



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 260052

Submitted Department/Preparer: Housing

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

Accepting the Municipal Code revisions recommended by the Housing Trust Fund Board; revising the Municipal Code to define Minor Home Repair projects for the purposes of the Housing Trust Fund; and reducing the Affordability Period for Minor Home Repair projects from thirty years to three years.

### Discussion

The Housing Trust Fund provides funding for Minor Home Repair services performed by agencies in the community. These relatively low-cost home repairs provide a vital service to low-income homeowners, including renovation and replacement of HVAC systems, electrical systems, roofs, and plumbing systems. This service helps ensure homeowners are able to remain in their homes, but also preserves the City's current housing stock. Currently, HTF requires a 30 year period of affordability for all homes that receive HTF funded minor home repair services. This is a significant burden for homeowners, and far outweighs the benefit of the home repair. The HTF Board recognized this discrepancy, and required staff to convene a workgroup to study the issue further. To protect both the interests of low-income homeowners and the Housing Trust Fund's mission of preserving affordable housing, the Board recommends two changes. First, the Board recommends amending the Municipal Code to specifically define Minor Home Repair services as it relates to Housing Trust Fund. Second, the Board recommends lowering the period of affordability from thirty to three years. This Ordinance will authorize those changes to the Municipal Code.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
This Ordinance does not include any funding sources or expenditures.

3. How does the legislation affect the current fiscal year?  
This legislation will not impact the current fiscal year.
4. Does the legislation have a fiscal impact in future fiscal years? Please note the difference between one-time and recurring costs.  
This legislation may result in the awarding and expending of Housing Trust Fund dollars to support qualified and approved Minor Home Repair projects.
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?  
No.

### **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 legislation has no fiscal impact

## **Citywide Business Plan (CWBP) Impact**

1. View the [Adopted 2025-2029 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?  
Housing and Healthy Communities (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
  - Utilize planning approaches in neighborhoods to reduce blight, ensure sustainable housing, and improve resident wellbeing and cultural diversity.
  - Maintain and increase affordable housing supply to meet the demands of a diverse population.
  - Address the various needs of the City's most vulnerable population by working to reduce disparities.
  - Foster an inclusive environment and regional approach to spur innovative solutions to housing challenges.

- Ensure all residents have safe, accessible, quality housing by reducing barriers.
- Protect and promote healthy, active amenities such as parks and trails, play spaces, and green spaces.

## Prior Legislation

Ordinance 180719; Ordinance 210873

## Service Level Impacts

This Ordinance will help remove barriers from low-income homeowners seeking Minor Home Repair services supported by the Housing Trust Fund. Currently, relatively low-cost home repairs carry a mandatory requirement that the home be occupied by a low-income homeowner for thirty years. This requirement is cost prohibitive, inequitably preventing low-income homeowners from receiving this service. By reducing the affordability requirement from thirty years to three years, we reduce the burden placed on homeowners while also honoring the purpose of the Housing Trust Fund as laid out in Section 2-1693 of the Municipal Code.

## 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?  
This legislation will prevent the further dilapidation and eventual demolition of homes that fall into a state of disrepair by providing Minor Home Repair services to low-income homeowners.
4. Does this legislation create or preserve new housing units?  
Yes (Press tab after selecting)

Total Number of Units [Click or tap here to enter text.](#)

Number of Affordable Units [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:

Click or tap here to enter text.

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)