



City of
Peterborough

To: **Members of the Finance Committee**

From: **Richard Freymond**
Commissioner of Corporate and Legislative Services

Meeting Date: **January 13, 2020**

Subject: **Report CLSFS20-010**
Downtown Business Improvement Area

Purpose

A report to inform Council that the 2020 Budget submission of the Downtown Business Improvement Area (DBIA) will be reviewed on Tuesday, January 14, 2020.

Recommendation

That Council approve the recommendation outlined in Report CLSFS20-010, dated January 13, 2020, of the Commissioner of Corporate and Legislative Services as follows:

That the budget details included in this report regarding the Downtown Business Improvement Area for the 2020 Budget be received for information.

Budget and Financial Implications

There are no additional budget and financial implications of the recommendation.

Background

The Finance Committee is scheduled to review the 2020 Draft Budget during the week of January 13, 2020. Tuesday, January 14, 2020 has been set aside to review budget requests from outside Boards and Agencies. The Finance Committee will resume its review of City departments on Wednesday, January 15, 2020.

Included on pages 211 and 212 of the 2020 Draft Budget Highlights Book is a high-level summary of information presented by the DBIA and summarized in Chart 1.

Chart 1					
Service		2020 Draft Budget	2020 Presentation Request	% Difference	\$ Difference
Downtown BIA					
- Levy		327,933	327,933	0.0%	0
- Street Cleaning		96,400	96,400	0.0%	0
- In-kind Services		27,500	27,500	0.0%	0
- Financial Agreemer		150,000	150,000	0.0%	0
		273,900	273,900	0.0%	0

Additional budget details are appended to this report and if requested, representatives from the DBIA will provide further information on January 14, 2020.

Submitted by,

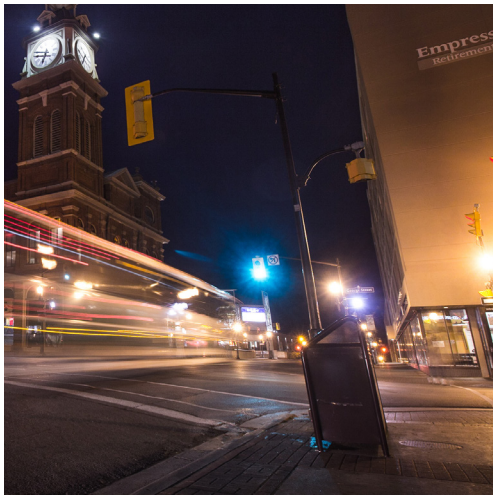
Richard Freymond
Commissioner of Corporate and Legislative Services

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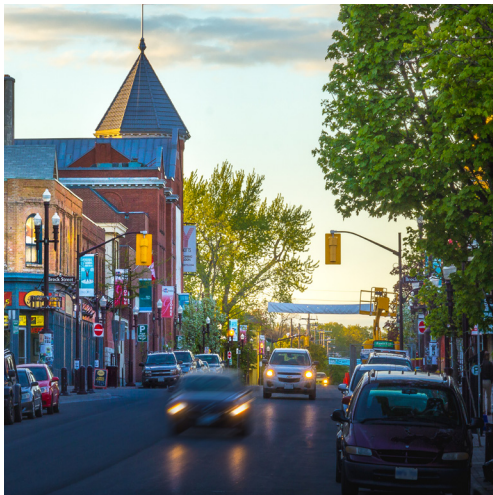
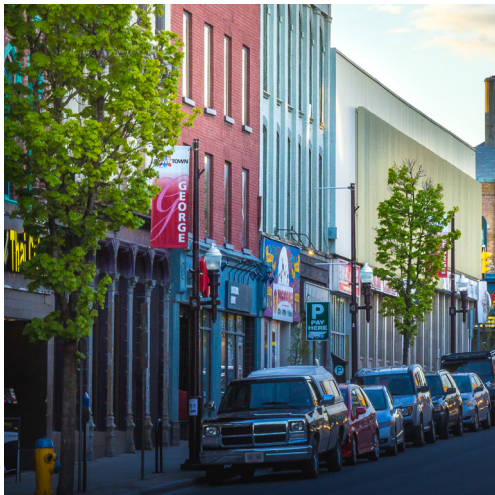
Attachment:

Appendix A: Downtown Business Improvement Area 2020 Budget



2019 Annual General Meeting

Wednesday, June 26, 6:00 pm, Showplace Performance Centre



MESSAGE FROM EXECUTIVE DIRECTOR



Terry Guiel
Executive Director, DBIA

I am very proud of our DBIA team and its accomplishments this past year and into 2019. Win This Space saw its 13th contestant open. We took over organizing the Hootenanny on Hunter and drew the largest audience to date. We successfully received a large grant to offer the Digital Main Street program to our members. Our Holiday Shopping Passport touched on two million in sales. We continue to expand and improve upon the Free Wi Fi downtown and our many other initiatives such as our Security Camera Support Program, Free Trolley Rides and our Cigarette Urn Project are all great examples of your DBIA showing innovation. We launched a very successful One City Peterborough program in partnership with The Warming Room. Our first Vibrancy Depave Project in partnership with GreenUP was a multiple award winning one and this year we began our next project, the Canoe Project, Jiimaan'ndewemgadnong (The Place Where the Heart of the Canoe Beats) that will be regional attraction. We launched a brand-new website. We recently finished a large strategic planning exercise that gives our DBIA a clear direction for the next decade to come. We have a renewed and positive relationship with the city and council. As the Urban Park moves forward and Charlotte Street gets a much-needed facelift, we can't help but be extremely optimistic. Joel, Joon and I greatly thank the DBIA Board of Management for all their support and faith in us and we thank you, our members, for your support. I am most grateful and honored to continue to be able to play a role in our downtown and its bright future.

Staff at the Peterborough Downtown Business Improvement Area

Terry Guiel
Executive Director

Joel Wiebe
Communication Manager

Joon Kim
Marketing & Special Project Coordinator

2018 AGM AGENDA



**Peterborough Downtown Business Improvement Area
2019 Annual General Meeting**

June 26, 2019

6:00 PM

Showplace Performance Centre

290 George St. N.

Peterborough, ON

A G E N D A

- 1. Call to Order**
- 2. Additions/Deletions/Approval of Agenda**
- 3. Approval of the Minutes of the June 27, 2018 AGM**
- 4. Declarations of Pecuniary Interest**
- 5. Presentation by Executive Director**
- 6. 2018 Audited Financial Statement**
- 7. 2019 Financial Report**
- 8. 2020 Budget**
- 9. Strategic Plan Presentation**
- 10. Other Business**
- 11. Adjournment of AGM**

2017 AGM MINUTES



Peterborough Downtown Business Improvement Area 2018 Annual General Meeting

June 27, 2018

6:00 PM

Showplace Performance Centre

290 George St. N.

Peterborough, ON

MINUTES

1. Call to Order

- DBIA Chair, **Paul Bennett** - 6 PM

2. Additions/Deletions/Approval of Agenda

- Motion to approve the agenda moved by **Brad Collyer**, seconded by **Sam Sayer**. Carried.

3. Approval of the Minutes of the October 25, 2017 AGM

- Motion to approve the minutes of Oct. 25, 2017 AGM moved by **Lorrie McMullen**, seconded by **Michael Gallant**. Carried.

4. Declarations of Pecuniary Interest

-None.

5. Presentation by Executive Director

- **Terry Guiel** presents his report as well as awards for Friends of the Downtown to Elwood Jones, Lynn Todd, Michael Gallant, Peterborough GreenUP and Bill Kimball.

6. 2017 Audited Financial Statement

-Audited financial statements presented by Joanna Park from Collins Barrow Kawarthas LLP.

-Motion to receive the 2017 Audited Financial Statement moved by **Brad Collyer**, seconded by **Lorrie McMullen**. Carried.

7. 2018 Financial Report

-Presented by **Brad Collyer**.

8. 2019 Budget

-Presented by **Brad Collyer**.

-Motion to approve the 2019 Budget moved by **Brad Collyer**, seconded by **Lorrie McMullen**. Carried.

9. Presentation by Executive Director

- Year-in-Review presentation by **Terry Guiel**.

10. Special Presentation

- Chair **Paul Bennett** makes special presentation to **Dave Madill**, acknowledges **Dave Smith**, **Brad Smith** and **Alvin Schieck**.

11. DBIA Board of Management Election

-Short presentation by each candidate.

-The membership elects: **Michael Cherney** of Cherney Properties, **Michael Gallant** of Lett Architects, **Paul Bennett** of Ashburnham Realty, **Tegan Moss** of Bike: The Community Cycling Hub, **Sam Sayer** of Sam's Place, **Jean Grant** of The Toy Shop of Peterborough, **Brad Collyer** of Grant Thornton LLP and **Sacha Lai-Svirk** of BrandHealth.

12. Other Business

-None.

13. Adjournment - 7:45 PM

- Motion to adjourn moved by **Gerti Sina**, seconded by **Sam Sayer**. Carried.

2019 DBIA BUDGET

Peterborough Downtown Business Improvement Area Proposed 2020 Budget

	2019 Budget	2020 Budget
Revenue		
City of Peterborough: Levy	319,935	327,933
City of Peterborough: Streetscape	96,400	96,400
Public Works Supplement	27,500	27,500
Festivals & Events	13,350	1,530
Shorelines Casino Sponsorship	25,000	25,000
Win This Space Sponsorship	25,000	0
Associate Memberships	2,400	3,000
Creative Outdoor Advertising	2,800	2,800
Summer Student Grant	2,500	4,200
Wi-Fi Advertising	3,000	1,200
Taste of Downtown Sponsorship	2,000	2,000
Hootenanny on Hunter Sponsorship	12,700	15,000
Trolley Income	0	12,500
Other Revenue	400	1,600
Total Revenue	532,985	520,663

Expenditures

Office & Administration	211,785	217,636
Advertising & Promotion	62,700	65,000
Communications	9,250	11,700
Streetscape	105,780	107,664
Festivals & Events	143,400	118,500
Total Expenditures	532,915	520,500
Surplus (Deficit) of Revenue Over Expenses	70	163

City of Peterborough: Casino Settlement	150,000	150,000
Security	50,000	50,000
Beautification/Vibrancy Project	30,000	50,000
Wi-Fi Capital	10,000	0
Urban Park	10,000	0
Unspecified Capital	50,000	50,000
Total	150,000	150,000



PETERBOROUGH DOWNTOWN BUSINESS IMPROVEMENT AREA

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DOWNTOWNPTBO.CA

