

# 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)

January 8, 2025

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

Dear Chairwoman Cunningham:

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

Briefly, this request is to make necessary adjustments to clean up our 2025 budget. These adjustments are necessary to meet current and anticipated expenditures.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'Craig D. Apple, Sr.', is written over the typed name.

Craig D. Apple, Sr.  
Sheriff

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

**REQUEST FOR LEGISLATIVE ACTION**

**Description (e.g., Contract Authorization for Information Services):**

Legislative approval to clean up 2025 Budgeted Personnel Lines

Date: January 7, 2025 Submitted By: Craig D. Apple, Sr.  
Department: Sheriff's Office Title: Sheriff  
Attending Meeting: Sheriff Craig D. Apple, Sr. Phone: 518-487-5440

Purpose of Request: Budget Amendment

**CONTRACT TERMS/CONDITIONS:**

Party Names and Addresses:  
Enter text.

Term: (Start/end date or duration) Enter text.  
Amount/Raise Schedule/Fee: Enter text.

**BUDGET INFORMATION:**

Is there a Fiscal Impact: Yes  No   
Anticipated in Budget: Yes  No   
Spreadsheet attached: Yes  No

Source of Funding – (Percentages)

Federal: 0 County: 100%  
State: 0 Local: 0

County Budget Accounts:

Revenue Account and Line: Enter text.  
Revenue Amount: Enter text.  
Appropriation Account and Line: Enter text.  
Appropriation Amount: Enter text.

**ADDITIONAL INFORMATION:**

Mandated Program/Service: Yes  No   
If Mandated, Cite Authority: Enter text.  
Request for Bids / Proposals:  
Competitive Bidding Exempt: Yes  No   
# of Response(s): Enter text.  
# of MWBE: Enter text.  
# of Veteran Business: Enter text.  
Bond Resolution No.: Enter text.  
Apprenticeship Program Yes  No

Previous requests for Identical or Similar Action:

Resolution/Law Number and Date: Enter text.

**DESCRIPTION OF REQUEST:** (state briefly why legislative action is requested)

Sheriff's Office is requesting the following personnel adjustments in Dept. 3020, 3110 & 3150

2025 BUDGET AMENDMENT (3020,3110 & 3150)

APPROPRIATIONS

RESOLUTION NO.	ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	ANNUAL SALARY	POSITION CONTROL NUMBER
A 3150	1 4115	008 Correction Officer	11,051.00		\$ 66,686.00	390073
A 3150	1 4115	048 Correction Officer	20,147.00		\$ 75,782.00	390113
A 3150	1 4115	081 Correction Officer	3,068.00		\$ 58,703.00	390146
A 3150	1 4115	139 Correction Officer	3,100.00		\$ 60,258.00	390211
A 3150	1 4115	153 Correction Officer	3,100.00		\$ 60,258.00	390225
A 3150	1 4115	203 Correction Officer	18,624.00		\$ 75,782.00	390275
A 3150	1 6514	001 Stores Clerk	4,198.00		\$ 40,618.00	390413
A 3150	1 2302	013 Corrections Lieutenant	11,479.00		\$ 96,197.00	390495
A 3150	1 2302	014 Corrections Lieutenant	11,479.00		\$ 96,197.00	390496
A 3150	1 2302	015 Corrections Lieutenant	11,479.00		\$ 96,197.00	390497
A 3020	1 5504	001 Administrative Assistant	1,418.00		\$ 48,695.00	360044
A 3110	1 8215	001 Motor Vehicle Operator	1,308.00		\$ 43,608.00	370149
A 3110	1 8215	002 Motor Vehicle Operator	1,308.00		\$ 43,608.00	370150
TOTAL APPROPRIATIONS			<b>101,759.00</b>			

APPROPRIATIONS

RESOLUTION NO.	ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	POSITION CONTROL NUMBER
A 3150	1 4115	062 Correction Officer	17,079.00		390127
A 3150	1 4115	154 Correction Officer	4,623.00		390226
A 3150	1 6206	005 Clerk 1	11,398.00		390399
A 3150	1 2322	002 Inmate Service Specialist	7,122.00		390035
A 3150	1 6514	002 Stores Clerk	4,223.00		390414
A 3150	1 9950	Longevity Raise	10,000.00		
A 3150	1 9930	Personal Leave	5,800.00		
A 3110	1 4138	031 Deputy Sheriff	22,668.00		
A 3110	1 9930	Personal Leave	10,346.00		
A 3020	1 9930	Personal Leave	8,500.00		
GRAND TOTALS			<b>101,759.00</b>		

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