Schedule "A"

THE ACADEMY ROAD BUSINESS IMPROVEMENT ZONE

PROPOSED PROGRAMS AND BUDGET

FOR JANUARY 1, 2013 TO DECEMBER 31, 2013

October 15, 2012

THE ACADEMY ROAD BUSINESS IMPROVEMENT ZONE

PROPOSED PROGRAMS AND BUDGET
FOR JANUARY 1, 2013 TO DECEMBER 31, 2013

Physical Enhancement	$23,200.00
Internal Development	3,000.00
Marketing	19,000.00
Administration	5,300.00
TOTAL PROPOSED BUDGET FOR PROGRAMS	**$50,500.00**

* Levy required would be 1.91% of the ARV (annual rental value $2,640,000.00)

PHYSICAL ENHANCEMENT

Our theme for this unique area of the city is "When only the Best will do". The area has its own character and its main strength is the people who live and shop in our neighbourhood. Our objective is to beautify and enhance the existing environment for people who work, live, visit, and shop in the area. By enhancing the visual components of Academy Road, all businesses here will benefit. We will work closely with the City of Winnipeg and other levels of government to ensure our maintenance needs are met and lobby for a major street enhancement program for our BIZ area.

• Planters, hanging baskets, tree wells	$6,800.00
• Maintenance	5,000.00
• Christmas trees	4,500.00
• Banner repair and replacement	1,400.00
• Graffiti Removal	500.00
• Streetscaping	5,000.00
TOTAL	**$23,200.00**

INTERNAL DEVELOPMENT

Priorities are to promote the efforts of the Academy Road BIZ to our BIZ members and staff, develop our own BIZ internal newsletter, conduct timely business seminars, develop special merchant events such as a spring sidewalk event and a winter event, provide a forum for community input.

• Special merchant events (seminars, annual meeting)	$3,000.00
TOTAL	**$3,000.00**

MARKETING

The objective is to effectively market and promote all our services, businesses, and events to our customers, the general public, all BIZ members and employees.

• Strategic planning, marketing, branding	$14,000.00
• Website/e-newsletter/social media	5,000.00
TOTAL	**$19,000.00**

ADMINISTRATION

• Urban Green Team Summer Student	$ 1,100.00
• Annual audit	1,200.00
• Uncollected BIZ levy	1,000.00
• Clerical support	2,000.00
TOTAL	**$5,300.00**

Schedule "B"

CORYDON AVENUE
BUSINESS IMPROVEMENT ZONE

PROPOSED BUDGET

For

JANUARY l, 2013 - DECEMBER 31, 2013

CATEGORY	2012 BUDGET	2013 BUDGET
- BIZ PROGRAMS		
1. Marketing (pg.2)	33,500	33,500
2. Street Enhancement (pg.3)	30,000	30,000
3. Media (pg.4)	5,700	5,700
4. Murals / Art Program	15,000	15,000
5. Infrastructure Capital Projects (pg.4)	20,000	20,000
-BIZ OPERATIONS		
6. Administration (pg.5)	22,800	22,800
7. Wages & Remittances (pg.6)	68,000	68,000
8. Contingency Fund- over/under allocation (pg.6)	4,000	4,000
Total	$ 199,000	$ 199,00

MARKETING

Entertainment	15,000.00
Production	2,500.00
On-Site Management	2,500.00
Set-up for concert series	4,500.00
Advertising	4,000.00
Licenses, gas, transport, miscellaneous	1,000.00
Equipment, repairs and maintenance	1,500.00
Socan fees (required for Concert Series)	1,000.00
Special Events	1,500.00
Total (all taxes included)	**$ 33,500.00**

STREET ENHANCEMENT

Summer Landscaping	$ 12,000.00
Equipment / supplies / rental	5,000.00
Christmas on the Avenue	7,000.00
Snow Removal	1,500.00
Graffiti Removal	1,500.00
Transport/rental of compound	2,000.00
Miscellaneous expenses	1,000.00
TOTAL **(all taxes included)**	**$ 30,000.00**

MEDIA

BIZ Newsletter (4 per year)	$ 2,500.00
Printing	1,200.00
Miscellaneous (photos, delivery etc.)	500.00
Website	1,500.00
Total (all taxes included)	**$ 5,700.00**

MURALS/ARTS PROGRAMS

Total (all taxes included)	**$ 15,000.00**

INFRASTRUCTURE CAPITAL PROJECT

Total	**$ 20,000.00**

ADMINISTRATION

Telephones/Cell	$ 2,700.
Supplies	$ 1,700.
Postage/Courier/Mailings	$ 700.
Rent	$ 9,500.
Photocopies/Mail Outs/Printing/Misc.	$ 1,000.
Accounting	$ 1,800.
All Meeting Costs	$ 2,700.
Welcome Packs & Hospitality Expenditures	$ 500.
Memberships & Licenses	$ 250.
Bank Charges	$ 250.
Hydro for Archway	$ 1, 700.
Total (all taxes included)	**$ 22,800.**

WAGES AND REMITTANCES

Wages and remittances for all Programs
To include: permanent staff
seasonal staff
casual help

Total **$ 68,000.00**

CONTINGENCY FUND - OVER / UNDER ALLOCATION

OVER / UNDER - Annual Rental Value Contingency protection allocation
TOTAL $ 4,000

Schedule "C"

downtown
WINNIPEG BIZ

Downtown Winnipeg Business Improvement Zone (BIZ)

PROPOSED PROGRAM & BUDGET

January 1, 2013 to December 31, 2013

CAN WE GET YOU ANYTHING?

downtown WINNIPEG

426 Portage Avenue Winnipeg, MB R3C 0C9 tel 204 958 4640 fax 204 958 4630 info@downtownwinnipegbiz.com
www.downtownwinnipegbiz.com

November 27, 2012

Dear BIZ Members:

The Downtown Winnipeg Business Improvement Zone (BIZ) Management Board is pleased to present the 2013 Proposed Program and Budget. This document should be read in conjunction with the Downtown Winnipeg BIZ 2012 Annual Report.

Since 1989, the Downtown BIZ has partnered with many individuals, businesses, downtown agencies and all three levels of government to develop programs that promote downtown as a destination and create a positive, vibrant atmosphere. Core BIZ initiatives include "clean and safe" programs, marketing and communication strategies, beautification of the community, a variety of events, and programs for improved access within and to downtown, as well as business development, downtown living promotion and advocating for a better downtown. Together, these programs, events and initiatives attract people to the city centre to use downtown's many shops and services, while creating a positive experience when they are here.

Our downtown continues to host more and more people living, working, learning and visiting our downtown, and subsequently over the last few years the BIZ has not only sustained but grown its programming to include overnight Watch patrols, more Metro Enviro-Team staff, particularly on evenings and weekends, 10 Outreach staff, increased the scale of events the downtown hosts, delivered more marketing programs, and much more, all with minimal increases on the BIZ levy—the amount our BIZ members pay. We have done this through partnerships. With every dollar you as members contribute, the BIZ raises an additional dollar in cash sponsorships and in-kind contributions.

This year the anticipated total BIZ Budget will increase from $3,178,433 in 2012 to $3,206,604 in 2013, a proposed 0.89 per cent ($28,171) increase in expenditures.

The BIZ will freeze the ARV rate at 1.6741 per cent, the same amount approved by our members at our AGM in 2011.

This budget represents our on-going commitment to improving downtown and working towards our collective goal of downtown revitalization, while giving our members the best value for their contribution. The budget was carefully reviewed by the Downtown BIZ Management Board to ensure the BIZ achieves its mandate strategically and efficiently.

The 2013 budget and programming continue to incorporate the BIZ practice of aggressively growing our programs by seeking cash sponsorships and in-kind contributions to supplement the BIZ levy. In 2013, the anticipated operating requirements of the BIZ are $3,206,604. Of this total, the BIZ is requesting $1,943,514 through the BIZ levy. The remainder will be raised through sponsorships, grants and cash donations. In addition, approximately $500,000 of anticipated in-kind sponsorships support the 2013 budget, which combined with cash sponsorships, more than doubles the impact of the BIZ levy.

We believe the 2013 program and budget enables the Downtown Winnipeg BIZ to further consolidate and strengthen our role downtown and to expand our contribution to the renewal of our city centre.

Respectfully submitted,

Stefano Grande, Executive Director

Dave Stone, Vice-Chair

CAN WE GET YOU ANYTHING?

SUMMARY

SUMMARY (2012 cf. 2013)
Proposed Programs (as attached)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Program Expenditures			
Image & Cleanliness	$ 609,349	$ 651,096	$ 664,427
Communications & Marketing	206,500	201,613	197,500
Events & Promotions	391,917	322,913	354,417
Transportation, Parking & Transit	38,500	36,071	41,500
Community Safety	994,298	1,074,074	915,236
Advocacy	23,000	25,000	19,000
Administration	850,026	867,666	888,524
Panhandling & Homelessness	-	-	126,000
Total Expenditures	**3,113,590**	**3,178,433**	**3,206,604**
Program Contributions			
Image & Cleanliness	395,982	427,729	422,060
Communications & Marketing	93,500	88,613	88,500
Events & Promotions	315,500	246,496	278,000
Transportation, Parking & Transit	15,000	12,571	18,000
Community Safety	521,092	600,868	372,000
Advocacy	-	25,532	-
Administration	2,360	17,000	3,530
Panhandling & Homelessness	-	-	110,000
Total Contributions	**1,343,434**	**1,418,809**	**1,292,090**
Expenditures Less Contributions	**1,770,156**	**1,759,624**	**1,914,514**
Operating Revenue			
BIZ Levy	1,789,156	1,789,156	1,943,514
Less: Uncollected Tax Levy	(25,000)	(23,061)	(25,000)
Interest	6,000	6,000	6,000
Total Operating Revenue	**1,770,156**	**1,772,095**	**1,924,514**
To Retained Earnings	-	-	(10,000)
Surplus/(Deficit)	$ -	$ 12,471	$ -

* as restated to conform with the current year's presentation

IMAGE & CLEANLINESS

Goal

Improve the visual quality of downtown Winnipeg and enhance the pedestrian experience through physical improvements, street beautification and cleanliness, for the benefit of those who work, shop, visit and live downtown.

Objectives

1. To partner with stakeholders to continue to implement, expand and improve the year-round cleanliness and maintenance program for our downtown streets, parks and walkway systems.

2. In partnership with stakeholders, to build pride among business and building owners while encouraging them to address negative storefront image challenges.

3. To partner with other agencies and stakeholders in order to advocate for and implement "placemaking" projects – streetscape and building enhancements – which improve the overall image of the downtown.

4. To advocate and implement enhancements that improves the image of the key downtown traffic routes, such as Portage Avenue, Graham Avenue, Main Street and Broadway.

5. To enhance public spaces and buildings through art and technology in order to create a vibrant and engaging downtown image.

IMAGE & CLEANLINESS

IMAGE & CLEANLINESS (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
Metro Enviro-Team and Equipment	$ 497,692	$ 497,891	$ 539,692
Banners	13,300	10,904	12,600
Flowers and Vegetation	32,455	38,061	36,155
Patios	2,000	26,804	4,000
Storefront Enhancements	10,000	6,000	6,000
Art on the Avenue	2,000	656	4,000
Streetscape Crew	23,652	26,790	26,230
Enhancing Spaces			
Millennium Library Park	10,500	26,822	5,500
Site Furniture	15,250	11,668	14,250
Higgins & Main Underpass	2,500	5,500	5,000
Portage & Main Signage	-	-	10,000
Initiative Planning	-	-	1,000
Total Expenditures	**609,349**	**651,096**	**664,427**
Contributions			
Metro Enviro-Team and Equipment	349,500	352,150	352,500
Banners	4,000	-	4,000
Flowers and Vegetation	6,000	8,153	9,000
Patios		16,744	12,000
Storefront Enhancements	5,000	800	2,000
Art on the Avenue	-	656	3,000
Streetscape Crew	11,982	14,560	14,560
Enhancing Spaces			
Millennium Library Park	10,000	25,699	5,000
Site Furniture	9,500	6,467	8,500
Higgins & Main Underpass	-	2,500	2,500
Portage & Main Signage	-	-	9,000
Total Contributions	**395,982**	**427,729**	**422,060**
Net Expenditures (BIZ Levy)	**$ 213,367**	**$ 223,367**	**$ 242,367**

* as restated to conform with the current year's presentation

COMMUNICATIONS & MARKETING

Goal One (Marketing)

To promote the unique downtown offerings and attractions in order to attract people downtown, create positive perceptions of the city centre, and encourage downtown use of shopping, services, dining and entertainment.

Objective

1. To develop a comprehensive and measurable communications and marketing plan to attract people downtown and encourage people downtown to use the services such as shopping, dining and entertainment.

Goal Two (Communications)

To communicate with downtown businesses and Winnipeggers about downtown Winnipeg and Downtown BIZ programs, initiatives and advocacy.

Objectives

1. To communicate with and provide pertinent information to businesses within the BIZ boundaries in regards to BIZ activities, advocacy positions and downtown happenings.

2. To respond to requests for downtown data and inquiries related to BIZ programs and services.

3. To engage the media as "the voice of downtown" to promote various BIZ initiatives and projects and be the voice of the business community related to downtown issues, challenges and opportunities.

Goal Three (Business Development)

To undertake planning and research economic development initiatives that support and sustain small business growth in the downtown.

Objectives

1. To establish a single point of contact for current and future downtown retailers who require strategic downtown information for start-up, expansion or sustaining purposes.

2. To develop and promote a long-term vision for retail in downtown Winnipeg targeting specific areas and undertake retail recruitment initiatives with key partners.

COMMUNICATIONS & MARKETING

COMMUNICATIONS & MARKETING (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
Publications			
BIZ Member E-Newsletter	$ 1,000	$ 1,000	$ 1,000
Annual Report	6,000	10,000	5,500
Downtown Magazine	60,000	55,113	52,000
Sub-Total	67,000	66,113	58,500
Advertising			
Marketing Campaign	50,000	50,000	43,000
Advertising - Print	2,000	2,235	2,000
Sub-Total	52,000	52,235	45,000
General			
Annual General Meeting	8,500	4,500	8,000
Brochures and Print Material	3,000	3,000	3,000
Marketing Initiatives	5,500	5,500	5,500
BIZ Program Promotion	8,000	8,000	4,000
Holiday Promotion	20,000	19,765	14,500
Website	3,000	3,000	3,000
Mingle E-newsletter	2,000	2,000	2,000
Surveys	2,500	2,500	1,500
Downtown Bridal	20,000	20,000	20,000
Market Research	15,000	15,000	15,000
Strategic Planning	-	-	14,000
Merchant Loyalty Program	-	-	2,500
Downtown Concierge Program	-	-	1,000
Sub-Total	87,500	83,265	94,000
Total Expenditures	**206,500**	**201,613**	**197,500**
Contributions			
Downtown Magazine	65,000	60,113	60,000
Brochures and Print Material	500	500	500
Holiday Promotion	2,000	2,000	2,000
Mingle E-Newsletter	1,000	1,000	1,000
Downtown Bridal	18,000	18,000	18,000
Market Research	7,000	7,000	7,000
Total Contributions	**93,500**	**88,613**	**88,500**
Net Expenditures (BIZ Levy)	**$ 113,000**	**$ 113,000**	**$ 109,000**

* as restated to conform with the current year's presentation

EVENTS & PROMOTIONS

Goal One

Stage and support events that promote downtown Winnipeg, attract people to the city centre, and encourage them to visit downtown again.

Objectives

1. To create and partner with other stakeholders to establish downtown festivals and events.

2. To act as a technical intermediary with the City of Winnipeg for groups wanting to host events and festivals in downtown.

3. To encourage businesses in the zone to participate with cooperative downtown marketing, projects, promotions, festivals and events.

Goal Two

To support stakeholders in promoting downtown living in order to increase the number of residents living in the downtown, thereby providing a 24-to-seven customer base for the business community.

Objective

1. To partner with stakeholders to develop and implement a downtown living marketing campaign.

EVENTS & PROMOTIONS

EVENTS & PROMOTIONS (2012 cf. 2013)

Expenditures	2012 * Budget	2012 Projected	Proposed 2013 Budget
Santa Claus Parade	$ 4,500	$ 4,500	$ 3,500
Star Treatment	2,315	4,315	2,315
Out to Lunch	25,000	18,000	29,500
Chinatown Concert Series & Festival	3,500	3,500	3,500
Sports	9,302	10,303	9,302
Kids' Programming	1,000	1,000	1,000
New Initiatives	1,000	1,424	2,000
Kiosk Program	300	300	300
Major Events Support	1,500	1,500	1,500
Downtown Living	60,000	23,625	24,000
ManyFest	175,000	178,946	175,000
Restaurant Month Events	15,000	12,500	9,000
Festival of Trees and Lights	4,500	4,500	3,500
Winnipeg Jets Celebrations	27,500	-	27,500
Canada Day Living Flag	25,000	25,000	25,000
Big Movies in the Park	20,000	15,000	20,000
Fitness in the Park	1,000	1,000	2,000
Doors Open	500	500	500
Portage Alive Programming	15,000	17,000	15,000
Total Expenditures	**391,917**	**322,913**	**354,417**
Contributions			
Out to Lunch	12,000	10,000	17,000
Downtown Living	51,000	18,050	15,000
ManyFest	153,000	156,946	153,000
Restaurant Month Events	11,000	11,000	5,000
Winnipeg Jets Celebrations	22,500	-	22,500
Canada Day Living Flag	22,500	22,500	22,500
Big Movies in the Park	17,500	2,000	17,000
Portage Alive Programming	15,000	15,000	15,000
Other Sponsorship	11,000	11,000	11,000
Total Contributions	**315,500**	**246,496**	**278,000**
Net Expenditures (BIZ Levy)	**$ 76,417**	**$ 76,417**	**$ 76,417**

* as restated to conform with the current year's presentation

TRANSPORTATION, PARKING & TRANSIT

Goal

To work closely with the City of Winnipeg's Public Works, Transit and PP&D departments, as well as with private stakeholders, to review all parking, transit and transportation issues and provide solutions in response to stakeholder concerns.

Objectives

1. PROMOTE
   To develop programs with merchant and stakeholder participation which promote availability, accessibility and convenience of parking and transit, as well as promote the use of downtown services and pedestrian areas.

2. ADVOCATE
   To advocate for beneficial downtown parking, transit and transportation policies.

3. RESEARCH & COMMUNICATE
   In partnership with stakeholders, to undertake and/or participate in critical research to support initiatives which improve downtown transportation, parking and circulation needs.

4. CREATE
   Provide amenities which support alternative modes of public and active transportation for the purpose of luring and moving people in and around downtown.

TRANSPORTATION, PARKING & TRANSIT

TRANSPORTATION, PARKING & TRANSIT (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
Blue Loonie Program	$ 8,000	$ 8,000	$ 8,000
Transit	6,000	5,074	8,000
Research & Advocacy	17,000	16,000	3,000
Weather Protected Walkway System	6,000	6,497	6,500
Cycling	1,500	500	2,000
Car Parking			14,000
Total Expenditures	**38,500**	**36,071**	**41,500**
Contributions			
Blue Loonie Program	3,000	3,000	4,000
Transit	-	-	2,000
Research & Advocacy	8,500	6,571	1,000
Weather Protected Walkway System	3,000	3,000	3,500
Cycling	500	-	-
Car Parking	-	-	7,500
Total Contributions	**15,000**	**12,571**	**18,000**
Net Expenditures (BIZ Levy)	**$ 23,500**	**$ 23,500**	**$ 23,500**

* as restated to conform with the current year's presentation

COMMUNITY SAFETY

Goal

To improve and promote downtown as a safe destination for shopping, dining and entertainment in order to attract people downtown.

Objectives

1. Through partnerships with the private, public and corporate community, to increase a visible uniformed presence that will act as tourism ambassadors, outreach and "safety" officers.

2. Transition the BIZ Outreach program over to the Winnipeg Police Service Cadet Unit.

3. Continue to grow the Watch volunteer program through partnerships with universities, colleges, high schools, law enforcement academies, others.

4. Continue to promote awareness and education to address homelessness and panhandling.

5. Continue to work with the Police Chief/WPS to advocate for more police presence on the street as the immediate mechanism to deal directly with public safety perceptions associated with panhandling and homelessness. This will include advocating for more resources for WPS downtown.

6. To represent downtown business interests in supporting and participating with organizations that have been established to address issues of safety.

7. Focus on adopting the Portage Avenue Alive Project as the best practice in managing gang activity and loitering, as a means in raising funds for the goals related to increasing Watch patrols and programming on Portage Avenue, to address safety challenges.

COMMUNITY SAFETY

COMMUNITY SAFETY (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
Downtown Watch / Loss Prevention	$ 703,832	$ 720,044	$ 826,170
Downtown Security Network	6,500	5,700	9,500
Outreach Program / Cadet Transfer	170,966	234,428	-
Change for the Better / CEO Sleepout	113,000	113,902	-
Social Worker Program	-	-	79,566
Total Expenditures	**994,298**	**1,074,074**	**915,236**
Contributions			
Downtown Watch / Loss Prevention	329,126	341,118	365,500
Downtown Security Network	9,500	7,750	6,500
Outreach Program / Cadet Transfer	72,466	142,000	-
Change for the Better / CEO Sleepout	110,000	110,000	-
Social Worker Program	-	-	-
Total Contributions	**521,092**	**600,868**	**372,000**
Net Expenditures (BIZ Levy)	**$ 473,206**	**$ 473,206**	**$ 543,236**

* as restated to conform with the current year's presentation

ADVOCACY

Goals

1. To be an informed and effective voice for our members by addressing downtown issues and challenges and interact with other governmental agencies and stakeholders that have a role in downtown events.

2. To promote the organization as the primary advocate and voice for downtown interests.

3. To stimulate discussion and encourage involvement and participation in key areas of advocacy.

4. Develop promotional initiatives to raise awareness, educate and advocate, such as webinars, speaker series, promotional literature, speaking engagements, and more.

Areas of Advocacy Identified as Priorities by the BIZ Board:

- More police presence (WPS) / Cadets & foot patrols
- Downtown lighting strategy
- Housing First, for the homeless
- TIFs / tax development policy(s) and district planning (development plans)
- Retail strategy for downtown
- Rapid transit / Transit Oriented Development (TOD) and the Downtown Parking / Transportation Strategy
- Expansion of the Winnipeg Convention Centre
- Eliminate surface parking lots
- Conversion of SRO hotels into supportive housing/mixed-use
- Advocate for the – closing the loop – of the weather protected walkway system
- Create a downtown public washroom strategy
- Create and implement a downtown housing plan
- Constable Status for property owners
- Suburbanization of social housing
- Completion of Canadian Museum for Human Rights (CMHR)
- Downtown water park
- Opening Portage and Main to pedestrians

ADVOCACY

Advocacy and Business Development (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
SHED / Retail Strategy	$ 10,000	$ 10,000	$ 10,000
Advocacy / Public Relations	13,000	15,000	9,000
Total Expenditures	**23,000**	**25,000**	**19,000**
Contributions			
Advocacy / Public Relations	-	2,000	-
Other	-	23,032	-
Province of Manitoba	-	500	-
Total Contributions	-	25,532	-
Net Expenditures (BIZ Levy)	**$ 23,000**	**$ (532)**	**$ 19,000**

* as restated to conform with the current year's presentation

PANHANDLING & HOMELESSNESS

Goal One

To improve the perceptions of downtown public safety by minimizing panhandling in the downtown area.

Objectives

1. To shift the public's willingness to give change to panhandlers and instead give to programs that work in helping panhandlers off the street, permanently.

    a. To harness the resources of all stakeholders to create a public relations campaign, e.g. "why not to give" / "there is a better way to give" / TBD.
    b. To communicate directly to the public about panhandling (e.g. survey the public with a question, "If there was a better way to support panhandlers, would you be interested?" Then offer them a pledge form and perhaps a nice take-home to show they care.)

2. To harness the energy of the corporate community in raising donations to Change for the Better to increase support for employment programs such as Siloam Mission's Mission: Off the Streets Team (MOST) and to raise awareness about solutions to ending homelessness.

3. To submit a funding proposal to government to provide work training opportunities to the MOST program, and other related programs.

PANHANDLING & HOMELESSNESS

Panhandling & Homelessness (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
Advertising/Design/Printing	$ -	$ -	$ 13,000
Change for the Better / CEO Sleepout	-	-	113,000
Total Expenditures	-	-	**126,000**
Contributions			
Change for the Better / CEO Sleepout	-	-	110,000
Total Contributions	-	-	110,000
Net Expenditures (BIZ Levy)	**$ -**	**$ -**	**$ 16,000**

* as restated to conform with the current year's presentation

Note: New department, budget was in Community Safety budget prior.

ADMINISTRATION

Goal

Negotiate effective, efficient mechanisms for achieving optimal use of space and office resources to carry out communication, distribution and organization requirements as they support key program functions.

Objectives

1. To distribute BIZ information and downtown marketing material by maintaining an up-to-date database of downtown stakeholders, agencies and other relevant contacts.

2. To protect the capital investments of the Downtown BIZ by encouraging optimum use of resources as all programs collectively share them.

3. To provide access to capital and personnel resources for the efficient implementation of Downtown BIZ programs.

4. Through partnerships with relevant organizations, support ongoing training and development of staff, volunteers and board members to accomplish the goals of the annual program.

ADMINISTRATION

ADMINISTRATION (2012 cf. 2013)

	2012 * Budget	2012 Projected	Proposed 2013 Budget
Expenditures			
Salaries and Wages	$ 654,345	$ 664,685	$ 678,410
Meetings / Event Support	15,000	15,800	15,150
Communication	15,470	13,050	17,900
Office Equipment and Leases	12,000	12,000	11,500
Amortization	1,999	1,999	8,044
Travel / Transportation	24,542	26,542	26,340
Services Charges / Service Fees	8,480	10,500	10,530
Legal / Accounting / Insurance	7,800	5,800	7,800
Technical Support / Software Upgrades / Licenses	6,200	6,200	5,000
Office Expenses	18,500	25,000	21,460
Rent	75,000	75,000	75,000
Subscriptions / Publications / Memberships	3,990	3,990	3,990
Advertising / Promotion	1,200	1,600	1,200
Professional Development / Training	5,500	5,500	6,200
Total Expenditures	**850,026**	**867,666**	**888,524**
Contributions			
Other Revenue	2,360	5,500	3,530
Manitoba Metis Funding	-	11,500	-
Total Contributions	**2,360**	**17,000**	**3,530**
Net Expenditures (BIZ Levy)	**$ 847,666**	**$ 850,666**	**$ 884,994**

* as restated to conform with the current year's presentation

Schedule "D"

Exchange District Business Improvement Zone

Budget
January 1 – December 31, 2013

The mission of the Exchange District Business Improvement Zone is to champion the unique character of the district and create a clean, safe and thriving environment.

Exchange District BIZ
133 Albert Street
Winnipeg, Manitoba R3B 1G6

Phone: 204-942-6716
Facsimile: 204-943-8741
Email: info@exchangedistrict.org

www.exchangedistrict.org

Exchange District BIZ
Budget 2013

Message from the Chair

On behalf of the Exchange District BIZ Management Board, I am pleased to present the 2013 Budget. This document provides a comparison of the budgeted and projected revenues and expenditures from the current year in addition to outlining the planned revenues and expenditures for 2013.

The Exchange District BIZ is committed to delivering community based programs and services in the areas of marketing, special events and image enhancement. In 2013, our anticipated operating requirements are $594,830.00. The BIZ is requesting $375,000, in member levies. The balance of funds required will be raised from other sources and the previous year's operating surplus. The BIZ levy rate required to support this request is estimated at 1.63%, based on the most recent Annual Rental Value (ARV) figure of $22,900,000.00 (September 2012). The table below indicates the Exchange District levy rates over the past five years.

Budget Year	2009	*2010*	*2011*	2012	2013
Estimate ARV at AGM	1.599%	*1.790%*	*1.56%*	1.65%	1.63%
Actual ARV at Tax Time	1.637%	*1.437%*	*1.55%*	1.496%	

As the table below indicates the Exchange District ARV has experienced increases since 2009. Although the ARV may fluctuate from year to year, the board is very encouraged by the positive trajectory and stability the District has shown in the years following 2009.

	2009	2010	2011	2012	2013
Annual Rental Value	17,630,520	$21,651,580	$21,294,660	22,951,504	Estimate 22,900,000

The BIZ has had tremendous success in soliciting funds from sources other than the levy. In 2013, the Board and BIZ staff have been able to leverage external funds through partnerships, sponsorships, government grants and other contributions while applying a nominal increase to the BIZ levy revenue portion of the budget. The staff of the Exchange District BIZ is committed to raising sponsorship and grant dollars in order to lessen the burden on its levy paying members, while at the same time increasing the service and programs that it provides for all members. I am pleased to note for 2013, the Exchange District BIZ has once again increased its sponsorship dollars as part of the overall budget increase. Revenues and expenditures are presented on the following pages.

We feel we have budgeted responsibly, while recognizing that the BIZ levy represents an expense to local business owners. We remain committed to providing quality programs and services to members in order to achieve our goal: to create a clean, safe and thriving environment for business.

Respectfully submitted,
EXCHANGE DISTRICT BIZ



Dan Edwards
Chair, Management Board

Exchange District BIZ - Budget 2013

REVENUE

	2012 Budget	2012 projected y/e	2013 Budget
BIZ Levy	$349,500	$349,372	$375,000
Raised monies	178,775	183,166	209,200
Interest	1500	1500	1,500
Bike rack program-new 2012		28350	
REVENUE	**529,775**	**562,389**	**585,700**
Less ARV over/under payment			**-6700**
Total Revenue	**529,775**	**562,388.51**	**579,000**

EXPENSES

PROGRAMS	2012 Budget	2012 projected y/e	2013 Budget
OMS Activities	43,000	41,000	43,500
Walking Tour Program	18,800	16,900	17,300
Bike rack program		30,000	
TOTAL PROGRAMS	**61,800**	**87,900**	**60,800**

MARKETING & Communications	2012 Budget	2012 projected y/e	2013 Budget
Marketing and Advertising	15,000	17,700	31,000
Website	13,500	13,500	2,000
Partnerships	3,500	3,000	2,500
TOTAL MARKETING	**32,000**	**34,200**	**35,500**

IMAGE	2012 Budget	2012 projected y/e	2013 Budget
Image Program	15,000	8,700	27,500
Foot Patrol Program	5,000	7,000	7,000
Image wages and admin.	223,600	203,000	243,300
TOTAL IMAGE	**243,600**	**218,700**	**277,800**

ADMINISTRATION	2012 Budget	2012 projected y/e	2013 Budget
Professional Fees	4,000	7,500	10,000
Personnel / HR expenses	154,760	149,100	169,480
Office Maintenance & Supplies	40,750	27,720	37,750
Exchange District Legacy Fund	13000	13,000	3,500
Miscellaneous		-969	
TOTAL ADMINISTRATION	**212,510**	**196,351**	**220,730**
Total Expense	**549,910**	**537,151**	**594,830**
Net income (loss)	**-20,135**	**25,237.14**	**-15,830**

Capital Reserve Account

	2011	2012	2013
Restricted capital reserve beginning budget year Jan 1	$33,050.56	$83,369.00	$23,369.00
Portion of Operational Surplus allocated to restricted surplus	**$50,000.00**	**$20,000.00**	
		-	-
Office reorganization		**-$80,000.00**	
Image Project			**-$2,500.00**
Projected Closing balance year end Dec.31	**$83,050.56**	**$23,369.00**	**$20,869.00**

Capital Plan

The Exchange District BIZ implemented a capital reserve program designed to address future capital requirements and to support new programs and projects aimed at improving the member and client experience in the Exchange District. In 2013, one of the qualifying capital expenditures has been identified as a 3 year Image Project. In Year 1 the expected investment is $2,500.00 for the purchase of self-watering planters to be placed along Rorie Street. The Capital Plan will be amended and reviewed annually in conjunction with the BIZ budgeting process.

Program Highlights for 2012/2013

Our vision is that the Exchange District will realize its full potential as a cultural and heritage mecca known widely for its one-of-a-kind shops, services and attractions. The mission of the BIZ is to champion the unique character of the district and create a clean, safe and thriving environment. The board reaffirmed its vision, mission and core business and refined its key priority areas in a work plan for 2013 as follows:

Safe & Clean

Safe and clean remains an important priority for the BIZ. We will continue our foot patrol program and community objectives related to safety, by encouraging a police and cadet presence in the district. In 2012, we increased our foot patrol strength to four. This gave us the ability to cover shifts Monday to Saturday for days and evenings. The increase in patrol staff and hours has been an overwhelming success. Our members have indicated since the inception of the evening foot patrol program they have seen a drastic reduction in theft from cars and nuisance behavior during the evening hours.

In addition, the Exchange District BIZ is a member of a local safety committee with our Exchange District business partners who meet regularly to discuss ongoing safety issues.

Garbage dumping, litter control and graffiti removal are ongoing issues. In 2013, we will continue our partnership with the West End BIZ in the Tag Team graffiti removal program and expand the service so that we can also team up to clean snow from our sidewalks and around parking pay stations. We will also work to develop an enhanced garbage removal program and introduce a district wide public recycling program with Recycle Everywhere as our main partners.

Communications & Marketing

2012 was one of the most successful years from a media stand point for the BIZ. Article after article praised the area for its arts and culture, unique shops, residential and business growth and the special place the historic buildings have in the hearts and minds of Winnipeggers. In 2013, our objective is to continually build on and improve our media relations while enhancing electronic communication and engaging our community partners.

In 2012, the BIZ was pleased to partner with the Winnipeg Free Press to create the exciting *Exchange Magazine*. Published five times per year, the Exchange Magazine focuses on everything found in the Exchange District. Whether it's shopping, dining, arts, culture or history features, the Exchange Magazine has it all. Circulation for the magazine is 50,000 including select Winnipeg Free Press subscribers and local dining and retail hot spots. We look forward to carrying on this partnership with the Winnipeg Free Press in celebrating all the Exchange District has to offer.

In 2013, we will continue to partner with the *Downtown Magazine* so that the Exchange District is represented as a vital neighbourhood of downtown. This informative magazine covering downtown life is placed in all hotels, liquor stores, Safeways and the airport.

This past year, the Exchange District BIZ launched a brand new website including new directory, event listing and Google map features. In 2013 the new website will provide for a better information data source for visitors and businesses and will engage current BIZ members directly with the supply of content.

Public Space & Streetscaping

The Exchange BIZ continues to advocate for improved streetscaping elements (paving, benches, lights, garbage cans, etc). In 2012, we installed an additional 20 permanent bike parking stations on the East side of the district.

We work tirelessly to ensure that we have our stakeholders/partners commitment to maintain all on street and park amenities and that any improvements are in keeping with the standards of the District.

In 2013 we plan to provide for additional image streetscaping elements on the east side of the Exchange with the introduction of self-watering planters.

Programs & Special Events

Moving forward, the BIZ will focus on areas of programming strength, such as the successful walking tour program, and continue to seek sponsorship and partners for all our programs.

In 2012, the 'Real to Reel' Walking Tour Program was the recipient of the Tourism Winnipeg Award of Excellence. We were pleased to have another successful walking tour season entertaining over 2,100 visitors to the area.

Other special events provided in 2012 included the various noon-hour concert series. The BIZ will continue to include our arts partners and explore local artists to offer quality entertainment and music to our lunchtime crowds in Old Market Square.

In 2013, we will continue to work with our schools to promote our walking tour program as a valuable educational tool. In addition, to build on the momentum of the walking tour program, we will work with our local restaurants and travel partners to create a guided walking and dining tour.

Strategic Lobbying & Advocacy

Lobbying and advocacy functions are a key component of our communication and development strategy. To ensure an effective strategic approach, we will continually improve our media, government and community relations. We will continue to work closely with the Winnipeg Parking Authority on parking matters that are of concern to our members.

This past year the BIZ secured at no cost to its members, an additional 20 bike stands which were permanently placed in strategic areas of the district. In 2013, we will continue to work closely with the City of Winnipeg's Active Transportation coordinator so that we may secure and install even more bike parking.

At the BIZ, we will continue to be involved with many of the prospective Exchange District projects that will impact the area. These plans include the redevelopment of Market Avenue, the Warehouse District, the East Side Interpretive Strategy and the River City Connections.

Business Recruitment

Business recruitment will reflect the mandate and core business of the BIZ. We will work to improve relationships within the real estate and development industry and seek further opportunities for boundary expansion. Our close working relationship with organizations such as CentreVenture Development Corporation assists the BIZ in keeping up-to-date with Exchange District development projects as they arise.

Organizational Development

The board and staff continually work on improving governance and administration.

Schedule "E"

North End BIZ 2013 Proposed Budget

Annual Rental Value $3,488,880.00 (last year $3,110,124.00); BIZ Levy 1.3% (last year BIZ Levy 1.45% (1.447%)

Proposed Programs	2013	2012 (Comparative)	Surplus Allocation & Notes to 2013 Budget
ADMINISTRATION			
Salaries (Green Team) 2013 Take Pride Team	$500.00	$5,500.00	Take Pride Winnipeg receives funding, for nominal cost, sends teams to BIZ's.
Green Team Equipment	$500.00	$500.00	
Casual Labour	$500.00	$500.00	
Accounting/Audit	$2,950.00	$2,950.00	
Office Supplies	$1,500.00	$1,500.00	
Administrative Support	$1,000.00	$1,000.00	
Meeting Budget	$2,800.00	$2,800.00	
Administrator Salary / Grant Coordinator	$26,400.00	$26,400.00	
Conference / Travel	$1,000.00	$1,000.00	
MARKETING			
Newsletter	$800.00	$800.00	
SPECIAL PROJECTS Exterior Storefront Grants	$5,000.00	$8,000.00	$5,000.00 Running low on surplus.
SAFETY INITIATIVES Exterior Safety Grants	$5,000.00	$8,000.00	$5,000.00 Running low on surplus.
COMMUNITY SUPPORT			
Winnipeg BIZ Membership	$250.00	$250.00	
Graffiti Partnership with West End BIZ/Exchange	$1,000.00		

STREET BEAUTIFICATION			
Boulevard Planters	$2,000.00	$1,000.00	
Banner Maintenance	$3,650.00	$650.00	Will require new poly banners in 2013.
Phase 2 Streetscaping City of Winnipeg Funds Partnership Agreement	$90,000.00	$40,000.00	Remainder of City Funds allocated to the North End BIZ.
Higgins Underpass Expansion /Mural Corridor		$1,000.00	Still under construction, project halted, murals in storage.
OTHER			
Under/Over Payment	$500.00	$500.00	
TOTALS	**(2013) $45,350.00 Levy Budget**	**(2012) $45,350.00 Levy Budget**	**(2013) $10,000.00 (From Surplus)**

Notes to 2013 Budget

- Budget remains the same at $45,350.00 (2011/2012/2013)
- Drop in BIZ levy due to increase in annual rental value in Zone.
- In 2012, North End BIZ denied UGT funding; received two students through Take Pride Winnipeg for a requested donation of $500.00
- Streetscape budget drawing on remainder of City Partnership funds.
- Street Beautification increased, now have boulevard planters, will need new poly banners when refurbished poles are installed.

Schedule "F"

Norwood Grove BIZ
2013 Proposed

GL		Budgeted	NOTES
	Opening Balance	$ 30,000.00	
4000	Interest	$ 200.00	
4010	ARV Revenue	$ -	
4015	Student Grants	$ 2,500.00	
4020	**City of Winnipeg Levy**	**$ 140,000.00**	
4030	Wage Grants	$ 3,000.00	
4050	Fundraising/Miscellaneous	$ 2,000.00	
4060	Streetscaping Renewal Grants	$ -	Applications for support will ebmade in 2013
	SAVINGS	$ 60,000.00	
	Total	**$ 237,700.00**	

5000	Administration	Budgeted	NOTES
5015	Executive Director Professional Fees	$40,000.00	As contracted
5009	Student/Contractor Wage/Benefit/WCB	$25,000.00	2 full time paid employees, Green Wave, YMCA,and contracted
5010	Storage/Rental Space	$3,500.00	120 Eugenie office/Church Shed
5007	Office Expenses (Phone/Postage/Internet/Etc)	$5,500.00	Internet, cell phone, office phone ect...
5006	Membership Fees	$250.00	WBA
5008	Auditor/Accounting Fees	$6,000.00	On Buissness Accounting & Audit
5005	Board Meetings	$1,300.00	Monthly Board meetings
5001	Bank Charges	$350.00	
5012	Member/Support Meetings	$1,700.00	
	Capital Investment Savings (restricted & Non-Restricted)	$10,000.00	Savings for large projects and expenses
	Sub-Total	$93,600.00	

5025	Physical Enhancements	Budgeted	NOTES
5032	Decor Program	$20,000.00	Lights/Banners/planters/ect
5030	Spruce Up The Grove	$3,000.00	Area imporvements
5033	Gator/Trailer/Truck/Maintenance/other	$3,000.00	NEW Gator under warrenty
5034	Graffiti Removal	$2,000.00	TAG Team FEES
5031	Annual Flower Maint. Incl Delivery and Planting	$10,000.00	
5035	Landscape & projects/Monuments	$37,000.00	3 New Monuments
	Sub-Total	$75,000.00	

5040	Marketing	Budgeted	NOTES
5020	Sponsorships	$1,000.00	Available for BIZ Members
5017	Advertising/Promotions/Member Communications	$3,000.00	Newsletters, mailings, Website, ect
5019	Norwood Grove BIZ Celebration	$5,000.00	Summer Event in JUNE
5040	BIZ Publication - Copy and Distribution	$1,500.00	
	Sub-Total	$10,500.00	

5050	Constingency	Budgeted	NOTES
5052	Unforseen Expenses	$4,000.00	
	ARV Over/Under	$6,000.00	
66000	Payroll		
	Sub-Total	$10,000.00	
	TOTALS	**$189,100.00**	

Schedule "G"

OLD ST. VITAL BIZ

		BUDGET 2013
Revenues		
City of Winnipeg		$208,400
Unpaid Levy Allowance		-4,000
Summer Employment Funding		8,000
Graffiti Program Offsets		25,000
2011 surplus utilized		6,050
Total Revenues		**$243,450**
Expenses		
Programs		
Anti-graffiti Program	$5,000	
Annual General Meeting	5,000	
BIZ Zone Promotion	7,500	
Christmas Tree and Lights	5,000	
Summer Maintenance		
Flowers and Plant Supplies	25,000	
Truck Repairs and Operation	15,000	
Hydro and Miscellaneous Maintenance	3,500	
Murals	10,000	
Winnipeg BIZ Dues	250	
		$76,250
Administration		
Office Supplies and Sundry	$3,500	
Office Rent	7,200	
Telephone	2,500	
Wages and Benefits	118,000	
		$131,200
Capital Expenditures		
New Hanging Baskets	$12,500	
8 New Street Benches	20,000	
		$32,500
Maintenance Reserve		$3,500
Total Expenditures		**$243,450**

*** Estimated 2012 ARV = $7,111,008 x .02931 =** $208,423.64

Schedule "H"

THE OSBORNE SOUTH BUSINESS IMPROVEMENT ZONE

PROPOSED PROGRAMS AND BUDGET

FOR JANUARY 1, 2013 TO DECEMBER 31, 2013

October 15, 2012

THE OSBORNE SOUTH BUSINESS IMPROVEMENT ZONE

PROPOSED PROGRAMS AND BUDGET
FOR JANUARY 1, 2013 TO DECEMBER 31, 2013

Marketing	$ 19,500.00
Special Events • Board and Committee Christmas Party	1,200.00
Scholarships	1,500.00
Physical Enhancement	18,250.00
Administration	12,150.00
TOTAL PROPOSED BUDGET FOR PROGRAMS	**$52,600.00**

*Levy required would be 2.83% of the ARV (annual rental value $1,860,780.00)

MARKETING

The objectives are to effectively market and promote all services, businesses and events in the Osborne South B.I.Z. area to the general public, tourists, B.I.Z. members and employees.

• Special advertising programs will be developed as required (i.e.: *Lance*, *Reflector*, B.I.Z. newsletter, *Coffee Time,* Destination Winnipeg)	4,000.00
• Sidewalk Festival	14,000.00
•Website maintenance	1,500.00
TOTAL	**$19,500.00**

SPECIAL EVENTS

• Board and Committee Christmas Party	1,200.00
TOTAL	**$1,200.00**

SCOLARSHIPS

To support local high school students at Churchill High and develop further awareness of the B.I.Z. to high school students in the area, two $750.00 scholarships will be granted.

TOTAL	**$1,500.00**

PHYSICAL ENHANCEMENT

Osborne South is a unique area in the City. It has its own character and its main strength is its small-town charm, people and park-like setting. Our objective is to beautify and enhance the existing environment for people who work, live, visit, and shop in the area and, by enhancing the visual components of Osborne South, all businesses will benefit. We will also work closely with City departments to ensure all maintenance needs are met.

• Maintain existing planters and hanging baskets	7,600.00
• Maintenance	6,500.00
• Wreaths	400.00
• Christmas Trees	750.00
• Hydro lighting costs	3,000.00
TOTAL	**$18,250.00**

ADMINISTRATION

• Summer Street Ambassador	5,000.00
• Audit	1,400.00
• Office Expenses	500.00
• Winnipeg B.I.Z. Association membership	250.00
• Administrative support	4,500.00
• Uncollected BIZ Levy	500.00
TOTAL	**$12,150.00**

Schedule "I"

Osborne Village Business Improvement Zone
2013 Proposed Budget
January 1, 2013 - December 31, 2013

REVENUE			
Biz Levy (required)	131,000		
Canada Day	39,000		
Canada Summer Jobs	5,000		
Green Team	3,500		
TOTAL REVENUE			**$178,500**
EXPENSES			
PROGRAMMES			
Summer Street Enhancement & Image		20,000	
Winter Street Enhancement & Image		13,300	
Promotions & Marketing		10,000	
Canada Day		39,000	
Taste of the Village		5,000	
Graffiti Program		4,000	
	PROGRAMMES SUBTOTAL	**$91,300**	**$91,300**
LABOUR			
Casual Labour		16,000	
Canada Summer Jobs		5,000	
Green Team		3,500	
	LABOUR SUBTOTAL	**$24,500**	**$24,500**
OPERATING EXPENSES			
Office Rental		15,000	
Utilities		1,500	
Executive Director Base Salary		30,000	
Executive Director Employment Benefits		3,000	
Telephone/Fax/Internet		1,500	
Audit (Bookkeeping) Fees		4,500	
Office Supplies & Equipment		1,500	
AGM & Board Meeting Expenses		1,500	
Postage		200	
	OPERATING EXPENSES SUBTOTAL	**$58,700**	**$58,700**
CONTINGENCY PLANNING			
Over/Under ARV Payment		1,000	
Unrestricted Capital Reserve Fund		3,000	
	CONTINGENCY PLANNING SUBTOTAL	**$4,000**	**$4,000**
TOTAL EXPENSES			**$178,500**

Schedule "J"

BUDGET ZAC BOUL PROVENCHER BLVD BIZ 2013 BUDGET

Approved by the membership Dec 4 2012	2012 Budget	2012 Projected Actual	2013 Budget
Revenues / Revenus			
Levy* (member contributions)	$50,309	$53,551	$55,311
Over/under levy allowance	$ (300)	$ (3,327)	$ (500)
Accumulated surplus (carried over)	$ 4,331	$ 4,143	$ 6,047
Grants	$ 7,500	$ 7,416	$ 7,500
Bank charges/interest	$ (50)	$ (25)	$ 75
Endowment Fund		$ 3,252	$ 3,200
Various / sponsorships	$ 4,500	$ 2,000	$ 1,500
	$ 66,290	**$ 67,009**	**$ 73,133**
Marketing and Promotion / Marketing et Promotion	$ 7,850	$ 5,312	$ 10,900
Sponsorships	$ 1,000	$ 1,200	$ 2,000
Donations/gifts	$ 350	$ 400	$ 400
Entertainment/Programming	$ 3,500	$ 1,463	$ 5,500
Web site / domain	$ 750	$ 750	$ 850
Advertising/Directory/Promotions	$ 2,000	$ 1,420	$ 2,000
Various	$ 250	$ 79	$ 150
Street Enhancements / Aménagements Physiques	$ 34,600	$ 32,428	$ 37,800
Planting Program	$ 3,700	$ 5,062	$ 5,200
Lighting on Buildings	$ 2,000	$ 1,911	$ 2,700
Seasonal Decor	$ 3,500	$ 5,008	$ 5,500
Special Projects - Endowment Fund	$ 9,000	$ 8,055	$ 9,000
Murals	$ 1,000	$ -	$ -
Boulevard lights / Hydro	$ 5,000	$ 2,920	$ 4,000
Gator - pmts and maint.	$ 3,000	$ 4,355	$ 3,600
Other Equipment	$ 400	$ 117	$ 300
Various/Misc. (loan & PDO)	$ 7,000	$ 5,000	$ 7,500
Office / Bureau	$ 23,619	$ 23,223	$ 24,075
Professional Fees - Administrator	$ 7,144	$ 7,144	$ 7,350
Personnel - Urban Green Team	$ 12,000	$ 11,661	$ 12,000
Administration Expenses	$ 400	$ 700	$ 750
Audit Fees	$ 1,950	$ 1,803	$ 1,950
Membership Fees	$ 425	$ 415	$ 425
Meetings/AGM	$ 1,700	$ 1,500	$ 1,600
Misc.			
Total Expenses	**$ 66,069**	**$ 60,963**	**$ 72,775**
Surplus	**$ 221**	***est.*** **$ 6,047**	**$ 358**

Sept 2012 ARV 3,950,820
x 1.4% $55,311

(2011 = 1.4%)
(2010 = 1.3%)
(2009 = 1.15%) 1.3 budgeted
(2008 = 1.037%)

Schedule "K"

St James Village Biz Proposed budget 2013	City of Wpg Levy	Other income and Grant	TOTAL
INCOME			
Biz Levy	$80,500.00		
Graffiti grant		$25,000.00	
Canada Summer Jobs grant		$4,405.00	
Green team grant		$3,500.00	
Total Revenues			
	$80,500.00	$32,905.00	$113,405.00
EXPENSES			
Physical Enhancement:			
Streetscape Capital project fund	$15,000.00		
Flowers and Watering	$23,000.00		
Summer students - streetscape		$13,500.00	
Graffiti program supplies		$8,500.00	
Repairs and Maintenance	$1,000.00		
Advertising:			
Newsletter	$5,000.00		
Wesbsite and hosting	$500.00		
Directory, misc.	$500.00		
Administration:			
Summer student supervisor		$4,405.00	
Garage rent	$6,000.00		
Administrator	$18,500.00	$6,500.00	
Audit	$1,600.00		
AGM	$250.00		
Computer equipment	$1,000.00		
BOD meetings	$1,000.00		
Membership	$290.00		
Office supplies and sundry	$500.00		
Telephone and internet	$900.00		
WCB	$300.00		
Bank charges	$160.00		
Uncollected Levy	$5,000.00		
Total EXPENSES	$80,500.00	$32,905.00	$113,405.00
	$0.00	$0.00	

Schedule "L"

Zone d'amelioration commerciale Saint-Norbert Business Improvement Zone
Proposed Budget - January 1, 2013 - December 31st 2013

REVENUE		
	BIZ levy *	$21,000.00
	Green Team	$7,000.00
TOTAL REVENUE		$28,000.00

EXPENSES		
PROGRAMS		
	Street Image & Enhancement**	$12,250.00
	Promotions & Marketing***	$2,000.00
	Sub total	$14,250.00
OPERATING EXPENSES		
	Office and board expenses	$5,000.00
	Audit Fees	$1,500.00
	Memberships	$250.00
	Summer staff-Green Team & top-up	$7,000.00
	Sub total	$13,750.00
TOTAL EXPENSES		$28,000.00

* Biz Levy : Should be approximately 2% of ARV (Annual Rental Value)

**Street Image and Enhancement: Could include street elements, flower planting program, Christmas Décor, Murals

***Promotions & Marketing: Special events promtion, advertising

Schedule "M"

Selkirk Avenue Business Improvement Zone
2013 Budget Proposal
January 1, 2013 to December 31, 2013

Expenditures	Description	2013 Budget
Employee Wages	Part time coordinator (8 hours a week) & potential Green Team	$7,749
Employment Costs (EI, CPP & WC)	(our portion)	542
Total Personnel Costs		8,291
Administration	Banking, rent, office & audit	3,440
Advertising	Potential costs for advertising positions and events	800
Meeting costs	AGM and monthly meetings	800
Communications	Telephone & Website maintenance & creation	2,295
Promotional materials & Signage	Materials for promoting safety, murals, businesses, & signage	1,200
Promotional events	Events to kick-off tours & openings	800
Street cleaning Services & supplies	Supplies for Green Team, outdoor cleaning services including graffiti	1,500
Street Enhancement Costs	BIZ portions for enhancing the Avenue	7,200
Total Expenditures		$26,326
ARV Implications	Estimated 2013 ARV $1,314,480	2.00%

Schedule "N"

Transcona Business Improvement Zone
Operating Budget
December 31, 2013
Based on 1.968% BIZ Levy

REVENUE		
Business Levy		$198,400
Interest		3,000
Graffiti Funding		25,000
Other Income (Sponsorship, Market Garden, Gr. Team Support Cost)		13,000
Grants – Green Team and Canada Summer Jobs		14,000
TOTAL REVENUE		**$253,400**
EXPENSES		
Advertising/Marketing		
Publications (four times a year)		**30,000
Advertising/marketing (BIZ Bucks 24 x $50 & 12 x $50 email winners)		**1,800
Website hosting, domain name and maintenance		400
Infrastructure/Maintenance		
General maintenance of existing infrastructure		2,000
New Street Elements (Since 2011=$9,000 – refurbish banner poles on Bond)		3,000
Building Maintenance		900
Day and Bond revitalization fund (Since 2011 = $7,500)		2,500
Festivals and social events		
Hi Neighbour Festival ($5,000 cash donation & $1,000 parade BIZ Bucks)		6,000
Programs		
Anti-Graffiti Program (City funded)		25,000
Anti-Graffiti Program (BIZ funded)	3,000	
Summer Beautification Program	7,000	
Christmas Decoration Program	7,000	
Festival of Banners	4,000	
Transcona Cent. Square Programming	10,000	
Mural Program	***2,000	
Market Garden	*2,000	
		35,000
Storefront Improvement Program/Marketing Strategy		20,000
Marketing Strategy/Strategic Planning		***10,000
Operating Expenses		
Accounting Fees		1,500
Allowance for uncollected levies		3,000
Amortization		4,000
Audit		1,000
Donations		1,000
Equipment		2,000
Internet		1,000
Meeting expense – AGM		*1,000
Meeting expense – meals		1,000
Miscellaneous		1,200
Office Supplies		2,500
Professional Development (Since 2011 = $2,700)		1,000
Rent		16,500
Telephone		2,100
Travel		500
Utilities		2,500
Wages – (includes ED salary of 46K, reader board changer salary, supplement Gr. Team /summer office assistant salary, PT office assistance and wage remittance)		*75,000
TOTAL OPERATING EXPENSES		**$253,400**
Excess of revenue over expenses		--------

***Increased budget line**
****Decreased budget line**
*****New budget/revenue line**

Schedule "O"

West Broadway BIZ

Proposed 2013 Budget

Revenue

	2012 Budget	2012 YTD	2013 Budget
Levy	$ 117,640.00	$ 117,640.00	$ 137,000.00
Grant Revenue	$ 7,000.00	$ 25,000.00	$ 13,000.00
Wage Subsidies	$ 7,500.00	$ 6,084.80	$ 7,500.00
Interest Revenue	$ 2,500.00	$ 2,556.71	$ 2,500.00
Total	**$ 134,640.00**	**$ 151,281.51**	**$ 160,000.00**

Expenditures

Physical Enhancements			
New Murals	$ 6,000.00	$ 9,661.88	$ 6,000.00
White Lights Program	$ 20,000.00	$ -	$ 20,000.00
Hydro White Lights	$ 500.00	$ -	$ 500.00
White Lights Maintenance	$ -	$ -	$ -
Planting Package	$ 25,000.00	$ 25,326.77	$ 25,000.00
Sherbrook Gardens	$ 900.00	$ 900.00	$ -
Planters & Baskets Removal & Storage	$ 1,000.00	$ 850.00	$ 1,000.00
Planters & Baskets Maintenance	$ 1,000.00	$ -	$ 1,000.00
Park Benches, Bicycle Racks, Installation, Cig receptacles	$ 5,000.00	$ 13,129.75	$ 1,000.00
Winter Wreaths/ Holiday Décor	$ 6,000.00	$ 4,826.50	$ 6,000.00
Decorative Lights	$ 1,500.00	$ -	$ 8,000.00
Sub Total	**$ 66,900.00**	**$ 54,694.90**	**$ 68,500.00**
Marketing & Promotions			
Storefront Improvement Grant	$ 5,000.00	$ 603.82	$ 5,000.00
Advertising	$ 500.00	$ 10.90	$ 5,000.00
Website Upgrade / Maintenance	$ 5,000.00	$ 5,350.00	$ 1,000.00
Welcome baskets	$ 300.00	$ 27.36	$ 300.00
Prizes for AGM	$ 1,000.00	$ -	$ 500.00
Open House / Community Forum / Business Mixer	$ 1,000.00	$ -	$ 1,000.00
Biz Directory & Distribution	$ 4,000.00	$ 462.00	$ 500.00
Sherbrook Street Festival	$ 12,000.00	$ 12,000.00	$ 12,000.00
Community Activity Event	$ 700.00	$ -	$ 3,000.00
Community Support	$ 2,500.00	$ 2,000.00	$ 2,500.00
Professional Development	$ -	$ 3,025.00	$ 1,000.00
Sub Total	**$ 32,000.00**	**$ 23,479.08**	**$ 31,800.00**
Safety			
Safety Grant	$ 5,000.00		$ 5,000.00
Graffiti Removal West End BIZ	$ 4,000.00	$ 4,000.00	$ 4,000.00
Graffiti Removal (Other)	$ 1,000.00	$ 125.00	$ 1,000.00
Snow Removal	$ 2,000.00	$ 2,340.00	$ 2,000.00
Year Round Clean-Up/RaY Community Cleaners	$ 6,000.00	$ 4,000.00	$ 10,000.00
Sub Total	**$ 18,000.00**	**$ 10,465.00**	**$ 22,000.00**
Urban Green team			
UGT Wages & Source Deductions & WCB	$ 10,500.00	$ 8,098.67	$ 10,500.00
UGT Training, supplies, small tools	$ 250.00	$ -	$ 250.00
UGT Projects (Red mulch, etc)	$ 1,000.00	$ 846.69	$ 1,000.00
Safe work procedures manual	$ 250.00	$ 250.00	$ 250.00
Sub Total	**$ 12,000.00**	**$ 9,195.36**	**$ 12,000.00**
Administration			
Salaries	$ 20,000.00	$ 18,333.26	$ 20,000.00
Office Supplies, Phone, Mail Box, etc.	$ 1,750.00	$ 1,504.05	$ 1,750.00
Board Meetings & AGM.	$ 3,500.00	$ 2,748.84	$ 3,500.00
Christmas Party	$ 1,000.00	$ 861.00	$ 1,000.00
Memberships	$ 250.00	$ 250.00	$ 250.00
Other	$ 500.00	$ -	$ 500.00
Sub Total	**$ 27,000.00**	**$ 23,697.15**	**$ 27,000.00**
Accounting , Bank Charges & Others			
Yearly Audit	$ 1,100.00	$ 1,070.00	$ 1,100.00
Bank Service Charges & Interest	$ 100.00	$ 16.00	$ 100.00
Projected Over/Underpayment	$ -	$ (3,872.09)	$ 2,000.00
Sub Total	**$ 1,200.00**	**$ (2,786.09)**	**$ 3,200.00**
Total	**$ 157,100.00**	**$ 118,745.40**	**$ 164,500.00**
Surplus / Deficit	**-$ 22,460.00**	**$ 32,536.11**	**-$ 4,500.00**

Schedule "P"

WEST END BIZ 2013 PROPOSED BUDGET

	2012 Budget	2012 Projected	2013 Budget
SAFETY			
EXPENSES			
Safety & Night Light Grants	10,000	6,500	5,000
West End BIZ Patrol	94,365	68,200	85,110
Other Initiatives & Misc. Expenses	2,000	2,785	6,300
	106,365	**77,485**	**96,410**
REVENUES			
Other Contributions [1]	7,200	7,985	5,940
BIZ Levy	99,165	99,165	90,470
	106,365	**107,150**	**96,410**
STREET ENHANCEMENT			
EXPENSES			
Storefront Improvement Grants	10,000	8,000	10,000
Existing Street Elements Repairs & Replacements	5,000	5,000	2,000
Decorative Street Elements	41,020	54,260	51,870
International Village Projects	58,614	58,820	30,000
Beautification Programs (Sweep Off, Street Maintenance)	135,265	139,320	134,065
Other Initiatives & Misc. Expenses	3,800	800	16,800
Program Implementation	104,565	113,575	120,895
	358,264	**379,775**	**365,630**
REVENUES			
Other Contributions [1, 3]	231,114	271,675	208,500
BIZ Levy	127,150	127,150	157,130
	358,264	**398,825**	**365,630**
COMMUNICATIONS & MARKETING			
EXPENSES			
Website & Publications	14,500	8,200	16,500
Event Support, Advertising, Tours & Misc. Promo	39,000	28,780	35,300
Other Initiatives & Misc.Expenses (Incl. Grants for Businesses)	5,100	7,080	10,000
Program Implementation	44,250	44,250	45,520
	102,850	**88,310**	**107,320**
REVENUES			
Other Contributions [1, 3]	10,850	6,210	17,400
BIZ Levy	92,000	92,000	89,920
	102,850	**98,210**	**107,320**
ADMINISTRATION [2]			
Staffing (Admin Staff Wages & Benefits)	138,280	138,280	140,095
Office (Lease, Supplies, Maintenance, Postage)	43,430	42,930	38,530
Other Expenses (Auditor's fee, Memberships, Bank Fees)	9,600	9,600	13,500
	191,310	**190,810** [2]	**192,125**

SUMMARY OF REVENUE & EXPENSES

TOTAL EXPENSES			
Programming & Operations	**758,789**	**736,380**	**761,485**
TOTAL REVENUES			
Other Contributions [1,2]	249,164	285,870	231,840
BIZ Levy	509,625	509,625	529,645
	758,789	**795,495**	**761,485**
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	**-**	**59,115** [3,4]	**-**

The estimated % levy for 2012 was 1.696 . Actual % levy paid by businesses as of Sept 2012 was 1.590%.
The proposed 2013 budget requires an estimated levy of 1.674%, a difference of .084%

NOTES:

1 Contributions include: sponsorships, advertising, donations, grants and partnerships, surplus, or transfer from reserves
2 Administration is funded by levy, miscellaneous revenue, surplus & reserves
3 Projected Surplus from 2012 is being allocated to 2013 Programming
4 Projected Surplus from 2012 is being allocated to existing General Reserves Account (See Other Side for Details)

WEST END BIZ 2013 PROPOSED BUDGET

RESERVE ACCOUNTS

STREET ENHANCEMENT RESERVE

Funds previously on this reserve are being transferred to General Reserves	-

GENERAL RESERVES

	Funds available, beginning of 2012	50,000
Add:	Surplus Revenue from 2012 [3]	20,000
Add:	Allocation of funds from SE Reserve	10,000
Add:	Surplus Revenue from 2011 [5]	41,895
Add:	Interest Revenue from Closed Account [6]	4,530
	Funds available for 2013	**126,425**

ANNUAL RENTAL LEVY ADJUSTMENT RESERVE

	Funds available , beginning of 2012	20,000
Less:	2011 ARV levy Adjustment	(6,795)
Add:	Surplus Revenue from 2012 [3]	11,795
	Funds available for 2013	**25,000**

	RESERVES TOTAL	**$ 151,425**

2012 [3,4]

Reconciliation of Allocations-Surplus Revenue

General Reserve	20,000.00
ARV Adjustment Reserve	11,795.00
Street Enhancement Programs	15,900.00
Communications & Marketing	11,420.00
	59,115.00

Note:

5 $41,895 was added to this reserve in 2012 as a result of the 2011 Audit to the Financial Statements

6 Revenue derived from interest on previous grants held in a separate account that has now been closed