City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: TMP-7162
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

Establishing and adopting salary schedules to provide general maintenance of the classification system and in accordance with collective bargaining agreements with the city's labor unions, adding one new classification and adjusting pay range of one classification.

Discussion

New Job Classification: Establishes one new job classification to support organizational needs and improve staffing flexibility in a department.

Salary Grade Adjustments: Adjusts one salary grade to ensure proper alignment with qualifications and increased scope of work.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No

2. What is the funding source?
   Current positions and/or structure alignment

3. How does the legislation affect the current fiscal year?
   N/A

4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
   Yes, recurring costs

5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
   N/A

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 is adding a new classification and new salary grade.

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

Service Level Impacts

N/A

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:
   N/A

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

   No(Press tab after selecting)

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