

Item:



Committee of the Whole Report

DATE: Tuesday, February 05, 2019

WARD(S): 1

**TITLE: KLEINBURG BUSINESS IMPROVEMENT AREA (KBIA), BY-LAW AMENDMENT, APPOINTMENTS, BUDGET AND LEVY
WARD 1**

FROM:

Michael Coroneos, Chief Financial Officer and City Treasurer
Todd Coles, City Clerk

ACTION: DECISION

Purpose

The purpose of this report is to amend the KBIA By-law, approve the KBIA Board of Management and budget request of \$47,500

To bring forward for Council's consideration and approval the Kleinburg Business Improvement Area (KBIA) Board of Management's request, that the minimum and maximum amounts that are currently being used for 2018, continue to be utilized going forward until there is another request from the KBIA Board of Management for a change, as follows:

- \$575 minimum/\$5,750 maximum

To also bring forward 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.

Report Highlights

- Council's consideration and approval to amend By-law 169-84, as amended, to reflect a new minimum and maximum amount
- To approve the appointment of KBIA Board of Management members
- To approve 2019 KBIA budget \$47,500
- 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

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

1. That the Kleinburg Business Improvement Area (KBIA) Board of Management's request to amend By-Law 169-84, as amended, to reflect a new minimum and maximum amount, as follows:
 - \$575 minimum/\$5,750 maximum
2. 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
3. That in accordance with the request from the Board of Management, the 2019 KBIA budget in the amount of \$47,500, be approved and these funds be forwarded accordingly.

Background

The purpose of this report is to amend City By-law #169-84 to fulfill the request received from the Board of Management of the Kleinburg Business Improvement Area (KBIA) to reflect a new minimum and maximum amount that is levied to each applicable property within the Kleinburg Business Improvement Area (KBIA) boundary. This is in accordance to Section 210(1) of the Act and the minimum/maximum amount will remain in place until there is a request from the KBIA Board of Management to change it. In order for the City to approve the revision, notice requirements as set out in section 210(1) of the Act, required that notices of the proposed by-law be sent to the KBIA

Board of Management and to every person assessed for rateable property in the prescribed business or commercial class within the improvement area. Notices were issued in November 2018.

As insufficient objections to the proposed change were received following the Notice and Objection period as set out in subsections 210(1) and (3) of the Municipal Act, Council may now pass an amendment to the By-law to reflect the change.

This report also brings forward for Council's consideration the appointment of the KBIA Management Board members submitted by the KBIA Chair, approval of the 2019 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 KBIA.

Previous Reports/Authority

N/A

Analysis and Options

Each year the KBIA submits a budget for Council's approval (as per Attachment 2). The 2019 budget amount of \$47,500 was approved by the Board of Management and accepted by the KBIA membership at the AGM in October 2018. The 2018 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 2019 Final tax billing as in the past.

The minimum and maximum special charge to pay for the 2019 budget amount is \$575 minimum and \$5,750 maximum per By-law 169-84, as amended.

Financial Impact

N/A

Broader Regional Impacts/Considerations

N/A

Conclusion

Council's consideration of the recommendations set out in this report is requested. Council approval of the amendment to the By-law and 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: Dean Ferraro, Director of Financial Services/Deputy Treasurer, Ext. 8272 and Maureen Zabiuk, A.I.M.A., CMRP, Manager Property Tax & Assessment Ext. 8268

Attachments

1. *Attachment 1 – KBIA Board of Management and Executive*
2. *Attachment 2 – KBIA Proposed 2019 Budget*

Prepared by

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