

OFFICE OF THE MAYOR  
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September 14, 2018

The City Council  
Niagara Falls, New York

*RE: Minor reorganization in Department of Police*

Council Members:

Attached hereto is a copy of a page from the Administration portion of the 2018 adopted budget regarding the Niagara Falls Police Department. Code 1559 is designated for an "Administrative Assistant" with an appropriated salary of \$45,000.00. This position is presently vacant.

The Superintendent of Police is requesting that this "Administrative Assistant" code 1559 be eliminated and replaced with the new position of "Special Assistant to the Superintendent of Police" with a new budget code of 1448. The salary and benefits will remain the same.

Attached are the new job specifications for this title which has been approved by the Municipal Civil Service Commission. The purpose of this new position is to work closely with the Superintendent in analyzing crime statistics as the Superintendent and the department deem necessary in order to properly deploy resources and apply for grants. A qualification for the position will be a Crime Analyst Certification.

It is requested that change be implemented immediately.

Will the Council so approve?

Respectfully submitted,

PAUL A. DYSTER  
Mayor

Kennedy\_\_\_\_\_ Scott\_\_\_\_\_ Tompkins\_\_\_\_\_ Voccio\_\_\_\_\_ Touma\_\_\_\_\_