



City of Killeen

Agenda

City Council Workshop

Tuesday, June 28, 2022

5:00 PM

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

SPECIAL CITY COUNCIL WORKSHOP IMMEDIATELY FOLLOWING REGULAR CITY COUNCIL MEETING

Citizen Comments

This section allows members of the public to address the Council regarding any item(s), other than a public hearing item, on the agenda for Council's consideration. Each person shall sign up in advance, may speak only one time, and such address shall be limited to three (3) minutes. The Presiding Officer may allow a one (1) minute extension, if requested at the end of the original three (3) minute period. A majority vote of the City Council is required for any other time extensions.

Items for Discussion at Workshop

1. [DS-22-077](#) Receive P&Z Update
Attachments: [Presentation](#)
2. [DS-22-078](#) Receive Quarterly Financial Report
Attachments: [Presentation](#)
3. [DS-22-079](#) Discuss Amendment to Community Development PY 2020-2024 Consolidated Strategic Plan
Associated with Community Development Block Grant (CDBG) and Home Investments Partnerships (HOME) Program
Attachments: [Presentation](#)
4. [DS-22-080](#) Discuss Economic Development Options
Attachments: [Presentation](#)
5. [DS-22-081](#) Discuss Social Service Intervention
6. [DS-22-082](#) Discuss Future Parks
Attachments: [Presentation](#)
7. [DS-22-083](#) Receive Insurance Services Office (ISO) Rating Update
Attachments: [Presentation](#)

Adjournment

I certify that the above notice of meeting was posted on the Internet and on the bulletin boards at Killeen City Hall and at the Killeen Police Department on or before 5:00 p.m. on June 24, 2022.

Lucy C. Aldrich, 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 254-501-7700, City Manager's Office, or TDD 1-800-734-2989.

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Staff Report

File Number: DS-22-077

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Receive P&Z Update



PLANNING & ZONING COMMISSION QUARTERLY UPDATE

DS-22-077

June 21, 2022

Planning & Zoning Commission Briefing

2

- The Planning and Zoning Commission meets the first and third Monday of every month, barring holidays.
- The Commission begins its workshop at 4:00 p.m., followed by a regular meeting at 5:00 p.m.
- The last Quarterly Update was provided to the Council on March 15, 2022.
- Since that time, the Planning and Zoning Commission has conducted six (6) meetings.

Planning & Zoning Commission Briefing

3

- Since March 15, 2022, the Commission has reviewed:
 - ▣ Four (4) Preliminary Plats;
 - ▣ Two (2) Final Plats;
 - ▣ Ten (10) Future Land Use Map (FLUM) amendment requests;
 - ▣ Twelve (12) zoning requests;
 - ▣ One (1) Subdivision Variance; and
 - ▣ Three (3) amendments to the Code of Ordinances.

Approved Plats

4

- 1,113 residential lots have been Preliminary Platted:
 - ▣ 1,081 are within City limits; and
 - ▣ 32 are in the ETJ.

- 14 residential lots have been Final Platted:
 - ▣ All are within City limits.
 - ▣ All are duplex lots.

Approved Plats

5

□ Preliminary Plats:

- Split Creek Ranch (32 residential lots) – ETJ
- Reynolds Crossing (334 residential lots & 2 commercial tracts)
- Victory Ranch (414 residential lots & 2 commercial tracts)
- Mitchell Farm (333 residential lots)

□ Final Plats:

- Water Street Addition (7 duplex lots)
- Stringer Street Development (7 duplex lots)

FLUM Amendment Requests

6

□ Ten (10) FLUM amendment requests:

1. FLUM22-12: 6.43 acres from 'SR' to 'SC' (Little Nolan Road) – Recommended approval on 3/21
2. FLUM22-13: 4.289 acres from 'GR' to 'GC' (W. Hallmark Avenue) – Recommended approval on 4/4
3. FLUM 22-14: 2.90 acres from 'SC' to 'GR' (Clear Creek Road) – Recommended approval on 4/4
4. FLUM22-15: 9.386 acres from 'SC' to 'GR' (Trimmier Road) – Recommended approval on 4/4
5. FLUM22-16: 3.583 acres from 'I' to 'GC' (S Fort Hood Street) – Recommended approval on 4/18
6. FLUM22-09: 20.75 acres from 'GR' to 'SC' (Chaparral Road) – Recommended approval on 5/2
7. FLUM22-17: 0.50 acre from 'GR' to 'GC' (Clear Creek Road) – Recommended approval on 5/2
8. FLUM22-19: 0.71 acre from 'GC' to 'RC-MIX' (Arlee Street) – Recommended approval 5/2
9. FLUM22-03: 5.30 acres from 'GR' to 'MFR' (N. W.S. Young Drive) – TBD on 6/6
10. FLUM22-18: 390.72 acres from 'E' to 'PD' (Stagecoach Road) – TBD on 6/6

Zoning Requests

7

□ Twelve (12) zoning requests:

1. Z22-17: 6.43 acres from “R-1” to “B-1” (Little Nolan Road) – Recommended approval on 3/21
2. Z22-18: 2.94 acres from “R-3” to “B-3” (W. Hallmark Avenue) – Recommended approval on 4/4
3. Z22-20: 9.386 acres from “A-R1” to “R-2” (Trimmier Road) – Recommended approval on 4/4
4. Z22-19: 0.443 acre from “B-5” to “B-C-1” (W. Rancier Avenue) – Recommended approval on 4/18
5. Z22-21: 3.583 acres from “A” & “B-3” to “B-5” (S. Fort Hood Street) – Recommended approval of “B-3” w/ CUP on 4/18
6. Z22-22: 16.038 acres from “B-3” to “B-5” (E. Rancier Avenue) – Recommended approval on 4/18
7. Z22-23: 0.50 acre from “A-R1” to “B-3” (Janelle Drive) – Recommended approval on 5/2
8. Z22-25: 0.71 acres from “B-5” to “R-3F” (Arlee Street) – Recommended approval on 5/2
9. Z22-03: 5.3 acres from “R-1” to PUD w/ “R-3A” (N. W. S. Young Drive) – TBD on 6/6
10. Z22-24: 390.72 acres from “A” to PUD” (Stagecoach Road) – TBD on 6/6
11. Z22-26: 2.9 acres from “B-3” to “R-2” (Clear Creek Road) – TBD on 6/6
12. Z22-27: 0.277 acre from “R-1” to “SF-2” (Conder Street) – TBD on 6/6

Code Amendments

8

- Three (3) amendments to the Code of Ordinances:
 1. Chapter 31 – Amending the boundaries of the Historic Overlay District (HOD)
 2. Chapter 31 – Special exception process for Architectural & Site Design Standards
 3. Chapter 31 – Amending “R-3A” to allow homeless shelters

Ongoing Work Efforts

9

- The Commission is also engaged in ongoing discussions regarding:
 - ▣ The Comprehensive Plan
 - ▣ Proposed Amendments to Ch. 26 – Subdivisions (pending stakeholder meetings):
 - Reduced street widths;
 - HOA requirements; and
 - Street tree standards.
 - ▣ Proposed Amendments to Chapter 31 – Zoning (pending stakeholder meetings):
 - FLUM amendment criteria and process;
 - Public notification requirements; and
 - Updates to fencing standards.

Questions/Comments

10

- The Planning and Zoning Commission will continue to do its part to facilitate Killeen's vision for the future and is looking forward to working with the Council, City staff and all citizens.
- I am available for any questions or comments that you may have.



City of Killeen

Staff Report

File Number: DS-22-078

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Receive Quarterly Financial Report



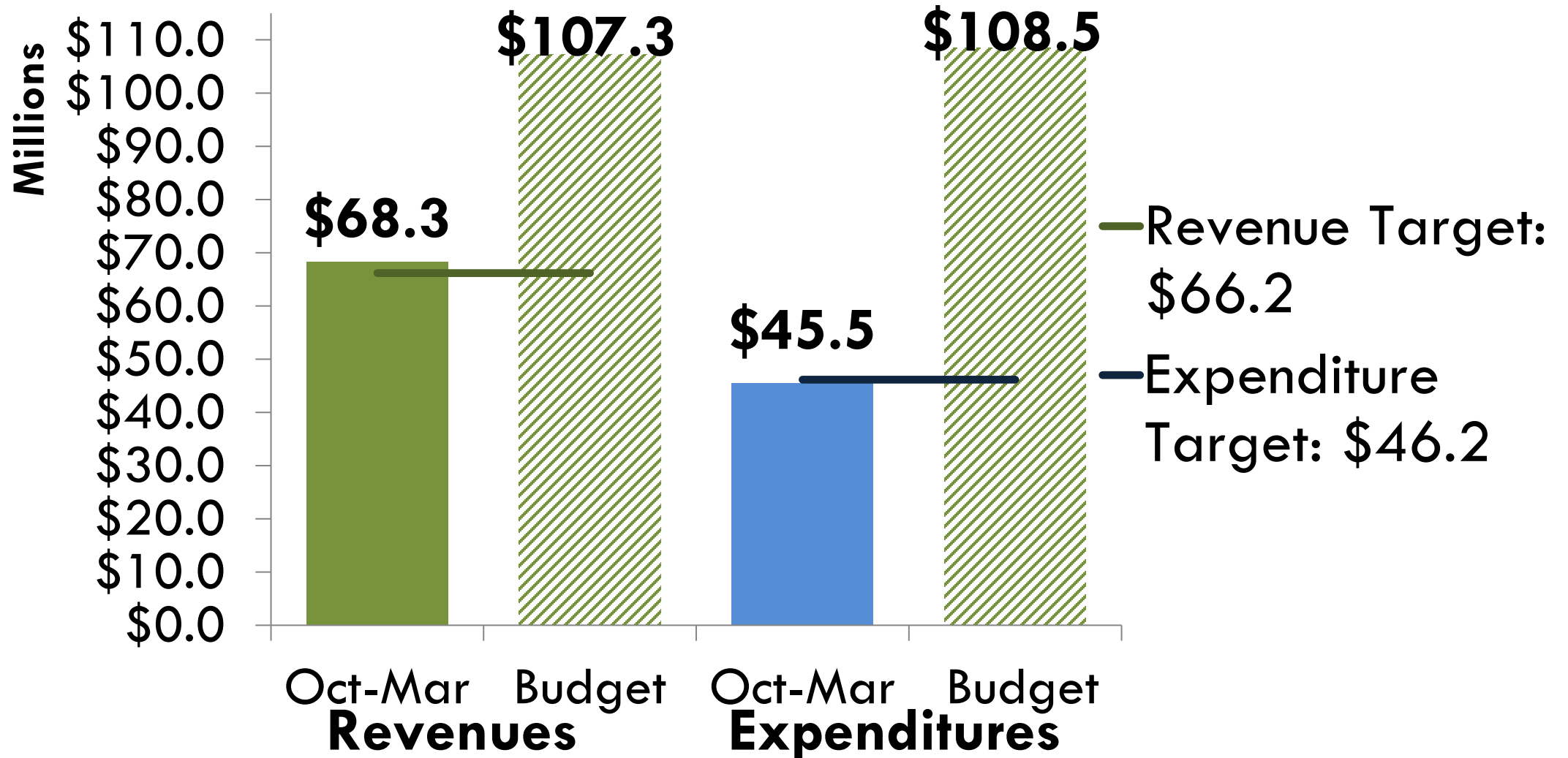
FY 2022 SECOND QUARTER FINANCIAL REVIEW

DS-22-078

June 21, 2022

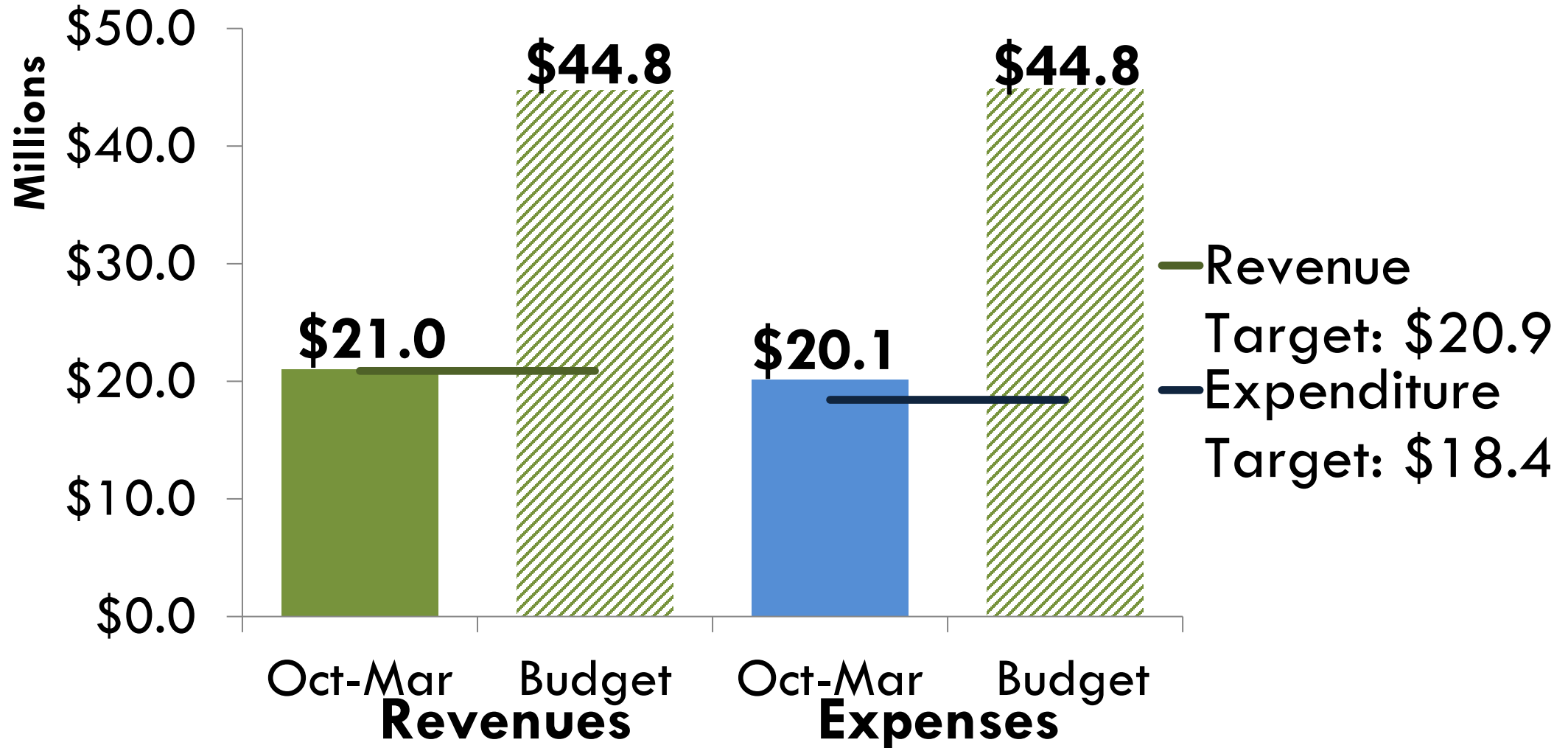
General Fund

2



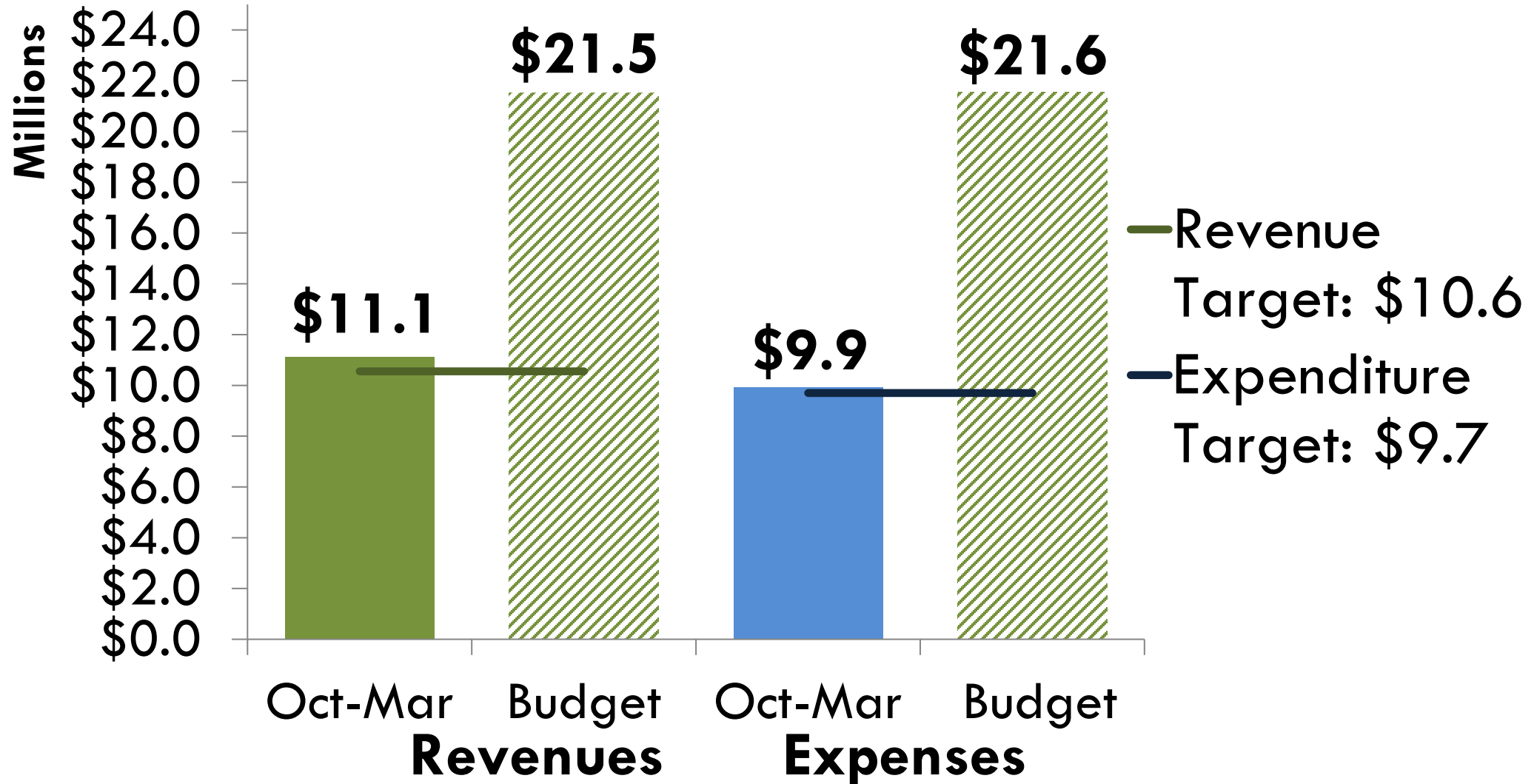
Water and Sewer

3



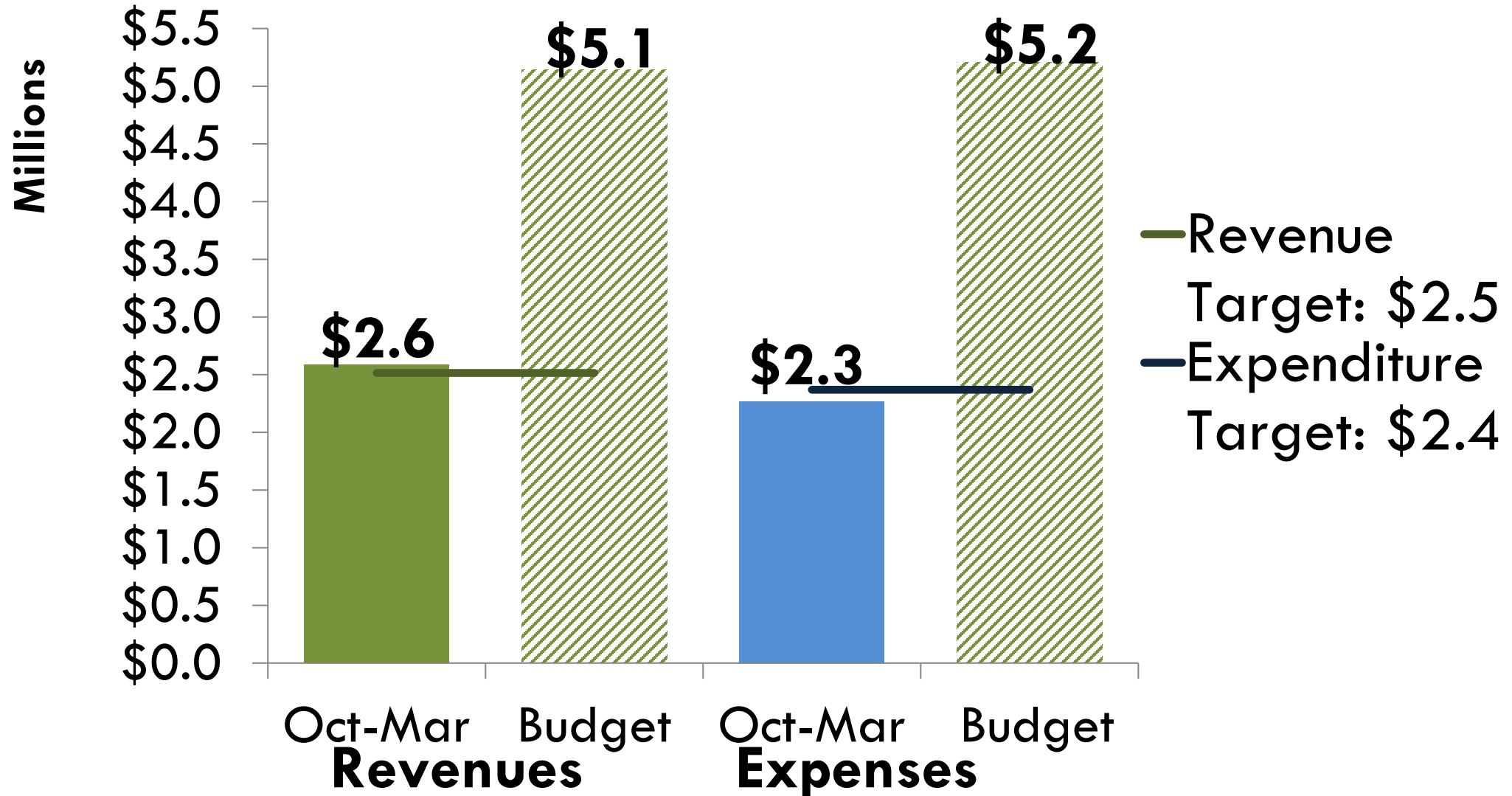
Solid Waste

4

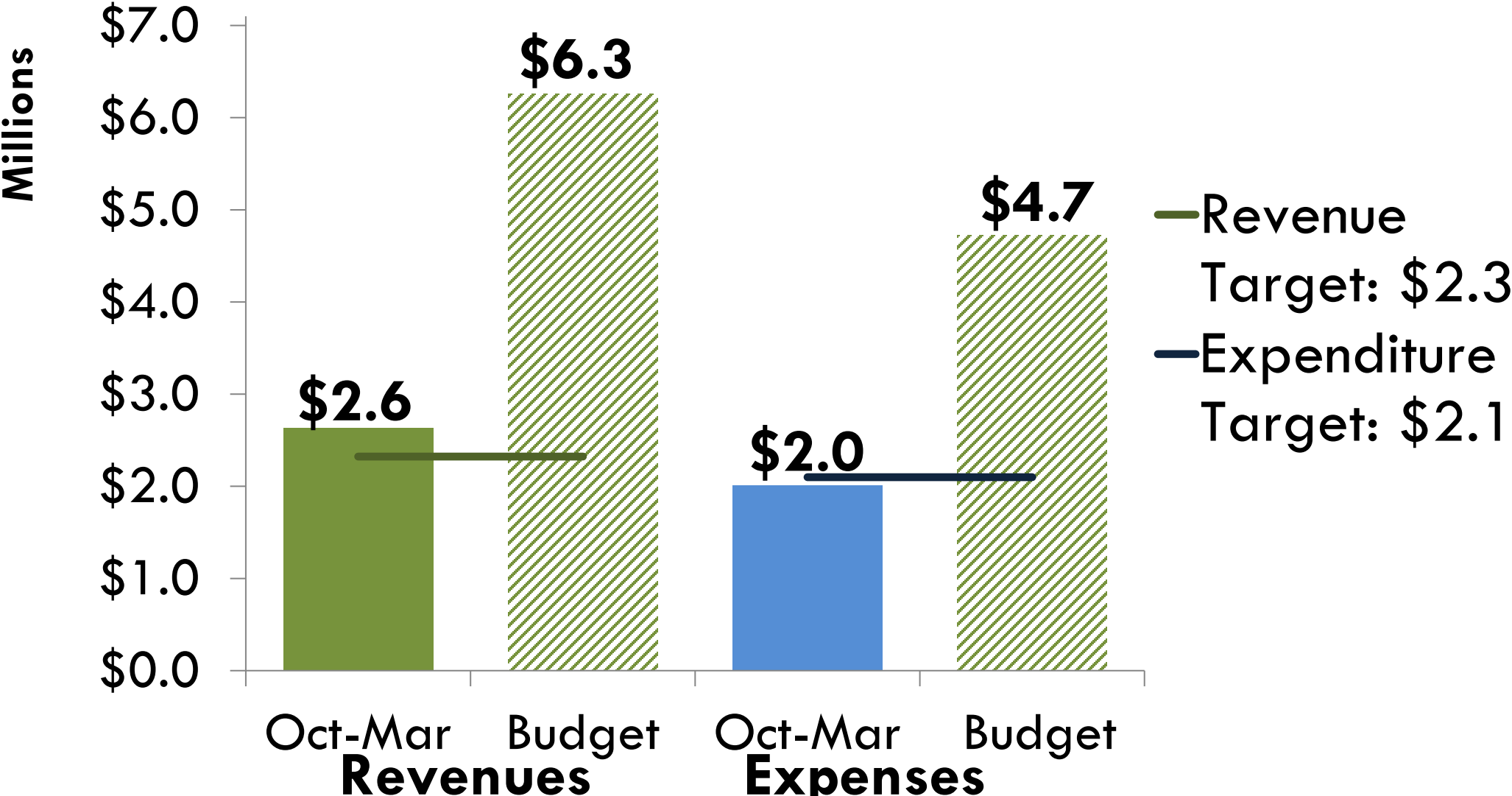


Drainage

5

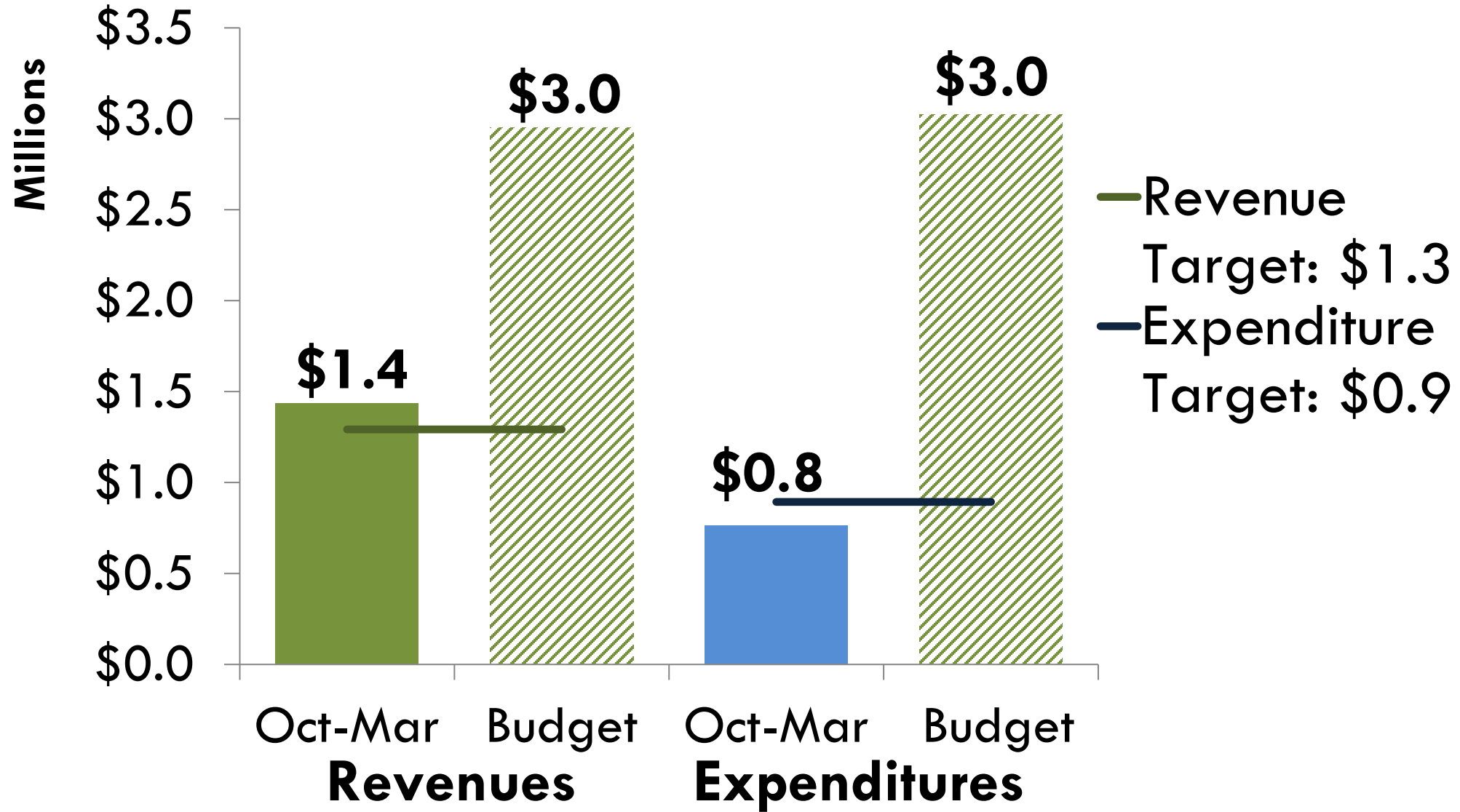


Aviation



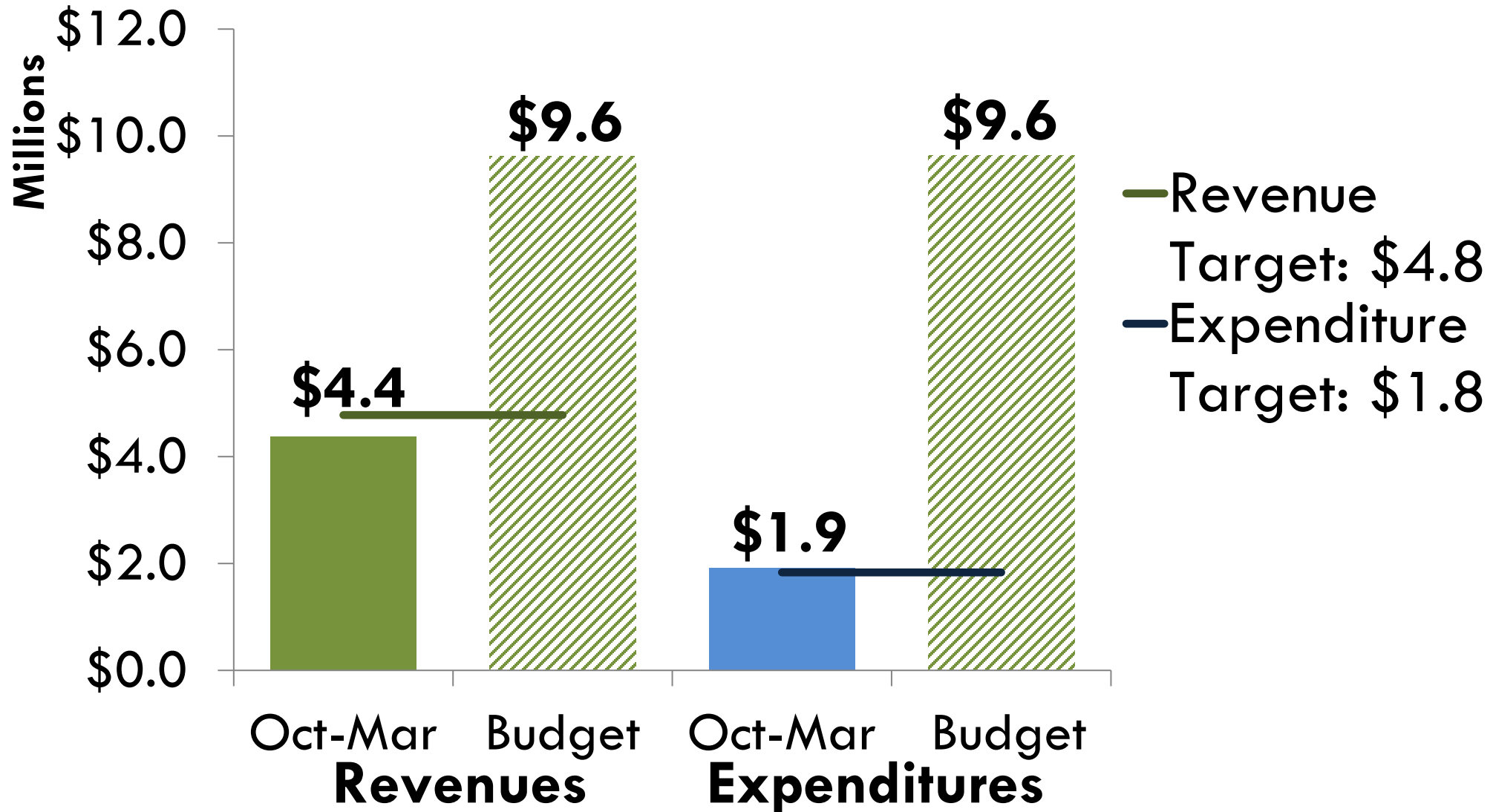
Hotel Occupancy Tax

7



Street Maintenance

8





City of Killeen

Staff Report

File Number: DS-22-079

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Discuss Amendment to Community Development PY 2020-2024 Consolidated Strategic Plan
Associated with Community Development Block Grant (CDBG) and Home Investments Partnerships
(HOME) Program



AMENDMENT - 2020-2024 COMMUNITY
DEVELOPMENT CONSOLIDATED STRATEGIC
PLAN

Background & Information

2

- A consolidated strategy is a requirement of U.S. Department of Housing and Urban Development (HUD) federal grant funding
 - ▣ A 3- or 5-year document; Consolidated Strategic Plan (CSP)
- CSP objective is to address priority community needs with goals and outcomes utilizing CDBG and HOME funding
- CSP outlines reasonable expectations of expenditures and accomplishments with the CDBG & HOME program funds
 - ▣ States priorities, goals, delivery structure and expected outcomes achievements
- Each Annual Action Plan (AAP) and Comprehensive Annual Evaluation Report (CAPER) details how the City and community partners utilize the CDBG & HOME funding through activities addressing community need, tying back to achieve the CSP goals

Consolidated Strategic Plan Objectives

3

- Providing Decent Housing – covers a wide range of housing activities where the purpose is to meet housing needs
- Creating Suitable Living Environments – activities that are designed to benefit communities, families or individuals by addressing issues in their living environment
- Creating Economic Opportunities – applies only to activities related to economic development, commercial revitalization or job creation.

Consolidated Strategic Plan Outcomes

4

- Availability/Accessibility – applies to activities that make services, shelter and basics of daily living available and accessible to low-and moderate-income people where they live
- Affordability – applies to activities that provide affordability in a variety of ways to low-and moderate-income people
- Sustainability – applies only to activities focused on improving communities or neighborhoods, helping to make them more livable or viable

Community Surveys & Community Input

5

- Community surveys, community engagement meetings, and community planning meetings are held annually to gather citizen input and updates on changing community needs
- Results are posted to the city website annually
- Most recent results indicate a change in need for affordable rental housing, and an update to the description of Public Facilities & Improvements that are defined in the current CSP

Amending the 2020-2024 Consolidated Strategic Plan

6

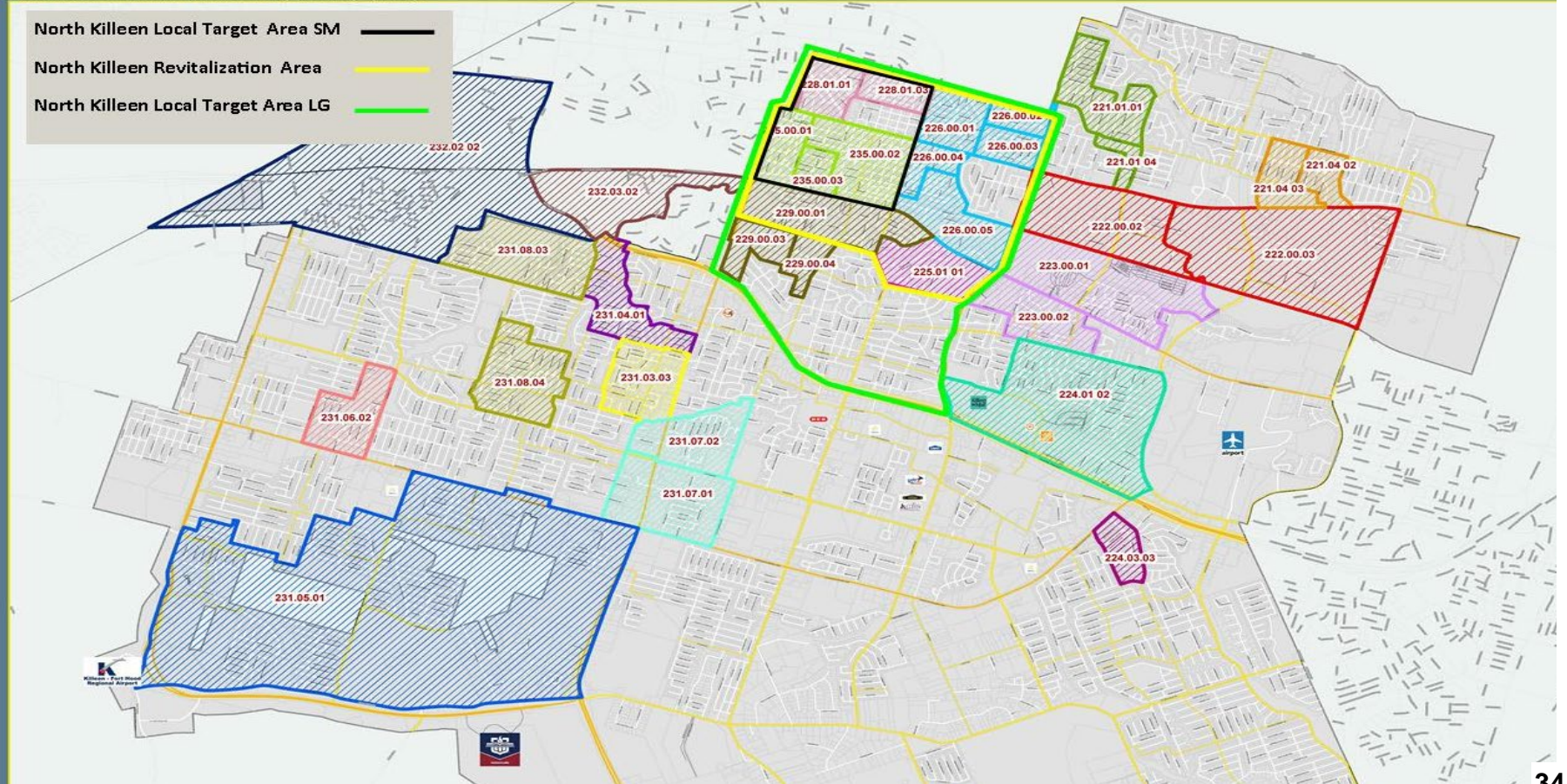
- At such time there is a significant change to community priority needs, the City must amend the affected Annual Action Plan and as applicable the Consolidated Strategic Plan in accordance with the adopted Citizen's Participation Plan

2020-2024 Consolidated Strategic Plan Amendment

7

- The proposed amendment will impact lower income areas in northern Killeen with the addition of the priority for affordable rental housing development and updating the description of Public Facilities & Improvements in the adopted five-year CSP:
 - ▣ Affordable Housing Development – Rental
 - ▣ Fire/Rescue Life Saving Devices for Public Facilities – Fire Departments
- These activities are proposed in locally designated target areas:
 - ▣ Local Target Area -small
 - ▣ North Killeen Revitalization Area
 - ▣ Local Target Area - large
- Increased activities in the local target areas will improve/increase affordable housing, provide public infrastructure and improvements, and public services

- North Killeen Local Target Area SM ———
- North Killeen Revitalization Area ———
- North Killeen Local Target Area LG ———



Summary

9

- A CSP Amendment requires a 30-day comment period
 - ▣ June 27 – July 26, 2022
- Approval of Ordinance at public hearing on July 26th
- Submittal of the CSP Amendment to HUD
- Approval in time for new fiscal year – Oct 1, 2022



City of Killeen

Staff Report

File Number: DS-22-080

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Discuss Economic Development Options



ECONOMIC DEVELOPMENT

DS-22-080

June 21, 2022

38

Typical Structures

2

- City Department – General Fund
- City Contracted – Chamber or other 3rd party
- Economic Development Corporation
 - ▣ Type A or B sales tax
 - ▣ Hybrid – General Fund plus outside funding

Type A or B Economic Development Corporation

3

- Local sales tax rate must be less than 2% in order to adopt
- Requires an election
- Killeen Local Sales Tax Rate
 - ▣ 1.5% - City
 - ▣ 0.5% - County



City of Killeen

Staff Report

File Number: DS-22-081

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Discuss Social Service Intervention



City of Killeen

Staff Report

File Number: DS-22-082

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Discuss Future Parks



PROPOSING NEW PARKS WITHIN ESTANCIA
WEST SUBDIVISION, BUNNY TRAILS ESTATES
AND NORTHWEST KILLEEN

Background and Findings

2

- City of Killeen, Recreation Services has very few parks in District 4
 - ▣ 2 parks
 - ▣ 1 Trail
- Recreation Services was approached by Gary Purser Jr. about the City's interest to add the following properties as park inventory
- Potential to add a park in the Northwest section of the city

Background and Findings

Percent of need met by existing parks

| Park Classification | Existing Acreage | Current level of service (Ac. Per 1,000 residents) | TARGET LEVEL OF SERVICE (AC. PER 1,000 RESIDENTS ¹) | TARGET ACREAGE | SURPLUS / DEFICIT ACREAGE | PERCENT OF NEED MET (2020) |
|---------------------|------------------|--|---|----------------|---------------------------|----------------------------|
| Neighborhood Parks | 47.3 | 0.3 | 1.0ac. | 152.2 | 105.5 ac. deficit | 31% |
| Community Parks | 207.0 | 1.4 | 4.0ac. | 611.3 | 404.3 ac. Deficit | 34% |

Background and Findings

Comparison Communities and all agencies, Parkland Level of Service

| COMMUNITY | PARK SYSTEM ACREAGE | | TOTAL TRAIL MILES |
|-------------------|---------------------|------------------------------|-------------------|
| | TOTAL PARK ACRES | PARK ACRES / 1,000 RESIDENTS | |
| Allen, TX | 1,826.72 | 17.29 | 71.2 |
| Amarillo, TX | 1,862.07 | 9.36 | 22.2 |
| Grand Prairie, TX | 5,023.77 | 26.09 | 40.2 |
| Lewisville, TX | 3,868.1 | 36.36 | 27.42 |
| All Agencies | N/A | 9.9 | N/A |
| Killeen, TX | 509.9 | 3.40 | 8.7 |

Potential Park

5

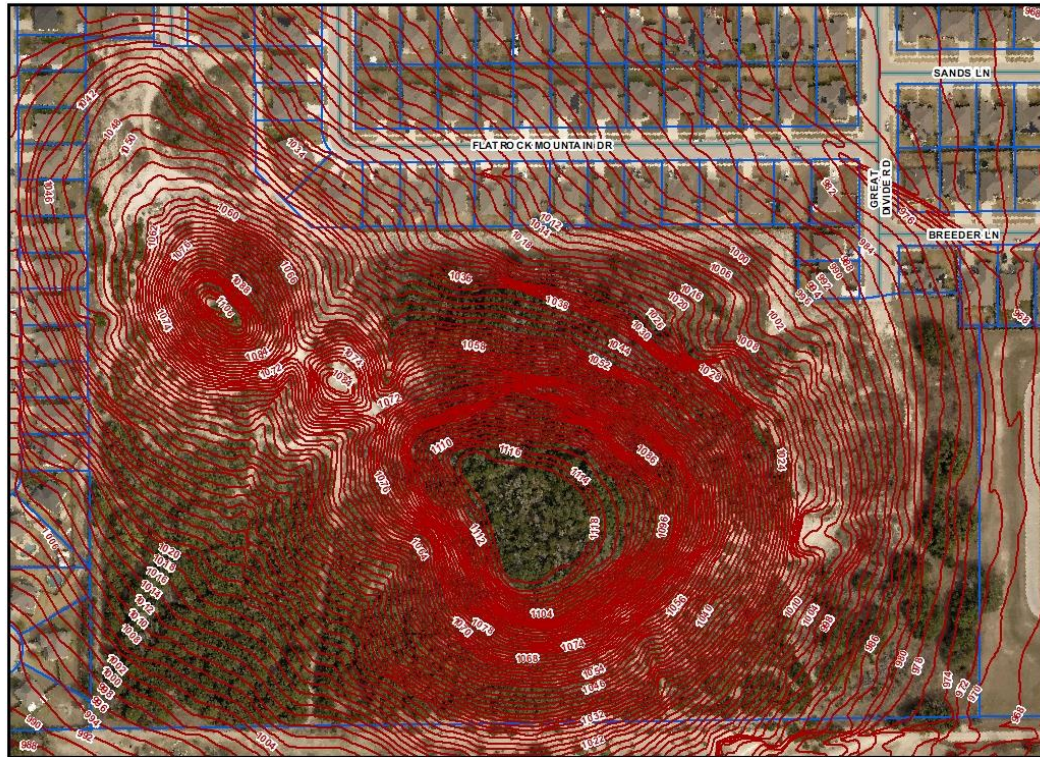


BREEDER LANE AREA

- 33.98 acres
- Park classification: Passive/community
- Location: Breeder Ln and Great Divide Rd (West of Bunny Trail) within the Bunny Trails Estates
- District 4 – south of Stan Schlueter Loop

Potential Park

6



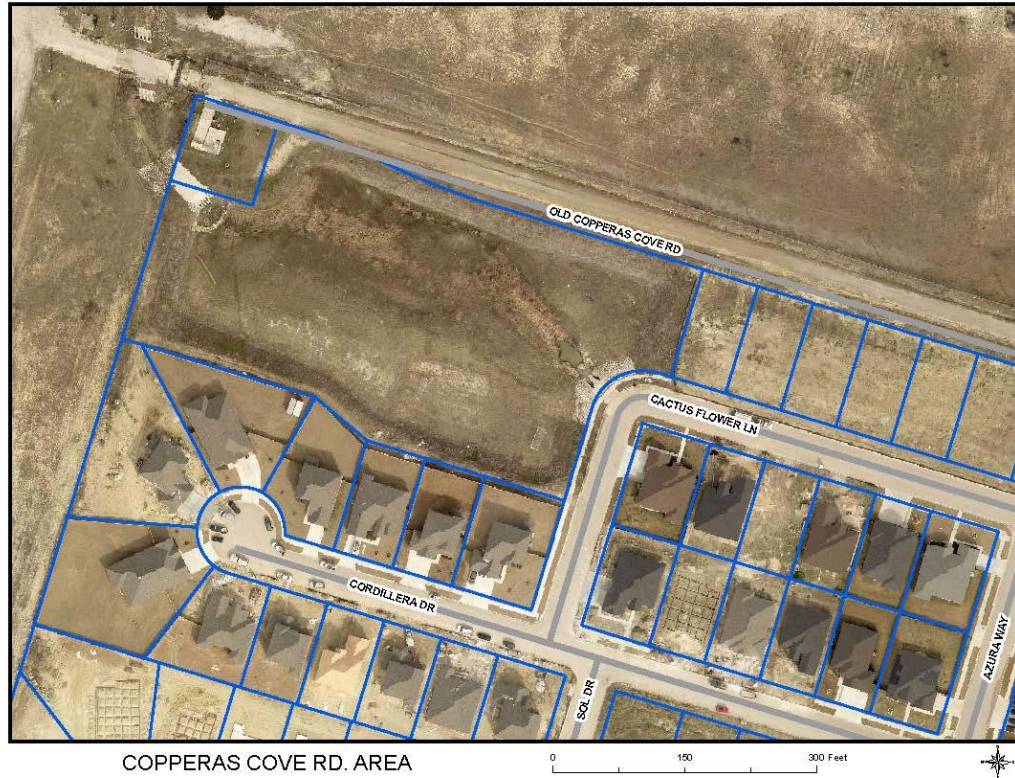
BREEDER LANE AREA

0 150 300 Feet

- Not able to build due to elevation grades
- Would make a great passive park built around outdoor fitness

Potential Park

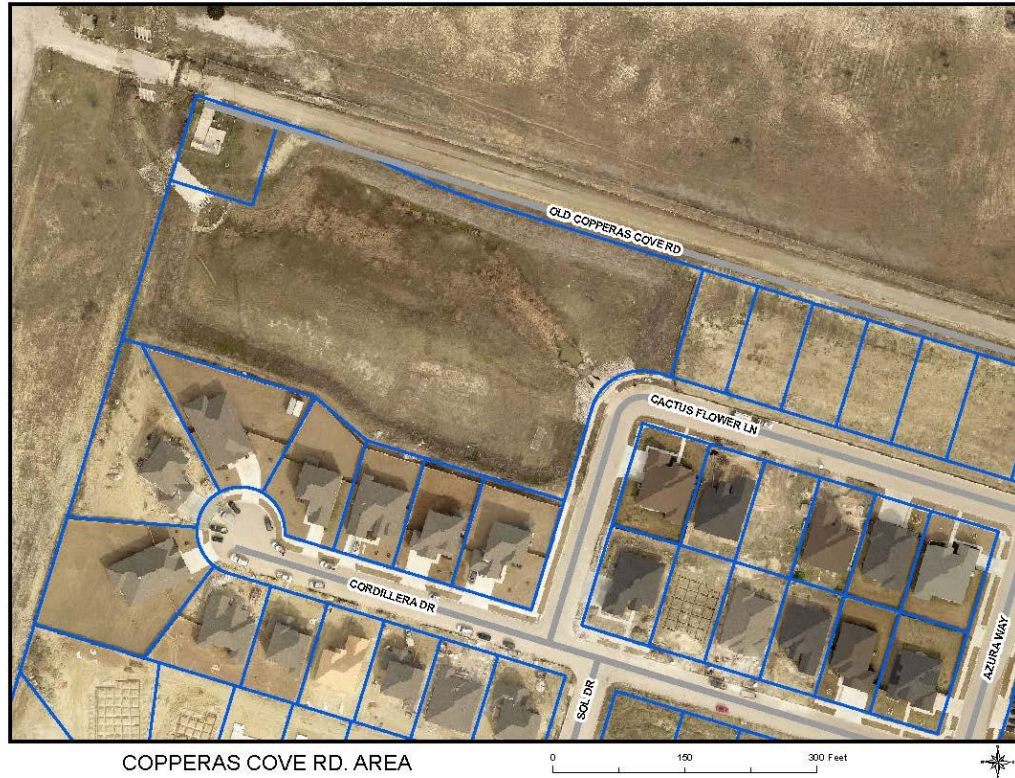
7



- 3.59 acres
- Park classification: Neighborhood
- Location: South of Old Copperas Cove Rd (Just east of Ft. Hood) within the Estancia West subdivision
- District 4 – Western edge of Stan Schlueter Loop

Project Components

8



COPPERAS COVE RD. AREA

- Property dedicated to the City when it was recorded in 2017 as is
- We currently mow this area
- Drainage tract
- Would make a solid connected neighborhood park

Project Components

9



- ❑ Westside Regional Trail mutually-serving with Fort Hood Northwest portion of city
- ❑ Potential partnership with Fort Hood
- ❑ Would make a great passive park built around outdoor fitness
- ❑ 25-year lease with automatic 25-year extension

Next Steps

10

- Staff wanted to bring these potential park properties to Council and upon consensus support staff will bring these back by way of resolution
 - ▣ There are a few other new properties that the property owner has requested the City also take as part of this process



City of Killeen

Staff Report

File Number: DS-22-083

| | | | | | |
|---|-----------------------|------------|-----------------------|-----------------------|------------|
| 1 | City Council Workshop | 06/21/2022 | Reviewed and Referred | City Council Workshop | 06/28/2022 |
|---|-----------------------|------------|-----------------------|-----------------------|------------|

Receive Insurance Services Office (ISO) Rating Update



INSURANCE SERVICES OFFICE (I.S.O.) RATING UPDATE

DS-22-083

June 21, 2022

Background and Findings

2

- The Insurance Services Office, or ISO for short, is an insurance advisory organization that provides statistical and actuarial information to businesses. ISO focuses on property/casualty insurance, including both personal and commercial lines. Its customers include insurance companies, actuaries, agents and brokers, and government entities, such as fire and building code departments.

Background and Findings

3

- 1971 – created when several rating bureaus consolidated and formed a non-profit association of insurers.
- 1993 - ISO was reorganized as a for-profit independent corporation.
- 2008 - created a new company called Verisk.
- 2009 - Went public and became a wholly-owned subsidiary of Verisk. As a subsidiary of a public company, ISO is no longer controlled by insurers.

Background and Findings

4

- There are *MANY* divisions and products offered by ISO.
- Fire Protection & Water Supply are the most relevant to a municipal government.
- Fire Departments in Texas are evaluated every 5-7 years and provided a rating.

Background and Findings

5

- All ISO recommendations are reviewed by the Texas State Fire Marshal (TSFM) who has ultimate authority over the issuance of an ISO class rating.
- The rating scale is as follows:
 - 90 & Above – Class 1
 - 80 – 89.99 - Class 2
 - 70 – 79.99 - Class 3
 - 60 – 69.99 - Class 4
 - 50 – 59.99 - Class 5
- Killeen Fire Department was last evaluated in August 2014 and received a score of 90.68 resulting in the highest (Class 1) designation

Background and Findings

Rating Criteria for 2022:

| |
|---|
| Emergency Communications |
| Credit for Emergency Reporting (CER): Credit for Telecommunicators (CTC): Credit for Dispatch Circuits (CDC): _____ |
| Points for ECC: |
| Fire Department |
| Evaluation of Engine Companies (CEC): Credit Reserve Pumpers (CRP): Pump Capacity (CPC): Credit Ladder/Service (CLS): Equipment on Reserve Ladder-Service (CRLS): Deployment (CD): Company Personnel (CCP): Training (CTC): Texas State Training Credit (CTT): Operational Considerations (COC): _____ |
| Points for FD: |
| Water Department |
| Capability of Water System (CSS): Credit for Hydrants (CH): Credit for Inspection and Flow Testing (CIT): _____ |
| Points for WD: |
| Community Risk Reduction |
| Fire Prevention Code and Enforcement (CPCE): Public Fire Safety Education (CFSE): Fire Investigation (CIP): _____ |
| Points for CRR: |

Background and Findings

7

- The Killeen Fire Department is currently being evaluated by ISO.
 - ▣ Started in March 2022
 - ▣ Expected Completion in September 2022
- ISO only focuses on Fire Incident Response and Water Supply.
- Accreditation is separate and focuses on the entire organization including community programs, response, & Emergency Medical Services.
 - ▣ Plan to seek accreditation in next 4-5 years.