

WHEREAS there is an unprecedented national housing affordability crisis nationally;

WHEREAS there is no for-profit supply-only trickle-down solution to ending the national housing affordability crisis;

WHEREAS substantial investments in ensuring the use of housing for homes are required to help end the national housing affordability crisis;

WHEREAS substantial investments in new affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in revitalizing existing affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in social support expansions are required to prevent families choosing between housing and other basic necessities of life to help end the national housing affordability crisis;

WHEREAS the national housing affordability crisis is most acute in Ontario;

WHEREAS unlike most Provinces and Territories in Canada, 47 Service Managers and District Social Service Administration Boards (SM/DSSAB) are responsible for delivering social supports, including housing affordability supports in Ontario;

WHEREAS many of these 47 SM/DSSABs in Ontario are larger than many provinces and territories in the country;

WHEREAS these 47 SM/DSSABs in Ontario lack the revenue and policy tools and powers of the Provincial and Federal governments to end the housing affordability crisis;

WHEREAS any reductions in funding from the Federal and Provincial governments risks the termination of critically needed housing and social supports for some of the most vulnerable across Ontario;

BE IT RESOLVED that the **Chair/Mayor/Warden** advocate to the Federal and Provincial governments that the funding dispute must be resolved to limit mounting harms to some of Ontario's most vulnerable families;

BE IT RESOLVED that the **Chair/Mayor/Warden** send urgent correspondence to the provincial and federal Ministers of Housing to confirm that financial support will continue for vulnerable households across Ontario currently in receipt of the Canada-Ontario Housing Benefit prior to May 31, 2024;

BE IT RESOLVED that the **Chair/Mayor/Warden** advocate to the Federal and Provincial governments to continue to fund SMs/DSSABs an amount equivalent to the monies under the CMHC-Ontario Bilateral agreement in the National Housing Strategy until a new funding agreement can be reached.

BE IT RESOLVED that the **Chair/Mayor/Warden** advocate to the Federal and Provincial governments to establish a trilateral table including the SMs/DSSABs, to negotiate the final 3 year tranche of funding under the National Housing Strategy.

APPENDIX A

DOWNTOWN WINDSOR (DWBIA)

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 667,550	\$ 667,550	\$ -	\$ 764,550
<u>Government Grants</u>				
Federal or Provincial	\$ 187,000	\$ 50,000		\$ 70,000
Municipal				
<u>Other Revenue</u>				
Donations				
Sponsorships	\$ 66,000	\$ 46,500		\$ 25,000
Promotions & Events Revenue	\$ 4,000	\$ 5,800		\$ 5,750
Farmer's Market	\$ 70,000	\$ 50,800		\$ 50,800
Miscellaneous	\$ 500	\$ 5,000		\$ 5,000
TOTAL REVENUE	\$ 995,050	\$ 825,650	\$ -	\$ 921,100
EXPENDITURES				
(includes non-recoverable HST)				
Total Administrative	\$ 352,300	\$ 292,950	\$ -	\$ 293,200
Total Capital	\$ 247,000	\$ 283,950	\$ -	\$ 313,000
Total Marketing	\$ 393,750	\$ 282,032	\$ -	\$ 314,900
TOTAL EXPENDITURES	\$ 993,050	\$ 858,932	\$ -	\$ 921,100
Surplus/Deficit	\$ 2,000	-\$ 33,282	\$ -	\$ -

ACCUMULATED
SURPLUS/(DEFICIT)

Beginning Balance				
Use of Reserve				\$ -
Addition to Reserve				
Ending Balance			\$ -	\$ -

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval			28-Nov-23			General Membership Approval			1-Feb-24		
Date			Month			Date			Month		
Year			Year			Date			Month		
Year			Year			Date			Month		
DocuSigned by:			Chris MacLeod			DocuSigned by:			Jennie Atkins		
3EC28EFA909643B			2/13/2024			ACD24992054E480...			2/14/2024		
Signature of Chair			Date			Signature of Treasurer			Date		
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:											
Name: Phone Number: Phone Number: Email Address:											

APPENDIX A (CONT'D)

DOWNTOWN WINDSOR (DWBIA)		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	187,500	187,500		187,500
Other Admin.	Accounting				
	Audit	10,000	12,000		12,000
	AGM Expenses				
	Meeting Expenses (non AGM)	800	500		500
	Bank Charges	2,000	1,200		1,500
	Conferences/Seminars				
	Consultants	40,000			
	Donations				
	IT Support	2,000	3,000		5,000
	Strategic Plan	500			
	Memberships				
	Subscriptions				
	Insurance	8,000	11,000		11,000
	Legal	20,000	25,000		25,000
	Telephone	2,000	500		-
	Postage & Courier	500	500		500
	Transportation & Travel				
	Office Supplies	4,000	3,250		2,700
	Office Equipment/Furniture/Maintenance	10,000	6,000		5,000
	Printing				
	Storage/Maintenance	5,000	2,500		2,500
	Rent/Lease	35,000	35,000		35,000
	Utilities				
	Other: Grant Writing	15,000	5,000		5,000
	Other: Property Standards Incentive	10,000			
Total Administrative Expenses		352,300	292,950	-	293,200

APPENDIX A (CONT'D)

DOWNTOWN WINDSOR (DWBIA)		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment				
	Alley Enhancements	3,000	1,500		1,500
	Art Alley	100,000	5,000		2,500
	Banners	10,000			
	Benches				
	Decorations-Other				
	Decorations-Seasonal	30,000			
	Decorative Lighting	7,500	57,000		15,000
	Hanging Baskets				
	Murals				
	Planters				
	Security Cameras & Safety Measures		108,550		108,500
	Signage				
	Signage				
	St Clair College/Univ. of Windsor	5,000	5,000		5,000
	Street Furniture				
	Technical/Professional Services				
General Maintenance					
	Broken Windows	2,500	4,000		4,000
	Cleanup - Other (please specify)	2,000			
	Decorations				
	Flowers/Plants/Trees	9,000	11,000		12,000
	Garage sweeper	5,000			
	Graffiti Removal				
	Hydro				
	Miscellaneous Repairs				
	Needle Collection	5,000	4,500		4,500
	Permit Fees				
	Power Washing	10,000	10,000		15,000
	Security				
	Snow Removal	20,000	15,000		15,000
	Street Cleaning	38,000	62,400		130,000
Total Capital Expenses		247,000	283,950	0	313,000

APPENDIX A (CONT'D)

DOWNTOWN WINDSOR (DWBIA)		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Board/Committee Meeting Expense	3,000	6,000		6,000
	Budget Meeting Expense	500	500		500
	Conference Expense	3,000	500		500
	Downtown Safety Association		1,500		
	DWBIA e-Commerce Platform	10,000	1,500		
	DWBIA Election	2,500			
	DWBRA	2,000	1,000		
	General Meeting Expense	1,500	500		500
	Internet/Website	1,500	1,500		1,500
	Member Services (Parking Tokens)	500	800		800
	Memberships	6,000	6,500		10,000
	Professional Development				
	Public Relations/Liaison	3,500	3,000		2,500
	Subscriptions				
	Travel	500	250		250
Advertising and Marketing					
	Advertising & Promotional Items	10,000	12,000		16,000
	Digital/ Print Advertising/ Website/ Brand	40,000	25,000		30,000
	Marketing/ Graphic Design	3,000	2,000		1,500
	Newsletter				
	Printing – (Flyers, Brochures, etc...)				
	Recruitment, Programming & Support	30,000	12,200		15,850
	Signage/ Rebranding/ Districting				
	Social Media				
	Sponsorships				
	Strategic Plan				
	Website Development/Maintenance/CRM	2,000	4,500		2,000
	Welcome Kits	1,500	1,500		
	Wi-Fi	10,000	6,500		
Promotions & Events					
	2023 CanAm Games	10,000			
	Arts Fair/ WIFF	21,000	26,000		25,000
	Canada Day		10,000		28,000
	Farmers Market	60,750	76,800		65,000
	Farmer's Market Incubator	10,000			
	Good Greens Food Reclamation Program				17,000
	Night Market	21,000	200		
	Summer Events	50,000	20,000		29,000
	Signature Event 1 (Ouellette Car Cruise)	20,000	25,198		20,000
	Signature Event 2 (Winter Fest & Parade)	70,000	36,584		23,000
	Signature Event 3 (Volleyball Beach Bash)				20,000
Total		393,750	282,032	0	314,900

APPENDIX A (CONT'D)

DOWNTOWN WINDSOR (DWBIA)		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Ouellette Car Cruise					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution		6,000		6,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships		10,000		10,000
	Festival Revenue		4,000		4,000
Total Revenues		0	20,000	0	20,000
Expenditures					
	Consultants				
	Entertainers				
	Fees - EMS				
	Fees - Police	3,400	3,400		3,400
	Permits	3,300	3,300		3,300
	Signage	1,500	1,500		1,500
	Barricades				
	Advertising/Promotion	4,500	4,500		4,500
	Waste Handling/Removal				
	Porto-potties				
	Staging/ Equipment Rentals	1,800	1,800		1,800
	Volunteers & Staffing	2,000	2,000		2,000
	Graphic Design, Photography, Video & Website	3,500	3,500		3,500
	Dash Palques				
Total Expenditures		20,000	20,000	0	20,000

Notes:

In 2024, the DWBIA will present the 9th iteration of the annual Ouellette Car Cruise at Riverfront Festival Plaza. The event draws approximately 1,200 participants and thousands of spectators to the city centre.

APPENDIX A (CONT'D)

DOWNTOWN WINDSOR (DWBIA)		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Winter Fest					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	20,000	6,000		6,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships	50,000	2,500		2,500
	Festival Revenue				
Total Revenues		70,000	8,500	0	8,500
Expenditures					
	Consultants				
	Parade				18,000
	Programming	24,000	5,250		3,000
	Fees - EMS				
	Fees - Police				
	Permits				
	Signage				
	Barricades				
	Advertising/Promotion	12,000	850		2,000
	Waste Handling/Removal				
	Porto-potties				
	Staging				
	Lighting	34,000	2,400		
Total Expenditures		70,000	8,500	0	23,000

Notes: Please provide description of the event

In 2024, the DWBIA will present the 56th Windsor Santa Claus Parade, the Holiday Market, and several other Winter Fest activities, e.g. storefront window displays. The Parade alone draws thousands of spectators to the city centre.

APPENDIX A (CONT'D)

DOWNTOWN WINDSOR (DWBIA)		2022	2023	2023	2024
Signature Event 3 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Volleyball Beach Bash Tournament					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution				15,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				5,000
	Festival Revenue				
Total Revenues		0	0	0	20,000
Expenditures					
	Courts				5,000
	Equipment Rental				3,500
	Medallions & Prizes				4,000
	Security				2,500
	Staging/ Equipment Rentals				
	Volunteers & Staffing				2,000
	Graphic Design, Photography, Website				2000
					1,000
Total Expenditures		0	0	0	20,000
Notes:					
<p>In 2024, the DWBIA will present the 2nd annual Rotary Volleyball Beach Bash in partnership with the Rotary Club of Windsor (1918). In its inaugural year (2023), the event attract significant participation and visitation to the city centre.</p>					

APPENDIX A (CONT'D)
DOWNTOWN WINDSOR (DWBIA)
Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below

2. Grants, Donations & Sponsorships

Variance
-100%

3. Promotions, Events & Other Revenues

Variance
-100%

EXPENDITURES

Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below

4. Administration

Variance
-100%

5. Capital & General Maintenance

Variance
-100%

7. Communications,Marketing, Promotions & Events

Variance
-100%

8. Harmonized Sales Tax (HST) Rebates

Mandatory

APPENDIX A (CONT'D)
DOWNTOWN WINDSOR (DWBIA)
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2019 Approved Budget):

SUMMARY
(Include any other pertinent information)

1. 2024 Goals and Objectives

The DWBIA Board's goals and objectives for 2024 centre primarily on safety and security, maintaining cleanliness, and driving visitation into the business district.	Mandatory
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REVENUES
Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below

2. Grants, Donations & Sponsorships

	Variance -2%
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3. Promotions, Events & Other Revenues

	Variance 0%
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EXPENDITURES
Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below

4. Administration

	Variance 0%
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5. Capital & General Maintenance

In 2024, the DWBIA has realigned its strategic priorities and increased its capital and general maintenance budget by \$29,050. 2024 priorities include additional street cleaning to include Ouellette from Wyandotte to Giles, increased power washing, and a nominal increase in floral beautificaion.	Variance 10%
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7. Communications, Marketing, Promotions & Events

In 2024, the DWBIA has realigned its strategic priorities and increased its marketing budget by \$32,868. 2024 projects/initiatives include a great number of summer events, Santa Claus Parade & Volleyball Beach Bash.	Variance 12%
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CR201/2024 - Item 11.5 - Appendix B

APPENDIX B

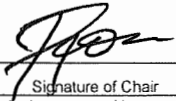
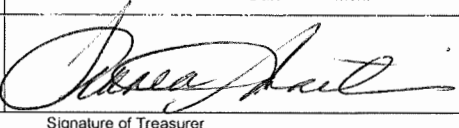
ERIE ST/VIA ITALIA BIA

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 125,000	\$ 125,000		\$ 125,000
Government Grants				
Federal or Provincial				
Municipal				
Other Revenue				
Donations				
Sponsorships				
Promotions & Events Revenue				
TOTAL REVENUE	\$ 125,000	\$ 125,000	\$ -	\$ 125,000
EXPENDITURES				
(includes non-recoverable HST)				
Total Administrative	\$ 37,350	\$ 46,200	\$ -	\$ 49,136
Total Capital	\$ 31,400	\$ 23,000	\$ -	\$ 13,564
Total Marketing	\$ 56,250	\$ 55,800	\$ -	\$ 62,300
TOTAL EXPENDITURES	\$ 125,000	\$ 125,000	\$ -	\$ 125,000
Surplus/Deficit	\$ -	\$ -	\$ -	\$ -

ACCUMULATED SURPLUS/(DEFICIT)

Beginning Balance				\$ -
Use of Reserve				\$ -
Addition to Reserve				
Ending Balance			\$ -	\$ -

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval			General Membership Approval		
29	11	23	26	11	23
Date	Month	Year	Date	Month	Year
					
Signature of Chair			Signature of Treasurer		
Date			Date		
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:					
Name: _____ Phone Number: _____ Phone Number: _____ Email Address: _____					

APPENDIX B (CONT'D)

ERIE ST/VIA ITALIA BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	20,000	28,000		30,000
Other Admin.	Accounting	2,500	1,500		2,000
	Audit	1,270	1,400		1,400
	AGM Expenses	200	150		200
	Meeting Expenses (non AGM)	200	500		500
	Bank Charges	200	250		300
	Conferences/Seminars				
	Consultants				
	Donations	700	700		700
	Strategic Plan				
	Memberships				
	Subscriptions				
	Insurance	4,300	4,364		4,500
	Legal				
	Telephone				
	Postage & Courier	200			200
	Transportation & Travel				
	Office Supplies	200	500		500
	Office Equipment/Furniture/Maintenance	200	200		200
	Printing				
	Storage/Maintenance				
	Rent/Lease	6,780	8,136		8,136
	Utilities	600	500		500
	Other: (please specify)				
Total Administrative Expenses		\$37,350	\$46,200	\$0	\$49,136

APPENDIX B (CONT'D)

ERIE ST/VIA ITALIA BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment				
	Street Furniture				
	Benches				
	Alley Enhancements				
	Signage	500	500		200
	Decorative Lighting				
	Decorations-Seasonal	5,000	10,000		5,000
	Decorations-Other	1,000			1,000
	Banners	500	5,000		2,500
	Murals				
	Planters	2,000	2,000		1,500
	Hanging Baskets				
	Signage				
	Technical/Professional Services				
	PLEASE SPECIFY				
	Street Safety Project	20,000	4,000		1,864
General Maintenance					
	Flowers/Plants/Trees	1,000			
	Snow Removal				
	Decorations				
	Hydro				
	Graffiti Removal				
	Power Washing				
	Needle Collection				
	Street Cleaning				
	Broken Windows				
	Cleanup - Other (please specify)				
	Miscellaneous Repairs				
	Permit Fees	1,400	1,500		1,500
	Security				
Total Capital Expenses		\$31,400	\$23,000	\$0	\$13,564

APPENDIX B (CONT'D)

ERIE ST/VIA ITALIA BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships	150	150		1,000
	Subscriptions				
	Professional Development				
	Travel				
	General Meeting Expense				
	Board/Committee Meeting Expense				
	Budget Meeting Expense				
	Conference Expense				
	Internet/Website	1,100	1,150		1,500
	Member Services (Parking Tokens)				
	Public Relations/Liaison				
Advertising and Marketing					
	Advertising	10,000	10,000		10,000
	Printing - (Flyers, Brochures, etc...)	500	500		800
	Marketing Design				
	Branding				
	Retail Recruitment				
	Social Media				
	Signage				
	Sponsorships				
	Newsletter	500			
	Website Development/Maintenance				
	Wi-Fi				
Promotions & Events					
	Canada Day				
	Christmas				
	Easter				
	Spring Event (Please specify)				
	Summer Event (Please specify)	30,000	30,000		35,000
	Street Closures/ Carousel				
	Fall Event (Please specify)	10,000	10,000		10,000
	VIBRA Bike Races/ Street Closure				
	Winter Event (Please specify)	4,000	4,000		4,000
	New Event				
	Sidewalk Sale				
	Signature Event 1 (complete tab)				
	Signature Event 2 (complete tab)				
	Events PLEASE SPECIFY				
Total		\$56,250	\$55,800	\$0	\$62,300

APPENDIX B (CONT'D)

ERIE ST/VIA ITALIA BIA		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Carrousel of Nations/ Italian Village					
Event Dates: June 2024					
Revenues					
Must be shown on Cover Page	BIA Contribution	30,000	30,000		35,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue				
Total Revenues		30,000	30,000	0	35,000
Expenditures					
	Consultants				
	Entertainers	10,000	10,000		15,000
	Fees - EMS				
	Fees - Police	2,000	2,000		2,000
	Permits	2,000	2,000		2,000
	Signage	500	500		500
	Barricades	600	400		400
	Advertising/Promotion	1,500	1,500		1,400
	Waste Handling/Removal	600	700		700
	Porto-potties				
	Staging	4,000	4,400		4,500
	Security	4,000	4,000		4,000
	Staff to Guard all barricades	4,000	3,500		3,500
	Equipment Rentals (generators etc.)	800	1,000		1,000
Total Expenditures		30,000	30,000	0	35,000
Notes: Please provide description of the event					

APPENDIX B (CONT'D)

ERIE ST/VIA ITALIA BIA		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Tour di Via Italia Bike Race					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	10,000	10,000		10,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue				
Total Revenues		10,000	10,000	0	10,000
Expenditures					
	Consultants				
	Entertainers				
	Fees - EMS		1,500		1,500
	Fees - Police	5,000	3,500		3,500
	Permits	3,000	2,000		2,000
	Signage				
	Baricades		1,500		1,500
	Advertising/Promotion	2,000	1,500		1,500
	Waste Handling/Removal				
	Porto-potties				
	Staging				
	Security				
	Staff to Guard all baricades				
	Equipment Rentals (generators etc.)				
Total Expenditures		10,000	10,000	0	10,000
Notes: Please provide description of the event					

APPENDIX B (CONT'D)

ERIE ST/VIA ITALIA BIA

Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

Carousel of Nations -Italian Village held over a full weekend; TDVI and St Angela Fest weekends were held; Butterfly Fest was held; Took part in Mural Fest; Installation of AWE's Look Again! Outside; Community Garden maintained and enhanced; Helped liaison for bocce courts to break ground; Installation of 47 LED alley lights and signs to help emergency services. Winter holiday decor subsidy program launched.

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. *plus or minus 10% variance* for each section below

2. Grants, Donations & Sponsorships

TDVI sponsorship \$10,000. St. Angela Fest sponsorship \$1000. WIFF sponsorship \$3000. Grant of \$62,370 from Fed Dev for Alley Revitalization and city ward funds for alley revitalization for \$62,369.

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

Promotions through Multicultural Council for Carousel, Social Media manager hired, coordinated promotions with TDVI and St Angela Church, as well as Butterfly Enthusiasts of Windsor-Essex-Chatham-Kent, Mural Fest organizers, WIFF and Art Windsor Essex, City of Windsor and FedDev.

Variance
#DIV/0!

EXPENDITURES

Provide explanations for significant variances only, i.e. *plus or minus 10% variance* for each category below

4. Administration

Variance
-100%

5. Capital & General Maintenance

Variance
-100%

7. Communications, Marketing, Promotions & Events

Variance
-100%

8. Harmonized Sales Tax (HST) Rebates

HST Rebate for 2021: 6225.68 Rebate for 2022: 14454.56 (Filed and not yet received)

Mandatory

APPENDIX B (CONT'D)
ERIE ST/VIA ITALIA BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

To continue to invest in streetscaping and beautification. Launch, and help maintain new bocce courts, and enhance the community garden further. Continue to foster relationships with community partners and stakeholders and attract more business to our area. To build on success of 2023 Italian Carousel, and other banner events like the weekends of TDVI, St. Angela Fest, and Butterfly Fest.

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. plus or minus 10% variance for each section below

2. Grants, Donations & Sponsorships

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

Variance
#DIV/0!

EXPENDITURES

Provide explanations for significant variances only, i.e. plus or minus 10% variance for each category below

4. Administration

Variance
6%

5. Capital & General Maintenance

Variance
-41%

7. Communications, Marketing, Promotions & Events

Variance
12%

CR201/2024 - Item 11.5 - Appendix C

APPENDIX C


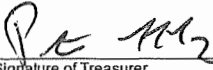
OLDE RIVERSIDE TOWN CENTRE BIA

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 65,000	\$ 75,000	\$ 75,000	\$ 75,000
<u>Government Grants</u>				
Federal or Provincial				
Municipal				
<u>Other Revenue</u>				
Donations				
Sponsorships				
Promotions & Events Revenue			\$ 460	
TOTAL REVENUE	\$ 65,000	\$ 75,000	\$ 75,460	\$ 76,000
EXPENDITURES				
(Includes non-recoverable HST)				
Total Administrative	\$ 17,175	\$ 20,950	\$ 16,480	\$ 18,500
Total Capital	\$ 30,625	\$ 25,400	\$ 30,376	\$ 31,600
Total Marketing	\$ 17,300	\$ 28,650	\$ 17,229	\$ 25,000
TOTAL EXPENDITURES	\$ 65,000	\$ 75,000	\$ 64,084.77	\$ 75,000
Surplus/Deficit			\$ 11,375.23	

ACCUMULATED SURPLUS/(DEFICIT)

Beginning Balance				\$ -
Use of Reserve				\$ -
Addition to reserve				
Ending Balance			\$ -	\$ -

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval			General Membership Approval		
2023	11	2023	28	11	2023
Date	Month	Year	Date	Month	Year
					
Signature of Chair			Signature of Treasurer		
Dec 20/23			Dec 25/23		
Date			Date		
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:					
Name:	Phone Number:	Phone Number:	Email Address:		

APPENDIX C (CONT'D)

OLDE RIVERSIDE TOWN CENTRE BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	9,000	11,000	8,410.09	12,000
Other Admin.	Accounting	400	500	565	750
	Audit	1,200	1,130	1,695	1,500
	AGM Expenses	100	370	-	750
	Meeting Expenses (non AGM)	50		-	
	Bank Charges				
	Conferences/Seminars				
	Consultants				
	Donations	2,000	2,000	2,000	1,000
	Strategic Plan				
	Memberships				
	Subscriptions				
	Insurance	1,800	3,000	1,869.48	2,000
	Legal			-	
	Telephone	950	700	-	
	Postage & Courier	25	50	41.58	
	Transportation & Travel			-	
	Office Supplies	150	200	534.04	500
	Office Equipment/Furniture/Maintenance			-	
	Printing	1,200	500	50.85	
	Storage/Maintenance		1,500	1,313.83	
	Rent/Lease			-	
	Utilities			-	
	Other: (please specify)				
	Gifts	300		-	
Total Administrative Expenses		17,175	20,950	16,480	18,500

APPENDIX C (CONT'D)

OLDE RIVERSIDE TOWN CENTRE BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment	7,500	7,500	7,500	0
	Street Furniture				2,000
	Benches				4,000
	Alley Enhancements				
	Signage				
	Decorative Lighting				
	Decorations-Seasonal				3,000
	Decorations-Other				
	Banners			6,017.25	3,000
	Murals	1,000	500	0	2,000
	Planters	17,000	15,000	16,859.08	17,500
	Hanging Baskets			0	
	Signage			0	
	Technical/Professional Services				
General Maintenance					
	Flowers/Plants/Trees	1,500		0	
	Snow Removal			0	
	Decorations			0	
	Hydro			0	
	Graffiti Removal			0	
	Power Washing			0	
	Needle Collection			0	
	Street Cleaning	3,000	2,350	0	
	Broken Windows			0	
	Cleanup - Other (please specify)			0	
	Miscellaneous Repairs	500		0	
	Permit Fees			0	
	Security			0	
	Please Specify				
	Garden Supplies	25	50	0	
Total Capital Expenses		30,525	25,400	30,376	31,500

APPENDIX C (CONT'D)

OLDE RIVERSIDE TOWN CENTRE BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships			0	
	Subscriptions			0	
	Professional Development			0	
	Travel			0	
	General Meeting Expense			0	
	Board/Committee Meeting Expense			0	
	Budget Meeting Expense			0	
	Conference Expense			0	
	Internet/Website	800	300	406.80	500
	Member Services (Parking Tokens)			0	
	Public Relations/Liaison			0	
Advertising and Marketing					
	Advertising	10,000	2,500	2,279.76	12,000
	Printing – (Flyers, Brochures, etc...)			0	
	Marketing Design		2,850	0	
	Branding			0	
	Retail Recruitment			0	
	Social Media			0	
	Signage		1,000	0	
	Sponsorships			0	
	Newsletter			0	
	Website Development/Maintenance		1,000	0	
	Wi-Fi				
	Please specify				
Promotions & Events					
	Canada Day			0	
	Christmas	2,500	1,000	1,000	2,500
	Easter				
	Spring Event (Meet and Greet)			593.23	1,000
	Summer Event (Please specify)			11,948.78	9,000
	Fall Event (Veteran Banner Project)			1,000	
	Winter Event (Please specify)				
	Sidewalk Sale				
	Signature Event 1 (complete tab)	4,000	20,000		0
	Signature Event 2 (complete tab)				0
	Please specify				
Total		17,300	28,650	17,229	25,000

APPENDIX C (CONT'D)
OLDE RIVERSIDE TOWN CENTRE BIA
Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

New board, new compliance. Started end of May 2023. Concentrated on understanding previous boards spending. Realigned priorities through membership engagement. Focus will be less event driven and more on marketing, membership participation and capital maintenance.

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

N/A

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

Revenues stem from food sales at Summer Event

Variance
#DIV/0!

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

Hired new coordinator in June, dismissed in October. Used variety of professionals on an ad hoc basis to fulfill needs.

Variance
-21%

5. Capital & General Maintenance

Purchased new pole banners for north and south side of Wyandotte St E extended throughout the entire BIA.

Variance
20%

7. Communications, Marketing, Promotions & Events

Ran a smaller event than budgeted for. Marketing was spent concentrating understanding the needs of membership. Planning/creating digital assets for future marketing.

Variance
-40%

8. Harmonized Sales Tax (HST) Rebates

6581.29

Mandatory

APPENDIX C (CONT'D)
OLDE RIVERSIDE TOWN CENTRE BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

Hire new coordinator, continuation of beautification with Spring, Summer and Fall plantings. Increased spending on destination marketing of the BIA (promoting area as well as individual businesses). Capital assets in need of repair. Utilize 'Open Streets' as our signature event.

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. plus or minus 10% variance for each section below

2. Grants, Donations & Sponsorships

Exploring opportunities

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

Exploring opportunities associated with 'Open Streets'.

Variance
#DIV/0!

EXPENDITURES

Provide explanations for significant variances only, i.e. plus or minus 10% variance for each category below

4. Administration

Cost of hiring administrative coordinator

Variance
-12%

5. Capital & General Maintenance

Increase spending in beautification, asset restoration/maintenance.

Variance
24%

7. Communications, Marketing, Promotions & Events

Changing from event driven spending to marketing awareness.

Variance
-13%

CR201/2024 - Item 11.5 - Appendix D

APPENDIX D



OLDE SANDWICH TOWNE BIA

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 67,100	\$ 67,100	\$ 68,360	\$ 67,100
Transfer from Reserves	\$ 65,000			
<u>Government Grants</u>				
Federal or Provincial				
Municipal				
WDBA Grant		\$ 200,000	\$ 200,000	\$ 47,000
<u>Other Revenue</u>				
Donations				
Sponsorships	\$ 2,500			
Promotions & Events Revenue	\$ 2,500	\$ 2,000		
TOTAL REVENUE	\$ 137,100	\$ 269,100	\$ 268,360	\$ 114,100
EXPENDITURES				
(includes non-recoverable HST)				
Total Administrative	\$ 35,450	\$ 64,390	\$ 42,500	\$ 58,551
Total Capital	\$ 35,400	\$ 95,500	\$ 111,660	\$ 125,500
Total Marketing	\$ 66,250	\$ 166,350	\$ 39,273	\$ 100,432
TOTAL EXPENDITURES	\$ 137,100	\$ 316,240	\$ 193,433	\$ 284,483
Surplus/Deficit	\$ -	\$ 47,140	\$ 74,927	\$ 170,383

ACCUMULATED SURPLUS/(DEFICIT)

Beginning Balance				
Use of Reserve		- 47,140		-\$ 170,383
Addition to Reserve				
Ending Balance			\$ -	\$ 170,383

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval			23-Jan-24			23-Jan-24			General Membership Approval			04/03/2024			23-Jan-24		
Date			Month			Year			Date			Month			Year		
 Sonia Klinger (Apr 3, 2024 17:32 EDT)									 Mike DiVincenzo (Apr 3, 2024 17:28 EDT)								
Signature of Chair									Signature of Treasurer								
Date									Date								
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:																	
Sonia Klinger									6476202859								
Name:									Email Address:								

APPENDIX D (CONT'D)

OLDE SANDWICH TOWNE BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	30,000	27,840	34,973	43,000
Other Admin.	Accounting	300	800	2,825	1,200
	Audit	1,200	1,500	1,200	1,200
	AGM Expenses				
	Meeting Expenses (non AGM)				1,000
	Bank Charges			15	
	Conferences/Seminars				
	Consultants				7,901
	Beautification Planning 2023-2028		30,000		
	Donations	500	500	500	500
	Strategic Plan				
	Memberships				
	Subscriptions				
	Insurance	1,600	1,900	1,993	1,900
	Legal				
	Telephone				
	Postage & Courier				
	Transportation & Travel				
	Office Supplies	500	500		500
	Office Equipment/Furniture/Maintenance				
	Printing				
	Storage/Maintenance	1,000	1,000	800	1,000
	Rent/Lease				
	Utilities	50	50	130	50
	Other: (please specify)				
	Welcome and/or Condolence Planters	300	300	63	300
Total Administrative Expenses		\$ 35,450	\$ 64,390	\$ 42,500	\$ 58,551

APPENDIX D

(CONT'D)

OLDE SANDWICH TOWNE BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment				
	Street Furniture				
	Benches				
	Alley Enhancements				
	Signage				
	Decorative Lighting				
	Decorations-Seasonal	26,000	86,000	86,000	86,000
	Decorations-Other				
	Banners				
	Murals	8,000	8,000	8,000	8,000
	Planters	1,000	1,000	1,000	1,000
	Hanging Baskets				
	Signage				
	Technical/Professional Services				
	Beautification Planning 2024-2026				30,000
General Maintenance					
	Flowers/Plants/Trees				
	Snow Removal				
	Decorations			16,160	
	Hydro				
	Graffiti Removal				
	Power Washing				
	Needle Collection				
	Street Cleaning	400	500	500	500
	Broken Windows				
	Cleanup - Other (please specify)				
	Miscellaneous Repairs				
	Permit Fees				
	Security				
	Please specify				
Total Capital Expenses		\$ 35,400	\$ 95,500	\$ 111,660	\$ 125,500

APPENDIX D (CONT'D)

OLDE SANDWICH TOWNE BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships				
	Subscriptions				
	Professional Development				
	Travel				
	General Meeting Expense				
	Board/Committee Meeting Expense				
	Budget Meeting Expense				
	Conference Expense				
	Internet/Website				
	Member Services (Parking Tokens)				
	Public Relations/Liaison				
Advertising and Marketing					
	Advertising	1,000	1,000		1,000
	Printing – (Flyers, Brochures, etc...)	750	750		1,000
	Marketing Design		62,100		
	Branding				
	Retail Recruitment				
	Social Media	6,000	7,000		7,000
	Signage				
	Sponsorships				500
	Newsletter	1,000	1,500		
	Website Development/Maintenance	500	500		7,500
	Wi-Fi				
	Promotional Videos		2,000		
Promotions & Events					
	Canada Day				
	Christmas				
	Easter				
	Spring Event (Sandwich food event)				5,500
	St. Patrick's Day				2,000
	Summer Event (Please specify)				
	Fall Event (Halloween)			7,813	8,000
	Winter Event (Please specify)				
	Sidewalk Sale				
	Signature Event 1 (Open Streets tab)	12,000	15,600	13,802	15,600
	Signature Event 2 (Miracle tab)	15,000	33,800	8,502	28,000
	Signature Event 3 (Outdoor tab)	30,000	32,100	9,156	24,332
	Please specify				
Total		\$ 66,250	\$ 156,350	\$ 39,273	\$ 100,432

APPENDIX D (CONT'D)

OLDE SANDWICH TOWNE BIA		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Open Streets					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	12,000	13,600		13,600
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue		2,000		2,000
Total Revenues		12,000	15,600	0	15,600
Expenditures					
	Consultants	2,500	4,000	3,030	4,000
	Entertainers	3,000	7,000	9,625	7,000
	Fees - EMS	500			
	Fees - Police				
	Permits	1,000			
	Signage	1,000	1,000	1,146	1,000
	Barricades	500	500		500
	Advertising/Promotion	2,000	2,000		2,000
	Waste Handling/Removal				
	Porto-potties	600	600		600
	Staging	900	500		500
Total Expenditures		12,000	15,600	13,802	15,600

Notes: Please provide description of the event
Open Streets is Sandwich Towne is part of the broader City of Windsor Street Festivities

APPENDIX D (CONT'D)

OLDE SANDWICH TOWNE BIA		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Miracle in Sandwich					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	15,000	12,800		12,800
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue				
	WDBA Grant		21,000		21,000
Total Revenues		15,000	33,800	0	33,800
Expenditures					
	Consultants	3,000	4,000	2,250	4,000
	Entertainers	1,500	2,000	2,000	2,000
	Fees - EMS				
	Fees - Police				
	Permits	1,000	1,000		1,000
	Signage	1,000	1,200		1,100
	Barricades	500	500		
	Advertising/Promotion	3,000	19,000		13,400
	Waste Handling/Removal	500	500		500
	Porto-potties	600	600		500
	Staging	1,000	1,000		1,000
	Others	2,000	3,000	3,485	3,000
	Donations to Participating Organizations				500
	Supplies	900	1,000	767	1,000
	Rental of Space				
	Tree Decorating Day-Consultant				
Total Expenditures		15,000	33,800	8,502	28,000

Notes: Please provide description of the event

APPENDIX D (CONT'D)

OLDE SANDWICH TOWNE BIA		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Sandwich Outdoor market					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	25,000	3,100		3,100
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships	2,500			
	Festival Revenue	2,500			
	WDBA Grant		29,000		29,000
Total Revenues		30,000	32,100	0	32,100
Expenditures					
	Consultants	12,000	15,000	5,250	10,500
	Entertainers	2,500	6,000	2,522	5,000
	Fees - EMS				
	Fees - Police				
	Permits			238	
	Signage	1,000	1,100		1,100
	Barricades	300			
	Advertising/Promotion	7,200	10,000		7,232
	Waste Handling/Removal				
	Porto-potties	3,500			500
	Staging	3,500			
	Others				
	Donations to Participating Organizations				
	Supplies			1,146	
	Rental of Space				
	Tree Decorating Day-Consultant				
Total Expenditures		30,000	32,100	9,156	24,332

Notes: Please provide description of the event

The outdoor market is the perfect community event that brings the community together, promotes our area and local artists and businesses in the Windsor/Essex area

APPENDIX D (CONT'D)									
OLDE SANDWICH TOWNE BIA									
Commentary - 2023 Actual Expenditures									
Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):									
SUMMARY									
<i>(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)</i>									
1. 2023 Accomplishments									
We were focused on re-engaging with our business community, trying to engage with our business owners in hopes of finding new potential Directors, and had a successful Open Streets, and Miracle on Sandwich Events. The Outdoor Markets were a great learning curve. as we are now into our first full year of doing them and we made tremendous stride								Mandatory	
REVENUES									
<i>Provide explanations for significant variances only, i.e. plus or minus 10% variance for each section below</i>									
2. Grants, Donations & Sponsorships									
Our Coordinator received grant funding from the My Main Street Community Activator Fund of just over \$44,000 on behalf of Fed Dev Ontario. Those funds were used to boost the miracle on sandwich event.								Variance	
								0%	
3. Promotions, Events & Other Revenues									
We simply made less in revenue directly from our vendor markets.								Variance	
								-100%	
EXPENDITURES									
<i>Provide explanations for significant variances only, i.e. plus or minus 10% variance for each category below</i>									
4. Administration									
We simply paid less than anticipated in administration.								Variance	
								-34%	
5. Capital & General Maintenance									
The reason for this decrease is that our mural project did not move forward and our quotes for christmas lighting came back lower than anticipated.								Variance	
								17%	
7. Communications, Marketing, Promotions & Events									
Being successful in receiving grant funding for the Miracle on Sandwich allowed us the availability to expand upon our plans. We also put out less newsletters than we anticipated.								Variance	
								-75%	
8. Harmonized Sales Tax (HST) Rebates									
As a BIA we do not have any ability to claim HST Rebates								Mandatory	

APPENDIX D (CONT'D)									
OLDE SANDWICH TOWNE BIA									
Commentary - 2024 Proposed Budget									
Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):									
SUMMARY									
<i>(Include any other pertinent information)</i>									
1. 2024 Goals and Objectives									
The 2024 Goals and Objectives of the BIA are to continue on with the Sandwich Towne Outdoor Markets, but to do less markets but make each of them bigger. We are continuing on with Miracle on Sandwich, and have received additional grant funding for four major projects that we will begin to work on in 2024 all while preparing our members for Sandwich Street Construction								Mandatory	
REVENUES									
<i>Provide explanations for significant variances only, i.e. plus or minus 10% variance for each section below</i>									
2. Grants, Donations & Sponsorships									
We received two years worth of Funding for four major projects								Variance	
								4700000%	
3. Promotions, Events & Other Revenues									
We are proposing to earn less in vendor revenues which explains the variance.								Variance	
								-100%	
EXPENDITURES									
<i>Provide explanations for significant variances only, i.e. plus or minus 10% variance for each category below</i>									
4. Administration									
Like the increase in revenue, we received grant funding for four major projects. This funding will impact the variance percentages in administration, capital and general maintenance and communications, marketing, promotions and events.								Variance	
								-9%	
5. Capital & General Maintenance									
The grant funding we received explains this variance								Variance	
								31%	
7. Communications, Marketing, Promotions & Events									
See above. Grant funding is responsible for this proposed increases.								Variance	
								-36%	

CR201/2024 - Item 11.5 - Appendix E

APPENDIX E



WALKERVILLE DISTRICT BIA

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 45,000	\$ 55,000	\$ 55,000	\$ 55,000
Transfer from Reserves				
<u>Government Grants</u>				
Federal or Provincial				
Municipal				
<u>Other Revenue</u>				
Donations				
Coachworx Rebate			\$ 2,822	\$ 2,600
Sponsorships	\$ 2,000		\$ 1,175	\$ 8,000
Promotions & Events Revenue	\$ 3,000	\$ 6,000	\$ 8,812	
GIC Interest				\$ 1,499
TOTAL REVENUE	\$ 50,000	\$ 61,000	\$ 67,809	\$ 67,099
EXPENDITURES				
(Includes non-recoverable HST)				
Total Administrative	\$ 15,600	\$ 15,500	\$ 15,009	\$ 22,200
Total Capital	\$ 29,345	\$ 18,390	\$ 14,534	\$ 18,960
Total Marketing	\$ 26,275	\$ 27,110	\$ 26,048	\$ 25,939
TOTAL	\$ 71,220	\$ 61,000	\$ 55,591	\$ 67,099
Surplus/Deficit	-\$ 21,220	\$ -	\$ 12,218	\$ -

ACCUMULATED SURPLUS/(DEFICIT)

Beginning Balance				
Use of Reserve	\$ 21,220.00			
Addition to Reserve				
Ending Balance				\$ -

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval			General Membership Approval		
25-December-2023			24-January-2024		
Date	Month	Year	Date	Month	Year
					
Date			Date		
Feb 28, 2024			Feb 29, 2024		
Signature of Chair _____ Date _____ Signature of Treasurer _____ Date _____					
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.					
Howard Spinner		519-819-8923		519-972-5640	
Name		Phone Number		Phone Number	
monarchmattress@rogers.com					
Email Address:					

APPENDIX E (CONT'D)

WALKERVILLE DISTRICT BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	\$ 12,000.00	\$ 12,000.00	\$ 11,199.00	\$ 18,000.00
Other Admin.	Accounting	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,900.00
	Audit				
	AGM Expenses	\$ 1,000.00	\$ 517.00	\$ 589.00	\$ 567.00
	Meeting Expenses (non AGM)				
	Bank Charges	\$ 39.00	\$ 33.00	\$ 33.00	\$ 33.00
	Conferences/Seminars				
	Consultants				
	Donations				
	Strategic Plan				
	Memberships				
	Subscriptions				
	Insurance	\$ 1,561.00	\$ 1,450.00	\$ 1,438.00	\$ 1,500.00
	Legal				
	Telephone				
	Postage & Courier				
	Transportation & Travel				
	Office Supplies				
	Office Equipment/Furniture/Maintenance				
	Printing		\$ 500.00	\$ 250.00	\$ 200.00
	Storage/Maintenance				
	Rent/Lease				
	Utilities				
	Other: (please specify)				
Total Administrative Expenses		\$ 15,600.00	\$ 15,500.00	\$ 15,009.00	\$ 22,200.00

APPENDIX E (CONT'D)

WALKERVILLE DISTRICT BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment				
	Pedestrian Walkways -Bump outs	\$ 8,770.00	\$ 1,750.00		
	Street Furniture				
	Benches				
	Alley Enhancements				
	Signage				
	Decorative Lighting				
	Decorations-Seasonal	\$ 3,800.00	\$ 2,725.00	\$ 4,352.00	\$ 4,500.00
	Decorations-Other			\$ 200.00	\$ 200.00
	Banners	\$ 15,000.00			
	Murals				
	Planters				
	Hanging Baskets				
	Signage				
	Technical/Professional Services				
General Maintenance					
	Flowers/Plants/Trees	\$ 775.00	\$ 775.00	\$ 837.00	\$ 850.00
	Snow Removal				
	Decorations				
	Hydro				
	Graffiti Removal				
	Power Washing				
	Needle Collection				
	Street Cleaning	\$ 1,000.00	\$ 2,500.00	\$ 5,643.00	\$ 5,000.00
	Broken Windows				
	Cleanup - Other (please specify)				
	Miscellaneous Repairs				
	Permit Fees		\$ 640.00	\$ 928.00	\$ 410.00
	Security		\$ 10,000.00	\$ 2,574.00	\$ 8,000.00
Total Capital Expenses		\$ 29,345.00	\$ 18,390.00	\$ 14,534.00	\$ 18,960.00

APPENDIX E (CONT'D)

WALKERVILLE DISTRICT BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships	\$ 500.00	\$ 500.00	\$ 243.00	
	Subscriptions				
	Professional Development				
	Travel				
	General Meeting Expense				
	Board/Committee Meeting Expense				
	Budget Meeting Expense				
	Conference Expense				
	Internet/Website	\$ 1,375.00	\$ 1,500.00	\$ 321.00	\$ 300.00
	Member Services (Parking Tokens)				
	Public Relations/Liaison				
Advertising and Marketing					
	Advertising				\$ 2,000.00
	Printing – (Flyers, Brochures, etc...)		\$ 400.00	\$ 250.00	\$ 200.00
	Marketing Design				
	Branding	\$ 1,000.00			
	Retail Recruitment				
	Social Media				
	Signage				
	Sponsorships				
	Newsletter				
	Website Development/Maintenance				
	Wi-Fi				
	Please specify				
Promotions					
	Canada Day				
	Christmas	\$ 400.00			
	Easter				
	Spring Event (Please specify)				
	Pop Up Events			\$ 8,150.00	
	Summer Event (Please specify)	\$ 14,000.00			
	Art Walk				
	Fall Event (Please specify)				
	Holiday Walk	\$ 9,000.00			
	Winter Event (Please specify)				
	Sidewalk Sale				
	Signature Event 1 (complete tab)		\$ 14,710.00	\$ 8,448.00	\$ 12,669.00
	Signature Event 2 (complete tab)		\$ 10,000.00	\$ 8,636.00	\$ 10,770.00
	Please specify				
Total		\$ 26,275.00	\$ 27,110.00	\$ 26,048.00	\$ 25,939.00

APPENDIX E (CONT'D)

WALKERVILLE DISTRICT BIA		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Art Walk					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution		\$ 13,710.00	\$ 8,448.00	
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships		\$ 1,000.00		
	Festival Revenue				
Total Revenues		\$ -	\$ 14,710.00	\$ 8,448.00	\$ 12,669.00
Expenditures					
	Consultants				
	Entertainers		\$ 6,327.00	\$ 1,250.00	
	Fees - EMS				
	Fees - Police				
	Permits		\$ 213.00	\$ 421.00	
	Signage				
	Barricades			\$ 422.00	
	Advertising/Promotion		\$ 2,000.00	\$ 670.00	
	Waste Handling/Removal		\$ 195.00		
	Porto-potties		\$ 175.00		
	Staging		\$ 1,000.00		
	Security		\$ 1,200.00	\$ 891.00	
	Co-ordinator		\$ 2,800.00	\$ 1,303.00	
	Street Cleaning		\$ 800.00	\$ 2,201.00	
	Misc			\$ 1,290.00	
Total Expenditures		\$ -	\$ 14,710.00	\$ 8,448.00	\$ 12,669.00
Notes: Please provide description of the event					

APPENDIX E (CONT'D)

WALKERVILLE DISTRICT BIA		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Holiday Walk					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution		\$ 9,300.00	\$ 5,991.00	\$ 6,770.00
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships	\$ 700.00	\$ 2,645.00	\$ 4,000.00	
	Festival Revenue				
Total Revenues		\$ -	\$ 10,000.00	\$ 8,636.00	\$ 10,770.00
Expenditures					
	Consultants				
	Entertainers	\$ 3,500.00	\$ 4,041.00		
	Fees - EMS				
	Fees - Police				
	Permits				
	Signage				
	Barricades				
	Advertising/Promotion	\$ 3,500.00	\$ 1,274.00		
	Waste Handling/Removal	\$ 500.00			
	Porto-potties		\$ 587.00		
	Staging				
	Heaters		\$ 562.00		
	Co-ordinator	\$ 2,500.00	\$ 2,006.00		
	Security				
Coachworx		\$ 166.00			
Total Expenditures		\$ -	\$ 10,000.00	\$ 8,636.00	\$ 10,770.00
Notes: Please provide description of the event					

APPENDIX E (CONT'D)
WALKERVILLE DISTRICT BIA
Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

The BIA added 3 successful pop up events during the year in addition to their two signature events

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

Sponsorships for 2023 \$1175.00 + Coachworx rebate of \$2822.00 for street cleaning

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

3 pop up events added to the two yearly signature events . Generated over \$8000 in revenue

Variance
47%

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

Within BIA limits

Variance
-3%

5. Capital & General Maintenance

Security was hired late in the year

Variance
-21%

7. Communications, Marketing, Promotions & Events

Within BIA limits

Variance
-4%

8. Harmonized Sales Tax (HST) Rebates

HST Rebate for 2023 is \$5,111.00

Mandatory

APPENDIX E (CONT'D)
WALKERVILLE DISTRICT BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

Just 2 major events and no pop up events planned at this time

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

No grants or donations expected --Sponsorships budgeted for \$8,000.00 for the year

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

BIA expecting more sponsorships for 2024 but this may not materialize

Variance
-75%

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

Co ordinator 's compensation has been renegotiated plus her job description has been revised-
-KPMG raising their rates again

Variance
43%

5. Capital & General Maintenance

Variance within BIA limits---Flowers and street cleaning major expense --security patrols to be reduced

Variance
3%

7. Communications, Marketing, Promotions & Events

Only two major events planned for 2024 so far--additional advertising for 2024

Variance
-4%

CR201/2024 - Item 11.5 - Appendix F

APPENDIX F

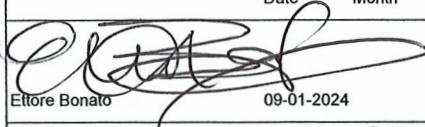
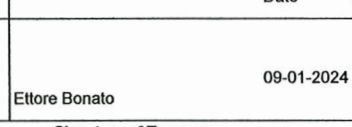
OTTAWA STREET BIA

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 71,965	\$ 71,965	\$ 71,965	\$ 71,965
Government Grants				
Federal or Provincial			\$ 44,709	
Municipal				
Other Revenue				
Donations			\$ 10,000	
Sponsorships				
Promotions & Events Revenue			\$ 300	
TOTAL REVENUE	\$ 71,965	\$ 71,965	\$ 126,974	\$ 71,965
EXPENDITURES				
(Includes non-recoverable HST)				
Total Administrative	\$ 17,965	\$ 17,445	\$ 19,769	\$ 17,950
Total Capital	\$ 21,500	\$ 16,500	\$ 91,481	\$ 35,000
Total Marketing	\$ 32,500	\$ 38,020	\$ 41,212	\$ 40,800
TOTAL EXPENDITURES	\$ 71,965	\$ 71,965	\$ 152,462	\$ 93,750
Surplus/Deficit	\$ -	\$ -	\$ 25,488	\$ 21,785

ACCUMULATED SURPLUS/(DEFICIT)

Beginning Balance			\$ 47,894	\$ 22,406
Use of Reserve			\$ 25,488	\$ 21,785
Addition to Reserve				
Ending Balance			\$ 22,406	\$ 621

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval	01-11-2023	01-11-2023	General Membership Approval	01-11-2023	
Date	Month	Year	Date	Month	Year
					
Ettore Bonato		Ettore Bonato		09-01-2024	
Date		Date		Date	
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:					
Ettore Bonato	519-254-8447	ettore@bellnet.ca			
Name:	Phone Number:	Phone Number:	Email Address:		

APPENDIX F (CONT'D)

OTTAWA STREET BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	6,000	6,000	6,000	6,000
Other Admin.	Accounting	652	375		
	Audit	1,350	1,250	1,650	1,600
	AGM Expenses			366	300
	Meeting Expenses (non AGM)	226			
	Bank Charges	300	200	306	300
	Conferences/Seminars		300		
	Consultants				
	Donations				
	Strategic Plan				
	Memberships				
	Subscriptions	750	750		
	Insurance	3,500	3,500	4,482	3,500
	Legal				
	Telephone				
	Postage & Courier	100	100		100
	Transportation & Travel				
	Office Supplies	750	600	803	800
	Office Equipment/Furniture/Maintenance	237	270	384	250
	Printing	3,000	3,000	4,500	4,000
	Storage/Maintenance				
	Rent/Lease				
	Utilities	1,100	1,100	1,274	1,100
	Other: (please specify)				
Total Administrative Expenses		17,965	17,445	19,765	17,950

APPENDIX F (CONT'D)

OTTAWA STREET BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment				
	Street Furniture				
	Benches				
	Alley Enhancements			64,756	
	Signage				
	Decorative Lighting	6,000		9,800	
	Decorations-Seasonal	1,500	2,000		3,000
	Decorations-Other				
	Banners	1,500	5,000		20,000
	Murals	6,000	2,000	7,000	5,000
	Planters				
	Hanging Baskets				
	Signage				
	Technical/Professional Services				
	Other: Please specify				
General Maintenance					
	Flowers/Plants/Trees				
	Snow Removal				
	Decorations				
	Hydro				
	Graffiti Removal				
	Power Washing				
	Needle Collection				
	Street Cleaning	4,000	5,000	8,400	5,000
	Broken Windows				
	Cleanup - Other (please specify)				
	Miscellaneous Repairs				
	Permit Fees	2,500	2,500	1,525	2,000
	Security				
	Please specify				
Total Capital Expenses		21,500	16,500	91,481	35,000

APPENDIX F (CONT'D)

OTTAWA STREET BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships			750	800
	Subscriptions		750		
	Professional Development	1,000			
	Travel				
	General Meeting Expense				
	Board/Committee Meeting Expense				
	Budget Meeting Expense				
	Conference Expense				
	Internet/Website	600	600	550	600
	Member Services (Parking Tokens)				
	Public Relations/Liaison				
Advertising and Marketing					
	Advertising	500	770		
	Printing – (Flyers, Brochures, etc...)	3,000	3,000	4,502	3,000
	Marketing Design				
	Branding				
	Retail Recruitment				
	Social Media	17,000	15,000	17,560	17,000
	Signage				
	Sponsorships				
	Newsletter				
	Website Development/Maintenance	400	400	350	400
	Wi-Fi				
Promotions & Events					
	Canada Day				
	Christmas				
	Easter				
	Spring Event (Please specify)	2,500			
	Win Your Purchase Restaurant Aid				
	Summer Event (Please specify)	2,500	12,500	13,500	15,000
	Smaller Open Streets				
	Fall Event (Please specify)				
	Winter Event (Please specify)				
	Win Your Purchase	2,500	2,500	2,500	2,500
	Sidewalk Sale	2,500	2,500	1,500	1,500
	Signature Event 1 (complete tab)				
	Signature Event 2 (complete tab)				
	Please specify				
Total		32,500	38,020	41,212	40,800

APPENDIX F (CONT'D)

OTTAWA STREET BIA		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Ottawa Street Tent					
Event Dates: August 12, 2023					10-Aug-24
Revenues					
Must be shown on Cover Page	BIA Contribution		12,500	13,500	15,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue			300	
Total Revenues		0	12,500	13,800	15,000
Expenditures					
	Consultants				
	Entertainers		2,500	1,500	2,000
	Fees - EMS				
	Fees - Police		1,000	1,600	2,500
	Permits		1,350	1,000	1,000
	Signage		150	150	200
	Barricades		250	350	700
	Advertising/Promotion		500	300	500
	Waste Handling/Removal		500	400	500
	Porto-potties			100	200
	Staging		1,850	1,600	1,700
	Insurance		1,150	900	1,200
	Security		2,200	4,000	3,500
	Special Event Insurance		1,000	800	
	Equipment Rental		50	800	1,000
Total Expenditures		0	12,500	13,500	15,000
Notes: Please provide description of the event					

APPENDIX F (CONT'D)

OTTAWA STREET BIA		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name:					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution				
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue				
Total Revenues		0	0	0	0
Expenditures					
	Consultants				
	Entertainers				
	Fees - EMS				
	Fees - Police				
	Permits				
	Signage				
	Barricades				
	Advertising/Promotion				
	Waste Handling/Removal				
	Porto-potties				
	Staging				
Total Expenditures		0	0	0	0
Notes: Please provide description of the event					

APPENDIX I (CONT'D)
OTTAWA STREET BIA
Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

Finished alley lighting project and paid in full/ Fixed tree lights with donation given specifically to use towards this.

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

The Ottawa Street BIA received a government grant, received money from an anonymous person who loves Ottawa Street.

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

The Ottawa Street BIA had booth space rentals of one event and redeived money from the booth owners for space rental.

Variance
#DIV/0!

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

Stayed within the BIA budget.

Variance
13%

5. Capital & General Maintenance

Price went up a little to keep Ottawa Street clean and adjoining alleys / special garbage pickup was required (that was the extra cost).

Variance
454%

7. Communications, Marketing, Promotions & Events

Everything was within budget.

Variance
8%

8. Harmonized Sales Tax (HST) Rebates

Havn't received anything.

Mandatory

APPENDIX I (CONT'D)
OTTAWA STREET BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

Planning on the BIA expansion, Marentette to Walker / in the process of coordinating with the City. Getting new banners.

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

The Ottawa Street BIA is going to come up with a sponsorship package to entice people to invest in Ottawa Street. Will be looking for more grants applicable to the BIA.

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

The new budget for events reflects better the cost arising from events. Should be within budget.

Variance
#DIV/0!

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

Should remain the same.

Variance
3%

5. Capital & General Maintenance


The BIA believes it might cost a little more but the board budgeted for the rise in cost.

Variance
112%

7. Communications, Marketing, Promotions & Events

Have put out feelers for pricing and participation to meet the BIA needs. This was anticipated and should be within budget.

Variance
7%

Board of Management Approval			16/11/2023						General Membership Approval			11-Jan-24		
Date	Month	Year	Date	Month	Year				Date	Month	Year			
 Dec 13, 2023														
Signature of Chair			Date			Signature of Treasurer			Date					
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:														
Bridget Scheuerman			519 962-1852			519 995-6866			bscheuerman38@gmail.com					
Name:			Phone Number:			Phone Number:			Email Address:					

APPENDIX G (CONT'D)

PILLETTE VILLAGE BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	6,000	8,000	7,380	6,500
Other Admin.	Accounting	400	500	452	500
	Audit	1,130	1,200	1,695	1,700
	AGM Expenses	100	200	117	150
	Meeting Expenses (non AGM)	100		57	100
	Bank Charges				
	Conferences/Seminars				
	Consultants				
	Donations		200	725	800
	Strategic Plan				
	Memberships				
	Subscriptions				
	Insurance	1,900	1,900	1,961	1,961
	Legal				
	Telephone				
	Postage & Courier	25	25	21	25
	Transportation & Travel				
	Office Supplies	100	100	60	75
	Office Equipment/Furniture/Maintenance				
	Printing	150	150	69	150
	Storage/Maintenance	1,500	1,700	1,695	1,500
	Rent/Lease				
	Utilities				
	Gifts	250	400	-	100
	Other: (please specify)				
Total Administrative Expenses		\$ 11,655	\$ 14,375	\$ 14,232	\$ 13,561

APPENDIX G (CONT'D)

PILLETTE VILLAGE BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment	10,600	10,600	10,600	10,600
	Street Furniture				
	Benches				
	Alley Enhancements				
	Signage				
	Decorative Lighting				
	Decorations-Seasonal		1,500		
	Decorations-Other				
	Banners				
	Murals				
	Planters				
	Hanging Baskets				
	Signage				
	Technical/Professional Services				
General Maintenance					
	Flowers/Plants/Trees	5,000	1,000	0	2,000
	Snow Removal				
	Decorations				
	Hydro				
	Graffiti Removal				
	Power Washing				
	Needle Collection				
	Street Cleaning	1,150	1,000	315	1,000
	Broken Windows				
	Cleanup - Other (please specify)				
	Plant Watering	1,250	1,000		1,250
	Garden Supplies	50	25	61	75
	Miscellaneous Repairs	70	100	0	64
	Permit Fees				
	Security				
	PLEASE SPECIFY				
Total Capital Expenses		\$ 18,120	\$ 15,225	\$ 10,976	\$ 14,989

APPENDIX G (CONT'D)

PILLETTE VILLAGE BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships				
	Subscriptions				
	Professional Development				
	Travel				
	General Meeting Expense				
	Board/Committee Meeting Expense				
	Budget Meeting Expense				
	Conference Expense				
	Internet/Website	225	400	1,009	1,100
	Member Services (Parking Tokens)				
	Public Relations/Liaison				
Advertising and Marketing					
	Advertising	5,000	5,000	678	1,800
	Printing – (Flyers, Brochures, etc...)				
	Marketing Design			4,499	4,650
	Branding				
	Retail Recruitment				
	Social Media				
	Signage				
	Sponsorships				
	Newsletter				
	Website Development/Maintenance				400
	Wi-Fi				
Promotions & Events					
	Canada Day				
	Christmas				
	Easter				
	Spring Event (Please specify)				
	Summer Event (Please specify)				
	Fall Event (Please specify)				
	Winter Event (Please specify)				
	Sidewalk Sale				
	Signature Event 1 (complete tab)	5,000	5,000	2,615	3,500
	Signature Event 2 (complete tab)				0
	Please Specify				
Total		\$ 10,225	\$ 10,400	\$ 8,801	\$ 11,450

APPENDIX G (CONT'D)

PILLETTE VILLAGE BIA		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Giant Garage Sale					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	5,000	5,000	2,615	3,500
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue				
Total Revenues		5,000	5,000	2,615	3,500
Expenditures					
	Consultants				
	Entertainers	350	300	400	500
	Fees - EMS				
	Fees - Police				
	Permits	210	210	212	212
	Signage	200	500		500
	Barricades				
	Advertising/Promotion	3,000	2,500	2,000	2,500
	Waste Handling/Removal				
	Porto-potties				
	Staging	800	1,000	351	300
	Printing	440	490		
Total Expenditures		5,000	5,000	2,963	4,012
Notes: Please provide description of the event					

APPENDIX ((CONT'D)
PILLETTE VILLAGE BIA
Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

Accomplished completion of Phase One of Capital Works project...installation of planters and trees. Improved marketing and communication with businesses.

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

Variance
#VALUE!

3. Promotions, Events & Other Revenues

Variance
#VALUE!

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

increased attention to capital works and improvement of the Street Sale event.

Variance
-1%

5. Capital & General Maintenance

Provided down payment for Capital works project of \$54,000 Phase 1

Variance
-28%

7. Communications, Marketing, Promotions & Events

major improvements on website and interaction with businesses to various web platforms

Variance
-15%

8. Harmonized Sales Tax (HST) Rebates

not completed until end of December 2023

Mandatory

APPENDIX ((CONT'D)
PILLETTE VILLAGE BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

continue to work to get Phase 2 of Capital works project completed. Marketing promotion of package for businesses to give to customers. Improvement to getting more businesses within BIA. Building owners have been making some improvements to buildings.

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below

2. Grants, Donations & Sponsorships

Variance
#DIV/0!

3. Promotions, Events & Other Revenues

Variance
#VALUE!

EXPENDITURES

Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below

4. Administration

Variance
-6%

5. Capital & General Maintenance

Variance
-2%

7. Communications, Marketing, Promotions & Events

Providing marketing tools to businesses as well as marketing merchandise. Videos being prepared for social media for each business.

Variance
10%

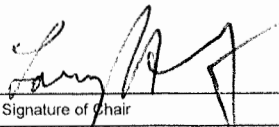
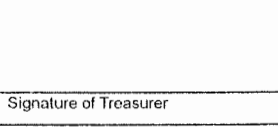
JIX H

NDOTTE TOWNE CENTRE BIA

	2023	2023	2024
	Approved Budget	Projected Actual	Proposed Budget
REVENUE			
BIA Levy	\$94,000.00	\$ 0.00	\$94,000.00
<u>Government Grants</u>			
Federal or Provincial			
Municipal			
<u>Other Revenue</u>			
Donations			
OTHER: PLEASE SPECIFY			
Rent			
Sponsorships			
Promotions & Events Revenue			
TOTAL REVENUE	\$94,000.00	\$ 0.00	\$94,000.00
EXPENDITURES (includes non-recoverable HST)			
Total Administrative	\$31,500.00		\$31,500.00
Total Capital	\$43,750.00		\$43,750.00
Total Marketing	\$18,750.00		\$18,750.00
TOTAL EXPENDITURES	\$94,000.00		\$94,000.00
Surplus/Deficit	\$ 0.00	\$ 0.00	

ACCUMULATED SURPLUS/(DEFICIT)			
Beginning Balance		\$163,126.00	\$163,126.00
Use of Reserve			
Ending Balance			

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval	12/11/2023	General Membership Approval	02/2024
Date	Month Year	Date	Month Year
			
Date: 2/9/2024		Date:	
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below:			
Name: RANDY AYAD Phone Number: (226) 345-0443 Email: RANDY.AYAD@yahoo.com			

APPENDIX H (CONT'D)

WYANDOTTE TOWNE CENTRE BIA		2023	2023	2024
Administrative Expenses		Approved	Projected Actual	Proposed
Staff	Salaries/Wages/Benefits	12,000.00		12,000.00
Other Admin.	Accounting	3,500.00		3,500.00
	Audit	1,400.00		1,400.00
	AGM Expenses	500.00		500.00
	Meeting Expenses (non AGM)	1,200.00		1,200.00
	Bank Charges	1,200.00		1,200.00
	Conferences/Seminars			
	Consultants	1,800.00		1,800.00
	Donations			
	Strategic Plan	1,200.00		1,200.00
	Memberships			
	Subscriptions			
	Insurance	1,400.00		1,400.00
	Legal	1,100.00		1,100.00
	Telephone	-		-
	Postage & Courier	-		-
	Transportation & Travel			
	Office Supplies	1,000.00		1,000.00
	Office Equipment/Furniture/Maintenance	500.00		500.00
	Printing	1,200.00		1,200.00
	Storage/Maintenance			
	Rent/Lease	3,500.00		3,500.00
	Utilities			
	Other: (please specify)			
	HST Paid			
Total Administrative Expenses		\$ 31,500.00	\$ -	\$ 31,500.00

APPENDIX H (CONT'D)

WYANDOTTE TOWNE CENTRE BIA		2023	2023	2024
Capital Expenses		Approved	Projected Actual	Proposed
Capital				
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan			
	Street Furniture			
	Benches			
	Alley Enhancements	0.00		0.00
	Signage	1,500.00		1,500.00
	Decorative Lighting	5,000.00		5,000.00
	Decorations-Seasonal	5,000.00		5,000.00
	Decorations-Other			
	Banners	2,500.00		2,500.00
	Murals			
	Planters			
	Hanging Baskets			
	Signage			
	Technical/Professional Services	1,000.00		1,000.00
	Other: Please specify			
General Maintenance				
	Flowers/Plants/Trees	3,000.00		3,000.00
	Snow Removal			
	Decorations	2,500.00		2,500.00
	Hydro	1,250.00		1,250.00
	Graffiti Removal			
	Power Washing	1,000.00		1,000.00
	Needle Collection			
	Street Cleaning	18,000.00		18,000.00
	Broken Windows	3,000.00		3,000.00
	Cleanup - Other (please specify)			
	Miscellaneous Repairs	0.00		0.00
	Permit Fees			
	Security			
Total Capital Expenses		\$ 43,750.00	\$ -	\$ 43,750.00

APPENDIX (CONT'D)

WYANDOTTE TOWNE CENTRE BIA		2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Projected Actual	Proposed Budget
Communications				
	Memberships			
	Subscriptions			
	Professional Development			
	Travel			
	General Meeting Expense	250.00		250.00
	Board/Committee Meeting Expense	250.00		250.00
	Budget Meeting Expense	250.00		250.00
	Conference Expense			
	Internet/Website	500.00		500.00
	Member Services (Parking Tokens)			
	Public Relations/Liaison			
Advertising and Marketing				
	Advertising	2,000.00		2,000.00
	Printing – (Flyers, Brochures, etc...)	500.00		500.00
	Marketing Design			
	Branding			
	Retail Recruitment			
	Social Media	2,500.00		2,500.00
	Signage			
	Sponsorships			
	Newsletter			
	Website Development/Maintenance	2,500.00		2,500.00
	Wi-Fi			
	Please specify			
Promotions & Events				
	parades	10,000.00		10,000.00
	Easter			
	Spring Event (Please specify)			
	Summer Event (Please specify)			
	Fall Event (Please specify)			
	Winter Event (Please specify)			
	Sidewalk Sale			
	Signature Event 1 (complete tab)	0.00		0.00
	Signature Event 2 (complete tab)	0.00		0.00
Total		\$ 18,750.00	\$ -	\$ 18,750.00

APPENDIX H (CONT'D)

WYANDOTTE TOWNE CENTRE BIA		2023	2023	2024
Signature Event 1 - Supporting Information		Approved	Projected Actual	Proposed
Event Name:				
Event Dates:				
Revenues				
Must be shown on Cover Page	BIA Contribution			
	Federal/Provincial Grant			
	Municipal Grant			
	Donations			
	Sponsorships			
	Festival Revenue			
Total Revenues		0.00	0.00	0.00
Expenditures				
	Consultants			
	Entertainers			
	Fees - EMS			
	Fees - Police			
	Permits			
	Signage			
	Barricades			
	Advertising/Promotion			
	Waste Handling/Removal			
	Porto-potties			
	Staging			
Total Expenditures		0.00	0.00	0.00

Notes: Please provide description of the event

APPENDIX (CONT'D)
WYANDOTTE TOWNE CENTRE BIA
Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2020 Projected Actual vs. 2021 Approved Budget):

SUMMARY

(Include 2020 accomplishments; also indicate what was not accomplished in 2020 and why)

1. 2023 Accomplishments

--

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

--

Variance #DIV/0!

3. Promotions, Events & Other Revenues

--

Variance #DIV/0!

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

--

Variance -100%

5. Capital & General Maintenance

--

Variance -100%

7. Communications, Marketing, Promotions & Events

--

Variance -100%

8. Harmonized Sales Tax (HST) Rebates

--

Mandatory

APPENDIX (CONT'D)
WYANDOTTE TOWNE CENTRE BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

--

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

--

Variance #DIV/0!

3. Promotions, Events & Other Revenues

--

Variance #DIV/0!

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

--

Variance 0%

5. Capital & General Maintenance

--

Variance 0%

7. Communications, Marketing, Promotions & Events

--

Variance 0%

CR201/2024 - Item 11.5 - Appendix I


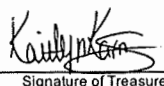
APPENDIX I FORD CITY BIA

	2022	2023	2023	2024
	Approved Budget	Approved Budget	Projected Actual	Proposed Budget
REVENUE				
BIA Levy	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Government Grants				
Federal or Provincial				
Municipal				
Other Revenue				
Donations				
Sponsorships		\$ 6,000	11,350	\$ 11,000
Promotions & Events Revenue		\$ 4,000	4,300	\$ 4,100
TOTAL REVENUE	\$ 30,000	\$ 40,000	\$ 45,650	\$ 45,100
EXPENDITURES (includes non-recoverable HST)				
Total Administrative	\$ 11,700	\$ 16,870	\$ 18,767	\$ 18,930
Total Capital	\$ 10,100	\$ 4,770	\$ 11,937	\$ 6,270
Total Marketing	\$ 8,200	\$ 18,360	\$ 24,917	\$ 27,600
TOTAL EXPENDITURES	\$ 30,000	\$ 40,000	\$ 55,621	\$ 52,800
Surplus/(Deficit)	\$ -	\$ -	\$ 9,971	\$ 7,700

ACCUMULATED SURPLUS/(DEFICIT)

Beginning Balance		41,462		
Use of Reserve				-\$ 7,700
Addition to Reserve				
Ending Balance			\$ -	\$ 7,700

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval		General Membership Approval	
Nov 22, 2023		Nov 28, 2023	
Date	Month	Date	Month
Year	Year	Year	Year
			
Signature of Chair		Signature of Treasurer	
Date	Nov 28, 2023	Date	Nov 28, 2023
If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below.:			
Name: Phone Number: Phone Number: Email Address:			

Kaitlyn Karns, Executive Director

519-562-0450

kaitlyn@fordcity.ca

APPENDIX I (CONT'D)

FORD CITY BIA		2022	2023	2023	2024
Administrative Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits	6,400	11,400	11,910	11,500
Other Admin.	Accounting	400	400	452	450
	Audit	1,130	1,130	1,695	1,600
	AGM Expenses		250	200	175
	Meeting Expenses (non AGM)				
	Bank Charges			50	50
	Conferences/Seminars			-	1,000
	Consultants				
	Donations	200	200	300	200
	Strategic Plan				
	Memberships				
	Subscriptions				
	Insurance	2,500	2,000	2,000	2,000
	Legal				
	Telephone				
	Postage & Courier			2	5
	Transportation & Travel				
	Office Supplies	50			
	Office Equipment/Furniture/Maintenance				
	Printing	20	50	258	50
	Storage/Maintenance	1,000	1,440	1,900	1,900
	Rent/Lease				
	Utilities				
	Other: (please specify)				
Total Administrative Expenses		11,700	16,870	18,767	18,930

APPENDIX I

(CONT'D)

FORD CITY BIA		2022	2023	2023	2024
Capital Expenses		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Capital					
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment				
	Street Furniture			10,407	0
	Benches				
	Alley Enhancements				
	Signage				
	Decorative Lighting				
	Decorations-Seasonal			1,000	970
	Decorations-Other			450	300
	Banners				
	Murals	1,100			
	Planters	1,000	570	80	0
	Hanging Baskets	5,500	3,000		0
	Signage				
	Technical/Professional Services				5,000
General Maintenance					
	Flowers/Plants/Trees	800	500		
	Snow Removal				
	Decorations				
	Hydro				
	Graffiti Removal	700			
	Power Washing				
	Needle Collection				
	Street Cleaning				
	Broken Windows				
	Cleanup - Other (please specify)	500	500		
	Miscellaneous Repairs	500	200		
	Permit Fees				
	Security				
Total Capital Expenses		10,100	4,770	11,937	6,270

APPENDIX I (CONT'D)

FORD CITY BIA		2022	2023	2023	2024
Communications/Marketing/Promotions & Events		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Communications					
	Memberships				
	Subscriptions				
	Professional Development				
	Travel				
	General Meeting Expense				
	Board/Committee Meeting Expense				
	Budget Meeting Expense				
	Conference Expense				
	Internet/Website				
	Member Services (Parking Tokens)				
	Public Relations/Liaison				
Advertising and Marketing					
	Advertising	2,000	1,000	100	100
	Printing – (Flyers, Brochures, etc...)				
	Marketing Design				
	Branding				
	Retail Recruitment				
	Social Media				
	Signage				
	Sponsorships				
	Newsletter				
	Website Development/Maintenance	200	360	400	400
	Wi-Fi				
Promotions & Events					
	Canada Day				
	Christmas				
	Easter				
	Spring Event (Please specify)				
	Summer Event (Please specify)				
	Fall Event (Please specify)				
	Winter Event (Please specify)				
	Sidewalk Sale				
	Signature Event 1 (complete tab)	6,000	17,000	24,417	22,100
	Signature Event 2 (complete tab)				5,000
	Please specify				
Total		8,200	18,360	24,917	27,600

APPENDIX I (CONT'D)

FORD CITY BIA		2022	2023	2023	2024
Signature Event 1 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Dropped on Drouillard					
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution	6,000	7,000	7,000	7,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships		6,000	11,350	11,000
	Festival Revenue		4,000	4,300	4,100
Total Revenues		6,000	17,000	22,650	22,100
Expenditures					
	Consultants	1,000	1,000	1,050	1,000
	Entertainers	2,000	5,000	5,200	5,500
	Fees - EMS	100	1,125	0	0
	Fees - Police		800	1,750	1,000
	Permits	150	1,126	999	900
	Signage		749	160	100
	Barricades		1,200	1,028	1,000
	Advertising/Promotion	1,500	1,000		
	Waste Handling/Removal	100	1,000	465	500
	Porto-potties	250	3,000	995	1,000
	Staging	900		900	1,900
	Misc		1,000	11,870	9,200
Total Expenditures		6,000	17,000	24,417	22,100
Notes: Please provide description of the event					

APPENDIX I

(CONT'D)

FORD CITY BIA		2022	2023	2023	2024
Signature Event 2 - Supporting Information		Approved Budget	Approved Budget	Projected Actual	Proposed Budget
Event Name: Various- 1 Winter and Fall Event Support					5000
Event Dates:					
Revenues					
Must be shown on Cover Page	BIA Contribution				5,000
	Federal/Provincial Grant				
	Municipal Grant				
	Donations				
	Sponsorships				
	Festival Revenue				
Total Revenues		0	0	0	5,000
Expenditures					
	Consultants				
	Entertainers				2,700
	Fees - EMS				
	Fees - Police				
	Permits				1,000
	Signage				
	Barricades				500
	Advertising/Promotion				300
	Waste Handling/Removal				
	Porto-pottles				500
	Staging				
Total Expenditures		0	0	0	5,000
<p>Notes: The BIA's goal is to support two additional events aside from Dropped on Drouillard in the off-seasons.</p>					

APPENDIX I (CONT'D)

FORD CITY BIA

Commentary - 2023 Actual Expenditures

Explanation of Significant Variances (2023 Projected Actual vs. 2023 Approved Budget):

SUMMARY

(Include 2023 accomplishments; also indicate what was not accomplished in 2023 and why)

1. 2023 Accomplishments

2023 was a big year for Ford City. Our Dropped on Drouillard festival was bigger and better than ever, we had a number of new businesses join the district and we were able to enstate our new baord of directors.

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below

2. Grants, Donations & Sponsorships

This increase is all related to Dropped on Drouillard. Because of our limited budget, we really expanded our sponsorship efforts this year in order to help grow the festival. We will continue to maximize our efforts in getting sponsors to help with the growth of the festival.

Variance
89%

3. Promotions, Events & Other Revenues

Variance
8%

EXPENDITURES

Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below

4. Administration

The small increase in adminstration is from the increase cost of our annual audit with KPMG and a short period of increased pay for the Executive Director. The pay increase was approved by City Council during the BIA takeover period.

Variance
11%

5. Capital & General Maintenance

The increase is due to the purchase of two sheds for the BIA's latest initiative "Ford City Lot Shops". The Lot Shops provide an short-term, inexpensive rental opportunity for new business owners to test out their business. The Lot Shops also help the BIA to fill a vacant lot within the main block of the district.

Variance
150%

7. Communications, Marketing, Promotions & Events

This increase is all related to Dropped on Drouillard. Because of an increase in sponsorship funds, we were able to spend more on the event.

Variance
36%

8. Harmonized Sales Tax (HST) Rebates

\$4,523.21 - 2022 HST Rebate

Mandatory

APPENDIX I (CONT'D)
FORD CITY BIA
Commentary - 2024 Proposed Budget

Explanation of Significant Variances (2024 Proposed Budget vs. 2023 Approved Budget):

SUMMARY

(Include any other pertinent information)

1. 2024 Goals and Objectives

The 2024 goals and objectives of the Ford City BIA include, but are not limited to: Continuing to expand the success and growth of Dropped on Drouillard, support two additional Ford City events to attract patrons to the area, and continue to invest in opportunities to bring new businesses to the district.

Mandatory

REVENUES

Provide explanations for significant variances only, i.e. plus or minus 10% variance for each section below

2. Grants, Donations & Sponsorships

This increase is reflective of the actual sponsorships from Dropped on Drouillard 2023. It is our goal to acquire the same amount of sponsorship funds for the festival in 2024 that we did in 2023.

Variance
83%

3. Promotions, Events & Other Revenues

Variance
3%

EXPENDITURES

Provide explanations for significant variances only, i.e. plus or minus 10% variance for each category below

4. Administration

The slight increase in Administration is to go towards learning opportunities for our Board of Directors to help with the growth of the district.

Variance
12%

5. Capital & General Maintenance

This increase is related to a task that we have that will use up some of our reserve funds. We are looking into finding a way to provide power sources along the street (light poles, solar etc). This is a long term investment, but is one that would be beneficial to the BIA for years to come.

Variance
31%

7. Communications, Marketing, Promotions & Events

This increase relates to one of the 2024 goals of the BIA. As mentioned, the BIA would like to support two additional events, totaling to three BIA-related events in 2024. These events will not be to the scale of Dropped on Drouillard, but will encourage our community to visit our businesses throughout the slower months of the year.

Variance
50%