

**Steuben County Council
Meeting & Additional Schedule
2016**

The Steuben Council has set the calendar of meetings for the year of 2016 to be held in the Suite 2H of the Community Center Building at 9:00 a.m. the second Tuesday of the month unless otherwise noted.

**Additional Due to Auditor
By 12:00 NOON**

December 22, 2015
January 20, 2016
February 17, 2016
March 16, 2016
April 20, 2016
May 18, 2016
June 15, 2016
July 20, 2016
August 17, 2016
September 21, 2016
October 19, 2016
November 30, 2016 Transfers Only
December 21, 2016

Meeting Dates – 9:00 AM

January 12, 2016
February 9, 2016
March 8, 2016
April 12, 2016
May 10, 2016
June 14, 2016
July 12, 2016
August 9, 2016
September 13, 2016
October 11, 2016
November 9, 2016 (Wednesday)
December 13, 2016
January 10, 2017

First Reading of the 2017 Proposed Budgets will be held on August 30, 2016 at 8:00 a.m.

Budget meetings will be held on:

September 13th, 2016 from 12:00 noon to 4:30PM,
September 14th, 2016 from 9:00 AM-4:30PM, and if necessary,
September 15th, 2016 from 9:00AM-4:30PM.
Final Adoption of the 2017 Budget will be October 11, 2016.

Special meetings may be called any month during the year. In addition, County Council Members may be in attendance at any of the regularly scheduled County Commissioners' Meetings throughout the year.

Elected officials and department heads should not authorize overtime, part-time and extra help unless the funds are available within their budget. Requests for additional appropriations and transfers must be submitted to the Steuben County Council prior to the hours being worked. Only under emergency circumstances will the departments be allowed to work the time without having the funds in place provided the Departments Head obtain verbal approval from the Steuben County Council.

File transfer and additional appropriations requests with the Auditor according to the above schedule.

Plan to be present at the Council meeting to discuss your requests. If you are unable to attend, notify the Auditor prior to the meeting date.

Thank you,

Richard Shipe,
President Steuben County Council