

# AGENDA

## CENTRAL CITY ECONOMIC DEVELOPMENT SALES TAX BOARD MEETING

A public meeting of the Central City Economic Development Sales Tax Board will take place on Tuesday, April 12, 2022 at 12:00 noon

Zoom Meeting: <https://zoom.us/j/94196295826>  
Meeting ID: 941 9629 5826  
Phone: (646) 558-8656 Passcode: 94196295826#

1. Call to Order
2. Public Comment
3. Approval of Minutes
4. Treasurer's Report
  - o February 8, 2022
  - o March 8, 2022
  - o March 12, 2022
  - o March 23, 2022
5. Consultant's Report
6. Future RPFs and Scoring
7. Administrative Services Update
8. Project Update - Previous Rounds
9. Other Business
10. Additional Business

There may be general discussion of matters related to the Central City Economic Development Sales Tax.

Pursuant to subsections (1) and (12) of Section 610.021 of the Revised Statutes of Missouri, there may be a closed session to discuss a) legal matters, litigation or privileged communications with attorneys; and/or b) sealed proposals and related documents or any documents related to a negotiated contract.

#### 11. Adjourn

Any person with a disability desiring reasonable accommodation to attend this meeting should contact the City's 311 Action Center. Any person with a disability desiring reasonable accommodation to attend this meeting should contact the City's 311 Action Center.



**Central City Economic Development Sales Tax Fund #2200**  
**Comparison of Revenues, Expenditures**  
**and Change in Fund Balance**  
**As of March 31, 2022**

	Actual FY 2019-20	Actual FY 2020-21	Adopted FY 2021-22	Projected Activity FY 2021-22	Activity to Date <sup>1</sup> FY 2021-22	Actuals to Date <sup>2</sup> FY 2021-22
Beginning Fund Balance	\$ 14,729,572	\$ 19,978,759	\$ 3,276,611	\$ 24,781,743	\$ 24,781,743	\$ 24,781,743
Reserve for Encumbrances	-	401,273	-	3,510,209	3,510,209	3,510,209
Rollforward of encumbrances to FY 2022	-	(3,510,209)	-	-	-	-
<b>Total Fund Balance</b>	<b>14,729,572</b>	<b>16,869,822</b>	<b>3,276,611</b>	<b>28,291,953</b>	<b>28,291,953</b>	<b>28,291,953</b>
<b>Revenues</b>						
Sales Tax	10,720,388	9,353,764	9,855,000	9,855,000	10,401,744	10,401,744
Miscellaneous Income	6,028	57,357	56,000	56,000	2,024	2,024
<b>Total Revenues</b>	<b>\$10,726,416</b>	<b>\$9,411,121</b>	<b>\$9,911,000</b>	<b>\$9,911,000</b>	<b>\$10,403,768</b>	<b>\$10,403,768</b>
<b>Expenses</b>						
Wages	49,492	61,488	59,808	59,808	59,808	59,111
Benefits-Insurance-Health-FICA	13,984	19,640	22,090	22,021	22,021	22,005
Pension	6,396	9,986	9,763	11,460	11,460	11,629
Employee charged-in	-	7,689	-	-	-	544
<b>Salary and Wages Subtotal</b>	<b>69,872</b>	<b>98,803</b>	<b>91,661</b>	<b>93,289</b>	<b>93,289</b>	<b>93,289</b>
Training/Meeting Exp.	2,408	1,138	-	-	-	-
Catering/Food	303	-	-	-	-	-
Printing / Office Supplies/Advertisements	533	273	500	1,142	1,142	1,142
<b>Meeting and Other Related Expenses Subtotal</b>	<b>3,244</b>	<b>1,411</b>	<b>500</b>	<b>1,142</b>	<b>1,142</b>	<b>1,142</b>
Community Builders of Kansas City (Round 1)	627,785	-	-	-	-	-
Emanuel Family & Child Development (Round 1)	725,000	-	-	-	-	-
Linwood Shopping Square (Round 1)	2,389,149	-	-	-	-	-
Ivanhoe Neighborhood Council (Round 1)	-	-	-	933,840	933,840	933,840
MACPEN Enterprise (Round 1)	1,000,000	-	-	-	-	-
National Assoc of Construction Cooperatives (Round 1)	-	-	-	215,000	215,000	215,000
Neighbors United (Round 1)	-	139,927	-	66,024	66,024	66,024
<b>Round 1 Funding Subtotal:</b>	<b>4,741,934</b>	<b>139,927</b>	<b>-</b>	<b>1,214,864</b>	<b>1,214,864</b>	<b>1,214,864</b>
Urban America Southpointe, LLC (Round 2 Recommendation)	-	-	-	500,000	500,000	500,000
Urban America – KC EVE, LLC (Round 2 Recommendation)	-	-	-	1,205,231	1,205,231	-
KC Town Hall (Round 2 Recommendation)	-	-	-	490,539	490,539	-
Palestine Economic Dev. Corp. (Round 2 Recommendation)	-	-	-	2,288,008	2,288,008	2,288,008
Urban Neighborhood Initiative (Round 2 Recommendation)	-	-	-	250,000	250,000	250,000
Oak Park Neighborhood Association (Round 2 Recommendation)	-	-	-	2,800,000	2,800,000	2,800,000
Linwood Gardens (Round 2 Recommendation)	-	-	-	1,150,000	1,150,000	1,150,000
Prospect Summit Duplexes (Round 2 Recommendation)	-	-	-	1,900,000	1,900,000	-
Neighbors United Supplemental (Round 2 Recommendation)	-	-	-	107,853	107,853	107,853
<b>Round 2 Funding Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,691,631</b>	<b>10,691,631</b>	<b>7,095,861</b>
Conrad Wright Media Building (Round 3 Recommendation)	-	-	-	200,000	200,000	200,000
CELT (Round 3 Recommendation)	-	-	-	432,354	282,354	-
Parade Park Homes (Round 3 Recommendation)	-	-	-	905,000	905,000	-
One Nine Vine (Round 3 Recommendation)	-	-	-	3,960,000	3,960,000	-
Jazz Hill Homes (Round 3 Recommendation)	-	-	-	3,974,296	3,974,296	3,974,296
The Overlook (Round 3 Recommendation)	-	-	-	5,000,000	5,000,000	5,000,000
Santa Fe (Round 3 Recommendation)	-	-	-	610,000	610,000	610,000
<b>Round 3 Funding Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,081,650</b>	<b>14,931,650</b>	<b>9,784,296</b>
Small Business Stabilization (Covid-19 Recommendation)	-	500,000	-	-	-	-
Essential Services Program (Covid-19 Recommendation)	-	500,000	-	-	-	-
<b>Covid-19 Funding Subtotal:</b>	<b>-</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Ivanhoe Neighborhood Council (Supplemental Funding)	-	-	-	287,492	287,492	287,492
Emanuel Family & Child Development (Supplemental Funding)	-	-	-	500,000	500,000	500,000
<b>Supplemental Funding Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>787,492</b>	<b>787,492</b>	<b>787,492</b>
<b>Projects Recommended for Funding Subtotal</b>	<b>4,741,934</b>	<b>1,139,927</b>	<b>-</b>	<b>27,775,637</b>	<b>27,625,637</b>	<b>18,882,513</b>
Dean & Dunn Consultant Services (2nd Year)	101,520	89,728	-	-	-	-
Harrison-Lee Consultant Services (2nd Year)	159,386	169,331	-	364,000	364,000	364,000
<b>Consulting Services Subtotal</b>	<b>260,906</b>	<b>259,059</b>	<b>-</b>	<b>364,000</b>	<b>364,000</b>	<b>364,000</b>
<b>Contractual Services</b>	<b>-</b>	<b>-</b>	<b>9,271,091</b>	<b>9,268,821</b>	<b>9,268,821</b>	<b>-</b>
<b>Total Expenditures</b>	<b>5,075,956</b>	<b>1,499,199</b>	<b>9,363,252</b>	<b>37,502,889</b>	<b>37,352,890</b>	<b>19,340,944</b>
<b>Surplus (Deficit)</b>	<b>5,650,460</b>	<b>7,911,922</b>	<b>547,748</b>	<b>(27,591,889)</b>	<b>(26,949,122)</b>	<b>(8,937,176)</b>
<b>Total Ending Fund Balance</b>	<b>\$ 20,380,031</b>	<b>\$ 24,781,743</b>	<b>\$ 3,824,359</b>	<b>\$ 700,063</b>	<b>\$ 1,342,831</b>	<b>\$ 19,354,776</b>

**Footnotes:**

1. Reflects actual FY 22 collected revenues and city appropriations within the city's financial system.
2. Reflects actual FY 22 collected revenues, expenditures and encumbrances in the city's financial system.

Central City Economic Development Sales Tax Board Meeting  
 Minutes from February 8, 2022 Board Meeting

<b>Board Members Present</b>	DJ Pierre, Chair Melissa Patterson Hazley, Vice Chair Kenneth Bacchus, Treasurer Makini King, Board Member Nia Richardson, Board Member
<b>Consultants Present</b>	Cheryl Harrison, HLDC Consulting Leila Allen, HLDC Consulting Ricardo Kisner, HLDC Consulting
<b>City of KCMO Staff Present</b>	Shontrice Patillo, Housing and Community Development Department Jane Brown, Housing and Community Development Department Eric Clevenger, Finance Department Emalea Black, Law Department
<b>Community Members Present</b>	Brian Collins, Dromara Development LLC Erin Royals, UMKC Center for Neighborhoods Jeremy Davis, Kauffman Foundation Forestine Beasley Brad Lucht

Call to Order:

Chair DJ Pierre called the meeting to order at 12:02pm. The Chair introduced Jane Brown as the newly appointed Director of the Housing and Community Development Department.

Approval of Minutes: Chair Pierre made a motion to approve the minutes. Board Member Bacchus moved to approve the minutes. Board Member King seconded the moved motion. All Board Member were in favor of the motion. No Board Members opposed the motion. The motion passed with a vote of 5-0.

Public Comment: A question in the chat inquired about the status of the Round IV RFP. Chair Pierre responded the board will meet and review the proposals in the coming weeks and a timeline is on the CCED website. Community member Forestine Beasley asked if a workshop had been held for Round IV and the boards position on renewing the sales tax. The chair responded a workshop prior to the close of the RFP and the sales tax will sunset in 2027.

Treasurer’s Report: Board Member Bacchus provided an overview of the financial statement. The revenues are 2% higher than budget projections. Board Member Bacchus moved to approve the report. Board Member King seconded the moved motion. All Board Members were in favor of the motion. No Board Members opposed the motion. The motion passed with a vote of 5-0.

Project Updates: City Staff Member Patillo provided an overview of the CCED projects. Funds have been initiated for 60% of the CCED projects approved. Five projects are still working on Funding Agreements. KC Town Hall will be working with Shawn Hughes, project manager from General Services Department to finalize the Funding Agreement. Palestine Economic Dev. Corp is working

with KCATA to acquire property so the project can move forward.

Consultant's Report – Administrative Services Update: Ms. Harrison with HLDC provided an overview of the current scope of work and a proposed administrative services contract addendum. The addendum would include a program team of seven people including a consultant team of four and three staff members: project director, community engagement manager and administrative assistant.

Board Member Bacchus discussed the importance of community engagement and providing technical assistance.

Board Member Bacchus made a motion to approve an administrative budget not to exceed \$1.2 Million including city administrative funds.

Chair Pierre asked for comments.

Board Member Richardson inquired about staffing and cost associated with staffing. She further stated this was her first-time hearing about a dedicated office space and wanted to clarify the number of staff members and suggested a space near city staff for efficiency purposes. Ms. Richardson also asked about the ability to attract and retain staff beyond the five after the program sunset with no ability to revolve dollars.

Board Member Richardson suggested CCED pause with capping the budget for Administrative Services due to all the unknowns and required CCED.

Board Member Bacchus stated that he would like to cap funds because he would like to spend more money on projects versus staff. Board Member Bacchus made a motion directing HLDC Consultants to provide a budget not to exceed \$1 Million for CCED administration, staffing and office space and ask that HLDC provide the board a more precise proposal. Vice Chair Hazley seconded the motion. Board Members Pierre, Hazley, Bacchus, and King were in favor of the motion. Board Member Richardson opposed the motion. The motion passed with a vote of 4-1. HLDC will revise its proposal to present at a future meeting.

Policy Discussion: Board Member Richardson provided an overview presentation of a suggested administrative structure approach and policies for CCED. It was suggested by the CCED board to follow up with a community/developer roundtable in April's 2022 CCED meeting to discuss the information presented.

Administrative Services Update: None provided.

Other Business: There was no additional business.

Adjourn: The meeting adjourned at 1:48 pm following a motion by Chair Pierre, moved by Board Member Bacchus, and seconded by Board Member Richardson. The motion passed by a vote of 5-0.

## Meeting Chat

12:10:00 From Eric B. Clevenger to Everyone:

Eric Clevenger, KCMO Finance Department

12:10:00 From Brian Collins to Everyone:

Brian Collins, Dromara Development LLC

12:10:04 From Erin Royals to Everyone:

Erin Royals - UMKC Center for Neighborhoods

12:10:05 From Emalea Black -Law Department to Everyone:

Emalea Black, Law Department

12:10:39 From forestine beasley to Everyone:

Forestine Beasley, since I haven't attended I'm clear on where things are. So My question is where are we in the new round of applications

12:10:56 From Jeremy Davis to Everyone:

Jeremy Davis - Kauffman Foundation

12:12:05 From Melissa Patterson Hazley to Everyone:

Eric is here

12:12:16 From forestine beasley to Everyone:

does that mean that you have implanted pre process for those that submit. That was one of the last items of issue when I last attended

12:12:54 From Eric B. Clevenger to Everyone:

I'm on but my mic is not working. I'll call in.

12:16:53 From Melissa Patterson Hazley to Everyone:

2027

12:30:15 From forestine beasley to Everyone:

Why are funds transferred to so many other departments, are we duplicating work, seems to be obstacles to get these projects moving

12:31:22 From Brian Collins to Everyone:

I can comment on PEDC & ATA

12:32:57 From Melissa Patterson Hazley to Everyone:

That was NOT supposed to happen.

12:44:29 From forestine beasley to Everyone:

so what range of hours does this estimate cover from this hybrid coverage

12:44:49 From Melissa Patterson Hazley to Everyone:

5, 6, 7 are fulltime

12:45:04 From Melissa Patterson Hazley to Everyone:

1-4 serve as specialists in this model

12:46:08 From Brad Lucht to Everyone:

\$146K for a part-time position?

I have two engineering degrees and have worked in the defense industry for nearly 40 years. No salary has even close to matching this staff position.

I question your numbers. Either that, or this is a CEO salary.

12:46:53 From D.J. Pierre to Everyone:

\$146k is not the salary. Its the cost per position, including rent and overhead.

12:48:22 From forestine beasley to Everyone:

so we're currently working with consultants that are NOT in KC??

12:48:59 From Melissa Patterson Hazley to Everyone:

Cheryls company is in KC, her company has the contract.....

12:49:54 From Brad Lucht to Everyone:

What rent? What overhead?

12:50:39 From forestine beasley to Everyone:

Thank you Melissa, I thought she was in KCK but Lela & Ken's comments seemed to indicate that she was not in KC

12:51:13 From Melissa Patterson Hazley to Everyone:

She has contracts all over the country, but her office is here :-)

12:51:24 From Brad Lucht to Everyone:

OMG. \$2M for admin work. This is money NOT being spent on economic development.

12:51:54 From Melissa Patterson Hazley to Everyone:

Brad - the state statute says 2 million per year is the max. that's the \*state law\*

12:52:23 From D.J. Pierre to Everyone:

They will be opening an office within CCED, overhead includes utilities, benefits, furniture, etc. We are not recommending \$2m in admin work, this is not even half of that. What Ken is referring to is what the state statute allows.

12:53:49 From Brad Lucht to Everyone:

So this will be a completely separate, all new office?

12:54:55 From forestine beasley to Everyone:

I'm not being naïve, but what location are you looking at for this office

12:55:25 From Melissa Patterson Hazley to Everyone:

The general parameter at this point is within CCED zone.

12:55:45 From Brad Lucht to Everyone:

Don't say things you don't know about? Really?

How about questions? Does Ken allow questions? Or is this a done deal?

12:56:07 From forestine beasley to Everyone:

I know that, but looking at the landscape I don't see a location for a office, especially at these rates

12:56:47 From forestine beasley to Everyone:

maybe the Bluehills building on Prospect I could see

12:58:47 From forestine beasley to Everyone:

Plus they want to work from home thus the size and expense of hard space should be reduced

13:04:50 From forestine beasley to Everyone:

wait you're saying the consultant would do the hiring??

13:09:57 From Melissa Patterson Hazley to Everyone:

City Hall committed to not charging CCED for a second position.....

13:31:33 From forestine beasley to Everyone:

would that information come from the neighborhoods

13:32:29 From forestine beasley to Everyone:

would you clarify for me why it's said the consultant would hire?? where is the boards position in the hiring process

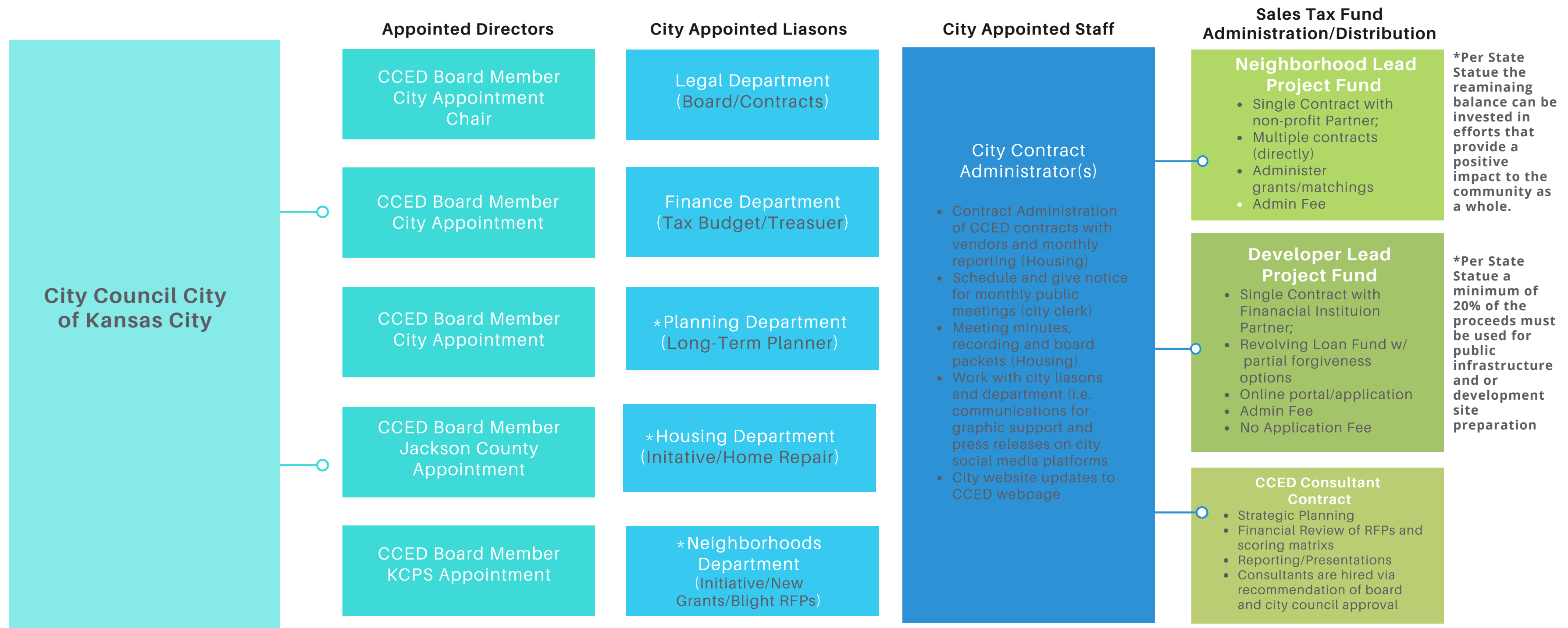
13:34:09 From forestine beasley to Everyone:

Ms King do you have any comments

# CENTRAL CITY ECON. DEV FUND

## Administrative Approach

*Per State Statute no more than 25% of revenue generated shall be used annually for administrative purposes, including staff and facility costs.*



Per State Statute Title VI 67.1305

Per State Statute Title VI 67.1300 and 67.1303

\*Per State Statute the remaining balance can be invested in efforts that provide a positive impact to the community as a whole.

\*Per State Statute a minimum of 20% of the proceeds must be used for public infrastructure and or development site preparation



# CCED Administrative Proposal

*Per MO State Statue the board can allocate no more than 25% of the sales taxes fund for administrative costs. The following are various fund tactics that could help reduce the CCED administrative needs and outsidess concerns for funding distribution.*

## **City Administrative Support to CCED**

The following is an overview of current City administrative support and suggestions for internal City support to the Central City Sales Tax board and administration of funds. The City appoints department liaisons to support the functions of the CCED board and Fund. The City is currently in the process of hiring a new contract administrator for the CCED sales tax program.

### **City Liaison Support**

- Legal Department (Assigned)
- Finance Department (Assigned)
- Planning Department (Long-Term Planner Assigned)
- Housing Department
- Neighborhoods Department

### **Contract Administrator(s)**

- Oversee and manage all CCED contracts; based on above would include
  - **Consultant Contract (s)**
  - **Non-Profit Contract for Special Projects Fund** (optional/suggested) or;
  - Individual contracts approved via Special Projects Fund/RFP by CCED Board/Council
  - **Financial Institution Contract for Revolving Loan Fund**
- Provide monthly reporting to board on contract status (expiration and execution); distribution of funds, and reporting of capital spend and revenue generation (revolving fund)
- Provide administrative support to board for monthly public meetings to include, board meeting packets, meeting minutes/recordings, public notices and reporting
- Work with city liaisons (i.e. communications for website updates and city clerk for public notices)
- Prepare materials for City council approval and presentation to council committee(s)

### **Developer Lead Project Fund (Revolving Loans):**

In conjunction with a financial institution, provide loans to applicants for public infrastructure and/or development site preparation; Allocate a minimum of 20% of the annual actual/projected sales tax revenue to this fund to be administered to approved applicants. Suggest no less than 50% of funds should be allocated for distribution via revolving loan fund.

### **Administration:**

- Funds can be administered through a partner financial institution (i.e. local bank or CDFI);
- The contract for this *Revolving Loan Fund* would be administered through City contract admin staff for funding disbursement and reporting of spending/loans;
- CCED Board would issue an RFP to select financial partner(s); anticipate partner to charge administrative fee to manage, disburse and collect fund revenue, and provide reporting back to board;

- CCED Board (along with its consultant and city contract admin staff) shall direct financial partner for loan terms and application; goal is to create accessible and inexpensive capital;
- Offer partial forgiveness/ 0% zero percent interest for project that meet community impact criteria; or the option could be for full-forgiveness for projects who demonstrate high community impact;
- Approved loan recipients could apply for the offer that upon board/city council approval; this may require a city council approved policy for board spending/approval discretion (i.e. city council policy allow CCED board to approve forgiveness- shorten the turn-around time for developer response);
- CCED Board would develop the “community impact” criteria (i.e. creation of quality jobs for residents; MWBE project participation of 50% or more; supporting local small businesses; quality housing options);
- No application fee required; lessen admin need to collect funds;
- CCED Board would decide annually the amount of sales tax collected to be allocated to the “revolving” fund;
- Require partner to provide online portal/application option and technical support

**Benefits of this Approach:**

- Lessens the need for internal administrative staff; city contract admin is managing a single contract and forgiveness requests upon receipt.
- Benefits the developer for project timing and execution; not waiting for an RFP or the slower internal city contract process as expressed by developers
- Revenue from the revolving fund can be reinvested to sustain CCED beyond its 2027 deadline; does not require another citywide vote or expensive campaign
- Potentially reduce additional funding request from developers

**Administrative Cost Estimates:** estimates 5-10% of total allocated funds

**Timeline:** 60-150 days – FY 22-23 (April/May 2022); before issuing Round 5 RFP

**Neighborhood Lead Project Fund (Grants)**

Utilize remaining funds not allocated to the Revolving or Administrative fund to be distributed via grants for neighborhood or area focused projects within the CCED boundaries. Funding should also be set-aside (suggest no less than 20%) to support a technical assistance program for CCED to assist neighborhood association and developers inside of CCED with accessing the both the grant and revolving funds.

**Administration:**

- CCED could issue rounds of RFPs for projects as it currently does. Grants could be administered via city contract administrator (option-1) or non-profit partners as an admin option-2 (i.e. CCED COVID SMB Relief Grants/Resident Relief Grants)
- CCED Board would issue an RFP to select non-profit partner(s); anticipate partner to charge administrative fee to manage, disburse and collect fund revenue and provide reporting back to board

- CCED Board (along with its consultant and city contract admin staff) shall direct non-profit partner for loan terms and application; goal is to create accessible and inexpensive capital;
- CCED Board would decide annually the amount of sales tax collected to be allocated to the neighborhood lead project fund
- The CCED board would follow its current process with its consultant to RFP, application and matrix scoring
- Recommendations would be made to council for approval
- No application fee required for neighborhood driven proposals per new policy

#### **Benefits of this Approach:**

- Lessens the need for internal administrative staff; city contract admin is managing a single contract and loan forgiveness requests upon receipt.
- Separates our developers and neighborhood project applicants from competing against one another in RFP Rounds as they have done in the past
- Allows opportunity for more neighborhood/community driven projects inside CCED and increasing engagement with the CCED board, the City, and City Council
- Funding should also be set-aside to support a technical assistance program for CCED to assist neighborhood association and developers inside of CCED with accessing the both the grant and revolving funds.
- Expand the Funds-Work with non-profit partner to match grant funds (501C3 Fiscal Agent) via private, philanthropic and other grant match funds
- Sustain the Funds through the revolving loan fund revenue; a portion of the revenue could be set aside to be invested into neighborhood projects
- Equity for neighborhoods and developers

**Administrative cost estimates:** estimates 5-10% of total allocated funds

**Timeline:** Start with Round 5 RFP FY22-23

### **Administrative Support**

The above approach can be supported by one or more of the following administrative roles, outside of the City Contract Administrator role. The following are suggested but not required to administer funding or provide reporting and administrative to CCED Board. With the above suggested approach, the remaining administrative needs can be support through our existing/new consultant. The administrative approach should be used as a foundation for understanding the outside administrative needs that can be supported by the current consultant.

- **Fund Development Manager**-work with board and partners to identify outside funding via grants, private and philanthropic to match the remaining CCED funds to sustain the program beyond 2027 sunshine date.
- **Community Liaison**- works internally with neighborhood associations and groups located within the CCED Boundaries to engage the board in supporting neighborhood driven projects.
- **\*Board Administrator**- oversee and coordinates the monthly board meeting, and any special meetings, in terms of schedule, public notice, meeting minutes, board packets, meeting agenda, project updates, etc. \*These duties are currently being performed by City Staff.

- **Executive Administrator/Director**- oversees or performs similar duties of board admin, provides monthly reporting, works with consultants and assists board with neighborhood driven projects. Support board with developer lead fund and provide reporting to board alongside financial partner.

Central City Economic Development Sales Tax Board Meeting  
 Minutes from March 23, 2022 Board Meeting

<b>Board Members Present</b>	DJ Pierre, Chair Melissa Patterson Hazley, Vice Chair Kenneth Bacchus, Treasurer Makini King, Board Member Nia Richardson, Board Member
<b>Consultants Present</b>	Lelia Allen, HLDC Consulting Ricardo Kisner
<b>City of KCMO Staff Present</b>	Shontrice Patillo, Housing and Community Development Department Jennifer Tidwell, Housing and Community Development Department Emalea Black, Law Department Joseph Guarino
<b>Community Members Present</b>	Troy Nash, Nash Group Arielle Nash, Nash Group Allan Gray, Zhou Brothers Art Center Canela Hayden, Urbanity Aakanchcha Raj, Urban Neighborhood Initiative

Call to Order: Chair DJ Pierre called the meeting to order at 2:04pm.

Public Comment: There were no comments.

Round IV RFP:

Chair Pierre made a motion to go into “Closed Session” pursuant to subsections (1) and (12) of Section 610.021 of the Revised Statutes of Missouri Subsection to discuss legal matters and sealed proposals and documents related to a negotiated contract. Motion was seconded by Makini King.

The board returned to open session at 5:15pm.

The board voted to fund the following projects:

Project	Amount	Motion	Seconded	Aye	Abstain
Promise Place	\$3,600,000	Bacchus	King	Pierre, Hazley	Richardson
Heroes Home Gate Transitional Home Expansion	\$1,500,000	Bacchus	King	Pierre, Hazley	Richardson
Jerusalem Farm	\$ 250,000	King	Bacchus	Pierre, Hazley	Richardson
21 Vine Live/Work Townhomes	\$ 783,266	Bacchus	King	Pierre, Hazley	Richardson
Ivanhoe Minor Home Repair Program	\$ 545,000	Bacchus	King	Pierre, Hazley	Richardson
Monaque Advisory Development	\$ 668,232	Bacchus	Hazley	Pierre, King	Richardson
Zhou B Art Center of Kansas City	\$1,500,000	Bacchus	King	Pierre, Hazley	Richardson

Board Member Bacchus made a motion to “not recommend” the following projects:

Washington Wheatley Neighborhood Improvement Project, Central City Neighborhood Preservation, 4300 Woodland Model Block, 2500 Michigan Ave Redevelopment, The Prospect at 35<sup>th</sup>, 20th & Walrond, Greenline Healthy Homes Program, Washington Wheatley Neighborhood Improvement Project, Kansas City's Digital Life Commons, The Benton - Hotel & Hospitality Management Training Facility, Center for the Arts, Washington Wheatley Neighborhood Improvement Project; Emmanuel's Science and Technology Center and Urbanity.

Board Member King seconded the motion. Chair Pierre and Board Member Hazley voted “Aye”. Board Member Richardson abstained.

Board Member Bacchus stated the board received several good proposals and ideas but some were not thought out. Technical assistance is needed to support some of the smaller developers, community and neighborhood organizations. Mr. Bacchus also reported a subsequent RFP could be issued after the next fiscal year.

Other Business: There was no additional business.

Adjourn: The meeting adjourned at 5:25pm following a motion by Ms. King and seconded by Mr. Bacchus. The motion passed by a vote of 5-0.

Central City Economic Development Sales Tax Board Meeting  
 Minutes from March 8, 2022 Board Meeting

<b>Board Members Present</b>	DJ Pierre, Chair Melissa Patterson Hazley, Vice Chair Kenneth Bacchus, Treasurer Makini King, Board Member Nia Richardson, Board Member
<b>Consultants Present</b>	Cheryl Harrison, HLDC Consulting Lelia Allen, HLDC Consulting Ricardo Kisner, HLDC Consulting
<b>City of KCMO Staff Present</b>	Shontrice Patillo, Housing and Community Development Department Dion Lewis, Housing and Community Development Department Eric Clevenger, Finance Department Emalea Black, Law Department Keema McCoy, Aid to Councilman Lee Barnes Jr.
<b>Community Members Present</b>	Pat Jordan, 21Vine Live/Work Townhomes Robert Farmer, UrbanAmerica Jacob Moore, Urban Neighborhood Initiative Ajia Morris, The Greenline Initiative & The Benton

Call to Order:

Chair DJ Pierre called the meeting to order at 12:04pm.

Public Comment: No comments

Approval of Minutes: No minutes available

Treasurer’s Report: Board Member Bacchus provided an overview of the financial statement. Eric Clevenger reassured Board Member Bacchus’ overview. Board Member Bacchus moved to approve the report. Board Member Hazley seconded the moved motion. All Board Member were in favor of the motion. No Board Members opposed the motion. The motion passed with a vote of 5-0.

Consultant’s Report – Administrative Services RFP: Mr. Kisner with HLDC reported the consultants have been working to develop a plan to provide administrative services and have completed a scorecard according to the RFP. A copy of the draft scorecard and a one-page summary was provided to the board for review.

Administrative Services Update: Ms. Harrison and Mr. Kisner with HLDC provided an updated presentation overview of the Administrative Services and plan for contract with the City of Kansas City, Missouri. Voting by the Board Member will take place at a future meeting upon further review of the presentation information provided by HLDC.

Policy Discussion – Councilwoman Robinson: Councilwoman Robinson provided an overview of a

drafted ordinance change to CCED that will go before the city council. The ordinance would allow for staff to make any contract changes up to 10% of the contract value without approval from city council. The purpose is to align CCED contracts the same as any other city contract(s). Board Member Richardson asked if the ordinance should align with the CCED policy. Chair Pierre stated that the ordinance should say not only is the Director of Housing able to sign off, it also has to have a recommendation from the CCED Board before moving forward with the changes.

Project Updates: City Staff Member Patillo provided an overview of the CCED projects. Board Member Bacchus requested from city staff a project in which Low Income Housing Tax Credits are used and the value of CCED's participation.

Other Business: Board Member Richardson invited the board to participate in the review of her suggested administrative approach and policies for CCED and bring back to the board. She encouraged the board to provide feedback prior to meeting with legal. Chair Pierre offered to participate.

Adjourn: The meeting adjourned at 1:06 pm following a motion by Mr. Bacchus and seconded by Board Member Hazley. The motion passed by a vote of 5-0.



Meeting Chat:

12:05:32 From Pat Jordan To Everyone:

Pat Jordan - President - Gem Cultural and Educational Center - 21Vine Live/Work Town Homes

12:05:39 From Keema McCoy To Everyone:

Keema McCoy, Aide to Councilman Lee Barnes, Jr.

12:05:46 From Eric B. Clevenger To Everyone:

Eric Clevenger, KCMO Finance Department

12:06:03 From Emalea Black -Law Department To Everyone:

Emalea Black, Law Department

12:07:03 From Robert Farmer To Everyone:

Robert Farmer, UrbanAmerica, Sponsor of both UA KC SouthPointe, LLC and UA KC EVE, LLC

12:08:10 From Jacob Moore To Everyone:

Jacob Moore, Urban Neighborhood Initiative

12:09:45 From Ajia Morris To Everyone:

Ajia Morris, The Greenline Initiative & The Benton

12:14:05 From Ajia Morris To Everyone:

Will there be any clarifying questions asked of proposers or should we reach out directly to verify satisfaction with documentation provided?

12:15:08 From Ajia Morris To Everyone:

Is there a list that corresponds with the draft scorecard?

12:15:44 From Ajia Morris To Everyone:

Better defined metrics were just shared than what was available in the RFP

12:39:51 From Makini King, UMKC (she/her/hers) To Everyone:

I agree. I think we should see the amendments first

12:57:45 From Ajia Morris To Everyone:

It would be great for smaller developers if these learning opportunities/challenges were shared earlier in the process. (ie a bridge loan is often required as we reimburse for funds spent)

13:04:19 From Ajia Morris To Everyone:

Agreed, Chairman Pierre.

Central City Economic Development Sales Tax Special Board  
 Meeting Minutes from March 12, 2022 Special Board Meeting

<b>Board Members Present</b>	DJ Pierre, Chair Melissa Patterson Hazley, Vice Chair Kenneth Bacchus, Treasurer Makini King, Board Member Nia Richardson, Board Member
<b>Consultants Present</b>	Ricardo Kisner, HLDC Consulting
<b>City of KCMO Staff Present</b>	Shontrice Patillo, Housing and Community Development Department Jennifer Tidwell, Housing and Community Development Department Dion Lewis, Housing and Community Development Department Emalea Black, Law Department
<b>Community Members Present</b>	Ricardo Lucas

Call to Order:

Chair DJ Pierre called the meeting to order at 12:08pm.

Public Comment: None

Administrative Services Proposal: Chair Pierre reported the administrative services proposal was held over from the previous meeting. Chair Pierre asked for questions from the board prior to making a motion.

Board Member Richardson had concerns with not being able to justify positions being needed immediately as proposed, implementation, contract, staffing and alignment with the budget.

Chair Pierre addressed the concerns along with Emalea from legal and Ricardo from HLDC.

Board Member Bacchus stated this is an administrative and consulting contract that city has and have done a lot of over the years that provides a direct service.

Emalea Black directed the board to make its recommendation as a new contract as opposed to amending the original contract due to the RFP differences.

Chair Pierre made a motion to execute a new contract with HLDC Consulting to provide administration and consulting services in addition to the establishment of a permanent office space for the recommended administrative services staff and waive its procurement process for this contract.

Board Member King stated the board should be updated on every step of the contracting process and board's input considered before each decision is made.

Board Member Richardson stated that instead of making a motion to execute, make a motion to draft a contract working with the Director of Housing and Community Development, CCED Board, and legal due to all the uncertainties and things that still need to be negotiated at this point.

Board Member Bacchus stated that he expects to move to approve a contract with HLDC Consulting for \$1,074,000 for three years starting May 1, 2022.

Ms. Black advised the board to include provision in the contract terminating the former contract upon the execution of a new contract.

Chair Pierre withdrew his previous motion.

Chair Pierre made a motion to terminate the present contract with HLDC Consulting and execute a new contract with HLDC not to exceed \$1,074,000, to provide administration, consulting services and establishment of office space for the recommended administrative services staff. As part of this motion, the board is seeking that the HLDC proposal is memorialized into the new contract and that the city waive its procurement process for this contract, whereas the board issued a previous RFP that received no response. Board Member Bacchus seconded the motion. Board Members Pierre, King, Hazley, and Bacchus were in favor of the motion. Board Member Richardson opposed the motion. The motion passed with a vote of 4-1.

Round IV Projects Review/Recommendation: Chair Pierre made a motion to go into "Closed Session" pursuant to subsections (1) and (12) of Section 610.021 of the Revised Statutes of Missouri Subsection to discuss legal matters and sealed proposals and documents related to a negotiated contract. Board Member Hazley seconded the motion. Board Members Pierre, Hazley, Richardson, King, and Bacchus were in favor of the motion. The motion passed with a vote of 5-0.

The board will continue to review proposals on March 23, 2022.

Adjourn: The meeting adjourned at 4:18 pm following a motion by Chair Pierre and seconded by Board member Hazley. The motion passed by a vote of 5-0.

## Central City Sales Tax Project Updates - March 8, 2022

Project	Summary	CCED Budget	Project Budget	Lvgd Ratio	Funds Disbursed	Est Funding Date	Notes
<b>Round 1</b>							
Linwood Shopping Square	Renovation Retail Shopping Center	\$ 2,389,146	\$ 8,592,000	27.81%	\$ 2,389,146	-	Project Complete
MACPEN Enterprise	Construction of Child Care Center with Services - Kiddie Depot	\$ 1,000,000	\$ 3,249,750	30.77%	\$ 1,000,000	-	Project Complete
Community Builders of Kansas City	Renovation for Entrepreneur Space at 5008 Prospect	\$ 627,785	\$ 752,785	83.39%	\$ 627,785	-	Project Complete
Emmanuel Family & Child Development	Construction of Child care Center with Services	\$ 1,225,000	\$ 7,309,387	16.76%	\$ 725,000	31-Mar	Building Complete. Construction on Sound barrier outstanding.
Ivanhoe Neighborhood Council	Senior Cottages at 39th Street	\$ 1,221,332	\$ 2,174,632	56.16%	\$ 1,221,332		Funding Agreement Complete. Fund transfer initiated.
National Association of Construction Coop	Rehabilitation of Homes throughout the District	\$ 215,000	\$ 10,000,000	2.15%	\$ -	1-May	Agreement complete. Developer apply for LandBank properties.
Neighborhoods United	Rehabilitation of Homes for Disabled Veterans	\$ 313,804	\$ 627,608	50.00%	\$139,927	31-Mar	Construction complete. Inspection ongoing.
<b>Round 2</b>							
Project	Summary	CCED Funds	Project Budget	Lvgd Ratio	Funds Disbursed		Notes
Urban America Southpointe, LLC	Pre-development for housing project at 63rd & Prospect Ave	\$ 500,000	\$ 180,259,034	0.28%	\$ 500,000	-	Funding Agreement Complete. Fund transfer initiated.
Urban America – KC EVE, LLC	Redevelopment of Castle Building and construction of 36 homes at 20th & Vine	\$ 1,205,231	\$ 21,947,664	5.49%	\$ -	1-May	Contract negotiations ongoing
KC Town Hall	Redevelopment of building on 36th & Indiana Ave into incubator and 3 affordable housing apartments	\$ 490,539	\$ 680,169	72.12%	\$ -	1-May	Funding Agreement negotiated but not executed. Insurance binder provided.
Urban Neighborhood Initiative	Site work and infrastructure to construct 30 single-family home with Habitat for Humanity	\$ 250,000	\$ 1,731,600	14.44%	\$ -	31-Mar	Amended & Restated Funding Agreement Completed. Obtaining signatures
Oak Park Neighborhood Association	Equity funding to support the development of 29 units of affordable housing at 38th Street and Prospect	\$ 2,800,000	\$ 8,183,550	34.21%	\$ 2,800,000	-	Funding Agreement Complete
Linwood Garden	Develop 32 housing units, community kitchen, coffee shop and exterior shelter near Linwood and Michigan.	\$ 1,150,000	\$ 7,667,968	15.00%	\$ 402,138	-	Funding Agreement complete. Fund transfer initiated on "Project 2".

Prospect Summit Duplexes	Construction of 23 townhomes at 22nd/23rd and Prospect Avenue.	\$ 1,900,000	\$ 5,653,625	33.61%	\$ -	5-Jan	The Funding and Loan Agreements drafted. Completing rezoning, PIEA, tax abatement and checklist items from MHDC, syndicator and CCED.
Palestine Economic Dev. Corp	Construction of 39 unit assisted living facility at 35th Street and Prospect.	\$ 2,288,008	\$ 5,735,008	39.90%	\$ -	31-Jan	Project commenced. Funds will transfer at request of Disburse Agent.

**Round 3**

Project	Summary	CCED Funds	Project Budget	Lvgd Ratio	Funds Disbursed		Notes
One Nine Vine	Construction of 80 units (30 1-bdrm, 50 2-bdrm, 14 affordable) and 138 space parking garage	\$ 3,960,000	\$ 18,133,565	21.84%	\$ -	31-Mar	Project commenced. Funds will transfer at request of Disburse Agent.
Conrad Wright Media Building	Rehabilitation of existing building for mixed-use office space and two affordable apartments	\$ 200,000	\$ 600,000	33.33%	\$ 100,000		Advancement of 50% of the funds complete.
38th Street Studio	Rehabilitation of existing building located at 3841 Agnes for office space and 5 affordable apartments	\$ 282,354	\$ 641,714	44.00%	\$ -	1-May	Council approval needed for modification
The Overlook District	Site infrastructure for future 11 acre office / mixed-use development	\$ 5,000,000	\$ 23,283,520	21.47%	\$ 5,000,000	-	Project Commenced
Parade Park Homes	Infrastructure/demolition for new construction of 100 multi-family affordable senior apartment units	\$ 905,000	\$ 3,244,533	27.89%	\$ -	-	Completing capital stack
Jazz Hill Apartments	Multi-Family rehabilitation of Jazz Hill Apartments - 197 affordable units	\$ 3,974,296	\$ 21,471,336	18.51%	\$ 3,212,056	-	Project Commenced
Santa Fe Homes	Home rehabilitation program in Santa Fe Neighborhood (\$50,000 maximum loan per home)	\$ 610,000	\$ 1,395,000	43.73%	\$ 610,000	-	Project Commenced
<b>Total</b>		<b>\$36,481,791</b>			<b>\$21,939,440</b>		

 Funding Agreement Complete

 Project Complete

## Central City Sales Tax Project Updates - April 12, 2022

Project	Summary	CCED Budget	Project Budget	Lvgd Ratio	Funds Disbursed	Est Funding Date	Notes
<b>Round 1</b>							
Linwood Shopping Square	Renovation Retail Shopping Center	\$ 2,389,146	\$ 8,592,000	27.81%	\$ 2,389,146	-	Project Complete
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KC Town Hall	Redevelopment of building on 36th & Indiana Ave into incubator and 3 affordable housing apartments	\$ 490,539	\$ 680,169	72.12%	\$ -	1-May	Once escrow agent identified should be ready to execute their contract
Urban Neighborhood Initiative	Site work and infrastructure to construct 30 single-family home with Habitat for Humanity	\$ 250,000	\$ 1,731,600	14.44%	\$ -	29-Apr	Amended & Restated Funding Agreement Completed. Obtaining signatures
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**Round 3**

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<b>Total</b>		<b>\$36,481,791</b>			<b>\$21,939,440</b>		

 Funding Agreement Complete

 Project Complete



## OFFICE OF THE CITY ATTORNEY

28<sup>th</sup> Floor, City Hall  
414 East 12<sup>th</sup> Street  
Kansas City, Missouri

Email: [emalea.black@kcmo.org](mailto:emalea.black@kcmo.org)  
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March 31, 2022

Marilyn Sanders  
City Clerk - City of Kansas City, Missouri  
25<sup>th</sup> Floor, City Hall  
414 East 12<sup>th</sup> Street  
Kansas City, MO. 64106

RE: Central City Economic Development Sales Tax – Round 4 Funding Recommendations

Dear Ms. Sanders:

Pursuant to Section 67.1305.13, RSMo and Section 68-449(c), Code of Ordinances, the Central City Economic Development Sales Tax Board (the “Board”) is tasked with:

1. Considering proposed economic development projects;
2. Noticing and holding public hearings; and
3. Recommending the adoption and funding of economic development project to the City Council.

The Board has issued a fourth request for proposals and has completed the first two tasks as to the fourth round of proposals. By this letter, the Board completes the third task as to the fourth round of proposals.

The City issued a Request for Proposals for this fourth round on November 12, 2021 and invited the public to submit proposals for economic development projects within the geographical boundaries of the Central City Economic Development Sales Tax District. A total of 21 responsive proposals were received by the due date of January 24, 2022

Over the course of the next several months, the Board convened on multiple occasions and reviewed and discussed each of the proposals and their respective merits in light of the priorities adopted by the Board. The Board was assisted in their analysis and consideration of the proposals by City staff and a team of consultants. The Board also noticed and held public hearings on February 22 and 25, 2022 at which each proposer was given an opportunity to speak about its proposal and members of the public were given a chance to testify, in support or opposition, on each of the proposed economic development projects.

Based on the Board’s careful review of the proposals and the public testimony, it has identified the following proposed economic development projects that it now recommends to the City Council:



<u>Project Name</u>	<u>Funding</u>	<u>Project Description</u>
<b>Jerusalem Farm</b>	\$250,000	Rehabilitation of 50 residential units in the CCED area between 9 <sup>th</sup> Street to Truman Road and Paseo Blvd to Indiana Avenue
<b>Ivanhoe Heroes Minor Home Repair Program</b>	\$545,000	Rehabilitation of owner-occupied housing to include new roofs, exterior painting, new HVAC systems, plumbing, electrical and accessibility upgrades
<b>Promise Place</b>	\$3,600,000	Acquisition and construction of 101 garden apartment units of affordable housing
<b>21Vine Live/Work Townhomes</b>	\$783,266	Construction of 5 single-family townhomes with adjoining workspace
<b>Monarque Advisory Development</b>	\$668,232	Construction of 8 residential units in the Phyllis Wheatly Neighborhood
<b>Heroes Home Gate Transitional Home Expansion</b>	\$1,500,000	Construction of 24 units of transitional housing for veterans in the Ivanhoe Neighborhood.
<b>Zhou B Art Center of Kansas City</b>	\$1,500,000	Renovation of a vacant 5-story blighted building into art galleries, studios, artist community, and event space facility with outdoor gardens

**Total funding recommended for the Round 4 proposed projects is \$8,846,498.**

The CCED’s recommendations will be presented to the City Council through a series of resolutions or ordinances which will be on the Council’s legislative docket by Thursday, April 21, 2022.

Please include this report of CCED Round 4 funding recommendations as a Communication on the agenda for the Council legislative session for Thursday, March 31, 2022.

If you have any questions, feel free to contact me at either 816-513-3172 or by email at [emalea.black@kcmo.org](mailto:emalea.black@kcmo.org).

Cordially,

Emalea Black  
Assistant City Attorney

cc: CCED Board  
Brian Platt  
Jane Brown  
Kerrie Tyndall  
Tammy Queen



## OFFICE OF THE CITY ATTORNEY

28<sup>th</sup> Floor, City Hall  
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FAX: (816) 513-2716

March 29, 2022

Marilyn Sanders  
City Clerk - City of Kansas City, Missouri  
25<sup>th</sup> Floor, City Hall  
414 East 12<sup>th</sup> Street  
Kansas City, MO. 64106

RE: Central City Economic Development Sales Tax Board – Administrative Services Contract

Dear Ms. Sanders:

Pursuant to Section 67.1305.13, RSMo and Section 68-449(c), Code of Ordinances, the Central City Economic Development Sales Tax Board (the “Board”) is tasked with:

1. Considering proposed economic development projects;
2. Noticing and holding public hearings; and
3. Recommending the adoption and funding of economic development project to the City Council.

On August 15, 2018, the City issued RFP No. EV2576, which sought a CCED program administrator. The services to be performed included “oversee[ing] the implementation of economic development programs for the Central City Economic Development Sales Tax Board.” Harrison- Lee Development Consulting, LLC (“Harrison-Lee”) made the winning proposal. On March 20, 2019, the City entered into a two-year contract with Harrison-Lee for the identified services, with a maximum amount not to exceed \$182,000.00 in any 12-month period. Council approved an extension of the agreement for two additional years, for a total maximum amount over four years of \$728,000.00 with Ordinance No. 210291.

On March 4, 2021, with Resolution 210145, the Council directed the City Manager to issue a new request for proposal for a program administrator to assist the Board. As part of their contract with the City, Harrison-Lee assisted in drafting RFP No. EV2840. The RFP solicited proposals for a CCED program administrator with an expanded scope of services. The responsibilities included assisting in the possible hiring of an executive director, developing organizational policies and procedures, identifying possible partnerships, facilitating the development of a communications and marketing strategy, and enhancing citizen engagement. Proposal documents were due on May 26, 2021. The RFP received no responses.

On March 12, 2022, the Board voted 4-1 to recommend that the City terminate the current contract with Harrison-Lee, and waive it’s normal procurement process to enter into a new three-year

contract with Harrison-Lee to perform administrative and consulting services, including establishing a permanent office for the CCED assigned administrative Harrison-Lee staff, in accordance with a proposal by Harrison-Lee. The proposal contemplates an annual contract amount of \$1,074,700.00.

If you have any questions, feel free to contact me at either 816-513-3172 or by email at [emalea.black@kcmo.org](mailto:emalea.black@kcmo.org).

Cordially,

Emalea Black  
Assistant City Attorney

cc: CCED Board