Exchange District Business Improvement Zone
Proposed Program & Budget

January 1, 2007 – December 31, 2007

The catalyst making the historic Exchange District Manitoba's most unique and vibrant business, cultural and residential community.

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Exchange District BIZ
Proposed Program & Budget 2007

Message from the Chair

On behalf of the Exchange District BIZ Management Board, I am pleased to present the 2007 Proposed Program & Budget. This document provides a comparison of projected revenues and expenditures from the current year and outlines the planned revenues and expenditures for 2007.

The Exchange District BIZ is committed to delivering community enhancement programs and services in the areas of marketing, special events, and image enhancement. Each year, the Management Board requests the Zone members approve a budget for the upcoming year. In 2007, the anticipated operating requirements of the BIZ are $316,720. Of this total, the BIZ is requesting a $262,100 BIZ Levy. The balance, $54,620, will be raised from other sources.

The BIZ levy rate required to support the $262,100 request for 2007 is estimated at 1.421, based on the latest Annual Rental Value (ARV) figure of $18,442,260 (September, 2006). As the table below indicates, this falls within the range of levy rates applied to Exchange District BIZ members over the past 5 years.

	2002	2003	2004	2005	2006	*2007*
Estimate at AGM	1.433	1.420	1.420	1.440	1.578	*1.421*
Actual at Tax Time	1.377	1.386	1.349	1.427	1.339	*TBA*

As the following table illustrates, the Exchange District's ARV remained relatively stable during years 2002 through 2005. In 2006 the District experienced an increase to its ARV to $18.4 million, which is the result of a city-wide reassessment and also reflective of new businesses setting up operations in the area.

	2002	2003	2004	2005	2006
September ARV	14,570,000	14,792,340	14,911,260	15,067,620	18,442,260

The proposed revenues and expenditures are detailed on the following pages. New in 2007 is the establishment of a restricted capital reserve fund. Details are found on page 7.

We feel we have budgeted responsibly, balancing the recognition that the BIZ levy represents an expense to local business with the resources required by the organization to continue to provide quality programs and services to BIZ members and to add value to the Exchange District as a whole.

Respectfully submitted,
EXCHANGE DISTRICT BIZ



Deanna Allen, Chair
Exchange District BIZ

Expenditures & Revenues Summary

Breakdown by Committee, 2006 - 2007

Expenditures / Revenues Summary	2006 Budget	2006 Projected	2007 Budget
Programs, Operations & Old Market Square			
Committee Expenditures	51,480	53,877	67,250
Less Contributions:	(23,900)	(33,732)	(32,200)
Net BIZ Levy - Programs	**27,580**	**20,145**	**35,050**
Marketing & Communications			
Committee Expenditures	21,045	21,030	25,400
Less Contributions:	(300)	(300)	(500)
Net BIZ Levy - Marketing	**20,745**	**20,730**	**24,900**
Image Enhancement & Community Relations			
Committee Expenditures	103,516	106,875	101,304
Less Contributions:	(40,320)	(45,099)	(26,475)
Net BIZ Levy – Image	**63,196**	**61,776**	**74,829**
Administration	125,194	127,952	127,727
Less Contributions:	(1,100)	(1,250)	(1,650)
Net BIZ Levy - Administration	**124,094**	**126,702**	**126,077**
Operating Expenditures	**301,235**	**309,734**	**321,681**
BIZ Levy Adjustment	**6,205**	**6,205**	**6,205**
Non-Cash Items			**(9,961)**
Capital Reserve			**5,000**
Total Expenditures	**307,440**	**315,939**	**322,925**
Less Contributions:			
Non-Levy	**(65,620)**	**(80,381)**	**(60,825)**
Use of Accumulated Surplus to Operate	-	-	-
Use of Accumulated Surplus for Levy Adjustment	**(6,205)**	-	-
Net Levy	**235,615**	**235,615**	**262,100**
Profit (Loss)	-	**57**	-

Exchange District BIZ
Proposed Budget 2007

Revenues

REVENUES	2006 Budget	2006 Projected	2006 Variance	2007 Budget
BIZ Levy	**235,615**	235,615	-	**262,100**
Grants				
Walking Tour Guide Wage Subsidies	2,600	4,535	1,935	2,500
Canada Day	5,000	4,237	(763)	3,500
Green Team Wage Subsidy	10,840	8,120	(2,720)	8,500
Quebec Exchange Wage Subsidy	1,480	3,154	1,674	1,600
Special Projects Grants*	10,300	22,100	11,800	-
Other	-	-	-	-
Total Grants	**30,220**	42,146	11,926	**16,100**
Sponsorships				
Walking Tour Corporate Sponsorships	4,500	4,500	-	4,500
Foot Patrol Corporate Sponsorships	19,500	13,500	(6,000)	15,000
Other / New Sponsorships	500	3,725	3,225	9,225
Total Sponsorships	**24,500**	21,725	(2,775)	**28,725**
Walking Tour Revenue	**5,500**	9,075	3,575	**8,500**
Heritage Poster Sales	**600**	600	-	**600**
Advertising Revenue	**300**	300	-	**500**
Farmers Market Revenue	**3,000**	3,885	885	**3,500**
Interest	**500**	500	-	**750**
Miscellaneous Income	**1,000**	2,150	1,150	**2,150**
TOTAL REVENUE	**301,235**	**315,996**	**14,761**	**322,925**

*** Special Projects 2006**

Programs - Manitoba Modernism Tours	2,500
Image - Bike Rings / Corral	8,000
Image - Graffiti Removal	11,600
Total	**22,100**

Expenditures

Programs, Operations & Old Market Square	2006 Budget	2006 Projected	2006 Variance	2007 Budget
Event Sponsorship	**15,000**	15,000	-	**15,000**
Old Market Square - Programming	**12,500**	14,030	(1,530)	**23,700**
Old Market Square - Operations	**3,250**	3,272	(22)	**3,950**
Guided Walking Tours	**12,880**	13,700	(820)	**18,000**
Farmers' Market	**6,900**	6,925	(25)	**6,600**
Special Projects	**950**	950	-	-
Total Marketing Expenses	**51,480**	**53,877**	**(2,397)**	**67,250**

Marketing & Communications	2006 Budget	2006 Projected	2006 Variance	2007 Budget
Publications & Member Communications	**7,800**	8,202	(402)	**8,000**
Marketing Campaigns & Advertising	**4,600**	7,042	(2,442)	**2,500**
Website	**1,200**	1,200	-	**1,200**
Promotions & Sponsorships	**2,725**	527	2,198	**4,500**
Annual General Meeting	**3,000**	3,000	-	**3,200**
Market Research & Planning	**1,720**	1,059	661	**5,000**
In-House Marketing Expenses	-	-	-	**1,000**
Total Marketing Expenses	**21,045**	**21,030**	**15**	**25,400**

Image Enhancement & Community Relations	2006 Budget	2006 Projected	2006 Variance	2007 Budget
Maintenance & Beautification Projects	**4,275**	10,189	(5,914)	**4,925**
Seasonal Maintenance Crew	**16,053**	12,922	3,131	**13,797**
Foot Patrol Program Expenses	**4,540**	4,540	-	**4,500**
Image Enhancement Wages & Benefits	**70,648**	70,648	-	**78,082**
Special Projects	**8,000**	8,576	(576)	-
Total Image Expenses	**103,516**	**106,875**	**(3,359)**	**101,304**

Expenditures (continued)

Administration	2006 Budget	2006 Projected	2006 Variance	2007 Budget
Accounting Fees	3,500	3,500	-	4,100
Bank Charges	250	250	-	250
Courier	100	400	(300)	400
Depreciation (Amortization)	5,658	11,331	(5,673)	11,379
Employee Benefits	5,310	5,000	310	5,445
Employee Wages	71,977	70,000	1,977	73,448
Employer Contributions - CPP	6,935	6,708	227	2,950
Employer Contributions - EI	4,469	4,387	82	1,656
Executive Director Expenses	600	600	-	600
GST Paid on Purchases	-	-	-	-
Insurance	-	-	-	-
Internet Access Charges	935	935	-	935
Meetings	1,300	1,300	-	1,300
Membership Fees	920	920	-	1,500
Office Equipment	2,500	3,000	(500)	3,000
Office Maintenance & Supplies	2,500	2,500	-	2,500
Parking	50	50	-	50
Postage	650	650	-	650
Power	1,500	1,500	-	1,500
Professional Development	2,750	3,000	(250)	4,000
Rent	7,800	7,800	-	7,800
Rental Inducement	-	(1,418)	1,418	(1,418)
Subscriptions	425	474	(49)	475
Telephone	3,300	3,300	-	3,300
Worker's Compensation	1,665	1,665	-	1,800
Miscellaneous	100	100	-	107
TOTAL ADMINISTRATION	125,194	127,952	(2,758)	127,727

Summary

Committees & Administration Expenses	301,235	309,734	(8,499)	321,681
BIZ Levy Adjustment	6,205	6,205	-	6,205
Net Non-Cash Items				(9,961)
Capital Reserve				5,000
Total Expenses	307,440	315,939	(8,499)	322,925
Less Other Revenue	(65,620)	(80,381)	14,761	(60,825)
Use of Surplus for Levy Adjustment	(6,205)	-	(6,205)	-
Profit (Loss)	-	57	(57)	-
Net BIZ Levy	235,615	235,615	-	262,100

Exchange District BIZ

Capital Reserve Account

Opening Balance	January 1, 2007	$ 8,139
	Deposits	$ 5,000
	Expenditures	$ 0
Closing Balance	December 31, 2007	$13,139

Capital Plan

The Exchange District BIZ has implemented a capital reserve program designed to address certain future capital requirements and to support new programs aimed at improving the member and client experience in the Exchange District. As qualifying capital expenditures are identified they will be disclosed through the mandated BIZ reporting requirements.

The Capital Plan the BIZ will develop in 2007 will identify the capital requirements of the organization on a five-year basis. The Capital Plan will be amended and reviewed annually in conjunction with the BIZ budgeting process.

Program Highlights for 2007

Programs, Operations & Old Market Square

This committee operates to increase public awareness and usage of the Exchange District by encouraging special events, and providing unique facilities and a setting in which these events can succeed. The committee will continue its support to the Jazz Festival and Fringe Festival, running the July – September concert series, and a twice-weekly farmers' market. The committee is interested in developing new programs in 2007 that showcase one of the area's key attributes: the breadth and depth of artistic talent found in the Exchange District.

New ideas for 2007 include working with our partners in the arts community to develop outdoor cinema and an arts festival. The BIZ was excited about the success of the walking tours in 2006, and will continue to develop new target markets for the program.

Image Enhancement & Community Relations

This committee operates to improve the appearance of the District, address public concerns about safety, accessibility and cleanliness, and represent the BIZ on downtown planning and advocacy issues.

BIZ members strongly support safe and clean programming. The BIZ will continue to advocate for a stronger community police presence in the Exchange District, as well as the continuation of the City's graffiti removal program that provides financial assistance to local groups for this task. The BIZ is committed to continue working with the City on providing functional streetscaping amenities in the area, for example to assist with litter control and bike storage.

Marketing & Communications

This committee operates to raise awareness of the retail, service and special event opportunities in the Exchange District, and to communicate BIZ activities with the local community.

The committee has developed a sponsorship package and will continue to work on raising financial and in-kind support for BIZ programming. The committee will continue to develop cooperative marketing opportunities for BIZ members. The bi-annual stakeholder survey is also scheduled to take place in 2007.