



**SUBJECT: 2017 Proposed Budget and Tax Levy for the Burlington
Downtown Business Improvement Area**

TO: Committee of the Whole

FROM: Finance Department

Report Number: F-07-17

Wards Affected: 2

File Numbers: 415-05-4

Date to Committee: April 3, 2017

Date to Council: April 18, 2017

Recommendation:

Approve the 2017 proposed budget for the Burlington Downtown Business Improvement Area (BIA) as presented in Appendix A of finance department report F-07-17 incorporating a Burlington Downtown BIA members' levy of \$741,900; and

Authorize the Director of Finance to incorporate the resulting Burlington Downtown BIA tax rates into the 2017 Tax Levy By-Law.

Purpose:

An Engaging City

- Good Governance
- Community Building through Arts and Culture via Community Activities

Background and Discussion:

This report presents an overview of the 2017 Burlington Downtown Business Improvement Area (BIA) proposed budget and resultant Members' Levy for approval by Committee and Council in keeping with the requirements of the *Municipal Act, 2001*.

Strategy/process

Appendix A provides details of the 2017 proposed budget as approved by the Burlington Downtown Board of Management at its meeting on February 1, 2017. In accordance

with the Municipal Act, the 2017 budget will be presented to its membership at the Annual General Meeting to be held on April 19, 2017.

The proposed members' levy totals \$741,900, an increase of \$13,900 or 1.9% over 2016. Overall, expenses have increased by \$56,900 or 7.4%.

The Board has identified four strategic areas that will see increased programming in 2017 (administration, stakeholder relations, customer attraction and infrastructure). There was a realignment of contract services from administration to the stakeholder relations budget. The stakeholder relations budget has also increased as a result of the inclusion of costing for the organization's strategic plan which occurs every 3-5 years. The increase in the customer attraction budget is for the Treats in the Streets event to cover growth in this program and related costs (e.g. policing). The infrastructure budget includes additional funding for the Canada 150 program, summer hanging baskets and expanded street lighting program. Lastly, the capital works budget has increased for an investment in a gateway feature and street signage, which will be funded from the reserve fund.

Appendix B provides a summary of the applicable assessments in the Burlington Downtown BIA and the 2017 tax rates required to generate the levy.

Financial Matters:

The proposed members' levy results in a tax rate increase of 7.4%, which equates to \$16.44 increase for each \$100,000 of Current Value Assessment (CVA). The 2017 Burlington Downtown BIA levy will be included as part of the final tax billing.

Public Engagement Matters:

N/A

Conclusion:

This report presents the 2017 proposed Burlington Downtown BIA budget and tax levy for approval by Committee and Council. The proposed budget is summarized in Appendix A. The approved Burlington Downtown BIA levy will be incorporated into the 2017 Tax Levy By-Law.

Respectfully submitted,

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Appendices:

- A. Proposed 2017 Budget and Tax Levy
- B. 2017 Levy and Tax Rate Calculations

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.