



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 240277

Submitted Department/Preparer: Housing

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

Directing the City Manager to establish an Employee Homeownership Assistance Program ("the Program"); waiving the limitations established by the Fund Balance and Reserve Policy in section 2-1954 of the Code of Ordinances; appropriating \$750,000.00 from the Unappropriated Fund Balance of the General Fund; authorizing the Director of the Housing and Community Development Department to execute necessary contracts and expend up to \$750,000.00 from funds appropriated in the General Fund; directing the City Manager to report back to the Council in one year; and recognizing this ordinance to have an accelerated effective date.

### Discussion

Click or tap here to provide [detailed information, analysis, and any applicable CREO goals](#) on this topic.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
This ordinance would reduce the unappropriated balance of the General Fund by \$750,000. \$650,000 would be appropriated to 1000-552155-B to support Down Payment Assistance, while the remaining \$100,000 would be appropriated to 1000-552156-B to support Closing Cost Assistance.
3. How does the legislation affect the current fiscal year?  
Click or tap here to enter text.
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.  
Click or tap here to enter text.
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?

Click or tap here to enter text.

### 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)

The General Fund has Unappropriated Fund Balance available to support the proposed amount. The unreserved fund balance of the General Fund is \$192.6 million, as of 3/14/2024.

## Citywide Business Plan (CWBP) Impact

1. View the [FY23 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

Res 230569: Directed the City Manager to investigate and develop a homeownership assistance program for City employees

## Service Level Impacts

Click or tap here to provide a description of how this ordinance will impact service levels. List any related key performance indicators and impact.

## Other Impacts

1. What will be the potential health impacts to any affected groups?  
Click or tap here to enter text.
2. How have those groups been engaged and involved in the development of this ordinance?  
Click or tap here to enter text.
3. How does this legislation contribute to a sustainable Kansas City?  
Click or tap here to enter text.
4. Does this legislation create or preserve new housing units?  
Please Select (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.

Please Select (Press tab after selecting)

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)

