



City Commission Agenda Item

Meeting Date: January 20, 2026

From: Josh White, Community Development Director

Item: CDBG Contractor Guidelines (25-HR-001)

Motion: A motion to consider the approval of the City of Arkansas City 2025 Community Development Block Grant (CDBG) Contractor Guidelines. **(Voice Vote)**

Background: The United States Department of Housing & Urban Development (HUD) allocates funds used by the Kansas Department of Commerce for the Community Development Block Grant (CDBG) Housing Rehabilitation program. The City of Arkansas City has been awarded a CDBG grant from Commerce for the purpose of housing rehabilitation within the target area. The maximum amount of CDBG federal grant funds to be spent on rehabilitation is \$25,000 per unit. Private match is encouraged to fill the gap in financing if a rehabilitation will exceed this threshold. This program is designed to provide housing rehabilitation for low- to-moderate income individuals who own (or rent) a housing unit within the target area.

Contractor Eligibility

- A. Contractors are placed on the Bidders List through contact with the City.
- B. Contractors may be asked to provide work and credit references.
- C. Contractors must be in good standing, which means they will not appear on the Department of Labor's debarment list.
- D. Awarded head Contractors must have an Active UEI Registration on Sam.gov

Commission Options:

- 1. Approve the 2025 CDBG Contractor Guidelines.
- 2. Table and request amendments to the Contractor Guidelines.

Fiscal Impact: Amount: \$

Fund: Department: Expense Code:

☐ Included in budget ☒ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments: Proposed 2025 Community Development Block Grant Contractor Guidelines.

Approved for Agenda by:

Randy Frazer, City Manager