



Hamilton

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 5, 2012	
SUBJECT/REPORT NO: Downtown Hamilton Business Improvement Area (BIA) - Proposed Budget and Schedule of Payment for 2013 (PED12244) (Ward 2)	
SUBMITTED BY: Tim McCabe General Manager Planning and Economic Development Department	PREPARED BY: Eileen Maloney (905) 546-2632
SIGNATURE:	

RECOMMENDATIONS:

- (a) That the 2013 Operating Budget for the Downtown Hamilton Business Improvement Area (BIA) (attached as Appendix "A" to Report PED12244), in the amount of \$364,800, be approved;
- (b) That the levy portion of the Operating Budget for the Downtown Hamilton Business Improvement Area (BIA), in the amount of \$275,000, 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	\$68,750
April	\$68,750
July	\$68,750
October	\$68,750

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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 Downtown Hamilton Business Improvement Area (BIA).

Alternatives for Consideration – Not Applicable

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

Financial: The amount of \$364,800 is derived from the following: \$275,000 through levying the members of the BIA, \$100 in interest, \$50,000 in other income, and \$39,700 from monies remaining in the BIA'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 BIAs.

HISTORICAL BACKGROUND (Chronology of events)

At its Annual General Meeting held on November 6, 2012, the Downtown Hamilton BIA Board of Management presented its proposed budget for 2013. 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

(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

- ◆ 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 PED12244 – Downtown Hamilton Business Improvement Area (BIA) Proposed 2013 Operating Budget.

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**DOWNTOWN HAMILTON
BUSINESS IMPROVEMENT AREA (BIA)
PROPOSED 2013 OPERATING BUDGET**

Office Expenses:

Professional Fees	\$ 2,000
Telephone	\$ 3,000
Levy Appeals	\$ 2,000
Rent	\$ 19,000
Meetings	\$ 11,000
Salaries/Benefits	\$113,000
Office Expenses	\$ 10,000
Insurance	\$ 8,500
Other	\$ 1,000
Amortization	\$ 6,800
Promotions & Special Events	\$122,500
Communications	\$ 21,000
Beautification	\$ 45,000
TOTAL BUDGET	\$364,800