



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 250652

Submitted Department/Preparer: General Services

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

Authorizing the Director of General Services to execute a one (1) year lease agreement with two options to renew for one (1) year each with **Diamond Food LLC, dba Break Time**

Discussion

Diamond Food LLC, dba Break Time operates during peak civic hours aligning perfectly with the schedules of city employees, downtown workers, and visiting constituents. This offers a unique opportunity to serve a high-density, high-need area with essential goods and services.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☐ Yes ☒ No
2. What is the funding source?
General Fund - 26-1000-071600-457500 City Property and Acquisition
\$313.60
3. How does the legislation affect the current fiscal year?
This will add \$313.60 in income FY26
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
Yes, it impacts the revenue for Fiscal Year 2025-26
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
Yes, the legislation will generate revenue for Fiscal Year 2025-2026.

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)

Click or tap here to enter text.

Citywide Business Plan (CWBP) Impact

1. View the [Adopted 2025-2029 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.
 - ☐
 - ☐
 - ☐

Prior Legislation

N/A

Service Level Impacts

This legislation provides a consistent revenue to the city in convenience sales and services to the downtown area, city employees and local citizens.

Other Impacts

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

This legislation will provide food services and drinks that would not otherwise be easily accessible to city employees, downtown citizens and guests of the city of kcmo.

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

Yes

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

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.

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)