



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 240222

Submitted Department/Preparer: Finance

Revised 10/23/23

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, Article V, Code of Ordinances, by enacting new Division 24, entitled "Office of Immigrant and Refugee Affairs," and directing the City Manager to report to Council within 120 days on the development of a comprehensive plan to guide the functions of this office.

### Discussion

This ordinance establishes the Office of Immigrant and Refugee Affairs and the Immigrant and Refugee Affairs Officer. The legislation also directs the City Manager to develop a comprehensive plan for the office within 120 days.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
Fiscal impact would not be understood until a plan is developed
3. How does the legislation affect the current fiscal year?  
Fiscal impact would not be understood until a plan is developed
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.  
Fiscal impact would not be understood until a plan is developed
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)

N/A

## Citywide Business Plan (CWBP) Impact

1. View the [FY23 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):
  - Reform the City's economic incentives to meet the policy objectives of the City Council
  - Ensure the resiliency of City government
  - Engage in workforce planning including employee recruitment, development, retention, and engagement
  - Ensure a responsive, representative, engaged, and transparent City government
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## Prior Legislation

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

## Service Level Impacts

## Other Impacts

1. What will be the potential health impacts to any affected groups?
2. How have those groups been engaged and involved in the development of this ordinance?
3. How does this legislation contribute to a sustainable Kansas City?
4. Does this legislation create or preserve new housing units?  
No (Press tab after selecting)
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)
7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?  
No(Press tab after selecting)