



City of Killeen

Agenda

City Council

Tuesday, February 3, 2026

3:00 PM

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

Call to Order and Roll Call

<input type="checkbox"/> Debbie Nash-King, Mayor	<input type="checkbox"/> Jessica Gonzalez
<input type="checkbox"/> Ramon Alvarez	<input type="checkbox"/> Vacant
<input type="checkbox"/> Anthony Kendrick	<input type="checkbox"/> Joseph Solomon
<input type="checkbox"/> Nina Cobb	<input type="checkbox"/> Riakos Adams

Invocation

Pledge of Allegiance

Approval of Agenda

Oath of Office

Presentations

1. [PR-26-004](#) Presentation of two awards from the Killeen Rodeo Committee to City Council

Work Session

Discuss agenda items 2-9 for the February 3, 2026 Regular Session

Citizen Comments on Agenda Items

This section allows members of the public to address the Council regarding any item, other than a public hearing item, on the agenda for Council's consideration. Each person shall sign up prior to the start of the Council meeting, may speak only one (1) time, and such address shall be limited to three (3) minutes. A timer will be placed so that the speaker and citizens can see it. A majority vote of the City Council is required for any time extensions. The Mayor and Councilmembers shall have one (1) minute to respond to citizen comments with a statement or explanation without engaging in dialogue.

Regular Session

Consent Agenda

2. [MN-26-006](#) Consider Minutes of Regular City Council Meeting of January 6, 2026.

3. [MN-26-007](#) Consider Minutes of Special City Council Meeting of January 6, 2026.
4. [RS-26-023](#) Consider a memorandum/resolution authorizing City of Killeen officials to submit the grant application for the Fiscal Year 2027 Victims of Crime Act (VOCA) Crisis Assistance Program grant through the Office of the Governor, Criminal Justice Division and to accept any subsequently awarded grant.
Attachments: [Certifications and Assurances Form](#)
[Presentation](#)
5. [RS-26-024](#) Consider a memorandum/resolution approving a Letter of Agreement with MoboTrex, LLC for upgrading traffic signal system equipment for year one of a five-year maintenance plan, in the amount of \$616,126.00.
Attachments: [Agreement](#)
[Sole Source](#)
[Certificate of Interested Parties](#)
[Presentation](#)
6. [RS-26-025](#) Consider a memorandum/resolution approving a Chapter 311 tax increment reimbursement agreement with Killeen Investments, LLC, for the reimbursement of off-site public improvements and additions to the City's wastewater sewer system, in the amount of \$119,865.00.
Attachments: [Agreement](#)
[Presentation](#)
7. [RS-26-026](#) Consider a memorandum/resolution appointing members to the Charter Review Committee.
Attachments: [Presentation](#)
8. [RS-26-027](#) Consider a memorandum/resolution approving Early Voting and Election Day Joint Election Contracts with Killeen Independent School District.
Attachments: [Contracts](#)
[Presentation](#)
9. [OR-26-004](#) Consider an ordinance ordering the May 2, 2026 General Election for the purpose of electing a Mayor and three Councilmembers At-Large.
Attachments: [Ordinance](#)
[Exhibit A - Order of General Election for Municipalities](#)
[Presentation](#)

Discussion Items

10. [DS-26-009](#) Discuss and consider scope of review for the Charter Review Committee
Attachments: [Presentation](#)

11. [DS-26-010](#) Discussion regarding land banking
Attachments: [Presentation](#)
12. [DS-26-011](#) Reunification Center Project and RFQ Update
Attachments: [Presentation](#)
13. [DS-26-012](#) Proposed change to operational hours for Municipal Court and Utility Collections
Attachments: [Presentation](#)
14. [DS-26-013](#) Discuss Financial Governance Policy Updates
Attachments: [Presentation](#)
15. [DS-26-014](#) City Auditor Briefing

Executive Session

16. [DS-26-015](#) Conduct Annual Evaluation of the City Auditor

Resolutions

17. [RS-26-028](#) Consider a memorandum/resolution confirming the City Auditor's annual evaluation and consideration for an adjustment to pay.

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 January 27, 2026.

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.

- *Employee Service Awards, February 13, 2026, 12:30 p.m., Killeen Civic and Conference Center*
- *Military Relations Council Luncheon, February 18, 2026, 11:30 a.m., Central Texas College - Anderson Hall*
- *Motown Downtown, February 28, 2026, 4:00 p.m., Downtown Killeen, 324 N. Gray St – off Ave B and Gray St.*
- *51st Annual NAACP Freedom Fund & Scholarship Banquet, April 10, 2026, 6:30 p.m., Killeen Civic and Conference Center*

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Staff Report

File Number: PR-26-004

Presentation of two awards from the Killeen Rodeo Committee to City Council



City of Killeen

Staff Report

File Number: MN-26-006

Consider Minutes of Regular City Council Meeting of January 6, 2026.

City of Killeen
City Council Meeting
Killeen City Hall
January 6, 2026 at 3:00 p.m.

Presiding: Mayor Debbie Nash-King

Attending: Mayor Protem Riakos Adams, Councilmembers Anthony Kendrick, Nina Cobb (*via Zoom*), Jose Segarra, Joseph Solomon, Ramon Alvarez (*arrived at 3:01 p.m.*) and Jessica Gonzalez

Also attending were City Manager Kent Cagle, Assistant City Manager Jeffery Reynolds, Assistant City Manager Laurie Wilson, City Attorney Holli Clements, City Secretary Laura Calcote and Sergeant-at-Arms Garcia

Mayor Nash-King gave the invocation. Councilmember Solomon led everyone in the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mayor Protem Adams to approve the agenda, as presented. Motion was seconded by Councilmember Solomon. The motion carried unanimously (7-0).

Presentations

PR-26-001 Killeen Star Award

Mayor Nash-King and Councilmember Kendrick recognized Reverend Dr. Sharon Daniels-Rich for being an outstanding community member.

PR-26-002 Check presentation from Killeen Sister Cities (Osan, Korea Committee) to the Killeen Youth Advisory Commission

Killeen Sister Cities Committee President, Roxanne Flores, and other Committee members presented a check in the amount of \$5,000 to the Killeen Youth Advisory Commission.

Work Session

Discuss agenda items 3 - 20 for the January 6, 2026 Regular Session

Citizen Comments on Agenda Items

Michael Fornino spoke regarding OR-26-002.

Gwendolyn Everett spoke regarding DS-26-001.

Mellisa Brown spoke regarding OR-26-001 and OR-26-002.

Otetiani Porter spoke regarding DS-26-001.

Larry Robinson spoke regarding RQ-26-001.

Charles Shores spoke regarding RQ-26-001.

Tyrone McLaurin spoke regarding RQ-26-001.

Carolyn Dugger spoke regarding DS-26-001.

Calvin Dartherd spoke regarding RQ-26-001.

Sandra Minor spoke regarding DS-26-001.

Regular Session

Consent Agenda

MN-26-001 Consider Minutes of Regular City Council Meeting of November 18, 2025.

MN-26-002 Consider Minutes of Regular City Council Meeting of December 2, 2025.

MN-26-003 Consider Minutes of Special City Council Meeting of December 2, 2025.

RS-26-001 Consider a memorandum/resolution authorizing the purchase of library books from Ingram Library Services through the TXSMARTBUY cooperative purchasing program for Fiscal Year 2026, in the amount of \$155,000.00.

RS-26-002 Consider a memorandum/resolution authorizing the purchase of maintenance and repairs of HVAC equipment through The Brandt Companies for Fiscal Year 2026, in the amount of \$272,759.00.

RS-26-003 Consider a memorandum/resolution awarding Bid Number 26-02, for the Original Airline Terminal Demolition Project at Skylark Field Airport, to R & L Global Inc., in the amount of \$168,750.00.

RS-26-004 Consider a memorandum/resolution authorizing a Letter of Agreement with Rice Inspection, Inc., for Construction Inspection on the Lift Station No. 6 Rehabilitation and Expansion Project, in the amount of \$161,688.00.

RS-26-005 Consider a memorandum/resolution authorizing the execution of a Professional Services Agreement with Garver, LLC, for the design of the Reuse Water for Community Center Park Project, in the amount of \$151,908.00.

RS-26-006 Consider a memorandum/resolution authorizing an Interlocal Agreement with the Central Texas Council of Governments, for the Household Hazardous Waste Event on April 11, 2026.

RS-26-007 Consider a memorandum/resolution authorizing an Interlocal Agreement with the City of Harker Heights for the Household Hazardous Waste Event on April 11, 2026.

RS-26-008 Consider a memorandum/resolution authorizing City of Killeen officials to submit the grant application for the Fiscal Year 2026 Bullet-Resistant Components for Law Enforcement Vehicles Grant and to accept any subsequently awarded grant.

RS-26-009 Consider a memorandum/resolution authorizing the purchase of Personal Protective Equipment from North American Fire Equipment Company (NAFECO), in the amount of \$234,652.80.

RS-26-010 Consider a memorandum/resolution approving the inspection, cleaning and repair of Personal Protective Equipment (PPE) through Lion Total Care, in the amount of \$106,407.90.

RS-26-011 Consider a memorandum/resolution approving the purchase of Self-Contained Breathing Apparatus (SCBA) and associated equipment from MES Life Safety, in the amount of \$3,012,625.15, and a mobile air compressor trailer from August Industries, in the amount of \$222,639.90.

RS-26-012 Consider a memorandum/resolution appointing members to the Board of Adjustment.

OR-26-001 Consider an ordinance amending the Code of Ordinances Chapter 20, Article II, Itinerant Peddlers, Merchants, Etc., to amend regulations related to Itinerant Vendors.

The City Secretary read the caption of the ordinance:

AN ORDINANCE AMENDING CHAPTER 20, ARTICLE II, ITINERANT PEDDLERS, MERCHANTS, ETC., OF THE CITY OF KILLEEN'S CODE OF ORDINANCES AMENDING REGULATIONS RELATED TO ITINERANT VENDORS; PROVIDING A REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE;

PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

OR-26-002 Consider an ordinance amending the Code of Ordinances, Chapter 25, Article V, Parades and Assemblies, and repealing Chapter 5, Article IV, Shows, Etc., to adopt updated regulations for Special Event permitting.

The City Secretary read the caption of the ordinance:

AN ORDINANCE AMENDING CHAPTER 25, ARTICLE V (5), PARADES AND ASSEMBLIES, AND REPEALING CHAPTER 5, ARTICLE IV (4), SHOWS, ETC., OF THE CITY OF KILLEEN'S CODE OF ORDINANCES AMENDING REGULATIONS FOR SPECIAL EVENTS; PROVIDING A REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

OR-26-003 Consider an ordinance amending the Code of Ordinances, Chapter 24, Solid Waste Collection and Disposal Services.

The City Secretary read the caption of the ordinance:

AN ORDINANCE AMENDING CHAPTER 24, SOLID WASTE, OF THE CODE OF ORDINANCES OF THE CITY OF KILLEEN, TEXAS BY INCLUDING DISPOSAL REGULATIONS CONCERNING MATTRESSES AND BOX SPRINGS, CREATING A PREMIUM COLLECTIONS SERVICE, AND DEFINING PROHIBITED MATERIALS AT THE RECYCLING CENTER; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Motion was made by Councilmember Alvarez to approve the Consent Agenda, as presented. Motion was seconded by Councilmember Segarra. The motion carried unanimously (7-0).

Discussion Items

DS-26-001 Killeen Children's Museum and Immersion Center Initiative

Councilmember Gonzalez presented this item for discussion and consideration.

Motion of direction was made by Councilmember Gonzalez for the Killeen City Council to direct staff to develop a coordinated Plan of Action to advance the exploration of a Children's Museum and Immersion Center integrated with a Children's Public Library, through a public-private partnership. The Plan of Action shall establish a phase 2-to-5-year roadmap, identify potential sites with an emphasis on District 1, outline partnership roles, governance structure, funding strategies, and programming aligned with early childhood literacy and immersive learning. Also identify grant and philanthropic opportunities to support this effort. Staff shall return to City Council with a preliminary report and recommended framework on a date in June of 2026. Motion was seconded by Councilmember Segarra. The motion carried unanimously (7-0).

DS-26-002 Original Fire Station #1 (Avenue D Fire Station) Request for Proposal (RFP)

Councilmember Alvarez presented this item for discussion and consideration.

Motion of direction was made by Councilmember Alvarez to create an RFP for dissemination for Fire Station #1. Motion was seconded by Councilmember Segarra. The motion carried unanimously (7-0).

Councilmember Requests for Future Agenda Items

RQ-26-001 Honor Legacy of Bettie Ann McLaurin

Motion of direction was made by Councilmember Gonzalez to approve RQ-26-001 for a future agenda. Motion was seconded by Mayor Protem Adams. The motion carried unanimously (7-0).

Adjournment

With no further business, upon motion being made by Councilmember Segarra, seconded by Councilmember Solomon, and unanimously approved, the meeting was adjourned at 5:27 p.m.



City of Killeen

Staff Report

File Number: MN-26-007

Consider Minutes of Special City Council Meeting of January 6, 2026.

City of Killeen

Special City Council Meeting
Killeen City Hall
January 6, 2026 at 5:30 p.m.

Presiding: Mayor Debbie Nash-King

Attending: Mayor Pro tem Riakos Adams, Councilmembers Anthony Kendrick, Nina Cobb (*via Zoom*), Jose Segarra, Joseph Solomon, Ramon Alvarez (*arrived at 5:32 p.m.*) and Jessica Gonzalez

Also attending were City Manager Kent Cagle, Assistant City Manager Jeffery Reynolds, Assistant City Manager Laurie Wilson, City Attorney Holli Clements, City Secretary Laura Calcote and Sergeant-at-Arms Garcia

Approval of Agenda

Motion was made by Councilmember Solomon to approve the agenda, as presented. Motion was seconded by Councilmember Gonzalez. The motion carried unanimously (6-0).

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.

The City Secretary read the caption of the ordinance:

**AN ORDINANCE AUTHORIZING ADOPTION OF A SUBSTITAL
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 HEREFORD COMMUNITY CENTER AND SENIOR WING AND TO
THE KILLEEN COMMUNITY CENTER PARK IRRIGATION SYSTEM;
PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE
DATE.**

Staff Comments: Tiffanie McNair, Executive Director of Community Development
Ms. McNair presented this item to City Council for discussion. Ms. McNair was
available to provide additional information and to answer questions.

Mayor Nash-King opened the public hearing.

Mellisa Brown spoke in opposition of PH-26-001.

With no one else appearing, the public hearing was closed.

Motion was made by Councilmember Solomon to approve PH-26-001. Motion was seconded by Councilmember Alvarez. The motion carried unanimously (7-0).

Adjournment

With no further business, upon motion being made by Councilmember Alvarez, seconded by Councilmember Solomon, and unanimously approved, the meeting was adjourned at 5:40 p.m.



City of Killeen

Staff Report

File Number: RS-26-023

Consider a memorandum/resolution authorizing City of Killeen officials to submit the grant application for the Fiscal Year 2027 Victims of Crime Act (VOCA) Crisis Assistance Program grant through the Office of the Governor, Criminal Justice Division and to accept any subsequently awarded grant.

DATE: **February 3, 2026**

TO: **Kent Cagle, City Manager**

FROM: **Pedro Lopez, Chief of Police**

SUBJECT: **FY 2027 Crisis Assistance Program Grant Application**

BACKGROUND AND FINDINGS:

The Victim Assistance Office of the Killeen Police Department intends to apply for a one-year grant from the Office of the Governor, Criminal Justice Division, for the purpose of funding the continuation of the police department's Crisis Assistance Program to be administered through Victim's Assistance. This grant will provide funding for continued professional counseling services to victims of violent crimes, emergency financial assistance for transportation (e.g., bus tickets), temporary immediate shelter services for safety (motel expenses), and emergency safety related repairs to a home structure. It is our intent that the funding from this award will fund a clerk position for Victim Assistance for one year. This grant would cover all salary, benefits, training, and office supply expenses for the clerk position. This is a continuation grant that enhances victim services.

The total award amount and potential cash match are unknown currently. The Office of the Governor has changed the process by which grants are applied for. The application must have a fully executed resolution from the governing body at the time of grant application indicating a desire to apply for the grant and a commitment to provide a cash match.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Conforms to City policy.

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

The grant award covers the period of October 1, 2026, to September 30, 2027. The total cost is undetermined currently, but in prior grant years, there was a 20 percent cash match. The City of Killeen Police Department will be requesting an estimated \$100,000 in funding for this grant.

Is this a one-time or recurring revenue/expenditure?

One-time expenditure.

Is this revenue/expenditure budgeted?

Not currently, we will budget for the grant in the FY 2027 budget season, if approved, or via budget amendment.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

N/A

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager, or the Executive Director of Finance, to submit and modify or cancel as necessary the 2027 VOCA grant application 3597608 for the Killeen Crisis Assistance Program. Additionally, the City Manager or Executive Director of Finance be authorized to commit to the required matching funds in the form of cash match contributions. The recommendation also includes permitting the Killeen Police Department to allocate and administer the duties outlined in the grant, all under the oversight of the City's Finance Department. In the event of loss or misuse of grant funds, the City agrees to promptly return all funds to the Criminal Justice Division of the Office of the Governor.

DEPARTMENTAL CLEARANCES:

Finance

Legal

ATTACHED SUPPORTING DOCUMENTS:

Certifications and Assurances Form
Presentation



**Office of the Governor
Public Safety Office –CEO/Law Enforcement Certifications and Assurances Form**

Entity Name: City of Killeen	Date: 12/29/2025
Agency/Department Name: City of Killeen Police Department	
Name of Chief Executive Officer: Kent Cagle	
Name of Head of Law Enforcement Agency: Pedro Lopez	

Certification Required by CEO and Head of Law Enforcement Agency

In our respective capacities as chief executive officer of City of Killeen (“Grantee”) and as head of City of Killeen Police Department (“Agency”), we hereby each certify that Grantee and Agency participate fully, and will continue to participate fully from the date of this certification until the later of August 31, 2027 or the end of the grant project period, in all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security (“DHS”) to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency’s custody; and (2) detain such illegal aliens in accordance with requests by DHS.

We further certify that Grantee and Agency do not have, and will continue not to have until the later of August 31, 2027 or the end of the grant project period, any policy, procedure, or agreement (written or unwritten) that in any way limits or impedes Agency’s receipt or DHS’s issuance of detainer requests, or in any way limits or restricts Grantee’s and Agency’s full participation in all aspects of the programs and procedures utilized by DHS to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency’s custody; and (2) detain such illegal aliens in accordance with requests by DHS.

Additionally, we certify that neither Grantee nor Agency have in effect, purport to have in effect, or are subject to or bound by any law, rule, policy, or practice (written or unwritten) that would:

(1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); or (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii).

Lastly, we certify that Grantee and Agency will comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

We acknowledge that failure to comply with this certification may result in OOG, in its sole discretion, terminating any grant made by OOG to Grantee, and that Grantee must return all funds received from OOG for any grant terminated under this certification. We further acknowledge that Grantee will remain ineligible for OOG funding until it provides satisfactory evidence that the jurisdiction has complied with this certification for at least one year.

Signature
Chief Executive Officer for Grantee

Signature
Head of Agency



VICTIMS OF CRIME ACT (VOCA) GRANT FOR FISCAL YEAR 2027

RS-26-023

February 3, 2026

Background

2

- The Victim Assistance Office of the Police Department has initiated the application for a one-year grant from the Office of the Governor, Criminal Justice Division, to fund the continuation of the Crisis Assistance Program. The application number is 3597608.
- This grant will provide funding for the Crime Victims Clerk, continued professional counseling services, emergency financial assistance, and temporary shelter services for safety to victims of violent crimes.

Funding

3

- The total award amount and cash match are unknown currently. The Office of the Governor has changed the process by which grants are applied for. The application must have a fully executed resolution from the governing body at the time of grant application submission, with a commitment to provide a cash match. The Police Department will be requesting an estimated \$100,000 in funding for this grant.
- In grant years past the matching funds have been budgeted as part of the Crime Victim Liaison's salary.

Recommendation

4

- Staff recommends that the City Council authorize the City Manager or the Executive Director of Finance to submit the 2027 VOCA grant application (No. 3597608) for the Killeen Crisis Assistance Program, and to modify or cancel the application as necessary.
- Additionally, staff recommends authorizing the City Manager or Executive Director of Finance to commit the required matching funds in the form of cash match contributions. This recommendation also includes allowing the Killeen Police Department to allocate and administer the duties outlined in the grant, under the oversight of the City's Finance Department. In the event of loss or misuse of grant funds, the City agrees to promptly return all funds to the Criminal Justice Division of the Office of the Governor.



City of Killeen

Staff Report

File Number: RS-26-024

Consider a memorandum/resolution approving a Letter of Agreement with MoboTrex, LLC for upgrading traffic signal system equipment for year one of a five-year maintenance plan, in the amount of \$616,126.00.

DATE: **February 3, 2026**

TO: **Kent Cagle, City Manager**

FROM: **Chris Noll, Interim Executive Director of Public Works**

SUBJECT: **Letter of Agreement with MoboTrex, LLC for upgrading traffic signal system equipment for year one of a five-year maintenance plan**

BACKGROUND AND FINDINGS:

In 2013, Iteris, Inc. designed and installed the technological system that operates the City of Killeen's Traffic Management Center (TMC). The video wall system provides the TMC with remote connection capabilities for troubleshooting, diagnostics, clock synchronization, and coordination of timing for each intersection. This system is fully compatible with Yunex Traffic signal equipment and products.

There are 101 traffic signals maintained by Transportation throughout the City of Killeen. The signal intersections have cabinets with various components along with video camera technology that allows connectivity with the TMC. The equipment and components within the traffic system vary in age and much of the equipment and/or components are at an age that is not compliant with the current industry standards.

In 2023, staff contracted with Iteris, Inc. for a Traffic Signal Inventory and 5-Year Maintenance Upgrade Plan for 98 of the traffic signal systems maintained by the Transportation Division. Year one focuses on upgrading the signal components for intersections with 20+ year old equipment and electrical components. It also includes vehicle detection camera upgrades to intersections where data and remote support are critical due to the high volume of traffic.

June 1, 2025, MoboTrex, LLC became the sole-source provider of the Yunex traffic equipment operated within the Traffic Management Center. Iteris, Inc. was previously the sole source provider of Yunex Traffic products. Staff will be responsible for installing the equipment and Iteris, Inc. will provide programming assistance and on-site turn-ons of the upgraded equipment.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This purchase conforms to City policies and laws. Purchases made through a sole source are exempt from the competitive bidding process, as stated in Texas Local Government Code, section 252.022(a)(7)(A), "a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to see competitive bids for purchases of the goods or services."

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

FY 2026 expenditure is \$661,126

Is this a one-time or recurring revenue/expenditure?

One-time

Is this revenue/expenditure budgeted?

Yes, funding is available for the equipment purchase in General Fund account 100-53435-400-403-000000, Repair & Maintenance - Traffic Signal.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Yes

RECOMMENDATION:

Authorize the City Manager, or designee, to execute a Letter of Agreement with MoboTrex, LLC, in the amount of \$616,126; and authorize the City Manager, or designee, to execute any and all amendments within the amounts set by State and Local law.

DEPARTMENTAL CLEARANCES:

Public Works

Purchasing

Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Agreement
Sole Source
Certificate of Interested Parties
Presentation

LETTER OF AGREEMENT

This Letter of Agreement (“Agreement”) is entered into by and between the City of Killeen (“City”) and MoboTrex, LLC (“Contractor”); collectively, the “Parties”.

In consideration of the premises and of the mutual covenants and agreements contained in this Agreement, the Parties hereby agree as follows:

Scope of Agreement. The purpose of this Agreement is to enlist the services of the Contractor to:

Provide the City of Killeen with traffic signal equipment to be used to complete upgrades to 12 intersections; as more thoroughly described in the Hardware Upgrade Project Proposal Phase 1, attached hereto and incorporated herein as Exhibit “A” (the “Services”).

Term of Agreement. This Agreement shall become effective on the date that the last required signature is affixed and shall automatically terminate after receipt of traffic signal equipment listed in Hardware Upgrade Project Proposal Phase 1.

Consideration. Contractor agrees to provide the Services stated above:

at the rate of \$ per hour, for a total amount not to exceed \$;
 for the lump sum payment not to exceed \$616,126.00, as detailed in Exhibit A.
 for progress payments in the total amount not to exceed \$

Independent Contractor. Contractor shall act as an Independent Contractor. Under no circumstances shall Contractor be deemed an employee or partner of Owner.

Applicable Laws. Contractor shall follow all applicable local, State, and Federal laws, regulations, and requirements for the abatement and disposal of lead, asbestos, and other routinely encountered hazardous substances. If any unusual substances or extraordinary amounts of the aforementioned substances are encountered, the Contractor will contact the City to contact the State and the relevant agency with authority for regulation of the substance.

Standard of Care. The standard of care for all services performed or furnished by Contractor under this Agreement will be the care and skill ordinarily used by members of the Contractor’s profession practicing under similar circumstances at the same time and in the same locality.

Insurance. Contractor shall procure and maintain insurance in the following amounts:

Worker’s Compensation	Statutory
Automobile Liability	\$500,000 Combined single Limit for each accident (Bodily injury and property damage).
General Liability	\$1,000,000 each occurrence (Bodily injury and property damage).
Professional Liability	\$1,000,000 general aggregate.

On all policies, except Worker’s Compensation and Professional Liability, City shall be listed as an additional insured with a full waiver of subrogation. A certificate of coverage shall be provided to the City prior to commencing work on the Project.

Subcontracts and Assignments. Contractor's rights and obligations hereunder are deemed to be personal and may not be transferred or assigned. Any assignments shall be void and of no effect.

Indemnification. To the fullest extent permitted by law, City or Contractor, as applicable, shall indemnify and hold harmless the other party, and the other party's officers, directors, partners and employees from and against any and all costs, losses and damages (including, without limitation, all fees and charges of attorneys and other professionals, and all court or dispute resolutions costs) caused by the negligent acts or omissions of the City or Contractor, as applicable, or their respective officers, directors, partners, employees and consultants with respect to the performance under this Agreement.

Termination. This Agreement may be terminated by either party for cause upon thirty (30) calendar days' written notice, provided such cause cannot be reasonably cured within such thirty (30) day period. City may terminate this Agreement for convenience effective upon receipt of written notice declaring the same and Contractor shall be compensated for all work completed at that time in accordance with this Agreement.

Texas Law. This Agreement shall be subject to and governed by the laws of the State of Texas. The Parties agree that for venue purposes, any and all lawsuits, disputes, or causes of action shall be in Bell County, Texas.

Severability. If any provision of this Agreement shall, for any reason, be held to violate any applicable law, then the invalidity of such a specific provision in this Agreement shall not be held to invalidate the remaining provisions of this Agreement.

Survival. Any provision of this Agreement providing for indemnity, insurance or a duty that necessarily will not be completed until after the expiration or termination of this Agreement shall continue in full force and effect until such a time as all duties have been fully performed.

Non-waiver. Failure to enforce any provision of this Agreement by either party shall not constitute a waiver of that provision for purposes of the subsequent enforcement of that provision or the remainder of this Agreement.

Contract Verification. Texas law provides that a governmental entity may not enter into contracts over for goods and services valued at \$100,000 or more with a company that employs at least 10 full-time employees unless the company provides written verification regarding aspects of the company's business dealings. By signing, Contractor agrees to the following:

- Texas Government Code, Chapter 2271 – Contractor must verify that it does not boycott Israel and will not boycott Israel during the term of the contract. Boycott Israel is defined in Texas Government Code Chapter 808.
- Texas Government Code, Chapter 2274 – Contractor must verify that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of the contract against a firearm entity or firearm trade association. Discriminate, firearm entity and firearm trade association are defined in Texas Government Code Chapter 2274.
- Texas Government Code, Chapter 2276 – Contractor must verify that it does not boycott energy companies and will not boycott energy companies during the term of the contract. Boycott energy company is defined in Texas Government Code Chapter 809.

Entire Agreement. This Agreement shall represent the entire agreement by and between the Parties and it may not be changed except by written amendment duly executed by all Parties.

SIGNED, ACCEPTED, AND AGREED to by the undersigned Parties, on the dates indicated, who acknowledge that they have read and understand this Agreement and that the Agreement is issued in accordance with local, State, and Federal laws, and the undersigned Parties hereby execute this legal document voluntarily and of their own free will.

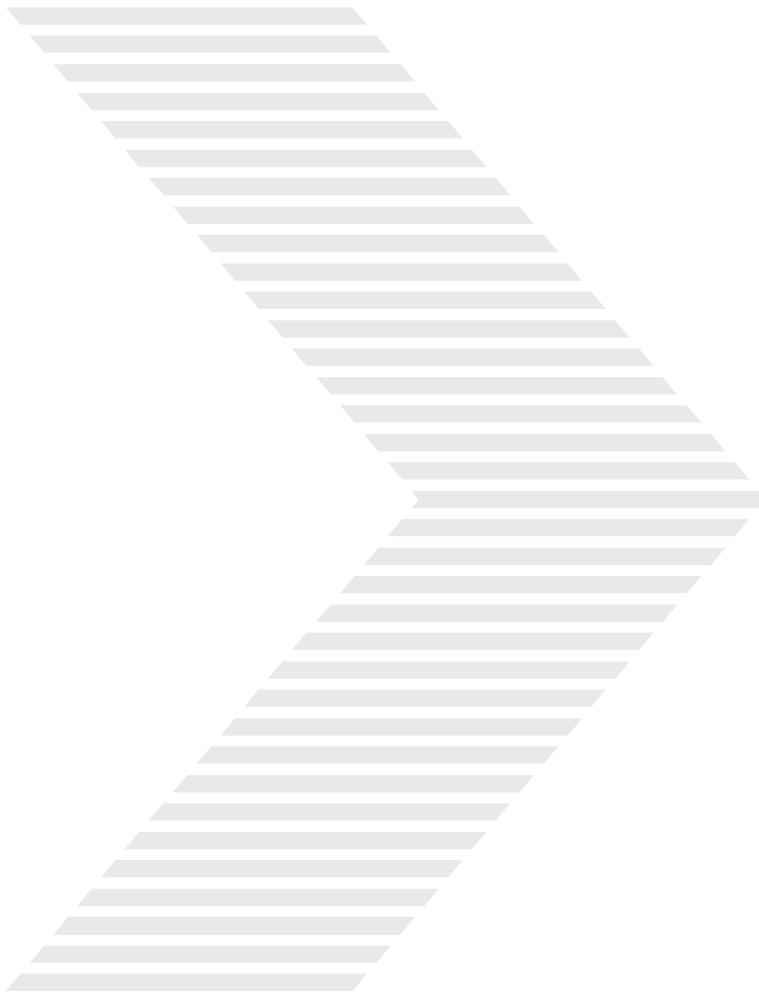
City

Contractor

Kent Cagle
City Manager

Date

Vincent Holdridge
Name: Vincent Holdridge Date 12/16/2025
Title: Inside Sales Rep



Hardware Upgrade Project Proposal Phase 1

City of Killeen

Contact Person: Kelsy Robbins

krobbins@killeentexas.gov

Proposal Issued:

11/12/2025



MoboTrex is pleased to propose the following to the City of Killeen, TX.

Hardware Upgrade Project – Phase 1	\$616,126.00
Proposal Includes: <ul style="list-style-type: none"> • Eagle Controller cabinets (As needed) • Yunex Traffic Controllers (As needed) • EDI MMU's (As needed) • Eagle Signals, Brackets, Backplates (As needed) • Campbell Ped Buttons/APS (As needed) • Iteris Detection (As needed) 	
Assumptions/Comments: <ul style="list-style-type: none"> • Price based on 12 total intersections for Year 1. • Equipment List determined from "Iteris Traffic Signal Inventory and 5-Year Plan version 1.1" dated Nov 30, 2023, subsequent site visits, and MoboTrex meeting with Killeen team on November 6, 2025 	

Sincerely,

Vincent Holdridge

Customer: 56320

Kelsy Robbins
 CITY OF KILLEEN
 STREET SERVICES
 2003 Little Nolan Rd
 Killeen TX 76542-2812
 United States

Date: 11/11/2025**Expire Date:** 12/11/2025**Prepared By:** Holdridge, Vincent V.**Contact:** Kelsy Robbins**Description:** Hardware Upgrade Project Phase 1

Part #	Description	Quantity	Price	Extended
WS Young & Lowe's	WS Young & Lowe's	1	\$51,488.00	\$51,488.00
WS Young & CTE	WS Young & CTE	1	\$55,648.00	\$55,648.00
WS Young & Mall	WS Young & Mall	1	\$46,188.00	\$46,188.00
WS Young & Grandon	WS Young & Grandon	1	\$46,318.00	\$46,318.00
WS Young & Illinois	WS Young & Illinois	1	\$51,208.00	\$51,208.00
WS Young & Zephyr	WS Young & Zephyr	1	\$50,648.00	\$50,648.00
WS Young & Elms	WS Young & Elms	1	\$52,428.00	\$52,428.00
Trimmier & CTE	Trimmier & CTE	1	\$45,848.00	\$45,848.00
Trimmier & Jasper	Trimmier & Jasper	1	\$46,588.00	\$46,588.00
FM2410 & FM3470	FM2410 & FM3470	1	\$45,188.00	\$45,188.00
W. Jasper & CTE	W. Jasper & CTE	1	\$64,288.00	\$64,288.00
E. Jasper & CTE	E. Jasper & CTE	1	\$60,288.00	\$60,288.00

Sale Amount:	\$616,126.00
Sales Tax:	0.00
Misc Charges:	0.00
Total Amount:	\$616,126.00

Notes:

SHIPPING INCLUDED

Terms:

THIS QUOTE IS BASED ON THE ENTIRE VALUE AND VOLUME OF ALL LINE ITEMS - Prices listed on this quote are valid only in the event of purchase of all line items in the quantities listed, in their entirety. Purchases of individual line items will require a new quote prior to acceptance of any purchase orders.

PAYMENT TERMS ARE NET 30 DAYS with prior approved credit. MoboTrex, LLC retains title to material until paid in full. A service charge of 1.5% per month (18% annual rate) will be assessed against all past due accounts. Prices and delivery quoted are firm for 30 days from the date of bid. The above quote does not include installation of the products quoted. On-Site technical assistance is available and will be quoted upon request.

Quotation does not include sales tax. Sales tax will be added at time of invoice unless a valid Sales Tax Exempt certificate has been provided. Sales tax exempt certificate should accompany customer Purchase Order.

Limited Warranty: MoboTrex, LLC only obligations shall be to replace such quantity of the product proven to be defective.

Warranty Period: The length of warranty manufacturers have conveyed to the seller and which can be passed on to the buyer.

Additional terms and conditions apply - See MoboTrex, LLC Terms & Conditions document at our website: www.mobotrex.com.

Thank you for the opportunity to provide this quote.

WS Young & Lowe's

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
SG203A2A11FFF30-01	Signal, 3-sec SG alum, BBB horizontal with LEDs	6
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	4
PMR10226-002	3- sec Astrobrac	6
PMR13438-001	4- sec Astrobrac	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	6
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	4
SG7MH21A1BBF10-45	16" alum ped, black with LED and clamshell	6
MPS STATION	Push button, standard	6
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & CTE Including these signals instead of Trimmier & CTE

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
CAB379-15701-1008	BBU no gen	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	12
SG103A2A21BBB30-01	Signal, 3-sec SG alum, BBB vertical with LEDs	2
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	2
PMR10226-002	3- sec Astrobrac	12
PMR13438-001	4- sec Astrobrac	2
BPAR503ANF002E	3-sec backplate, alum, black, with tape	14
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	2
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Mall

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	4
SG103A2E21BBB30-02	3-sec SG alum, BBB vertical with LEDs and bracket	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	8
PMR10226-002	3- sec Astrobrac	8
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Grandon

Part Number	Description	Quantity
CAB149-2001-551	Pole Mount M30 cabinet, no MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	4
SG103A2E21BBB30-02	3-sec SG alum, BBB vertical with LEDs	1
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	4
PMR10226-002	3- sec Astrobrac	5
PMR13438-001	4- sec Astrobrac	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	5
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	4
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Illinois

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG103A2E21BBB30-02	3-sec SG alum, BBB vertical with LEDs and bracket	1
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	2
PMR10226-002	3- sec Astrobrac	8
PMR13438-001	4- sec Astrobrac	2
BPAR503ANF002E	3-sec backplate, alum, black, with tape	8
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	2
SG7MH21A1BBF10-45	16" alum ped, black with clamshell	6
MPS STATION	Push button, standard	6
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Zephyr

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SIE-8132-0000-018	Controller	1
SG103A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	10
BPAR503ANF002E	3-sec Astrobrac	10
PMR10226-002	3-sec backplate, alum, black, with tape	10
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Elms

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
SIE-8132-0000-018	Controller	1
SG103A2A21BBBB30-01	Signal, 3-sec SG alum, BBB horizontal with LEDs	8
SG204A2E21BBBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	4
PMR10226-002	3-sec Astrobrac	8
PMR13438-001	4- sec Astrobrac	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	8
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	4
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

Trimmier & CTE No new signals needed at this intersection

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
CAB379-15701-1008	BBU no gen	1
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

Trimmier & Jasper

Part Number	Description	Quantity
2562101213	Base Mount P44 cabinet, with MMU	1
SG103A2A21BBB30-01	Signal, 3-sec SG alum, BBB horizontal with LEDs	6
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	2
PMR10226-002	3-sec Astrobrac	6
PMR13438-001	4- sec Astrobrac	2
BPAR503ANF002E	3-sec backplate, alum, black, with tape	6
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	2
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

FM2410 & FM3470

Part Number	Description	Quantity
CAB256-2101-324	Base Mount P44 Cabinet, TS2, no MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	1
PMR10226-002	3-sec Astrobrac	7
PMR13438-001	4- sec Astrobrac	1
BPAR503ANF002E	3-sec backplate, alum, black, with tape	7
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	1
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

W. Jasper & CTE

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SIE-8132-0000-018	Controller	1
CAB379-15701-1008	BBU no gen	1
SG203A2E21BBBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG204A2E21BBBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	1
PMR10226-002	3-sec Astrobrac	7
PMR13438-001	4- sec Astrobrac	1
BPAR503ANF002E	3-sec backplate, alum, black, with tape	7
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	1
SG7MH21A1BBF10-45	16" alum ped, black with clamshell	8
APS SYSTEM	Push button, APS with (1) CCU	8
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

E. Jasper & CTE

Part Number	Description	Quantity
CAB149-2001-551	Pole Mount M30 cabinet, no MMU	1
CAB379-15701-1008	BBU no gen	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	1
PMR10226-002	3-sec Astrobrac	7
PMR13438-001	4- sec Astrobrac	1
BPAR503ANF002E	3-sec backplate, alum, black, with tape	7
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	1
SG7MH21A1BBF10-45	16" alum ped, black with clamshell	8
APS SYSTEM	Push button, APS with (1) CCU	8
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1



Sole/Single Source Form

Complete one form for each sole/single source expenditure as it applies and attach a sole source letter and quote from the vendor. All forms are valid for one (1) year from approval date unless specified by Purchasing below. **Requests \$100,000 and greater will be routed to all signature parties, and requires City Council approval prior to the purchase.**

Return completed forms to Purchasing at Purchasing@killeentexas.gov.

Department/Division: Public Works / Transportation Requestor Name: Kelsy Robbins
 Vendor Name: MoboTrex, LLC Cost: \$ 616,126.00 Date: 12/05/2025

Check each box that applies to your sole/single source purchase:

- Items available from only one source because of patents, copyrights, secret processes, or natural monopolies. Films, manuscripts, or books.
- Gas, water, or other utility services (Letter from vendor not required)
- Captive replacement parts or components for equipment.
- Books, papers, and other library materials for a public library available only from the persons holding exclusive distribution rights to the materials.
- Management services provided by a non-profit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits.
- Annual maintenance for software and equipment the City already owns.
- Single source because of standardization, warranty, or other factors.
- Other _____

Describe in detail the product and/or service to be procured and how they meet your needs.

As of June 1, 2025, MoboTrex, LLC, is the exclusive provider of Yunex Traffic products in the state of Texas. MoboTrex, LLC is responsible for the sales, service, support, and warranty concerns.

Yunex products are used exclusively at all City of Killeen traffic signal intersections and the Killeen Transportation Division's Traffic Management Communication (TMC) System for monitoring traffic control. Therefore, uniformity of existing equipment is required. Other manufacturers are not compatible with the currently utilized software and are unable to provide us with the product required.

Department/Division Head Signature: Chris Noll  Digitally signed by Chris Noll
Date: 2025.12.05 10:35:55 -06'00'

Purchasing division justification:

MoboTrex, LLC is the distributor of Yunex Traffic hardware and full systems in the state of Texas.

Director of Procurement Signature: Sophonia Price  Digitally signed by Sophonia Price
DN: CN=Sophonia Price, O=City of Killeen, E=sprice@killeentexas.gov, C=US
Reason: I am the author of this document
Date: 2025.12.22 11:14:48
Post-PKCS12-CP Version 8.7.1

Approved Disapproved

Expiration Date: 12/04/2026

The approvals on the following page are required for expenditures \$100,000 and greater:

Executive Director of Finance Signature: Lorianne Luciano  Digitally signed by Lorianne Luciano
Date: 2025.12.23 11:05:43 -06'00' Approved Disapproved
Comments:

City Attorney Signature: Holli Clements  Digitally signed by Holli Clements
Date: 2025.12.26 11:35:28 -06'00' Approved Disapproved
Comments:

City Manager Signature: Lauren Wilson  Digitally signed by Lauren Wilson
Date: 2025.12.29 14:50:37 -06'00' Approved Disapproved
Comments:

June 13, 2025

To our valued partners and customers-

MoboTrex is pleased to announce that, effective June 1st, we are now the exclusive distributor for Yunex Traffic products in the state of Texas. We are proud to add Texas to our growing list of states where we represent Yunex Traffic. That list now includes 22 states in the Midwest, Mid-Atlantic, and New England in addition to Texas. MoboTrex is the largest distributor for Yunex Traffic in North America.

This exciting partnership marks a significant step forward in our mission to provide the most advanced and reliable traffic management solutions for our customers. With the addition of Yunex Traffic's cutting-edge technologies to our portfolio, we are better positioned than ever to serve the evolving needs of cities, counties, and transportation agencies across Texas.

Yunex Traffic is a global leader in intelligent traffic systems, known for delivering smart, sustainable mobility solutions. From adaptive traffic signal control to connected vehicle technologies and advanced traffic management systems, Yunex Traffic's product line supports safer, more efficient transportation networks worldwide. The US headquarters is located in Austin, TX, making it a convenient location to help support our mission in Texas. Their innovative and cutting-edge hardware solutions include the M60 and Blade series controllers. Their Advanced Traffic Management Solutions include the TACTICS software suite and their new cloud-based system, Yutraffic Studio. The Yunex roadside unit (RSU) recently achieved the prestigious OmniAir certification and is a leader in the C2VV market.

MoboTrex is a leading provider of traffic control systems and intersection solutions throughout the Midwest and Southern United States. With decades of industry experience, we offer unmatched technical support, product expertise, and customer service. Our reputation is built on reliability, innovation, and a deep commitment to helping our customers manage and modernize their traffic infrastructure.

As the new Texas distributor, MoboTrex will offer sales, service, and technical support for the full range of Yunex Traffic products. Our team is ready to help you integrate Yunex Traffic solutions into your traffic infrastructure projects. We are excited about the opportunities this partnership creates and look forward to supporting your traffic management needs with the latest technology and trusted service.

If you have any questions, need a quote, or would like to learn more, please contact your local MoboTrex representative or visit us at www.mobotrex.com.

Thank you for your continued partnership.

Sincerely,



Brent Katauskas
MoboTrex
bkatauskas@mobotrex.com

YUNEX TRAFFIC

August 22, 2025

City of Killeen, TX

RE: Sole source letter

To whom it may concern,

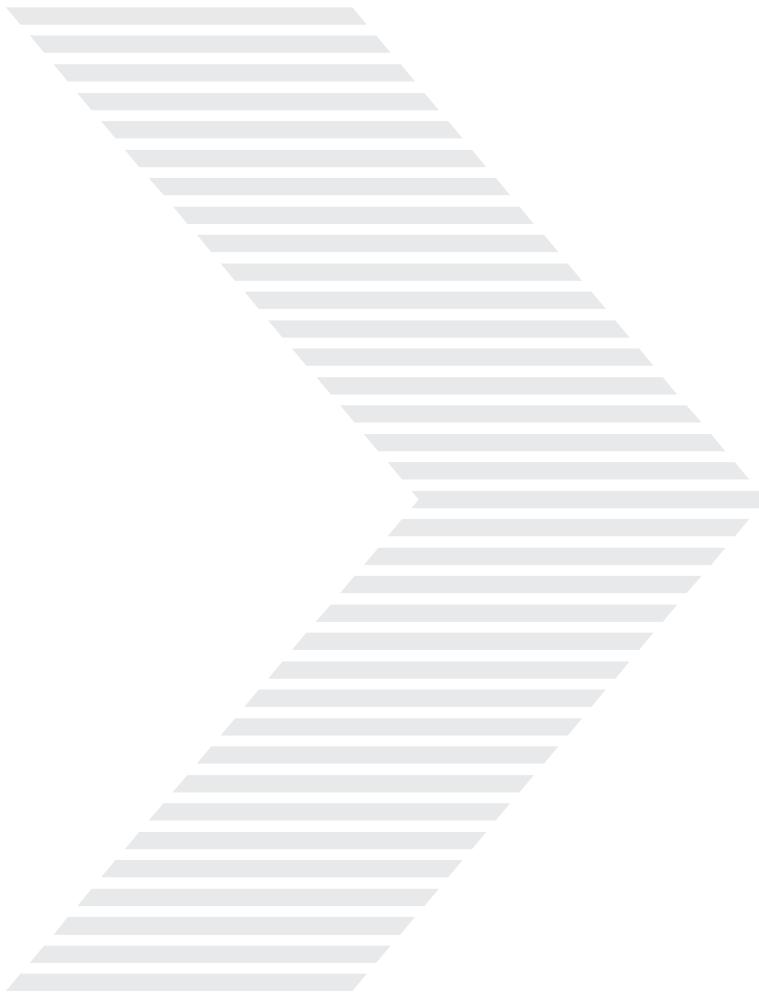
Yunex Traffic is pleased to notify you that Mobotrex is the sole distributor authorized to sell, install and support Yunex traffic control products in the state of Texas.

Additionally, Mobotrex is the sole authorized distributor in Texas, they provide first line repair services for Yunex traffic control products and serve as the proper avenue for all service and warranty repairs. Please note that Yunex Traffic warranties on products can only be honored if all components are official Yunex Traffic parts and all services have been performed by authorized Yunex Traffic repair facilities. Repairs to Yunex traffic control products by unauthorized repair facilities could void any warranty and/or functional responsibility on the part of Yunex Traffic.

Sincerely,



Melissa Rodriguez
Head of Sales



Hardware Upgrade Project Proposal Phase 1

City of Killeen

Contact Person: Kelsy Robbins

krobbins@killeentexas.gov

Proposal Issued:

11/12/2025



MoboTrex is pleased to propose the following to the City of Killeen, TX.

Hardware Upgrade Project – Phase 1	\$616,126.00
Proposal Includes: <ul style="list-style-type: none"> • Eagle Controller cabinets (As needed) • Yunex Traffic Controllers (As needed) • EDI MMU's (As needed) • Eagle Signals, Brackets, Backplates (As needed) • Campbell Ped Buttons/APS (As needed) • Iteris Detection (As needed) 	
Assumptions/Comments: <ul style="list-style-type: none"> • Price based on 12 total intersections for Year 1. • Equipment List determined from "Iteris Traffic Signal Inventory and 5-Year Plan version 1.1" dated Nov 30, 2023, subsequent site visits, and MoboTrex meeting with Killeen team on November 6, 2025 	

Sincerely,

Vincent Holdridge

Customer: 56320

Kelsy Robbins
 CITY OF KILLEEN
 STREET SERVICES
 2003 Little Nolan Rd
 Killeen TX 76542-2812
 United States

Date: 11/11/2025**Expire Date:** 12/11/2025**Prepared By:** Holdridge, Vincent V.**Contact:** Kelsy Robbins**Description:** Hardware Upgrade Project Phase 1

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Trimmier & Jasper	Trimmier & Jasper	1	\$46,588.00	\$46,588.00
FM2410 & FM3470	FM2410 & FM3470	1	\$45,188.00	\$45,188.00
W. Jasper & CTE	W. Jasper & CTE	1	\$64,288.00	\$64,288.00
E. Jasper & CTE	E. Jasper & CTE	1	\$60,288.00	\$60,288.00

Sale Amount:	\$616,126.00
Sales Tax:	0.00
Misc Charges:	0.00
Total Amount:	\$616,126.00

Notes:

SHIPPING INCLUDED

Terms:

THIS QUOTE IS BASED ON THE ENTIRE VALUE AND VOLUME OF ALL LINE ITEMS - Prices listed on this quote are valid only in the event of purchase of all line items in the quantities listed, in their entirety. Purchases of individual line items will require a new quote prior to acceptance of any purchase orders.

PAYMENT TERMS ARE NET 30 DAYS with prior approved credit. MoboTrex, LLC retains title to material until paid in full. A service charge of 1.5% per month (18% annual rate) will be assessed against all past due accounts. Prices and delivery quoted are firm for 30 days from the date of bid. The above quote does not include installation of the products quoted. On-Site technical assistance is available and will be quoted upon request.

Quotation does not include sales tax. Sales tax will be added at time of invoice unless a valid Sales Tax Exempt certificate has been provided. Sales tax exempt certificate should accompany customer Purchase Order.

Limited Warranty: MoboTrex, LLC only obligations shall be to replace such quantity of the product proven to be defective.

Warranty Period: The length of warranty manufacturers have conveyed to the seller and which can be passed on to the buyer.

Additional terms and conditions apply - See MoboTrex, LLC Terms & Conditions document at our website: www.mobotrex.com.

Thank you for the opportunity to provide this quote.

WS Young & Lowe's

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
SG203A2A11FFF30-01	Signal, 3-sec SG alum, BBB horizontal with LEDs	6
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	4
PMR10226-002	3- sec Astrobrac	6
PMR13438-001	4- sec Astrobrac	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	6
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	4
SG7MH21A1BBF10-45	16" alum ped, black with LED and clamshell	6
MPS STATION	Push button, standard	6
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & CTE

Including these signals instead of Trimmier & CTE

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
CAB379-15701-1008	BBU no gen	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	12
SG103A2A21BBB30-01	Signal, 3-sec SG alum, BBB vertical with LEDs	2
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	2
PMR10226-002	3- sec Astrobrac	12
PMR13438-001	4- sec Astrobrac	2
BPAR503ANF002E	3-sec backplate, alum, black, with tape	14
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	2
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Mall

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	4
SG103A2E21BBB30-02	3-sec SG alum, BBB vertical with LEDs and bracket	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	8
PMR10226-002	3- sec Astrobrac	8
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Grandon

Part Number	Description	Quantity
CAB149-2001-551	Pole Mount M30 cabinet, no MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	4
SG103A2E21BBB30-02	3-sec SG alum, BBB vertical with LEDs	1
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	4
PMR10226-002	3- sec Astrobrac	5
PMR13438-001	4- sec Astrobrac	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	5
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	4
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Illinois

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG103A2E21BBB30-02	3-sec SG alum, BBB vertical with LEDs and bracket	1
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	2
PMR10226-002	3- sec Astrobrac	8
PMR13438-001	4- sec Astrobrac	2
BPAR503ANF002E	3-sec backplate, alum, black, with tape	8
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	2
SG7MH21A1BBF10-45	16" alum ped, black with clamshell	6
MPS STATION	Push button, standard	6
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Zephyr

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SIE-8132-0000-018	Controller	1
SG103A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	10
BPAR503ANF002E	3-sec Astrobrac	10
PMR10226-002	3-sec backplate, alum, black, with tape	10
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

WS Young & Elms

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
SIE-8132-0000-018	Controller	1
SG103A2A21BBB30-01	Signal, 3-sec SG alum, BBB horizontal with LEDs	8
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	4
PMR10226-002	3-sec Astrobrac	8
PMR13438-001	4- sec Astrobrac	4
BPAR503ANF002E	3-sec backplate, alum, black, with tape	8
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	4
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

Trimmier & CTE

No new signals needed at this intersection

Part Number	Description	Quantity
2562101213	Base Mount P44 Cabinet, TS2, with MMU	1
CAB379-15701-1008	BBU no gen	1
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

Trimmier & Jasper

Part Number	Description	Quantity
2562101213	Base Mount P44 cabinet, with MMU	1
SG103A2A21BBB30-01	Signal, 3-sec SG alum, BBB horizontal with LEDs	6
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	2
PMR10226-002	3-sec Astrobrac	6
PMR13438-001	4- sec Astrobrac	2
BPAR503ANF002E	3-sec backplate, alum, black, with tape	6
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	2
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

FM2410 & FM3470

Part Number	Description	Quantity
CAB256-2101-324	Base Mount P44 Cabinet, TS2, no MMU	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	1
PMR10226-002	3-sec Astrobrac	7
PMR13438-001	4- sec Astrobrac	1
BPAR503ANF002E	3-sec backplate, alum, black, with tape	7
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	1
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

W. Jasper & CTE

Part Number	Description	Quantity
CAB149-2001-351	Pole Mount M30 cabinet with MMU	1
SIE-8132-0000-018	Controller	1
CAB379-15701-1008	BBU no gen	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	1
PMR10226-002	3-sec Astrobrac	7
PMR13438-001	4- sec Astrobrac	1
BPAR503ANF002E	3-sec backplate, alum, black, with tape	7
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	1
SG7MH21A1BBF10-45	16" alum ped, black with clamshell	8
APS SYSTEM	Push button, APS with (1) CCU	8
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

E. Jasper & CTE

Part Number	Description	Quantity
CAB149-2001-551	Pole Mount M30 cabinet, no MMU	1
CAB379-15701-1008	BBU no gen	1
SG203A2E21BBB30-02	Signal, 3-sec SG alum, BBB horizontal with LEDs	7
SG204A2E21BBB40-02	Signal, 4-sec SG alum, BBB horizontal with LEDs	1
PMR10226-002	3-sec Astrobrac	7
PMR13438-001	4- sec Astrobrac	1
BPAR503ANF002E	3-sec backplate, alum, black, with tape	7
BPAR504ANF002E0-00	4-sec backplate, alum, black, with tape	1
SG7MH21A1BBF10-45	16" alum ped, black with clamshell	8
APS SYSTEM	Push button, APS with (1) CCU	8
ITE-NEXT-CCU-SM4-TS2-PAK	NEXT CCU	1
ITE-NEXT-VECTOR-NEXT	Sensor, NEXT detection	4
PXX13876-001	Monitor, 8"	1
PBW10949-001	SDLC cable	1
ITE-NEXT-CAT5E-SHLD-CABLE	Cat5 cable spool, 1000'	1

Purchasing Division

Procurement Routing Slip

Directions:

1. Review the attached item.
2. Make any necessary changes.
3. Initial and date the designated boxes that apply.
4. Forward to the next office on the routing slip.
5. **Please return this routing slip and attachments to Purchasing after all parties have reviewed.**

ORIGINATOR	Joshua Quick
DEPARTMENT	Public Works
ITB/RFP/RFQ # (include timeline)	
Document Name:	Sole Source (\$616,126.00) MoboTrex, LLC traffic signal system

12/10/25	Date Received	Reviewed No Changes	Reviewed See Changes	Date Forwarded	Other
<input type="checkbox"/> Department Head initials verified					
Procurement Office	12/22/25	Sophonia Price <small>Digital signature of Sophonia Price, O-H City of Rochester Hills. Date: 2025.12.22 11:32 -06'00'.</small>		12.22.025	
Finance Office Rachel Martin <small>Digital signed by Rachel Martin Date: 2025.12.12 21:11:32 -06'00'</small>	12/21/25	Lorianne Luciano <small>Digital signed by Lorianne Luciano Date: 2025.12.23 11:06:42 -06'00'</small>		12/23/25	
City Attorney Office		Hollie Clements <small>Digital signed by Hollie Clements Date: 2025.12.26 11:36:16 -06'00'</small>			
Signature Authority:					
<input type="checkbox"/> City Manager					
<input checked="" type="checkbox"/> Assistant City Manager		Lauren Wilson <small>Digital signed by Lauren Wilson Date: 2025.12.29 14:49:21 -06'00'</small>			
<input type="checkbox"/> Finance Director					
<input type="checkbox"/> Department: _____					
Purchasing Office <small>(Return routing slip and a copy of all documents.)</small>					

NOTES:

- All parties sign the routing slip
- All parties initial the memo
- DoP sign page three (3)
- ED of Finance or designee sign four (4)
- CA sign page four (4)
- ACM Reynolds sign page four (4)

DISPOSITION STATEMENT:



INTEROFFICE MEMORANDUM

To: Jeffery Reynolds, Assistant City Manager

VIA: Holli Clements, City Attorney hcc
Judith Tangalin, Executive Director of Finance LL
Sophonia Price, Director of Procurement & Contract Management SMP
Andy Wallander, Deputy City Attorney AJW
Chris Noll, Interim Executive Director of Public Works CAN

FROM: Joshua Quick, Transportation Manager

DATE: December 5, 2025

SUBJECT: Single Source Purchase Request – MoboTrex, LLC

The City of Killeen Transportation Division is requesting a Sole Source, be approved for MoboTrex, LLC. The previous vendor, Iteris, Inc. is no longer the exclusive provider of Yunex Traffic products. As of June 1, 2025, MoboTrex, LLC, is the distributor for the state of Texas. MoboTrex, LLC is responsible for the sales, service, support, and warranty concerns.

This sole source request for MoboTrex, LLC for an amount of \$616,126.00. The purpose of the purchase is to obtain the necessary traffic signal system equipment to complete "Year 1" of the 5-Year Plan for intersection upgrades.

The Killeen Transportation Division will begin the recommended upgrades, installing the Yunex Traffic equipment provided by MoboTrex, LLC, while Iteris, Inc. will provide programming assistance and on-site turn-ons of the upgraded equipment. Iteris, Inc. is the current Professional Service provider for the City of Killeen's Traffic Management Center. "Year 1" of this plan was approved by City Council in the Fiscal Year 2026 budget. Funding is available in account number 100-53435-400-403-000000, RM / Traffic Signal.

Per policy, requests \$100,000 and greater will be routed to all signature parties and require City Council approval prior to the purchase.

Per the Delegation of Signature Authority 2025, Assistant City Manager signature will be required on page 3 (Memorandum is page 1) of this packet for execution. Once signed, please return to Public Works Transportation and Purchasing.

**Joshua
Quick**

Digitally signed by Joshua Quick
DN: OU=Transportation Division, O=City of
Killeen, S=Texas, C=US
Email: jquick@killeentexas.gov
Reason: I am the author of this document
Location: your signing location here
Date: 2025-12-05 09:16:43
Foxit PhantomPDF Version: 9.7.0

Joshua Quick
Transportation Manager

Attachment(s):

Sole/Single Source Form
MoboTrex, LLC Announcement Letter
Sole Source Letter
MoboTrex, LLC Quote

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2025-1400388

Date Filed:
12/15/2025

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

MoboTrex, LLC
Davenport, IA United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Killeen

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

KPW/ST
Hardware Upgrade Project – Phase 1

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Astley, Chris	Davenport, IA United States	X	
	Holdridge, Vince	Davenport, IA United States		X
	Lanning, Cody	Davenport, IA United States		X

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Vincent Holdridge, and my date of birth is 11/30/1974.

My address is 15825 Impact Way, Pflugerville, TX, 78660, US.
(city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in TRAVIS County, State of TEXAS, on the 16 day of DEC, 20 25.
(month) (year)

Vincent Holdridge

Signature of authorized agent of contracting business entity
(Declarant)



LETTER OF AGREEMENT WITH MOBOTREX, LLC

RS-26-024

February 3, 2026

Background

2

- The City's Transportation Division maintains 101 traffic signals throughout the city.
- In 2013, as the sole distributor of Yunex traffic signal equipment in Texas; Iteris, Inc. designed and installed the technology system that operates the City of Killeen's Traffic Management Center (TMC). The TMC is fully compatible with Yunex traffic signal equipment and products, that are currently used in our systems.
- As of June 1, 2025, MoboTrex, LLC, became the sole distributor in Texas for Yunex traffic signal equipment.

Background

3

- In 2023, Iteris, Inc. was retained by the city to inventory/inspect existing traffic signal equipment at city intersections and develop of a 5-year upgrade plan.
 - Year 1 of the Traffic Signal Inventory and 5-Year Maintenance Plan was approved in the FY 2026 budget.
- The first year of the 5-year maintenance plan focuses on upgrading the signal components for 12 intersections.
 - Upgrades include vehicle detection cameras, electrical components, signal heads, and traffic cabinets where necessary.

Background

4

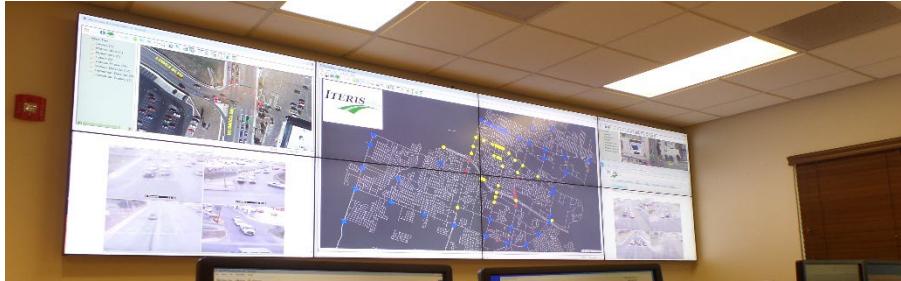
- As the sole-source distributor of the Yunex traffic equipment, MoboTrex, LLC will supply the equipment needed for upgrades.
 - Transportation staff will be responsible for installing the equipment.
 - Iteris, Inc. will provide programming assistance and connectivity of the upgraded equipment to the TMC.
- The traffic signal system upgrades for Year 1 are included in the FY 26 budget in the amount of \$663,000.
 - Letter of Agreement for Mobotrex, LLC is in the amount of \$616,126.

Background

5

- Twelve (12) intersections will have various components upgraded depending on the specific location needs:
 - WS Young & Lowe's
 - WS Young & Mall
 - WS Young & Illinois
 - WS Young & Elms
 - Trimmier & Jasper
 - W. Jasper & CTE
 - WS Young & CTE
 - WS Young & Grandon
 - WS Young & Zephyr
 - Trimmier & CTE
 - FM2410 & FM3470
 - E. Jasper & CTE

Examples



Traffic Management Center (TMC)



Traffic Signal Cabinet



Intersection Components

Recommendation

7

- City Council authorize the City Manager, or designee, to execute a Letter of Agreement with the sole source, MoboTrex, LLC, in an amount of \$616,126, and authorize the City Manager, or designee, to execute any and all change orders within the amounts set by State and Local law.



City of Killeen

Staff Report

File Number: RS-26-025

Consider a memorandum/resolution approving a Chapter 311 tax increment reimbursement agreement with Killeen Investments, LLC, for the reimbursement of off-site public improvements and additions to the City's wastewater sewer system, in the amount of \$119,865.00.

DATE: **February 3, 2026**

TO: **Kent Cagle, City Manager**

FROM: **Wallis Meshier, Executive Director of Development Services**

SUBJECT: **Chapter 311 Agreement with Killeen Investments, LLC**

BACKGROUND AND FINDINGS:

The City of Killeen has established a Chapter 311 Tax Increment Reinvestment Zone (TIRZ #2) to promote local economic development and stimulate business and commercial activity within the City.

Killeen Investments, LLC, owns property located within the boundaries of TIRZ #2 and a targeted investment area as defined in the City of Killeen Economic Development Policy.

The applicant proposes the development of approximately 180,000 square feet of new speculative industrial space. Upon full build-out, the project is expected to add an estimated \$22.5 million in new real property ad valorem value, increasing the property's taxable value from its current base value of \$356,464 and significantly strengthening the area's tax base.

The development of this facility will support Killeen's growing demand for modern logistics and manufacturing space, stimulate commercial activity, create employment opportunities, and enhance the long-term economic vitality of the City.

Killeen Investments, LLC, has requested a Chapter 311 real property tax increment reimbursement agreement with the City of Killeen and the TIRZ #2 in an amount not to exceed \$119,865, to support the construction of off-site wastewater system improvements located within the public right-of-way adjacent to Rickey Carlisle Circle.

THE ALTERNATIVES CONSIDERED:

1. Disapprove the Chapter 311 Tax Increment Reimbursement Agreement;
2. Amend the Chapter 311 Tax Increment Reimbursement Agreement;
3. Approve the Chapter 311 Tax Increment Reimbursement Agreement

Which alternative is recommended? Why?

Staff recommends approval of the Chapter 311 Tax Increment Reimbursement Agreement with Killeen Investments LLC, as the proposed development advances the City's interests by increasing available industrial space and expanding the City's tax base.

CONFORMITY TO CITY POLICY:

Yes

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

No expenditure is anticipated in the current fiscal year. Expenditures in future years will be based on the approved budget for that year and the amount of real property tax payments paid by Killeen Investments LLC.

Is this a one-time or recurring revenue/expenditure?

One-time in an amount not to exceed \$119,865.

Is this revenue/expenditure budgeted?

This expenditure will be included in the TIRZ #2 proposed budget for future years and will be appropriated upon the TIRZ #2 Board and City Council's approval of the budget for those years.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Upon City Council approval of proposed budget for future years.

RECOMMENDATION:

That the City Council approve the Chapter 311 agreement with Killeen Investments, LLC, and authorize the City Manager or designee to execute same as well as any and all amendments and actions allowed per federal, state, or local law.

DEPARTMENTAL CLEARANCES:

Finance

Legal

ATTACHED SUPPORTING DOCUMENTS:

Agreement
Presentation

STATE OF TEXAS **§**
COUNTY OF BELL **§**

**TAX INCREMENT REIMBURSEMENT AGREEMENT BETWEEN
THE CITY OF KILLEEN, TEXAS,
TAX INCREMENT REINVESTMENT ZONE NUMBER TWO,
AND KILLEEN INVESTMENTS, LLC**

THIS REIMBURSEMENT AGREEMENT, regarding the reimbursement of certain public infrastructure construction costs ("Agreement"), is made and entered into by and between the CITY OF KILLEEN, TEXAS, a home-rule municipal corporation organized under the laws of Texas ("City"); the TAX INCREMENT REINVESTMENT ZONE NUMBER TWO, KILLEEN, TEXAS, a reinvestment zone and legal entity created by the City pursuant to Chapter 311, Texas Tax Code ("Zone"); and KILLEEN INVESTMENTS, LLC, a Texas company ("Company"); each a "Party" and collectively the "Parties."

RECITALS

WHEREAS, pursuant to Chapter 311 of the Texas Tax Code, a city may designate a contiguous geographic area within such city as a reinvestment zone if the area satisfies the requirements of certain sections of the Act;

WHEREAS, the Act authorizes the expenditure of funds derived within a reinvestment zone for the payment of expenditures made, or estimated to be made, and monetary obligations incurred, or estimated to be incurred, by a municipality consistent with the plan of the reinvestment zone for "Project Costs," as defined in the Act;

WHEREAS, the Killeen City Council ("Council"), pursuant to Ordinance No. 08-089, established the Zone on November 4, 2008, for the purpose of dedicating the increase in tax revenue generated within the Zone to provide funds for public infrastructure and to encourage accelerated development and redevelopment in several areas of the City;

WHEREAS, pursuant to Ordinance No. 09-050, Council approved a project plan and reinvestment zone financing plan ("TIRZ Plan") for the Zone on August 25, 2009:

WHEREAS, pursuant to Ordinance Nos. 15-077, 17-012, and 22-097, Council amended the TIRZ Plan and boundary for the Zone on December 8, 2015, February 28, 2017, and December 13, 2022, respectively:

WHEREAS, the Board of Directors of the Zone ("Board") approved and adopted the TIRZ Plan, as amended:

WHEREAS, Company owns and controls Property located within the boundaries of the Zone as evidenced by a Special Warranty Deed recorded in volume 14364 page 785 of the Official Bell County Public Records as instrument number 2025055865 and intends to construct, or cause to be constructed, certain Improvements on the Property:

WHEREAS, Company has requested reimbursement for certain public infrastructure pursuant to the TIRZ Plan;

WHEREAS, Company intends to add approximately \$22.5 million in real property ad valorem tax value to the Property upon Completion of Construction;

WHEREAS, the Parties desire to provide for the development and financing of certain Projects to implement the TIRZ Plan; and

WHEREAS, the Parties have determined that it is in their best interests to contract with each other with regard to the Project to provide for the efficient and effective implementation of certain aspects of the TIRZ Plan.

AGREEMENT

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants and agreements herein contained, the Parties agree as follows:

I. Definitions

In addition to any terms defined elsewhere in this Agreement, the following terms shall have the meanings set out below:

"Act" means the Tax Increment Finance Act as codified in Chapter 311, Texas Tax Code, as amended.

"Affiliate" means any person or entity which directly or indirectly controls, is controlled by or is under common control with Company, during the term of such control. A person or entity will be deemed to be "controlled" by any other person or entity if such other person or entity (a) possesses, directly or indirectly, power to direct or cause the direction of the management of such person or entity whether by contract or otherwise, (b) has direct or indirect ownership of at least fifty percent (50%) of the voting power of all outstanding shares entitled to vote at a general election of directors of the person or entity or (c) has direct or indirect ownership of at least fifty percent (50%) of the equity interests in the entity.

"Available TIRZ Funds" means 100% of the real property ad valorem Tax Increment of the Property.

"Commencement of Construction" means that (i) the Construction Plans have been prepared and all approvals thereof required by applicable governmental authorities have been obtained for construction of the Project on the Property; (ii) all necessary permits for the construction of the Project on the Property pursuant to the plans have been issued by all applicable governmental authorities and/or private entities; (iii) Company has issued a notice to proceed to a contractor to commence construction of the Project and has provided a copy to the Director; and (iv) grading of the land for construction of the Project has commenced.

“Completion of Construction” means that (i) all construction on the Project has been finalized and (ii) any governmental agency or private entity that is required to approve the Project has done so.

“Director” means the Executive Director for Development Services, or designee.

“Force Majeure” means circumstances which are beyond the reasonable control of the applicable Party, including, but not limited to, pending or threatened litigation, acts of God, war, acts of civil disobedience, fire or other casualty, shortage of materials, adverse weather conditions (including, but not limited to, severe rainstorms, below freezing temperatures, or tornadoes), pandemic or epidemic, labor action, strikes, or similar acts.

“Maximum Reimbursement Amount” means \$119,865.

“Project” means offsite improvements and additions to the City's wastewater sewer system located in the right-of-way adjacent to Ricky Carlisle Circle; as more thoroughly depicted and described in Exhibit “A”.

“Project Costs” means those actual costs incurred and paid by Company in completion of Project in which payment can be made pursuant to the Act and that are identified in the TIRZ Plan and as further identified herein; as more thoroughly described in Exhibit “B”.

“Property” means an approximate 16-acre lot in the corporate limits of the City of Killeen; legally described as Killeen Business Park Subdivision, Block 6, Lot Pt 1, Acres 15.721, and locally addressed as 601 Twin Creek Drive, Killeen, Texas.

“Tax Increment” means the ad valorem real property Tax Value of the Property in any given year as calculated by the Bell County Appraisal District, to include both any improvements and the underlying land, less the Tax Increment Base.

“Tax Increment Base” means the ad valorem real property Tax Value of the Property as calculated by the Bell County Appraisal District's 2025 assessment.

“Tax Value” means the taxable value as calculated by the Bell County Appraisal District in its assessment for the previous calendar year. For example, the Parties will utilize Bell County Appraisal District's 2025 assessment for reimbursement requests made by Company in 2026.

II. Company Obligations

A. Company agrees to design and construct the Project on the Property in accordance with construction plans approved by the City to the extent that such approval is required by city ordinance, state law, or federal law, as may be amended from time to time.

B. As good and valuable consideration for this Agreement, Company agrees, subject to events of Force Majeure, to cause Commencement of Construction of the Project to occur no later than twelve months from the Effective Date of this Agreement.

C. Company agrees to construct the Project in accordance with all applicable state and local laws, codes, and regulations (or valid waiver thereof).

D. Company agrees to obtain and abide by all required agreements and permits that may be required by any third party in connection with construction of the Project.

E. Construction plans for the Project constructed on the Property will be filed with the City, which shall be deemed to be incorporated by reference herein and made a part hereof for all purposes.

F. Company shall make timely payment of real property taxes owed by Company to the City, including, but not limited to real property taxes owed on the Property, during the term of this Agreement.

G. Company agrees that it will not file, nor caused to be filed, an appeal with the Bell County Appraisal District protesting the appraised value of the Property during the Term of this Agreement.

H. Upon reasonable request by the Board (but not more often than quarterly), Company shall report to the Board to provide updates on the status of any Project underway. The Company agrees that it shall design and construct or cause to be designed and constructed the Project subject to the terms of the TIRZ Plan and this Agreement.

III. City's Obligations

A. The duty of the City to make reimbursement payments to Company for any purpose under this Agreement is limited in its entirety by the provision of this Agreement and Available TIRZ Funds and is expressly conditioned on both the timely payment of the real property taxes owed by Company, or its Affiliates, during the term of this Agreement and Company's satisfaction of obligations contained within this Agreement.

IV. Reimbursement of Project Costs

A. Payments by the City shall be paid to Company as a reimbursement of the Project Costs incurred in the construction of the approved Project by Company in an amount not to exceed the Maximum Reimbursement Amount.

B. Upon completion of the Project, Company shall submit all paid invoices for reimbursement of Project Costs to the Director. The City shall, within ninety (90) calendar days, render a reimbursement payment in the lesser amount of (i) total reimbursable Project Costs or (ii) Available TIRZ Funds.

C. In the event that the Available TIRZ Funds are inadequate to reimburse Company for its Project Costs, the unreimbursed amount shall be carried forward to the following year and shall be reimbursed no later than May 31 in the lesser amount of (i) total reimbursable Project Costs or (ii) Available TIRZ Funds. The Parties understand that this process shall continue until City reimburses Company the entirety of its Project Costs or the Maximum Reimbursement Amount; whichever is less.

D. City shall have no obligation to make a payment during the occurrence of an uncured breach on the part of Company. However, the City may do so at its discretion and such an election shall not be deemed a waiver of any remedies the City may have in respect to such default.

V. Default

A. A Party shall be deemed in default under this Agreement (which shall be deemed a breach hereunder) if such Party fails to materially perform, observe, or comply with any of its covenants, agreements, or obligations hereunder or materially breaches or violates any of its representations contained in this Agreement.

B. Before any failure of any Party to perform its obligations under this Agreement shall be deemed to be a breach of this Agreement, the Party claiming such failure shall notify, in writing, the Party alleged to have failed to perform of the alleged failure and shall demand performance. No breach of this Agreement may be found to have occurred if performance has commenced within thirty (30) days of the receipt of such notice and thereafter diligently pursued until completion. Upon a breach of this Agreement, the non-defaulting Party, in any court of competent jurisdiction, by an action or proceeding at law or in equity, may secure the specific performance of the covenants and agreements herein contained, may be awarded damages for failure of performance, or both. Except as otherwise set forth herein, no action taken by a Party pursuant to the provisions of this Article or pursuant to the provisions of any other Article of this Agreement shall be deemed to constitute an election of remedies, and all remedies set forth in this Agreement shall be cumulative and non-exclusive of any other remedy either set forth herein or available to any Party at law or in equity. Each of the parties shall have the affirmative obligation to mitigate its damages in the event of a default by the other Party.

C. Notwithstanding anything in this Agreement which is or may appear to be to the contrary, if the performance of any covenant or obligation to be performed hereunder by any Party is delayed as a result of Force Majeure, the time for such performance shall be extended by the amount of time of such delay.

VI. Term and Termination

A. This Agreement shall become effective upon full execution by the City, the Zone, and Company and shall automatically terminate on December 31, 2048, or upon the occurrence of one or more of the following:

- (1) by written agreement of the Parties;

(2) upon reimbursement to Company for all eligible Project Costs up to the Maximum Reimbursement Amount;

(3) by any Party in the event a Party breaches any of the terms or conditions of this Agreement and such breach is not cured within the time periods specified; or

(4) by City if Company suffers an event of bankruptcy or insolvency.

VII. Insurance

A. Prior to construction of a Project, Company shall require its general contractor, at its expense, to maintain in full force and effect, the following insurance under the following terms:

(1) A policy of insurance for bodily injury, death, and property damage insuring against all claims, demands, or actions relating to the general contractor's performance of its obligations pursuant to this Agreement with (a) a policy of comprehensive general liability (public) insurance with a minimum combined single limit of not less than \$1,000,000 per occurrence for bodily injury and property damage with an aggregate of not less than \$2,000,000; (b) policy of automobile liability insurance covering any vehicles owned and/or operated by the general contractor, its officers, agents, and employees, and used in the performance of its obligations hereunder with a minimum of \$1,000,000; and (c) statutory Workers' Compensation Insurance covering all employees involved in the performance of its obligations hereunder.

(2) All insurance and certificate(s) of insurance shall contain the following provisions: (a) name the City, its officers, agents, and employees as additional insureds as to all applicable coverage with the exception of Workers' Compensation Insurance; (b) provide for at least thirty (30) days prior written notice to the City for cancellation, non-renewal, or material change of the insurance; and (c) provide for a waiver of subrogation against the City for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance.

(3) All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A" by AM Best or other equivalent rating service and must be acceptable to the City.

(4) A certificate of insurance evidencing the required insurance shall be submitted prior to beginning construction of a Project.

(5) The City shall be entitled, upon request, and without expense, to receive copies of the policies and all endorsements to existing insurance coverage consistent with the terms of this Article.

VIII. Miscellaneous Provisions

A. Recitals. All the above recitals are hereby found to be true and are hereby incorporated into this Agreement as if fully set forth in their entirety.

B. Time of the Essence. Time is of the essence for this Agreement. The Parties will make every reasonable effort to expedite the subject matters hereof and acknowledge that the successful performance of this Agreement requires their continued cooperation.

C. Assignability. This Agreement shall be binding on and inure to the benefits of the Parties to it and their respective heirs, executors, administrators, successors, and permitted assigns. This Agreement may not be assigned by Company without the prior written consent of City. Consent to assignment to an Affiliate shall not be unreasonably withheld, conditioned, or delayed.

D. Notice. Any notice sent under this Agreement (except as otherwise expressly required) shall be written and mailed or sent by rapid transmission confirmed by mailing written confirmation at substantially the same time as such rapid transmission, or personally delivered to an officer of the receiving Party at the following addresses:

If to the City:

City of Killeen, Texas
101 N. College Street
Killeen, Texas 76541
Attn: City Manager

With required copy to:

City of Killeen, Texas
101 N. College Street
Killeen, Texas 76541
Attn: City Attorney

If to the Zone:

Reinvestment Zone Number Two,
City of Killeen, Texas
c/o City of Killeen, Texas
101 N. College Street
Killeen, Texas 76541
Attn: Chairman, Board of Directors

If to the Company:

Killeen Investments, LLC
105 Rancho Trail
Georgetown, Texas 78628
Attn: Rupe Gopani

A Party may change its address by written notice in accordance with this Section. Any communication addressed and mailed in accordance with this section shall be deemed to be given when so mailed, any notice so sent by rapid transmission shall be deemed to be given when receipt of such transmission is acknowledged, and any communication so delivered in person shall be deemed to be given when received for, or actually received by, an authorized officer of the City, the Zone, or Company, as the case may be.

E. Entire Agreement. This Agreement contains the complete and entire agreement between the Parties respecting the matters addressed herein. There is no other collateral oral or written agreement among the Parties that in any manner related to the subject matter of this Agreement. No amendment to this Agreement shall be effective and binding unless and until it is reduced to writing and signed by duly authorized

representatives of each Party. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

F. Severability. The provisions of this Agreement are severable and, in the event that any portion of this Agreement is found to be invalid or unconstitutional for any reason, the remainder of this Agreement will not be affected, and this Agreement will be construed as if it had never contained such invalid or unconstitutional provision.

G. Governing Law. This Agreement is a contract made under, and shall be construed in accordance with, and governed by the laws of the United States of America and the State of Texas. Any actions concerning this Agreement shall be brought in either the Texas State Courts of Bell County, Texas or the United States District Court for the Western District of Texas.

H. Exhibits. The exhibits attached to this Agreement are incorporated herein and shall be considered a part of this Agreement for the purposes stated herein. In the event of any conflict between any of the provisions of such exhibits and the provisions of this Agreement, the provisions of this Agreement shall prevail. All titles or headings are only for the convenience of the parties and shall not be construed to have any effect or meaning as to the agreement between the parties hereto.

I. Right of Offset. City may at its option, offset any amounts due and payable under this Agreement against any debt (including taxes) lawfully due to City from Company, regardless of whether the amount due arises pursuant to the terms of this Agreement or otherwise and regardless of whether or not the debt due to City has been reduced to judgment by a court; provided, however (i) City shall provide Company notice within thirty (30) days of determining that any debt is believed lawfully due to City from Company; (ii) Company shall have an opportunity to resolve or pay such debt to City within thirty (30) days after receipt of notice before any offset to amounts payable under this Agreement may occur; and (iii) Company retains all rights to timely and properly contest whether or in what amount any debt is owed to City. The City may not offset any asserted amount of debt owed by Company against amounts due and owing under this Agreement during any period during which Company is timely and properly contesting whether such amount of debt is due and owing.

J. Independent Contractor. It is expressly understood and agreed by the Parties that in performing its services hereunder, Company shall at no time be acting as an agent of the City or the Zone, and that all consultants or contractors engaged by Company shall be independent contractors of Company. The Parties understand and agree that the City and the Zone shall not be liable for any claims that may be asserted by any third Party occurring in connection with services performed by Company under this Agreement unless such claims are due to the fault of the City or the Zone.

K. Authority to Contract. Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entities.

L. Waiver. Failure of any Party hereto to insist on the strict performance of any of the agreements herein or to exercise any rights or remedies accruing hereunder upon default or failure of performance shall not be considered a waiver of the right to insist on, and to enforce by any appropriate remedy, strict compliance with any other obligation hereunder or to exercise any right or remedy occurring as a result of any future default or failure of performance.

No Party waives or relinquishes any immunity or defense on behalf of itself, its trustees, officers, employees, students, and agents as a result of its execution of this Agreement and performance of the covenants contained herein

M. Personal Liability of Public Officials. To the extent permitted by State law, no public official or employee shall be personally responsible for any liability arising under or growing out of this Agreement.

N. Approval by the Parties. Whenever this Agreement requires or permits approval or consent to be hereafter given by any of the parties, the Parties agree that such approval or consent shall not be unreasonably withheld or delayed.

O. Employment of Undocumented Workers. During the term of this Agreement, the Company agrees not to knowingly employ any undocumented workers and if convicted of a violation under 8 USC Section 1324a(f), Company shall repay the amount of the reimbursements received by the Company as of the date of such violation within one-hundred twenty (120) business days after the date the Company is notified by the City of such violation.

P. Construction. This Agreement has been jointly negotiated by the Parties and shall not be construed against a Party because that Party may have primarily assumed responsibility for drafting this Agreement.

[Signature page follows]

IN WITNESS THEREOF, the Parties have caused this Agreement to be signed on the date of each signature below. This Agreement shall be **EFFECTIVE** on the date of the last required signature.

CITY OF KILLEEN

ATTEST

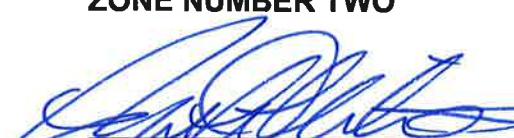
Kent Cagle
City Manager

Date

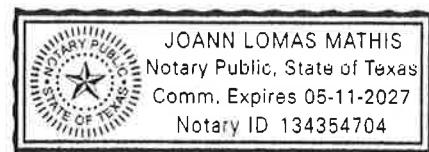
Laura Calcote
City Secretary

Date

**TAX INCREMENT REINVESTMENT
ZONE NUMBER TWO**

 12/17/25
Bobby Whitson
Chair, Board of Directors

Date



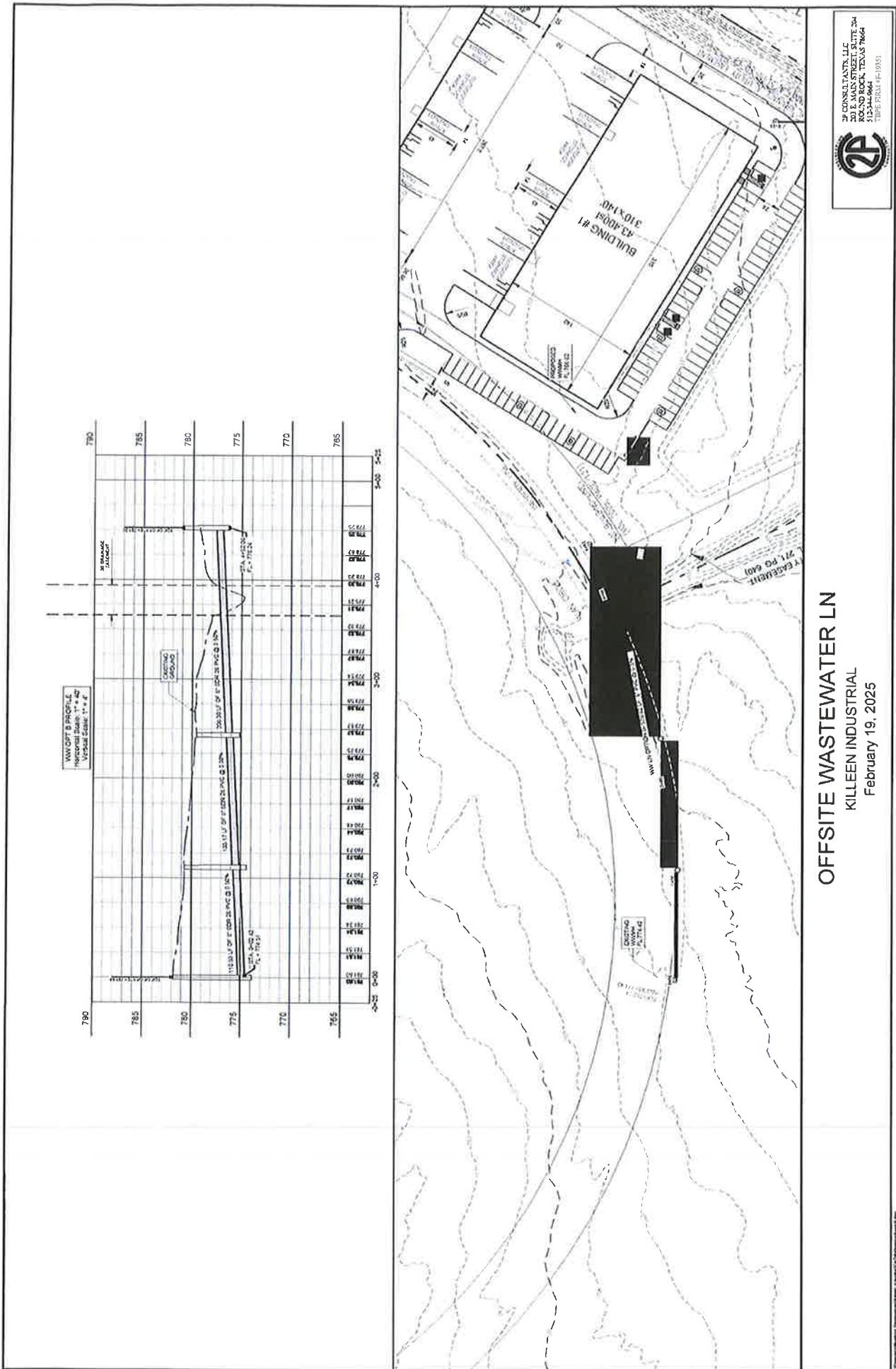


KILLEEN INVESTMENTS, LLC

 11/17/2025
Rupe Gopani
Member

Date

Exhibit A





BLUEACRE DEVELOPMENT, LLC
KILLEEN INDUSTRIAL PARK
RICKY CARLISLE CIRCLE

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
0	Mobilization	1.0	LS	\$10,000.00	\$10,000.00
1	Earthwork - Clear/Prep ROW	1836.0	SY	\$4.00	\$7,344.00
2	Erosion Control - Silt Fence	445.0	LF	\$4.00	\$1,780.00
3	Erosion Control - Tree Protection	150.0	LF	\$10.00	\$1,500.00
4	Erosion Control - Revegetation (ROW)	1836.0	SY	\$4.00	\$7,344.00
5	16" Incasement pipe	45.0	LF	\$40.00	\$1,800.00
6	4' Manhole	4.0	EACH	\$1,750.00	\$7,000.00
7	8" SDR 26 PVC	452.0	LF	\$100.00	\$45,200.00
8	Survey	1.0	LS	\$7,500.00	\$7,500.00
9	Engineering	1.0	LS	\$19,500.00	\$19,500.00
				Sub-Total:	\$108,968.00
	Contingency			10%	\$10,896.80
				Total Cost:	\$119,864.80



KILLEEN INVESTMENTS, LLC

CHAPTER 311 AGREEMENT

RS-26-025

February 3, 2026

Background

2

- Killeen Investments, LLC (BlueAcre Development) – which is located at 601 Twin Creek Drive – is a speculative industrial developer bringing 180,000 square feet of new industrial space to the market, supporting Killeen's growing demand for modern logistics and manufacturing facilities.

Background

3

- Killeen Investments, LLC has requested a real property tax reimbursement from the TIRZ #2 in an amount not to exceed \$119,865 for the construction off-site improvements and additions to the City's wastewater sewer system located within the right-of-way adjacent to Ricky Carlisle Circle.
- If approved, funding for this reimbursement will be provided solely from the real property tax increment generated from the property's increased valuation after construction.

Background

4

- The subject property is currently valued at \$356,464.
- At full build-out, this project will contribute an estimated \$22.5 million in new real property ad valorem value to the tax roll, significantly enhancing the area's taxable base.

Recommendation

5

- Staff recommends approval of the Chapter 311 reimbursement agreement with Killeen Investments, LLC in the amount of \$119,865.
- On December 17, 2025, the TIRZ #2 Board recommended approval of the proposed agreement as presented.



City of Killeen

Staff Report

File Number: RS-26-026

Consider a memorandum/resolution appointing members to the Charter Review Committee.

DATE: February 3, 2026

TO: Kent Cagle, City Manager

FROM: Holli Clements, City Attorney

SUBJECT: Appoint members to the Charter Review Committee

BACKGROUND AND FINDINGS:

On January 20, 2026, the City Council approved a Motion of Direction authorizing a Charter Review Committee. The City Council directed that each District Councilmember shall select a citizen from his/her district and each At-Large Councilmember shall select a citizen from the entire pool, regardless of the district.

City Staff solicited applications for the Charter Review Committee until January 30, 2026 for the following positions:

District 1

District 2

District 3

District 4

At-Large

At-Large

At-Large

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This item conforms with State and local policy.

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

There are no current or future expenditures associated with these appointments.

Is this a one-time or recurring revenue/expenditure?

N/A

Is this revenue/expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

N/A

RECOMMENDATION:

Staff recommends that the City Council appoint the selected citizen members to the Charter Review Committee.

DEPARTMENTAL CLEARANCES:

Legal

ATTACHED SUPPORTING DOCUMENTS:

Presentation



APPOINT MEMBERS TO THE CHARTER REVIEW COMMITTEE

RS-26-026

February 3, 2026

Background

2

- On January 20, 2026, City Council approved a Motion of Direction creating a Charter Review Committee to provide recommendations as to amendments to the City's Charter.
- City staff advertised the Committee and solicited applications.
- Applications were opened on January 21 and closed on January 30.

Background

3

- Per the Motion of Direction, each City Councilmember would be allowed to appoint one citizen to the Committee as follows:
 - District Councilmembers would select a citizen that resides in the district that they represent.
 - At-Large Councilmembers would select an applicant from the pool regardless of the district in which the applicant resides.

Recommendation

4

- Staff recommends that the City Council appoint members to the Charter Review Committee in accordance with the Motion of Direction on January 20, 2026.



City of Killeen

Staff Report

File Number: RS-26-027

Consider a memorandum/resolution approving Early Voting and Election Day Joint Election Contracts with Killeen Independent School District.

DATE: **February 3, 2026**
TO: **Kent Cagle, City Manager**
FROM: **Laura Calcote, City Secretary**
SUBJECT: **Joint Election Contracts with KISD**

BACKGROUND AND FINDINGS:

On May 2, 2026, the City of Killeen (City) will conduct a General Election for the offices of Mayor and three (3) Councilmembers At-Large. On the same day, the Killeen Independent School District (KISD) will conduct a General Election to elect members to their respective board.

The Texas Election Code §271.002 authorizes two or more political subdivisions in all or part of the same county, which may be conducting elections on the same day, to contract jointly for election services. Additionally, the Texas Education Code §11.0581 requires school districts to hold their trustee elections jointly with a city if the governing body of that city holds its general election on the same date. Conducting joint elections will allow voters the opportunity to vote in the City and KISD elections at one (1) polling location during Early Voting or on Election Day. In order to authorize the joint elections, the law requires the governing bodies of each political subdivision to enter into an agreement specifying the terms.

The "Contract for Election Services - Early Voting" provides for Early Voting to be conducted by the City Secretary on behalf of the two (2) entities. KISD will reimburse the City for its one-half (1/2) share of the election expenses and personnel costs associated with conducting Early Voting. Should KISD not be required to conduct an election, then that entity would not share in any cost of election operations, except for fees accrued and expenses incurred prior to receipt of a written notice of termination.

The "Contract for Election Services - Election Day" also provides that the City Secretary will conduct the majority of election-related duties on behalf of the two (2) entities. KISD will reimburse the City for its one-half (1/2) share of the election expenses and personnel costs associated with Election Day. Again, if an entity is not required to hold an election, they will not be required to participate in costs.

As presented, the Early Voting and Election Day contracts for the joint elections outlines Early Voting

and Election Day obligations for each entity and cost sharing.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Conducting joint elections is required by state law and is, therefore, in conformity with City policy.

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

The estimated cost to conduct the joint elections is \$90,000, with KISD reimbursing the City for their share of the expenses. A similar expenditure is expected in future years.

Is this a one-time or recurring revenue/expenditure?

Recurring

Is this revenue/expenditure budgeted?

Yes, both revenue and expenditures are budgeted. Revenue is allocated to the General Fund under the Election Fees account (100-44400-150-152-000000). Expenditures are budgeted in the General Fund under the following accounts:

- Legal Department Personnel Services:
 - 100-51130-150-152-000000
 - 100-51610-150-152-000000
 - 100-51620-150-152-000000
 - 100-51700-150-152-000000
- Election Expense: 100-55620-150-152-000000

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Yes

RECOMMENDATION:

Staff recommends City Council approve the resolution to hold a joint election with KISD, and to authorize the City Manager, or his designee, to enter into election service contracts and execute any amendments as permitted by state and local law for Early Voting and Election Day.

DEPARTMENTAL CLEARANCES:

Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Contracts
Presentation

THE STATE OF TEXAS

§

COUNTY OF BELL

§

§ **CONTRACT FOR ELECTION SERVICES – Early Voting**

THIS CONTRACT made this _____ day of _____ 2026, by and between the City of Killeen, hereinafter called “Killeen,” and the Killeen Independent School District, hereinafter called “KISD,” pursuant to Texas Election Code, Sec. 271.002 and Sec. 271.006, witnesseth:

1. INTENT. The parties have determined that it is in the public interest of the inhabitants of Killeen that this contract be made and entered into for the purpose of voter convenience and public economy in connection with the May 2, 2026 General Election.

2. CONTRACTING OFFICERS. The Contracting Officer for Killeen is the City Secretary, who will serve as the Early Voting Clerk for the two (2) entities and is also in charge of certain election-related duties. The Contracting Officer for KISD is the Logistics Coordinator, who is in charge of certain election-related duties.

3. DUTIES AND SERVICES OF CONTRACTING OFFICERS. Killeen’s Contracting Officer shall provide voting equipment for the three (3) Early Voting polling locations in Killeen city limits, procure the personnel as required to conduct Early Voting at the main early voting location and the two (2) branch early voting locations.

The Order of Election and Notice of Election includes the locations of Early Voting, and Killeen agrees to support KISD in Early Voting at Killeen City Hall (*main early voting location*), Jackson Professional Learning Center (*branch early voting location*) and Killeen Lions Club Senior Center (*branch early voting location*). Killeen will be responsible for the ordering of voter registration lists for Early Voting within the city limits of Killeen. KISD shall be responsible for contracting with other entities, as necessary, for election services for precincts located wholly outside of the Killeen city limits and for voters located outside of Bell County.

4. DUTIES AND SERVICES OF KILLEEN:

- A. Qualify voters.
- B. Maintain poll list for Early Voting by personal appearance.
- C. Maintain signature roster for Early Voting by personal appearance.
- D. Provide copies of any documents as requested by KISD.

5. COST OF SERVICE.

KISD shall compensate Killeen for:

- One-half (1/2) of any voting equipment, voting supplies and personnel expenses necessitated as a result of this agreement and mutually agreed upon by the parties. Said costs shall not exceed the maximum allowable for voting equipment, voting supplies and personnel costs for election officials.
- One-half (1/2) of any additional actual costs incurred by Killeen, as a result of this agreement and mutually agreed upon in advance by the parties.

Individual parties to this contract shall obtain preclearance authorization from the United States Department of Justice necessitated by any change of condition applying to that party that requires preclearance.

6. TERMINATION. In the event that all positions in the Killeen or KISD election are uncontested, and no proposition is presented for vote, that party shall have the right to withdraw from and terminate this

agreement by notification to the other party in writing. In that event, that party would not share in any cost of election operations, except fees accrued and expenses incurred prior to receipt of a written notice of termination by the party incurring such fees or expenses. The remaining party will be responsible for the remaining costs of election operations that have not been incurred prior to receipt of written notification.

7. GENERAL CONDITIONS. Nothing contained in this contract shall authorize or permit a change (1) in the officer with whom or the place at which any document or record relating to the election is to be filed, or (2) in the place at which any function of the canvass of the election return is made.

EXECUTED in multiple originals as of the _____ day of _____ 2026.

ATTEST: CITY OF KILLEEN

Laura J. Calcote, City Secretary By _____

Kent Cagle, City Manager

EXECUTED in multiple originals as of the _____ day of _____ 2026.

ATTEST: KILLEEN INDEPENDENT SCHOOL DISTRICT

Brenda Adams, Board Secretary By _____

Brett E. Williams, Board President

THE STATE OF TEXAS

§

COUNTY OF BELL

§

§ **CONTRACT FOR ELECTION SERVICES – Election Day**

§

THIS CONTRACT made this _____ day of _____ 2026, by and between the City of Killeen, hereinafter called "Killeen," and the Killeen Independent School District, hereinafter called "KISD," pursuant to the Texas Election Code, Sec. 271.002, witnesseth:

1. **INTENT.** The parties have determined that it is in the public interest of the inhabitants of Killeen that this contract be made and entered into for the purpose of voter convenience and public economy in connection with the May 2, 2026 General Election.

2. **CONTRACTING OFFICERS.** The Contracting Officer for Killeen is the City Secretary, who is in charge of certain election-related duties. The Contracting Officer for KISD is the Logistics Coordinator, who is in charge of certain election-related duties.

3. DUTIES AND SERVICES OF CONTRACTING OFFICERS.

Killeen's Contracting Officer shall:

- Provide voting equipment for all Election Day polling locations inside the Killeen city limits from a company certified by the State of Texas.
- Arrange for transportation of voting equipment to and from all Election Day polling locations inside the Killeen city limits.
- Procure and prepare the City of Killeen lists of registered voters, City of Killeen ballots, voting supplies and personnel as required to conduct Election Day voting for those polling locations inside the Killeen city limits.

KISD's Contracting Officer shall:

- Procure and prepare the KISD lists of registered voters, KISD ballots, voting supplies and personnel as required to conduct Election Day voting for those polling locations inside the Killeen city limits. KISD shall be responsible for contracting with other entities, as necessary, for election services for precincts located wholly outside of the Killeen city limits and for voters located outside of Bell County.

Each entity will be responsible for drafting their own Notice of Election and posting notice as required by law. The Order of Election and Notice of Election includes the precinct locations of voting on Election Day, and each entity agrees to support the other in such voting at the listed polling locations.

The City of Killeen precincts and eight (8) Election Day polling locations (subject to availability) are as follows:

PRECINCTS #106/116/117/201/211

Rancier Middle School
3301 Hilliard Avenue
Killeen, TX 76543

PRECINCTS #109/110/204/406/410

Utility Collections
210 W. Avenue C
Killeen, TX 76541

PRECINCTS #203/208/209/210/214/215/217

Cedar Valley Elementary School
4801 Chantz Drive
Killeen, TX 76542

PRECINCTS #205/207

Jackson Professional Learning Center
902 Rev R A Abercrombie Drive
Killeen, TX 76543

PRECINCTS #206/408/409/419/420

Killeen Lions Park Senior Center
1700-B E. Stan Schlueter Loop
Killeen, TX 76542

PRECINCTS #404/412/415

Palo Alto Middle School
2301 W. Elms Road
Killeen, TX 76549

PRECINCTS #401/405/414

Robert M. Shoemaker High School
3302 Clear Creek Road
Killeen, TX 76549

PRECINCTS #402/413

Roy J. Smith Middle School
6000 Brushy Creek Drive
Killeen, TX 76549

4. DUTIES AND SERVICES OF KILLEEN:

- A. Qualify voters.
- B. Maintain Election Day poll list of voters.
- C. Maintain Election Day signature roster of voters.
- D. Provide copies of any documents as requested by KISD.

5. COST OF SERVICE.

KISD shall compensate Killeen for:

- One-half (1/2) of any voting equipment, voting supplies and personnel expenses necessitated as a result of this agreement and mutually agreed upon by the parties. Said costs shall not exceed the maximum allowable for voting equipment, voting supplies and personnel costs for election officials.
- One-half (1/2) of any additional actual costs incurred by Killeen as a result of this agreement and mutually agreed upon in advance by the parties.

6. CANVASSING. Each entity will conduct its own canvassing of election results.**7. TERMINATION.** In the event that all positions in the Killeen or KISD election are uncontested, and no proposition is presented for vote, that party shall have the right to withdraw from and terminate this agreement by notification to the other party in writing. In that event, that party would not share in any cost of election operations, except fees accrued and expenses incurred prior to receipt of a written notice of termination by the party incurring such fees or expenses. The remaining party will be responsible for the

remaining costs of election operations that have not been incurred prior to receipt of written notification.

8. GENERAL CONDITIONS. Nothing contained in this contract shall authorize or permit a change (1) in the officer with whom or the place at which any document or record relating to the election is to be filed, or (2) in the place at which any function of the canvass of the election return is made.

EXECUTED in multiple originals as of the _____ day of _____ 2026.

ATTEST: CITY OF KILLEEN

Laura J. Calcote, City Secretary By _____

Kent Cagle, City Manager

EXECUTED in multiple originals as of the _____ day of _____ 2026.

ATTEST: KILLEEN INDEPENDENT SCHOOL DISTRICT

Brenda Adams, Board Secretary By _____

Brett E. Williams, Board President



JOINT ELECTION CONTRACTS WITH KISD

RS-26-027

February 3, 2026

Background and Discussion

2

- The City of Killeen (City) and Killeen Independent School District (KISD) will hold elections on Saturday, May 2, 2026
- State law authorizes for joint election services (Election Code §271.002)
- School districts are required to hold joint elections with city (Education Code §11.0581)
- Separate contracts for Early Voting and Election Day

Contracts

3

- Early Voting Contract provides for Early Voting to be conducted by the City Secretary on behalf of the two (2) entities at three (3) Early Voting polling locations
- Election Day Contract provides that the City Secretary will conduct the majority of election-related duties on behalf of the two (2) entities at eight (8) Election Day polling locations

Benefits

4

- Voter convenience – voters cast ballots for city and school elections at one (1) location during Early Voting or on Election Day
- Reduces the election costs for each entity

Fiscal Impact

5

- ❑ Election expenses initially paid by the City
- ❑ KISD will reimburse the City for all election expenses and personnel costs associated with Early Voting and Election Day
- ❑ Estimated expenditure to conduct the May 2026 election is approximately \$90,000

Recommendation

6

Staff recommends City Council approve the resolution to hold a joint election with KISD, and to authorize the City Manager, or his designee, to enter into election service contracts and execute any amendments as permitted by state and local law for Early Voting and Election Day



City of Killeen

Staff Report

File Number: OR-26-004

Consider an ordinance ordering the May 2, 2026 General Election for the purpose of electing a Mayor and three Councilmembers At-Large.

DATE: **February 3, 2026**

TO: **Kent Cagle, City Manager**

FROM: **Laura Calcote, City Secretary**

SUBJECT: **Ordering the May 2, 2026 General Election to elect a Mayor and Three Councilmembers At-Large**

BACKGROUND AND FINDINGS:

The Texas Election Code, Chapter 3, provides for the ordering of an election not later than the 78th day before a uniform election date. In addition to any other elements required, each election order must state the date of the election and the offices or measures to be voted on at the election.

The attached ordinance has been prepared ordering the 2026 General Election and giving notice of an election for the purpose of electing a Mayor and three Councilmembers At-Large and designating the Early Voting and Election Day polling locations and times.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This ordinance conforms to Article IX (Nominations and Elections) of the City Charter, authorizing the ordering of an election to be held on a uniform election date provided for in the Texas Election Code.

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

The estimated expenditure to conduct this election is \$90,000.00 for Fiscal Year 2026. Funds are budgeted to cover the costs associated with the election. Killeen Independent School District (KISD) has expressed interest in holding a joint election with the City of Killeen (City), and the total costs of election equipment, personnel and supplies would then be divided evenly amongst the two (2) participating entities.

Is this a one-time or recurring revenue/expenditure?

Holding an election is a recurring expenditure.

Is this revenue/expenditure budgeted?

Yes, both revenue and expenditures are budgeted.

Revenue is allocated to the General Fund under the Election Fees account (100-44400-150-152-000000).

Expenditures are budgeted in the General Fund, Legal Department under the following accounts:

- Personnel Services:
 - 100-51130-150-152-000000
 - 100-51610-150-152-000000
 - 100-51620-150-152-000000
 - 100-51700-150-152-000000
- Election Expense:
 - 100-55620-150-152-000000

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Yes.

RECOMMENDATION:

Staff recommends City Council approve the ordinance ordering a May 2, 2026 General Election for the purpose of electing a Mayor and three At-Large Councilmembers.

DEPARTMENTAL CLEARANCES:

Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Ordinance

Exhibit A - Order of General Election for Municipalities

Presentation

ORDINANCE NO. _____

AN ORDINANCE ORDERING THE HOLDING OF AN ELECTION IN THE CITY OF KILLEEN, TEXAS, FOR THE PURPOSE OF ELECTING A MAYOR AND THREE COUNCILMEMBERS AT-LARGE; PROVIDING FOR THE FILING OF WRITTEN APPLICATION TO HAVE THEIR NAMES PRINTED ON THE OFFICIAL BALLOT; SPECIFYING THAT THE PROVISIONS OF THE GENERAL ELECTION LAWS SHALL CONTROL ALL QUESTIONS PERTAINING TO SUCH ELECTION; DESIGNATING THE POLLING LOCATIONS; PRESCRIBING THE CONTENTS OF THE OFFICIAL BALLOT; PROVIDING FOR ELECTION WORKER COMPENSATION; AND PROVIDING FOR POSTING AND PUBLICATION OF NOTICE OF ELECTION AND CONTAINING MISCELLANEOUS PROVISIONS.

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

SECTION I. That, pursuant to the laws of the State of Texas and the Charter of the City of Killeen, it is ordered by the City Council that a General Election (Election) be held in the City of Killeen, Texas, on Saturday, May 2, 2026, for the purpose of electing a Mayor and three (3) Councilmembers At-Large. Any reference in this Ordinance hereinafter to "Election Day" shall mean May 2, 2026.

SECTION II. The manner of holding the Election and all questions pertaining to such Election shall be governed by the Texas Election Code, and the returns shall be made and canvassed and the results declared as in other legal elections of the City of Killeen.

SECTION III. Any eligible and qualified person may have his or her name printed upon the official ballot as an independent candidate for the office of Mayor or Councilmember At-Large by filing a written application with the City Secretary beginning Wednesday, January 14, 2026, through Friday, February 13, 2026, by 5:00 p.m. Any person wishing to file a declaration of write-in candidacy must do so not later than Tuesday, February 17, 2026, by 5:00 p.m.

SECTION IV. The names of all those who have filed their written applications to have their names printed on the official ballot as candidates shall be posted by the City Secretary in a conspicuous place at his/her office for the inspection of the public for at least ten (10) days before he/she orders the ballot to be printed. The City Secretary shall preserve in his/her office for a period established by the Texas State Library and Archives

Commission and adopted by the City all applications, statements, notice of objections and other related papers.

SECTION V. Any person eligible for the office of Mayor or Councilmember At-Large who has filed his or her written application in accordance with the provisions of this Ordinance shall have his or her name printed on the official ballot. Any such person may cause his or her name to be withdrawn at any time prior to 5:00 p.m. on Friday, February 20, 2026, by filing in writing with the City Secretary, a request to that effect over his or her signature, duly attested to by a Notary Public. No name so withdrawn shall be printed on the ballot. Not later than twenty (20) days before the Election, the City Secretary shall have the official ballots printed.

SECTION VI. Each qualified voter who desires to cast an early vote or who expects to be absent on the date of the Election shall be entitled to an official ballot, and to cast such ballot in accordance with the applicable provisions of the Texas Election Code, Title 7, beginning Monday, April 20, 2026, and continuing through Tuesday, April 28, 2026, with no voting occurring on Tuesday, April 21, 2026, Saturday, April 25, 2026, or Sunday, April 26, 2026. The City Secretary will serve as the Early Voting Clerk, who may appoint by written order one (1) or more temporary deputies to serve as Deputy Early Voting Clerks, in accordance with the applicable law. Early Voting will be held in the first floor foyer/lobby of Killeen City Hall (*Main Early Voting Location*), 101 North College Street, Killeen, TX 76541 (*mailing address: 101 N. College Street, Killeen, TX 76541, Attention: Early Voting Clerk*), the Jackson Professional Learning Center (*Branch Early Voting Location*), 902 Rev R A Abercrombie Drive, Killeen, TX 76543 and at the Killeen Lions Park Senior Center (*Branch Early Voting Location*), 1700-B E. Stan Schlueter Loop, Killeen, TX 76542 between the hours of 8:00 a.m. to 5:00 p.m. on each day of Early Voting, except Saturdays, Sundays and official State or City holidays. Provided, however, that on the first and last day of Early Voting, the hours shall be 7:00 a.m. to 7:00 p.m. For the Election those dates shall be Monday, April 20, 2026, and Tuesday, April 28, 2026.

Applications for ballot by mail shall be mailed to:

Laura Calcote, Early Voting Clerk
101 N. College Street
Killeen, TX 76541

(254) 501-7717

citysec@killeentexas.gov

<https://www.killeentexas.gov/706/2026-General-Election>

Applications for Ballots by Mail (ABBMs) must be received no later than the close of business on: Monday, April 20, 2026.

Federal Post Card Applications (FPCAs) must be received no later than the close of business on: Monday, April 20, 2026.

Exhibit A, "Order of General Election for Municipalities," to this Ordinance summarizes the aforementioned Election information and will be posted accordingly at Killeen City Hall.

SECTION VII. The Election shall be held in the hereafter-designated Election Day polling locations between the hours of 7:00 a.m. to 7:00 p.m.

PRECINCTS #106/116/117/201/211

Rancier Middle School
3301 Hilliard Avenue
Killeen, TX 76543

PRECINCTS #109/110/204/406/410

Utility Collections
210 W. Avenue C
Killeen, TX 76541

PRECINCTS #203/208/209/210/214/215/217

Cedar Valley Elementary School
4801 Chantz Drive
Killeen, TX 76542

PRECINCTS #205/207

Jackson Professional Learning Center
902 Rev R A Abercrombie Drive
Killeen, TX 76543

PRECINCTS #206/408/409/419/420

Killeen Lions Park Senior Center
1700-B E. Stan Schlueter Loop
Killeen, TX 76542

PRECINCTS #404/412/415

Palo Alto Middle School
2301 W. Elms Road
Killeen, TX 76549

PRECINCTS #401/405/414

Robert M. Shoemaker High School
3302 Clear Creek Road
Killeen, TX 76549

PRECINCTS #402/413

Roy J. Smith Middle School
6000 Brushy Creek Drive
Killeen, TX 76549

SECTION VIII. The City Council shall appoint Election Day presiding judges and alternate presiding judges at the aforementioned precinct polling locations and also appoint a presiding judge and an alternate presiding judge to the Early Voting Ballot Board to process the early voting results and conduct additional official duties as prescribed by the Texas Election Code. If neither the presiding judge nor the alternate judge can serve, and their inability to serve is discovered so late that it is impracticable to fill the vacancy in the normal manner, the Mayor shall have the authority and is hereby directed to appoint a replacement judge to preside at the Election. The presiding judge for each precinct shall appoint no more than two (2) election clerks, in addition to the alternate presiding judge, to assist the presiding judge in the conduct of the Election. The presiding judges, alternate presiding judges and clerks shall be paid \$20.00 per hour for serving in such capacities, and the presiding judges and/or alternate presiding judges shall be paid an additional \$25.00 for delivering the returns of such Election to the City Secretary for proper tabulation. No presiding judge, alternate presiding judge or clerk shall be compensated for a period in excess of the time extending from one (1) hour before the polls open until two (2) hours after the polls close. The Early Voting Ballot Board/Central Counting Station presiding judge is entitled to a minimum compensation of five (5) hours' pay regardless of the amount of time worked, for a total of \$100.00, for serving in such capacity that will include proper tabulation. The Early Voting Ballot Board/Central Counting Station alternate presiding judge and additional member is entitled to a minimum compensation of three (3) hours' pay regardless of the amount of time worked, for a total of \$60.00, for serving in such capacity that will include proper tabulation. No later than the twenty-first (21st) day after Election Day, the Early Voting Ballot Board will need to reconvene to conduct the Post-Election Hand Count Audit and shall be compensated at \$20.00 per hour for such services. Additionally, if the Early Voting Ballot Board needs to reconvene to

tabulate provisional ballots or any mail ballots after Election Day, they shall be paid an additional \$20.00 per hour for such services.

SECTION IX. The following positions shall be set forth on digital scan and paper ballots hereinafter provided, in substantially the following form:

CITY OF KILLEEN GENERAL ELECTION
MAY 2, 2026
OFFICIAL BALLOT

Mayor

(Alcalde)

Vote for None or One (1)

(Vote por ninguno o uno (1))

() _____
() _____
() _____

Councilmembers At-Large

(Miembros En General del Consejo)

Vote for None, One, Two, or Three

(Vote por ninguno, uno, dos, or tres)

Vote for One, Two, or Three

() _____
() _____
() _____
() _____
() _____
() _____

SECTION X. Digital scan ballots, the DS200 Digital Tabulator and the ExpressVote Universal Voting System shall be used for voting by personal appearance during Early Voting, curbside voting and on Election Day. Privacy screens shall be used by voters marking ballots by personal appearance for Early Voting and on Election Day. Paper ballots and the DS200 Digital Tabulator shall be used for voting by mail.

SECTION XI. All resident qualified electors of the City of Killeen shall be permitted to vote at the Election.

SECTION XII. The election materials enumerated in the Texas Election Code, Sec. 272.001, et seq., shall be printed and furnished in both English and Spanish for use at each polling location for Early Voting and on Election Day.

SECTION XIII. A traditional polling location set up will be used at the polls for Early Voting and on Election Day.

SECTION XIV. Notice of Election shall be given by posting substantial copies of the Notice of Election as prescribed by the Secretary of State's office in both English and Spanish at Killeen City Hall, the official City of Killeen website and at three (3) other public places in the City at least thirty (30) days prior to the date set for the Election; and substantial copies of the Notice of Election in both English and Spanish shall be published on the same day of the week, for two (2) successive weeks, in a newspaper of general circulation in the City, the date of first publication to be not less than fourteen (14) days prior to the date set for the Election.

SECTION XV. Returns of the Election shall be made by the election officers to the City Council at a meeting following the Election; the returns will be canvassed and the results of the Election declared as prescribed by the Texas Election Code and the City Charter.

SECTION XVI. It is officially found, determined and declared that the meeting at which this Ordinance has been adopted was open to the public and public notice of the time, place and subject matter of the public business to be considered and acted upon at the meeting, including this Ordinance, was given, all as required by the applicable provisions of the Texas Government Code, Sec. 551.001, et seq.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 3rd day of February 2026, at which meeting a quorum was present, held in accordance with the provisions of the Texas Government Code, Sec. 551.001, *et seq.*

APPROVED:

Debbie Nash-King, MAYOR

ATTEST:

Laura J. Calcote, CITY SECRETARY

APPROVED AS TO FORM:



Holli C. Clements, CITY ATTORNEY

ORDER OF GENERAL ELECTION FOR MUNICIPALITIES *ORDEN DE ELECCIÓN GENERAL PARA MUNICIPOS*

An election is hereby ordered to be held on 05 / 02 / 2026 for the purpose of voting on:
(*Por la presente se ordena celebrar una elección el* 05 / 02 / 2026 *con el propósito de votar sobre.*)

List Offices/Propositions/Measures on the ballot (*Enúmerez los puestos/proposiciones/medidas oficiales en la boleta*)

Early voting by personal appearance will be conducted each weekday at:
(La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

The Main Early Voting Location (*sitio principal de votación adelantada*)

Location (sitio)	Hours (horas)
Killeen City Hall	4/20&4/28(7am-7pm). 4/22-4/24&4/27(8am-5pm)

Branch Early Voting Locations (*sucursal sitios de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
Jackson Professional Learning Center	4/20&4/28(7am-7pm), 4/22-4/24&4/27(8am-5pm)
Killeen Lions Park Senior Center	4/20&4/28(7am-7pm), 4/22-4/24&4/27(8am-5pm)

Early voting by personal appearance will be conducted each weekend at:
(La votación adelantada en persona se llevará a cabo en el fin de semana en:)

The Main Early Voting Location (*sitio principal de votación adelantada*)

Location (sitio)	Hours (horas)
N/A	N/A

Branch Early Voting Locations (*sucursal sitios de votación adelantada*)

Location (sitio)	Hours (horas)
N/A	N/A

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

Laura Calcote

Name of Early Voting Clerk
(Nombre del Secretario/a de la Votación Adelantada)

101 N. College Street

Address (Dirección)

Killeen

City (Ciudad) Zip Code (Código Postal)

(254) 501-7717

Telephone Number (Número de teléfono)

citysec@killeentexas.gov

Email Address (Dirección de Correo Electrónico)

<https://www.killeentexas.gov/706/2026-General-Election>

Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBMs) must be received no later than the close of business on:
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)

04 / 20 / 2026
(date)(fecha)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

04 / 20 / 2026
(date)(fecha)

Issued this 03 day of 02, 20 26.
(day) (month) (year)

(Emitida este día 03 de 02, 20 26.)
(día) (mes) (año)

Signature of Mayor (Firma del Alcalde)

Signature of Councilperson
(Firma del Concejal)

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.
Nota de Instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.



ORDERING THE MAY 2, 2026 GENERAL ELECTION

OR-26-004

February 3, 2026

Purpose of General Election

2

- Election of a Mayor and three (3) Councilmembers At-Large
- Current Members:
 - Debbie Nash-King, Mayor
 - Ramon Alvarez, At-Large
 - Riakos Adams, At-Large
 - Vacant, At-Large

Application and Voting Dates

3

- Applications for name placement on ballots:
 - First day – Wednesday, January 14, 2026
 - Last day – Friday, February 13, 2026, by 5:00 p.m.
- Early Voting dates (weekdays only):
 - Monday, April 20, 2026 (7:00 a.m. to 7:00 p.m.)
 - **Tuesday, April 21, 2026 (No Voting – State Holiday)**
 - Wednesday, April 22, 2026 (8:00 a.m. to 5:00 p.m.)
 - Thursday, April 23, 2026 (8:00 a.m. to 5:00 p.m.)
 - Friday, April 24, 2026 (8:00 a.m. to 5:00 p.m.)
 - Monday, April 27, 2026 (8:00 a.m. to 5:00 p.m.)
 - Tuesday, April 28, 2026 (7:00 a.m. to 7:00 p.m.)
- Election Day:
 - Saturday, May 2, 2026 (Polls open 7:00 a.m. to 7:00 p.m.)

Early Voting Polling Locations

4

- Killeen City Hall – *Main Early Voting Location*
- Jackson Professional Learning Center – *Branch Early Voting Location*
- Killeen Lions Club Park Senior Center – *Branch Early Voting Location*

Election Day Polling Locations

5

- Precincts #106/116/117/201/211 – Rancier Middle School
- Precincts #109/110/204/406/410 – Utility Collections
- Precincts #203/208/209/210/214/215/217 – Cedar Valley Elementary School
- Precincts #205/207 – Jackson Professional Learning Center

Election Day Polling Locations (Cont.)

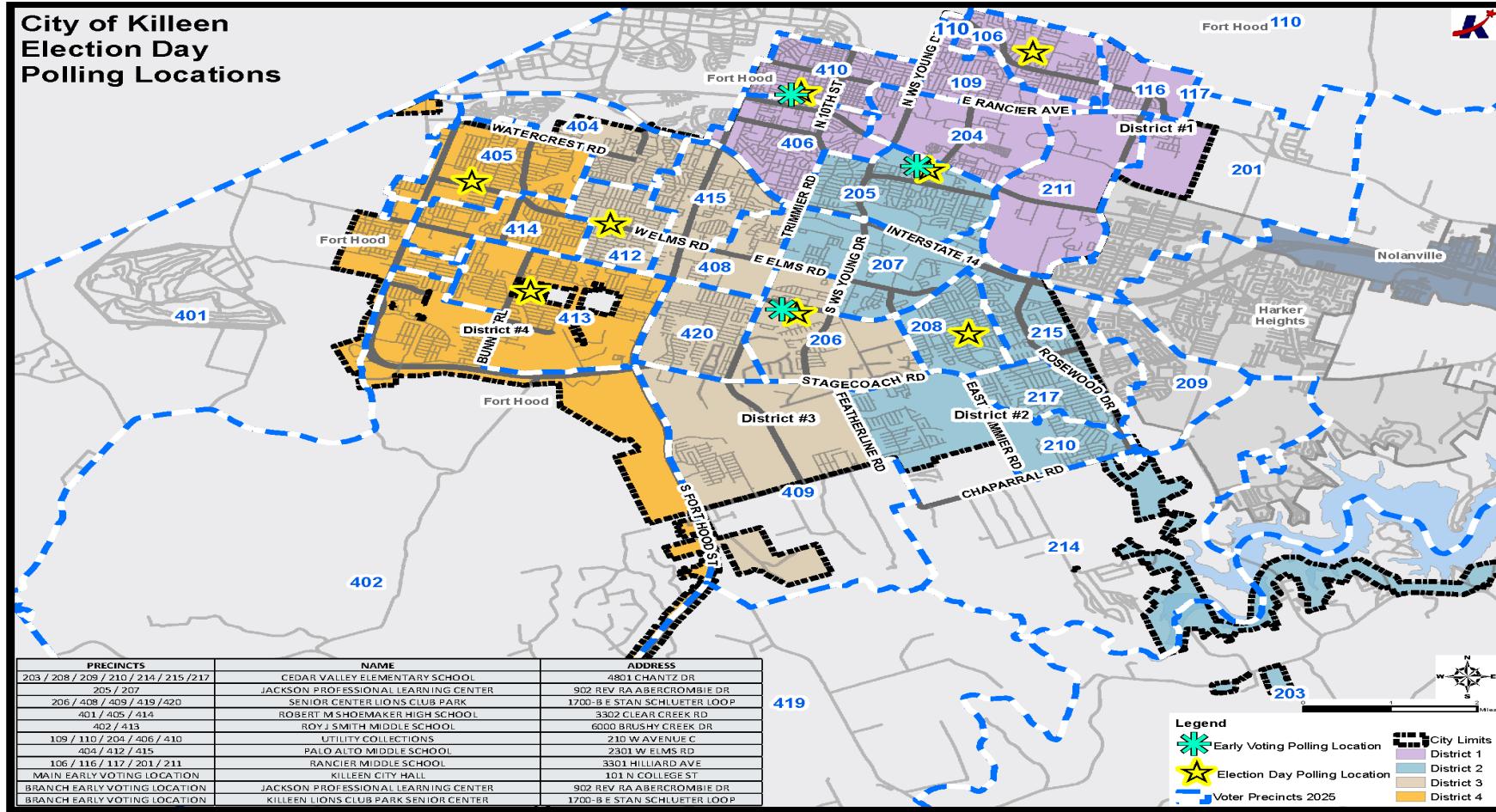
6

- Precincts #206/408/409/419/420 – Killeen Lions Park Senior Center
- Precincts #404/412/415 – Palo Alto Middle School
- Precincts #401/405/414 – Robert M. Shoemaker High School
- Precincts #402/413 – Roy J. Smith Middle School

Polling Locations Map

City of Killeen Election Day Polling Locations

7



Voting Equipment Utilized

8

ExpressVote Universal Voting System



Electronic Pollbook (ePollbook)



DS200 Digital Tabulator



Recommendation

9

Staff recommends City Council approve the ordinance ordering a May 2, 2026 General Election for the purpose of electing a Mayor and three Councilmembers At-Large



City of Killeen

Staff Report

File Number: DS-26-009

Discuss and consider scope of review for the Charter Review Committee



SCOPE OF CHARTER REVIEW

DS-26-009

February 3, 2026

Background

2

- On January 20, 2026, City Council approved a Motion of Direction to create a Charter Review Committee to provide recommendations as to amendments to the City's Charter.
- The Motion of Direction provided that the review of the Charter would be limited to those sections or topics as selected by the City Council.

Direction

3

- Staff is requesting direction as to which sections or topics of the Charter should be reviewed by the Charter Review Committee.



City of Killeen

Staff Report

File Number: DS-26-010

Discussion regarding land banking



DISCUSSION REGARDING LAND BANKING

DS-26-010

February 3, 2026

Background

2

- On October 7, 2025, City Council approved a Motion of Direction directing staff to prepare with a presentation regarding land banking.
- Land banks are public authorities or non-profit organizations created to acquire, hold, manage, and sometimes redevelop properties and return them to productive use and meet community goals, such as increasing affordable housing or stabilizing property values.

Background

3

- Under an Urban Land Bank Program, a municipality may sell eligible real property by private sale to a qualified participating developer for purposes of affordable housing development.

Land Bank Requirements

4

- There are currently three (3) known Land Banks in Texas – Dallas County, Travis County, and the City of Houston.
- Based on our population, Killeen would fall under Chapter 379E of the Texas Local Government Code.
- Staff has identified no other cities in Texas with a Land Bank created in accordance with Ch. 379E – Killeen would likely be the first.

Land Bank Requirements

5

- Chapter 379E sets forth strict requirements associated with establishment of a Land Bank.
- Following a public hearing, the City must adopt an annual Land Bank Plan.
- Following foreclosure for tax delinquency, the City may purchase properties via private sale, instead of the property being sold at public auction. Any other interested taxing entity may protest the sale to the Land Bank. The property would then be sold at public auction.

Land Bank Requirements

6

- The City must then sell acquired properties to a qualified developer within 3 years, or it reverts to the taxing entities.
- A qualified developer must begin development of the property within 2 years, or it reverts to the Land Bank.
- The developer must then rent or sell the property for affordable housing – meaning the monthly rent or mortgage payments must be 30% or less of the family median income.

Land Bank Requirements

7

- Based on the median household income of the Killeen/Temple metropolitan area, rental properties under a Land Bank program would be limited to families making less than \$46,000/year.
- Monthly rent or mortgage prices would be capped at approximately \$1,700/month.

Parcels In Trust Program

8

- In May 2024, the City Auditor released an Internal Audit Report on Abandoned Properties (Audit Report #24-02).
- The objectives of the audit were to:
 - 1) Determine the inventory of abandoned tax-delinquent properties with outstanding Code Enforcement liens;
 - 2) Determine the financial impact of these properties in uncollected taxes and unpaid liens; and
 - 3) Assess the feasibility and benefits of implementing a land bank-type program to acquire and sell or repurpose abandoned properties.

Parcels In Trust Program

9

- According to the report, of the various land bank type programs in place across the country, Waco's "Parcels-in-Trust" program appears to provide the best model for Killeen going forward.
- Waco's Parcels In Trust program serves a purpose similar to a land bank, but it is not a Land Bank, as outlined in LGC Chapter 379E. It is therefore not governed by State statute.

Parcels In Trust Program

10

- Unlike most urban land banks, which require the local government to establish a board or non-profit to manage the program, Waco's "Parcels-in-Trust" program is an in-house program run by City staff.
- Under this program, the City of Waco has an agreement with the Waco Independent School District (WISD) and McLennan County to transfer property that does not sell at a tax sale to the City to hold in trust.

Parcels In Trust Program

11

- Under this agreement, Waco's responsibilities include:
 - Being actively involved in all tax sales for properties in Waco (not just tax sales where the City has abatement liens);
 - Taking ownership of all properties in Waco that do not sell at the tax sale;
 - Maintaining these properties;
 - Marketing the properties for sale in accordance with a formalized sales program; and
 - Disbursing sale proceeds in order of priority.

Parcels In Trust Program

12

- Waco employs a full-time property manager, who is also a real estate broker, as well as a tax attorney to manage its program, which has acquired and sold over 800 properties since its inception.
- The Internal Audit Report recommends that staff develop and implement a policy and legal framework necessary to create a Parcels In Trust program, to include establishing an MOU with Bell County's other taxing entities, similar to the Waco model.

Foreclosure Process

13

- Per Texas Health and Safety Code Sec. 342.007(h), the City may foreclose on a property with delinquent taxes.
- In accordance with Texas Tax Code Sec. 33.91, a municipality may foreclose on a health and safety lien if:
 - The property is less than one acre;
 - Has been abandoned for at least one year; and
 - Has been tax delinquent for the last three (3) years.

Foreclosure Process

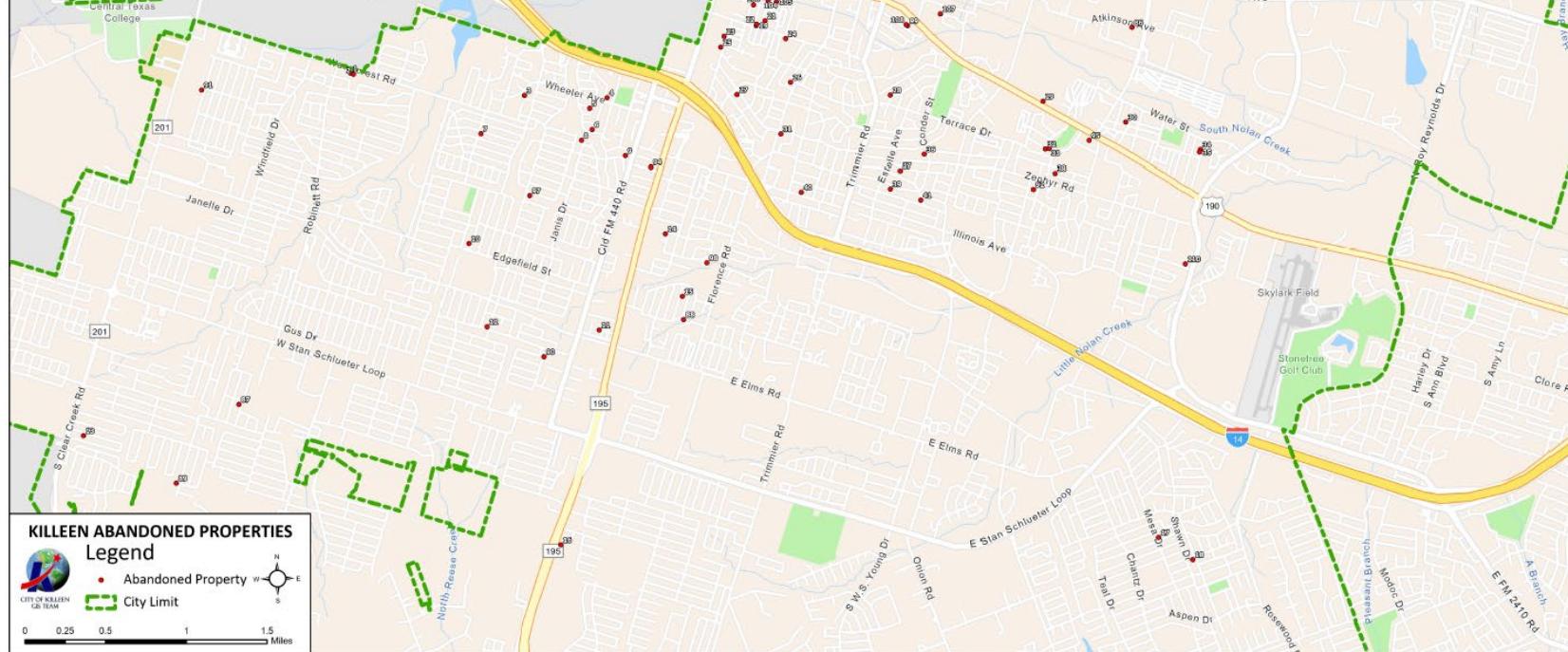
- The process for foreclosing on a property meeting these criteria would be as follows:
 - Judicial foreclosure action;
 - Property is then put up for sale at public auction;
 - If it doesn't sell at public auction, property can be deeded to a trust, of which the City is a trustee.
 - The City can then market the properties for sale to a private buyer in accordance with State law.

Abandoned Properties in Killeen

15

- City staff estimates that there are currently approximately 114 properties in Killeen that have outstanding liens and are tax delinquent.

Location#	PRIMARY ADDRESS	Location#	PRIMARY ADDRESS	Location#	PRIMARY ADDRESS	Location#	PRIMARY ADDRESS
1	3906 WATERSIDE RD	30	3411 CRAWFORD RD	59	807 10THDEE DR	88	3229 CANTABRIAN DR
2	3904 WATERSIDE RD	31	1607 FLORENCE DR	60	1010 GRAY DR	89	6403 BRIDGEWOOD DR
3	2209 CASCADE DR	32	2775 MARLWOOD DR	61	310 LAUR ST	90	4120 JAVUT DR
4	1124 CROWNDALE DR	33	300 HIGHLAND AVE	62	201 W AVENUE C	91	2708, 2818 ORCHID DR
5	1126 CROWNDALE DR	34	317 10THDEE DR	63	202 W AVENUE C	92	4901 10THDEE DR
6	1321 WADDEON DR	35	319 58TH ST	64	1511 MASTERY DR	93	263 W AVENUE C
7	2608 WOODLANDS DR	36	3211 CONDIER DR	65	1403 GRAY DR	94	1507 WEST LN
8	1307 JANIS DR	37	3310 METROPOLITAN DR	66	306 PRIMRY DR	95	3106 E VETRANS MEMORIAL
9	1405 WEST LN	38	2907 JUNE ST	67	1000 YORK AVE	96	111 W TEXAS AVE
10	3351 WINDERMERE DR	39	1312 ESTES DR	68	1306 MUIR DR	97	1104 105 BEND DR
11	1001 FORT HOOD ST	40	1500 4TH ST	69	1000 10THDEE DR	98	1001 10THDEE DR
12	1050 CAVAN ST	41	1506 DUNAL DR	70	1312 TERRACNTY ST	99	517 BLAKE ST
13	5060 TEFARAY DR	42	2903 BENCH MARK TRL	71	304 17TH AVE	100	504 W AVENUE J
14	2403 CARRINGTON DR	43	2504 TRAVERSE DR	72	2111 ELLONS DR	101	504 W AVENUE J
15	3212 WILDCIA DR	44	3610 NORTHCREST DR	73	1405 W VNG YOUNG DR	102	505 W AVENUE K
16	3705 S FORT HOOD ST	45	2225 CHESTNUT DR	74	2004 DICKENS DR	103	903 W AVENUE K
17	4701 GLENFIELD DR	46	222 DUNWELL DR	75	205 S 10TH ST	104	702 W AVENUE K
18	2201 RIVERBROOK DR	47	2225 RIVERBROOK DR	76	205 S 10TH ST	105	702 W AVENUE K
19	1201 RAYMOND ST	48	2106 SILVERHILL DR	77	2106 W AVENUE C	106	504 DOWPLN DR
20	295 C COLLEGE DR	49	1809 N 8TH ST	78	600 W AVENUE D	107	208 S 24TH DR
21	610 STRONGER ST	50	2601 CROSS TIMBER DR	79	2106 DAVIS AVE	108	615 BLAKE ST
22	610 RAYMOND ST	51	2509 CROSS TIMBER DR	80	2713 ALEXANDER ST	109	2206 E DORACO DR
23	1803 SANTA ROSA DR	52	1504 N 4TH ST	81	1011 PINE DR	110	1700, 1800 LUTHER, KING
24	1804 SANTA ROSA DR	53	1503 10THDEE ST	82	1011 PINE DR	111	1700, 1800 LUTHER, KING
25	1601 SANTA ROSA DR	54	1501 N GRAY ST	83	403 GOONWOOD DR	112	5005 STONEY DR
26	9108 EVERGREEN DR	55	2008 WRIGHT WAY	84	5902 GREENDATE DR	113	807 CARDINAL AVE
27	6121 W MARY JANE DR	56	200 W DEAN AVE	85	402 GOONWOOD DR	114	503 W AVENUE J
28	911 CARBIE DR	57	1204 SIBSON DR	86	1016 ATENSON DR		
29	2711 E VETRANS MEMORIAL BLVD	58	4505 WMTBRE DR	87	5901 LAUREN LEA DR		



Redevelopment of Abandoned Properties

17

- Of these 114 abandoned properties, approximately 35 meet the criteria set forth in Texas Tax Code Sec. 33.91, which means they are eligible for foreclosure proceedings.
- In partnership with a law firm that specializes in tax foreclosures, the City could initiate foreclosure proceedings on these eligible properties.
- Once the City has acquired a property, City staff could market it for sale in accordance with State law (LGC Ch. 272).

Redevelopment of Abandoned Properties

18

- Alternatively, per LGC Sec. 272.001(g), the City may acquire or assemble land or real property interest and sell, exchange, or otherwise convey the land or interests to an entity for the development of low-income or moderate-income housing.
- If conveyance of land under this subsection serves a public purpose, the land may be conveyed for less than its fair market value.

Redevelopment of Abandoned Properties

19

- Following the foreclosure process, the City could market the properties individually or assemble them for sale for less than fair market value to a developer for the purpose of creating low to moderate income housing.

Alternatives

20

- Staff has identified three (3) potential alternatives to address abandoned properties in Killeen:
 1. **Land Bank:** Establish an urban land bank program in accordance with Chapter 379E of the Texas Local Government Code, which would require establishment of a nonprofit organization and annual adoption of an urban land bank plan. This would require the addition of several new full-time employees, and the creation of a Board.

Alternatives

21

2. **Parcels In Trust:** Establish a “Parcels In Trust” program (similar Waco’s program) and establish an MOU with Bell County, KISD, and CTC for the sale of foreclosed properties. Under this model, the City would partner with a law firm specializing in tax foreclosures to initiate foreclosure proceedings on delinquent properties. The trust would then take ownership of only those properties that do not sell at a tax sale, and market the individual properties for sale to a private buyer.

Alternatives

22

3. Assembly of Properties: Establish a “Parcels in Trust” program, as described in Alternative 2, but assemble the foreclosed properties in accordance with LGC Sec. 272.001(g) and sell a group of properties to a single developer for the purpose creating of low to moderate income housing.

Recommendation

- Staff recommends Alternative #3 – Assembly of Properties:**
 1. Partner with a law firm that specializes in tax foreclosures to proactively foreclose on the (approximately 35) eligible abandoned properties in Killeen;
 2. City must establish an MOU with Bell County, KISD, and CTC for the sale of foreclosed properties;
 3. Foreclosed properties that do not sell at the tax sale would be placed “in trust”;
 4. The City will then be responsible for maintaining the properties until they are sold;

Recommendation

24

5. Once most or all the properties have been foreclosed, put out an RFP for development of the properties for purposes of creating low to moderate income housing;
6. Partner with a developer to redevelop the abandoned properties, create housing, and put the properties back on the tax roll.
7. At least one new full-time employee would be needed to implement this initiative.



City of Killeen

Staff Report

File Number: DS-26-011

Reunification Center Project and RFQ Update



REUNIFICATION CENTER PROJECT STATUS UPDATE

DS-26-011

February 3, 2026

Background

2

- Proposed Killeen Reunification Center
 - Emergency shelter for unhoused individuals.
 - Office Space for service providers including clinic triage services.
 - Designated space for use as an emergency warming/cooling center.
 - Mental health/substance abuse referrals.

Background

3

- Motion of Direction
 - On July 15, 2025, following a project update, Council provided a Motion of Direction to suspend the Reunification Center 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 (Jan. 6, 2026, via Ord. 26-004).

Original Project Funding

4

Funding Source	Budget	Expend./Commit.	Balance
CIP-Construction	\$1,800,000.00	\$ 119,140.00	\$1,680,860.00
CIP- D. & E.	\$ 200,000.00	\$ 70,855.62	\$ 129,144.38
CIP TOTAL	\$2,000,000.00	\$ 189,995.62	\$1,810,004.38
CDBG FY22	\$ 20,121.73	---	\$ 20,121.73
CDBG FY23	\$ 757,370.15	\$ 49,657.40	\$ 707,712.75
CDBG FY24	\$ 621,611.21	---	\$ 621,611.21
CDBG TOTAL	\$1,399,103.09	\$ 49,657.40	\$1,349,445.69
TOTAL PROJECT	\$3,399,103.09	\$ 239,653.02	\$3,159,450.07

Request for Qualifications 26-12

5

- On September 15, 2025, Request for Qualifications (RFQ) 26-12 for Homelessness Crisis Response Services was released.
- The request was to solicit statements of qualifications for operation of a city-owned facility for the purpose of an emergency homelessness shelter with additional supportive services for exiting homelessness, as well as supporting a warming and cooling center.

RFQ Responses

6

- An invite to submit a proposal was sent to local and regional organizations.
- The RFQ yielded two (2) responses:
 - Families in Crisis, Inc.
 - Open Gates Community Outreach Centers Non-profit Corporation
- Each proposal was reviewed for responsiveness, experience, and financial capacity.

RFQ Scoring Evaluation Criteria

7

Vendor	Program Design & Service Delivery Points Based 30 Points (30%)	Budget & Cost Transparency Points Based 25 Points (25%)	Performance & Data Capacity Points Based 20 Points (20%)	Service Standards & Best Practices Points Based 15 Points (15%)	Experience & Organizational Qualifications Points Based 10 Points (10%)	Total Score (Max Score 100)
Families In Crisis, Inc.	28.3	16.3	16.8	12.5	8.8	82.5
Open Gates Community Outreach Centers Non-Profit Corporation	12.5	1.3	7.5	7.3	3	31.5

Proposal Deficiencies

8

- FIC would need annual gap funding to operate the new facility.
 - The initial funding gap would be \$1,034,372.00.
- Open Gates Community Outreach did not meet several of the initial submission thresholds of the Vendor Questionnaire.
 - References – Not filled out (none provided)
 - Insurance – No insurance in place at time of submittal
 - Year of business – They technically meet the threshold but, only opened September 2, 2025.
 - Insurance Broker – no broker information (no policy to reference)
 - Prior projects – No previous projects

Options Going Forward

9

- Collaborate with existing homeless shelter to increase guest capacity utilizing the city's CDBG entitlement.
 - Funds may be required to fill funding gaps during the fiscal year to allow for continuity in operations.
- Identify a local partner with the organizational capacity to develop and operate a transitional housing project utilizing the city's CIP, CDBG, HOME Investment Partnerships (HOME), and/or HOME-ARP entitlements.

Unsheltered Population Survey

10

- The City of Killeen, Community Engagement Unit, Homeless Outreach Team conducted surveys during the months of October and November 2025, to receive feedback on the short and long-term needs and wants of the unsheltered population.

Notable Survey Results

11

- Survey respondents reported the following regarding emergency shelter:
 - Being denied access at the local shelter due to lack of beds.
 - Being significantly more stable in shelter.
 - Exiting the shelter with no other stable place to go.
 - Only one (1) respondent reported having exited the shelter into housing.
- The city may invest Community Development Block Grant (CDBG) funds to support increasing capacity at the current shelter to accommodate additional guests.

Transitional Housing Proposal

12

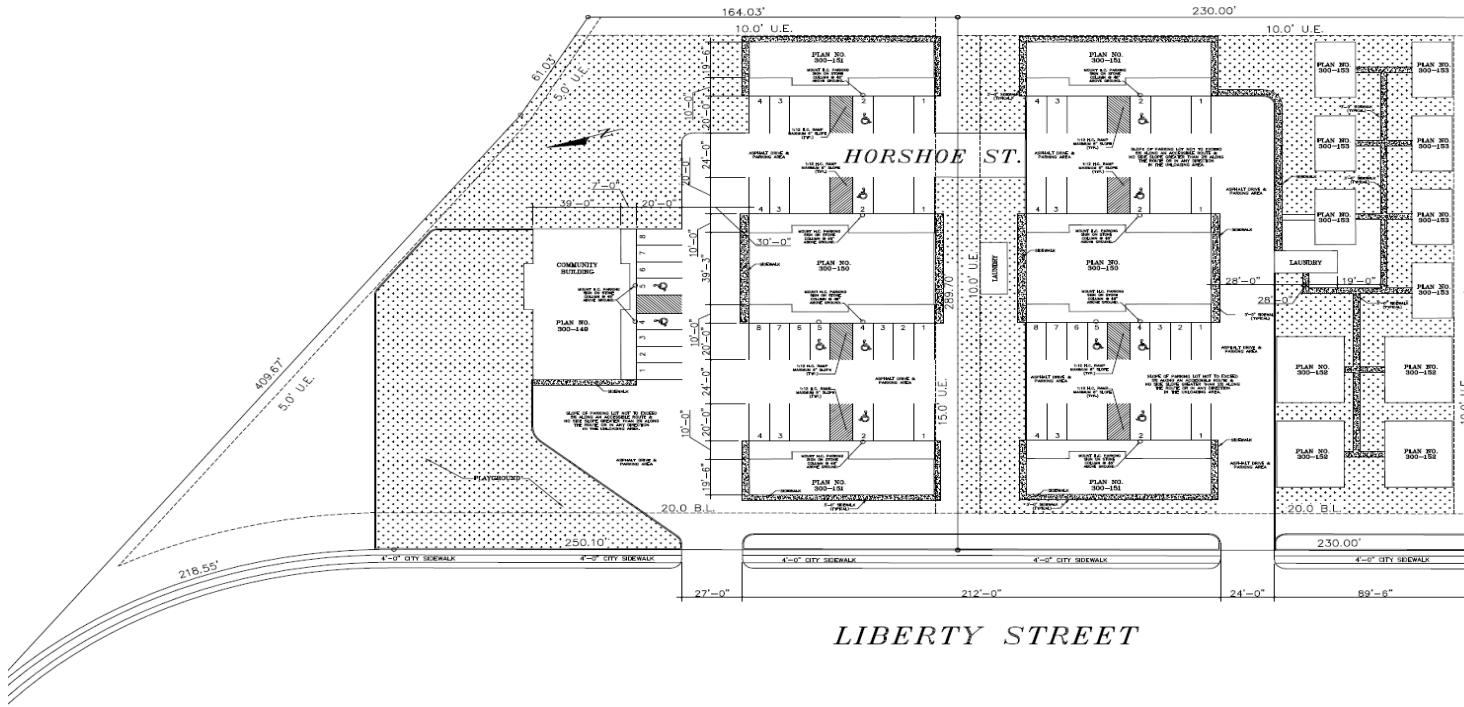
- Central Texas Alcohol Rehabilitation Center (CenTex- ARC) met with and provided staff a proposal to develop and operate a transitional housing campus on the site currently designated for the Reunification Center.
- Phase I of the development will provide up to sixteen (16) single room units.
 - Fully developed as proposed, the campus will have 32 units.
- Proposed investment from the city for the project may include CIP, CDBG, HOME, and/or HOME-ARP.

Supportive Services

13

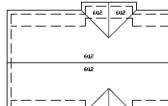
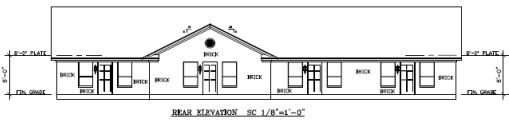
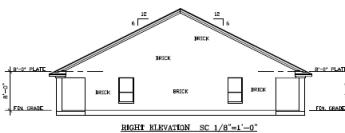
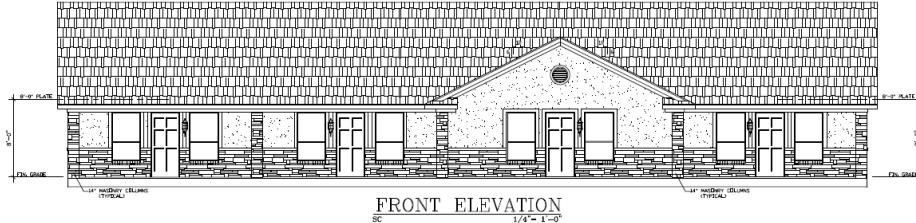
- CenTex-ARC will provide:
 - On-site management offices
 - Counseling and self-sufficiency support
 - Partner with other area providers for full wrap-around services to increase the likelihood of long-term success for participants.

Proposed Site (32 Units)

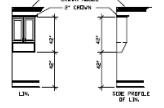
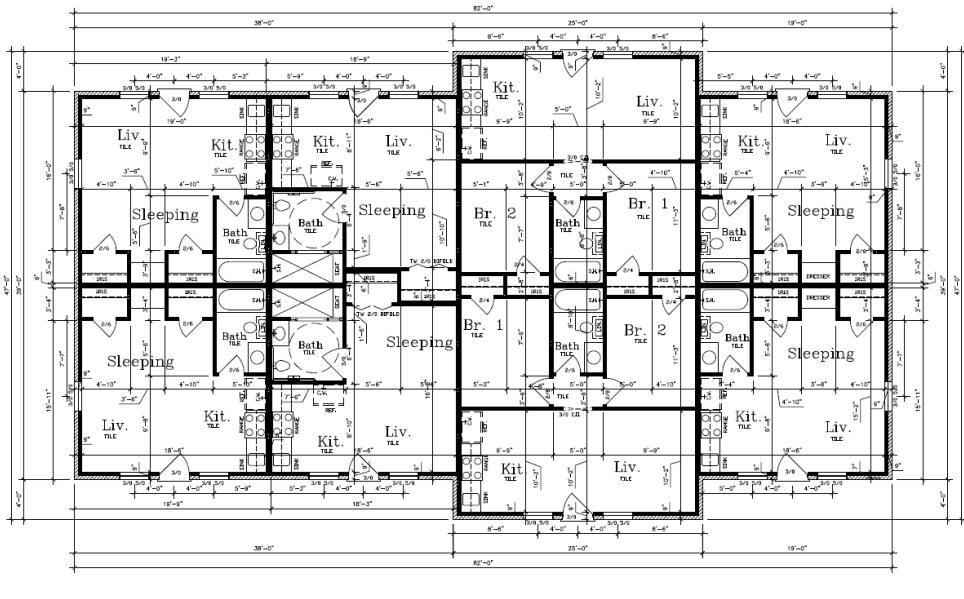


Elevation Rendering

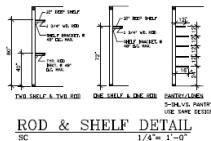
15



Floorplan Design



TOILET CAB. DETAIL



ROD & SHELF DETAIL

FLOOR PLAN

NOTE: 8'-0" CEILING TYPICAL UNLESS
NOTED OTHERWISE.
WINDOW HEADERS @ 6'-8" A.F.
UNLESS NOTED OTHERWISE.
STAPLED CONG. THROUGHOUT.

SFLA UNITS 1 & 2	= 0380
SFLA UNITS 3 & 4	= 0380
SFLA UNITS 5 & 6	= 0519
<u>SFLA UNITS 7 & 8</u>	<u>= 0380</u>
TOTAL SFLA	= 902 X 2 = 1804
SF FR. PORCH	= 0000
SF TOTAL SLAB	= 3399
 SFLA LAUNDRY	= 0337
SF TOTAL SLAB	= 0337



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ISSN DATE:

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Recommendation

17

- Staff recommends that Council provide a Motion of Direction to authorize staff to engage with Families In Crisis for emergency shelter expansion, and CenTex-ARC for a transitional housing project.



City of Killeen

Staff Report

File Number: DS-26-012

Proposed change to operational hours for Municipal Court and Utility Collections



PROPOSED CHANGE TO OPERATIONAL HOURS

DS-26-012

February 3, 2026

Purpose

2

- Explore the feasibility of implementing a 4-day, 10-hour workweek (“4/10 schedule”)
- Focus on **Municipal Court** and **Utility Collections**, which are high-volume, customer-facing operations
- Review potential benefits, challenges, and operational considerations
- Alternative schedules are becoming more common in municipal government

Proposed Model

3

- Open Monday–Thursday
- Extended daily hours (7:00 AM – 6:00 PM)
 - Utility Collections open to the Public 7:00 AM – 6:00 PM
 - Municipal Court open to the Public 7:15 AM – 5:30 PM
- Weekly staffing hours remain the same
- Goal: improve efficiency, customer service, and employee retention

Key Benefits for the Public

4

- Extended hours Monday–Thursday
 - Earlier or later appointments
 - Increased accessibility for working residents
- Reduced congestion
 - Smoother peak-day operations
- More predictable scheduling
 - Residents can plan visits around extended hours

Benefits for Employees

5

- Less commuting → cost savings
- Improved work–life balance
- Ability to schedule personal appointments on the weekday off
- Increased morale & stronger retention

Benefits for City Operations

6

- Increased productivity
 - Fewer transition periods
 - Longer uninterrupted work blocks
- Reduced absenteeism
 - Staff can schedule personal matters on their day off
- Recruitment tool
 - Helps Killeen compete with neighboring cities
- Potential cost savings
 - Utilities, counter staffing, and building operations on Fridays

Communication Plan

7

- Website banners and social media announcements
- Onsite signage (Court & Utility Collections)
- Press release
- Notice in Utility Bill
- Email updates to departments and external stakeholders

Payment Methods

8

- Online Payments
 - Available 24/7 via City Website
- Pay by Phone
 - Utility Collections – 254-220-4183
 - Municipal Court – 1-877-600-4757
- Secure Drop-off box
- By Mail

Recommendation

9

- Staff recommends moving forward with implementation in April, which gives us time to complete all communication efforts, train staff, adjust internal processes, and properly inform the public of the schedule change.
- Motion of Direction of approval of new operational hours



City of Killeen

Staff Report

File Number: DS-26-013

Discuss Financial Governance Policy Updates



FINANCIAL GOVERNANCE POLICY, TO INCLUDE THE INVESTMENT POLICY

DS-26-013

February 3, 2026

Background

2

- Financial Governance Policy is the comprehensive source for financial policies in the City
 - Investment Policy is part of the Financial Governance Policy and must be adopted annually in accordance with the Public Funds Investment Act (PFIA)

Proposed Policy Changes

3

- Section XIII (A). Capitalization Threshold
- Proposed change: Increased the capitalization threshold for individual items from \$5,000 to \$10,000
- Reason for change: To align with the Government Finance Officers Association (GFOA) best practices, materiality considerations, and commonly applied federal grant equipment thresholds

Proposed Policy Changes

4

- Section XXV (C), Senior Citizen Utility Bill Assistance Program, 2. Application and Eligibility
 - Current application and eligibility requires Citizen to be the account holder, 60 years of age and 6-month participation limit.
 - Proposed additions:
 - Requires 12 months of utility account history prior to applying
 - Sets household income limits at 150% of Federal Poverty Guidelines
 - Counts all household members and income sources in eligibility
 - Defines application validity periods and documentation timeframes
 - Reason for change: To ensure program transparency, consistency, and proper verification of eligibility and participation

Next Steps

5

Receive City Council feedback and discuss Financial Governance Policy proposed changes at the February 17th City Council meeting



City of Killeen

Staff Report

File Number: DS-26-014

City Auditor Briefing



City of Killeen

Staff Report

File Number: DS-26-015

Conduct Annual Evaluation of the City Auditor



City of Killeen

Staff Report

File Number: RS-26-028

Consider a memorandum/resolution confirming the City Auditor's annual evaluation and consideration for an adjustment to pay.

DATE: February 3, 2026

TO: Debbie Nash-King, Mayor

FROM: Kate McDaniel, Executive Director of Human Resources

SUBJECT: Annual Evaluation of and Consideration for an Adjustment to Pay for the City Auditor

BACKGROUND AND FINDINGS:

Matthew Grady was hired for this position on January 17, 2017. Per City Charter Section 40, the City Council may appoint a City Auditor to carry out the internal audit functions as the City Council shall assign to him and the City Auditor shall be a Certified Public Accountant. The Council shall review the City Auditor's job performance at least once annually and any pay increase shall be approved by resolution. The Mayor and City Council shall conduct the City Auditor's annual evaluation on February 3, 2026.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Texas Government Code sec. 40 provides that the governing body may appoint a City Auditor. The City Auditor shall carry out the internal audit functions, shall perform such other duties as the City Council shall assign to him and shall be a Certified Public Accountant.

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

The City Auditor's current annual salary is \$112,320.00. Any additional COLA or merit-based increase would increase the total annual salary and be effective January 17, 2026.

Is this a one-time or recurring revenue/expenditure?

This is a recurring expenditure.

Is this revenue/expenditure budgeted?

Yes, it is budgeted in General Fund account 100-51110-130-131-000000.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Yes, it is budgeted in General Fund account 100-51110-130-131-000000.

RECOMMENDATION:

Staff recommends that the Council pass a resolution to approve any salary increase, effective January 17, 2025, for City Auditor, Matthew Grady.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

N/A