



January 3, 2020

His Worship the Mayor and City Councillors  
c/o Stephanie Green, CPA, CA, MPAcc  
Property Tax & Accounting Control Manager  
Corporate Revenue  
City of Saskatoon  
222 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 0J5

Re: Downtown Saskatoon BID Proposed 2020 Operating Budget

Dear Stephanie,

Please find enclosed the proposed 2020 Operating Budget for the Downtown Saskatoon Business Improvement District. This budget was approved by the Downtown Saskatoon Board of Management for submission to the City of Saskatoon at its meeting held in November 2019.

While an increase to the levy of 4.4% is being requested, the payment per \$1,000 of assessment will still see our BID as the lowest of the other four BIDs in the City. Some of the reasons for the increase are summed up in the following areas:

- Maintaining a staff of 9 FTE;
- Adding two summer students to work in a tourism ambassador role to help people navigate the district. These two summer students are in addition to three other summer students we hire for cleaning and related work.
- Professional development is budgeted in Canadian dollars and the majority is spent in US dollars due to training opportunities through the International Downtown Association

We look forward to continuing to advocate for a strong and vibrant Downtown Saskatoon and believe that as Downtown goes, so does the rest of our wonderful city!

Submitted on behalf of the Board of Management,

A handwritten signature in blue ink, appearing to read 'Brent Penner'.

Brent Penner  
Executive Director

Attachment: 2020 Downtown Saskatoon Operating Budget

cc: Mr. Chris Beavis, Board Chair



## Downtown Saskatoon Business Improvement District

2020 Operating Budget

Approved by Downtown Saskatoon Board

November 29, 2019

	2019 Budget	2020 Budget	% Difference
<b>Schedule 4 REVENUES</b>			
4000 DBID Levy	762,297.80	795,519.48	4.4%
4010 Parking Reserve Revenue	35,900.00	41,300.00	15.0%
4035 Special Event Revenue	20,000.00	21,000.00	5.0%
4060 Street Maintenance Revenue	26,520.00	26,940.00	1.6%
4061 Other Revenue	4,000.00	7,000.00	75.0%
4030 Interest Revenue	4,500.00	6,250.00	38.9%
4065 Community Support Program Administration	9,000.00	9,000.00	0.0%
<b>Total Revenues</b>	<b>\$862,217.80</b>	<b>\$907,009.48</b>	<b>5.2%</b>
<b>EXPENSES</b>			
<b>Schedule 5 Administration</b>			
5004 Accounting & Professional Services (Legal, IT, Payroll)	17,000.00	17,000.00	0.0%
5010 Office Rent & Maintenance	59,750.00	61,000.00	2.1%
Office Expenses	43,640.00	40,905.00	-6.3%
Salaries & Benefits	359,600.80	386,754.48	7.6%
<b>Total Administration</b>	<b>479,990.80</b>	<b>505,659.48</b>	<b>5.3%</b>
<b>Schedule 6 Marketing, Research &amp; Education</b>			
Marketing, Advertising & Research	80,650.00	81,400.00	0.9%
6100 Professional Development	23,500.00	24,000.00	2.1%
6300 Heritage Programming	2,000.00	2,000.00	0.0%
<b>Total Marketing, Research &amp; Education</b>	<b>106,150.00</b>	<b>107,400.00</b>	<b>1.2%</b>
<b>Schedule 7 Board &amp; Committees</b>			
7005 Board Meetings & Related	3,500.00	3,500.00	0.0%
7055 Committees	1,200.00	1,200.00	0.0%
7050 Memberships	3,800.00	3,800.00	0.0%
<b>Total Board &amp; Committees</b>	<b>8,500.00</b>	<b>8,500.00</b>	<b>0.0%</b>
<b>Schedule 8 Special Events</b>			
Event Sponsorship	35,250.00	35,250.00	0.0%
<b>Total Special Events</b>	<b>35,250.00</b>	<b>35,250.00</b>	<b>0.0%</b>
<b>Schedule 9 Street Enhancement Program</b>			
Street Maintenance Equipment & Supplies	22,150.00	23,250.00	5.0%
Street Maintenance Program Summer/Winter	207,177.00	222,700.00	7.5%
Tree Lights & Information Directories	1,500.00	2,000.00	33.3%
<b>Total Street Enhancement Program</b>	<b>232,327.00</b>	<b>250,200.00</b>	<b>7.7%</b>
<b>Total Expenses</b>	<b>\$862,217.80</b>	<b>\$907,009.48</b>	<b>5.2%</b>
Revenues less Expenses	\$0.00	\$0.00	0%
Draw to/from Reserve	0.00	0.00	0%
<b>Surplus (Deficit) after Draw to/from Reserve</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>