

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 30, 2018

Item 2, Report No. 1, of the Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on January 30, 2018.

2 KLEINBURG BUSINESS IMPROVEMENT AREA (KBIA) APPOINTMENTS, BUDGET AND LEVY WARD 1

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer and City Treasurer, dated January 22, 2018:

Purpose

To bring forward for Council's consideration and approval of the appointment of the KBIA Management Board members submitted by the KBIA Chair, to approve the KBIA budget as requested and to authorize staff to remit, levy, and collect the special charge related to the KBIA. The budget will provide funds for promotion and visual enhancement of the area, advertising and special events. The source of funding is not from the City's general levy, but is collected on behalf of the KBIA by the City from each member of KBIA.

Recommendations

1. That the appointments to the Kleinburg Business Improvement Association (KBIA) Management Board members for the term as submitted in Attachment 1 by the KBIA Chair, be approved; and
2. That in accordance with the request from the Board of Management, Council approve the 2018 KBIA budget in the amount of \$46,000 and these funds be forwarded accordingly.

Report Highlights

- Council's consideration and approval the appointment of KBIA Board of Management members
- To approve 2018 KBIA budget \$46,000
- The source of funding for KBIA budget is not from the City's general levy, but collected by the City on behalf of KBIA from each business member, supporting the strategic priorities established by the Service Excellence Strategy Map, in particular, initiatives that support Citizen Experience and Service Delivery.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 30, 2018

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Background

The KBIA recently held their Annual General Meeting (AGM) at which the Board of Management members were appointed. In the past, the AGM was held in March of the requested year, however, the Board requested the AGM be moved earlier in order that the requested funds be issued earlier. This way, the Board and membership have access to the funds earlier in the year. The KBIA Chair has submitted the names of nine (9) voting members plus four (4) Executive Members for Council's approval (Attachment 1).

Previous Reports/Authority

Not applicable

Analysis and Options

Each year the KBIA submits a budget for Council's approval (as per Attachment 2). The 2018 budget amount of \$46,000 was approved by the Board of Management and accepted by the KBIA membership at the AGM in October 2017. The 2017 budget amount was \$46,000. The amount is levied to all commercial property within the BIA boundary, utilizing the taxable commercial assessment of each property. The levy will still be charged to each commercial owner utilizing the 2018 Final tax billing as in the past.

The minimum and maximum special charge to pay for the 2018 budget amount is \$575 minimum and \$5,750 maximum per By-law 169-84, as amended.

Financial Impact

Not Applicable

Broader Regional Impacts/Considerations

Not Applicable

Conclusion

Council's consideration of the recommendations set out in this report is requested.

Council approval of the proposed budget provides funds to the KBIA and authorizes staff to remit, levy, and collect the funds. The source of funding is not from the City's general levy, but is collected on behalf of the KBIA by the City from each member of KBIA.

For more information, please contact: Maureen Zabiuk, A.I.M.A., CMRP, Manager
Property Tax & Assessment Ext. 8268

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Attachments

Attachment 1 – KBIA Board of Management and Executive

Attachment 2 – KBIA Proposed 2018 Budget

Prepared by:

Maureen Zabiuk, A.I.M.A., CMRP
Manager, Property Tax & Assessment
Ext. 8268

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

Item:



Finance, Administration and Audit Committee Report

DATE: Monday, January 22, 2018

WARD(S): 1

**TITLE: KLEINBURG BUSINESS IMPROVEMENT AREA (KBIA) –
APPOINTMENTS, BUDGET AND LEVY WARD 1**

FROM:

Laura Mirabella, Chief Financial Officer and City Treasurer

ACTION: DECISION

Purpose

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Property Tax & Assessment Ext. 8268

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Prepared by

Maureen Zabiuk, A.I.M.A., CMRP
Manager, Property Tax & Assessment
Ext. 8268

Kleinburg Business Improvement Area

Managing Board

October 2017

BIA Board Members (Maximum of 12)

Voting Members: 5

- | | |
|------------------------------------|-----------------------------|
| 1. Louise Zembal (Hawthorne House) | Business |
| 2. Eric Laitcher (Green Apple) | Business |
| 3. Sony Singh (Kleinburg Vision) | Business |
| 4. Cinzia Recine | Property Owner |
| 5. Angelo Guido (Cookie Crumble) | Business and Property Owner |

Members of Council: (1 required)

- | | |
|--------------------|-------------------|
| 1. Marilyn lafrate | Member of Council |
|--------------------|-------------------|

Non-voting Community Members:

- | | |
|------------------|------------------------|
| 1. Tim Arnott | Binder Twine Committee |
| 2. Raphael Costa | City of Vaughan |
| 3. Lisa Pottie | McMichael Gallery |

Executive:

Chair:	Louise Zembal
Co-Chair:	Eric Laichter
Treasurer/Secretary:	Sony Singh



November 7, 2017

Ms. Barbara McEwan

City of Vaughan Clerk

City of Vaughan

2141 Major Mackenzie Drive

Vaughan, ON L6A 1T1

Dear Mr. Abrams:

Re: Kleinburg BIA 2018 Budget

Please be advised that the Kleinburg BIA presented the approved 2018 budget at its October 24th 2017 Annual General Meeting. The approved 2018 budget is attached.

The BIA approved the following resolution (motion):

"The Recommendation for the BIA Budget for 2018, as presented at its Annual General Meeting of October 24th, 2017, was approved."

The Kleinburg BIA approved its budget of \$46,000.00.

Yours truly

Louise Zembal, KBIA Chair

louisezembal@rogers.com

Tel.: 905 893 1059

Kleinburg BIA
Budget 2018

Revenue

BIA Levy	\$	46,000.00
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Total Revenue	\$	46,000.00
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Expenses

Insurance	\$	1,550.00
Christmas Decorations (replacements)	\$	750.00
Office Supplies	\$	500.00
Bank Fees	\$	300.00
Marketing/Advertising	\$	14,750.00
OBIAA membership	\$	150.00
OBIAA Conference	\$	1,500.00
Chamber of Commerce Partnership	\$	4,000.00
Consulting Fees	\$	4,000.00
Contingency	\$	1,000.00
BIA Staff	\$	10,000.00
Student/Ambassador	\$	2,500.00
Street Art	\$	5,000.00

Total Expenses	\$	46,000.00
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