



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 230741

Submitted Department/Preparer: Please Select

Revised 8/3/23

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

Amending Chapters 60, 61, 63, and 64 of the Code of Ordinances for the purpose of transferring certain permitting functions from the City Planning and Development Department to the Water Services and Public Works Departments, directing the City Manager to begin transition of such services, and take steps to address staffing, financial, and legislative changes, and appropriating an unidentified amount of money from an unidentified fund.

Discussion

Summary of changes:

Section 60-32: Construction of private sewage disposal systems

- Removes mention of the City Planning and Development department and replaces with references to the Water Services department

Section 61-20: Enclosing natural drainage ditches

- Removes mention of the City Planning and Development department and replaces with references to the Water Services department

Section 63-21: Title and authority

- Removes mention of the City Planning and Development department and replaces with references to the Water Services department

Section 63-24: Definitions

- Changes the definition of "Applicant" to specify that an individual must submit an application to the Director of Water Services for a site disturbance permit, from the Director of City Planning
- Changes the definition of "Director" to specify the Director of Water Services rather than the Director of City Planning
- Changes the definition of "Site disturbance permit" to reference the Director of Water Services rather than the Director of City Planning

Section 64-4: Construction or repair by property owner of facilities in adjacent right-of-way

- Changes the definition of “Director” from the Director of City Planning to either the Director of Public Works OR the Director of Water Services dependent on the type of work performed
 - Public Works: improvements to streets, alleys, streetlights, streetlight signals, sidewalks, driveways, curbs and gutter, and retaining walls within the right-of-way
 - Water Services: grading, site disturbance, stream buffer protection requirements, storm sewers, and sanitary sewers

This ordinance also directs the City Manager to transition work duties from the City Planning and Development department to either the Public Works or Water Services departments, dependent on the scope of work identified above.

The ordinance does not specify funding levels or account strings.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☐ Yes ☒ No
2. What is the funding source?
Click or tap here to provide fund name(s) and the full account string.
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)

There has been no funding amount or account string provided to complete a fiscal analysis of this ordinance.

Citywide Business Plan (CWBP) Impact

1. View the [FY23 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Please Select (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

Prior Legislation

Click or tap here to list prior, related ordinances/resolutions.

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. Department staff certifies the submission of any applicable Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), Non-Discrimination documents, and Letters of Intent to Subcontract (LOIs) to CREO prior to the legislation entry request in Legistar.

Please Select (Press tab after selecting)

Click or tap here to enter text.

5. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

6. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?

No(Press tab after selecting)