



City Commission Agenda Item

Meeting Date: September 2, 2025
From: Nick Rizzio, Municipal Project Manager &
Randy Frazer, City Manager
Item: Approval of CDGB **Grant Agreement No. 25-HR-001**
with the Kansas Department of Commerce for Housing
Rehabilitation Project

Motion: A Resolution authorizing the City of Arkansas City to enter into Grant Agreement No. 25-HR-001 with the Kansas Department of Commerce for a Community Development Block Grant in the amount of \$300,000 for the Housing Rehabilitation Project, with an additional \$50,000 in local match/KWAP funds, for a total project amount of \$350,000. **(Voice Vote)**

Background: The City of Arkansas City has been awarded a \$300,000 Community Development Block Grant (CDBG) from the Kansas Department of Commerce for housing rehabilitation, lead-based paint remediation, demolition, relocation, and housing inspection activities. The City will contribute an additional \$50,000 in matching funds from local and Kansas Weatherization Assistance Program (KWAP) sources, bringing the total project budget to \$350,000.

Under the terms of Grant Agreement No. 25-HR-001, the project will commence on September 1, 2025, and be completed by August 31, 2027. The grant will support the rehabilitation of qualifying homes, ensuring compliance with federal housing standards, addressing lead hazards, and improving the safety and quality of the City's housing stock. The City will be responsible for administering the grant in compliance with all applicable federal and state requirements, including procurement, environmental review, labor standards, and reporting.

The scope of work includes:

- **Housing Rehabilitation:** \$246,620 total (CDBG + KWAP/Local funds)
- **Lead-Based Paint Activities:** \$43,000
- **Demolition:** \$8,000
- **Relocation Assistance:** \$5,000
- **Housing Inspection:** \$13,000
- **Grant Administration:** \$34,380 (CDBG + local match)

Acceptance of this agreement will authorize the City Manager to execute the grant documents and proceed with project implementation according to program guidelines.

Commission Options:

1. Approve the Resolution
2. Disapprove of the Resolution
3. Table the Resolution for further discussion

Fiscal Impact: **\$350,000 Total Project Cost.** Amount broken down by funds below.

Amount: \$300,000.00 - CDBG Grant Request

Fund: Expenses will flow through CIP Fund. Grant will reimburse CIP Fund.

Amount: \$46,000.00 – KWAP Funds (includes Landlord Funds)

Fund: Estimated \$31,000 in Weatherization Match Dollars as provided by SCKEDD .

Fund: Estimated \$15,000 in landlord costs as provided by SCKEDD.

Amount: 4,000 Local City Match

Fund: 01 – General Fund Dept: 100 – General Govt. Expense Code: 6215 – Other Professional Services

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

Attachments:

- Expense breakdown sheet
- 5-13-2025 KWAP Est. Letter from SCKEDD.
- 8-7-2025 CDBG Grant Award Letter from KS Dept. of Commerce
- Grant Agreement No. 25-HR-001 Contract

Approved for Agenda by:

A handwritten signature in black ink, appearing to read 'Randy Frazer', is written over a horizontal line.

Randy Frazer, City Manager