



City of Killeen

Agenda

City Council

Tuesday, January 6, 2026

City Hall
Council Chambers
101 N. College Street
Killeen, Texas 76541

SPECIAL CITY COUNCIL MEETING IMMEDIATELY FOLLOWING THE REGULAR CITY COUNCIL MEETING

Call to Order and Roll Call

___ Debbie Nash-King, Mayor	___ Jessica Gonzalez
___ Ramon Alvarez	___ Jose Segarra
___ Anthony Kendrick	___ Joseph Solomon
___ Nina Cobb	___ Riakos Adams

Approval of Agenda

Public Hearings

[PH-26-001](#)

Hold a public hearing and consider an ordinance authorizing Substantial Amendment to the Annual Action Plan for Program Year 2025-2026 to reprogram CDBG funds from the Reunification Center Project to the Rosa Hereford Community Center and Senior Wing and Killeen Community Center Ballpark Water Reuse Irrigation System Project, in the amount of \$1,349,445.69.

Attachments: [CDAC Minutes November 12, 2025](#)

[Substantial Amendment Draft](#)

[Ordinance](#)

[Presentation](#)

Adjournment

I certify that the above notice of meeting was posted on the Internet and on the bulletin board at Killeen City Hall on or before 5:00 p.m. on December 30, 2025.

Laura J. Calcote, City Secretary

The public is hereby informed that notices for City of Killeen meetings will no longer

distinguish between matters to be discussed in open or closed session of a meeting. This practice is in accordance with rulings by the Texas Attorney General that, under the Texas Open Meetings Act, the City Council may convene a closed session to discuss any matter listed on the agenda, without prior or further notice, if the matter is one that the Open Meetings Act allows to be discussed in a closed session.

This meeting is being conducted in accordance with the Texas Open Meetings Law [V.T.C.A., Government Code, § 551.001 et seq.]. This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for those services, please call 254-501-7717, City Secretary's Office, or TDD 1-800-734-2989.

Notice of Meetings

The Mayor and/or City Council have been invited to attend and/or participate in the following meetings/conferences/events. Although a quorum of the members of the City Council may or may not be available to attend this meeting, this notice is being posted to meet the requirements of the Texas Open Meetings Act and subsequent opinions of the Texas Attorney General's Office. No official action will be taken by Council.

- *Winter Welcome in Fox Creek Park, January 15, 2026, 4:00 p.m., 1909 Grey Fox Trail*

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Staff Report

File Number: PH-26-001

Hold a public hearing and consider an ordinance authorizing Substantial Amendment to the Annual Action Plan for Program Year 2025-2026 to reprogram CDBG funds from the Reunification Center Project to the Rosa Hereford Community Center and Senior Wing and Killeen Community Center Ballpark Water Reuse Irrigation System Project, in the amount of \$1,349,445.69.

MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
November 12, 2025
Killeen Community Development Training Room
802 N. 2nd Street, Building E
Killeen, TX 76541
1:30 P.M.

CALL TO ORDER: Meeting was called to order at 1:35 PM by Mr. Frederick.

ROLL CALL: Committee members present – Mr. Frederick, Ms. Cossey, Mr. Blackman, Ms. Dix, Ms. Sabree and Mr. Small.

Absent: LaDonna Barbe, Patsy Bracey, Angela Galbreth, and Sedric Moss.

City Staff present – Jeffrey Reynolds, Tiffanie McNair, Celeste Sierra, Donna Esquenazi, Morgan Hinton and Holli Clements.

APPROVAL OF AGENDA: Mr. Frederick entertained a motion to approve the meeting agenda. Ms. Cossey moved to approve the agenda; motion seconded by Ms. Sabree. With no further discussion, motion carried unanimously.

APPROVAL OF MINUTES of last meeting from August 27, 2025: Mr. Frederick entertained a motion to approve the minutes. Mr. Blackman moved to approve the minutes from August 27, 2025, motion seconded by Ms. Sabree. With no further discussion, motion carried unanimously.

AGENDA ITEMS

A. Discuss and consider nominations for and election of Committee Chair and Vice Chair. Mr. Frederick entertained a motion for nominations for Committee Chair. Ms. Sabree nominated Johnny Federick for Committee Chair, seconded by Ms. Cossey. With no further discussion, Motion carried unanimously. Mr. Frederick entertained a motion for nominations for Vice Chair. Ms. Sabree Nominated Patsy Bracy, seconded by Mr. Small. With no further discussion, Motion carried unanimously

B. Overview of CDBG and HOME Programs. Ms. Sierra gave a presentation of the history of both programs and explained the purpose and objectives of the programs. There was also a CDBG and HOME Guidebook handout with more information on both programs. There were no questions.

C. Briefing on CDAC responsibilities outlined in the Citizen Participation Plan. Ms. Sierra explained that the CPP was updated FY 25-26 and wanted to review CDAC responsibilities. CPP was handout out to all committee members. Ms. Sierra explained that the CPP is required by HUD and is part of the Consolidated Plan. It details the community processes for involving the public in program planning and implementation. Ms. Sierra advised the committee to review the CPP. Important responsibilities noted- It is required is that each committee attend 1 or more community planning meeting. Committee members evaluate proposals from eligible entities and make recommendations for funding awards based on community needs and priorities to City Council. Assist with the development of specific project proposals for community development and identify housing assistance goals by type and/or location. Assist with the implementation and or modification of HUD Community Development programs according to community assessment and HUD requirements. Mr. Frederick emphasized the importance of member involvement and fulfilling their responsibilities in attending meeting and being present. Ms. McNair advised the committee that 3 absences can allow you to be removed from the committee. Ms. McNair also advised that for any absences the chair must be notified.

D. Discuss program year 2025 calendar and grant cycle dates for FY 2026-27 CDBG AND HOME program funding. Ms. Sierra gave an overview of the yearly grant cycle events and advised the cycle starts in January for us to be able to expend funds at the beginning of October. Ms. Sierra reviewed the steps in the grant cycle process of community planning meetings, pre applications and full application review, CDAC presentations, funding recommendations and Annual Action Plan due to HUD. The current PY 2026/2027 Planning Calendar is being developed, but target/tentative dates were discussed.

E. Briefing on the withdrawn CDBG Substantial Amendment #2. Ms. McNair gave an update and explained that on August 27, 2025, CDAC recommended the reprogramming of the CDBG funds in the amount of \$1,349,445.69 from the Reunification Center to the Rosa Hereford Community Center and Senior Wing (Hereford) Project. After the public hearing on September 16, 2025, staff became aware of a potential compliance issue if the CDBG funds were to be reprogrammed to the Hereford project, therefore, causing the withdrawal of PY 2024 Substantial Amendment #2. Public notification of the withdrawal was published on September 21, 2025.

F. Discuss and consider the reprogramming of CDBG program funds not to exceed \$1,349,445.69 from the Reunification Center project to the following:

- a. Purchase of furniture, appliances, and installation of IT systems at the Rosa Hereford Community Center.
- b. Killeen Community Center Park design and construction of a new reuse water supply for park irrigation system.

Ms. McNair explained that because of the withdrawal of the previous reprogramming request, \$1,349,445.69 in CDBG funds remain available for reprogramming. Staff is requesting consideration to reprogramming the funds to the following projects: The purchase of kitchen appliances, furniture, and IT installation of systems throughout the Rosa Hereford Community Center which she estimated, then confirmed the estimate with Mr. Resto, would cost approximately \$275,000 for IT. Mr. Zagars estimated appliances to be \$35,000 and said he would get an update on the costs. Funding of design and construction of a new reuse water supply for an irrigation system at the Killeen Community Center Park was estimated to be \$1,000,000 to \$1,300,000 by Mr. Kana. Staff recommends funding to the community center project first and the remaining to the irrigation project, not to exceed the available funds. CDAC may choose to recommend funding to one, both, or neither project. Ms. McNair advised that joining the meeting online and available for questions is Mr. Willie Resto, ED of IT, Mr. Andrew Zagars, City Engineer, Steve Kana, Assistant City Engineer. Ms. McNair advised that if CDAC chooses not to fund, Staff will submit available funds for reprogramming during the FY 26-27 funding process. A question was asked for clarification on the need for the current program funding recommendations for this project and what the city had planned to do if the CDBG funding was not available.

Mr. Zagars explained that funding for the IT equipment and kitchen appliances, etc. were moved from the budget due to necessary additional change orders to cover the additional costs for the additional roof repairs. Mr. Zagars also mentioned that the City I.T. Department and Parks Department were looking into additional funding for the purchasing the necessary equipment. Mr. Reynolds mentioned that if funding was not available the funding would be funded in future years to accomplish the completion of this project to have a top-notch facility for the residents of Killeen. He also explained the impact the project would have during drought seasons. The projected opening date for the Rosa Hereford Center is early 2026. After a brief discussion on funding reprogramming and project options, Mr. Frederick asked for a motion for recommendation. Mr. Small motioned to approve the staff's recommendation for the use of reprogramming CDBG program in the amount \$1,349,445.69 with the primary use of the funding going to the Hereford Center first with the purchase of furniture, appliance, and installation of IT systems at the Rosa Hereford Community Center and if any funding remains, the funding is to be used for the Killeen Community Center Park design and construction of a new reuse water supply for park irrigation system. Ms. Sabree seconded the motion. Motion carried unanimously.

BRIEFING ON CITY AUDITOR REPORT FOR CDBG AND HOME PROGRAMS: Ms. McNair explained that this is a draft report by the City Auditor. Ms. McNair explained that the City Auditor has for months been reviewing the grant application and award process for Program Year 2025., Review and analyze the 2020-2024 Consolidated Strategic Plan, Annual Action Plans, and CAPER's. This audit will determine if opportunities exist for improvement and make recommendations. A final report will be presented to the city audit committee. Mr. Grady mentioned that the CDAC and city staff are doing a wonderful job overall. There is a recommendation that Communications and Marketing play a larger role in outreach efforts and reaching more subrecipient agencies, so they are aware.

Discuss Future Agenda Items: Ms. McNair asked the city staff to introduce themselves and each staff member made a brief introduction to the CDAC Committee. Mr. Frederick asked the new and current CDAC Committee members to introduce themselves as well. Each member made a brief introduction as well.

ADJOURNMENT: Mr. Frederick entertained a motion to adjourn the meeting. Ms. Sabree motioned to adjourn. Seconded by Mr. Blackman. Meeting adjourned at 2:34 PM.

Celestina Sierra, CD Grants Program Manager:

Celestina
Sierra

Digitally signed by
Celestina Sierra
Date: 2025.11.18
18:05:51 -06'00'



Substantial Amendment

**Annual Action Plan 2025 (Fiscal Year 2026)
Community Development Block Grant (CDBG) Program**

**City of Killeen
Department of Community Development
802 N. 2nd Street, Building E
Killeen, TX 76541
www.killeentexas.gov**

In accordance with the Citizen Participation Plan, after a public hearing on December 2, 2025, the City of Killeen issued a public notice published in the Killeen Daily Herald on December 7, 2025, to notify the public that a citizen comment and participation period will begin on December 8, 2025, and end on January 6, 2026, to receive comments regarding a Substantial Amendment to the FY 2025 Annual Action Plan reprogramming of Community Development Block Grant (CDBG) Program funds.

A public notice announcing the reprogramming and reallocation of funds and the intention to hold two public hearings on December 2, 2025, and January 6, 2026, to receive citizen comment was also published on page A-3 of the November 16, 2025, edition of the Killeen Daily Herald.

The City of Killeen is proposing a Substantial Amendment to the FY 2025 Annual Action Plan reprogramming CDBG funds from the Reunification Center Construction Project in the amount of \$1,349,445.69 to the purchase of kitchen appliances, furniture, and IT installation of systems throughout the Rosa Hereford Community Center and, funding of design and construction of a new reuse water supply for an irrigation system at the Killeen Community Center Ballpark. Following is the proposed designated use of the CDBG funds included in the Substantial Amendment.

Activity	Current Allocation	Expended/ Committed	Increase/ Decrease	Proposed Balance
Reunification Center FY 2022	\$ 20,121.73	-	(\$ 20,121.73)	\$ 0.00
Reunification Center FY 2023	\$ 757,370.15	\$ 49,657.40	(\$707,712.75)	\$ 0.00
Reunification Center FY 2024	\$ 621,611.21	-	(\$621,611.21)	\$ 0.00
Rosa Hereford Community Center Kitchen Appliances, Furniture and IT installation.	\$ 0.00	-	\$ 349,445.69	\$ 349,445.69
Funding of design and construction of a new reuse water supply for an irrigation system at the Killeen Community Center Ballpark	\$ 0.00	-	\$1,000,000.00	\$1,000,000.00
TOTAL	\$1,399,103.09	\$ 49,657.40	-	\$1,349,445.69

Written citizen comments regarding the Substantial Amendment may be submitted by mail to Community Development Department, P.O. Box 1329, Killeen, TX 76540-1329; may be submitted in person to Community Development Department, Killeen Arts and Activities Center, 802 N. 2nd St., Building E, downtown Killeen, 76541; or submitted by email at cdgrantsmgt@killeentexas.gov

between December 8, 2025 and January 6, 2026. Killeen City Council will act on the amendment after the final public hearing on January 6, 2026. Applicable comments will be submitted to the US Department of Housing and Urban Development with the final Substantial Amendment.

DRAFT

ORDINANCE _____

AN ORDINANCE AUTHORIZING ADOPTION OF A SUBSTANTIAL AMENDMENT TO THE COMMUNITY DEVELOPMENT ANNUAL ACTION PLAN FOR FY 2025 REPROGRAMMING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS IN THE AMOUNT OF \$1,349,445.69 TO THE ROSA HERFORD COMMUNITY CENTER AND SENIOR WING AND TO THE KILLEEN COMMUNITY CENTER PARK IRRIGATION SYSTEM; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS an amendment is proposed to make CDBG Program funds from Annual Action Plan program years 2022, 2023, and 2024, available for the purchase and installation of integral structure fixtures for Rosa Hereford Community Center and Senior Wing (Center) to include appliances, furniture and the installation of information and communications technology in the amount of \$349,445.69 and for the design and construction of new reuse water supply for the Killeen Community Center Park (Park) irrigation system in the amount of \$1,000,000.00

WHEREAS the purchase and installation of integral structural fixtures at the Center will assist to provide services and activities for Killeen seniors to socialize, stay active, and connect with resources that improve their mental, physical, and economic well-being supporting independence and a higher quality of life, and to promote social equity to other community residents with accessible and affordable services that improve public health through wellness activities, the offering of educational opportunities, and by providing safe and constructive environments for children, youth, and adults; and

WHEREAS the Park promotes physical activity, mental health improvement, a stronger sense of community and social connection for area children, youth, and families by providing safe and accessible sports and recreation activities and because green areas of the Park are currently irrigated with potable water, the reuse water supply irrigation system project tying into the existing reuse water system at the WCID's North Wastewater Treatment Plant will reduce the Park's current demand of potable water therefore increasing the availability of potable water for current and future use by community residents.

WHEREAS the Community Development Advisory Committee (CDAC) met and has reported its recommendation on reprogramming CDBG funds to the Center and Park projects and following Citizen Participation Plan guidelines, two public-hearings were conducted, and a 30-day comment period was provided to invite citizen participation regarding the reprogramming of \$1,349,445.09 in CDBG funds amending the FY 2025-26 Action Plan; and

WHEREAS after due consideration of community needs within the city as provided by the FY 2025-29 Con Plan, the FY 25 Action Plan, and the Citizen Participation Plan in association with this substantial amendment, the Killeen City Council has agreed on the amendment as follows:

The reprogramming of CDBG funds from FY 2022 in the amount of \$20,121.73, FY 2023 in the amount of \$707,712.75, and FY 2024 in the amount of \$641,611.21, for a total amount of \$1,349,445.69 to the Rosa Hereford Community Center and Senior Wing for integral structure fixtures in the amount of \$349,445.69 and to the Community Center Park design and construction of the reuse water supply irrigation system in the amount of \$1,000,000.00.

NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION I. That the City Council of the City of Killeen held public hearings, on December 2, 2025, and January 6, 2026, in accordance with HUD regulations to hear and accept citizen comments on the substantial amendment to the FY 2025-26 Annual Action and a required 30-day comment period beginning December 8, 2025 and ending January 6, 2026, describing proposed CDBG activities and funding.

SECTION II. That the City Council of the City of Killeen hereby authorizes the City Manager to submit the substantial amendment to the FY 2025 Annual Action Plan for HUD review and approves the reprogramming of \$1,349,445.69 as indicated in the following manner:

\$349,445.69 to the Rosa Hereford Community Center and Senior Wing for appliances, furniture and information and communications technology and,
\$1,000,000.00 to the Killeen Community Center Park for design and construction of a reuse water supply irrigation system.

Further, all funds remaining in any project account at the completion of the projects shall be transferred forward to like accounts to be available for subsequent reprogramming to other eligible projects.

SECTION III. That if any section or part of any section or paragraph of this ordinance is declared invalid or unconstitutional for any reason, it shall not invalidate or impair the validity, force or effect of any other section or sections or part of a section or paragraph of this ordinance.

SECTION IV. That this ordinance shall be effective after its passage and approval to law.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 6th day of January 2026 at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A. Government Code § 551.001 *et seq.*

APPROVED

Debbie Nash-King, MAYOR


ATTEST:

Laura Calcote, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

Holli Clements, CITY ATTORNEY

DISTRIBUTION: Community Development Department, Finance Department

A stylized graphic featuring a grey five-pointed star in the upper right. A thick, grey, curved swoosh originates from the bottom left and points towards the star. The background is white.

PUBLIC HEARING FOR SUBSTANTIAL AMENDMENT TO THE 2025-2026 ANNUAL ACTION PLAN REPROGRAMMING CDBG FUNDS

PH-26-001

January 6, 2026

Background

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- ❑ On July 15, 2025, staff presented an update to Council on the Reunification Center Project, a proposed city-owned emergency shelter facility.
- ❑ Council provided a Motion of Direction to suspend the project until further notice.
- ❑ Additional direction was given on how to proceed with preservation or reallocation of project funding.
 - Capital Improvement Projects (CIP): Hold until final decision is made to reactivate or terminate the project.
 - Community Development Block Grant (CDBG): Reallocate funds to a CDBG eligible project.

Background

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- As noted in the July 15th presentation, reallocation of CDBG funds requires a Substantial Amendment to the Annual Action Plan (AAP).
 - A substantial amendment occurs when there is a change in the purpose, scope, location, or beneficiaries of an activity/project.
- On August 27, 2025, Community Development Advisory Committee (CDAC) recommended a 2nd Substantial Amendment to AAP 2024 for the reprogramming of the CDBG funds in the amount of \$1,349,445.69 from the Reunification Center to the Rosa Hereford Community Center and Senior Wing Project.

CDBG Funding Detail

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Program Year	Award Amount	Expend./Commit.	Balance
2022-2023	\$ 20,121.73	-	\$ 20,121.73
2023-2024	\$ 757,370.15	\$ 49,657.40	\$ 707,712.75
2024-2025	\$ 621,611.21	-	\$ 621,611.21
TOTAL	\$1,399,103.09	\$ 49,657.40	\$1,349,445.69

Community Development Advisory Committee

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- ❑ CDAC was convened on November 12, 2025.
- ❑ CDAC received a presentation from staff, which included an update on the proposed 2nd Substantial Amendment to AAP 2024.
- ❑ Staff requested that CDAC consider reprogramming the available CDBG funds from the Reunification Center Project to the Rosa Hereford Community Center Project and the Killeen Community Center Ballpark Water Reuse Irrigation System.

CDBG Reprogramming Options

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- CDAC was presented the following options for consideration to reprogramming the funds to the following projects:
 - The purchase of unfunded costs for kitchen appliances, furniture, and IT installation of systems throughout the Rosa Hereford Community Center.
 - Funding of design and construction of a new reuse water supply for an irrigation system at the Killeen Community Center Ballpark.
 - Do not recommend funding of either project in the current program year, making the funds available for reprogramming in PY2026 (Fiscal Year 2027).

CDAC Recommendation

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- CDAC members present voted unanimously to recommend the following funding be reprogrammed for PY2025:

Project	Award Amount
The purchase of kitchen appliances, furniture, and IT installation of systems throughout the Rosa Hereford Community Center.	\$ 349,455.69
Funding of design and construction of a new reuse water supply for an irrigation system at the Killeen Community Center Ballpark.	\$1,000,000.00

Citizen Comment Period

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- ❑ Citizen comment allows for additional input from the community on the draft Substantial Amendment.
- ❑ Citizen comment period was open from December 8, 2025 – January 6, 2026.
- ❑ Comments were accepted:
 - ▣ In-person at public hearing (101 N. College St., Killeen, 76541);
 - ▣ In-writing (802 N. 2nd St., Bldg E., Killeen, Texas 76541); or
 - ▣ E-mail at cdgrantsmgt@killeentexas.gov .

Availability of Substantial Amendment Draft

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- A copy of the Substantial Amendment Draft was available for in-person viewing beginning December 8, 2025, at the following city facilities:
 - ▣ Killeen City Hall (City Secretary), 101 N. College St.
 - ▣ Killeen Community Development Department, 802 N. 2nd St., Building E
 - ▣ Killeen Public Libraries, 205 E. Church St., 3000 S. WS Young Dr.
 - ▣ Lion's Club Park Senior Center, 1700-B E. Stan Schlueter Loop
- The draft was also available online:
www.killeentexas.gov/289/Community-Development

Next Steps

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- If approved, staff will submit the Substantial Amendment to HUD no later than January 16, 2026.
- Additionally, staff will present an update to City Council on January 20, 2026, regarding the status of the Reunification Center Project.

Staff Recommendation

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- Staff recommends that City Council approve an ordinance for the Substantial Amendment to the 2025-2026 Annual Action Plan reprogramming CDBG funds from the Reunification Center Project to the Rosa Hereford Community Center and Senior Wing Project in the amount of \$349,445.69, and to the Killeen Community Center Ballpark Water Reuse Irrigation System Project in the amount of \$1,000,000.00.