



ERIE COUNTY LEGISLATURE

HON. JOSEPH C. LORIGO

10TH DISTRICT LEGISLATOR

MAJORITY LEADER

June 9, 2016

Director Robert W. Keating
Department of Budget and Management
95 Franklin Street
Buffalo, New York 14202

Dear Mr. Keating,

The Legislature's proposed mid-year Budget Hearings that are to be held July 12-13, 2016 has been sent to the County Executive's Office.

Please have the following documents prepared and submitted to the Clerk of Legislature's office not later than July 1, 2016:

- 1) Position Control Report detailing all personnel positions authorized in each department including current vacancies;
- 2) Vacancy Control Report detailing all full time and part time vacancies by department including how long the position has been vacant and the annual salary of each position;
- 3) State of County Share Turnover Savings to-date;
- 4) Budget Consumption Reports detailing all expenditures and revenues by department/business area.

Thank you for your anticipated cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph C. Lorigo", is written over a faint, larger signature.

Joseph C. Lorigo
Majority Leader
Chair Finance & Management Committee
Erie County Legislature - District 10

Cc: Hon. Mark C. Poloncarz

OFFICE OF THE MAJORITY LEADER

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Comm. 12E-24

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