

# Committee of the Whole (1) Report

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**DATE:** Tuesday, January 23, 2024

**WARD:** 1

**TITLE:** 2024 KLEINBURG BUSINESS IMPROVEMENT AREA (KBIA) –  
BUDGET AND LEVY – WARD 1

**FROM:**

Michael Coroneos, Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer

**ACTION:** DECISION

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**Purpose**

To bring forward for Council's consideration and approval, the 2024 Kleinburg Business Improvement Association (KBIA) budget as requested, the appointment of KBIA Board of Management members 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 the KBIA.

**Report Highlights**

- To approve 2024 KBIA budget in the amount of \$58,000.
- To approve the appointment of the KBIA Board of Management members.
- 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.

**Recommendations**

1. That in accordance with the request from the Kleinburg Business Improvement Association (KBIA) Board of Management, the 2024 KBIA budget in the amount of \$58,000 be approved, and these funds be forwarded accordingly; and

2. That the appointments to the KBIA Board of Management for the 2024 term as submitted in Attachment 1 by the KBIA Chair, be approved.

## **Background**

This report brings forward for Council's consideration, the appointment of the KBIA Board of Management members submitted by the KBIA Chair, the approval of the 2024 KBIA budget and authorization for 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 the KBIA.

## **Previous Reports/Authority**

[2023 KLEINBURG BUSINESS IMPROVEMENT AREA \(KBIA\) – BUDGET AND LEVY – WARD 1](#)

## **Analysis and Options**

Each year the KBIA submits a budget for Council's approval (as per Attachment 2). The 2024 budget amount of \$58,000 was approved by the KBIA Board of Management and accepted by the KBIA membership at the Annual General Meeting held on October 4<sup>th</sup>, 2023. The amount is levied to all commercial properties within the BIA boundary, utilizing the 2024 taxable commercial assessment of each property. The levy will be charged to each commercial owner utilizing the Final tax billing as in the past.

The minimum and maximum special charge to pay for the 2024 budget amount remains at \$575 minimum and \$5,750 maximum per By-law 169-84, as amended, as applicable.

## **Financial Impact**

N/A

## **Operational Impact**

Staff from all affected departments (Financial Services, Economic Development) have reviewed and provided input for this report.

## **Broader Regional Impacts/Considerations**

N/A

## **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 the KBIA.

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

### **Attachments**

1. Board of Directors, 2024 Term
2. KBIA 2024 Budget

### **Prepared by**

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

### **Approved by**



Michael Coroneos, Deputy City  
Manager, Corporate Services, City  
Treasurer and Chief Financial Officer

### **Reviewed by**



Nick Spensieri, City Manager