

OFFICE OF THE MAYOR
Telephone: (716) 286-4310

October 30, 2020

The City Council
Niagara Falls, New York

*RE: Reorganization in Department of Human Resources
(Creation of Human Resources Coordinator position)*

Council Members:

With the scheduled retirement of the HR & Benefits Assistant in the Human Resources department on November 30, 2020 and with the goal of improving overall departmental efficiency, this Administration deems it necessary to create the position of Human Resources Coordinator. The position title has been approved by the Civil Service Commission and has an annual salary of \$48,000.00. Funding is available within the department's bi-weekly budget line.

Will the Council so approve?

Respectfully submitted,

Robert M. Restaino
Mayor

Funding Approval:

Daniel Morello, City Controller
City Council Meeting, November 4, 2020

Kennedy _____ Spanbauer _____ Tompkins _____ Touma _____ Voccio _____