



MUNICIPALITY OF THE COUNTY OF KINGS



BUDGETING PROCESS

Overview

PUBLIC ENGAGEMENT & EDUCATION SESSION

November 26, 2019:

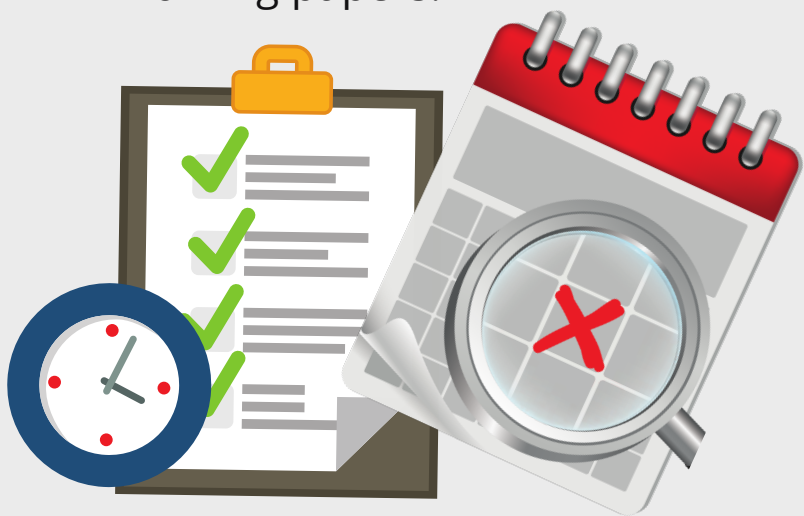
- Municipal staff host community conversation regarding budgeting process.



DEPARTMENTAL BUDGET MEETINGS

Departments meet with finance staff to:

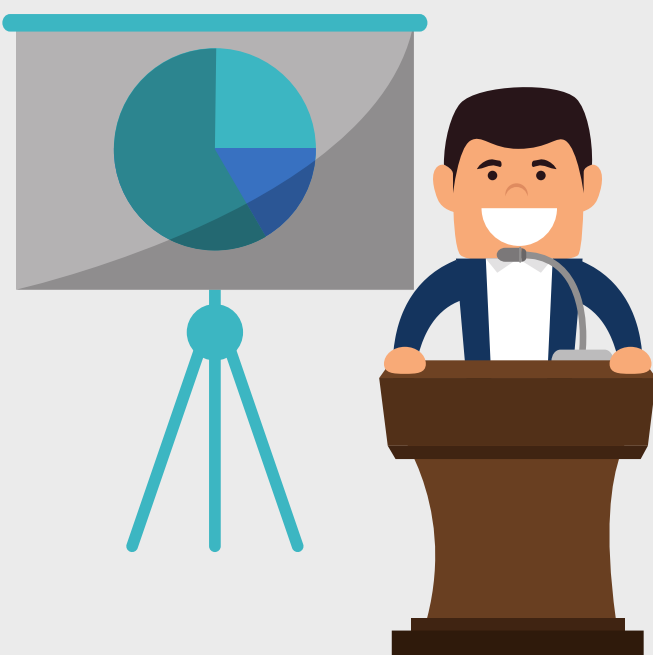
- Draft departmental budgets;
- Identify new projects, initiative and staffing needs;
- Continue to work on budget spreadsheet and supporting working papers.



INFORMATION PREPARED FOR COUNCIL

Finance staff continues to:

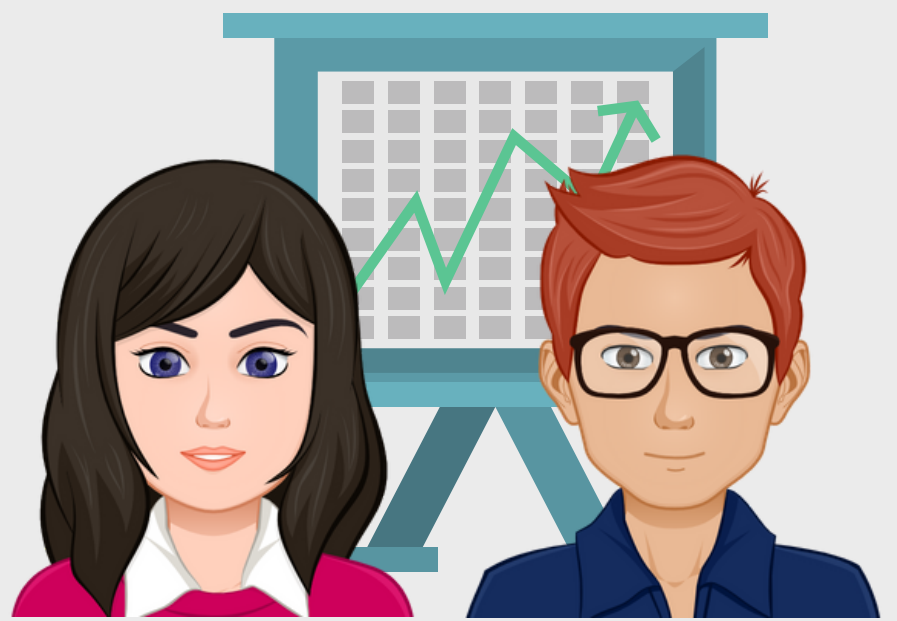
- work on finalizing proposed budget figures;
- Follow up on remaining required inputs;
- prepares budget presentation.



BUDGET TIMELINES APPROVED BY COUNCIL

Municipal staff:

- prepare internal budget working papers;
- distribute templates with instructions for the preparation of departmental budgets;
- communicate budget requirements and deadlines to service providers.



SUBMISSION DEADLINES

To be included in the budget, information needs to received from all parties (*internal and external*) by:

- **January 17, 2020**



BUDGETS PRESENTED TO COUNCIL

Council reviews & deliberates the proposed budgets:

- Capital Budget: **March 11, 2020;**
- Service Provider Budgets: **March 17, 2020;**
- Operating Fund & Greenwood Water Utility: **April 1, 2020;**
- Capital & Reserves, Operating Fund, Greenwood Water Utility, Regional Sewer - **April 9, 2020;**
- Additional Deliberation Day (If required): **April 23, 2020;**
- **Meetings are open and public are welcome to attend.**

COUNCIL APPROVES BUDGETS!