



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 260194

Submitted Department/Preparer: Housing

Revised 01/30/25

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 recommendations of the Housing Trust Fund Board; reducing an existing appropriation by \$2,979,450.00 and appropriating \$2,979,450.00 from previously appropriated fund balance in the Housing Trust Fund; authorizing the Manager of Procurement Services to execute various funding agreements in accordance with this Ordinance; and authorizing the Director of the Housing and Community Development Department to expend up to \$2,979,450.00 from funds appropriated in the Housing Trust Fund.

Discussion

Pursuant to Section 9 of Ordinance 250631, The Housing Trust Fund Board made new funding recommendations utilizing reprogrammed dollars from the Round 5 Request for Proposals. These new recommendations will create or preserve 240 units of affordable housing across the City.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No
2. What is the funding source?
26-2490-555996-B-55BUDGET
3. How does the legislation affect the current fiscal year?
This ordinance will reduce the the existing balance of the Housing Trust Fund by \$2,979,450.00
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
This will be a one time cost, with no fiscal impact in future years.

5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?

This legislation will support projects to bring 241 total units of housing online, leveraging outside funding from conventional development lenders, the Missouri Housing Development Commission, and investments from parties to the deal. Increasing the housing stock will result in indirect revenue increases, as more residents will have affordable housing opportunities throughout the City.

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)

Account has no structural imbalance

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, affordable housing, and improve resident wellbeing and cultural diversity.
 - ☒ Maintain and increase 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.
 - ☒ Promote healthy residents by ensuring basic sanitation and living needs are met.
 - ☒ 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

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

Service Level Impacts

N/A

Staff Recommendation

Housing and Community Development

Select One: ☒ Sponsored
☐ Directive: Res/Ord # [Click to enter Res/Ord. No.](#)

Select One: ☒ Recommend
☐ Do Not Recommend
☐ Not Applicable

The Housing Trust Fund staff and Board went through a thorough evaluation process for each applicant in the Round 5 RFP. This evaluation looked at a variety of factors identified in the Municipal Code or approved by the Housing Trust Fund Board, with the goal of investing in quality, attainable, and affordable housing for all residents. These recommendations demonstrate the Trust Fund Board's commitment to good financial stewardship and intentional risk leveraging. The Board also balanced the long-term need for sustainability with the immediate need for more housing units brought online. For the above reasons, staff approves of this Ordinance.

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?
N/A

4. Does this legislation create or preserve new housing units?
Yes (Press tab after selecting)

Total Number of Units 241

Number of Affordable Units 240

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)