



DEPARTMENT OF POLICE

• • •

PUBLIC SAFETY

Division #20-1105

• • •

FLEET MAINTENANCE

Division #20-1122

• • •

BUILDING MAINTENANCE

Division #20-1123

• • •

ADMINISTRATION & COMMUNICATIONS

Division #20-1124

DEPARTMENT OF POLICE

Division #20-1105

Office of the Police Commissioner

Goals

1. To manage and maintain an effective, knowledgeable and motivated Police Department.
2. To establish realistic objectives and achieve those objectives through sound management principles.
3. To foster public support for the Department and to ensure that the public is satisfied with overall police services through Police-community relations.
4. To promote professional ethics, values and standards for professional conduct.
5. To interact productively with other law enforcement, government, private, civic, educational, and social agencies to establish a partnership between this Department and the effective forces within the community to work toward maintaining peace, providing safety, and reducing fear of crime.

Activities

1. Plan, direct, and control Police Department operations and set departmental policy, goals, and objectives.
2. Discipline employees and establish disciplinary standards and policy.
3. Determine work and performance standards.
4. Contract with or subcontract out for goods and services necessary for the professional operation of the Police Department.
5. Oversee the Department's public relations strategies and techniques, communicate with the press and direct departmental participation in community events (i.e., United Way, Blood Drives, etc.).

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| Units within Commissioner's Office function include Command Staff, Internal Affairs Division, Mayor's Driver and Security, Mayor's Impact, Special Projects, Staff Inspections, Crisis Intervention and Community Relations. |
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DEPARTMENT OF POLICE

Division #20-1105

Division of Investigative Services & District Detectives

Goals

1. To protect the life and property of the citizens of Buffalo through the enhancement of investigative operations.
2. To serve as a reinforcement to patrol officers by providing centralized investigative services regarding Narcotics, Homicides and Sex Offense crimes.
3. To provide specialty services and intelligence through strategic techniques, especially in the handling of violent and other major crimes.
4. To provide forensic collection and analysis, along with photographic backup whenever necessary.
5. To provide investigative services for non-violent crimes at the District level to ensure the best possible clearance for crimes committed.

Activities

1. Conduct all major case investigations, especially those requiring specialized units and services.
2. Follow-up on the preliminary investigations initially conducted by Line Operations Officers.
3. Initiate strategies, covert operations, intelligence, and surveillances toward the solving of major and/or violent crimes.
4. Oversee and prepare warrants for the extradition of prisoners to the proper jurisdiction.
5. Direct and oversee all photographs taken and forensic specimens collected at various crime scenes.
6. Recover stolen property and return to rightful owners.
7. Handle special assignments and investigations as designated by Police Command Staff.
8. Complete daily activity reports and related paperwork as required.

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| Units within Investigative Services include Gun Violence Unit, Crime Scene Unit, Homicide, Narcotics, Vice, Special Victims Unit, Casino Unit, Intelligence Unit, Detectives assigned to various task forces, and Detectives & Sergeants assigned to five Districts. |
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DEPARTMENT OF POLICE

Division #20-1105

Division of Investigative Services & District Detectives

Work Program Statistics

| | Actual* 2018-2019 | Actual* 2019-2020 | Estimate 2020-2021 |
|--|----------------------|----------------------|-----------------------|
| <u>HOMICIDE</u> | | | |
| Number of Homicides | 57 | 47 | 50 |
| Number of Arrests/Cases Solved | 33/32 | 21/21 | 25/25 |
| <u>NARCOTICS</u> | | | |
| Number of Arrests | 409 | 322 | 400 |
| Search Warrants Executed | 336 | 247 | 300 |
| <u>VICE</u> | | | |
| Number of Arrests | 26 | 19 | 20 |
| <u>AUTO THEFT (GIU/DEPARTMENT)</u> | | | |
| Vehicles Reported Stolen | 893 | 732 | 900 |
| Recovered Vehicles | 741 | 716 | 750 |
| Number of Arrests | 220 | 194 | 225 |
| <u>SEX OFFENSE**</u> | | | |
| Cases Assigned | N/A | N/A | 350 |
| Number of Arrests | N/A | N/A | 30 |
| Other Cases Cleared/Closed | N/A | N/A | 200 |
| <u>BUFFALO POLICE TIP LINE – TIPS RECEIVED (HOMICIDES, NARCOTICS, ETC.)</u> | | | |
| Number of Calls | 2,647 | 1,923 | 2,000 |
| Number of Messages/Tips From Above Calls | 1,387 | 1,149 | 1,500 |
| Number of E-Mail Tips | 188 | 727 | 1,000 |
| Number of Tips by Text, Postal Mail, Other | 1,292 | 910 | 1,000 |

*FIGURES ARE ACTUAL FOR 2018 AND 2019 CALENDAR YEAR

**FIGURES ONLY INCLUDE SEX OFFENSE CRIMES – DO NOT INCLUDE CHILD ABUSE, ELDER ABUSE, NON S.O.S. CASES OR OTHER REFERRALS

DEPARTMENT OF POLICE

Division #20-1105

Division of Patrol Services

Goals

1. To protect the life and property of the Citizens of Buffalo.
2. To provide an interaction between the Buffalo Police Department and the Community to maintain peace, provide safety and reduce the fear of crime.

Activities

1. Answer 911 calls for service and handle accordingly.
2. Patrol assigned areas checking on the well-being of residents, assisting complainants as well as checking for evidence of unusual and/or illegal activities, or any activities impacting adversely upon police and community relations.
3. Improve clearance rate for all crimes by utilizing the training and equipment provided.
4. Assist citizens, business owners, etc. as required within their designated patrol area.
5. Provide assistance in times of catastrophic events and homeland security incidents.
6. Complete daily activity reports and related paperwork as required.

Work Program Statistics

| | Actual 2018-2019* | Actual 2019-2020* | Estimate 2020-2021 |
|--|------------------------------|------------------------------|-------------------------------|
| Arrests | 13,339 | 12,677 | 13,000 |
| Traffic Summons Issued | 32,261 | 40,363 | 40,000 |
| Parking Tags Issued | 12,202 | 15,000 | 15,000 |
| 911 Calls for Police Service | 200,156 | 210,628 | 200,000 |
| *Units within Patrol Services include Five (5) Districts (A, B, C, D, and E), School Resource, Canine Patrol, Neighborhood Engagement Team, and Housing Unit | | | |
| *figures are actual for 2018 and 2019 calendar year, except parking tags by fiscal year | | | |

*FIGURES ARE ACTUAL FOR 2018 AND 2019 CALENDAR YEAR

DEPARTMENT OF POLICE

Division #20-1105

Division of Traffic Services

Goal

To protect the life and property of the citizens of Buffalo through traffic safety operations.

Activities

1. Provide routine traffic control throughout the City when necessary and for special events.
2. Investigate all traffic accidents.
3. Enforce speeding ordinances, vehicle and traffic safety laws, and perform routine DWI checks.
4. Participate in educational and enforcement programs to deter drinking and driving.
5. Participate in traffic safety programs in schools, various businesses and civic organizations.
6. Provide police escorts as required.
7. Conduct breathalyzer testing and initiate referrals for blood alcohol testing in arrests involving alcohol and/or drugs.
8. Complete daily activity reports and related paperwork as required.

Work Program Statistics

| | Actual 2018-2019* | Actual 2019-2020* | Estimate 2020-2021 |
|------------------------------|------------------------------|------------------------------|-------------------------------|
| Arrests | 13,339 | 12,677 | 13,000 |
| Traffic Summons Issued | 32,261 | 40,363 | 40,000 |
| Parking Tags Issued | 12,202 | 15,000 | 15,000 |
| 911 Calls for Police Service | 200,156 | 210,628 | 200,000 |

*FIGURES ARE ACTUAL FOR 2018 AND 2019 CALENDAR YEAR

DEPARTMENT OF POLICE

Division #20-1105

Division of Police Administration & Staff Operations

Goals

1. To provide current police officers and new recruits with necessary training to perform required duties to the best of their ability.
2. To provide all sworn members with proper training in anti-terrorism, ethics, driving, shooting, and physical conditioning.

Activities

1. Provide in-house training classes that address all aspects of policing.
2. Provide firing range facilities and range officers to ensure the proper usage of firearms.
3. Provide full training course for new recruits.
4. Provide training on the contents of the Buffalo Police Department Manual of Procedures for all employees.
5. Complete daily activity reports and related paperwork as required.

Work Program Statistics

| | Actual 2018-2019 | Projection 2019-2020 | Estimate 2020-2021 |
|---|-----------------------------|---------------------------------|-------------------------------|
| Public Safety Police-Sworn Personnel | 710 | 755 | 780 |
| Public Safety Police-Civilian Personnel | 182 | 190 | 200 |
| New Hires/Current Academy Class | 63 | 76 | 50 |



City of Buffalo
 Adopted Budget 2020-2021
 General Fund

| | 2018-2019 Actual Amount | 2019-2020 Adopted Budget | 2019-2020 Revised Budget | 2019-2020 Year To Date 6/18/2020 | 2020-2021 Adopted Budget |
|--|----------------------------|--------------------------------|-----------------------------|--|--------------------------------|
| 1105 PUBLIC SAFETY POLICE TOTAL | 78,820,369 | 78,385,144 | 79,001,264 | 69,742,508 | 74,541,474 |
| 12005001 PUB SFTY PLC PS | 74,545,318 | 73,375,991 | 72,053,491 | 64,587,613 | 69,994,223 |
| 411001 ANNUAL SALARY | 54,859,474 | 57,707,455 | 56,607,455 | 48,755,045 | 54,075,559 |
| 411002 DUTY DISABILITY SALARY | 1,629,864 | - | - | 1,223,906 | - |
| 413001 OVERTIME | 8,951,974 | 7,500,000 | 7,500,000 | 8,213,237 | 8,020,000 |
| 413002 HOLIDAY | 1,816,893 | 1,806,852 | 1,806,852 | 1,705,852 | 1,715,359 |
| 413004 SHIFT DIFFERENTIAL | 87,482 | 80,000 | 80,000 | 80,697 | 80,000 |
| 413005 COURT TIME | 3,866,965 | 3,100,000 | 2,877,500 | 2,554,098 | 3,257,000 |
| 413010 FIELD TRAINING OFFICER | 110,840 | 149,760 | 149,760 | 83,307 | 86,400 |
| 414001 LONGEVITY | 1,938,494 | 1,769,235 | 1,769,235 | 1,582,978 | 1,560,780 |
| 414002 EDUCATIONAL INCENTIVE | 298,354 | 283,450 | 283,450 | 250,550 | 279,750 |
| 414007 PERFECT ATTENDANCE INCENTIVE | 846,139 | 838,239 | 838,239 | 11,236 | 782,875 |
| 415002 CLOTHING ALLOWANCE | 117,000 | 120,000 | 120,000 | 109,350 | 115,500 |
| 415004 DOG ALLOWANCE | 21,839 | 21,000 | 21,000 | 17,356 | 21,000 |
| 12005003 PUBLIC SFTY PLC UT | 175,863 | 184,956 | 164,566 | 164,036 | 183,976 |
| 441004 TELEPHONE | 175,863 | 184,956 | 164,566 | 164,036 | 183,976 |
| 12005004 PUBLIC SFTY PLC TR | 8,787 | 8,500 | 21,224 | 21,224 | 12,000 |
| 458001 TRANSPORTATION | 3,457 | 3,000 | 4,482 | 4,482 | 3,000 |
| 458002 MEALS & LODGING | 1,434 | 2,000 | 2,212 | 2,212 | 3,000 |
| 458003 REGISTRATION & MEMBERSHIP FEES | 3,896 | 3,500 | 14,530 | 14,530 | 6,000 |
| 12005005 PUBLIC SFTY PLC SP | 1,340,167 | 1,459,416 | 1,754,429 | 1,700,798 | 1,097,046 |
| 461001 OFFICE SUPPLIES | 43,499 | - | 203 | 203 | - |
| 461005 PHOTO & DRAFTING SUPPLIES | 8,860 | 8,000 | 7,259 | 5,037 | 8,000 |
| 461006 FURNITURE & EQUIP (NON CAPITAL) | 112,456 | 528,760 | 114,276 | 103,409 | 345,390 |
| 461007 COMP & SOFTWARE (NON CAPITAL) | 163,108 | 97,306 | 137,548 | 121,691 | 97,306 |
| 461104 LABORATORY SUPPLIES | 3,915 | 4,000 | 3,494 | 3,466 | 4,000 |
| 461105 JANITORIAL SUPPLIES | 24,982 | - | 832 | 832 | - |
| 461201 CLOTHING & UNIFORMS | 800,391 | 652,400 | 733,307 | 732,874 | 484,120 |
| 461202 TOOLS | 350 | 200 | 238 | 38 | 200 |
| 461300 MEDICAL & VETERINARY SUPPLIES | 190 | 2,400 | 2,242 | 1,359 | 2,400 |
| 461400 POSTAGE | 1,421 | 600 | 600 | 600 | 600 |
| 464000 PERIODICALS | 2,471 | 2,500 | 2,322 | 1,788 | 2,000 |
| 467000 MISCELLANEOUS SUPPLIES | 178,524 | 163,250 | 738,475 | 729,501 | 153,030 |
| 490000 FREEZE FUNDS | - | - | 13,631 | - | - |
| 12005006 PUBLIC SFTY PLC SV | 2,455,272 | 2,616,281 | 2,882,527 | 2,765,381 | 2,421,229 |
| 432002 MEDICAL SERVICES | 10,872 | 68,900 | 70,923 | 70,672 | 64,600 |
| 432003 LEGAL SERVICES | 16,236 | 40,000 | 40,064 | 39,752 | 35,000 |
| 432004 ENGINEER & TECHNICAL SERVICES | 4,000 | 15,000 | 15,000 | 15,000 | 10,000 |
| 434000 OTHER CONTRACTUAL SERVICES | 1,259,366 | 1,487,790 | 1,527,203 | 1,475,113 | 1,384,262 |
| 442300 CUSTODIAL SERVICES | 11,716 | 10,000 | 11,000 | 10,990 | 10,000 |



City of Buffalo
Adopted Budget 2020-2021
General Fund

| | 2018-2019 Actual Amount | 2019-2020 Adopted Budget | 2019-2020 Revised Budget | 2019-2020 Year To Date 6/18/2020 | 2020-2021 Adopted Budget |
|--|----------------------------|--------------------------------|-----------------------------|--|--------------------------------|
| 443200 BUILDING ALTERATIONS & REPAIRS | 12,536 | 13,000 | 11,591 | 10,923 | 8,000 |
| 443301 MACHINERY & EQUIP REPAIRS | 29,142 | 50,500 | 40,713 | 39,535 | 32,000 |
| 443302 VEHICLE BODY REPAIRS | 164,885 | 130,000 | 129,569 | 128,205 | 130,000 |
| 443303 VEHICLE DRIVETRAIN REPAIRS | 130,570 | 75,000 | 175,251 | 174,176 | 125,000 |
| 443400 EQUIP MAINTENANCE CONTRACTS | 624,283 | 557,701 | 499,673 | 493,831 | 457,152 |
| 444201 RENTAL EQUIPMENT & VEHICLES | 1,269 | - | 34,408 | 34,379 | 1,000 |
| 455000 PRINTING & BINDING | 8,749 | 10,000 | 12,483 | 11,995 | 9,000 |
| 455100 INTERNAL PRINT SHOP | 5,499 | 8,000 | 11,034 | 9,534 | 8,000 |
| 456000 OTHER SERVICES | 168,749 | 120,390 | 243,041 | 229,088 | 117,215 |
| 456001 CRIMINAL PROCESS | 7,400 | 30,000 | 27,500 | 22,188 | 30,000 |
| 490000 FREEZE FUNDS | - | - | 33,073 | - | - |
| 12005007 PUBLIC SFTY PLC CO | 294,961 | 740,000 | 2,125,028 | 503,456 | 833,000 |
| 474100 EQUIPMENT | 74,234 | 65,000 | 68,429 | 68,428 | 83,000 |
| 474200 VEHICLES | 220,728 | 675,000 | 1,895,627 | 435,028 | 750,000 |
| 490000 FREEZE FUNDS | - | - | 160,972 | - | - |



City of Buffalo
Adopted Budget 2020-2021
General Fund

Public Safety
12005001-411001
Budgeted Salaries

| Description | Step | Grade | Quantity | Unit Cost | Total |
|-------------------------------|------|-------|------------|------------|----------------------|
| Commissioner of Police | 5 | I006 | 1 | \$ 141,841 | \$ 141,841 |
| Deputy Commissioner of Police | 5 | I080 | 2 | 123,865 | 247,730 |
| Detective | 5 | C002 | 102 | 80,299 | 8,190,498 |
| Detective Sergeant | 5 | C004 | 13 | 83,668 | 1,087,684 |
| Police Captain | 5 | C007 | 20 | 100,827 | 2,016,540 |
| Police Chief | 5 | I021 | 7 | 113,622 | 795,354 |
| Police Inspector | 5 | C008 | 2 | 110,251 | 220,502 |
| Police Lieutenant | 5 | C005 | 95 | 88,886 | 8,444,170 |
| Police Officer | B | C220 | 73 | 54,399 | 3,971,127 |
| Police Officer | A | C220 | 32 | 46,628 | 1,492,096 |
| Police Officer | 5 | C001 | 225 | 77,713 | 17,485,425 |
| Police Officer | 3 | C001 | 110 | 68,448 | 7,529,280 |
| Police Officer | 2 | C001 | 52 | 63,883 | 3,321,916 |
| Police Officer | 1 | C001 | 64 | 59,284 | 3,794,176 |
| Attrition | | | | | (4,662,780) |
| Total | | | 798 | | \$ 54,075,559 |

DEPARTMENT OF POLICE

Division of Police Administration
Fleet Maintenance
Division #20-1122

Goal

To maintain all motor vehicle equipment at the best condition possible with the resources available.

Activities

1. Provide preventive maintenance and repair of all automotive equipment utilized by all Police Department personnel and repair automotive equipment for other City Departments as requested.
2. Oversee the assignment of all motor vehicles to designated personnel.
3. Oversee the implementation of new vehicles into the fleet and disposal of older vehicles.
4. Provide towing services, including vehicle tows, battery charges, flat tire repair, accident removal and mini-tows for all Police Department personnel and for the citizens of Buffalo when necessary.
5. Prepare and submit paperwork to insurance companies regarding incidents in which their client is at fault.
6. Complete and maintain related paperwork as required including renewal of vehicle registrations and inspections.
7. Input information into computer database regarding body repairs, routine maintenance, etc.

Work Program Statistics

| | Actual 2018-2019 | Projection 2019-2020 | Estimate 2020-2021 |
|---|-----------------------------|---------------------------------|-------------------------------|
| Civilian personnel assigned to Fleet Maintenance | 11 | 11 | 13 |
| Number of marked/unmarked/under cover sedan style vehicles | 230 | 229 | 220 |
| Number of motorcycles, golf carts, GEMS, and misc. vehicles | 36 | 37 | 35 |
| Number of commercial vehicles** (SUV's, Trucks, Vans, etc.) | 159 | 127 | 170 |
| Number of work orders processed | 1,895 | 1,804 | 1,900 |

**Includes parking enforcement vehicles and other vehicles maintained by police fleet maintenance personnel.



City of Buffalo
 Adopted Budget 2020-2021
 General Fund

| | 2018-2019 Actual Amount | 2019-2020 Adopted Budget | 2019-2020 Revised Budget | 2019-2020 Year To Date 6/18/2020 | 2020-2021 Adopted Budget |
|---|----------------------------|--------------------------------|-----------------------------|--|--------------------------------|
| 1122 POLICE FLEET MAINTENANCE TOTAL | 528,447 | 636,639 | 636,639 | 402,201 | 622,431 |
| 12022001 POLICE FLEET MAINTENANCE PS | 528,447 | 636,639 | 636,639 | 402,201 | 622,431 |
| 411001 ANNUAL SALARY | 412,231 | 531,187 | 531,187 | 321,194 | 506,426 |
| 413001 OVERTIME | 100,401 | 90,000 | 90,000 | 59,430 | 100,000 |
| 413003 ACTING TIME | 1,710 | 2,200 | 2,200 | 11,769 | 5,000 |
| 413004 SHIFT DIFFERENTIAL | 88 | - | - | 350 | - |
| 414001 LONGEVITY | 8,269 | 6,300 | 6,300 | 5,869 | 4,575 |
| 414007 PERFECT ATTENDANCE INCENTIVE | 409 | 612 | 612 | - | 640 |
| 415002 CLOTHING ALLOWANCE | 1,940 | 2,240 | 2,240 | 1,490 | 1,940 |
| 415003 TOOL ALLOWANCE | 3,400 | 4,100 | 4,100 | 2,100 | 3,850 |



City of Buffalo
Adopted Budget 2020-2021
General Fund

Fleet Maintenance
12022001-411001
Budgeted Salaries

| Description | Step | Grade | Quantity | Unit Cost | Total |
|---------------------------------------|------|-------|-----------|-----------|-------------------|
| Laborer II | 11 | B025 | 1 | \$ 26,457 | \$ 26,457 |
| Motor Equipment Mechanic | 17 | B031 | 4 | 48,352 | 193,408 |
| Motor Equipment Mechanic | 14 | B031 | 1 | 36,264 | 36,264 |
| Motor Equipment Mechanic | 13 | B031 | 2 | 33,951 | 67,902 |
| Motor Equipment Mechanic | 11 | B031 | 1 | 31,429 | 31,429 |
| Motor Equipment Mechanic | 5 | B031 | 1 | 48,352 | 48,352 |
| Motor Equipment Mechanic Supervisor I | 5 | B067 | 1 | 51,949 | 51,949 |
| Report Technician | 5 | A001 | 1 | 44,548 | 44,548 |
| Superintendent Fleet Maintenance | 1 | B022 | 1 | 56,117 | 56,117 |
| Attrition | | | | | (50,000) |
| Total | | | 13 | | \$ 506,426 |

DEPARTMENT OF POLICE

Division of Police Administration
Building Maintenance
Division #20-1123

Goals

To maintain the Department's plant facilities in the best condition possible with the resources available.

Activities

1. Provide heat, utilities and janitorial services to Police Headquarters (HQ) and all District houses.
2. Continue to improve plant facilities through upkeep, maintenance, and repair.
3. Order and maintain sufficient stock of all custodial supplies.
4. Assemble and move furniture, set up and relocate offices as needed and perform other tasks as required.

Work Program Statistics

| | Actual 2018-2019 | Projection 2019-2020 | Estimate 2020-2021 |
|---|-----------------------------|---------------------------------|-------------------------------|
| Civilian personnel assigned to Building Maintenance | 8 | 8 | 8 |
| Number of plant facilities maintained (HQ, Five District Buildings, Traffic, Seneca St. Garage, City Court Booking, Broadway Market Area sub-station) | 9 | 10 | 10 |



City of Buffalo
 Adopted Budget 2020-2021
 General Fund

| | 2018-2019 Actual Amount | 2019-2020 Adopted Budget | 2019-2020 Revised Budget | 2019-2020 Year To Date 6/18/2020 | 2020-2021 Adopted Budget |
|--|----------------------------|--------------------------------|-----------------------------|--|--------------------------------|
| 1123 POLICE BUILDING MAINTENANCE TOTAL | 437,270 | 388,619 | 388,619 | 376,086 | 363,333 |
| 12023001 POLICE BUILDING MAINTENANCE PS | 437,270 | 388,619 | 388,619 | 376,086 | 363,333 |
| 411001 ANNUAL SALARY | 303,766 | 295,694 | 295,694 | 243,871 | 269,733 |
| 413001 OVERTIME | 116,154 | 80,000 | 80,000 | 117,853 | 80,000 |
| 413003 ACTING TIME | 3,652 | 1,000 | 1,000 | 3,494 | 500 |
| 413004 SHIFT DIFFERENTIAL | 150 | - | - | (12) | - |
| 414001 LONGEVITY | 6,450 | 5,725 | 5,725 | 3,950 | 6,050 |
| 415001 AUTOMOBILE ALLOWANCE | 5,749 | 5,000 | 5,000 | 5,580 | 6,000 |
| 415002 CLOTHING ALLOWANCE | 1,350 | 1,200 | 1,200 | 1,350 | 1,050 |



City of Buffalo
Adopted Budget 2020-2021
General Fund

Building Maintenance
12023001-411001
Budgeted Salaries

| Description | Step | Grade | Quantity | Unit Cost | Total |
|--------------------|-------------|--------------|-----------------|------------------|-------------------|
| Head Janitor | 5 | B008 | 1 | \$ 41,521 | \$ 41,521 |
| Laborer I | 5 | B024 | 2 | 37,216 | 74,432 |
| Laborer II | 17 | B025 | 3 | 40,391 | 121,173 |
| Laborer II | 15 | B025 | 1 | 32,313 | 32,313 |
| Laborer II | 14 | B025 | 1 | 30,294 | 30,294 |
| | | | | | (30,000) |
| Total | | | 8 | | \$ 269,733 |

DEPARTMENT OF POLICE

Division of Police Administration & Communication
Division #20-1124

Goals

1. To enhance the leadership and services provided by the Buffalo Police Department by instituting effective centralized services for communications, records management, arrest booking and history, crime analysis, and training.
2. To work with Departmental Command Staff in coordinating executive functions including budget/fiscal operations, personnel, court matters, information systems, property management, public relations, printing, and grants resources.

Activities

Because the duties of this Division are so diverse, only the major tasks are listed below:

1. Oversee the operation of a radio dispatch center to dispatch all calls for service received via 911 through the use of a Computer-Aided Dispatch System. Communications involves the operation of the email system (Teletype), which generates messages departmentwide and manages the NYSPIN (State) computers and the supervision of radio repair, management and installation of mobile and portable radios as well as provide support for other electronic equipment.
2. Interact with the District Attorney's Office and other legal representatives by providing 911 tapes and transcripts for use in Court.
3. Direct the maintenance of a central records unit responsible for filing, distributing and disseminating crime and accident reports, information retrieval and making it available to police personnel and the general public.
4. Administer Central Booking operations that handles the entire processing of all prisoners arrested in the City by Departmental personnel as well as those arrested by other local law enforcement agencies.
5. Oversee arrest history operations, fingerprinting, record sealing and record checks and the coding of crime reports.
6. Manage the research and development of statistical information as required.
7. Handle the Department's entire budget and fiscal processes including the monitoring of accounts, revenues, expenditures, accounts payable, purchasing, payroll functions, and grant funding and reimbursements, etc.
8. Supervise the personnel section including hiring, terminations/retirements, and other functions related to the management of human resources.
9. Direct the tasks of Court Liaison responsible for working with the various court systems and prosecutors in scheduling officers' court appearances.
10. Direct the functions of the Traffic Tags section responsible for the accounting of all traffic tags and summonses.
11. Direct the tasks of the Department's Management Information Systems, which is responsible for the entire Department's Computer Aided Dispatch System, Local Area

DEPARTMENT OF POLICE

Division of Police Administration & Communication
Division #20-1124

Network and the Department's email system; maintaining and troubleshooting all computer-related equipment, developing training and programs to enhance the computerization of the Department, and etc.

12. Handle the Department's property management including the custody of recovered, lost, stolen and/or abandoned property, evidence and bail money.

13. Manages the functions of the Department's Quartermaster, which distributes clothing allotments.

14. Oversee the assignment of school crossing guards for Buffalo Public Schools and parochial schools and supervise activity of the same.



City of Buffalo
 Adopted Budget 2020-2021
 General Fund

| | 2018-2019 Actual Amount | 2019-2020 Adopted Budget | 2019-2020 Revised Budget | 2019-2020 Year To Date 6/18/2020 | 2020-2021 Adopted Budget |
|---|----------------------------|--------------------------------|-----------------------------|--|--------------------------------|
| 1124 PUBLIC SAFETY POLICE | 10,043,377 | 10,211,528 | 10,211,528 | 9,483,030 | 10,526,126 |
| CIVILIANS TOTAL | | | | | |
| 12024001 PUBL SFTY PLC CIVILN PS | 10,043,377 | 10,211,528 | 10,211,528 | 9,483,030 | 10,526,126 |
| 411001 ANNUAL SALARY | 6,722,442 | 7,212,953 | 7,212,953 | 6,272,622 | 7,460,991 |
| 412001 SEASONAL SALARY | 913,774 | 900,000 | 900,000 | 903,216 | 950,000 |
| 412002 HOURLY SALARY | - | - | - | 7,297 | - |
| 413001 OVERTIME | 2,134,271 | 1,800,000 | 1,800,000 | 2,051,515 | 1,800,000 |
| 413004 SHIFT DIFFERENTIAL | 102,149 | 102,000 | 102,000 | 93,216 | 102,000 |
| 414001 LONGEVITY | 99,123 | 117,475 | 117,475 | 106,797 | 133,275 |
| 414007 PERFECT ATTENDANCE INCENTIVE | 26,608 | 34,300 | 34,300 | 423 | 36,000 |
| 414028 VACATION BUYOUT | 4,117 | - | - | 1,634 | - |
| 415001 AUTOMOBILE ALLOWANCE | 1,278 | - | - | 4,275 | - |
| 415002 CLOTHING ALLOWANCE | 38,915 | 44,800 | 44,800 | 41,685 | 43,860 |
| 415003 TOOL ALLOWANCE | 700 | - | - | 350 | - |



City of Buffalo
 Adopted Budget 2020-2021
 General Fund

Administration & Communications
12024001-411001
Budgeted Salaries

| Description | Step | Grade | Quantity | Unit Cost | Total |
|---------------------------------------|------|-------|------------|-----------|---------------------|
| Budget Examiner | 14 | A067 | 1 | \$ 63,529 | \$ 63,529 |
| Camera Systems Administrator | 5 | I144 | 1 | 87,942 | 87,942 |
| Cellblock Attendant | 17 | B065 | 13 | 42,734 | 555,542 |
| Cellblock Attendant | 17 | B065 | 4 | 29,914 | 119,656 |
| Cellblock Attendant | 16 | B065 | 4 | 40,597 | 162,388 |
| Cellblock Attendant | 15 | B065 | 4 | 38,461 | 153,844 |
| Cellblock Attendant | 14 | B065 | 3 | 36,324 | 108,972 |
| Cellblock Attendant | 13 | B065 | 7 | 34,187 | 239,309 |
| Cellblock Attendant | 12 | B065 | 4 | 32,051 | 128,204 |
| Community Grant Coordinator | 12 | A033 | 2 | 47,829 | 95,658 |
| Crime Analyst | 5 | A067 | 1 | 69,977 | 69,977 |
| Crime Analyst | 1 | A067 | 1 | 59,732 | 59,732 |
| Crime Scene Technician | 17 | A066 | 1 | 68,087 | 68,087 |
| Crime Scene Technician | 5 | A066 | 4 | 68,087 | 272,348 |
| Police Surveillance Camera Monitor | 17 | B064 | 1 | 37,848 | 37,848 |
| Police Surveillance Camera Monitor | 12 | B064 | 5 | 25,844 | 129,220 |
| Police Surveillance Camera Monitor | 5 | B064 | 2 | 37,848 | 75,696 |
| Public Safety Dispatcher | 17 | B015 | 3 | 47,744 | 143,232 |
| Public Safety Dispatcher | 15 | B015 | 3 | 38,195 | 114,585 |
| Public Safety Dispatcher | 12 | B015 | 1 | 31,033 | 31,033 |
| Public Safety Dispatcher | 5 | B015 | 10 | 47,744 | 477,440 |
| Report Technician | 17 | A001 | 28 | 44,548 | 1,247,344 |
| Report Technician | 16 | A001 | 3 | 43,827 | 131,481 |
| Report Technician | 15 | A001 | 3 | 43,135 | 129,405 |
| Report Technician | 14 | A001 | 4 | 42,442 | 169,768 |
| Report Technician | 13 | A001 | 6 | 41,779 | 250,674 |
| Report Technician | 12 | A001 | 4 | 41,086 | 164,344 |
| Report Technician | 12 | A001 | 10 | 40,395 | 403,950 |
| Report Technician | 5 | A001 | 34 | 44,548 | 1,514,632 |
| Report Technician - Spanish Speaking | 17 | A001 | 2 | 44,548 | 89,096 |
| Report Technician - Spanish Speaking | 14 | A001 | 1 | 42,442 | 42,442 |
| Secretary to Commissioner Of Police | 5 | I009 | 1 | 48,702 | 48,702 |
| Senior Budget Examiner | 5 | A084 | 1 | 85,663 | 85,663 |
| Senior Public Safety Dispatcher | 5 | B034 | 3 | 51,197 | 153,591 |
| Sr Cellblock Attendant | 17 | B066 | 1 | 46,776 | 46,776 |
| Sr Cellblock Attendant | 11 | B065 | 3 | 32,743 | 98,229 |
| Sr Cellblock Attendant | 5 | B066 | 1 | 46,776 | 46,776 |
| Sr Data Processing Equipment Operator | 5 | A026 | 1 | 51,268 | 51,268 |
| Sr Operations Comm Coordinator | 11 | A040 | 1 | 48,037 | 48,037 |
| System Coordinator | 14 | A033 | 1 | 50,069 | 50,069 |
| System Coordinator | 12 | A033 | 1 | 47,829 | 47,829 |
| System Coordinator | 11 | A033 | 1 | 46,673 | 46,673 |
| Attrition | | | | | (600,000) |
| Total | | | 185 | | \$ 7,460,991 |