

Tuesday August 29, 2017  
9:00 a.m. to 10:00 a.m.  
Budget Conference Call

**PRESENT MEMBERS:**

Grettel Comas, Herman Custodio, Rick Evans, Peeyush Gupta, Zeeshan Majid, Kristina Romasco, Councillor Bowman, Councillor Gibson, Councillor Medeiros, Councillor Moore

**REGRETS:**

Fernando Russo, Jonathan Pereira

**STAFF:**

Suzy Godefroy, Bobby Karmakar

1. **Call to Order (9:00 a.m.):** The conference call was called to order at 9:00 a.m.
2. **Declaration of Quorum:** Positive
3. **Additions to the Agenda:** None.
4. **Approval of Agenda**  
MOTION  
THAT the Downtown Brampton BIA Board of Directors agenda for Tuesday, August 29, 2017 be approved.  
Moved by: Kristina Romasco  
Seconded by: Rick Evans  
All in favour  
CARRIED
5. **Conflict of Interests:** There were no declared of interests.
6. **DBBIA Budget 2018-2020**
  - The most recent budget draft distributed yesterday afternoon.
  - Walk through the 2018 budget draft and 2017 is added for comparable.
    - 2017 are not actuals. 2019 and 2010 are projected.
  - 2018 Salaries & Benefits are \$135,600 for staff in the office.
    - Contracts switched to beautification and are being reallocated.
    - Councillor Gibson mentions that if salaries have an increase, benefits should as well. Benefits slightly do but do not have final numbers; confirmed to go increase.
    - A meeting with the executives needs to be scheduled regarding salaries for staff.

- Following this meeting, S. Godefroy will schedule a meeting with the executives by the September board meeting.
- Administration/ Operations: \$58,006
  - Keeping those expenses the same, including AGM, professional service audit, general office expenses, OBIAA conference, and the rent.
  - Don't want to increase the levy.
  - Made some slight changes in the line items.
  - Councillor Bowman asks about the rent and whether it will remain the same.
- Discussion arose on whether the reserve is capital or operating.
  - General under the new BIA.
- Councillor Gibson asks if the board made a recommendation to make it specific?
  - To be looked into and put on the September board agenda.

N.B. Councillor Medeiros joins the conference at 9:07 a.m.

- Beautification \$12,500
  - Noted earlier in the salaries, benefits and contract services.
  - Primarily for seasonal banner installation and hanging baskets.
  - In 2020, more money may want to be added but at this time, however, there is no additional plan until the streetscaping work has more updated progress.
  - Councillor Medeiros asked about lighting.
    - S. Godefroy wants to wait until after the streetscaping project is finalized due to not knowing what the lighting standards can be until the bigger picture is going to be known.
  - G. Comas asked if the City does the tree lighting during the holidays, confirming that they do.
    - R. Evans mentions that they need to know what the engineering report will be before moving forward with lighting, in response to Councillor Medeiros's question.
- Food and Drink: \$22,000
  - New category in the budget.
  - Originally under promotions and events, extrapolated that line item.
  - Primarily for a Taste or other food events, dining guide or other marketing initiatives.
  - Councillor Moore asked Elaine why this is now a separate line item, compared to Classic Cars
    - K. Romasco responds that they are a specific event while food and drink is not.
    - R. Evans wants to ensure that there is value being added.
    - S. Godefroy responds that there was a post meeting and a number of recommendations have been made for 2018.
    - Councillor Gibson questions whether Classic Cars is adding value, given the amount of money being spent too.

- Councillor Moore comments that whether downtown merchants have experienced higher revenue or not, the new format provides easier access to the retail.
- Marketing and Public Relations: \$85,000
  - No change and will carry that from 2017 to 2018.
  - Part of this is a \$40,000 grant from Economic Development, City of Brampton.
- Events and Promotions
  - Total has not changed. Just the \$22,000 which has been changed to Food & Drink. Councillor Moore confirms the amount has been changed.
- Capital Expenses: \$15,000
  - Taken out since there is no program currently in place.
  - Also require more information on the streetscaping project.
- There are no changes on tax arbitration.
  - Since the actuals are always higher, S. Godefroy and Z. Majid will review past costs and then calculate an average for the 2019 budget.
- Total expenditures with tax arbitration is \$469,606.
- Today to focus on levy as that \$392,943
- Rent relief from City and sponsorship revenue total is \$458,255.

Balance this budget 11,000 to keep it fine lined.

- Councillor Gibson inquires if all the property owners are paying their lease.
  - Need to consult to Realty Services on when the last tax update was.
- S. Godefroy mentions expanding the BIA boundary.
  - Councillor Gibson responds that we need to outline what we will bring to them and cannot just expand to increase levy revenues.

#### MOTION

THAT the Downtown Brampton BIA Board of Directors approve the 2018 Budget in principle.

Moved by: Kristina Romasco

Seconded by: Rick Evans

Recorded vote:

All those in favour:

Grettel Comas, Rick Evans, Peeyush Gupta, Kristina Romasco, Councillor Bowman, Councillor Gibson, Councillor Medeiros, Councillor Moore

All those opposed:

None

CARRIED

#### 7. Other Business

- None

#### 8. Date and Time of Next Meeting

- To be determined.
- A separate budget meeting needs to be scheduled before the end of September.

**9. Motion to Adjourn Meeting (10:00 a.m.)**

MOTION

THAT the Downtown Brampton BIA Board of Directors Budget Conference Call be adjourned.

Moved by: Rick Evans

Seconded by: Kristina Romasco

All in favour

CARRIED

The meeting was adjourned at 9:41 a.m.