



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Economic Development

To: City Council

From: City Manager & Staff

Council Meeting Date: May 5, 2025

Re: Amending the Economic Development Department's FY 2025 classification and pay plan and the FY 2025 Annual Budget.

## Executive Summary

An ordinance amending the FY 2025 Annual Budget and the FY 2025 Classification and Pay Plan to add, close, and reassign classifications as well as change titles.

## Discussion

The Economic Development Department is requesting changes to its structure that will enable it to more effectively carry out retail development and entrepreneurial program efforts while removing unnecessary personnel costs.

The Business Development Supervisor position is not yet filled and has been reassigned to a Specialist position. The Department has removed the position's management responsibilities. Instead, the position will focus on proactively identifying and planning for retail and other economic development opportunities in the City of Columbia, especially in underserved areas.

An Entrepreneurship Program Specialist has been reassigned to Entrepreneurship Program Supervisor. This position will supervise the Department's other two entrepreneurial positions, whose classifications are being consolidated to Entrepreneurial Program Specialist positions. This structure will enable the Department to have a clearer and more consistent approach in its entrepreneurial program efforts.

The Department will also be eliminating a 0.50 FTE Communications Coordinator since the position is no longer needed.

Through these changes, the Department expects to decrease personnel costs by approximately \$48,249.

**The Department respectfully proposes that the City of Columbia amend the classification and pay plan as follows:**

### **Classifications Closed:**

8911 Business Development Supervisor, Grade 111, Exempt

8909 Coordinator for Global Entrepreneurs, Grade 109, Exempt

8907 Minority Business Program Specialist, Grade 109, Exempt



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## Classification Consolidations:

8909 Coordinator for Global Entrepreneurs, Grade 109, Exempt to

8903 Entrepreneurship Program Specialist, Grade 109, Exempt

- Economic Development (1)

8907 Minority Business Program Specialist, Grade 109, Exempt to

8903 Entrepreneurship Program Specialist, Grade 109, Exempt

- Economic Development (1)

## New Classification:

8904 Entrepreneurship Program Supervisor, Grade 111, Exempt

## Reassignments:

8911 Business Development Supervisor, Grade 111, Exempt to

8905 Business Development Specialist, Grade 110, Exempt

- Economic Development (1)

8903 Entrepreneurship Program Specialist, Grade 109, Exempt to

8904 Entrepreneurship Program Supervisor, Grade 111, Exempt

- Economic Development (1)

## Fiscal Impact

Short-Term Impact: We expect decreased personnel costs of \$48,249 per year.

Long-Term Impact: We expect decreased personnel costs of \$48,249 per year.

## Strategic & Comprehensive Plan Impact

### Strategic Plan Impacts:

Primary Impact: Resilient Economy, Secondary Impact: Inclusive and Equitable Community,

Tertiary Impact: Not Applicable

### Comprehensive Plan Impacts:

Primary Impact: Economic Development, Secondary Impact: Livable & Sustainable

Communities, Tertiary Impact: Not Applicable

## Legislative History

Date	Action
	Not applicable

## Suggested Council Action

The Economic Development Department respectfully requests approval of the requested amendments.