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County of Erie

MARK C. POLONCARZ
COMPTROLLER

OPEN

December 27, 2010

Honorable Members
Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

**Re: Requesting Reallocation of Position - 2011 Budget
IMMEDIATE CONSIDERATION REQUESTED**

Dear Honorable Members:

Please find enclosed a resolution requesting that your Honorable Body ratify the reallocation of a budgeted position in the Comptroller's Office in the tentative 2011 Budget. This reallocation of a newly-vacated title will support continuing operations in the Comptroller's Office for 2011.

Due to the urgency associated with this matter, I am respectfully requesting immediate consideration from your Honorable Body.

I am available to answer any questions that you may have on this matter. Thank you in advance for your consideration.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Comptroller

MCP/nr
Enclosures

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**Accompanying Memorandum
Requesting Authorization to Reallocate Position
Comptroller's Office 2011 Operations**

SUMMARY OF RECOMMENDED ACTION: It is recommended that the Legislature ratify the resolution reallocating the title of Senior Accounting Analyst in the Office of Comptroller for 2011.

FISCAL IMPLICATION OF PROPOSAL: None. The position is budgeted within the 2011 tentative County Budget and funds are available.

REASONS FOR RECOMMENDATION: To assist with the performance of audits and reviews to reduce expenses, create efficiencies and reduce the cost of government.

BACKGROUND OF PROPOSAL: The incumbent in the title has retired effective December 31, 2010 (his last day was December 23, 2010) and there is no active Civil Service list for the position. To ensure continued operations in 2011, the reallocation is requested.

CONSEQUENCES OF NEGATIVE ACTION: The Comptroller's Office will have difficulties in conducting and issuing audits and reviews in 2011.

ACTIONS TO BE TAKEN UPON APPROVAL: The Commissioner of Personnel will reallocate the title and the Comptroller will fill the newly-created position.

Erie County Comptroller's Office Position Reallocation – 2011 Operations

WHEREAS, there is a vacancy in the position of Senior Accounting Analyst in the Division of Audit and Control in the Erie County Comptroller's Office due to the retirement of the incumbent effective December 31, 2010 (his last day was December 23, 2010), and

WHEREAS, given the operational needs of the Division of Audit and Control and the imperative to conduct audits and reviews in 2011, it is essential that the function performed by this position, as well as other functions in the Comptroller's Office be maintained, and

WHEREAS, the Comptroller has determined that the Comptroller's Office can best operate by reallocating the position, and

WHEREAS, Section 2607 of the Erie County Charter states that the independent elected officials, including the County Comptroller, have the power to manage their departments within the parameters of the adopted budget,

NOW, THEREFORE, BE IT

RESOLVED, that the Legislature hereby ratifies the Erie County Comptroller's Office deletion of the position of Senior Accounting Analyst (position number 8142) effective December 31, 2010 (B-100 number 5955); and be it further

RESOLVED, that the deleted position, with a budgeted 2011 salary of \$72,817 is hereby reallocated to the new position of Associate Deputy Comptroller (position number 588) at Step 2 (\$71,069) effective January 1, 2011 (B-100 number 5955), and a "double-fill" is hereby ratified as necessary for the separated employee's cash-out of accumulated vacation and compensatory time; and be it further

RESOLVED, that the Commissioner of Personnel, Director of Budget and Management and the Erie County Comptroller are hereby directed to make any budget, personnel and accounting adjustments required for this reallocation; and be it further

RESOLVED, that the Clerk of the Legislature, the Commissioner of Personnel, Director of Budget and Management and the County Executive are directed to immediately facilitate and approve the necessary entries to facilitate the reallocation in the Comptroller's Office effective January 1, 2011, including any approving any required B-100, F-77 and PO1 entries in the County's SAP system; and be it further

RESOLVED; that certified copies of this resolution be sent to the Office of the County Executive; the Department of Personnel; the Division of Budget and Management; and the Office of the Comptroller.