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CITY OF KELOWNA

**MEMORANDUM**

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**Date:** March 11, 2009  
**File No.:** Bylaw 9813, 1970-02  
**To:** City Manager  
**From:** George L King, Revenue Manager  
**Subject:** UPTOWN RUTLAND BUSINESS ASSOCIATION 2009 BUDGET

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**RECOMMENDATION:**

THAT Council approve the Uptown Rutland Business Association 2009 Budget

AND THAT Council approve the 2009 levy of \$128,000 on Class 5 and Class 6 properties located within the boundaries of the Uptown Rutland Business Improvement Area.

**BACKGROUND:**

On September 10, 2007 Council approved the Uptown Rutland Business Improvement Area Bylaw #9813. Bylaw #9813 established the local area for the purpose of annually funding the activity of the Uptown Rutland Business Association for a period of 5 years, 2008 to 2012. Council may approve the URBA's annual budget request to a maximum amount of \$148,000 per annum in order for the City to tax the affected properties within the improvement area boundary.

Attached is a copy of the Uptown Rutland Business Association's 2009 Budget and the Draft 2008 Financial Statements.

Although staff have not participated in or assisted the Uptown Rutland Business Association in preparation of their annual budget, a good working relationship continues to be maintained with the Executive Director.

A representative from the Uptown Rutland Business Association will be present at the Council meeting to answer any questions.

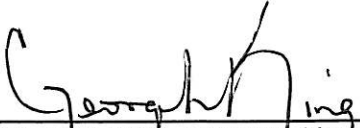
Considerations that was not applicable to this report:

**INTERNAL CIRCULATION TO:**  
**LEGAL/STATUTORY AUTHORITY:**  
**LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:**  
**EXISTING POLICY:**  
**FINANCIAL/BUDGETARY CONSIDERATIONS:**  
**PERSONNEL IMPLICATIONS:**



**TECHNICAL REQUIREMENTS:  
EXTERNAL AGENCY/PUBLIC COMMENTS:  
ALTERNATE RECOMMENDATION:**

Submitted by:

  
George King  
GL King, CMA, Revenue Manager

Approved for Inclusion:



[Keith Grayston CGA, Director of Financial Services]

UPTOWN RUTLAND BIA  
BALANCE SHEET  
(UNAUDITED - SEE NOTICE TO READER)  
December 31, 2008

ASSETS

	\$
CURRENT ASSETS	
Cash	58,821
Accounts Receivable	<u>2,700</u>
	61,521
INCORPORATION FEES	<u>500</u>
	<u>62,021</u>

LIABILITIES AND FUND BALANCE

FUND BALANCE	
Beginning of year	3,021
Current Surplus (Deficit)	<u>59,000</u>
	<u>62,021</u>

NOTICE TO READER

The financial statements has been compiled for review by the Board of Directors and members. We have not audited this information.

The financial statements have been reviewed and approved on behalf of the Board of Directors.

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Todd Sanderson Pres.

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Wendy Nelson Treas.

UPTOWN RUTLAND BIA  
(UNAUDITED DRAFT)  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
FOR THE YEAR ENDED DECEMBER 31,2008

	Budget 2008	Actual 2008	Budget Notes	Proposed 2009	
Surplus 2008 Forward				\$ 59,000	
<b>RECEIPTS</b>					
Funding	122,000	122,000		128,000	
After Hours - NET		665		1,200	
Donations					
Grants					
	122,000	122,665		188,200	
<b>MARKETING</b>			Mrktg Rutland Dev included @ 10,000		
Web Site		1,273			
Media		94			
Uptown Rutland News		3,255	4 issues		
	6,000	4,622		17,500	
<b>FESTIVALS</b>					
May/Aug Movie/parad		5,680	Spring		
Scarecrow Convention		2,066	Movie/summer		
Christmas Lightup		2,344	Scarecrow/fall		
	10,000	10,090	Christmas / winter	12,000	
<b>BANNERS, LOGO</b>	20,000	2,666		35,000	4 seasons
<b>BEAUTIFICATION</b>			gateway signs graffitti		
Clean up/Flowers		3,473			
Signage, Streetscape	30,000	3,473	Streetscapes		
<b>SAFETY, SECURITY</b>			Transit Station		
Ambassador					
Other	11,000	0		41,000	
<b>GENERAL &amp; ADMIN</b>					
Contract Exec Dir		25,577		44,100	
Insurance		1,450		1,500	
Bank Charges		70		75	
Dues, Membership		196		200	
Meetings		736		800	
Miscellaneous		1,219		1,500	
Office Expenses		2,809		1,000	
Professional Fees		65		65	
Rent, Utility		4,394	to April	8,400	
Seminars, Convention		5,681		6,000	
Telephone & Comm		456		600	
Travel, Parking		161		500	
	41,600	42,814		64,740	
<b>CAPITAL COSTS</b>	3,000	0			
Total Costs	121,600	63,665		170,240	
<b>SURPLUS(DEFICIT)</b>	400	59,000	Contingency	17,960	
	122,000	122,665		188,200	