



STAFF REPORT ACTION REQUIRED

Supplementary Report to Business Improvement Areas (BIAs) – 2015 Operating Budgets - Report No. 2

Date:	February 24, 2015
To:	Economic Development Committee
From:	Deputy City Manager & Chief Financial Officer
Wards:	11, 22
Reference Number:	P:\2015\Internal Services\Fp\Ed15004Fp

SUMMARY

This supplementary report brings forward 2 (Midtown Yonge and Mount Dennis) Business Improvement Area (BIA) 2015 Operating Budgets, to be considered with the 25 BIA Operating Budgets in report No. 2, for approval by Council as required by the *City of Toronto Act, 2006*. Council approval is required to permit the City to collect funds through the tax levy on behalf of the BIAs.

RECOMMENDATIONS

The Deputy City Manager & Chief Financial Officer recommends that:

- The Economic Development Committee adopt and certify to City Council the 2015 recommended expenditures and levy requirements of the following Business Improvement Areas:

Business Improvement Area	2015 Expenditure Estimates (\$)	2015 Levy Funds Required (\$)
Midtown Yonge	155,845	155,845
Mount Dennis	35,309	14,544

Financial Impact

No City funding is required since financing of Business Improvement Area operating budgets is raised by a special levy on members. The total 2015 levy for the 2 BIAs included in this report is \$170,389. The total 2014 levy for the Mount Dennis BIA included in this report was \$16,360 and Midtown Yonge BIA was approved for formation in 2015 (ED1.4).

DECISION HISTORY

BIA Operating Budget Process:

The City of Toronto Municipal Code Chapter 19 and the *City of Toronto Act, 2006* require that BIA operating budgets be approved by Council. General membership and Board of Management meetings at which the BIA 2015 budgets were approved are set out below:

Business Improvement Area	Approved by Board of Management	Approved by Membership
Midtown Yonge	February 23, 2015	February 23, 2015
Mount Dennis	January 15, 2015	February 17, 2015

* Midtown Yonge BIA is new, its budget was approved by its Steering Committee instead of the BIA's Board of Management in accordance with the City of Toronto Municipal Code, Chapter 19-29.

Appendix A includes a summary of the BIA budgets discussed in this report, including a calculation of their net levy requirements. Appendix B sets out the status of 2015 BIA operating budget submissions, other than those already recommended to the Economic Development Committee or approved by Council.

COMMENTS

City Council on February 10, 2015 approved the formation of *Midtown Yonge BIA* (ED1.4). The BIA's 2015 Operating Budget was approved at meetings of the BIA's Board of Management and its general membership on February 23, 2015. The BIA's 2015 objectives include formation of the Board, and developing a streetscape design capital plan. In its inaugural budget, the administration expenditures of \$37,677 will fund general office expenses such as rent, professional fees and salaries for the part-time employee. Capital expenditures of \$64,000 include two cost-shared capital projects with the City (\$4,000 for installation of banners and \$5,000 for installation of benches), one non cost-shared capital project to develop a streetscape design plan for \$15,000, and a \$40,000 contribution to its capital reserve. No maintenance expenditures are budgeted, and promotion and advertising expenditures of \$40,000 will provide funding for advertising costs to raise awareness of the new BIA, and various promotional events

costs. It is recommended that the Midtown Yonge BIA's 2015 Budget of expenditures totalling \$155,845 and a BIA levy of \$155,845 be approved.

The *Mount Dennis BIA* 2015 Operating Budget was approved at meetings of the BIA's Board of Management on January 15, 2015 and its general membership on February 17, 2015. In 2015, the BIA will hire a new coordinator to assist the business owners within the BIA to become more involved in creating the BIA's signature event. Also, the coordinator will ensure the members are kept in close communication regarding important matters such as possible future boundary expansions. Administration expenditures of \$14,137 reflect increase of \$11,555 or 448% over the 2014 level driven by the new BIA coordinator's salary. There are no capital projects planned in 2015 as the BIA already addressed the capital needs of pedestrian lighting installation in 2014. Maintenance expenditures of \$15,850 will fund overall horticulture maintenance focussing on planting and floral displays. Promotion and advertising expenditures of \$4,000 will remain steady over its 2014 level to fund website development and Weston Santa Claus Parade event costs. The BIA proposes a levy of \$14,544, and other sources of revenue include a draw of \$20,000 from net accumulated funds. The BIA expects to receive \$765 in appeal provision surplus from the City. It is recommended that the Mount Dennis BIA's 2015 Budget of expenditures totalling \$35,309 and a BIA levy of \$14,544 be approved.

CONTACT

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SIGNATURE

Roberto Rossini
Deputy City Manager & Chief Financial Officer

ATTACHMENTS

Appendix A – BIA Budget Summary
Appendix B – Status of BIA Budget Submissions

APPENDIX A

Midtown Yonge BIA 2015 Budget Summary				
	2014 Approved Budget	2014 Projected Actual	2015 Budget Request (\$)	Budget Change (%)
Revenue:				
- Levy Funds Required (incl. 10% provision)	0	0	155,845	N/A
- Other Revenue	0	0	0	0%
- Appeal Provision Surplus	0	0	0	0%
- Contribution from Accumulated Surplus	0	0	0	0%
Total Revenues	0	0	155,845	N/A
Expenditures:				
- Administration	0	0	37,677	N/A
- Capital	0	0	64,000	N/A
- Maintenance	0	0	0	0%
- Promotion & Advertising	0	0	40,000	N/A
- Contribution to Accumulated Surplus	0	0	0	0%
- Provision for Assessment Appeal Reductions and Write-offs	0	0	14,168	N/A
Total Expenditures	0	0	155,845	N/A
Surplus/(Deficit)	0	0	0	N/A

Mount Dennis BIA 2015 Budget Summary				
	2014 Approved Budget	2014 Projected Actual	2015 Budget Request (\$)	Budget Change (%)
Revenue:				
- Levy Funds Required (incl. 10% provision)	16,360	16,360	14,544	(11%)
- Other Revenue	0	0	0	0%
- Appeal Provision Surplus	2,459	2,459	765	(69%)
- Contribution from Accumulated Surplus	40,000	28,331	20,000	(50%)
Total Revenues	58,819	47,150	35,309	(40%)
Expenditures:				
- Administration	2,582	2,202	14,137	448%
- Capital	40,000	29,035	0	(100%)
- Maintenance	9,250	12,360	15,850	71%
- Promotion & Advertising	5,500	2,876	4,000	(27%)
- Provision for Assessment Appeal Reductions and Write-offs	1,487	677	1,322	(11%)
Total Expenditures	58,819	47,150	35,309	(40%)
Surplus/(Deficit)	0	0	0	N/A

APPENDIX B

Status of Business Improvement Area Budget Submissions in this Report and Reports to Come	
Business Improvement Area	Stage in Budget Process
Bayview Avenue	Inaugural General Meeting is pending
College Promenade	AGM scheduled for February 26, 2015
Dufferin-Wingold	AGM date is pending
Midtown Yonge	Included in this report
Mount Dennis	Included in this report