



**SUBJECT: 2021 proposed budget and tax levy for the Burlington
Downtown Business Improvement Area**

TO: Corporate Services, Strategy, Risk & Accountability Cttee.

FROM: Finance Department

Report Number: F-08-21

Wards Affected: 2

File Numbers: 415-05-4

Date to Committee: March 3, 2021

Date to Council: March 23, 2021

Recommendation:

Approve the 2021 proposed budget for the Burlington Downtown Business Improvement Area (BIA) as presented in Appendix A of finance department report F-08-21 incorporating a Burlington Downtown BIA members' levy of \$815,700; and

Authorize the Chief Financial Officer to incorporate the resulting Burlington Downtown BIA tax rates into the 2021 Tax Levy By-Law.

PURPOSE: Vision to Focus Alignment:

- Increase economic prosperity and community responsive city growth

Background and Discussion:

This report presents an overview of the 2021 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*. The BIA is a Board separate from the City of Burlington. Through the Municipal Act, the municipality shall annually raise the levy amount required for the purposes of the BIA.

Strategy/process

Appendix A provides details of the 2021 proposed budget as approved by the Burlington Downtown Board of Management at its meeting on December 2, 2020. In accordance with the Municipal Act, the 2021 budget will be presented to its membership at the Annual General Meeting to be held virtually in April 2021. Actual date is not yet confirmed at time of writing report.

Membership levy will be maintained at the 2020 amount of \$815,700. Budgeted expenses have been reduced by \$104,200 (11.1%) as well as a corresponding reduction in sponsorship revenue and reserve funds.

This year's budget reflects the impact of the Covid-19 pandemic and the Board's continued service delivery to their downtown membership. Noted budget reductions are the marketing funds (\$18,500) of the BDBA's 40th anniversary in 2020, the conclusion of the business recruitment contract (\$29,000) and the Elgin Street promenade initiative. Sponsored contracts (\$53,500) for large events have been reduced due to COVID-19 restrictions on the number of attendees for outdoor events (eg Sound of Music). The Board continues to support their members through continued gateway and landscaping maintenance, seasonal animated "Bright Lights" display, professional hospitality consultant (menu development, safe re-opening practices) and membership toolbox supporting their diverse membership.

Appendix B provides a summary of the applicable assessments in the Burlington Downtown BIA and the 2021 tax rates required to generate the levy.

Financial Matters:

The proposed members' levy results in a tax rate increase of 1.24%, which equates to \$2.69 increase for each \$100,000 of Current Value Assessment (CVA) subject to the Region of Halton's 2021 tax policy approval in April. The rate increase is due to the BIA's 1.24% assessment reduction. The assessment base has declined due to assessment appeals and year end changes by the Municipal Property Assessment Corporation.

The 2021 Burlington Downtown BIA levy will be included as part of the final tax billing.

Climate Implications

N/A

Engagement Matters:

N/A

Conclusion:

This report presents the 2021 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 2021 Tax Levy By-Law.

Respectfully submitted,

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Appendices:

- A. Proposed 2021 Budget and Tax Levy
- B. 2021 Levy and Tax Rate Calculations

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.