



SUBJECT: 2024 proposed budget and tax levy for the Burlington Downtown Business Improvement Area

TO: Committee of the Whole

FROM: Finance Department

Report Number: F-09-24

Wards Affected: 2

Date to Committee: March 4, 2024

Date to Council: March 19, 2024

Recommendation:

Approve the 2024 proposed budget for the Burlington Downtown Business Improvement Area (BIA) as presented in Appendix A of finance department report F-09-24 incorporating a Burlington Downtown BIA members' levy of \$1,012,000; and

Authorize the Chief Financial Officer to incorporate the resulting Burlington Downtown BIA tax rates into the 2024 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 2024 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/risk

Appendix A provides details of the 2024 proposed budget as approved by the Burlington Downtown Board of Management at its meeting on December 6, 2023. In accordance with the Municipal Act, the 2024 budget will be presented to its membership at the Annual General Meeting to be held on Wednesday April 3, 2024.

The proposed members' levy totals \$1,012,000, an increase of \$152,400 or 17.7% over 2023. Overall, expenses have increased by \$114,400 or 11.2%. For 2024, the Board is including funding from their reserve fund in the amount of \$90,000.

The Board has earmarked a significant investment with infrastructure improvements in the installation of pedestrian by-passes. These structures are raised pedestrian platforms installed in five strategic locations throughout the downtown core. They are designed to Accessibility for Ontarians with Disabilities Act (AODA) engineered standards and are installed to safely navigate patrons through outdoor patios at select locations from May-October. This initiative is a three-year contract factored in this year's budget, whereas it was exclusively financed through the Board's reserve fund in 2023.

Other areas to note in this year's budget:

- The Board has commissioned a consultant to guide it's 2024 Visioning and Strategic Planning. This expense is cyclical every 3-5 years.
- Increasing the funds for uncollectable taxes for anticipated future assessment appeals.

The Board continues to provide a standard of service delivery to the downtown membership in the areas of:

- Seasonal beautification and placemaking
- Burlington Downtown Gift Card promotions and investments
- Seasonal events which are free to the public

Appendix B provides a summary of the applicable assessments in the Burlington Downtown BIA and the 2024 tax rates required to generate the levy.

Financial Matters:

The proposed members' levy results in a tax rate change of 19.95%, which equates to \$43.14 increase for each \$100,000 of Current Value Assessment (CVA). The BIA's assessment base has decreased by 1.85%.

The 2024 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 2024 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 2024 Tax Levy By-Law.

Respectfully submitted,

Sandra Chau

Specialist, Property Tax Assessment

905-335-7600 ext 7754

Appendices:

- A. Proposed 2024 budget and tax levy
- B. 2024 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.