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March 4, 2026

Hon. Joanne Cunningham, Chairwoman  
Albany County Legislature  
112 State Street – Suite 710  
Albany, New York 12207

RE: RLA – Final Countywide Adjustments to the 2025 Adopted Budget

Dear Chairwoman Cunningham,

The Department of Audit and Control respectfully requests approval of countywide end-of-year adjustments to the 2025 Adopted Budget. These adjustments are necessary to appropriately close 2025. Additional supporting detail will be provided to the County Legislature the week of March 23, 2026.

Should you require any additional information, please let me know.

Sincerely,

Susan A. Rizzo  
Albany County Comptroller  
112 State Street, Room 1100  
Albany, New York 12207  
(518) 447-7130

CC: Dennis Feeny, Majority Leader  
Frank Mauriello, Minority Leader  
Necole Chambers, Clerk of the Legislature  
Caitlin O'Brien, Chief of Staff  
Thomas DeBose, Counsel to the Chair  
Rebekah Kennedy, Majority Counsel  
James Curran, Minority Counsel

**REQUEST FOR LEGISLATIVE ACTION**

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Final Countywide Adjustments to the 2025 Adopted Budget

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Date: March 4, 2026  
Submitted By: Susan A. Rizzo  
Department: Department of Audit and Control  
Title: Albany County Comptroller  
Phone: (518) 447-7130  
Department Rep.  
Attending Meeting: Susan A. Rizzo

**Purpose of Request:**

- Adopting of Local Law
  - Amendment of Prior Legislation
  - Approval/Adoption of Plan/Procedure
  - Bond Approval
  - Budget Amendment
  - Contract Authorization
  - Countywide Services
  - Environmental Impact/SEQR
  - Home Rule Request
  - Property Conveyance
  - Other: (state if not listed) \_\_\_\_\_
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**CONCERNING BUDGET AMENDMENTS**

**Increase/decrease category (choose all that apply):**

- Contractual
- Equipment
- Fringe
- Personnel
- Personnel Non-Individual
- Revenue

Increase Account/Line No.: Click or tap here to enter text.  
Source of Funds: Click or tap here to enter text.  
Title Change: N/A

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**CONCERNING CONTRACT AUTHORIZATIONS**

**Type of Contract:**

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed)

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**Contract Terms/Conditions:**

Party (Name/address):

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee:

Click or tap here to enter text.

Scope of Services:

Click or tap here to enter text.

Bond Res. No.:

Date of Adoption:

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**CONCERNING ALL REQUESTS**

Mandated Program/Service:

Yes  No

If Mandated Cite Authority:

Local Finance Law

Is there a Fiscal Impact:

Yes  No

Anticipated in Current Budget:

Yes  No

**County Budget Accounts:**

Revenue Account and Line:

Detail to be submitted the week of March 23, 2026.

Revenue Amount:

Appropriation Account and Line:

Detail to be submitted the week of March 23, 2026.

Appropriation Amount:

Source of Funding – (Percentages)

Federal:

State:

County:

Local:

Click or tap here to enter text.

Term

Term: (Start and end date)

Length of Contract:

Click or tap here to enter text.

Click or tap here to enter text.

Impact on Pending Litigation

If yes, explain:

Yes  No

Previous requests for Identical or Similar Action:

Resolution/Law Number:

Date of Adoption:

Click or tap here to enter text.

Click or tap here to enter text.

**Justification:** (state briefly why legislative action is requested)

Final countywide adjustments to the 2025 adopted budget are necessary to close the 2025 fiscal year. Supporting detail will be provided to the County Legislature the week of March 23, 2026.