

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

October 1, 2020

The City Council
Niagara Falls, New York

RE: Reorganization in City Clerk's Office

Council Members:

As a result of a vacancy in the City Clerk's Office due to a promotion, there is an opportunity to reorganize the office that will result in a savings while still providing services. In consultation with the Administration, the City Clerk is proposing that the vacated Senior Clerk position (Grade 10) be eliminated and replaced with a newly created Account Clerk position (Grade 7). This could result in a yearly savings of \$12,000.

Will the Council so approve?

Respectfully submitted,

Robert M. Restaino
Mayor

Kennedy _____ Spanbauer _____ Tompkins _____ Touma _____ Voccio _____