



City Commission Agenda Item

Meeting Date: January 21, 2025
From: Josh White, Principal Planner
Item: HPF Grant to amend Historic District

Motion: A Resolution authorizing the City of Arkansas City to file an application for a Historic Preservation Fund Grant administered by the Nation Park Service for a National Register nomination revising the Downtown Arkansas City Commercial District. **(Voice Vote)**

Background: The city was rewarded with a grant in 2017 to conduct a resurvey of our downtown historic district. The survey was conducted and completed in May 2018. The survey made recommendations to modify the historic district by adding some properties and removing others. The report also recommended creating a thematic nomination of Arkansas City’s historic churches but that will not be part of this project. This project also directly aligns with the City’s Comprehensive Plan goal to “promote the maintenance and preservation of historical resources” as well as its accompanying action item to “Expand the existing historic district to match the recommendations from the 2017 Resurvey of the Downtown Historic District.” A historic district can only be created or modified with a majority of the property owners consenting. The city owns 3 properties that would be added to the district, including City Hall which would be considered contributing and eligible for grants and tax credits. The other two would be considered non-contributing and not eligible for funding and include the Police Department and Ben Givens Park.

The grant requires a 40% match, but it can be in salaries and volunteer labor. The proposed budget for the grant does include enough salaries and labor so that the city should not have to pay cash directly. The proposal would be to apply for a grant in the amount of \$25,000 to pay for the consultant. Staff expect this final figure to be lower, but estimates were difficult to come by. The grant does operate on a reimbursement basis so any expenses would have to be incurred up front and then reimbursed at the close of the grant in the summer of 2026. The funds for this program come from Outer Continental Shelf mineral receipts. The grant application is attached which includes the proposed budget for the project. After that the Historic Preservation Board will accept bids and recommend a consultant to the Commission.

Commission Options:

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

Fiscal Impact: Amount: **None.** Pledge matching funds and/or in-kind services for grant. See explanation below.

Included in budget Grant Bonds Other Not Budgeted

If the grant is awarded, the match would be in the form of salaries, volunteer labor, and administrative costs. Cash will only be required if the match from the other sources is insufficient. Total match required according to the budget should not exceed \$16,666. The grant should pay for the consultant in the amount not to exceed \$25,000. Total project budget \$41,666.

Approved for Agenda by:



Randy Frazer, City Manager