



**SUBJECT: 2022 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-07-22

Wards Affected: 2

File Numbers: 415-05-4

Date to Committee: March 2, 2022

Date to Council: March 22, 2022

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### **Recommendation:**

Approve the 2022 proposed budget for the Burlington Downtown Business Improvement Area (BIA) as presented in appendix A of finance department report F-07-22 incorporating a Burlington Downtown BIA members' levy of \$827,000; and

Authorize the Chief Financial Officer to incorporate the resulting Burlington Downtown BIA tax rates into the 2022 Tax Levy By-Law.

### **PURPOSE:**

#### **Vision to Focus Alignment:**

- Increase economic prosperity and community responsive city growth

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### **Background and Discussion:**

This report presents an overview of the 2022 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 2022 proposed budget as approved by the Burlington Downtown Board of Management at its meeting on January 12, 2022. In accordance with the Municipal Act, the 2022 budget will be presented to its membership at the Annual General Meeting to be held on Wednesday April 6, 2022.

The proposed members' levy totals \$827,000, an increase of \$11,300 or 1.4% over 2021. Overall, expenses have increased by \$60,500 or 7.3%.

This year's budget reflects the Board's continued service delivery to their downtown membership. Highlighted areas to note are:

- The launch of a new program in the second quarter – Burlington Downtown Gift Cards for membership engagement
- Sponsoring of the following events - Burlington Sound of Music, Burlington Comedy Festival plus Burlington PAC Jazz Festival (\$34,000) and the holiday market
- Seasonal hanging baskets and winter holiday lights and "Bright Nights" animation on the Elgin Promenade
- Quarterly sales of Downtown Burl Boxes
- Multimedia marketing campaign
- Sustainable sponsorship revenue

In order to support the noted initiatives, the BDBA Board elected to defer this year's contribution to Capital Works, which includes the winter holiday displays to be revisited in 2023.

Appendix B provides a summary of the applicable assessments in the Burlington Downtown BIA and the 2022 tax rates required to generate the levy.

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## **Financial Matters:**

The proposed members' levy results in a tax rate increase of 2.87%, which equates to \$6.31 increase for each \$100,000 of Current Value Assessment (CVA). The assessment base has declined by 1.45% due to assessment appeals and year end changes by the Municipal Property Assessment Corporation.

The 2022 Burlington Downtown BIA levy will be included as part of the final tax billing.

## **Climate Implications**

N/A

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## **Engagement Matters:**

N/A

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## **Conclusion:**

This report presents the 2022 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 2022 Tax Levy By-Law.

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Respectfully submitted,

Sandra Chau

Assessment Analyst

905-335-7600 ext 7754

## **Appendices:**

- A. Proposed 2022 Budget and Tax Levy
- B. 2022 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.