



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 250242

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 Section 2-1076, to adjust one salary grade.

### Discussion

Adjust the following pay range: Budget Officer from unclassified to EX-7, which aligns with the department’s current organizational structure.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
General Fund – 1000-121000-601100
3. How does the legislation affect the current fiscal year?  
Unknown due to near-end of fiscal year.
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.  
Yes, legislation will lead to an annual savings of \$510 to \$1,410 due to the downgraded pay grade for the position.
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)**

Click or tap here to enter text.

### 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.
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### Prior Legislation

n/a

### 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)