001, as amended, and the Business Improvement Area Procedure By-Law.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Not Applicable.

**RELEVANT CONSULTATION**

Not Applicable.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Not Applicable.

**ALTERNATIVES FOR CONSIDERATION**

Not Applicable.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report PED25007 – Downtown Hamilton Business Improvement Area  
2025 Budget