

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

August 16, 2022

The City Council
Niagara Falls, New York

RE: Budget Amendment – Executive Assistant (Executive Office)

Council Members:

The Executive Assistant in the Executive Office is retiring, effective September 2, 2022. A candidate has been selected to fill this position, effective September 6, 2022, which will require an increase in salary from \$35,000.00 (\$19.2308/hr.) to \$42,840.00 (\$23.5385/hr.). Funding currently exists due to a current vacancy within the Executive Office budget to accomplish this request.

Will the Council so approve?

Respectfully submitted,

Robert M. Restaino
Mayor

Bax_____ **Myles**_____ **Tompkins**_____ **Zajac**_____ **Spanbauer (Chair)**_____