

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

July 15, 2021

The City Council  
Niagara Falls, New York

*RE: Reorganization in the Office of the City Assessor*

Council Members:

With the anticipated retirement of the Administrative Aide - Assessor in the City Assessor's Office, there is an opportunity to reorganize this office in a manner that will maintain essential services and maximize efficiency. Accordingly, the City Assessor has proposed to create an "Assessor Information Clerk" position. It is proposed that this position be created effective October 18, 2021 in order to provide for some overlap of the two positions prior to the anticipated retirement. There will be savings to the City as the new position is at a lower pay grade than the current position.

Will the Council so approve?

Respectfully submitted,

Robert M. Restaino  
Mayor

Funding Approval:

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Daniel Morello, City Controller  
City Council Meeting, July 21, 2021

Kennedy \_\_\_\_\_ Spanbauer \_\_\_\_\_ Tompkins \_\_\_\_\_ Touma \_\_\_\_\_ Voccio \_\_\_\_\_