



March 22, 2023

Lambton Shores Council  
c/o Ms. Janet Ferguson

Re: Forest B.I.A. 2024 Budget

Dear Janet,

Please find attached the proposed budget for the Forest B.I.A. for the year 2024. I would like to take this opportunity to thank Council and Staff for their assistance and continued support. I would like to offer further co-operation between the B.I.A. and the Municipality in 2024 and beyond.

The BIA Board of Directors approved this proposed budget at a March meeting. We will continue to promote our planned BIA events throughout the year and support other groups hosting events in the downtown as requested. In 2023 we focused on improving our appearance by expanding our floral displays in summer and fall and adding to our Christmas lighting and displays. We received numerous positive comments on how spectacular the downtown looked during the holiday season. We plan on continuing to grow our floral and Christmas displays as the funds will allow. There are a number of volunteers that have come to work with the members of the BIA for this worthwhile project. We continue to work on plans for future projects in the coming years to make downtown Forest a place where visitors and residents want to visit.

We will continue to work toward promoting Lambton Shores and specifically Forest as a great place to live and visit. We will continue to do our part in beautifying our charming downtown.

Thank you,

*Chris Williamson*

Chris Williamson  
BIA Chairperson

<b>Forest BIA PROPOSED 2024 Budget</b>		
<b>Categories</b>		<b>Budget 2024</b>
	BIA Bucks	\$ 1,000.00
	Advertising & Promotion	\$ 7,818.00
	Events	\$ 6,000.00
	Annual Dinner	\$ 500.00
	<b>Sub-Total</b>	<b>\$ 15,318.00</b>
<b>Improvements &amp; Beautification</b>		
	Tractor maintenance & gas	
	Beautification	\$ 2,500.00
	Website	\$ 460.00
	Wifi	\$ 660.00
	<b>Sub-Total</b>	<b>\$ 3,620.00</b>
<b>Contingencies</b>		
	Special Events/conferences	
	Education	\$ 240.00
	Writeoff's	
	<b>Sub-Total</b>	<b>\$ 240.00</b>
<b>Administration</b>		
	Administrators Salary	\$ 7,652.00
	Promotion consultant	\$ -
	Meeting room	\$ 420.00
	Office Expenses	\$ 250.00
	Professional Fees (audit)	\$ 1,000.00
	<b>Sub-Total</b>	<b>\$ 9,322.00</b>
	<b>TOTAL</b>	<b>\$ 28,500.00</b>
<b>Capital Budget (carry forward )T-bill</b>		
	Future capital projects:	
	Décor / lights	
	<b>Balance assigned to contingencies</b>	