

# 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](http://WWW.ALBANYCOUNTYSHERIFF.COM)

November 6, 2024

Honorable Joanne Cunningham, Chairwoman  
Albany County Legislature  
Legislative Clerk's Office  
112 State Street, Room 710  
Albany, NY 12207

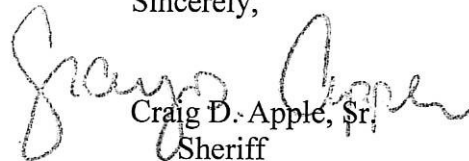
Dear Ms. Cunningham:

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

Legislative approval is being requested to make the attached budget adjustments for 2024. These adjustments are required by the Comptroller's Office and will ensure that our budget lines remain healthy for the remainder of 2024.

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

Sincerely,

  
Craig D. Apple, Sr.  
Sheriff

cc: Hon. Daniel P. McCoy, County Executive  
Hon. Wanda Willingham, Audit & Finance Committee

**REQUEST FOR LEGISLATIVE ACTION**

<b>FOR COUNSEL USE ONLY</b>	
DATE:	_____
RECEIVED:	_____
RECEIVED BY:	_____
METHOD:	<u>HAND</u> _____
	<u>COURIER</u> _____
	<u>MAIL</u> _____

**DATE :** November 6, 2024

**DEPARTMENT:** Albany County Sheriff's Office

CONTACT PERSON: Craig D. Apple, Sr.

TELEPHONE: 518-447-5440

DEPT. REPRESENTATIVE ATTENDING

COMMITTEE MEETING: Craig D. Apple, Sr.

**PURPOSE OF REQUEST:**

- ADOPTION OF LOCAL LAW \_\_\_\_\_
- AMENDMENT OF PRIOR LEGISLATION \_\_\_\_\_
- APPROVAL/ADOPTION OF PLAN/PROCEDURE \_\_\_\_\_
- BOND APPROVAL \_\_\_\_\_
- BUDGET AMENDMENT(SEE BELOW) X
- CONTRACT AUTHORIZATION (SEE BELOW) \_\_\_\_\_
- ENVIRONMENTAL IMPACT \_\_\_\_\_
- HOME RULE REQUEST \_\_\_\_\_
- PROPERTY CONVEYANCE \_\_\_\_\_
- OTHER:(STATE BRIEFLY IF NOT LISTED ABOVE) \_\_\_\_\_

**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) \_\_\_\_\_

**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 X NO \_\_\_\_\_  
IF MANDATED CITE: AUTHORITY **Comptroller's Office** \_\_\_\_\_  
ANTICIPATED IN CURRENT ADOPTED BUDGET: YES \_\_\_\_\_ NO \_\_\_\_\_  
IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS: \_\_\_\_\_

FISCAL IMPACT - FUNDING: \_\_\_\_\_ (DOLLARS OR PERCENTAGES)

FEDERAL \_\_\_\_\_

STATE \_\_\_\_\_

COUNTY \_\_\_\_\_

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)

**Transfer of Funds to cover expenditures for Department**

**3150 (Corrections) Thru Year End 2024**

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