



City of Hamilton
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October 25, 2021

Kirsten Stevenson
Administrator
Hamilton Police Services Board
155 King William Street
Hamilton, ON L8R 1A7

Email: Kirsten.Stevenson@hamilton.ca

Subject: 2022 Operating Budget Submission for the Hamilton Police Services Board

Dear Kirsten:

This letter is to request that your organization submit a draft budget to the City of Hamilton; along with a copy of your organization's most recent audited financial statements, to the **attention of Cyrus Patel, Senior Financial Analyst, Budget and Finance Division, 71 Main Street West, Hamilton, Ontario L8P 4Y5, on or before December 6, 2021.**

Please be advised that at its meeting of October 13, 2021, Council approved sub-section (c) of Item 2 to the General Issues Committee Report 21-019, as amended, which reads as follows:

2. 2022 Budget Guidelines, Outlook and Process (FCS210957(a)) (City Wide) (Item 8.3)

- (c) That Boards and Agencies be directed to prepare their 2022 Tax Operating Budget submissions at an increase required to maintain current service levels ***within a guideline tax increase of 2%*** and that any increase beyond the guideline be forwarded for consideration with appropriate explanation.

If you have any questions respecting your budget submission, please contact Cyrus Patel at (905) 546-2424 Ext.7698 or at cyrus.patel@hamilton.ca.

Your organization has been scheduled to provide a presentation respecting their 2022 budget submission on **Thursday, January 20, 2022 at approximately 10:45 a.m. Due**

to COVID-19 and the closure of City Hall, this meeting will be held virtually.

Therefore, please forward to my attention the names, titles and emails of all parties from your organization that need to be included in the WebEx meeting, as soon as possible, so that I can ensure that they have access to the meeting.

Please provide an electronic copy of your **final presentation no later than 12 noon on Tuesday, January 4, 2022** to my attention at Stephanie.paparella@hamilton.ca.

Should you have any questions respecting the meeting process or your presentation, please feel free to contact me.

Sincerely,

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk

Copied: Mike Zegarac, General Manager, Finance & Corporate Services
Brian McMullen, Director, Financial Planning, Administration & Policy
Kirk Weaver, Manager, Budgets & Financial Policy
Duncan Robertson, Supervisor, Budgets & Financial Planning
Cyrus Patel, Senior Financial Analyst