

## COMMON COUNCIL

LEGISLATIVE	FUNCTION	1002
APPROPRIATIONS	\$	681,080
FRINGES	\$	217,956
TOTAL APPROPRIATIONS	\$	<u>899,036</u>
REVENUE	\$	-
NET	\$	<u><u>(899,036)</u></u>

**DEPARTMENT OF COMMON COUNCIL & LEGISLATIVE**

Division#01-002-1014

**GOALS**

1. To carry out the powers and duties as set forth in the City Charter in such a fashion as to insure good government and good order of the City, the protection of persons and property therein and the preservation of the health and welfare of the citizens of the City of Buffalo, NY

**ACTIVITIES**

**Common Council**

1. Exercise governance of the City of Buffalo as a legislative body.
2. Enact laws, ordinances, rules and regulations for the common good of City residents and businesses.
3. Adopt the City's annual Operating, Capital and Grant budgets.
4. Authorizes the borrowing of funds as required by enabling statute.
5. Confirm the appointment of Local Officials as required by City Charter.
6. Fix the salary and compensation of every officer and employee of the City.
7. Investigate and inquire into all matters brought before the Common Council to include administering oaths and compelling testimony.
8. Holds public hearings as required by law.

**Legislative**

1. Provide technical, clerical and administrative support to the Common Council and individually to its members.
2. Provide staff assistance for all regularly scheduled or specially called public meetings and hearings.
3. Prepare resolutions, rules and regulations for enactment by the Common Council.
4. Assist with the investigation and review of items and issues brought before the Common Council.

**WORK PROGRAM STATISTICS**

	Actual 2006-2007	Estimate 2007-2008	Estimate 2008-2009
Regular Council Meetings	24	24	24
Regular Committee Meetings	120	120	120
Special Council Meetings	8	8	8
Special Committee Meetings	25	25	40
Rezoning-requested	2	3	1
-approved	2	3	1
Use Permits – submitted	50	50	58
-approved	45	45	42
District Council Members	9	9	9
Staff-man years	36	36	na

CITY OF BUFFALO  
CITY OF BUFFALO - GENERAL FUND  
2008-2009 ADOPTED BUDGET

	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
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1000 GENERAL FUND						
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01 COMMON COUNCIL						
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1002 LEGISLATIVE						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	367,946.29	364,543.83	368,768.00	368,768.00	341,211.36	388,794.00
412002 HOURLY SALARY	128,166.99	142,631.62	153,000.00	193,037.01	176,389.41	179,877.00
413001 OVERTIME	.00	.00	.00	.00	.00	.00
414001 LONGEVITY	3,300.00	3,300.00	3,300.00	3,300.00	2,825.00	2,825.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	499,413.28	510,475.45	525,068.00	565,105.01	520,425.77	571,496.00
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TRAVEL						
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458001 TRANSPORTATION	9.00	1,211.39	.00	.00	.00	1,000.00
458002 MEALS & LODGING	.00	1,083.22	.00	.00	.00	2,000.00
458003 REGISTRATION & MEMBERSHIP FE	60.00	100.00	200.00	200.00	.00	2,300.00
TOTAL TRAVEL	69.00	2,394.61	200.00	200.00	.00	5,300.00
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SUPPLIES						
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461001 OFFICE SUPPLIES	4,183.81	3,609.03	5,000.00	5,000.00	4,978.29	5,000.00
461002 CONTRACT VENDOR SUPPLIES	9,768.38	7,885.76	13,000.00	13,000.00	12,659.18	13,000.00
461003 PRINTING DUPLICATING SUPPLIE	.00	.00	.00	.00	.00	.00
461005 PHOTO & DRAFTING SUPPLIES	.00	.00	.00	.00	.00	.00
461400 POSTAGE	.37	66.15	200.00	200.00	.00	200.00
464000 PERIODICALS	.00	.00	500.00	500.00	27.91	500.00
466000 BUILDING SUPPLIES	36.91	19.95	693.00	693.00	95.34	500.00
467000 MISCELLANEOUS SUPPLIES	76.90	80.00	2,930.00	2,930.00	.00	2,500.00
TOTAL SUPPLIES	14,066.37	11,660.89	22,323.00	22,323.00	17,760.72	21,700.00
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SERVICES						
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432004 ENGINEER & TECHNICAL SERVICE	69,180.40	31,030.00	24,000.00	17,048.50	5,525.00	24,000.00
443200 BUILDING ALTERATIONS & REPAI	3,315.00	319.40	850.00	9,300.00	5,664.00	850.00

CITY OF BUFFALO  
CITY OF BUFFALO - GENERAL FUND  
2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
443301 MACHINERY & EQUIP REPAIRS	.00	50.00	1,540.00	1,540.00	150.00	1,000.00
443400 EQUIP MAINTENANCE CONTRACTS	751.25	430.00	1,475.00	1,475.00	.00	1,000.00
444201 RENTAL EQUIPMENT & VEHICLES	23,712.40	17,498.04	21,892.00	24,834.44	14,900.44	25,684.00
454000 ADVERTISING	28.63	.00	.00	.00	.00	.00
455000 PRINTING & BINDING	1,250.05	1,576.35	8,850.00	8,850.00	3,882.50	7,000.00
455100 INTERNAL PRINT SHOP	5,000.00	5,900.00	6,000.00	6,000.00	2,500.00	6,000.00
480000 OTHER SERVICES	3,011.18	844.63	4,050.00	4,482.06	3,669.49	4,050.00
TOTAL SERVICES	106,248.91	57,648.42	68,657.00	73,530.00	36,291.43	69,584.00
CAPITAL OUTLAY						
474100 EQUIPMENT	9,666.73	8,499.57	13,000.00	13,000.00	8,792.26	13,000.00
TOTAL CAPITAL OUTLAY	9,666.73	8,499.57	13,000.00	13,000.00	8,792.26	13,000.00
TOTAL 1002 LEGISLATIVE	629,464.29	590,678.94	629,248.00	674,158.01	583,270.18	681,080.00
TOTAL 01 COMMON COUNCIL	629,464.29	590,678.94	629,248.00	674,158.01	583,270.18	681,080.00
TOTAL 1000 GENERAL FUND	629,464.29	590,678.94	629,248.00	674,158.01	583,270.18	681,080.00

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CITY OF BUFFALO  
ADOPTED BUDGET REQUESTS

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BUDGET PROJECTION 20809 CITY OF BUFFALO BUDGET REQUESTS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	ADOPTED	PERCENT CHANGE
10102001411001		LEGISL PS ANNUAL SAL	.00	.00	388,794.00	.00
	1000-01-1002-0000-1-00-0-40-411-001-	CHIEF OF STAFF COMMON COUNCIL	1.00	69,500.00	69,500.00	
		GRADE I114 AT 5TH STEP PAJAK				
		SR LEG ASSIST IV	1.00	50,645.00	50,645.00	
		GRADE I119 AT 5TH STEP LINDNER				
		SR LEGIS ASST COMMON COUNCIL	6.00	39,003.00	234,018.00	
		GRADE I17 AT 5TH STEP				
		HICKS, JASKULA, LICATA, ROSADO, RUSHTON, BRAY				
		LEGISLATIVE AIDE COUNCILMEMBER	.00	30,258.00	.00	
		LEGISLATIVE ASSISTANT COMMON COUNCI	1.00	34,631.00	34,631.00	
		PRIVATEER				
		BUDGET CEILING:			.00	
		TOTALS:	.00	.00	388,794.00	.00

## COMMON COUNCIL

### 9 COUNCILMEMBERS

### FUNCTION 1003-1014

APPROPRIATIONS	\$	1,195,128
FRINGES	\$	595,155
TOTAL APPROPRIATIONS	\$	<u>1,790,283</u>
REVENUE	\$	-
NET	\$	<u><u>(1,790,283)</u></u>

CITY OF BUFFALO  
 CITY OF BUFFALO - GENERAL FUND  
 2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
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01 COMMON COUNCIL						
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1003 COUNCILMEMBER TWO						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	116,686.71	117,406.61	117,889.00	144,647.00	145,496.63	155,892.00
414001 LONGEVITY	.00	.00	400.00	400.00	.00	800.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	116,686.71	117,406.61	118,289.00	145,047.00	145,496.63	156,692.00
TRAVEL						
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458001 TRANSPORTATION	.00	.00	.00	.00	.00	.00
458002 MEALS & LODGING	.00	.00	.00	.00	.00	.00
TOTAL TRAVEL	.00	.00	.00	.00	.00	.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1003 COUNCILMEMBER TWO	116,686.71	117,406.61	118,689.00	145,447.00	145,496.63	156,692.00
1004 COUNCILMEMBER THREE						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	126,634.08	121,501.98	125,634.00	120,434.00	119,922.52	130,757.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	126,634.08	121,501.98	125,634.00	120,434.00	119,922.52	130,757.00
TRAVEL						
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CITY OF BUFFALO  
CITY OF BUFFALO - GENERAL FUND  
2008-2009 ADOPTED BUDGET

	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
1000 GENERAL FUND						
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458003 REGISTRATION & MEMBERSHIP FE	.00	.00	.00	.00	.00	.00
TOTAL TRAVEL	.00	.00	.00	.00	.00	.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1004 COUNCILMEMBER THREE	126,634.08	121,501.98	126,034.00	120,834.00	119,922.52	130,757.00
1005 COUNCILMEMBER 4						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	99,369.26	114,533.19	125,634.00	126,134.00	112,355.93	131,757.00
414001 LONGEVITY	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	99,369.26	114,533.19	125,634.00	126,134.00	112,355.93	131,757.00
TRAVEL						
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458001 TRANSPORTATION	.00	.00	.00	.00	.00	.00
458002 MEALS & LODGING	.00	.00	.00	.00	.00	.00
458003 REGISTRATION & MEMBERSHIP FE	.00	.00	.00	.00	.00	.00
TOTAL TRAVEL	.00	.00	.00	.00	.00	.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1005 COUNCILMEMBER 4	99,369.26	114,533.19	126,034.00	126,534.00	112,355.93	131,757.00
1006 COUNCILMEMBER 5						
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PERSONAL SERVICES						
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CITY OF BUFFALO  
 CITY OF BUFFALO - GENERAL FUND  
 2008-2009 ADOPTED BUDGET

	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
1000 GENERAL FUND						
411001 ANNUAL SALARY	.00	.00	.00	.00	.00	.00
414001 LONGEVITY	.00	.00	.00	.00	.00	.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	.00
TOTAL 1006 COUNCILMEMBER 5	.00	.00	.00	.00	.00	.00
1007 COUNCILMEMBER 6						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	119,607.82	122,261.10	122,261.00	124,261.00	119,117.07	126,261.00
414001 LONGEVITY	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	121,307.82	123,961.10	123,961.00	125,961.00	120,817.07	127,961.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1007 COUNCILMEMBER 6	121,307.82	123,961.10	124,361.00	126,361.00	120,817.07	127,961.00
1008 COUNCILMEMBER 7						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	.00	.00	.00	.00	.00	.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	.00	.00	.00	.00
TOTAL SERVICES	.00	.00	.00	.00	.00	.00
TOTAL 1008 COUNCILMEMBER 7	.00	.00	.00	.00	.00	.00
1009 COUNCILMEMBER 8						
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CITY OF BUFFALO  
 CITY OF BUFFALO - GENERAL FUND  
 2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	122,261.02	120,911.40	122,262.00	125,662.00	125,143.82	126,634.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	122,261.02	120,911.40	122,262.00	125,662.00	125,143.82	126,634.00
TRAVEL						
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458001 TRANSPORTATION	717.65	947.50	.00	457.34	457.34	.00
458002 MEALS & LODGING	507.97	1,278.99	.00	305.65	305.65	.00
TOTAL TRAVEL	1,225.62	2,226.49	.00	762.99	762.99	.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1009 COUNCILMEMBER 8	123,486.64	123,137.89	122,662.00	126,824.99	125,906.81	126,634.00
1010 COUNCILMEMBER 9						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	131,262.12	131,262.04	131,262.00	131,262.00	130,674.20	135,634.00
414001 LONGEVITY	.00	400.00	725.00	725.00	400.00	400.00
TOTAL PERSONAL SERVICES	131,262.12	131,662.04	131,987.00	131,987.00	131,074.20	136,034.00
TRAVEL						
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458001 TRANSPORTATION	319.50	.00	.00	.00	.00	.00
458002 MEALS & LODGING	523.41	.00	.00	.00	.00	.00
TOTAL TRAVEL	842.91	.00	.00	.00	.00	.00
SERVICES						
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CITY OF BUFFALO  
 CITY OF BUFFALO - GENERAL FUND  
 2008-2009 ADOPTED BUDGET

	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
1000 GENERAL FUND						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1010 COUNCILMEMBER 9	132,105.03	131,662.04	132,387.00	132,387.00	131,074.20	136,034.00
1011 COUNCILMEMBER 10						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	121,408.79	135,757.18	135,757.00	132,947.00	130,142.87	140,020.00
414001 LONGEVITY	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	121,408.79	135,757.18	135,757.00	132,947.00	130,142.87	140,020.00
TRAVEL						
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458001 TRANSPORTATION	455.87	.00	.00	300.00	91.90	.00
458002 MEALS & LODGING	.00	.00	.00	500.00	379.65	.00
TOTAL TRAVEL	455.87	.00	.00	800.00	471.55	.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1011 COUNCILMEMBER 10	121,864.66	135,757.18	136,157.00	134,147.00	130,614.42	140,020.00
1012 COUNCILMEMBER 11						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	117,179.91	100,410.03	114,066.00	111,566.00	111,492.72	127,384.00
414001 LONGEVITY	.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	117,179.91	100,410.03	114,066.00	111,566.00	111,492.72	127,384.00
SERVICES						
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CITY OF BUFFALO  
 CITY OF BUFFALO - GENERAL FUND  
 2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1012 COUNCILMEMBER 11	117,179.91	100,410.03	114,466.00	111,966.00	111,492.72	127,384.00
1014 COUNCILMEMBER 13						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	121,598.63	117,369.76	117,889.00	120,398.00	119,749.51	117,889.00
TOTAL PERSONAL SERVICES	121,598.63	117,369.76	117,889.00	120,398.00	119,749.51	117,889.00
SERVICES						
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455100 INTERNAL PRINT SHOP	.00	.00	400.00	400.00	.00	.00
TOTAL SERVICES	.00	.00	400.00	400.00	.00	.00
TOTAL 1014 COUNCILMEMBER 13	121,598.63	117,369.76	118,289.00	120,798.00	119,749.51	117,889.00
TOTAL 01 COMMON COUNCIL	1,080,232.74	1,085,739.78	1,119,079.00	1,145,298.99	1,117,429.81	1,195,128.00
TOTAL	1,080,232.74	1,085,739.78	1,119,079.00	1,145,298.99	1,117,429.81	1,195,128.00
1000 GENERAL FUND						

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CITY OF BUFFALO  
ADOPTEDBUDGET REQUESTS

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BUDGET PROJECTION 20809 CITY OF BUFFALO BUDGET REQUESTS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	ADOPTED	PERCENT CHANGE
10103001411001		COUNCL2 PS ANNUAL SAL	.00	.00	155,892.00	.00
	1000-01-1003-0000-1-00-0-40-411-001-	LEGISLATIVE ASST COUNCILMEMBER	1.00	34,631.00	34,631.00	
		GRADE I13 AT 5TH STEP				
		GERMAN				
		LEGISLATIVE AIDE COUNCILMEMBER	1.00	30,258.00	30,258.00	
		GRADE 007 AT 5TH STEP				
		LORENZO, MORRISROE				
		COUNCILMEMBER # 2 ELLICOTT	1.00	52,000.00	52,000.00	
		DAVIS				
		SR. LEGISLATIVE ASSISTANT	1.00	39,003.00	39,003.00	
10104001411001		COUNCL3 PS ANNUAL SAL	.00	.00	130,757.00	.00
	1000-01-1004-0000-1-00-0-40-411-001-	SR LEGIS ASST COMMON COUNCIL	.00	39,003.00	.00	
		GRADE I17 AT 5TH STEP				
		FORD				
		LEGISLATIVE ASST COUNCILMEMBER	1.00	34,631.00	34,631.00	
		GRADE I13 AT 5TH STEP				
		EUBANKS				
		COUNCILMEMBER #3	1.00	52,000.00	52,000.00	
		GRADE H01 AT 5TH STEP				
		SMITH				
		ASSISTANT LEGISLATIVE AIDES	2.00	22,063.00	44,126.00	
10105001411001		COUNCL4 PS ANNUAL SAL	.00	.00	131,757.00	.00
	1000-01-1005-0000-1-00-0-40-411-001-	COUNCILMEMBER #4 COMMUNITY DEVELOPMENT	1.00	53,000.00	53,000.00	
		CHAIRPERSON				
		GRADE H01 AT 5TH STEP				
		LOCURTO				
		LEGISLATIVE ASST COUNCILMEMBER	1.00	34,631.00	34,631.00	
		GRADE I13 AT 5TH STEP				
		HAMM				
		ASSISTANT LEGISLATIVE AIDES	2.00	22,063.00	44,126.00	
		SANDERS				
10106001411001		COUNCL5 PS ANNUAL SAL	1.00	.00	.00	-100.00
	1000-01-1006-0000-1-00-0-40-411-001-	NO REQUEST FOR THESE LINES DUE TO	.00	.00	.00	
		COUNCIL DOWNSIZING-LOCAL LAW #12 (2002)				
10107001411001		COUNCL6 PS ANNUAL SAL	.00	.00	126,261.00	.00
	1000-01-1007-0000-1-00-0-40-411-001-	CHAIRMAN LEGISLATION COMMITTEE	.00	.00	.00	
		GRADE H02 AT 5TH STEP				
		SR LEGIS ASST COMMON COUNCIL	1.00	39,003.00	39,003.00	
		GRADE I17 AT 5TH STEP				
		WALDEN-KENNEDY				
		LEGISLATIVE AIDE COUNCILMEMBER	1.00	30,258.00	30,258.00	
		GRADE 007 AT 5TH STEP				
		BOLLMAN				

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CITY OF BUFFALO  
ADOPTED BUDGET REQUESTS

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BUDGET PROJECTION 20809 CITY OF BUFFALO BUDGET REQUESTS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	ADOPTED	PERCENT CHANGE
		MAJORITY LEADER CM# 6 FONTANA	1.00	57,000.00	57,000.00	
10108001411001		COUNCL7 PS ANNUAL SAL 1000-01-1008-0000-1-00-0-40-411-001- NO REQUEST FOR THESE LINES DUE TO COUNCIL DOWNSIZING LOCAL LAW #12 (2002)	1.00 .00	.00 .00	.00 .00	-100.00
10109001411001		COUNCL8 PS ANNUAL SAL 1000-01-1009-0000-1-00-0-40-411-001- CHAIRMAN CIVIL SERVICE COMMITTEE GRADE H02 AT 5TH STEP RUSSELL LEGIS ASST COMMON COUNCIL GRADE I13 AT 5TH STEP PENNINGTON SENIOR LEGISLATIVE ASSISTANT TO COUNCILMEMBER MUNSON	.00 1.00 1.00 1.00 1.00	.00 53,000.00 34,631.00 39,003.00	126,634.00 53,000.00 34,631.00 39,003.00	.00
10110001411001		COUNCL9 PS ANNUAL SAL 1000-01-1010-0000-1-00-0-40-411-001- COUNCIL PRESIDENT CM# 9 GRADE H11 AT 5TH STEP FRANCZYK LEGISLATIVE ASST COUNCILMEMBER GRADE I13 AT 5TH STEP BAJ SENIOR LEGISLATIVE ASSISTANT TO COUNCILMEMBER KUZMA	.00 1.00 1.00 1.00 1.00	.00 62,000.00 34,631.00 39,003.00	135,634.00 62,000.00 34,631.00 39,003.00	.00
10111001411001		COUNCL10 PS ANNUAL SAL 1000-01-1011-0000-1-00-0-40-411-001- These rates reflect Control Board's freeze of longevity rates. ASSISTANT LEGISLATIVE AIDE GRADE I102 AT 5TH STEP GAUTHIER LAUBENSTEIN CHAIRMAN CLAIMS COMMITTEE COUNCILMEMBER # 10 RIVERA SENIOR LEGISLATIVE ASSISTANT TO COUNCILMEMBER CRISPELL ASSISTANT LEGISLATIVE AIDE II	.00 1.00 1.00 1.00 1.00 1.00	.00 22,063.00 53,000.00 39,003.00 25,954.00	140,020.00 22,063.00 53,000.00 39,003.00 25,954.00	.00

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CITY OF BUFFALO  
ADOPTED BUDGET REQUESTS

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BUDGET PROJECTION 20809 CITY OF BUFFALO BUDGET REQUESTS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	ADOPTED	PERCENT CHANGE
10112001411001		COUNCL11 PS ANNUAL SAL	.00	.00	127,384.00	.00
	1000-01-1012-0000-1-00-0-40-411-001-	CHAIRMAN FINANCE COMMITTEE	1.00	53,000.00	53,000.00	
		GRADE H01 AT 5TH STEP				
		KEARNS				
		SR LEGIS ASST COMMON COUNCIL	.00	.00	.00	
		GRADE I17 AT 5TH STEP				
		ASSISTANT LEGISLATIVE AIDE	2.00	22,063.00	44,126.00	
		GRADE I102 AT 5TH STEP				
		LEGILATIVE AIDE TO COUNCILMEMBER	1.00	30,258.00	30,258.00	
		MURPHY				
10113001411001		COUNCL12 PS ANNUAL SAL	1.00	.00	.00	-100.00
	1000-01-1013-0000-1-00-0-40-411-001-	NO REQUEST FOR THESE LINES DUE TO	.00	.00	.00	
		COUNCIL DOWNSIZING PER LOCAL LAW #12				
		(2002)				
10114001411001		COUNCL13 PS ANNUAL SAL	.00	.00	117,889.00	.00
	1000-01-1014-0000-1-00-0-40-411-001-	LEGISLATIVE ASST COUNCILMEMBER	1.00	34,631.00	34,631.00	
		GRADE I13 AT 5TH STEP				
		BATTEL				
		COMMUNITY DEVELOPMENT CHAIRMAN	.00	.00	.00	
		GRADE H02 AT5TH STEP				
		LEGISLATIVE AIDE COUNCILMEMBER	1.00	30,258.00	30,258.00	
		COZZA				
		LEGISLATION COMMITTEE CHAIR CM# 13	1.00	53,000.00	53,000.00	
		GOLOMBEK				
		BUDGET CEILING:			3.00	
		TOTALS:	3.00	.00	1,192,228.00	.00

## COMMON COUNCIL

CITY CLERK	FUNCTION	1020
APPROPRIATIONS	\$	2,023,656
FRINGES	\$	250,042
TOTAL APPROPRIATIONS	\$	<u>2,273,698</u>
REVENUE	\$	<u>278,880</u>
NET	\$	<u><u>(1,994,818)</u></u>

DEPARTMENT OF COMMON COUNCIL

Division of City Clerk

Division#-02-1020

GOALS

1. To carry out the powers and duties as set forth in the City Charter in such a manner as to insure good government and order in the City.
2. To assist the elected officials in carrying out their duties.
3. To be available to the general public in assisting them in obtaining information or aid through City government or agencies administered by same.
4. To record accurately and file all certificates of birth, fetal deaths and deaths occurring within the City, except those deaths at Buffalo State Hospital and the VA Hospital.
5. To issue copies of these records to all appropriate requesters.
6. Performs duties as Records Management Officer of the City of Buffalo.

ACTIVITIES

1. Prepare, certify and maintain a journal of the proceedings of the Common Council and publish it in the manner prescribed by ordinance.
2. Record every ordinance enacted by the Common Council.
3. Record every Local Law and notify the State Comptroller and the Secretary of State of changes in the Charter of the City of Buffalo.
4. Notify the Commissioner of the Board of Elections if a local law is subject to referendum.
5. Give notice in writing to every officer of his election or appointment and of the amount of the official bond or undertaking required.
6. Publish all notices, advertising matters or proceedings required by ordinance or law.
7. Issue marriage licenses and keep permanent records thereof.
8. Record on microfilm copies of all records pertaining to the issuing of marriage licenses before original records are forwarded to Albany.
9. Prepare statements and forms pertaining to monies due the State of New York collected in the issuing of marriage licenses.
10. File disclosure statements per Chapter VIII, Sec. 90 - Code of Ethics.
11. Administer the local 25 - year pension plan of retired policemen and firemen.
12. Check billings sent from health care providers pertaining to the retirees and add or delete as necessary.
13. Issue dog licenses. Enter information pertaining to original licenses and renewals on the computer records.
14. Prepare statements and forms pertaining to the monies due the County of Erie and the State of New York collected in the issuing of dog licenses.
15. Clerk of the Zoning Board of Appeals and Pension Board.

16. Clerk of the Board of Review.
17. Records all hazardous conditions reported to the City Clerk in proper manner and notifies the appropriate departments.
18. Perform such other duties as conferred upon it by the provisions of general law or as directed by the Common Council.
19. Make available to the general public the publications of the Charter and the Ordinances of the City of Buffalo and all changes therein.
20. Photograph and index original death, fetal deaths and births.
21. Ascertain correctness of all certificates received.
22. Testify as to validity of birth and death documents when summoned to court.
23. Collect and compile birth, death and fetal death statistics for the U.S. Center for Disease Control.
24. Prepare new birth certificates in cases of subsequent marriage of unwed parents, adoptions, and adjudication of parentage; removal of old certificates.
25. Issue certified copies of certificates to citizens and to public agencies for official purposes.
26. Issue burial permits as required by law.
27. Supply parents with birth certificates for the newborn.
28. Supply newspapers, law journals, with lists of births and Marriage Licenses Issued
29. Provide information to the public on obtaining and/or correcting birth and death certificates.
30. Operates and maintains a City inactive records center.
31. Performs marriage ceremonies.

**WORK PROGRAM STATISTICS**

	Actual 2006-2007	Estimate 2007-2008	Estimate 2008-2009
Marriage ceremonies performed	410	415	340
Marriage licenses issued	1700	1750	1780
Marriage certificates issued	3700	3725	3800
Dog Licenses issued	12500	12500	11215
Pension checks mailed monthly	12	11	9
New Ordinances recorded	20	25	27
Publications: Notices of Public Hearing	50	55	50
Rezoning Permits	2	3	1
Local Laws	15	15	9
Use Permits	25	25	37
Use Permits (No Public Hearing)	25	25	30

Maintenance of inactive records (cu. ft.)	65000	65000	75000
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<b>Personal Service-Man Years</b>	<b>17</b>	<b>17</b>	<b>Na</b>
<b>Corrections, Birth Records</b>	<b>8000</b>	<b>8000</b>	<b>900</b>
<b>Corrections, Death Records</b>	<b>900</b>	<b>950</b>	<b>450</b>
<b>Births Recorded</b>	<b>9000</b>	<b>8000</b>	<b>9000</b>
<b>Burial Permits issued</b>	<b>4200</b>	<b>4430</b>	<b>5000</b>
<b>Deaths recorded</b>	<b>4200</b>	<b>4430</b>	<b>4500</b>
<b>Fetal Births filed</b>	<b>4900</b>	<b>4900</b>	<b>3500</b>
<b>Acknowledgement of Paternity Recorded</b>	<b>65000</b>	<b>70000</b>	<b>7000</b>
<b>Free copies birth-Bd. Of Education (school), Military Other Gov't. Agencies</b>	<b>5000</b>	<b>4500</b>	<b>3500</b>
<b>Revenue Producing Copies:</b>			
<b>Birth</b>	<b>37000</b>	<b>37000</b>	<b>45000</b>
<b>Death</b>	<b>24000</b>	<b>24000</b>	<b>23700</b>
<b>Searches-genealogy</b>	<b>5000</b>	<b>5000</b>	<b>5100</b>
<b>Telephone Requests</b>			<b>39000</b>

CITY OF BUFFALO  
CITY OF BUFFALO - GENERAL FUND  
2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
-----						
02 CITY CLERK						
-----						
1020 CITY CLERK ADMINISTRATIVE SERV						
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PERSONAL SERVICES						
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411001 ANNUAL SALARY	437,023.51	436,285.43	480,828.04	473,828.04	409,216.86	485,377.00
412002 HOURLY SALARY	91,738.25	125,552.18	137,000.00	145,621.00	136,154.50	160,000.00
413001 OVERTIME	636.52	7,961.22	5,000.00	5,000.00	2,866.15	5,000.00
413003 ACTING TIME	2,593.12	3,095.63	5,000.00	5,000.00	2,119.36	4,000.00
414001 LONGEVITY	7,350.00	8,435.20	7,350.00	7,350.00	6,160.00	7,285.00
414007 PERFECT ATTENDANCE INCENTIVE	2,818.19	2,810.00	2,355.00	2,355.00	.00	3,025.00
415001 AUTOMOBILE ALLOWANCE	.00	.00	.00	.00	.00	.00
415002 CLOTHING ALLOWANCE	.00	50.00	.00	.00	.00	50.00
TOTAL PERSONAL SERVICES	542,159.59	584,189.66	637,533.04	639,154.04	556,516.87	664,737.00
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TRAVEL						
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458001 TRANSPORTATION	.00	260.60	1,000.00	850.00	389.45	1,000.00
458002 MEALS & LODGING	.00	.00	1,000.00	1,000.00	707.11	500.00
458003 REGISTRATION & MEMBERSHIP FE	210.00	442.00	500.00	650.00	525.00	650.00
TOTAL TRAVEL	210.00	702.60	2,500.00	2,500.00	1,621.56	2,150.00
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SUPPLIES						
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461001 OFFICE SUPPLIES	956.41	7,412.39	10,000.00	10,007.77	9,752.24	13,400.00
461002 CONTRACT VENDOR SUPPLIES	1,796.50	974.34	7,000.00	5,500.00	5,173.10	4,000.00
461003 PRINTING DUPLICATING SUPPLIE	.00	.00	.00	.00	.00	.00
461005 PHOTO & DRAFTING SUPPLIES	.00	.00	.00	.00	.00	.00
461105 JANITORIAL SUPPLIES	69.00	19.53	.00	.00	.00	.00
461201 CLOTHING & UNIFORMS	360.89	378.65	630.00	2,230.00	1,440.50	700.00
461400 POSTAGE	2,375.03	2,678.98	2,500.00	2,612.94	2,512.94	1,500.00
464000 PERIODICALS	462.00	286.00	1,070.00	1,070.00	300.95	450.00
466000 BUILDING SUPPLIES	166.81	97.09	1,000.00	1,000.00	107.42	1,500.00
467000 MISCELLANEOUS SUPPLIES	307.05	1,477.79	2,250.00	2,150.00	1,244.36	1,500.00
TOTAL SUPPLIES	6,493.69	13,324.77	24,450.00	24,570.71	20,531.51	23,050.00
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SERVICES						
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CITY OF BUFFALO  
CITY OF BUFFALO - GENERAL FUND  
2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
432004 ENGINEER & TECHNICAL SERVICE	99,159.31	87,558.64	102,000.00	47,679.46	45,710.89	100,000.00
434000 OTHER CONTRACTUAL SERVICES	.00	.00	707,500.00	696,612.00	661,983.00	977,364.00
443301 MACHINERY & EQUIP REPAIRS	380.32	278.58	750.00	750.00	190.00	750.00
443302 VEHICLE BODY REPAIRS	.00	.00	2,000.00	2,000.00	.00	.00
443303 VEHICLE DRIVETRAIN REPAIRS	.00	.00	.00	.00	.00	.00
443400 EQUIP MAINTENANCE CONTRACTS	11,811.33	9,862.16	36,342.00	38,522.00	11,425.67	44,105.00
444201 RENTAL EQUIPMENT & VEHICLES	70,735.84	66,451.91	79,220.00	101,338.40	99,386.32	85,050.00
454000 ADVERTISING	16,760.39	17,807.91	20,000.00	20,686.50	18,686.50	20,000.00
455000 PRINTING & BINDING	8,442.81	10,093.97	10,000.00	10,000.00	8,473.50	13,050.00
480000 OTHER SERVICES	7,362.41	13,301.82	27,000.00	27,755.42	25,138.11	27,400.00
TOTAL SERVICES	214,652.41	205,354.99	984,812.00	945,343.78	870,993.99	1,267,719.00
CAPITAL OUTLAY						
474100 EQUIPMENT	17,580.97	13,613.36	112,000.00	97,006.12	84,314.77	66,000.00
474200 VEHICLES	.00	.00	.00	16,000.00	15,315.77	.00
TOTAL CAPITAL OUTLAY	17,580.97	13,613.36	112,000.00	113,006.12	99,630.54	66,000.00
TOTAL 1020 CITY CLERK ADMINISTRATIVE SERV	781,096.66	817,185.38	1,761,295.04	1,724,574.65	1,549,294.47	2,023,656.00
TOTAL 02 CITY CLERK	781,096.66	817,185.38	1,761,295.04	1,724,574.65	1,549,294.47	2,023,656.00
TOTAL	781,096.66	817,185.38	1,761,295.04	1,724,574.65	1,549,294.47	2,023,656.00
1000 GENERAL FUND						

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CITY OF BUFFALO  
ADOPTED BUDGET REQUESTS

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BUDGET PROJECTION 20809 CITY OF BUFFALO BUDGET REQUESTS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	ADOPTED	PERCENT CHANGE
10220001411001		CTYCLRK PS ANNUAL SAL	.00	.00	485,377.00	.00
	1000-02-1020-0000-1-00-0-40-411-001-	CITY CLERK	1.00	73,438.00	73,438.00	
		GRADE I106 AT 5TH STEP				
		DEPUTY CITY CLERK	1.00	48,076.00	48,076.00	
		GRADE I107 AT 5TH STEP				
		SENIOR COUNCIL CLERK	1.00	47,203.00	47,203.00	
		GRADE A66 AT 5TH STEP RUCINSKI				
		DEPUTY CITY CLERK VITAL STATS	1.00	48,076.00	48,076.00	
		GRADE I108 AT 5TH STEP				
		COUNCIL CLERK	2.00	.00	.00	
		GRADE A46 AT 5TH STEP				
		LABORER II	1.00	27,883.00	27,883.00	
		GRADE B25 AT 5TH STEP				
		GC96 SENIOR COUNCIL CLERK (G. CHWALINSKIONLY)	1.00	1.00	1.00	
		ASSISTANT LEGISLATIVE AIDE	2.00	22,063.00	44,126.00	
		GRADE I102 AT 5TH STEP				
		SR. COUNCIL CLERK -A66-STEP 4 LEHNER	1.00	45,544.00	45,544.00	
		ASSISTANT LEG AIDE II	2.00	25,954.00	51,908.00	
		CLERK STEP 4	1.00	27,174.00	27,174.00	
		ADMINISTRATIVE ASSISTANT 4TH STEP	1.00	37,317.00	37,317.00	
		LEGISLATIVE ASSISTANT TO THE CITY CLERK CASTRO	1.00	34,631.00	34,631.00	
10220001411001	22222	CTYCLRK D/P ALLOW PS ANNUAL SA	1.00	.00	.00	-100.00
	1000-02-1020-0000-1-00-0-40-411-001-22222					
		BUDGET CEILING:			1.00	
		TOTALS:	1.00	.00	485,377.00	.00

## COMMON COUNCIL

CITY CLERK RECORDS MANAGEMENT	FUNCTION	1021
APPROPRIATIONS		\$ 109,864
FRINGES		\$ 76,210
TOTAL APPROPRIATIONS		<u>\$ 186,074</u>
REVENUE		<u>\$ 12,300</u>
NET		<u><u>\$ (173,774)</u></u>

CITY OF BUFFALO  
 CITY OF BUFFALO - GENERAL FUND  
 2008-2009 ADOPTED BUDGET

1000 GENERAL FUND	2005-2006 ACTUAL AMOUNT	2006-2007 ACTUAL AMOUNT	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2007-2008 YEAR TO DATE 07/10/2008	2008-2009 ADOPTED BUDGET
-----						
1021 CITY CLERK RECORD MGT						
-----						
PERSONAL SERVICES						
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411001 ANNUAL SALARY	133,985.67	129,356.85	137,024.72	137,024.72	125,493.83	107,924.00
413001 OVERTIME	268.56	601.14	250.00	250.00	379.92	250.00
414001 LONGEVITY	520.00	920.00	520.00	520.00	2,740.00	1,690.00
415001 AUTOMOBILE ALLOWANCE	36.00	.00	.00	.00	.00	.00
TOTAL PERSONAL SERVICES	134,810.23	130,877.99	137,794.72	137,794.72	128,613.75	109,864.00
TOTAL 1021 CITY CLERK RECORD MGT	134,810.23	130,877.99	137,794.72	137,794.72	128,613.75	109,864.00
TOTAL 02 CITY CLERK	915,906.89	948,063.37	1,899,089.76	1,862,369.37	1,677,908.22	2,133,520.00
TOTAL 1000 GENERAL FUND	915,906.89	948,063.37	1,899,089.76	1,862,369.37	1,677,908.22	2,133,520.00

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CITY OF BUFFALO  
ADOPTED BUDGET REQUESTS

BUDGET PROJECTION 20809 CITY OF BUFFALO BUDGET REQUESTS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	ADOPTED	PERCENT CHANGE
10221001411001		RECORDS MANAGEMENT PS SALARY	.00	.00	107,924.00	.00
	1000-02-1021-0000-1-00-0-40-411-001-					
		LABORER II	2.00	27,883.00	55,766.00	
		GRADE B25 AT 5TH STEP				
		LABORER II	1.00	25,223.00	25,223.00	
		GRADE B25 AT 2ND STEP				
		LABORER II	1.00	26,935.00	26,935.00	
		GRADE B25 AT 4TH STEP				
		BUDGET CEILING:			.00	
		TOTALS:	.00	.00	107,924.00	.00