

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 13, 2016

Item 2, Report No. 15, of the Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on December 13, 2016.

**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 & City Treasurer and the Director of Financial Services/Deputy Treasurer, dated December 5, 2016:

Recommendation

The Chief Financial Officer & City Treasurer and the Director of Financial Services/Deputy Treasurer, in consultation with the Manager of Property Tax & Assessment recommend:

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 2017 KBIA budget in the amount of \$46,000 and these funds be forwarded accordingly.

Contribution to Sustainability

Not applicable to this report.

Communications Plan

Council's decision will be communicated to the Chair of the KBIA.

Economic Impact

There is no economic impact to the City of Vaughan.

Purpose

The purpose of this report is to bring forward for Council's consideration and approval 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.

Background - Analysis and Options

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).

Each year the KBIA submits a budget for Council's approval. The 2017 budget amount of \$46,000 was approved by the Board of Management and accepted by the KBIA membership at

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 13, 2016

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the AGM in October 2016. The 2016 budget amount was \$40,000. The amount is levied to all commercial property within the BIA boundary, utilizing the taxable commercial assessment of each property. Although this 2017 budget amount will be earlier than in the past, the levy will still be charged to each commercial owner through the 2017 Final tax bill as in the past.

The minimum and maximum special charge to pay for the 2017 budget amount is \$550 minimum and \$5,500 maximum per By-law 169-84, as amended.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

The source of funding for the KBIA budget is not from the City's general levy, but is collected by the City on behalf of the KBIA from each business member. This process supports the strategic priorities established by the Service Excellence Strategy Map, in particular initiatives that support Citizen Experience and Service Delivery.

Regional Implications

There are no Regional Implications in this Report.

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.

Attachments

Attachment 1 – KBIA Board of Management and Executive
Attachment 2 – KBIA Proposed 2017 Budget

Report prepared by:

Maureen Zabiuk, AIMA, 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.)

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

Recommendation

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Contribution to Sustainability

Not applicable to this report.

Communications Plan

Council's decision will be communicated to the Chair of the KBIA.

Economic Impact

There is no economic impact to the City of Vaughan.

Purpose

The purpose of this report is to bring forward for Council's consideration and approval 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.

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Each year the KBIA submits a budget for Council's approval. The 2017 budget amount of \$46,000 was approved by the Board of Management and accepted by the KBIA membership at the AGM in October 2016. The 2016 budget amount was \$40,000. The amount is levied to all commercial property within the BIA boundary, utilizing the taxable commercial assessment of each property. Although this 2017 budget amount will be earlier than in the past, the levy will still be charged to each commercial owner through the 2017 Final tax bill as in the past.

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Attachment 2 – KBIA Proposed 2017 Budget

Report prepared by:

Maureen Zabiuk, AIMA, CMRP
Manager, Property Tax & Assessment
Ext. 8268

Respectfully submitted,

Laura Mirabella-Siddall, CPA, CA
Chief Financial Officer and City Treasurer

Dean Ferraro, CPA, CA
Director of Financial Services & Deputy Treasurer

Kleinburg Business Improvement Area

Managing Board

November 2016

BIA Board Members (Max. of 12)

Voting Members: (8)

- | | |
|--------------------------------------|-----------------------------------|
| 1. Sony Singh (Kleinburg Vision) | Business |
| 2. Angelo Guido (Cookie Crumble) | Business and Property Owner |
| 3. Cinzia Recine | Property Owner |
| 4. Louise Zembal (Hawthorne House) | Business |
| 5. Toni Viola (Art & Soul Dance) | Business and Property Owner |
| 6. Eric Laitcher (Green Apple) | Business |
| 7. Natalie Cinquemani (Terracotta) | Business |
| 8. Rob Cinquemani (Piques & Valleys) | Business |
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| • Member of Council: (1 Required) | |
| 9. Marilyn Iafrate | Member of Council |
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| • Non-Voting Members | |
| 1. Tim Arnott | Bindertwine Committee |
| 2. Rafael Costa | City of Vaughan |
| 3. Rachel D'Oliveria | McMichael Canadian Art Collection |
| 4. Kathryn Angus | KARA |

Executive:

Chair: Louise Zembal

Co-Chair: Eric Laichter

Treasurer: Sony Singh

Secretary: Natalie Cinquemani



Mr. J. Abrams,
City of Vaughan Clerk
City of Vaughan
2141 Major Mackenzie Drive
Vaughan, ON L6A 1T1

November 2, 2016

Dear Mr. Abrams:

Re: **Kleinburg BIA 2017 Budget**

Please be advised that the Kleinburg BIA presented the approved 2017 budget at its October 27th, 2016, Annual General Meeting. The approved 2017 budget is attached.

The BIA approved the following resolution (motion):

"The Recommendation for the BIA Budget for 2017 as presented at its Annual General Meeting of October 27th 2016 was approved."

The Kleinburg BIA approved its budget of \$46,000.

Yours truly

Louise Zembal, KBIA Chair

louisezembal@rogers.com

Tel.: 905-893-1059

\$46,000 to be collected by the City

Budgeting for Kleinburg BIA
2016 for 2017

Revenue

BIA Levy	\$	46,000.00
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Total Revenue

\$ 46,000.00

Expenses

Liability Insurance	\$	1,500.00
Directors and Officers Liability Insurance	\$	1,000.00
Christmas Decorations (replacements)	\$	1,000.00
Office Supplies	\$	1,500.00
Bank Fees	\$	300.00
Marketing/Advertising	\$	20,000.00
OBIAA membership	\$	150.00
OBIAA Conference	\$	1,000.00
Chamber of Commerce Partnership	\$	4,000.00
Consulting Fees	\$	4,500.00
Contingency	\$	1,000.00
BIA Staff	\$	10,000.00

Total Expenses

\$ 45,950.00