

Bill No. 25
2024

By-law No. A.-_____ -_____

A by-law to raise the amount required for the purposes of the London Downtown Business Improvement Area Board of Management for the year 2024 in accordance with section 208 of the *Municipal Act, 2001*.

WHEREAS subsection 5(3) of the Municipal Act, 2001 S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the Municipal Act, 2001 provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the Municipal Act, 2001 as amended provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the Municipal Act, 2001 as amended provides that a municipality may pass by-laws respecting; the financial management of the municipality (paragraph 3) and services or things that the municipality is authorized to provide under subsection 10 (1) (paragraph 7);

AND WHEREAS By-law CP-2, as amended, provides for an improvement area to be known as the London Downtown Business Improvement Area and establishes a Board of Management for it known as the London Downtown Business Improvement Area Board of Management;

AND WHEREAS subsection 208(1) of the Municipal Act, 2001 provides that the municipality shall annually raise the amount required for the purposes of the board of management (of a business improvement area);

AND WHEREAS section 23 of the Municipal Act, 2001 provides that without limiting sections 9, 10 and 11 those sections authorize a municipality to delegate its powers under the Municipal Act, 2001;

AND WHEREAS it is deemed expedient to pass this by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. That the budget for the 2024 fiscal year submitted by the London Downtown Business Improvement Area Board of Management attached as Schedule "A" is approved.
2. The amount to be raised by the Corporation for the 2024 fiscal year for the purposes of the London Downtown Business Improvement Area Board of Management and pursuant to subsection 208(1) of the *Municipal Act, 2001* is \$2,050,227.
3. A special charge is established for the amount referred to in section 2 of this by-law by a levy in accordance with By-law CP-2, as amended.
4. The special charge referred to in section 3 of this by-law shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the Municipal Act, 2001.

5. The administration of this by-law is delegated to the City Treasurer who is hereby authorized and directed to do such things as may be necessary or advisable to carry out fully the provisions of this by-law.

6. This by-law comes into force and effect on the day it is passed, subject to the provisions of PART VI.1 of the *Municipal Act, 2001*.

PASSED in Open Council on January 23, 2024 subject to the provisions of PART VI.1 of the *Municipal Act, 2001*.

Josh Morgan
Mayor

Michael Schulthess
City Clerk

First Reading – January 23, 2024
Second Reading – January 23, 2024
Third Reading – January 23, 2024

Schedule "A"

London Downtown Business Improvement Area 2024 Proposed Budget with 2023 Comparators Revenue Overview

Revenue Detail:	2022 Audited Actuals	2023 Approved Budget	2023 Projected Actuals	2023 Projected Variance	2024 Proposed Budget	Percentage of Total Revenue	Increase/Decrease over 2023	Percentage Budget Change over 2023
Municipal Special Levy	1,905,238	1,943,343	1,943,343	0	2,050,227	68.1%	106,884	5.5%
Tax Write Offs/Allowance	-204,686	-55,000	-199,000	-144,000	-110,000	-3.7%	-55,000	100.0%
Net Municipal Special Levy	1,700,552	1,888,343	1,744,343	-144,000	1,940,227	64.5%	51,884	2.7%
Draw from Operating Fund	0	30,000	57,000	27,000	1,065,000	35.4%	1,035,000	3450.0%
COVID-19 Business Relief Funding	0	0	1,160,000	1,160,000	0	0.0%	0	N/A
Interest Income	6,350	1,700	16,555	14,855	5,000	0.2%	3,300	194.1%
Miscellaneous Income	214,160	0	34,400	34,400	0	0.0%	0	N/A
Total Revenue	1,921,062	1,920,043	3,012,298	1,092,255	3,010,227	100.0%	1,090,184	56.8%

Expenditure Overview

Expenditure Detail:	2022 Audited Actuals	2023 Approved Budget	2023 Projected Actuals	2023 Projected Variance	2024 Proposed Budget	Percentage of Total Expenditures	Increase/Decrease over 2023	Percentage Budget Change over 2023
Administration								
Wages and Benefits	567,679	587,100	561,610	25,490	592,000	19.7%	4,900	0.8%
Telephone and Internet	9,221	9,500	9,895	-395	9,500	0.3%	0	0%
Stationery and Supplies	3,991	4,000	4,000	0	4,000	0.1%	0	0%
Insurance	9,000	8,200	8,200	0	8,700	0.3%	500	6.1%
Legal, Audit and Professional Fees	16,257	9,000	9,160	-160	9,000	0.3%	0	0%

Expenditure Detail:	2022 Audited Actuals	2023 Approved Budget	2023 Projected Actuals	2023 Projected Variance	2024 Proposed Budget	Percentage of Total Expenditures	Increase/Decrease over 2023	Percentage Budget Change over 2023
Administration (Continued)								
Purchase and Leasing Equipment	14,747	15,000	16,345	-1,345	18,000	0.6%	3,000	20.0%
Training/Conferences	17,953	18,000	18,475	-475	18,000	0.6%	0	0%
Meetings and Meals	1,132	4,000	3,200	800	4,000	0.1%	0	0%
Subscriptions/ Memberships	4,956	4,500	4,500	0	4,500	0.1%	0	0%
Cleaning	8,746	9,200	9,965	-765	9,200	0.3%	0	0%
Board Development & Expenses	678	5,000	3,690	1,310	4,000	0.1%	-1,000	(20.0%)
Miscellaneous Expense	714	1,000	500	500	750	0.0%	-250	(25.0%)
Total Administration	655,074	674,500	649,540	24,960	681,650	22.6%	7,150	1.1%
Rent								
Rent and Hydro	79,718	83,000	81,000	2,000	112,000	3.7%	29,000	34.9%
Move and Leaseholds	0	0	0	0	30,000	1.0%	30,000	N/A
Total Rent	79,718	83,000	81,000	2,000	142,000	4.7%	59,000	34.9%
Member Services								
Graffiti Removal	52,914	53,000	53,890	-890	54,000	1.8%	1,000	1.9%
Member Services and Retention	78,393	96,500	95,185	1,315	111,800	3.7%	15,300	15.9%
Annual General Meeting	4,850	8,000	4,150	3,850	8,400	0.3%	400	5.0%
Data Research	42,420	10,000	8,600	1,400	15,000	0.5%	5,000	50.0%
Total Member Services	178,577	167,500	161,825	5,675	189,200	6.3%	21,700	13.0%

Expenditure Detail:	2022 Audited Actuals	2023 Approved Budget	2023 Projected Actuals	2023 Projected Variance	2024 Proposed Budget	Percentage of Total Expenditures	Increase/Decrease over 2023	Percentage Budget Change over 2023
Business Development								
Communications and Marketing	238,282	227,250	225,000	2,250	226,650	7.5%	-600	(0.3%)
Event Sponsorships	106,232	80,500	55,000	25,500	75,000	2.5%	-5,500	(6.8%)
Community Led Event Sponsorships	38,905	25,000	15,000	10,000	0	0.0%	-25,000	(100.0%)
Downtown Gift Card Sponsorships	57,978	50,000	50,000	0	75,000	2.5%	25,000	50.0%
Pandemic Response	155,649	0	0	0	0	0.0%	0	N/A
OBIAA Conference	0	15,000	13,000	2,000	0	0.0%	-15,000	(100.0%)
Grant Program Through MainStreet	100,000	165,000	165,000	0	137,500	4.6%	-27,500	(16.7%)
Business Recruitment Through MainStreet	74,696	140,000	140,000	0	95,000	3.2%	-45,000	(32.1%)
Planters	32,839	33,000	32,850	150	40,000	1.3%	7,000	21.2%
Public Realm/Art	43,924	33,000	20,000	13,000	33,000	1.1%	0	0%
Cleaning and Maintenance	168,996	209,380	231,000	-21,620	215,500	7.2%	6,120	2.9%
COVID-19 Business Relief	0	0	95,000	-95,000	1,065,000	35.4%	1,065,000	N/A
Miscellaneous	0	1,368	1,000	368	1,227	0.0%	-141	(10.3%)
Total Business Development	1,017,501	979,498	1,042,850	-63,352	1,963,877	65.2%	984,379	100.5%

Expenditure Detail:	2022 Audited Actuals	2023 Approved Budget	2023 Projected Actuals	2023 Projected Variance	2024 Proposed Budget	Percentage of Total Expenditures	Increase/ Decrease over 2023	Percentage Budget Change over 2023
Other								
Harmonized Sales Tax	13,685	15,545	12,000	3,545	12,500	0.4%	-3,045	(19.6%)
Reserve build up	0	0	0	0	21,000	0.7%	21,000	N/A
Total Other	13,685	15,545	12,000	3,545	33,500	1.1%	17,955	-19.6%
Total Expenditure	1,944,555	1,920,043	1,947,215	-27,172	3,010,227	100.0%	1,090,184	56.8%
Net Surplus/ Deficit	-23,493	0	1,065,083	1,065,083	0			
Draw from / (Contribution to) Operating Fund	23,493	0	-1,065,083	-1,065,083	0			
Net	0	0	0	0	0			

All figures subject to audit.

All figures subject to rounding