



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 240078

Submitted Department/Preparer: General Services

Revised 11/01/23

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

Estimating revenue in the amount of \$28,569.36 in the General Fund; and authorizing the Director of General Services to execute a one-year lease agreement with two options to renew for one (1) year each with Habitat for Humanity Restore Kansas City, Inc. for the purpose of office space at 4701 Deramus, Kansas City, Jackson County, Missouri 64120

### Discussion

For the purpose of authorizing expenditures new or planned to conduct municipal services and for the purpose of office space at 4701 Deramus Kansas City, MO 64120.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
Rental Space Charges : 24-1000-071600-457500 General Fund
3. How does the legislation affect the current fiscal year?  
By adding \$28,569.36 in income this 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. There will be a total of \$57,138.72 in revenue earned after the execution of the lease for the fiscal year 2025.
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?  
Yes

**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)**

This ordinance authorizes the execution of a lease agreement and estimates \$28,569.36 in revenue in the current fiscal year with an additional \$57,138.72 to be recognized in fiscal year 2024-25

**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):
  - 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**

None

**Service Level Impacts**

This ordinance will increase revenue for the city and will provide Habitat for Humanity Restore Kansas City, Inc the space needed to help those in need of their services.

**Other Impacts**

1. What will be the potential health impacts to any affected groups?

This legislation will increase access to families to further the pioneering vision of the families, local communities, volunteers and partners from around the world so that more people are able to live in affordable and safe homes

2. How have those groups been engaged and involved in the development of this ordinance?

The General Services Real Estate Division collaborated extensively with Habitat for Humanity Kansas City, Inc to provide adequate space in the planning and development of this project.

3. How does this legislation contribute to a sustainable Kansas City?

This project plays a crucial role in advancing efforts to remove systemic barriers preventing low-income and historically underserved families from accessing adequate, affordable shelter.

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.

Yes - I have submitted documents for CREO Review (Press tab after selecting)

Please attach or copy and paste CREO's review.

CREO documents are attached

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)