

@DowntownWhitbyBIA



June 19, 2017

Re: Proposed 2017 Budget - Downtown Whitby Business Improvement Area (BIA)

Mayor Mitchell and Members of Council:

On June 14, 2017, the Board of Management (BoM) for the Downtown Whitby BIA held a meeting in accordance with Section 205 of the Municipal Act to present a draft budget to the BIA Membership.

Subsequently, the Board of Management approved the draft budget and recommended that the budget be forwarded to the Town's Treasurer for presentation and approval by Whitby Town Council.

Therefore, the Board of Management is respectfully requesting that the attached 2017 BIA Budget be approved.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris van der Vliet". The signature is written in a cursive style and is contained within a light blue rectangular box.

Chris van der Vliet

Chair

Downtown Whitby BIA Board of Management

Attach.

Downtown Whitby BIA 2017 Draft Budget

(Note the 2017 Year will be operating July 1 - December 31, 2017 only)

Revenue	Deescription	Amount
BIA Tax Levy		\$ 40,000.00
Grants		\$ -
Donations & Sponsorships		\$ -
Festival Revenues		\$ -
Extra Taxation Growth in Area		\$ -
Other Revenues		\$ -
Total 2017 Revenues		<u>\$ 40,000.00</u>

Expenditures	Deescription	Amount
Administration		\$ 19,000.00
	Part Time Wages/Benefits	
	Office Supplies	
	Membership Fees	
	Special Tax Levy Mailing	
	Rent	
	Accounting/Auditing	
	Banking	
Capital and Maintenance		\$ 4,000.00
	Computer	
	Phone if needed	
	furniture	
	other set up	
	maintenance	
Promotion and Advertising		
Events	Shop Late Shop Local	\$ 2,000.00
	Culture Days	\$ 2,000.00
	Ladies Night/Music Night	\$ 2,000.00
	Old Tmye Christmas	\$ 2,000.00
	Other	
Social Media	Web Page & Hosting	\$ 150.00
Local Advertising	Misc. Items such as:	\$ 4,850.00
	Special Flyer for Tax Mailing	
	Dirctory of Businesses	
Assssment Loss in BIA		\$ -
Reserves	For future larger projects	\$ 4,000.00
Total Expenditures		<u>\$ 40,000.00</u>
Surplus /Deficit		<u>\$ -</u>