

THE
GREAT
Adventure
— **KANSAS CITY** —



**THE ULTIMATE GUIDE TO EXPLORING
YOUR CALLING**



WELCOME

to the city of Kansas City!



This guidebook belongs to...

NAME: _____

DEPARTMENT: _____

EMAIL: _____

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1. KANSAS CITY HISTORY



I. City Hall History

In 1857, the first City Hall was built downtown between 4th & 5th St. and Main & Walnut. By 1892, we had built a new one on the same spot. Then, in 1937, the City Hall we know today opened. What makes this one unique is the Art Deco style, made of Indiana Limestone, and standing at 30 stories tall. Make sure to tour the observation deck for the best view in Kansas City!

II. Birthplace of Jazz

Kansas City shines brightly in the history of jazz music. With a vibrant music scene in the 1920s and 1930s, the City became a hub for jazz, fostering legendary musicians like Charlie Parker and Count Basie. Today, you can feel that rich musical heritage in places like the historic 18th & Vine Jazz District, where the American Jazz Museum stands proudly, keeping the spirit of jazz alive and vibrant.

III. Architectural Marvels & Fountains

As the “City of Fountains”, Kansas City is famous for its fountains—more than 200 of them! That’s second only to Rome! This is a testament to the City’s history as a gateway to the west. In the early days, the City’s fountains began as watering holes for horses and were eventually embraced as beautification. And when you look up, you can’t miss the City’s iconic skyline with buildings like the Kauffman Center for the Performing Arts.

IV. Hub for Innovation & Entrepreneurship

Kansas City has a strong entrepreneurial spirit, evidenced by its robust startup ecosystem and innovative companies. And let’s not forget about being named a technology hub by the U.S. Department of Commerce – that was a game-changer! Plus, we’re not stopping there – the City’s all about making life better with our Smart City initiative, using tech to jazz up urban living.



Scan the QR code for more information on the history of Kansas City.

Notes:

2. KANSAS CITY GOVERNMENT STRUCTURE



I. Mayor-Council Form of Government

- Kansas City operates under a mayor-council government, where the mayor, elected citywide, holds executive powers, and the City Council, elected from districts and at-large, sets policies.
- But here's the twist, Kansas City also has a City Manager, sort of like the City's CEO. The council picks the City Manager to handle the day-to-day work and ensure the Council's plans are carried out. It's a mix of politics and professional management.
- The City Manager's job is to keep everything running smoothly, while the Council makes the big picture decisions and sets the City's goals. The mayor jumps in too, bringing ideas and representing the City, along with sharing some of the administrative tasks with the City Manager.
- This setup lets everyone work together, combining the Council's big ideas with the City Manager's know-how to run the city well and listen to what the community needs. It's all about blending professional management with staying connected to the community.

II. Strong Emphasis on Public Services and Accountability

The city government is responsible for a wide range of public services including public safety, maintenance of public spaces, urban planning, and community services. Kansas City is known for its efforts to engage citizens in the governance process, ensuring transparency and accountability. Residents participate in decision-making, which enhances the community's role in shaping its future.

III. Innovative Public-Private Partnerships

Kansas City has embraced innovative approaches to urban development and service delivery through public-private partnerships (PPPs). These partnerships have been instrumental in developing infrastructure, providing services, and promoting economic development. The City's approach to PPPs demonstrates a commitment to leveraging both public and private sector strengths to achieve community goals and improve city life. Kansas City is all about using everyone's strengths to make life in the City great!

Scan the QR code to learn what council district you're in and to learn more about the Mayor and Council members.



Notes:

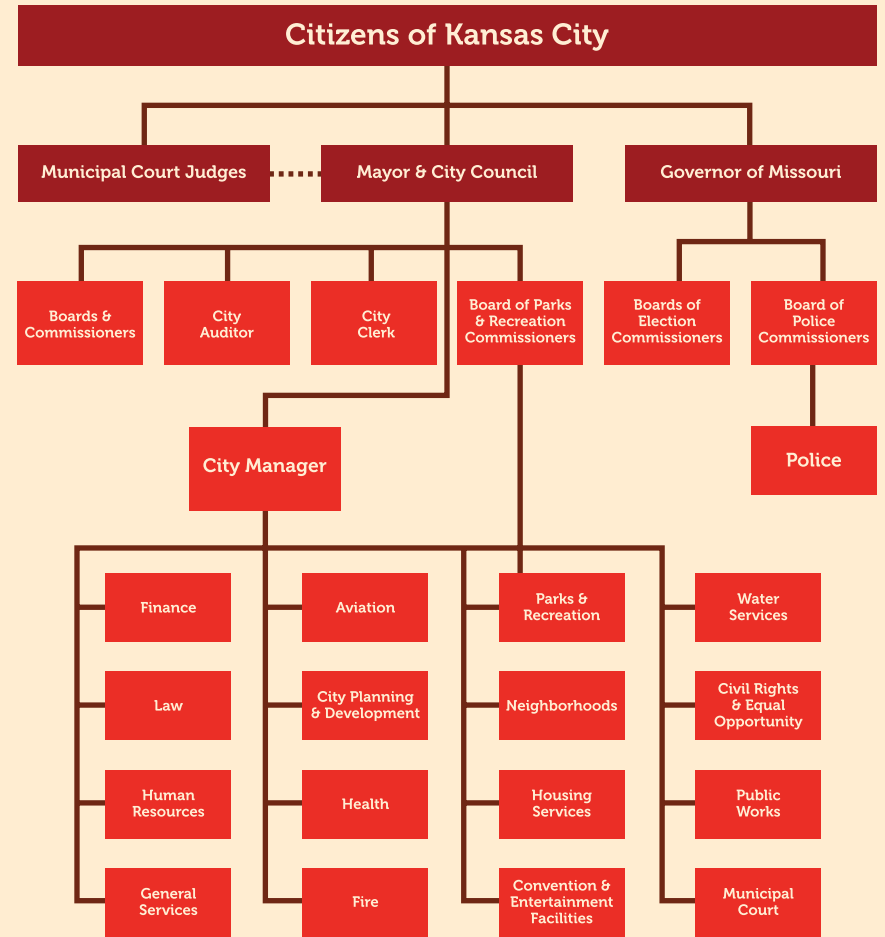
3. ORGANIZATION STRUCTURE



In a City Manager government structure, all the departments report to the City Manager, kind of like how departments report to the CEO in a company. Each department has its own goals, often with different roles in the city's organizational structure. It's quite a task for the City Manager to juggle all these departments to meet the City's needs.

Although departments mostly work independently, some like Law, Human Resources, and Finance support the whole organization. Also, departments often team up for projects or initiatives that overlap. For instance, the Water Department and Public Works team up to plan big projects, like coordinating road resurfacing around water main replacements.

The good thing about this setup is that it covers a lot of needs for a city like Kansas City. Plus, it gives you chances to grow and learn across the organization. So, if you're up for more challenges or just want a change, keep an eye out for opportunities within the City and get to know people across the organization to help your career grow.



Notes:

4. DEPARTMENTS



The City is made up of different departments, each with its own unique role. From Public Works, Parks and Recreation, Police and Fire Departments, Health, and General Services. They're all crucial for keeping the city running smoothly, making sure people are safe, and making life better. These departments team up for citywide projects and initiatives, such as urban development, handling emergencies, or public health campaigns. Working together makes everything run better and helps the City tackle tough problems like homelessness or emergency preparedness.

Aviation

Connects the City to the world, enhancing economic opportunities and cultural exchange
(816) 243-3000
601 Brasilia Ave., KCMO 64153

City Auditor's Office

Ensures transparency and accountability in city operations, building trust in municipal governance
(816) 513-3300
City Hall, 21st Floor, 414 E. 12th St., KCMO 64106

City Clerk's Office

Manages public records and city documents, facilitating public access and informed citizenship
(816) 513-6401
City Hall, 25th Floor, 414 E. 12th St., KCMO 64106

City Manager's Office

Coordinates city departments and initiatives to ensure responsive and efficient public services
(816) 513-1408
City Hall, 29th Floor, 414 E. 12th St., KCMO 64106



City Planning & Development

Shapes the City's future through sustainable development, engaging residents in shaping their communities
(816) 513-1500
City Hall, 15th Floor, 414 E. 12th St., KCMO 64106

Civil Rights & Equal Opportunity (CREO)

Promotes inclusivity and equal access to city services, encouraging diverse community participation
(816) 513-1836
City Hall, 4th Floor, 414 E. 12th St., KCMO 64106

Convention & Entertainment Facilities

Enhances cultural life and community pride through events and facilities that invite public involvement from both residents and visitors to the City
(816) 513-5000
301 West 13th St., Suite 100, KCMO 64105

Finance

Manages city funds transparently, ensuring fiscal health and public trust in city financial decisions
(816) 513-1173
City Hall, 3rd Floor, 414 E. 12th St., KCMO 64106

Fire (KCFD)

Provides emergency services and safety education, fostering a safe and prepared community
(816) 513-4600
Century Towers, 635 Woodland Ave., Suite 2100, KCMO 64106

General Services

Supports city operations with essential services, enhancing the quality of public spaces and facilities
(816) 513-1313
City Hall, 1st Floor, 414 E. 12th St., KCMO 64106

Health

Promotes public health initiatives and access to healthcare, engaging residents in healthy living practices
(816) 513-6008
2400 Troost Ave., KCMO 64108

Housing & Community Development

Improves quality of life through housing options and community projects, encouraging neighborhood pride and involvement
(816) 513-1500
City Hall, 15th Floor, 414 E. 12th St., KCMO 64106

Human Resources

Recruits and develops a diverse and skilled city workforce, reflecting the community it serves and fostering workplace engagement
(816) 513-1929
City Hall, Floors 10 & 12, 414 E. 12th St., KCMO 64106

Law

Ensures legal integrity in city operations, and upholds justice and fairness by advising city officers and officials, prosecuting ordinance violations, and litigating cases
(816) 513-3142
City Hall, 23rd Floor, 414 E. 12th St., KCMO 64106.

Municipal Court

Provides accessible justice, encouraging civic responsibility and legal awareness among residents
(816) 513-2700
511 E. 11th St., KCMO 64106

Neighborhood Services

Supports healthy and beautiful neighborhoods by engaging with communities to maintain buildings and open spaces
(816) 513-3200
City Hall, 4th Floor, 414 E. 12th St., KCMO 64106

Parks & Recreation

Offers recreational spaces, centers and programs, encouraging healthy living and community connections
(816) 513-7500
4600 E. 63rd St., KCMO 64130

Police

Works collaboratively with communities to enhance safety and trust, encouraging civic responsibility and cooperation
(816) 234-5000
1125 Locust St., KCMO 64106

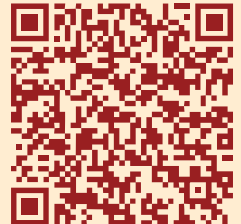
Public Works

Maintains and improves infrastructure, through important work like filling potholes, maintaining sidewalks and curbs, and picking up trash and recycling
(816) 513-9970
City Hall, 20th Floor, 414 E. 12th St., KCMO 64106

Water

Ensures clean and reliable water services and maintains the health of our rivers and groundwater
(816) 513-1313
4800 East 63rd St., KCMO 64130

Scan the QR code for a detailed overview of the Citywide Business Plan (CWBP), offering a behind-the-scenes look at the City’s operations and the City Council’s contributions to the City’s success.



Notes:

5. RISK MANAGEMENT



I. Safety Protocols & Emergency Procedures

Keeping everyone safe is our top priority. We have detailed plans and quick responses in place to handle any emergencies, both for our team and the residents of Kansas City. Safety isn't just a rule we follow; it's what we build everything else on.

II. Risk Mitigation Strategies

We're always working ahead to cut down on risks with smart plans and steps to keep our community and city staff safe. Our aim is to stay ready for whatever comes our way and implement solutions, so Kansas City stays strong.

III. Community Engagement in Safety

Join us in creating a safer Kansas City through active participation in safety workshops and preparedness training. Your input and engagement are crucial in shaping effective citywide safety measures.

IV. Public Access to Safety Resources

Empower yourself with knowledge through our extensive safety resources, including online guides, training videos, and emergency response manuals. Stay informed, prepared, and safe with easy access to vital safety information.

Contact Info:

For immediate assistance or to discuss safety protocols, please contact our Safety Officer at **(816) 513-1188** or reach out on the SharePoint website:

<https://kcmo.sharepoint.com/sites/safety>

These resources are here to always ensure your safety and well-being.

Scan this QR code to access our comprehensive safety training videos, emergency response guides, and fire escape maps designed to prepare you for various scenarios. Stay informed and ready to act to maintain a safe working environment.



Notes:

6.

HUMAN RESOURCES



I. Benefits

The HR Benefits team handles all city benefits such as medical, dental, vision, term life insurance, short-term disability, long-term disability, and flexible spending accounts for city employees. We're here to help with everything from filling out forms to answering questions about medical coverage and parental leave. Basically, we make sure everyone knows what they're entitled to and help keep things running smoothly.

Main Phone: (816) 513-1932

II. Compensation/Records

Compensation/Records is in charge of pay and job titles for the City to keep things organized. We work closely with departments to set up and maintain fair pay and job structures. We also do research to make sure everything's up to date and handle contract reviews. Plus, we're the ones keeping all the employee records straight, from promotions to new hires. We're the go-to for verifying employment and handling requests for employee info.

Main Phone: (816) 513-1901

III. Education & Development

Education and Development has got you covered with training programs and services. We want to make sure you're in the driver's seat when it comes to your development, so we offer a range of courses that you can choose from based on your goals. Best part? You can join online through Microsoft Teams, so you can learn and practice wherever you are. Plus, we've got activities lined up to boost communication, leadership, teamwork, and problem-solving skills.

Main Phone: (816) 513-1396

IV. Equal Employment Opportunity

Equal Employment Opportunity's job is to make sure everyone feels safe and respected at work. Discrimination and harassment have no place here. We're committed to creating a workplace where everyone can thrive without fear of mistreatment. Inappropriate conduct affecting city employees or committed by city employees based on race, sex (including pregnancy), national origin, religion, age, disability, marital status, genetic information, sexual orientation, or gender identity, is prohibited and will not be tolerated. It's all about building a supportive environment for our employees and anyone doing business with the City.

Main Phone: (816) 513-1960

V. Human Resources Information Systems

The Human Resources Information Systems team keeps our digital systems up and running smoothly. We handle everything from PeopleSoft to recruitment tools. They're the go-to for any tech issues, security, or training needs. We're the tech wizards behind the scenes, making sure everything runs like clockwork.

Main Phone: (816) 513-1240

VI. Labor & Employee Relations

The Labor and Employee Relations Division is responsible for working with bargaining unions, employees, and city supervisors and managers to promote an effective, safe, and harmonious work environment. We administer:

- Employee/Applicant Requests for Reasonable Job Accommodations
- Drug & Alcohol Misuse Testing Policy
- Grievance Procedure
- Various Employee Relations & Supervisory Training

Main Phone: (816) 513-1908

VII. Retirement

The Retirement team is here to make sure you're all set for life after work. We handle the Employees' Retirement System and the Firefighters' Pension System, which are mandatory for all full-time city employees and firefighters. How's it all funded, you ask? Well, through employee contributions, investment earnings, and city contributions!

We also take care of the Deferred Compensation and Post-Employment Health Programs (PEHP) to help you out during your golden years. So, rest easy knowing we've got your back when it comes to retirement planning.

Main Phone: (816) 513-1928

VIII. Talent Acquisition

The Talent Acquisition team is your go-to for all things hiring. We handle everything from advertising job openings to screening applications and conducting background checks. Basically, we're here to make sure the right people end up in the right positions.

And it's not just about finding new hires – we also lend a hand to folks looking to move up the ladder within the City. So, whether you're applying for a job or aiming for a promotion, we've got your back every step of the way.

Main Phone: (816) 513-1903

Link to digital resources such as detailed guides on benefits, training modules, policy handbooks, interactive platforms for HR services, etc.



Notes:

7. THE NEXT 12 MONTHS

Get ready for an exciting journey ahead! We'll walk you through what to expect in your first year, helping you navigate the path ahead. From important milestones to engaging development opportunities, you'll have the chance to align your goals with our shared vision. It's here where your role within our vibrant community begins to take shape, promising a year full of growth, learning, and success. Let the adventure begin!



- Celebration
- Acknowledgement
- Encouragement



- Engage
- Align
- Impact



- Promotion
- Exploration
- Commitment



Notes:

