

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

April 16, 2020

The City Council  
Niagara Falls, New York

*RE: Upgrade to Compliance Officer Position  
Department of Community Development*

Council Members:

Since late last year, the position of “Compliance Office” in the Department of Community Development has remained vacant. This position is critical to ensure that this department’s funds are expended appropriately with the proper documentation and contracts in place as required by HUD. After several weeks of advertising for the position, we were unable to get a qualified candidate at the salary that was budgeted for the position.

In order to attract a candidate who met the qualifications of the position with the commensurate education and experience required, we believe that it is necessary to upgrade the position. To accomplish this, the Compliance Officer would shift from a Grade 18 at a salary of \$49,520.00 to a Grade 23A with an annual salary of \$53,777.00. As this position has been vacant since January 1, 2020 funding for this upgrade is currently available in the department’s 2020 biweekly line.

Attached is the proposed personnel listing.

Will the Council so approve?

Respectfully submitted,

ROBERT M. RESTAINO  
Mayor

Funding is in place

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Daniel Morello  
City Controller

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

