



**MEMORANDUM
OFFICE OF THE COMMISSIONER OF FINANCE
CITY OF SARATOGA SPRINGS**

**MICHELE MADIGAN
COMMISSIONER OF FINANCE**

TO: Mayor Joanne Yepsen
Commissioner John Franck
Commissioner Chris Mathiesen
Commissioner Anthony Scirocco
Derrick Legall, Recreation Commission Chair
John Hirliman, Recreation Administrative Director
Deputies, Executive Assistants

CC: Christine Gillmett-Brown, Director of Finance

FROM: Commissioner Michele Madigan

DATE: October 2, 2015

RE: **2016 Budget Workshops**

The revised Budget Workshop schedule is below. As in the past, we have set aside certain dates for specific departments. If you would like to change the date that is scheduled for your department, please let me know. There will be time allotted at each workshop for general discussion after departments are finished. There will also be a Public Comment period at each workshop.

- **2016 Budget Workshops Schedule – City Council Chambers**
 - ✓ **Thursday, October 8th – 5:00 PM: Capital Budget, Finance, Accounts**
 - ✓ **Wednesday October 14th – 1:00 PM: Mayor, Public Works,**
 - ✓ **Wednesday, October 21st – 1:00 PM: Recreation, Public Safety**
 - ✓ **Monday, October 26th – 6:00 PM: General Discussion**

Thank you.