



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 260100

Submitted Department/Preparer: Health

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 acceptance of a \$45,000.00 grant from the Food and Drug Administration (FDA) and National Environmental Health Association (NEHA). Estimating and appropriating \$45,000.00 in the Health Grants Fund and designating requisitioning authority.

Discussion

This grant will support the Health Department's Food Safety Program in advancing conformance with the FDA Voluntary National Retail Food Regulatory Program Standards in an effort to reduce the occurrence of food-borne illness risk factors. The 9 FDA retail program standards provide a framework for the Food Protection Program to improve upon existing procedures to reinforce proper sanitation and focus on factors that contribute to food-borne illness. By meeting these Standards, the City is ensuring a comprehensive strategic approach to the safety and security of the food supply at the retail level.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☐ Yes ☒ No
2. What is the funding source?
Health Grants Fund 2480-505078-G50507826
3. How does the legislation affect the current fiscal year?
Estimates and Appropriates funding. Will cover personnel hours related to administrative work and activities evaluating program to meet and maintain standards.
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.

No

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

This legislation will leverage outside funding to cover personnel hours related to grant activities, \$15,000 each year of 2025, 2026, and 2027.

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)

As of 2024, KCHD's Food Protection Program met 7 out of the 9 Standards. At the end of 2027, the program intends to meet and maintain the two standards it did not meet in 2024.

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

Service Level Impacts

By working to achieve conformance with the FDA's Retail Program Standards, KCHD's Food Protection Program will promote wider application of effective risk-factor intervention strategies and improve industry and consumer confidence in food protection programs by enhancing uniformity within the program.

Other Impacts

1. What will be the potential health impacts to any affected groups?
Through the work completed using the grant award, the KCHD Program is working towards reducing the factors causing foodborne related illness.
2. How have those groups been engaged and involved in the development of this ordinance?
No.
3. How does this legislation contribute to a sustainable Kansas City?
A product of working towards meeting the FDA Retail Program Standards is that it often leads to innovations in program implementation and administration.
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.

No - CREO's review is not applicable (Press tab after selecting)

Please provide reasoning why not:
No subcontracting

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

No(Press tab after selecting)

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

No(Press tab after selecting)