

ALBANY COUNTY SHERIFF'S OFFICE

CRAIG D. APPLE, SR.
SHERIFF



MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERIFF

County Court House
Albany, New York 12207 (518) 487-5400
WWW.ALBANYCOUNTYSHERIFF.COM

October 1, 2024

Honorable Joanne Cunningham
Chairwoman, Albany County Legislature
Legislative Office
112 State Street, Room 710
Albany, New York 12207

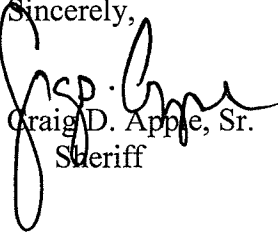
Dear Chairwoman Cunningham:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is required in order to make the necessary staffing adjustments at the Albany County Correctional Facility. These adjustments are crucial to reduce overtime costs as well as to ensure the safety and security to both staff and the inmate population at the Correctional Facility. There will be no additional cost to the county as these positions are budget neutral.

Should there be any questions, please do not hesitate to call.

Sincerely,


Craig D. Apple, Sr.
Sheriff

Att.

Cc: Hon. Daniel P. McCoy, County Executive
Hon. Wanda Willingham, Audit & Finance Chairwoman

REQUEST FOR LEGISLATIVE ACTION

DATE : 9/26/2024

DEPARTMENT: Albany County Sheriff's Office

CONTACT PERSON: Sheriff Craig D. Apple, Sr.

TELEPHONE: 518-447-5440

DEPT. REPRESENTATIVE ATTENDING Sheriff Craig D. Apple, Sr.

COMMITTEE MEETING:

PURPOSE OF REQUEST:

ADOPTION OF LOCAL LAW

AMENDMENT OF PRIOR LEGISLATION

APPROVAL/ADOPTION OF PLAN/PROCEDURE

BOND APPROVAL

BUDGET AMENDMENT(SEE BELOW)

CONTRACT AUTHORIZATION (SEE BELOW)

ENVIRONMENTAL IMPACT

HOME RULE REQUEST

PROPERTY CONVEYANCE

OTHER:(STATE BRIEFLY IF NOT LISTED ABOVE)

The Sheriff's Office is requesting the following personnel adjustments in Dept. 3150

CONCERNING BUDGET AMENDMENTS

STATE THE FOLLOWING

INCREASE ACCOUNT/LINE NO.

SEE ATTACHED

SOURCE OF FUNDS:

TITLE CHANGE:

CONCERNING CONTRACT AUTHORIZATION,

STATE THE FOLLOWING:

TYPE OF CONTRACT

CHANGE ORDER/CONTRACT AMENDMENT

PURCHASE (EQUIPMENT/ SUPPLIES)

LEASE (EQUIPMENT/SUPPLIES)

REQUIREMENTS

PROFESSIONAL SERVICES

EDUCATIONAL/TRAINING

GRANT: NEW

RENEWAL

SUBMISSION DEADLINE DATE

SETTLEMENT OF A CLAIM

RELEASE OF LIABILITY

OTHER: (STATE BRIEFLY)

FOR COUNSEL USE ONLY

DATE:

RECEIVED:

RECEIVED BY:

METHOD: HAND

COURIER

MAIL

CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS: _____ PARTY (NAME/ADDRESS): _____

AMOUNT/RATE SCHEDULE/FEE: _____

TERM: _____

SCOPE OF SERVICES: _____

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES _____ NO _____

FUNDING SOURCE: _____

COUNTY BUDGET ACCOUNTS: _____

REVENUE: _____

APPROPRIATION: _____

BOND(RES. NO. & DATE OF ADOPTION) _____

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES _____ NO _____ X

IF MANDATED CITE: AUTHORITY _____

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES _____ NO _____ X

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS: _____

FISCAL IMPACT - FUNDING: _____ (DOLLARS OR PERCENTAGES)

FEDERAL _____

STATE _____

COUNTY _____ 100%

TERM/LENGTH OF FUNDING _____

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER: _____

DATE OF ADOPTION: _____

JUSTIFICATION: _____ (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

PER SPREAD SHEET

BACK-UP MATERIAL SUBMITTED _____ (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY: Craig D. Apple, Sr.

TITLE: Sheriff

2024 BUDGET AMENDMENT (3150) October

APPROPRIATIONS						
RESOLUTION NO. BTCH	ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	ANNUAL SALARY	POSITION CONTROL NUMBER
A 3150 1	2302 013	Corrections Lieutenant	14,663.00		84,718.00	390495
A 3150 1	2302 014	Corrections Lieutenant	14,663.00		84,718.00	390496
A 3150 1	2302 015	Corrections Lieutenant	14,663.00		84,718.00	390497
A 3150 1	4131 003	Corrections Sr. Investigator	15,280.00		88,283.00	390498
A 3150 1	4131 004	Corrections Sr. Investigator	15,280.00		88,283.00	390499
A 3150 1	4131 005	Corrections Sr. Investigator	15,280.00		88,283.00	390500
Total Appropriations			89,829.00			

APPROPRIATIONS						
RESOLUTION NO. BTCH	ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE		POSITION CONTROL NUMBER
A 3150 1	4113 015	Corrections Sergeant		13,551.00		390055 Delete
A 3150 1	4113 023	Corrections Sergeant		13,551.00		390069 Delete
A 3150 1	4115 122	Corrections Officer		13,116.00	75,782.00	390187 Delete
A 3150 1	4115 182	Corrections Officer		13,116.00	75,782.00	390254 Delete
A 3150 1	4119 002	Work Alternative Supervisor		36,495.00	44,180.00	390385 Decrease
Grand Totals			89,829.00	89,829.00		