

DOWNTOWN KINGSTON BIA EXECUTIVE DIRECTORS REPORT

BOARD MEETING DATE: May 17, 2023

Submitted by: Marijo Cuerrier

1) COUNCIL/ CITY OF KINGSTON COMMITTEES

Delegations:

May 2nd, Council Meeting: In support of the City of Kingston staff recommendation to prepare and release a request for information for the redevelopment of Block 4 for a possible conference centre:

Reference: [City-Council Meeting-15-2023 Report-23-130 Conference-Centre-Update-and-Next-Steps.pdf](#)

Committees:

Community Spaces Ad Hoc Committee: Executive recommends to put on hiatus for now.

Staff Communications:

Big Dig Update from Transportation at the City of Kingston: Below is the scope of work for the Brock/Clarence Big Dig project. The yellow lines on the map indicate the streets that will undergo reconstruction as part of the project funded by the DMAF (Downtown Municipal Assistance Fund). The main objective of the project is to separate the combined sewer system. However, the implementation of this project is currently pending, as it is dependent on an ongoing traffic study, which is expected to be completed by late fall.



Staff report from CAO Lanie Hurdle going to Council on May 16th.

This is one of many recommendations that will be made to support homelessness:

That Council authorize the Mayor and Clerk to create an agreement with Addiction & Mental Health Services – KFL&A and Downtown Business Improvement Association for funding allocation of up to \$250,000 to establish a downtown focused street outreach program until March 31st, 2024, to be funded from the Homelessness Prevention Program and the 2023 operating budget; and

With the additional allocation of HPP received for the 2023–2024 fiscal year staff recommend an increase in funding to street outreach services in addition to the planned municipal funding allocated, in the amount of up to \$250,000. It is anticipated that this additional funding will support a pilot project with a model focused on the downtown area **delivered by Addiction & Mental Health Services and the Downtown Business Improvement Association (DBIA)**. This service has been identified as a priority to support **both vulnerable populations and downtown businesses**. Staff are recommending that \$150,000 be funded by the HPP and \$100,000 from the \$1.7M approved in the 2023 operating budget to support **this pilot project that will provide for joint collaboration between AMHS and the DBIA**.

2) BOARD

- A second round of onboarding sessions will be available for all Board members by June’s meeting. These sessions will be focused on Board culture, partner organization relationships, the one-voice concept for Board members and Board member responsibilities outside of the Boardroom.

3) TEAM/OFFICE

- a. Four summer students will begin their 13-week journey with us this coming Monday (May 15). This is funded in part by the Canada Summer Student Grant, in which we secured \$20K.

4) PEDESTRIAN COUNTS

- 3 new eco-counters have arrived and will be installed shortly. As soon as everything is up and running, the new counters and new features like weather, and app for the phone and member access to the stats, will be available in the member bulletin.

5) FINANCES

- **2022 Finances:** The 2022 Audit will be presented at the Board meeting, but I have provided you with an overview of things from my perspective. This past year was challenging without sufficient support from a financial analyst as you know, but all things considered, the numbers came out better than expected. The audit presentation can be overwhelming so I will list a few highlights below:
 - i) Annual deficit of \$\$54,395 as compared to 2021 at \$150,416 - \$71% decrease
 - ii) Downtown Dollars:

(1) funds in trust \$453,413 as compared to 2021 at \$703,920 - 36% decrease

(2) Downtown Dollars Sales:

Sales 2020	\$645,000
Sales 2021	\$891,146
Sales 2022	\$428,670
Sales to date 2023	\$15,260

*Difference between 2021 and 2022 was the discounted dollars

- iii) We secured \$370,873 in additional revenue as compared to \$181,136 in 2021 - \$105% increase.
- iv) Salaries and benefits increased to \$480,697 as compared to \$453,455 in 2021 – 6% increase.
- v) Department percentages:
 - (1) Beautification & Improvements: 9%
 - (2) Administration: 38%
 - (3) Economic Development: 8%
 - (4) Marketing/Advertising: 35%
 - (5) Events: 21%
- vi) Human Resource restricted reserve fund is stable at \$35K
- vii) Unrestricted at \$20,000. Depreciated assets need to be considered in 2024 budget

6) GRANTS

Nothing to report

7) SAFETY & SECURITY

- CAO Hurdle will be recommending that Council (May 16th) support a pilot project that will provide for joint collaboration between AMHS and Downtown Kingston BIA. More information is included above in section 1. This is very encouraging news for the downtown community, and hopefully it will be supported so that we can move ahead collaboration with AMHS on a support model for both the vulnerable and our business community in the downtown core regarding mental health and addictions challenges.

8) BEAUTIFICATION

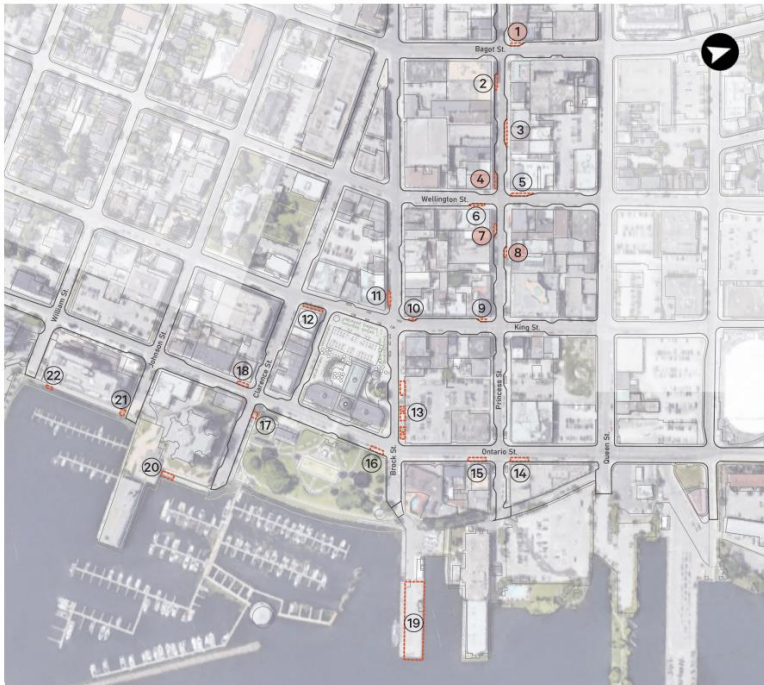
- **Florals and Banners:**
 - i) Large flower planters should be coming soon along Princess and in SMS.
 - ii) Over 100 Flower baskets will be installed throughout downtown this coming week, as well as 12 fern planters in Rochleau Court, funded by the BIA.

- iii) Princess St. Banners have been installed for summer adding a nice pop of summer colour to the main street.
- iv) Side street banners will be a variety of groups and associations over the summer, as it always is, the first being convocation.
- **Patios:**
 - i) Patios have been installed. I will be meeting with several key restaurant owners in the summer – during patio season – as well as members of the City staff responsible for patio installation to talk about ways to improve the patio experience.
- **Cleanliness:**
 - i) Painting of all downtown garbage receptacles are almost complete.
 - ii) Public Works
 - (1) All damaged garbage receptacles will be replaced over the coming weeks
 - (2) Most of the recycling receptacles have been refurbished or replaced with new ones
 - (3) Big Belly compactors are all installed apart from one that needs a cement pad at the corner of Brock and Ontario.
 - (4) Garbage and recycling receptacles are currently being redistributed throughout the downtown to offer more coverage across all streets. There will be 123 garbage's, 13 recycling stations and 7 compactors when completed.
- **Property Owners:**
 - i) A friendly reminder to take the time to assess and address any necessary repairs or painting during the spring season, you can help keep your building looking its best and maintain its value, while improving the downtown experience overall.
 - ii) Kindly relay the following message to your tenants: It is important to remind them that it is their responsibility to ensure the cleanliness of the sidewalk directly in front of their premises. We kindly request that they keep the sidewalk free from debris and encourage them to wash it daily using water and biodegradable soap. Additionally, please encourage them to keep their windows clean for a well-maintained appearance. Thank you for your cooperation in keeping our surroundings clean and presentable.
 - iii) If there are areas of concern regarding cleanliness where we can help with our street crew, please reach out to me directly.

9) PARTNERS

- The Downtown Activation of Spaces:
 - i) The City is moving ahead with the purchase and installation of several parkettes in the downtown area. The areas that will be completed this year are as follows: 10, 9, 15, 7, 8, 6 and 13. The timeline is approximately 1 month. See the map below and examples of the parkette modules that will be used.

2.1 Sidewalk - Small Parkettes



1. Bagot St. & Princess St.



4. Princess St. & Wellington St.



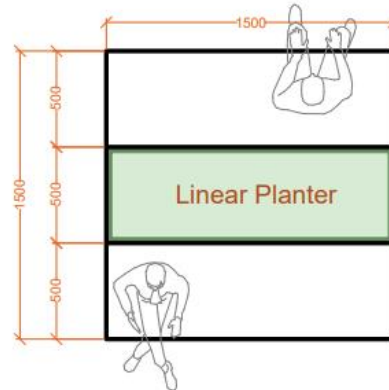
7. Princess St. TD Bank



8. 77 Princess St.



Linear Planter with Integrated Bench



- PRIDE:
 - i) Pride Hearts: We will assist Tourism Kingston to distribute a new batch of hearts that have the new flag represented.
 - ii) As part of our efforts to celebrate diversity and inclusivity, we will be replacing one side of the light standards with 44 Pride banners. These banners feature the newest version of the flag, which represents a wider group of individuals. We hope that this display will serve as a vibrant symbol of support and solidarity with the LGBTQ+ community. Thank you for joining us in creating an inclusive environment for all. The City of Kingston is collaborating on the cost, and we may be looking for sponsors to cover our costs.

10) SPECIAL PROJECTS

- **Sydenham St summer activation:**

- i) 18-HOLE min-putt is being installed this week.
 - ii) If all goes as planned rubber flooring for the play area will be installed in June. 3-foot fencing will surround this area. Toys and onsite storage will be purchased this week.
 - iii) The playground will be ordered for installation in 2024
 - iv) Working on a permanent sidewalk community mural concept with a local artist. I am in touch with Art & Culture and Transportation at the City on this project to ensure we are following procedure. If all goes as planned, this would be activated and painted on the weekend of June 24.
 - v) A few more surprises are in the works for activation.

- **Art projects in the downtown core:**
 - i) **168 Wellington St.:**
 - (1) Concept drawings from 3 artists will be requested this week, with all 3 artists receiving an honorarium for their work. From there, a final artist will be chosen.
 - (2) I am exploring the feasibility of a small 'depave' option for the interlocking brick area beside the sidewalk that leads to Hanson garage with a landscape architect.

- **Cycling Week, June 3-10:**
 - i) **Urban Bike Racks:** The official launch for the bike racks will be on June 10th during the Princess Street Promenade. The area around the racks will be populated with active transportation groups, a transit bus with a bike rack, waiting on confirmation of a Police cruiser with a bike rack, bike valet and other features. Tourism Kingston is wrapping the solar tower and I think the barricades as well. Active transportation social media posts will run throughout the summer promoting the racks and active transportation in the downtown core.
 - ii) **Roll-in breakfast** will be offered at participating restaurants and cafes
 - iii) **The National Commuter Challenge** will be actively promoted on our social media channels with prizes for the top performers being presented at Promenade. Be sure to sign up and let your employees and family members know. We have won this challenge in past years: <https://commuterchallenge.ca/>. Downtown Kingston is registered.

- **Downtown K-town Runaround** is in the works for June. Watch for more information in the member's bulletin.
- **Gift Cards:** We have started the process of onboarding the office. Members will be onboard in about 6 weeks (about 1 and a half months). They will be launched to the public near the mid to end of summer.

- **Downtown Kingston Job Board:** The final version of the new downtown Kingston job board will be ready in a few weeks, at which time we will begin to promote more actively.
- **Parking Experience Improvements:**
 - Check out our new parking page on the website: <https://downtownkingston.ca/parking>. - designed by the talented Nayeli Salazar – Events & Marketing Assistant. It is in for final proofing with Parking Services. We are working on a few things to help direct visitors to the Hanson and Chown parking garages as they are often not full.