



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 241033

Submitted Department/Preparer: Human Resources

Revised 6/10/24

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Amending Chapter 2, Code of Ordinances, "Administration," by repealing and replacing certain sections, to establish nine new job classifications; remove four job classifications; adjust four salary grades, and retitles two job classifications.

Discussion

Adds job classifications of Industrial Maintenance Technician; Deputy Fire Chief; Senior Workforce Accommodation Specialist; Assistant Chief Procurement Officer; Language Services Specialist; Division Chief IT Officer; Division Chief Health and Wellness; Equity Manager; Assistant to Chief Equity Officer

Change title from Risk Manager to Chief Risk Manager and adjust from paygrade EX7 to unclassified and adjust pay range to \$9,117-\$15,858; Change title from Chief Analytics Officer to Chief Data Officer.

Adjust the following pay ranges: Procurement Officer from NE4 to NE6; Chief Procurement Officer from EX7 to EX8; Senior Fleet Maintenance Technician from L-7 to L-8.

Removes the following job classifications: Auditor; Senior Auditor; Land Surveyor; Neighborhood Development Specialist

Fiscal Impact

1. Is this legislation included in the adopted budget? ☐ Yes ☒ No
2. What is the funding source?
General Fund
3. How does the legislation affect the current fiscal year?
Increases the minimum salary of four employees

4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
Yes for salaries in subsequent years
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
No

Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund. ☐ Yes ☒ No
2. This fund has a structural imbalance. ☐ Yes ☒ No
3. Account string has been verified/confirmed. ☐ Yes ☒ No

Additional Discussion (if needed)

Ordinance will impact all funds where position changes are budgeted. Future fiscal impact is indeterminable at this time without a detailed list of positions being modified.

Citywide Business Plan (CWBP) Impact

1. View the [Adopted 2025-2029 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Finance and Governance (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
 - ☐ Ensure the resiliency of a responsive, representative, engaged, and transparent City government.
 - ☒ Engage in workforce planning including employee recruitment, development, retention, and engagement.
 - ☒ Foster a solutions-oriented, welcoming culture for employees and City Partners.
 - ☐
 - ☐
 - ☐

Prior Legislation

Click or tap here to list prior, related ordinances/resolutions.

Service Level Impacts

This ordinance will not impact service levels.

Other Impacts

1. What will be the potential health impacts to any affected groups?
N/A

2. How have those groups been engaged and involved in the development of this ordinance?
N/A

3. How does this legislation contribute to a sustainable Kansas City?
N/A

4. Does this legislation create or preserve new housing units?
No (Press tab after selecting)

Click or tap here to enter text.
Click or tap here to enter text.

5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

No - CREO's review is not applicable (Press tab after selecting)
Please provide reasoning why not:

6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

Click or tap here to enter text.

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?
No(Press tab after selecting)