

DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS

DATA PROCESSING

FUNCTION

1071

M.I.S. Annual Work Statistics-08-1071

(For the Period 4/1/2005 to 3/31/2006)

- **Payroll:** We process payrolls for over 4100 employees (City, BMHA & BSA)
 - 25 Different bargaining Union contracts and 3 different bi-weekly payroll cycles
 - 173 Special payrolls (Longevity, Uniform Allowance, Tool Allowance, Medical In lieu Payments, Perfect Attendance incentives, education bonus, Holiday pay etc.)
 - Fiscal year and calendar year end processes, distribution processes (Federal Tax, State Tax etc.).
- **Accounts Receivable:** We process billing and accounts receivable for Tax, User Fee and other misc. city services.
 - Prepare over 550,000 Bills every year.
 - Process over 1.45 Million payment every year
 - Process all collection activity for the Accounts receivable
- **Accounts Payable:**
 - Process over 11,000 payments every year to vendors and contractors
 - Process all purchase orders and vendor invoices for all city departments and agencies
- **City's Web Site:**
 - Maintain all contents of City's web site averaging nearly 9600 visitors a day
 - Collected nearly \$2.1 million in payments online (over 91,000 payments)
 - Over 2600 permits were applied for and issued through our web site
- **Code Enforcement:**
 - Parking Enforcement – Processed 190 thousand Summons (over 9.5 million in revenue) and nearly 4900 towed vehicles (approx. 480 thousand in revenue)
 - Inspection & Permits – Over 34 thousand housing inspections were processed and over 23 thousand permits were processed.
 - Business Licenses – Processed over 27 thousand licenses.
 - Over 6500 summons were processed for other misc. code violations
- **User Services:**
 - We processed 805 requests for software installs and 243 requests for hardware installs
 - We serviced over 1100 other requests for reports and software modifications
 - We handled over 2300 trouble calls at our help desk
- **Network Services:**
 - Our network averaged 96.3 % up time
 - Handled 187 requests for email accounts and VPN services
 - Handled over 700 email related service calls
 - Handled over 200 calls for spy-ware, ad-ware & virus cleanup
 - Handled over 550 service calls for password changes & network permission

CITY OF BUFFALO
CITY OF BUFFALO - GENERAL FUND
RECOMMENDED BUDGET 2006-2007

	2001-2002 ACTUAL AMOUNT	2002-2003 ACTUAL AMOUNT	2003-2004 ACTUAL AMOUNT	2004-2005 ACTUAL AMOUNT	2005-2006 ADOPTED BUDGET	2006-2007 MAYOR'S RECOMMENDED

08 MANAGEMENT INFORMATION SYSTEMS						

DATA PROCESSING						

10871001 MANAGEMENT INFORM SYSTEMS						

411001 ANNUAL SALARY	1,271,046.53	1,258,386.28	1,292,954.46	1,286,047.35	1,271,179.00	1,350,566.00
412002 HOURLY SALARY	.00	.00	.00	.00	.00	.00
413001 OVERTIME	42,891.61	36,000.86	32,175.84	35,195.57	36,000.00	50,000.00
413003 ACTING TIME	1,416.45	5,232.92	.01	1,265.15	.00	.00
413004 SHIFT DIFFERENTIAL	1,296.59	1,578.70	1,526.11	1,495.56	1,512.00	1,512.00
414001 LONGEVITY	27,340.00	28,081.95	26,615.00	28,291.93	25,640.00	24,075.00
414004 IN LIEU OF SUMMER HOURS	1,231.78	2,202.60	2,209.53	2,233.94	2,233.94	2,235.00
414007 PERFECT ATTENDANCE INCENTIVE	10,170.09	11,046.45	10,344.88	9,793.15	10,550.00	9,800.00
415001 AUTOMOBILE ALLOWANCE	342.00	402.00	492.00	357.60	408.00	420.00
TOTAL 10871001 MANAGEMENT INFORM SYSTEMS	1,355,735.05	1,342,931.76	1,366,317.83	1,364,680.25	1,347,522.94	1,438,608.00

10871004 MANAGEMENT INFORM SYSTEMS						

458001 TRANSPORTATION	254.00	683.00	178.50	430.36	500.00	1,100.00
458002 MEALS & LODGING	.00	1,195.53	569.70	887.32	600.00	1,400.00
458003 REGISTRATION & MEMBERSHIP FE	2,725.00	2,310.00	10,025.00	10,194.00	7,000.00	8,750.00
490000 FREEZE FUNDS	.00	.00	.00	.00	.00	.00
TOTAL 10871004 MANAGEMENT INFORM SYSTEMS	2,979.00	4,188.53	10,773.20	11,511.68	8,100.00	11,250.00

10871005 MANAGEMENT INFORM SYSTEMS						

461001 OFFICE SUPPLIES	16,417.85	12,076.72	12,267.68	5,366.47	12,197.00	14,163.00
461002 CONTRACT VENDOR SUPPLIES	67.92	.00	.00	.00	.00	.00
467000 MISCELLANEOUS SUPPLIES	.00	4,600.00	6,614.73	812.37	500.00	800.00
TOTAL 10871005 MANAGEMENT INFORM SYSTEMS	16,485.77	16,676.72	18,882.41	6,178.84	12,697.00	14,963.00

10871006 MANAGEMENT INFORM SYSTEMS						

432004 ENGINEER & TECHNICAL SERVICE	387,733.87	182,358.50	130,746.50	148,777.05	181,000.00	156,000.00
443301 MACHINERY & EQUIP REPAIRS	965.29	880.00	1,607.50	2,226.00	502.00	2,200.00

CITY OF BUFFALO
 CITY OF BUFFALO - GENERAL FUND
 RECOMMENDED BUDGET 2006-2007

	2001-2002 ACTUAL AMOUNT	2002-2003 ACTUAL AMOUNT	2003-2004 ACTUAL AMOUNT	2004-2005 ACTUAL AMOUNT	2005-2006 ADOPTED BUDGET	2006-2007 MAYOR'S RECOMMENDED
443400 EQUIP MAINTENANCE CONTRACTS	406,648.82	385,298.76	334,715.24	393,937.95	495,902.00	573,820.00
444101 RENTAL LAND & BUILDINGS	.00	1,300.00	6,516.27	7,491.98	8,000.00	9,156.00
444202 LEASE EQUIPMENT & VEHICLES	369,540.56	311,277.70	257,341.04	271,016.12	278,001.40	270,677.40
455100 INTERNAL PRINT SHOP	.00	.00	27.00	.00	.00	.00
TOTAL 10871006 MANAGEMENT INFORM SYSTEMS	1,164,888.54	881,114.96	730,953.55	823,449.10	963,405.40	1,011,853.40
10871007 MANAGEMENT INFORM SYSTEMS						
474100 EQUIPMENT	193,255.59	184,600.00	359,162.38	212,358.22	129,650.00	250,934.00
490000 FREEZE FUNDS	.00	.00	.00	.00	.00	.00
TOTAL 10871007 MANAGEMENT INFORM SYSTEMS	193,255.59	184,600.00	359,162.38	212,358.22	129,650.00	250,934.00
TOTAL DATA PROCESSING	2,733,343.95	2,429,511.97	2,486,089.37	2,418,178.09	2,461,375.34	2,727,608.40
TOTAL 08 MANAGEMENT INFORMATION SYSTEMS	2,733,343.95	2,429,511.97	2,486,089.37	2,418,178.09	2,461,375.34	2,727,608.40

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CITY OF BUFFALO
MAYOR RECBUDGET REQUESTS

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BUDGET PROJECTION 20607 City of Buffalo Budget Projection

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR REC	PERCENT CHANGE
10871001411001		MGMTINF PS ANNUAL SAL 1000-08-1071-0000-1-00-0-40-411-001-	.00	1,194,771.00	1,350,566.00	.00
		DATA PROCESSING EQUIPMENT OPER STEP 5	1.00	32,281.00	32,281.00	
		SR DATA PROCESSING EQUIP OPER STEP 5	4.00	35,063.00	140,252.00	
		COMPUTER OPERATOR TWO AT STEP 5	1.00	38,278.00	38,278.00	
		COMPUTER OPERATOR STEP 4	1.00	36,887.00	36,887.00	
		COMPUTER OPERATOR ONE AT STEP 1	1.00	32,731.00	32,731.00	
		SR OPERATION COMMUNICATION COO STEP 5	2.00	38,278.00	76,556.00	
		COORDINATOR OFFICE AUTOMATION STEP 5	1.00	41,150.00	41,150.00	
		COMPUTER SHIFT SUPERVISOR STEP 5	2.00	41,150.00	82,300.00	
		COMPUTER PROGRAMMER STEP 1	1.00	38,358.00	38,358.00	
		COMPUTER PROGRAMMER STEP 5	1.00	44,779.00	44,779.00	
		SYSTEMS ANALYST STEP 2	1.00	42,964.00	42,964.00	
		SYSTEMS ANALYST STEP 5	2.00	48,566.00	97,132.00	
		SYSTEMS ANALYST STEP 3	1.00	44,830.00	44,830.00	
		SYSTEM SUPPORT ANALYST STEP 5	1.00	48,566.00	48,566.00	
		SYSTEM SUPPORT SPECIALIST STEP 5	1.00	51,200.00	51,200.00	
		SUPERVISOR DATA PROC OPERATION STEP 5	2.00	54,221.00	108,442.00	
		SYSTEMS ADMINISTRATOR STEP 5	5.00	50,672.00	253,360.00	
		DATA BASE ADMINISTRATOR FOR PETER BARONE ONLY	.00	50,672.00	.00	
		SUPERVISOR SYSTEMS PROGRAMMING NOT FUNDED- RAJ MEHTA ONLY	.00	59,889.00	.00	
		DIRECTOR OF DATA PROCESSING STEP 5	1.00	66,095.00	66,095.00	
		COMMISSIONER OF MIS STEP 5	1.00	74,405.00	74,405.00	
		BUDGET CEILING:			.00	
		TOTALS:	.00	1,194,771.00	1,350,566.00	.00