



**SUBJECT:** 2023 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-02-23

Wards Affected: 2

File Numbers: 415-05-4

Date to Committee: March 1, 2023

Date to Council: March 21, 2023

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### **Recommendation:**

Approve the 2023 proposed budget for the Burlington Downtown Business Improvement Area (BIA) as presented in Appendix A of finance department report F-02-23 incorporating a Burlington Downtown BIA members' levy of \$859,600; and

Authorize the Chief Financial Officer to incorporate the resulting Burlington Downtown BIA tax rates into the 2023 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 2023 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 2023 proposed budget as approved by the Burlington Downtown Board of Management at its meeting on December 7, 2022. In accordance with the Municipal Act, the 2023 budget will be presented to its membership at the Annual General Meeting to be held on Wednesday April 5, 2023.

The proposed members' levy totals \$859,600, an increase of \$32,600 or 3.9% over 2022. Overall, expenses have increased by \$130,600 or 14.6%. For 2023, the Board is including funding from their reserve fund in the amount of \$98,000 to provide relief to their membership.

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

- A reinvestment in third party events downtown such at the Burlington Comedy Festival and Downtown Streetfest (Burlington Sound of Music)
- Seasonal planting program and tree lighting program
- Downtown Gift Card program -including a substantial multi-media platform, corporate sales program and CHCH television advertising.
- Sustainable sponsorship revenue
- On-going Investment in multi-year capital program for the purchase of new winter holiday displays.

Appendix B provides a summary of the applicable assessments in the Burlington Downtown BIA and the 2023 tax rates required to generate the levy.

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## **Financial Matters:**

The proposed members' levy results in a tax rate change of -4.25%, which equates to \$9.61 decrease for each \$100,000 of Current Value Assessment (CVA). The assessment base has increased by 7.88%.

The 2023 Burlington Downtown BIA levy will be included as part of the final tax billing.

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## **Climate Implications**

N/A

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## **Engagement Matters:**

N/A

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## **Conclusion:**

This report presents the 2023 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 2023 Tax Levy By-Law.

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Respectfully submitted,

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## **Appendices:**

- A. Proposed 2023 Budget and Tax Levy
- B. 2023 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.