

### Board Meeting – October 18<sup>th</sup>, 2022 – 5:30 pm Location: <u>In Person</u> - 1 Bridge St. East, BridgeFront Tower, Suite 204

### AGENDA

- 1. Call to Order (2 mins)
  - 1.1 Attendance1.2 Approval of AgendaMotion: Move the approval of the BIA Board agenda as presented.
- 2. Disclosure of Pecuniary Interest
- 3. Reading and confirmation of Minutes (20-September-2022) (2 mins) Motion: Move the approval of the BIA Board minutes as presented.
- 4. Deputation Erin Thomas-Estevez (10 mins)
- 5. Executive Director Updates L. Sorrentino (10 mins)
- 6. Marketing & Media Officer Report D. Hanoman (5 mins)
- 7. Financials Update M. Flunder (10 mins)
- 8. Fall Board Election & AGM Update L. Sorrentino (10 mins)
- 9. 2023 Budget Discussion M. Flunder, S. Kerr, L. Sorrentino (20 mins) Motion: Move the approval of the 2023 BIA DRAFT Budget to present to all members at AGM
- 10. Committee Reports Q&A regarding reports submitted
  - Vision & Strategic Planning No Report this month
  - Economic Development No report this month
  - Membership & Communication no report this month
  - Events & Programming No report this month
  - Governance No report this month
- 11. New Business or Notice of Motions
- 12. Adjournment



### Board Meeting – September 20<sup>th</sup>, 2022 – 5:30 pm Location: <u>In Person</u> - 1 Bridge St. East, BridgeFront Tower, Suite 204

### MINUTES

### 1. Call to Order – 5:35pm

1.1 Attendance: S. Kerr (Chair), E. Travis, L. Sorrentino, M. Flunder, T. Allsopp, T. Baldwin, C. Guziewicz, S. Hutchison, T. Allsopp, S. Behring, D. Hanoman

Regrets: J. Camacho, K. Periera, D. Gilbert

1.2 Approval of Agenda

Motion: Move the approval of the BIA Board agenda as presented.

Moved: T. Allsopp Second: T. Baldwin CARRIED

- 2. Disclosure of Pecuniary Interest *none identified*
- 3. Reading and confirmation of Minutes (20-June-2022)

**Motion:** Move the approval of the BIA Board minutes as presented.

Moved: C. Guziewicz Second: T. Allsopp CARRIED

- 4. Executive Director Updates L. Sorrentino
- 5. Marketing & Media Officer Report & Event Debrief D. Hanoman
- 6. Financials Update M. Flunder
- 7. Fall Board Election & AGM Overview L. Sorrentino
- 8. Committee Reports Q&A regarding reports submitted
  - Vision & Strategic Planning No Report this month
  - Economic Development No report this month
  - Membership & Communication no report this month
  - Events & Programming No report this month
  - Governance No report this month
- 9. New Business or Notice of Motions



10. Adjournment – 7:20pm

Moved: T. Allsopp

Second: E. Travis

CARRIED



### Board Meeting – September 20, 2022 – 5:30 pm Location: In-Person at 1 Bridge St E Belleville, Bridgefront Tower, Suite 204

### **IN-CAMERA MINUTES**

1. In-Camera – Call to Order – 5:38pm

In Attendance - S. Kerr (Chair), E. Travis, M. Flunder, T. Allsopp, T. Baldwin, C. Guziewicz, S. Hutchison.

2. In-Camera – Adjournment – 6:01pm



Belleville Downtown District BIA Executive Director Report Prepared by: Luisa Sorrentino Date: October 18, 2022

#### Upcoming Events

#### October 29 - Halloween Hunt

#### November 17 - Enchanted Holiday Market Launch (the market will be on until December 18)

#### **Governance Decisions, Monitoring & Accountability**

#### 1. Current Significant Issues

#### • Welcoming Streets Update

The HC application process is open, and we will submit our application within a week. Staff have also made efforts to approach a potential private funding community partner.

#### • 2023 Patio Project Update

Consultation with the owners of existing patios to discuss the project has taken place on September 8 and 12, followed by a public consultation open house on September 28 at the Belleville Public Library. City Council approved the patio project's sole sourcing at the last Council meeting on October 11.

In November, the City will complete the capital purchase of the whole inventory, and then in February, businesses can apply for their encroachment agreement. Patios will then be installed on May 1, 2023, and removed on October 31, 2023.

As we proceed with this project, we recognize that parking continues to be a perceived issue in the District, so we have included a consultant line in the next 2023 budget to have a Parking Study completed in 2023.

#### • Graffitis

We have received several pictures from business owners lamenting a new graffiti wave in the District. We have contacted the City Transportation and Operations department to have the graffiti removed on City Property and will hire a local contractor to remove the others that are on private property.

#### Members Engagement

Staff have started Thursday's walkabout to do some much-needed PR and Board recruitment. So far, we have received mixed feedback, with some members being very positive, some negative and some not interested in participating. We encourage the reader to continue being a champion for the District as we see several projects changing the face and the vibe of the Downtown between winter 2022 and Spring 2023.

#### 2. Matters for Approval

none

#### <u>3. Finances</u>

Attached are the financials for your review.

#### 4. Update on Strategic Plan Implementation

As we continue to work with the plan, I am happy to report that our partnership with the City of Belleville in planning and delivering the Enchanted Holiday Market is progressing very well in alignment with Objective #4: Improve the downtown customer experience.

#### **Informational**

#### 5. Key Accomplishments

- 1. The Porchfest after-party was a success. We have received great feedback
- 2. The new gift card program will start this fall. We have provided a list to The Bay of Quinte Regional Marketing Board for the first inception of the program. This is also a reminder that this program is opt-out if you are not interested.

#### <u>6. Monthly Stats</u>

Attached Analytics

#### 7. Matters for Noting

- 1. I will be away attending the 2022 Ontario Tourism Summit event held by the Tourism Industry Association of Ontario (TIAO) Summit from Monday, October 24 to Friday, October 28. I will be back to staff the Downtown Tent for the Halloween Hunt On October 29.
- 2. AGM Nov 15, 2022, the venue booked, Belleville Club.
- 3. Volunteers are still needed for the Enchanted Holiday Market on Nov 17, 2022(save the date, this event will be memorable!)

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Date		Comment	Source #	Debits	Credits	Balance
1050	Petty Cash					283.12 Dr
1000	Chanuing E	Park Assault				104 210 06 0-
1060 Sen 01	1, 2022	Bank Account Rent Sept 2022, Bridgefront Tower Corp.	Cash	_	2,034.00	104,319.96 Dr 102,285.96 Dr
	1, 2022	CW 0900122, BMO Master Card	Cash	-	2,063.50	100,222.46 Dr
	2, 2022	Sep2022 Arrears, Receiver General - So	Cash	-	291.62	99,930.84 Dr
•	5, 2022	Bay View Home Hardware	6623	-	3,810.32	96,120.52 Dr
•	6, 2022	Welch LLP	6624	-	7,571.00	88,549.52 Dr
Sep 0	6, 2022	Sigma Promotions	6625	-	438.73	88,110.79 Dr
Sep 0	6, 2022	Kate's Kitchen	6626	-	80.00	88,030.79 Dr
Sep 0	6, 2022	City of Belleville	6627	-	9,233.61	78,797.18 Dr
Sep 0	6, 2022	KKP Belleville	6628	-	65.97	78,731.21 Dr
•	6, 2022	Quinte Broadcasting	6629	-	826.03	77,905.18 Dr
Sep 09	9, 2022	Behring, Brigita	135	-	1,771.34	76,133.84 Dr
•	9, 2022	Hanorman, Danielle	136	-	1,708.25	74,425.59 Dr
•	9, 2022	McEwen, Lily	137	-	412.68	74,012.91 Dr
	9, 2022	Sorrentino, Luisa	138	-	2,213.85	71,799.06 Dr
	3, 2022	Quinte Corner Cafe	6630	-	10.00	71,789.06 Dr
	3, 2022	L'Auberge de France	6631	-	98.77	71,690.29 Dr
•	3, 2022	The Salon	6632	-	20.00	71,670.29 Dr
	5, 2022	CW091522, BMO Cash Management fee	Cash	-	60.00	71,610.29 Dr
	0, 2022	Receiver General - Source Deductions	Cash	-	3,421.96	68,188.33 Dr
	2, 2022	City of Belleville	6633	-	365.12	67,823.21 Dr
•	2, 2022	Meghan Balogh	6634	-	900.00	66,923.21 Dr
•	2, 2022	Alfie Latanski	6635	-	1,250.00	65,673.21 Dr
	2, 2022 2, 2022	Scott Maybee Echo Hair	6636 6637	-	900.00 10.00	64,773.21 Dr 64,763.21 Dr
	2, 2022 2, 2022	KKP Belleville	6638	-	248.59	64,514.62 Dr
	2, 2022	Happy Buddha	6639	-	50.00	64,464.62 Dr
	2, 2022	Gourmet Diem	6640		60.00	64,404.62 Dr
•	2, 2022	Andy Forgie	6641	_	700.00	63,704.62 Dr
•	2, 2022	DD 1125&1126, Bazaar Artisan Market	6642	_	20.00	63,684.62 Dr
	3, 2022	Behring, Brigita	139	-	1,771.34	61,913.28 Dr
	3, 2022	Hanorman, Danielle	140	-	1,708.25	60,205.03 Dr
	3, 2022	Sorrentino, Luisa	141	-	2,213.85	57,991.18 Dr
	3, 2022	Client made error with payroll Sep 9 and	Correction	-	0.15	57,991.03 Dr
•	5, 2022	1, Tiffany Spencer	Cash	-	60.00	57,931.03 Dr
Sep 28	3, 2022	84366 E-Transfer, KKP Belleville	Cash	-	32.32	57,898.71 Dr
Sep 29	9, 2022	CD092922, P. ONT	Cash	13,660.20	-	71,558.91 Dr
Sep 30	0, 2022	Sep 2022 Exp, Danielle Hanorman	Cash	-	194.67	71,364.24 Dr
Sep 30	), 2022	Sep 2022 Exp, Luisa Sorrentino	Cash	-	287.32	71,076.92 Dr
Sep 30	0, 2022	Sep 2022 Exp 5387, Behring, Brigita	Cash	-	672.74	70,404.18 Dr
				13,660.20	47,575.98	
1065	Marketplac	e Account				13,243.64 Dr
1080	I/A- BMMC	Investment				- Dr
1100	GIC Accour	nt				16,216.93 Dr
1200	Accounts R	eceivable				2,000.00 Dr
						_
1205	HST Receiv	able				- Dr
4040		Dessively				D.,
1210	I/A- Interest	Receivables				- Dr
1220	I/A- Payroll	Advances				- Dr
1220	I/A- Payroli	Advances				- Di
1225	I/A- Accrue	d Interest Receivable				- Dr
1300	Purchase P	repayments				446.35 Dr
1310	I/A- Other C	ash				- Dr
1320	Prepaid Exp	Jenses				1,374.52 Dr
Drintod	On: Oct 13 3	0000				

Date	-	Comment	Source #	Debits	Credits	Balance	
1420	Compute	r Equipment				14,976.80	Dr
	6, 2022	129525 etc, Choice Com	MC BMO 3665	700.00	-	15,676.80	
1425	Accum. a	amort. Computer Equipment				7,921.93	Cr
1430	Seasonal	Decorations				170,825.54	Dr
1435	Accum. a	mort. Seasonal Decorations				142,854.30	Cr
1440	Streetsca	ape Improvements				129,307.71	Dr
1445	Accum.	amort. Streetscape Improvem				103,088.84	Cr
1450	Office Fu	rniture & Fixtures				5,689.99	Dr
1455	Accum. A	Amort. Furnitures & Fixtures				5,525.09	Cr
2100	Accounts	s Payable				34,827.24	Cr
Sep 02	2, 2022	L'Auberge de France	0135	-	98.77	34,926.01	Cr
	5, 2022	Bay View Home Hardware	6623	3,810.32	-	31,115.69	Cr
Sep 06	6, 2022	Welch LLP	6624	7,571.00	-	23,544.69	Cr
Sep 06	5, 2022	Sigma Promotions	6625	438.73	-	23,105.96	Cr
Sep 06	5, 2022	Kate's Kitchen	6626	80.00	-	23,025.96	Cr
Sep 06	5, 2022	City of Belleville	6627	9,233.61	-	13,792.35	Cr
	5, 2022	KKP Belleville	6628	65.97	-	13,726.38	Cr
Sep 06	5, 2022	Quinte Broadcasting	6629	826.03	-	12,900.35	Cr
Sep 13	3, 2022	The Salon	Downtown\$365	-	20.00	12,920.35	Cr
	3, 2022	Quinte Corner Cafe	Downtown\$ 569	-	10.00	12,930.35	Cr
Sep 13	3, 2022	Quinte Corner Cafe	6630	10.00	-	12,920.35	Cr
Sep 13	3, 2022	L'Auberge de France	6631	98.77	-	12,821.58	Cr
•	3, 2022	The Salon	6632	20.00	-	12,801.58	
Sep 20	), 2022	Andy Forgie	092022	-	700.00	13,501.58	Cr
Sep 20	), 2022	Receiver General - Source Deductions	Cash	3,421.96	-	10,079.62	Cr
	2, 2022	Gourmet Diem	Downtown Dolla	-	60.00	10,139.62	
	2, 2022	Happy Buddha	DD 092222	-	50.00	10,189.62	
•	2, 2022	Scott Maybee	Porchfest 2022	-	900.00	11,089.62	
•	2, 2022	KKP Belleville	84366	-	248.59	11,338.21	
•	2, 2022	Echo Hair	DD 032 092222	-	10.00	11,348.21	
•	2, 2022	Alfie Latanski	2079	-	1,250.00	12,598.21	
•	2, 2022	Meghan Balogh	ST09192022-01	-	900.00	13,498.21	
•	2, 2022	City of Belleville	2019 Spicy Food	-	179.67	13,677.88	
•	2, 2022	City of Belleville	Enchanted 2019	-	185.45	13,863.33	
•	2, 2022	City of Belleville	6633	365.12	-	13,498.21	
•	2, 2022	Meghan Balogh	6634	900.00	_	12,598.21	
	2, 2022	Alfie Latanski	6635	1,250.00	-	11,348.21	
	2, 2022	Scott Maybee	6636	900.00	_	10,448.21	
	2, 2022	Echo Hair	6637	10.00	_	10,438.21	
•	2, 2022	KKP Belleville	6638	248.59	-	10,189.62	
•	2, 2022	Happy Buddha	6639	50.00	-	10,139.62	
	2, 2022	Gourmet Diem	6640	60.00	-	10,079.62	
	2, 2022	Andy Forgie	6641	700.00	-	9,379.62	
•	3, 2022	We Thrive Wellness Centre	Dtwn\$797-806&	.00.00	130.00	9,509.62	
•	7, 2022	The Salon	Downtown\$1188	-	50.00	9,559.62	
•	), 2022 ), 2022	Grapevine Magazine	2816	-	678.00	10,237.62	
	), 2022 ), 2022	Watershed Magazine	5483	-	676.87	10,914.49	
06p 30	, 2022					10,314.49	0
				30,060.10	6,147.35		

#### 2103 MC BMO-6475

- Cr

2104 MC BMO-3	3665				2,320.48 Cr
Sep 01, 2022	CW0900122, BMO Master Card	Cash	2,063.50	-	256.98 Cr
Sep 01, 2022	CW090122, Google Services	MC BMO 3665	-	85.32	342.30 Cr
Sep 01, 2022	CW090122, Adobe	MC BMO 3665	-	22.59	364.89 Cr
Sep 05, 2022	CW090522, Omni Send Subscription	MC BMO 3665	-	40.51	405.40 Cr
Sep 16, 2022	CW091622, Cogeco Connexion Inc.	MC BMO 3665	-	254.07	659.47 Cr
Sep 22, 2022	CW092222, Google Storage	MC BMO 3665	-	3.15	662.62 Cr

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Date		Comment	Source #	Debits	Credits	Balance
Sep 2	24, 2022	CW092422, Later.com	MC BMO 3665	-	55.53	718.15 C
Sep 2	26, 2022	129525 etc, Choice Com	MC BMO 3665	-	1,159.00	1,877.15 C
				2,063.50	1,620.17	
2105	Visa Paya	able				- C
2106	МС ВМО	-3693				- C
Sep (	)9, 2022	CW090922, Starbucks	MC BMO 3693	-	21.36	21.36 C
Sep 1	13, 2022	CW091322, Parsons Cleaners	MC BMO 3693	-	18.65	40.01 C
Sep 1	14, 2022	CW0901422, Gourmet Diem	MC BMO 3693	-	23.00	63.01 C
Sep 1	15, 2022	CW091522, Tiger Chicken & Ribs	MC BMO 3693	-	74.21	137.22 C
Sep 1	19, 2022	CW091922, EventBrite	MC BMO 3693	-	54.06	191.28 C
Sep 2	20, 2022	CW092022, Airtable	MC BMO 3693	-	65.71	256.99 C
Sep 2	20, 2022	CW092022, Bourbon Street Pizza	MC BMO 3693	-	153.12	410.11 C
Sep 2	23, 2022	CW092322, Scalliwag Toys	MC BMO 3693	-	650.89	1,061.00 C
Sep 2	28, 2022	CW092822, Microsoft Store	MC BMO 3693	-	123.17	1,184.17 C
	29, 2022	CW092922, Adobe	MC BMO 3693	-	44.06	1,228.23 C
Sep 2	29, 2022	CW092922, Shoppers Drug Mart	MC BMO 3693		158.42	1,386.65 C
				-	1,386.65	
2107	МС ВМО	-8921				- C
2108	МС ВМО	-6212				- C
2109	МС ВМО	-5585				- C
2110	Other Ac	counts Payable				- C
2111	Marketpl	ace Trust				792.22 D
2115	Accrued	Liabilities				7,012.34 C
2151	Due to Ci	ty of Belleville				0.01 D
2170	Vacation	payable				515.73 C
Sep (	)9, 2022	Behring, Brigita	135	-	92.80	608.53 C
Sep (	)9, 2022	Sorrentino, Luisa	138	-	172.37	780.90 C
•	23, 2022	Behring, Brigita	139	-	92.80	873.70 C
Sep 2	23, 2022	Sorrentino, Luisa	141	-	172.37	1,046.07 C
				-	530.34	
2179	Source D	eductions Payable				- C
2180	El Payabl	e				- C
Sep (	)9, 2022	Behring, Brigita	135	-	87.98	87.98 C
Sep (	9, 2022	Hanorman, Danielle	136	-	90.43	178.41 C
Sep (	9, 2022	McEwen, Lily	137	-	16.56	194.97 C
Sep (	09, 2022	Sorrentino, Luisa	138	-	108.94	303.91 C
•	23, 2022	Behring, Brigita	139	-	87.98	391.89 C
•	23, 2022	Hanorman, Danielle	140	-	90.43	482.32 C
Sep 2	23, 2022	Sorrentino, Luisa	141	-	108.94	591.26 C
				-	591.26	
2185	CPP Paya					- C
•	)9, 2022	Behring, Brigita	135	-	249.14	249.14 C
•	)9, 2022	Hanorman, Danielle	136	-	256.52	505.66 C
•	)9, 2022	McEwen, Lily	137	-	34.44	540.10 C
•	)9, 2022	Sorrentino, Luisa	138	-	312.16	852.26 C
•	23, 2022	Behring, Brigita	139	-	249.14	1,101.40 C
•	23, 2022	Hanorman, Danielle	140	-	256.52	1,357.92 C
Sep 2	23, 2022	Sorrentino, Luisa	141		312.16 1,670.08	1,670.08 C
2190	Federal li	ncome Tax Payable				- C
	)9, 2022	Behring, Brigita	135	-	387.43	387.43 C
F \$	,	<u>.</u>				•

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Sorte	ed by: E	Date					
Date		Comment	Source #	Debits	Credits	Balance	
Sep 0	9, 2022	Hanorman, Danielle	136		510.61	898.04	Cr
Sep 0	9, 2022	Sorrentino, Luisa	138	-	457.48	1,355.52	Cr
Sep 2	23, 2022	Behring, Brigita	139	-	387.43	1,742.95	Cr
Sep 2	23, 2022	Hanorman, Danielle	140	-	510.61	2,253.56	Cr
Sep 2	23, 2022	Sorrentino, Luisa	141	-	457.48	2,711.04	Cr
					2,711.04		
2220	EHT Paya	ible				-	Cr
2230	I/A- WSIB	Payable				-	Cr
2370	HST Char	rged on Sales				-	Cr
2375		on Purchases				2,963.35	
	9, 2022	CW090922, Starbucks	MC BMO 3693	2.46	-	2,965.81	
	5, 2022	CW091522, Tiger Chicken & Ribs	MC BMO 3693	7.42	-	2,973.23	
	23, 2022	CW092322, Scalliwag Toys	MC BMO 3693	74.52	-	3,047.75	
	26, 2022	129525 etc, Choice Com	MC BMO 3665	125.45	-	3,173.20	
Sep 3	80, 2022	Watershed Magazine	5483	77.87	-	3,251.07	Di
				287.72	-		
2380		Paid on Purchases				19,311.22	
	1, 2022	Rent Sept 2022, Bridgefront Tower Corp.	Cash	202.33	-	19,513.55	
	1, 2022	CW090122, Google Services	MC BMO 3665	8.49	-	19,522.04	
	1, 2022	CW090122, Adobe	MC BMO 3665	2.25	-	19,524.29	
	)2, 2022 6, 2022	L'Auberge de France	0135 MC BMO 3665	9.82 25.27	-	19,534.11 19,559.38	
	2022	CW091622, Cogeco Connexion Inc. KKP Belleville	84366	25.27 24.73	-	19,584.11	
	2, 2022	City of Belleville	2019 Spicy Food	17.87	_	19,601.98	
	2, 2022	City of Belleville	Enchanted 2019	18.45	_	19,620.43	
	26, 2022	129525 etc, Choice Com	MC BMO 3665	6.82	_	19,627.25	
	28, 2022	84366 E-Transfer, KKP Belleville	Cash	32.32	-	19,659.57	
	30, 2022	Grapevine Magazine	2816	67.44	-	19,727.01	
	-,			415.79	-		
2400	Downtow	n Dollars				4,764.44	Cr
	3, 2022	The Salon	Downtown\$365	20.00	-	4,744.44	
	3, 2022	Quinte Corner Cafe	Downtown\$ 569	10.00	-	4,734.44	
	2, 2022	Gourmet Diem	Downtown Dolla	60.00	-	4,674.44	
-	2, 2022	Happy Buddha	DD 092222	50.00	-	4,624.44	
	2, 2022	Echo Hair	DD 032 092222	10.00	-	4,614.44	Cr
Sep 2	22, 2022	DD 1125&1126, Bazaar Artisan Market	6642	20.00	-	4,594.44	Cr
	23, 2022	We Thrive Wellness Centre	Dtwn\$797-806&	130.00	-	4,464.44	
	27, 2022	The Salon	Downtown\$1188	50.00	-	4,414.44	Cr
				350.00	-		
2460	Prepaid S	ales/Deposits				-	Cr
3200	Surplus f	rom Capital Assets				58,219.36	Cr
3560	Retained	Earnings - Previous Year				144,409.33	Cr
3565	Build Bell	leville Reserve				6,250.00	Cr
3570	Security (	Camera Reserve				13,009.08	Cr
3575	Christma	s Reserve				-	Cr
3580	Street Lig	hting Reserve				-	Cr
3590	Reserve (	Constingency				10,000.00	Cr
<b>4030</b> Sep 2	<b>Grants</b> 29, 2022	CD092922, P. ONT	Cash	-	13,660.20	- 13,660.20	Cr Cr
4040 Defineto d	Bank Inte	rest				-	Cr

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Sorte	ed by: Date					
Date	Comment	Source #	Debits	Credits	Balance	
4055	Miscellaneous Revenue				103.75	Cr
4070	Welcoming Streets				70,000.00	Cr
4080	Sponsorship Revenue				-	Cr
4100	Taxation and User Charges				147,850.00	Cr
4120	Goodbye Graffiti Revenue				-	Cr
4140	Culture Days Revenue				-	Cr
4150	Media Revenue				-	Cr
4160	Seasonal Revenue				-	Cr
4170	Associate Membership Fees				4,000.00	Cr
4200	Interest Income				45.00	Cr
4300	Downtown Improvement (City Grant)				-	Cr
4310	Rural Economic Development Grant				-	Cr
4350	Student Art Show Revenue				-	Cr
4395	Special Projects Revenue				-	Cr
4400	Infrastructure				-	Cr
4450	Other Income				7,260.00	Cr
4505	I/A- Plein Air Festival Revenue				-	Cr
4506	Summerlicious Revenue				-	Cr
4507	Street Dance Revenue				-	Cr
4510	Savour the Chill Revenue				-	Cr
4520	Downtown Dollars Revenue				-	Cr
4600	Media Revenue				-	Cr
5002	I/A- Savour the Chili Expense				4,344.90	Dr
5005	Media - Print Advertising				3,627.74	
	2, 2022KKP Belleville0, 2022Grapevine Magazine	84366 2816	223.86 610.56	-	3,851.60 4,462.16	
			834.42	-		
5008	Media - Collateral				350.00	
5010 Sep 3	Media - Print 0, 2022 Watershed Magazine	5483	599.00	-	1,941.96 2,540.96	
5015	Photography/Video/Content				-	Dr
5020	Media - Radio				3,446.60	Dr
5025	Media - Signage				1,700.86	Dr
5030	Media - Billboard				763.20	Dr
5035	Media / Influencers				-	Dr
Printed	On: Oct 13, 2022					

Sorte	ed by: Da	ate					
Date		Comment	Source #	Debits	Credits	Balance	
5040	Media - Dig	ital				1,356.08	Dr
5050	Media - Sig	nage				1,526.40	Dr
Sep 0 Sep 2	Apps and F 1, 2022 5, 2022 4, 2022 9, 2022	Plugins CW 090122, Adobe CW 090522, Omni Send Subscription CW 092422, Later.com CW 092922, Adobe	MC BMO 3665 MC BMO 3665 MC BMO 3665 MC BMO 3693	20.34 40.51 55.53 44.06 160.44		1,793.66 1,814.00 1,854.51 1,910.04 1,954.10	Dr Dr Dr
5072	MARKETP	LACE				81.46	Dr
5075	Gifts & Giv	eaways				224.64	Dr
	Website R 1, 2022 2, 2022	elated CW090122, Google Services CW092222, Google Storage	MC BMO 3665 MC BMO 3665	76.83 3.15 79.98		375.99 452.82 455.97	Dr
5095	Merchandi	50				8,775.45	Dr
5130	Seasonal D	lecor				-	Dr
5205	Miscellane	ous				283.36	Dr
<b>5206</b> Sep 0	Fines and I 2, 2022	Penalties Sep2022 Arrears, Receiver General - So	Cash	291.62	-	577.44 869.06	
5210	Website De	sign				-	Dr
5212	I/A- Casual	Labour				-	Dr
5220	Downtown	Dollars				1,177.13	Dr
5221	Flowers to	businesses				-	Dr
<b>5225</b> Sep 3	<b>Meetings</b> 0, 2022	Sep 2022 Exp, Danielle Hanorman	Cash	5.63	-	453.49 459.12	
Sep 2 Sep 2 Sep 2 Sep 2 Sep 3	After Party 3, 2022 0, 2022 2, 2022 2, 2022 2, 2022 0, 2022 0, 2022	CW091322, Parsons Cleaners Andy Forgie Scott Maybee Alfie Latanski Meghan Balogh Sep 2022 Exp, Danielle Hanorman Sep 2022 Exp, Luisa Sorrentino	MC BMO 3693 092022 Porchfest 2022 2079 ST09192022-01 Cash Cash	18.65 700.00 900.00 1,250.00 900.00 89.04 16.10 3,873.79		- 18.65 718.65 1,618.65 2,868.65 3,768.65 3,857.69 3,873.79	Dr Dr Dr Dr Dr
5252	I/A- Santa C	Claus Parade				1,245.35	Dr
5253	I/A- Art & W	/ine Festival				-	Dr
5255	I/A- Winter	est/Savour the Chill				-	Dr
5256	I/A- Berryli	cious				-	Dr
5257	Downtown	at Dusk				24,804.56	Dr
5259	I/A- Culture	Days				-	Dr
5260	I/A- Big We	ekend July				-	Dr
5261 Printed	Spicy Food On: Oct 13, 2					-	Dr

Date	ea by: L	Comment	Source #	Debits	Credits	Balance	
	22, 2022	City of Belleville	2019 Spicy Food	161.80	-	161.80	Эr
5262	I/A- Christ	mas Promotions				- [	Эr
5264	I/A- Plien /	Air Festival				- [	Эr
5265	I/A- Art Wa	alk				- [	Эr
5266	I/A- Stude	nt Art Show				- [	Эr
5267	I/A- Street	Dance				- [	Эr
5268	I/A- Rotary	y Club Sponsorship (DNU)				- [	Эr
5270	Flowers to	o Business				- [	Эr
5271	I/A- Outdo	oor Movies				- [	Эr
5272	AGM Mee	ting				- [	Эr
5275	(Members	hip) Social Event				- [	Эr
5278	I/A- Canad	la Day				- [	Эr
5280	I/A- Festiv	al of Trees				- [	Эr
5282	I/A- Flavou	urs of Fall				- [	Эr
	<b>I/A- Hallov</b> 23, 2022 29, 2022	<b>veen</b> CW092322, Scalliwag Toys CW092922, Shoppers Drug Mart	MC BMO 3693 MC BMO 3693	576.37 158.42	-	- [ 576.37 [ 734.79 [	Dr
				734.79	-		
5285	I/A- Black	Friday				- [	Эr
5288	Third Part	y Master				- [	Эr
5291	I/A- RED G	Grant Program (DNU)				- [	Эr
5292	I/A- Summ	nerfest				- [	Эr
5305	Cardboard	d Collection				- [	Эr
5310	I/A- Flag P	Program				- [	Эr
5315	Seasonal	Decor				50.88 E	Эr
5320	Laneway I	Flowers				- [	Эr
5325	I/A- Shear	Display				- [	Эr
5330	I/A- Tree L	lights				- [	Эr
5335	Security C	Camera Repair				- [	Эr
5340	I/A- Facad	le Improvement Project				- [	Эr
5345	I/A- Easter	r Eggstravaganza				- [	Эr
5350	I/A- Sap B	uckets				- [	Эr
5355	Waste Co	ntainers				- [	Эr
5360	I/A- Bridge	e to Bridge Group				- [	Эr
5375	Build Bell	eville Project				- [	Эr
Printed	I On: Oct 13,	, 2022					

Date Comment Source # Debits Credits Balance 5380 - Dr **Miscellaneous Projects** 5385 I/A- Red Grant Program - Dr 5387 **Welcoming Streets** 5,837.30 Dr Sep 02, 2022 L'Auberge de France 0135 88.95 5,926.25 Dr Sep 14, 2022 CW0901422. Gourmet Diem MC BMO 3693 23.00 5.949.25 Dr Sep 30, 2022 Sep 2022 Exp, Luisa Sorrentino 151.70 6,100.95 Dr Cash Sep 30, 2022 Sep 2022 Exp 5387, Behring, Brigita Cash 572.74 6,673.69 Dr 836.39 5390 Goodbye Graffiti Program - Dr 5395 **Special Projects** - Dr 5410 85,858.82 Dr Wages & Salaries Sep 09, 2022 Behring, Brigita 135 92.80 85,951.62 Dr Sep 09, 2022 Hanorman, Danielle 136 2,384.80 \_ 88,336.42 Dr Sep 09, 2022 McEwen, Lily 137 436.80 88,773.22 Dr Sep 09. 2022 Sorrentino, Luisa 138 3.045.17 91.818.39 Dr Sep 23, 2022 Behring, Brigita 139 92.80 91,911.19 Dr Sep 23, 2022 Hanorman, Danielle 140 2,384.80 94,295.99 Dr Sep 23, 2022 Sorrentino, Luisa 3,045.17 97,341.16 Dr 141 ..... 11,482.34 Welcoming Streets Salary 37,472.00 Dr 5411 Sep 09, 2022 Behring, Brigita 135 2.320.00 39 792 00 Dr Sep 23, 2022 Behring, Brigita 139 2.320.00 42,112.00 Dr 4,640.00 5420 El Expense 2,723.91 Dr Sep 09, 2022 135 Behring, Brigita 51.32 2,775.23 Dr Sep 09, 2022 Hanorman, Danielle 136 52.75 2,827.98 Dr Sep 09, 2022 McEwen, Lily 137 9.66 \_ 2,837.64 Dr Sep 09, 2022 2,901.19 Dr Sorrentino, Luisa 138 63.55 -Sep 23, 2022 Behring, Brigita 139 51.32 2,952.51 Dr -Sep 23, 2022 Hanorman, Danielle 140 52.75 3,005.26 Dr Sep 23, 2022 Sorrentino, Luisa 141 63.55 3,068.81 Dr 344.90 ..... 5430 **CPP** Expense 6,380.51 Dr Sep 09, 2022 Behring, Brigita 135 124.57 . 6,505.08 Dr Sep 09, 2022 Hanorman, Danielle 136 128.26 6,633.34 Dr -McEwen, Lily Sep 09, 2022 137 17 22 6,650.56 Dr -Sorrentino, Luisa Sep 09, 2022 138 156.08 6,806.64 Dr Sep 23, 2022 Behring, Brigita 139 124.57 6,931.21 Dr Sep 23, 2022 Hanorman, Danielle 140 128.26 7,059.47 Dr Sep 23, 2022 7,215.55 Dr Sorrentino, Luisa 141 156.08 835.04 I/A- WSIB Expense - Dr 5440 5450 Other Wages - DMS - Dr 5455 Street Lighting - Dr 5460 **EHT Expense** 1,760.98 Dr 5467 312.94 Dr Miscellaneous Sep 23, 2022 Client made error with payroll Sep 9 and ... Correction 0.15 313.09 Dr **Employee Benefits** 5470 256.85 Dr 5515 **Professional Development** 2,218.42 Dr

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Sorted by: L	Jate					
Date	Comment	Source #	Debits	Credits	Balance	
5520 Spring					-	Dr
5525 Al Fresco					26,002.79	Dr
5530 Summer					-	Dr
5540 Fall					-	Dr
5550 Winter Sep 22, 2022	City of Belleville	Enchanted 2019	167.00	-	22,795.00 22,962.00	
5560 Christmas	5				-	Dr
5610 Accountir	ng & Legal				9,107.51	Dr
5615 Consultin	g Fees				600.00	Dr
5620 Exchange	e / Rounding				-	Dr
5625 Members Sep 28, 2022	hips & Subscriptions CW092822, Microsoft Store	MC BMO 3693	123.17	-	1,484.34 1,607.51	
5630 AGM & M	eeting Expenses				-	Dr
Sep 15, 2022	CW091522, Tiger Chicken & Ribs	MC BMO 3693	66.79	-	66.79	Dr
Sep 20, 2022	CW092022, Bourbon Street Pizza	MC BMO 3693	153.12	-	219.91	
Sep 26, 2022	1, Tiffany Spencer	Cash	60.00	-	279.91	Dr
			279.91	-		
5635 Photo Co Sep 26, 2022	pier Lease & Charges 129525 etc, Choice Com	MC BMO 3665	61.73	-	321.54 383.27	
5640 Credit Ca	rd Charges				-	Dr
5645 Computer Sep 26, 2022	<b>/ TV Repair &amp; Maint</b> 129525 etc, Choice Com	MC BMO 3665	265.00	-	101.74 366.74	
5650 Website /	Email				-	Dr
5655 Janitorial	Expense				332.47	Dr
5660 Conference Sep 09, 2022	ces & Seminars CW 090922, Starbucks	MC BMO 3693	18.90	-	3,284.02 3,302.92	
5665 Bad Debt					-	Dr
5670 Software Sep 20, 2022	/ <b>Apps</b> CW092022, Airtable	MC BMO 3693	65.71	-	- 65.71	Dr Dr
5675 Owing to	City of Belleville				-	Dr
5685 Insurance	•				884.52	Dr
5690 Interest & Sep 15, 2022	Bank Charges CW091522, BMO Cash Management fee	Cash	60.00	-	620.79 680.79	
5700 Office Su	oplies & Expense				1,742.10	Dr
5730 Gifts / Giv	reaway - Funeral, Retirem				264.20	Dr
5750 Capital Ec	quipment				-	Dr
5760 Rent Sep 01, 2022	Rent Sept 2022, Bridgefront Tower Corp.	Cash	1,831.67	-	14,053.00 15,884.67	
5765 Office Rej	oair & Maint				-	Dr
Printed On: Oct 13						

Printed On: Oct 13, 2022

0010	o					
Date		Comment	Source #	Debits	Credits	Balance
5770	I/A- Sidew	valk Sale				- Dr
5777	I/A- Explo	ore the Core				- Dr
5780	Telephon	e & Internet				3,220.45 Dr
Sep 1	16, 2022	CW091622, Cogeco Connexion Inc.	MC BMO 3665	228.80	-	3,449.25 Dr
•	30, 2022	Sep 2022 Exp. Danielle Hanorman	Cash	100.00	-	3,549.25 Dr
	30, 2022	Sep 2022 Exp, Luisa Sorrentino	Cash	100.00	-	3,649.25 Dr
•	30, 2022	Sep 2022 Exp 5387, Behring, Brigita	Cash	100.00	-	3,749.25 Dr
	,			528.80	-	,
5790	Utilities					- Dr
5810	Library &	Art Galleries Pledge				- Dr
5820	Continge	ncy Fund				- Dr
5833	Travel Ex	pense				374.77 Dr
Sep 3	30, 2022	Sep 2022 Exp, Luisa Sorrentino	Cash	19.52	-	394.29 Dr
5834	Travel - N	leals				282.90 Dr
5869	Sponsors	ship				1,700.00 Dr
Sep 1	19, 2022	CW091922, EventBrite	MC BMO 3693	54.06	-	1,754.06 Dr
5910	Suspense	•				669.47 Cr
5990	Amortizat	tion of Capital Assets				- Dr

### Belleville Downtown Improvement Area Comparative Income Statement

	Actu Sep 01, 2 Sep 30,	2022 to	Actual Jan 01, 2022 to Sep 30, 2022	
REVENUE				
REVENUE				
Grants		13,660.20		13,660.20
Miscellaneous Revenue		0.00		103.75
Welcoming Streets		0.00		70,000.00
Taxation and User Charges		0.00		147,850.00
Associate Membership Fees Interest Income		0.00 0.00		4,000.00 45.00
Other Income		0.00		7,260.00
TOTAL REVENUE		13,660.20		242,918.95
TOTAL REVENUE		13,660.20		242,918.95
EXPENSE				
GENERAL MARKETING		0.00		4.044.00
I/A- Savour the Chili Expense Media - Print Advertising		0.00 834.42		4,344.90 4,462.16
Media - Collateral		0.00		4,462.16
Media - Print		599.00		2,540.96
Media - Radio		0.00		3,446.60
Media - Signage		0.00		1,700.86
Media - Billboard		0.00		763.20
Media - Digital		0.00		1,356.08
Media - Signage Apps and Plugins		0.00 160.44		1,526.40 1,954.10
MARKETPLACE		0.00		81.46
Gifts & Giveaways		0.00		224.64
Website Related		79.98		455.97
Merchandise		0.00		8,775.45
Miscellaneous		0.00		283.36
Fines and Penalties Downtown Dollars		291.62 0.00		869.06 1,177.13
Meetings		5.63		459.12
		1,971.09		34,771.45
THIRD PARTY				
After Party	3,873.79		3,873.79	
I/A- Santa Claus Parade	0.00		1,245.35	
Downtown at Dusk	0.00		24,804.56	
Spicy Food I/A- Halloween	161.80 734.79		161.80 734.79	
Promotions Total	134.19	4,770.38	734.79	30,820.29
TOTAL THIRD PARTY		4,770.38		30,820.29
PLANNING & INFRASTRUCTU				
Seasonal Decor		0.00		50.88
TOTAL INFRASTRUCTURE	•	0.00		50.88
SPECIAL PROJECTS				=
Welcoming Streets		836.39		6,673.69
TOTAL SPECIAL PROGRAMS		836.39		6,673.69
SALARIES				
Wages & Salaries		11,482.34		97,341.16
Welcoming Streets Salary		4,640.00		42,112.00
El Expense CPP Expense		344.90 835.04		3,068.81 7,215.55
EHT Expense		0.00		1,760.98
Miscellaneous		0.15		313.09

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### Belleville Downtown Improvement Area Comparative Income Statement

	Actual Sep 01, 2022 to Sep 30, 2022	Actual Jan 01, 2022 to Sep 30, 2022
Employee Benefits	0.00	256.85
Salary Totals	17,302.43	152,068.44
SIGNATURE		
Professional Development	0.00	2,218.42
Al Fresco	0.00	26,002.79
Winter	167.00	22,962.00
SIGNATURE TOTAL	167.00	51,183.21
General Administration		
Accounting & Legal	0.00	9,107.51
Consulting Fees	0.00	600.00
Memberships & Subscriptions	123.17	1,607.51
AGM & Meeting Expenses	279.91	279.91
Photo Copier Lease & Charges	61.73	383.27
Computer / TV Repair & Maint	265.00	366.74
Janitorial Expense	0.00	332.47
Conferences & Seminars	18.90	3,302.92
Software / Apps	65.71	65.71
Insurance	0.00	884.52
Interest & Bank Charges	60.00	680.79
Office Supplies & Expense	0.00	1,742.10
Gifts / Giveaway - Funeral, Retir	0.00	264.20
Rent	1,831.67	15,884.67
Telephone & Internet	528.80	3,749.25
TOTAL ADMINISTRATION	3,234.89	39,251.57
OTHER MAJOR EXPENSES		
Travel Expense	19.52	394.29
Travel - Meals	0.00	282.90
Sponsorship	54.06	1,754.06
TOTAL OTHER MAJOR EXPEN	73.58	2,431.25
OTHER		
Suspense	0.00	-669.47
TOTAL OTHER	0.00	-669.47
TOTAL EXPENSE	28,355.76	316,581.31
NET INCOME	-14,695.56	-73,662.36

### Belleville Downtown Improvement Area Balance Sheet As at Sep 30, 2022

#### ASSET

Current Assets	202.42	
Petty Cash Chequing Bank Account	283.12 70,404.18	
Marketplace Account	13,243.64	
GIC Account	16,216.93	
Total Cash		100,147.87
Total Receivable		2,000.00
Purchase Prepayments		446.35
Prepaid Expenses		1,374.52
Total Current Assets		103,968.74
CAPITAL ASSETS		
Computer Equipment	15,676.80	
Accum. amort. Computer Equip	-7,921.93	
Total Computer Equipment		7 754 97
Seasonal Decorations	170,825.54	7,754.87
Accum, amort, Seasonal Decor	-142,854.30	
Total Seasonal Decorations		27 071 24
Streetscape Improvements	129,307.71	27,971.24
Accum. amort. Streetscape Imp	-103,088.84	
		26 219 97
Total Streetscape Improvement Total Office Equipment & Fixtures		26,218.87 164.90
Total Capital Assets		62,109.88
TOTAL ASSET		166 078 62
IOTAL ASSET		166,078.62
LIABILITY		
Current Liabilities		
Accounts Payable		10,914.49
MC BMO-3665		1,877.15
MC BMO-3693		1,386.65
Marketplace Trust		-792.22
Accrued Liabilities		7,012.34
Due to City of Belleville		-0.01
Vacation payable	501.00	1,046.07
El Payable	591.26	
CPP Payable	1,670.08	
Federal Income Tax Payable	2,711.04	4 070 00
Total Receiver General HST Paid on Purchases	2 251 07	4,972.38
GST/PST Paid on Purchases	-3,251.07 -19,727.01	
	-19,727.01	00.070.00
HST Owing (Refund) Downtown Dollars		-22,978.08 4,414.44
Total Current Liabilities		7,853.21
TOTAL LIABILITY		7,853.21
EQUITY		
Owners Equity		
Surplus from Capital Assets		58,219.36
Retained Earnings - Previous Year		144,409.33
Build Belleville Reserve		6,250.00
Security Camera Reserve		13,009.08
Reserve Constingency Current Earnings		10,000.00
Total Owners Equity		-73,662.36
·····		
TOTAL EQUITY		158,225.41

Printed On: Oct 13, 2022

### Belleville Downtown Improvement Area Balance Sheet As at Sep 30, 2022

LIABILITIES AND EQUITY

166,078.62

Financial Statements of

### BELLEVILLE DOWNTOWN IMPROVEMENT AREA BOARD OF MANAGEMENT

Year ended December 31, 2021

Table of Contents

Year ended December 31, 2021

	Page
Management's Responsibility for the Financial Statements	
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Statement of Financial Position	1
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Statement of Changes in Net Financial Assets	3
Statement of Cash Flows	4
Notes to Financial Statements	5

#### Management's Responsibility for the Financial Statements

The financial statements of the Belleville Downtown Improvement Area Board of Management are the responsibility of management and have been approved by the Board of Directors (the "Board").

The financial statements have been prepared in accordance with Canadian public sector accounting standards as issued by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of the financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Board's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Board is responsible for ensuring that management fulfills its responsibilities for financial reporting. The Board reviews the Board's financial statements and discusses any significant financial reporting or internal control matters prior to the Board approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the Board, in accordance with Canadian generally accepted auditing standards. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Board's financial statements.

Chairperson

Treasurer

### INDEPENDENT AUDITORS' REPORT

To the Members of the Belleville Downtown Improvement Area Board of Management

### Opinion

We have audited the financial statements of the Belleville Downtown Improvement Area Board of Management (the "Entity"), which comprise:

- the statement of financial position as at December 31, 2021
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at end of December 31, 2021, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *"Auditors' Responsibilities for the Audit of the Financial Statements"* section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Other Matter – Comparative Information**

The financial statements as at and for the year ended December 31, 2020 were audited by another auditor who expressed an unmodified opinion on those financial statements on October 19, 2021.

## Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

### Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

 Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Kingston, Canada

(date)

Statement of Financial Position

December 31, 2021, with comparative information for 2020

		2021	2020
Financial assets:			
Cash and short-term investments (note 2)	\$	96,972	\$ 90,797
Accounts receivable (note 5)		101,844	49,085
		198,816	139,882
Financial liabilities:			
Accounts payable and accrued liabilities (note 5)		54,343	33,122
Deferred revenue (note 6)		47,343	_
		101,686	33,122
Net financial assets	/	97,130	106,760
Non-financial assets:			
Tangible capital assets (note 3)		58,220	83,845
Prepaid expenses		1,351	1,351
		59,571	85,196
Commitments (note 9)			
Accumulated surplus (note 4)	\$	156,701	\$ 191,956

Statement of Operations and Accumulated Surplus

Year ended December 31, 2021, with comparative information for 2020

	2021		
	Budget	2021	2020
	(note 8)		
Revenue:			
Taxation levy	\$ 275,000	\$ 275,104	\$ 275,556
Municipal contributions:			
Corporation of the City of			
Belleville (note 5)	15,000	68,007	60,955
Corporation of the County of			
Hastings (note 6(a))		22,957	-
Grant revenue (note 7)	—	59,865	10,032
Sponsorships and fundraising	—	13,500	650
Miscellaneous revenue	-	9,769	24,770
Interest income	-	250	_
	290,000	449,452	371,963
Expenses:			
Advertising - media and promotion	72,035	61,740	78,626
Planning and infrastructure	30,412	6,302	8,370
Salaries and administrative	187,553	238,061	189,787
Special projects - graffiti	_	13,395	24,557
Special projects - holidays	-	25,836	_
Special projects – Welcoming Streets	_	3,517	_
Special projects – miscellaneous	_	2,005	1,054
Special projects - Wi-Fi & Data			
Analytics project	—	11,875	11,875
Special projects - Al Fresco	_	96,351	60,647
Taxes written off	_	_	7,419
Amortization	_	25,625	31,378
	290,000	484,707	413,713
Annual deficit		(35,255)	(41,750)
		(00,200)	(11,100)
Accumulated surplus, beginning of year	191,956	191,956	233,706
Accumulated surplus, end of year	\$ 	\$ 156,701	\$ 191,956

Statement of Changes in Net Financial Assets

### Year ended December 31, 2021, with comparative information for 2020

	2021 Budget (note 8)	2021	2020
Annual deficit	\$ _	\$ (35,255)	\$ (41,750)
Amortization of tangible capital assets Acquisition of tangible capital assets	=	25,625 –	31,378 (11,707)
Change in net financial assets	-	(9,630)	(22,079)
Net financial assets, beginning of year	106,760	106,760	128,839
Net financial assets, end of year	\$ 106,760	\$ 97,130	\$ 106,760

Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Cash provided by (used in):		
Operating activities:		
Annual deficit Item not involving cash:	\$ (35,255)	\$ (41,750)
Amortization of tangible capital assets Changes in non-cash operating working capital:	25,625	31,378
Accounts receivable	(52,759)	(23,585)
Accounts payable and accrued liabilities	14,221	(4,713)
Deferred revenue	54,343	_
	6,175	(38,670)
Capital transactions:		
Acquisition of tangible capital assets	-	(11,707)
Increase (decrease) in cash	6,175	(50,377)
Cash, beginning of year	90,797	141,174
Cash, end of year	\$ 96,972	\$ 90,797

Notes to Financial Statements

Year ended December 31, 2021

The Belleville Downtown Improvement Area Board of Management (the "Board") is a body established by a Corporation of the City of Belleville bylaw using the specific business improvement area provisions of the Municipal Act, 2001.

#### 1. Significant accounting policies:

(a) Basis of presentation:

The financial statements of the Board are the representation of management prepared in accordance with Canadian public sector accounting standards as issued by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

(b) Basis of accounting:

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations.

(d) Tangible capital assets:

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful life as follows:

Asset	Useful Life
Furniture and fixtures	5 years
Computer hardware and software	5 years
Seasonal decorations	5 years
Streetscape improvements	10 years

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 1. Significant accounting policies (continued):

(d) Tangible capital assets (continued):

When conditions indicate that a tangible capital asset no longer contributes to the Board's ability to provide services or the value of the future economic benefits associated with the tangible capital asset are less than its net book value, and the decline is expected to be permanent, the cost and accumulated amortization of the asset are reduced to reflect the revised estimate of the value of the asset's remaining service potential. The resulting net adjustment is reported as an expense on the Statement of Operations and Accumulated Surplus, however, no adjustments were recorded in the current or prior year.

The Board has a capitalization threshold of \$500, so that individual tangible capital assets of lesser value are expensed for operational reasons.

(e) Revenue recognition:

Taxation levy is established annually by members of the Board of Directors at their annual general meeting. Taxation revenues are recorded in the tax year that it relates to.

Miscellaneous and fundraising revenues are recorded in the period earned, provided collection is probable and reasonable estimates can be made. Interest income is recognized in the period in which it is earned.

Municipal contributions are recognized in the financial statements as revenues or expenditures in the year that the events giving rise to the transfer occurred, provided the transfer is authorized, eligibility criteria, if any, have been met by the recipient, and a reasonable estimate of the amount can be made.

(f) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 2. Cash and short-term investments:

Cash and short-term Investments consist of the following:

	2021	2020
Petty cash	\$ 283	\$ 380
Chequing account	69,240	70,692
Marketplace account	13,318	5,653
Cashable term deposit - maturing February 1, 2022, 0.80% (2021 - maturing February 1, 2021, 0.50%) Cashable term deposit - maturing August 28, 2023, 0.35%	9,000	9,000
to 0.45% (2021 - maturing August 3, 2021, 2.00%) Cashable term deposit - maturing August 26, 2024, 0.05%	3,030	3,000
to 0.45% (2021 - maturing June 18, 2021, 0.65%)	2,101	2,072
	\$ 96,972	\$ 90,797

### 3. Tangible capital assets:

	Cost	 cumulated	2021 Net book value	2020 Net book value
Furniture and fixtures Computer hardware and	\$ 5,525	\$ 5,525	\$ -	\$ -
software Seasonal decorations	11,952	7,922	4,030	5,614
Streetscape improvements	170,825 137,277	142,854 111,058	27,971 26,219	44,043 34,188
	\$ 325,579	\$ 267,359	\$ 58,220	\$ 83,845

Cost and accumulated amortization at December 31, 2020 amounted to \$325,579 and \$241,734, respectively.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 4. Accumulated surplus:

Accumulated surplus consists of the following:

	2021	2020
Unrestricted surplus	\$ 69,222	\$ 66,977
Equity in tangible capital assets	58,220	83,845
Reserve - contingency	10,000	10,000
Reserve - security camera project	13,009	13,009
Reserve - Downtown public Wi-Fi & location analytics		
project	6,250	18,125
	\$ 156,701	\$ 191,956

Reserves represent funds set aside by resolution of the Board for specific purposes.

In fiscal 2020, the Board of Directors approved the transfer of \$11,875 from the Downtown public Wi-Fi & location analytics project. This amount was expended in fiscal 2021 and has been recorded as a reduction in the reserve above.

The Board in partnership with The City of Belleville would like to invest in an outdoor public Wi-Fi system along Front Street. During the prior year, the Board of Directors approved the allocation of the build Belleville reserve fund of \$30,000 to the Downtown public Wi-Fi & location analytics project. A reserve of \$6,250 is remaining for this project.

### 5. Related party balances and transactions:

Due from related parties consists of the following:

	2021	2020
Accounts receivable - Corporation of the City of Belleville	\$ 94,102	\$ 3,719

Due to related parties consists of the following:

	2021	2020
Accounts payable - Corporation of the City of Belleville	\$ 2,703	\$ 

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 5. Related party balances and transactions (continued):

During the year, the Board entered into the following transactions with related parties:

	2021	2020
	Actual	Actual
Municipal contributions consist of the following:		
Graffiti Rural Economic Development	\$ 3,349	\$ 11,156
Program funding	_	2,210
Downtown Al Fresco	64,658	45,019
Expense reimbursements	-	2,570
	\$ 68,007	\$ 60,955

During the year, the Board reimbursed the Corporation of the City of Belleville \$Nil (2020 - \$410) toward cardboard collection and provided a payment to the Corporation of City of Belleville of \$11,875 (2020 - \$Nil) for the Downtown Public Wi-Fi & Location Analytics Project.

All transactions with Corporation of the City of Belleville occur in the normal course of business and are recorded at their exchange amount which is the amount agreed upon by the related parties.

### 6. Deferred revenue:

Deferred revenue consists of the following:

	2022	2021
Corporation of the County of Hastings – Welcoming Streets (note 6(a))	\$ 47,343	\$ _

(a) During the year, the Board entered into an agreement with the Corporation of the County of Hastings (the "County") to implement the Welcoming Streets pilot initiative. The Board received \$70,300 of funding from the County, of which \$19,440 was spent on salaries and benefits and is included in Salaries and administrative on the Statement of Operations, and \$3,517 was spent on other eligible program expenditures and is included in Special projects – Welcoming Streets on the Statement of Operations. Accordingly, the costs incurred of \$22,957 are recorded as Municipal Contributions from the Corporation of the County of Hastings on the Statement of Operations, and the unspent portion of \$47,343 is included in deferred revenue to be spent in a future period.

Notes to Financial Statements (continued)

Year ended December 31, 2021

#### 7. Grant revenue:

Grant revenue consists of the following:

		2022		2021
Dravings of Optavia - Decomposit Factivel and Event Program	¢	04 540	¢	
Province of Ontario – Reconnect Festival and Event Program	\$	24,513	\$	-
Bay of Quinte Regional Marketing Board – Al Fresco		10,000		-
Invest Ottawa – Digital Service Squad Member		6,814		-
Ontario Business Improvement Area Association – Digital				
Service Squad Member		5,369		-
Government of Canada – Canada Summer Jobs		4,396		-
Province of Ontario – 2021 Summer Experience Program		3,723		-
Bay of Quinte Regional Marketing Board – Other		2,700		-
Other		2,350		10,032
	\$	59,865	\$	10.032

### 8. Budget figures:

The budget figures as approved by the Board of Directors on November 17, 2020 are established on a project-oriented basis, the costs of which may be carried out over one or more years. Although they are not directly comparable with current year actual amounts, budget figures have been reflected on the Statement of Operations and Accumulated Surplus. Budget figures have been reclassified for the purpose of these financial statements to comply with PSAB reporting requirements. Amortization was not contemplated on development of the budget and, as such, has not been included in the budget figures reflected on the financial statements.

### 9. Commitments:

The Board has a commitment to rent office space. The minimum payments under the lease are as follows:

2022 2023 2024	\$	12,720 12,930 5,450
	\$	31,100

#### 10. Comparative information:

Certain comparative information has been reclassified to conform to the financial statement presentation adopted in the current year.



# MEDIA + ANALYTICS DASHBOARD

**SEPTEMBER 20, 2022** 

PREPARED BY DANIELLE HANOMAN

## MEDIA COVERAGE

### September 20th - October 20th Member Features, Events, Patio Project

Streamlined patios and parklets for Downtown Belleville next summer

Belleville, ON, Canada / Quinte News Alana Cameron



News / Local News

#### New show at Belleville Art Association

Postmedia Staff Expect a Oct 13, 2022 · 21 hours ago · 1 minute read · D Join the conversation accessil

Bellevill patios a With ar accessib require he pa ocludi



"SOUARES, SOUARES AND MORE SOUARES" is the Belleville Art Association's transformation of their long running "One by One Show" into something new and even more exciting.

#### Export Grill reopens in Belleville under new ownership

📫 OCTOBER 01. 2022 - 4:14 PM 🔺 BROCK ORMOND 🛸 NEWS, QUINTE



The eatery reopened on Saturday for the first time under the leadership of Bakesh Parmar Harshil Parikh and Jay Dordi

The team met at Fleming College where they studied together and clanidad to haroona business partners. Reliavilla Downtown District RIA officials stated

They all have experience with owning and operating restaurants, and Parmar, originally from Calgary, is the owner of Linguine's Italian Restaurant in Relieville

"We are so thrilled to calabrate the grand re-opening of Export Grill. It is amazing that we have a restaurant that is open late in the heart of downtown" stated Belleville Downtown District executive director Luisa Sorre

Export Grill is celebrating their grand re-opening with new menu Chicken Scallons and Calamar

#### Signia 9 TORONTO STAR WOULD. Belleville is a historic city with diverse delights By Orbry Wright Special to The Sta Sat., Oct. 1, 3822 | 0 4 min. read 4 wt ⇔ in .0



#### News / Local News

#### Kingston actor and playwright brings award-winning one-man play to Belleville

Postmedia Staff

Sep 19, 2022 · September 19, 2022 · 1 minute read · Join the conversation

When the Eastern Ontario Drama League held its most recent One Act Play Festival in Perth in 2019, the audience was already on their feet before the lights went down on Domino Theatre's production of "Off My Block", a oneman show written and performed by Kingston's John Corrigan, Belleville playwright Peter Paylor was in the audience that night. "It was such a great show," he says. "Entertaining and riveting, heart-warming and hilarious. It was storytelling at its finest. I was in awe." The play went on to win the Audience Choice Award at the festival. Paylor has been hoping to bring the show to Belleville ever since.

Belleville police say vandal broke windows of 10 businesses





Q E ¥ 8 +

-A A+

Nearly a dozen of downtown Believille businesses were left to clean up a mess that police say was caused by the same man

A total of 10 businesses had their windows broken on Tuesday evening.

Police say they were called to Front Street to investigate a report of . They soon discovered several other businesses on both Front and

Vehicle gets wet Belleville, ON, Canada / Quinte News Oct 14, 2022 | 8:40 AM



The Moira River in Belleville (Photo: David Foot / Quinte News

A Campbellford woman faces charges after a vehicle ended up in the Moira River near Belleville's Downtown District Wednesday night.

Belleville police say two people suffered minor injuries after the vehicle they were in entered the river near the bridge at Moira and North Front streets at around 10 o'clock.

A 24 year old woman was charged with dangerous and careless driving.



Expect a streamlined look for patios in downtown Belleville next summer but one that will improve accessibility and eliminate possible liability issues.

Belleville City Council has approved almost \$544,000 for the purchase of approximately 20 street patios and parklets.

With an increase in downtown patios during the pandemic, there have been concerns about accessibility to the patios, some sidewalks becoming inaccessible and whether they meet safety

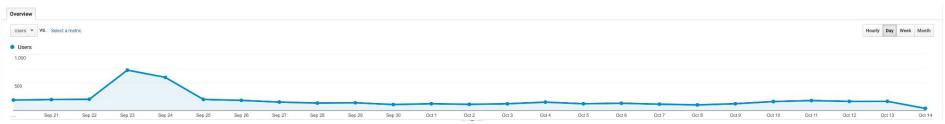
The patios are from Pop Up Street Patios Inc., which supplies patio systems to several municipalities including Prince Edward County and Quinte West.





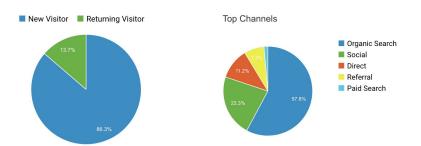
## WEBSITE

### Sept 20th - Oct 20th





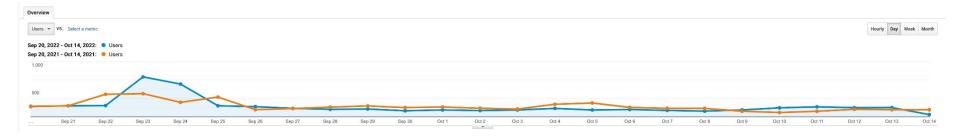
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Users	% Users
1,149	25.25%
757	16.63%
344	7.56%
230	5.05%
152	3.34%
115	2.53%
85	1.87%
77	1.69%
60	1.32%
48	1.05%

## WEBSITE

YTD vs Previous Year





## SOCIAL

### September 20 - October 20



## SOCIAL

### September 20 - October 20

Total Followers: 8.8K Total Likes: 7.4K

**31.6K** People reached • 16.3% from previous 28 days



▼ 25.3% from previous 28 days

## 7K

### Engagement

▲ 41% from previous 28 days

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Comments 19 Other Clicks 12
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Post Insights



## **PORCHFEST AFTERPARTY**

- Food trucks did well
- Washrooms, hand wash station and garbage locations was improved from last event
- Fashion Show was a hit!
- Off the Chartz with Johnny Sweet was very well attended





