FOCUS Kingston Steering Committee  
Budget Envelope Recommendations

**Strategic Initiatives Budget Envelope Request:**

1. Access to Information & Services:
   - Implementation of 211 System $30,000
2. Culture
   - Cultural Strategic Plan $72,600
3. Affordable Housing
   - Kingston Model $48,000
   - Building Community Capacity $8,500
   - Land Banking Policy $10,000
   - Direct Portable Subsidies Program $2,500

**Total S.I. Budget Envelope Request:** $171,600

**FOCUS Projects Included in Departmental Budget Requests:**

1. Access to Information & Services
   - Electronic Service Delivery $66,500
2. Culture
   - Cultural Strategic Plan $88,000
3. The Environment
   - Improve Air Quality: Partners in Climate $55,000
   - Improve Land Quality: Brownfields Strategy $25,000
4. Planning
   - Heritage Plan for Buildings $50,000
   - Waterfront Planning Strategy $100,000
   - Official Plan Consolidation $150,000

**Total Departmental Budget Request** $534,500

**Total S.I. and Department Budget Request** $706,100

[Note: A full presentation of the 2004 FOCUS budget request will be provided by Steering Committee Chair, John Armitage]
TO: Mayor and Members of City Council
FROM: Bert Meunier, Chief Administrative Officer
PREPARED BY: same
DATE OF MEETING: 2004-03-30
SUBJECT: Fourth Quarter Activity and Operating Budget Report for 2003

RECOMMENDATION TO COMMITTEE OF THE WHOLE:
This is an information report.

ORIGIN/PURPOSE:
This is the fourth quarter report for 2003. It is presented for information and provides an overview of both the financial actual expenses to the end of the year against the approved budget and the activity reports for the same quarter in a synchronized presentation.

OPTIONS/DISCUSSION:
1. 2003 Fourth Quarter Financial Report

Please find attached as Appendix A, the summary reports for the Net Operating Fund, the Gross Revenue Operating Fund and Gross Expenditures Operating Fund for the Fourth quarter of 2003.

2. 2003 Fourth Quarter Activity Reports

Please find attached as Appendix B, the departmental fourth quarter activity reports. Council will be able to appreciate the high level of activity that continues to be produced by our various staff.

As usual, we invite Council to contact the appropriate respective department if you have any questions.
EXISTING POLICY/BY-LAW:
N/A

LINK TO STRATEGIC PLAN:
Generally, the improvements in reporting and communication are in line with the objectives of the Excellence Plan.

FINANCIAL CONSIDERATIONS:
The preliminary (unaudited) review of the 2003 operating results reflects a year-end surplus of approximately $1.3M. This estimate is unaudited and the amount may vary depending on any adjustments which may result from the annual financial audit.

CONTACTS:
All Departments

DEPARTMENTS/OTHERS CONSULTED AND AFFECTED:
All Departments

NOTICE PROVISIONS:
N/A

APPENDICES:
Appendix A - 2003 Fourth Quarter Financial Reports
Appendix B – 2003 Fourth Quarter Activity Reports

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