

AUDIT AND CONTROL - 1315

MISSION STATEMENT

The Comptroller is the Chief Fiscal Officer charged with providing oversight of the fiscal affairs of Albany County and leads the Department of Audit & Control. We conduct departmental and claim audits ensuring accuracy and timeliness of information about the County's finances for all elected officials and the taxpayers of Albany County.

WHO WE SERVE

The Department of Audit and Control serves the taxpayers of Albany County. We work to counteract fraud and pursue innovative solutions to the financial challenges facing the County.

ABOUT OUR DEPARTMENT

The Department of Audit and Control maintains a system of records for appropriations, revenues, funds and expenditures. The Department prescribes approved methods of accounting for County officers and administrative units, examines all requisitions to certify the availability of funds and encumbers such funds for expenditure. The Department validates the general ledger and audits and certifies for payment of all lawful claims or charges against the County or against funds for which the County is responsible. The Department advises the legislature regarding the designation of depositories for County funds. It procures and reconciles statements from all depositories of County funds and reports the results of financial operations to federal, state, and county officials as well as to the general public.

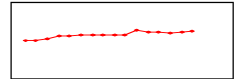
2012 ACCOMPLISHMENTS

- Multiple audits of hotel/motel establishments for occupancy tax compliance.
- Cash and departmental audits including reviews of DSS temporary assistance, alcohol and drug program, furniture allowance program and the Sheriff's Department usage of forfeiture funds.
- Successfully issued Tax Anticipation Notes (TANS), Bond Anticipation Notes (BANS), and bonds for Albany County.
- Audited over 76,000 claims in 2011 and on par to achieve same results in 2012.
- Secured a plan to data mine DSS information which will allow the Department to audit claims and performance.
- Switched banks resulting in large financial savings for County taxpayers

2013 GOALS AND PERFORMANCE TARGETS

- Tight internal controls over finances are more important than ever.
- The Department will audit all claims within the County's Prompt Payment Policy.
- It is also the goal of the Department to complete all Agency audits in their yearly cycle. This also includes all cash audits and hotel/motel audits for occupancy compliance.
- To service vendors and departments, our office will continue to operate on extended hours at no additional cost to the taxpayer through utilizing flex scheduling. The office will operate from 7:30 am - 5:30 pm.
- We also aim to provide continued information to the legislature as a means to provide guidance for their actions.

APPROPRIATION HISTORY



1998:	\$1,021,716
1999:	\$1,049,397
2000:	\$1,169,351
2001:	\$1,402,262
2002:	\$1,364,975
2003:	\$1,438,852
2004:	\$1,467,485
2005:	\$1,424,946
2006:	\$1,441,094
2007:	\$1,461,271
2008:	\$1,789,148
2009:	\$1,678,719
2010:	\$1,661,254
2011:	\$1,592,295
2012:	\$1,625,826
2013:	\$1,753,466

CONTACT INFORMATION

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AUDIT AND CONTROL - 1315

Account	2011 Expended	2012 Adjusted	2013 Proposed	2012-13 Change	22012-13 Percent Change
Appropriations					
Audit and Control - (1315)					
Personal Services	\$924,393	\$994,381	\$994,631	\$250	0.03%
Equipment	\$0	\$24,549	\$0	(\$24,549)	-100.00%
Contractual Expenses	\$250,056	\$331,668	\$282,678	(\$48,990)	-14.77%
Fringe Benefits	\$312,957	\$430,775	\$476,157	\$45,382	10.53%
Appropriations Total	\$1,487,406	\$1,781,373	\$1,753,466	(\$27,907)	-1.6%
Revenue	(\$414,854)	(\$315,000)	(\$325,000)	(\$10,000)	3.17%
Revenue Total	(\$414,854)	(\$315,000)	(\$325,000)	(\$10,000)	3.2%
Total County Share	\$1,072,552	\$1,466,373	\$1,428,466	(\$37,907)	97.41%

A 1315 Comptroller	2012 Count	2013 Count	2011 Expended	2012 Adjusted	2013 Requested	2013 Proposed	2013 Adopted
Personnel Services Individual							
A 1315 10110 001 190001 Comptroller	1	1	\$105,337	\$105,337	\$105,337	\$105,337	-
A 1315 11145 001 190002 Exec. Deputy Comptroller	1	1	\$87,239	\$87,239	\$87,239	\$87,239	-
A 1315 11145 002 190003 Exec. Deputy Comptroller	1	1	\$87,239	\$87,239	\$87,239	\$87,239	-
A 1315 11381 001 190005 Assoc. Operations Supervisor	1	1	\$87,239	\$87,239	\$87,239	\$87,239	-
A 1315 12513 001 190028 Accountant II PT	1	1	\$66,398	\$51,200	\$51,200	\$51,200	-
A 1315 12521 001 190006 Auditor	0	0	-	-	\$40,000	-	-
A 1315 12521 002 190007 Auditor	0	0	-	-	\$40,000	-	-
A 1315 12521 003 190008 Auditor	1	1	-	\$55,000	\$55,000	\$55,000	-
A 1315 12521 004 190033 Auditor	0	0	-	-	\$40,000	-	-
A 1315 12523 001 190043 Auditor PT	1	1	\$18,621	\$19,672	\$19,672	\$19,672	-
A 1315 12551 001 190010 Policy Analyst	1	1	\$43,912	\$43,912	\$43,912	\$43,912	-
A 1315 12557 001 190047 Confidential Assist.Compr.Leg	1	1	\$48,569	\$48,569	\$48,569	\$48,569	-
A 1315 15502 001 190030 Administrative Aide PT	1	1	\$16,310	\$30,000	\$30,000	\$30,000	-
A 1315 15502 002 190031 Administrative Aide PT	1	1	\$26,543	\$27,831	\$27,831	\$27,831	-
A 1315 15505 001 190051 Administrative Assistant PT	1	1	-	\$24,540	\$24,540	\$24,540	-
A 1315 15511 001 190041 Technical Writer	1	1	\$49,718	\$49,718	\$49,718	\$49,718	-
A 1315 16103 001 190018 Account Clerk I P.T.	1	1	\$32,001	\$32,001	\$32,001	\$32,001	-
A 1315 16103 002 190025 Account Clerk I P.T.	1	1	\$24,495	\$24,522	\$24,522	\$24,522	-
A 1315 16103 003 190026 Account Clerk I P.T.	1	1	\$25,429	\$23,321	\$23,321	\$23,321	-
A 1315 16104 001 190050 Account Clerk II	1	1	\$45,230	\$45,697	\$45,697	\$45,697	-
A 1315 16106 001 190020 Account Clerk III	1	1	\$49,717	\$49,717	\$49,717	\$49,717	-
A 1315 16206 001 190021 Clerk I	1	1	\$17,128	\$17,126	\$17,126	\$17,126	-
A 1315 16401 001 190022 Confidential Secretary	1	1	\$57,501	\$57,501	\$57,501	\$57,501	-
<i>Personnel Services Individual Subtotal</i>	20	20	\$888,626	\$967,381	\$1,087,381	\$967,381	\$0

				2012	2013	2011	2012	2013	2013	2013	
A 1315 Comptroller				Count	Count	Expended	Adjusted	Requested	Proposed	Adopted	
Personnel Non-Individual											
A	1315	19950	Longevity Raise			\$11,300	\$12,500	\$11,750	\$11,750	\$0	
A	1315	19951	Health Insurance Buyout			\$4,583	\$4,500	\$5,500	\$5,500	\$0	
A	1315	19970	Temporary Help			\$11,698	\$10,000	\$10,000	\$10,000	\$0	
<i>Personnel Non-Individual Subtotal</i>						\$27,581	\$27,000	\$27,250	\$27,250	\$0	
Equipment											
A	1315	22001	Office Equipment			\$0	\$16,240	\$0	\$0	\$0	
A	1315	22050	Computer Equipment			\$0	\$8,309	\$0	\$0	\$0	
<i>Equipment Subtotal</i>						\$0	\$24,549	\$0	\$0	\$0	
Contractual Expenses											
A	1315	44020	Office Supplies			\$1,899	\$1,900	\$1,900	\$1,900	\$0	
A	1315	44035	Postage			\$375	\$400	\$400	\$400	\$0	
A	1315	44036	Telephone			\$1,294	\$1,047	\$1,047	\$1,047	\$0	
A	1315	44037	Insurance			\$5,008	\$5,514	\$6,043	\$6,043	\$0	
A	1315	44038	Travel,Mileage,Freight			\$575	\$550	\$550	\$550	\$0	
A	1315	44039	Conference/Training/Tuition			\$1,004	\$0	\$0	\$0	\$0	
A	1315	44040	Books/Transcripts/Subscripts			\$472	\$150	\$150	\$150	\$0	
A	1315	44042	Printing And Advertising			\$453	\$300	\$300	\$300	\$0	
A	1315	44044	Auditing Fees			\$79,953	\$122,968	\$80,000	\$80,000	\$0	
A	1315	44046	Fees For Services			\$38,539	\$51,540	\$35,000	\$45,000	\$0	
A	1315	44051	GASB Implementation Services			\$1,500	\$6,500	\$1,500	\$1,500	\$0	
A	1315	44070	Equipment Repair And Rental			\$2,762	\$3,000	\$3,000	\$3,000	\$0	
A	1315	44902	Risk Retention Fund Charges			\$49,226	\$72,035	\$73,568	\$73,568	\$0	
A	1315	44903	DGS Shared Services Charges			\$66,997	\$65,764	\$69,220	\$69,220	\$0	
<i>Contractual Expenses Subtotal</i>						\$250,056	\$331,668	\$272,678	\$282,678	\$0	
Fringe Benefits											
A	1315	89010	State Retirement			\$94,943	\$185,377	\$225,533	\$225,533	\$0	
A	1315	89030	Social Security			\$70,740	\$76,071	\$76,089	\$76,089	\$0	
A	1315	89060	Hospital and Medical Insurance			\$147,274	\$169,327	\$174,535	\$174,535	\$0	
<i>Fringe Benefits Subtotal</i>						\$312,957	\$430,775	\$476,157	\$476,157	\$0	
Total Appropriations						\$1,487,492	\$1,781,373	\$1,863,466	\$1,753,466	\$0	
Revenue											
A	1315	01232	Comptroller Fees			(\$11,937)	(\$15,000)	(\$15,000)	(\$15,000)	\$0	
A	1315	02701	Refund Prior Year Expenses			(\$337,987)	(\$300,000)	(\$300,000)	(\$300,000)	\$0	
A	1315	02710	Premium Accrued Interest			(\$64,930)	\$0	\$0	\$0	\$0	
A	1315	02770	Other Unclassified Revenue			\$0	\$0	(\$10,000)	(\$10,000)	\$0	
Total Revenue						(\$414,854)	(\$315,000)	(\$325,000)	(\$325,000)	\$0	
County Share						\$1,072,639	\$1,466,373	\$1,538,466	\$1,428,466	\$0	