City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 250454
Submitted Department/Preparer: Housing
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

Accepting the recommendation of the Housing Trust Fund Advisory Board for additional funding in the amount of $550,000.00 to the Forest Hill Village project developed by Synergy Services located at 3500 Prather Road and authorizing the Manager of Procurement Services to execute the necessary documents to amend the funding agreements and expend up to $550,000.00 from the funds appropriated in the Housing Trust Fund.

Discussion

In January 2025, the Housing Trust Fund program adopted a new funding policy allowing previously awarded projects to request additional funds if their project budgets had increased. Synergy Services submitted such a request, which was reviewed and unanimously approved by the Housing Trust Fund board.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No

2. What is the funding source?

26-2490-552045-619080	Housing Trust Fund Bonds	$300,000.00
being transferred to		
26-2490-555996-619080-55FORHILLHTF	Forest Hill Village HTF	$550,000.00

3. How does the legislation affect the current fiscal year?
   This legislation would appropriate $550,000 from the Housing Trust Fund Bonds to the Forest Hill Village Project.

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?
   N/A

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?
   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

Ordinance 220642

Service Level Impacts

The Developer identified a need for additional funding due to increases in construction costs.

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?
   Increases affordable housing stock in Kansas City.

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

   Total Number of Units 45
   Number of Affordable Units 32

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)

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?
   Yes(Press tab after selecting)
   In an effort to prevent disclosure of confidential information, a separate communication will be provided to City Council members to reflect the top three proposers for the RFP/Q.