



City of Killeen

Agenda

City Council

Tuesday, March 24, 2026

3:00 PM

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

Call to Order and Roll Call

<input type="checkbox"/> Riakos Adams, Mayor	<input type="checkbox"/> Joseph Solomon
<input type="checkbox"/> Ramon Alvarez	<input type="checkbox"/> Vacant
<input type="checkbox"/> Anthony Kendrick	<input type="checkbox"/> Vacant
<input type="checkbox"/> Jessica Gonzalez	<input type="checkbox"/> Vacant

Invocation

Pledge of Allegiance

Approval of Agenda

Presentations

- [PR-26-007](#) Award of Insurance Services Organization Classification Plaque to the City of Killeen

Work Session

Discuss agenda items 2-13 for the March 24, 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

- [MN-26-011](#) Consider Minutes of Regular City Council Meeting of February 17, 2026.

3. [RS-26-045](#) Consider a memorandum/resolution accepting the annual audit report for the fiscal year ended September 30, 2025.
4. [RS-26-046](#) Consider a memorandum/resolution awarding RFP#26-17, Killeen Convention & Visitors Bureau Junetober Fest, to SBG Hospitality, in the annual amount of \$75,000.00.
Attachments: [Agreement](#)
[Evaluation Ratings](#)
[Certificate of Interested Parties](#)
[Presentation](#)
5. [RS-26-047](#) Consider a memorandum/resolution adopting the Killeen Public Library Five-Year Strategic Plan 2026-2030.
Attachments: [Strategic Plan](#)
[Presentation](#)
6. [RS-26-048](#) Consider a memorandum/resolution dissolving the Downtown Advisory Committee and creating a Main Street Board to support downtown revitalization efforts.
Attachments: [Presentation](#)
7. [RS-26-049](#) Consider a memorandum/resolution appointing presiding and alternate judges for the May 2, 2026 General and Special Elections.
Attachments: [Presentation](#)
8. [RS-26-050](#) Consider a memorandum/resolution appointing a Councilmember to the Killeen Economic Development Corporation.
Attachments: [Presentation](#)
9. [OR-26-007](#) Consider an ordinance declaring an unopposed candidate and cancelling the May 2, 2026 Special Election for District 2.
Attachments: [Certification of Unopposed Candidates](#)
[Ordinance](#)
[Presentation](#)

Public Hearings

10. [PH-26-010](#) Hold a public hearing and consider a City-Initiated request on behalf of six (6) property owners (Case# Z26-01) to rezone approximately 1.18 acre, being Lots 1-2, 4-7, Block 1, Wanda Park from “B-5” (Business District) to “R-2” (Two-Family Residential District). The subject properties are locally addressed as 1810, 1814, 1906, 1910, 1914, and 2002 Wood Avenue, Killeen, Texas.

Attachments: [Maps](#)

[Site Photos](#)

[Minutes](#)

[Ordinance](#)

[Presentation](#)

11. [PH-26-011](#) Hold a public hearing and consider a City-initiated request, on behalf of Welstand Properties, LLC, (Case# Z26-02) to rezone approximately 0.16 acre, being Lot 1, Block 1, Ernest Bridges Subdivision, and a 12' x 115' strip adjoining on the north from “B-5” (Business District) to “R-1” (Single-Family Residential District). The subject property is locally addressed as 1011 Rocky Lane, Killeen, Texas.

Attachments: [Maps](#)

[Site Photos](#)

[Minutes](#)

[Ordinance](#)

[Presentation](#)

12. [PH-26-012](#) Hold a public hearing and consider a City-initiated request, on behalf of Anthony Michael Barrett, (Case# Z26-03) to rezone approximately 0.99 acre, being Lots 1-6, Block 1, Bonner Terrace Subdivision, from “B-3” (Local Business District) to “R-2” (Two-Family Residential District). The subject properties are locally addressed as 1302, 1304, 1306, 1308, 1310, and 1312 West Jasper Drive, Killeen, Texas.

Attachments: [Maps](#)

[Site Photos](#)

[Minutes](#)

[Ordinance](#)

[Presentation](#)

13. [PH-26-013](#) Hold a public hearing and consider a City-initiated request, on behalf of six (6) property owners, (Case# Z26-04) to rezone approximately 1.16 acre, being Lots 1-3, Block 4 out of the Western Hills 1st Phase Subdivision, and Lots 1-3, Block 20 out of the Western Hills 2nd Phase Subdivision from “B-3” (Local Business District) to “R-1” (Single-Family Residential District). The subject properties are locally addressed as 1801, 1803, and 1805 Leader Drive; and 1802, 1804, and 1806 Mona Drive, Killeen, Texas.

Attachments: [Maps](#)
[Site Photos](#)
[Minutes](#)
[Ordinance](#)
[Presentation](#)

Discussion Items

14. [DS-26-022](#) Inclusive Programming and Future Amenity Opportunities
Attachments: [Presentation](#)
15. [DS-26-023](#) Discuss and consider Fiscal Year 2025 excess fund balance and potential allocation options.
Attachments: [Presentation](#)
16. [DS-26-024](#) Discuss potential bond refunding to reduce debt service costs
Attachments: [Presentation](#)
17. [DS-26-025](#) Discuss and consider co-naming Elms Road to Grey Wolves Trail from Clear Creek Road to Robinett Road.
Attachments: [Presentation](#)
18. [DS-26-026](#) Discuss and consider City Council meeting agenda format.
Attachments: [Presentation](#)
19. [DS-26-027](#) Discuss and consider a letter of support for the BASIC Act.

Executive Session

20. [DS-26-028](#) City Manager Quarterly Review

Future Agenda Item Requests

21. [RQ-26-002](#) Housing Affordability and Tiny Homes/ADUs
Attachments: [Request](#)

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 March 17, 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.

- Craw Fest, March 28, 2026, 12:00 p.m. - 6:00 p.m., Downtown Killeen*
- Teen Court, March 31, 2026, 6:00 p.m., Municipal Court Building*
- 51st Annual NAACP Freedom Fund & Scholarship Banquet, April 10, 2026, 6:30 p.m., Killeen Civic and Conference Center*
- Avanti Legacy Parkview Grand Opening, April 16, 2026, 10:00 a.m., 51 N. WS Young Drive*
- Annual Bob Gray Day, April 17, 2026, 10:00 a.m., Killeen Regional Airport*
- Greater Killeen Chamber of Commerce's Military Relations Council's Annual Senior Command BBQ Social, April 23, 2026, 6:00 p.m., Big Hoss BBQ, 9502 E. Trimmier Rd.*
- Teen Court, April 28, 2026, 6:00 p.m., Municipal Court Building*

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Staff Report

File Number: PR-26-007

Award of Insurance Services Organization Classification Plaque to the Killeen Fire Department



City of Killeen

Staff Report

File Number: MN-26-011

Consider Minutes of Regular City Council Meeting of February 17, 2026.

City of Killeen

City Council Meeting

Killeen City Hall

February 17, 2026 at 3:00 p.m.

Presiding: Mayor Debbie Nash-King

Attending: Mayor Protem Riakos Adams, Councilmembers Anthony Kendrick, Nina Cobb, Joseph Solomon, Ramon Alvarez and Jessica Gonzalez

Also attending were City Manager Kent Cagle, Assistant City Manager Jeffery Reynolds, Assistant City Manager Laurie Wilson, City Attorney Holli Clements, Deputy City Secretary Beatrice Canseco and Sergeant-at-Arms Vanvalkenburg

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

Approval of Agenda

Motion was made by Mayor Protem Adams to approve the agenda, with DS-26-018 to immediately follow PR-26-005. Motion was seconded by Councilmember Alvarez. The motion carried unanimously (6-0).

Presentations

PR-26-005 Killeen Economic Development Corporation Update

Killeen Economic Development Corporation Vice President of Economic Development, Tyler Robert, presented an overview of current developments, project and activity updates and marketing within the past quarter.

Discussion Items

DS-26-018 Discussion regarding Library Strategic Planning

Staff Comments: Tiffanie McNair, Executive Director of Community Development
Ms. McNair and Crucial Strategies Consulting Representative, Garrett Mason,

presented this item to City Council for discussion. Ms. McNair and Mr. Mason were available to provide additional information and to answer questions.

Work Session

Discuss agenda items 2 - 12 for the February 17, 2026 Regular Session

Citizen Comments on Agenda Items

Michael Fornino spoke regarding DS-26-018 and OR-26-005.

Regular Session

Consent Agenda

- MN-26-008** Consider Minutes of Regular City Council Meeting of January 20, 2026.
- RS-26-029** Consider a memorandum/resolution readopting the Financial Governance Policy, to include the Investment Policy.
- RS-26-030** Consider a memorandum/resolution authorizing the City Manager to sign an agreement with the Texas Department of Transportation-Aviation Division for the administration of a Federal Aviation Administration Airport Infrastructure Grant for the Design-Build Box Hangars Project at Skylark Field.
- RS-26-031** Consider a memorandum/resolution approving a Ground Lease Agreement at Skylark Field Airport with RD Aviation, LLC.
- RS-26-032** Consider a memorandum/resolution authorizing an agreement and easement with Oncor Electric Delivery Company, LLC, to provide power to the Commercial Office Building at Killeen Regional Airport.
- RS-26-033** Consider a memorandum/resolution approving an interlocal agreement between Temple College and Killeen Fire Department.
- RS-26-034** Consider a memorandum/resolution approving an interlocal agreement between Central Texas College and Killeen Fire Department.
- RS-26-035** Consider a memorandum/resolution authorizing the execution of a professional services agreement with Martinez Architects, LP, for Professional A&E Design and Management Services for construction of Killeen Fire Department Fire Station No. 5, in the amount of \$810,000.00.
- RS-26-036** Consider a memorandum/resolution approving staff's determination that the Conditional Use Permit for the property located at 308 East Avenue D is terminated.
- RS-26-037** Consider a memorandum/resolution supporting for the Low-income Housing Tax Credit application to Texas Department of Housing & Community Affairs for RST The

Madelyn, LP.

- OR-26-005** Consider an ordinance ordering the May 2, 2026 Special Election for the purpose of electing a Councilmember for District 2.

The City Secretary read the caption of the ordinance:

AN ORDINANCE ORDERING THE HOLDING OF AN ELECTION IN THE CITY OF KILLEEN, TEXAS, FOR THE PURPOSE OF ELECTING A COUNCILMEMBER FOR DISTRICT 2; PROVIDING FOR THE FILING OF WRITTEN APPLICATION TO HAVE THEIR NAMES PRINTED ON THE OFFICIAL BALLOT; SPECIFYING THAT THE PROVISIONS OF THE SPECIAL 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.

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

Discussion Item

- DS-26-016** Update regarding Vehicle Wash Facility Annual Certification Program

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

- DS-26-017** Discuss renaming of street in honor of Bettie Ann McLaurin

Staff Comments: Wallis Meshier, Executive Director of Development Services
Ms. Meshier presented this item to City Council for discussion and consideration. Ms. Meshier was available to provide additional information and to answer questions.

Motion of direction was made by Councilmember Alvarez for staff to add a co-name to 8th Street from Veterans Memorial Boulevard to Rancier Avenue in honor of Mrs. Bettie Ann McLaurin. Motion was seconded by Mayor Protem Adams. The motion carried unanimously (6-0).

Adjournment

With no further business, upon motion being made by Mayor Protem Adams, seconded by Councilmember Solomon, and unanimously approved, the meeting was adjourned at 4:31 p.m.



City of Killeen

Staff Report

File Number: RS-26-045

Consider a memorandum/resolution accepting the annual audit report for the fiscal year ended September 30, 2025.

DATE: March 24, 2026
TO: Kent Cagle, City Manager
FROM: Judith Tangalin, Executive Director of Finance
SUBJECT: FY 2025 Annual Audit

BACKGROUND AND FINDINGS:

The City Council previously approved the engagement of Pattillo, Brown, & Hill, LLP to perform the independent audit of the City's financial records for the fiscal year ended September 30, 2025.

Pattillo, Brown, & Hill, LLP has completed the audit of the City of Killeen, including the Federal Single Audit and Passenger Facility Charge (PFC) audit. Representatives from the firm will present the results to the City Council.

The audits were performed in accordance with generally accepted auditing standards (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, as well as the provisions of the Single Audit Act Amendments of 1996 and the U.S. Office of Management and Budget's Uniform Guidance.

The audit provides reasonable assurance that the financial statements of the City of Killeen for the fiscal year ended September 30, 2025, are free from material misstatement. The audit report was prepared in conformity with generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Conforms to City Charter, Article III, Section 40 and the Financial Governance Policy VII.C External Audit

FINANCIAL IMPACT:

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

N/A

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:

City Council accept the annual audit report for the fiscal year ended September 30, 2025.

DEPARTMENTAL CLEARANCES:

Legal

ATTACHED SUPPORTING DOCUMENTS:

Click or tap here to enter text.



City of Killeen

Staff Report

File Number: RS-26-046

Consider a memorandum/resolution awarding RFP#26-17, Killeen Convention & Visitors Bureau Junetober Fest, to SBG Hospitality, in the annual amount of \$75,000.00.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Tiffanie McNair, Executive Director of Community Development

SUBJECT: Awarding RFP#26-17 - Killeen Convention and Visitor's Bureau Celebration of Junetober Fest

BACKGROUND AND FINDINGS:

The Killeen Convention and Visitors Bureau (KCVB) hosted the inaugural Junetober Fest on June 14, 2025. The event was created to support tourism, community engagement, and economic activity in Killeen. Attendance reached approximately 645 participants, with nearly half traveling from outside the local area. The first year demonstrated potential for regional growth and long-term sustainability.

Economic Impact: Junetober Fest generated measurable economic activity. Local attendee spending was estimated at approximately \$17,350. Out-of-town visitor spending was estimated at approximately \$29,800. Event revenue from ticket sales and vendor booths totaled approximately \$5,450. The overall estimated economic impact for year one was approximately \$52,600.

Data from year one supports continuing the event as a tourism initiative. A multi-year approach allows for stronger planning, improved programming, and expanded marketing efforts.

Continued growth is expected to increase regional attendance and support Hotel Occupancy Tax (HOT) revenue and local business spending.

Year Two Enhancements and Growth: Based on lessons learned from the first year, several enhancements are planned for year two. These include expanding food and retail vendors, adding family-friendly activities, and increasing community engagement opportunities.

The goal is to improve the guest experience while encouraging higher attendance and repeat visitation.

Event Planning Services Request for Proposal (RFP) 26-17 was advertised on the City of Killeen website from January 5-20, 2026, and in the Killeen Daily Herald on January 5 and January 12, 2026.

The RFP sought services for an initial three-year term with options to renew annually for up to two additional one-year periods. Two proposals were received: Events Unleashed and SBG Hospitality.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

Staff recommends approval to award RFP#26-17 to SBG Hospitality.

CONFORMITY TO CITY POLICY:

Yes, this item conforms to city policy

FINANCIAL IMPACT:

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

The City has budgeted \$75,000 in expenditure for Junetober Fest.

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

This is a recurring revenue/expenditure.

Is this revenue/expenditure budgeted?

Yes, expenditure is budgeted in 214-55124-500-540-680001.

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 that City Council award RFP 26-17, for Junetober Fest, to SBG Hospitality in the amount of \$75,000 annually, and authorize the City Manager, or his designee, to execute any and all change orders within the amounts set by State and Local law.

DEPARTMENTAL CLEARANCES:

Purchasing
Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Agreement

Evaluation Ratings

Certificate of Interested Parties

Presentation



EVENT COORDINATION AGREEMENT

This Event Coordination Agreement (this "Agreement") is made as of February 18th, 2026 by and between City of Killeen ("Client") and **SBG Hospitality LLC** ("SBG") with an address at 7200 W. University Drive, Suite 210, McKinney, Texas 75071 for SBG planning, coordinating and executing the Killeen Junetoberfest and shall remain in full force and effect for a three-year term covering calendar years 2026, 2027, and 2028.

WITNESSETH:

WHEREAS Client desires to utilize the services of SBG, as Client's unaffiliated, independent representative, in connection with the planning, coordination and execution of the Event.

WHEREAS, SBG has expertise in planning, coordination, and execution of events similar in nature to the Event.

WHEREAS this Agreement sets forth the terms and conditions upon which SBG will provide services to Client for the Event.

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **SBG Services.** SBG will execute the Killeen Junetoberfest and shall perform all aspects of the Event, which shall include planning, coordination, and execution of the Event from start to finish, including, without limitation, the services specified below (the "SBG Services") in an effective and timely manner, to Client's reasonable satisfaction:

- Please see the comprehensive list in EXHIBIT A.

SBG shall perform all services using diligent and good faith efforts, incorporating industry best practices for the planning, coordination, and execution of the Event. SBG agrees and acknowledges that any Texas Alcoholic Beverage Commission permits or other authorizations needed for any event referenced herein shall be the sole responsibility of either SBG or the vendor.

2. Client Responsibilities:

- Provide guidance and timely decision-making as reasonably requested by SBG.
- Notify SBG of any updates surrounding the Events area that could adversely affect the planning and/or operation of the Event, including parking and access.
- Payment of \$75,000 per year. - Event Dates: June 20th, 2026, June 19th, 2027, and June 17th, 2028.
2026 - Payment is due April 21st, 2026.
2027 - Payment is due April 20, 2027.
2028 - Payment is due April 18, 2028

3. **Location:** Killeen Special Events Center 3301 S W S Young, Killeen, TX 76542. The Event shall occur rain or shine.



4. In the event there are governmental orders, guidelines, laws, and/or ordinances applicable to the Event about the Covid-19 pandemic that make holding the Event on the Event Date impractical or prevent the Event from occurring on the Event Date, then Client and SBG shall mutually agree to a new Event date. As a result, any money paid by Client to SBG under the Agreement (and this Amendment) shall be applied to the rescheduled Event.

5. During the Event (including set-up and clean-up), SBG shall be responsible for complying with all governmental health and safety orders, guidelines, and laws. All health and safety procedures to be in place shall be subject to the prior approval of the Client.

Indemnity. To the extent authorized by Texas Law, SBG and Client shall indemnify, defend, protect, and hold harmless one another from and against any loss, cost, damage, expense, and liability, including, without limitation, court costs and reasonable attorneys' fees (collectively, "Claims") caused by the other party incurred in connection with or arising from any cause in, on or about or relating to this Agreement, either before, during or after the expiration of this Agreement or SBG's default under this Agreement. The provisions of this Section shall survive the expiration or sooner termination of this Agreement concerning any claims or liability occurring before such expiration or termination.

Assignment. SBG shall not assign this Agreement to any individual, entity or any other party.

Prevailing Party. If either party institutes any action or proceeding in court to enforce or interpret any provision of this Agreement, or any action for damages by reason of any alleged breach of any of the provisions hereof, then the prevailing party in any such action or proceeding shall be entitled to receive from the non-prevailing party such amount as the court may judge to be reasonable attorneys' fees for the services rendered to the prevailing party, together with its other reasonable, actual and necessary litigation costs and expenses.

Ministerial Requirements. Each party agrees that it will not raise or assert as a defense to any obligation under this Agreement, or make any claim that this Agreement is invalid or unenforceable, due to any failure of this document to comply with ministerial requirements, including requirements for corporate seals, attestations, witnesses, notarizations, acknowledgements or other similar requirements, and each party hereby waives the right to assert any such defense or make any claim of invalidity or unenforceability due to any of the foregoing.

Time of Essence. Time is of the essence in the performance of all covenants and conditions in this Agreement for which time is a factor.

Amendment. Any attempt to change *or* modify the terms of this Agreement shall be null and void unless approved and agreed to in writing by both parties.



Entire Agreement. This Agreement, together with its schedules and exhibits, if any, is the complete and exclusive agreement of the parties concerning the subject matter hereof and supersedes and merges all prior or contemporaneous representations, discussions, proposals, negotiations, conditions, communications, and agreements, whether written or oral. between the parties relating to the subject matter hereof

Authority. Each party warrants and represents that it is duly organized and in good standing under the laws of its state of formation, has the power and authority to enter into this Agreement, and that the individual signing on behalf of the party has the requisite authority to bind such party.

Governing Law Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of law principles. The parties agree that exclusive jurisdiction and venue for any action arising out of or relating to this Agreement shall lie in the state courts located in Bell County, Texas, and each Party hereby consents to the personal jurisdiction of such courts.

Counterparts. This Agreement may be executed in counterparts, including facsimile and PDF. Each of which shall be deemed original, and all of which together shall constitute the same instrument.

Validity. If any term or provision of this Agreement shall be determined by a court of competent jurisdiction to be illegal, invalid, or unenforceable for any reason whatsoever, that provision shall be severed from this Agreement and shall not affect the validity of the remainder of the Agreement.

No Waiver. The waiver by Client of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of such term, covenant, or condition of any subsequent breach thereof, or of any other term, covenant, or condition contained in this Agreement. No term, covenant, or condition of this Agreement shall be deemed to have been waived by Client unless such waivers are in writing and signed by Client.

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

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

- Bodily Injury
- (1) Each Occurrence - \$1,000,000
- (2) Annual Aggregate - \$2,000,000
- Property Damage Insurance
- (1) Each Occurrence - \$1,000,000
- (2) Annual Aggregate - \$2,000,000
- **B. Comprehensive Automobile Liability.**
- Bodily Injury
- (1) Each Person - \$500,000
- (2) Each Accident - \$1,000,000
- Property Damage
- (1) Each Occurrence - \$1,000,000+
- The vendor must ensure that any subcontractors have appropriate insurance coverage that meets or exceeds the requirements outlined in the RFP. Proof of subcontractor insurance must be provided upon request.

{Signatures appear on the following page}



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

CLIENT:

City of Killeen
Jeffery L. Reynolds
Assistant City Manager

By:

SBG:

SBG Hospitality LLC
a Texas limited liability company

By: **Kristen Wedgeworth**
Sales and Marketing Manager

Kristen Wedgeworth



KILLEEN JUNETOBERFEST

Exhibit A

PREPARED BY SBG HOSPITALITY



GET TO KNOW SBG HOSPITALITY

SBG Hospitality specializes in creating, organizing, and promoting high-quality events and experiences that bring the community together! We are involved in planning a wide range of events, from local festivals and community gatherings to large-scale events that attract diverse audiences. SBG Hospitality handles everything from event logistics and vendor coordination to marketing and sponsorship management, ensuring that each event is a memorable and successful experience for our attendees and event partners.

Our expertise lies in curating events that offer a mix of entertainment, food, beverages, and unique activations, appealing to various demographics. We have a passion for transforming diverse areas, including mixed-use developments, master-planned communities, downtown areas, and more, into thriving and dynamic destinations through the power of placemaking.

A few of our events:



FALL FEST AT THE STAR PRESENTED BY WRANGLER

4,000 attendees at the open to the public festival at the Cowboys Headquarters!

 [CLICK HERE!](#)



FRISCO OKTOBERFEST

A vibrant annual celebration of German culture and traditions, welcoming over 12,000 attendees to enjoy delicious brats, games, beer and live music!

 [CLICK HERE!](#)



DOWNTOWN MCKINNEY CRAFT BEER WALK

A lively event that invites 2,000 beer enthusiasts to explore the historic charm of Downtown McKinney while sampling a curated selection of craft beer!

 [CLICK HERE!](#)



FRISCO UNCORKED PRESENTED BY H-E-B

An annual wine and food festival held in Frisco, Texas, that celebrates the best of local and regional flavors with its 8,000 attendees!

 [CLICK HERE!](#)



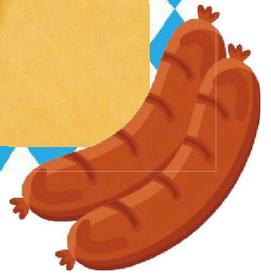
Event Organization and Management

SBG Hospitality is proud to present this event proposal for the 2nd Annual Killeen Junetoberfest, a fun community celebration that proved to be a tremendous success in its inaugural year!

Last year's event brought new visitors into Killeen, and created meaningful opportunities for community connection and local engagement. Junetoberfest successfully showcased Killeen as a welcoming destination for regional events while supporting local businesses and fostering a lively, family-friendly atmosphere.

Building on that momentum, this year's Junetoberfest is designed to leave an even greater lasting impression on the Killeen community. Guests will enjoy delicious bratwurst, a curated selection of craft beers, live entertainment, and interactive activities for all ages. The atmosphere will once again blend relaxed small-town charm with the energy and excitement of a signature festival experience—one that drives foot traffic to Killeen and strengthens community pride and participation.





KILLEEN JUNETOBERFEST!

SBG Hospitality will provide a turn-key event experience: Conceptualizing, planning logistics, coordinating the event, communicating with partners as needed, and executing a fabulous event in Killeen, Texas!

The key components of the event include:

Live Music + DJ (Upbeat Polka)

Delicious Bratwursts from a variety of vendors

A variety of craft beers from local and regional breweries

Activities like stein hoisting, brat eating, keg rolling, and more

Family - Friendly Fun with an obstacle course and bounce house

Branded Photo Opportunities

Branded beer sampling cups!

Here are some more fun details:

Event Overview



Killeen Junetoberfest is set to take place on June 20th, 2025 from 12 PM to 5 PM at the Killeen Special Events Center!

This unique event will celebrate the timeless pairing of beer and bratwurst, featuring live music, craft beer tastings with 10 craft brewers, food vendors serving flavorful creations, and a vibrant atmosphere designed to entertain and engage.

Guests will purchase a beer pass if they'd like to drink beer that will include a 3 ounce sample to each brewery, a signature event beer cup, a bag of pretzels, and a beer pass that the brewers will mark off as guests visit their table. We recommend keeping this affordable at \$35 per beer pass. and introducing a more affordable \$20 option as well in 2026.

Guests will pay the food vendors directly. Brat vendors will also have other delicious festival favorite available for purchase including large salted pretzels, corn dogs on a stick for the kiddos, lemonade and funnel cakes!

Other fun activities include the photo op moments and the activities area where attendees big and small will participate for bragging rights, gift cards, or an event T-Shirt! Plenty of biergarten seating will be available for attendees to relax.

Killeen Junetoberfest provides the perfect opportunity for the community to come together and enjoy an afternoon filled with exceptional food, drinks, and entertainment.

Building on the success of last year's event, SBG Hospitality is excited to bring Killeen Junetoberfest back for its second year with the goal of continuing to grow attendance, enhance the guest experience, and further strengthen community engagement. We look forward to expanding its impact while maintaining the elements that made it so successful.



Event Organization and Coordination



SBG Hospitality specializes in delivering seamless and well-executed events, ensuring every detail is thoughtfully planned and expertly managed. Through a collaborative and organized approach, SBG Hospitality will handle the following aspects to ensure the success of your event:

Develop a Comprehensive Event Plan and Timeline

- SBG Hospitality will create a detailed event plan that outlines every element of the event, from setup to teardown. This plan will include a clear timeline to ensure that all tasks and milestones are completed on schedule, providing a roadmap for smooth execution.

Coordinate with Vendors, Sponsors, and Stakeholders

- SBG Hospitality will serve as the main point of contact for all vendors, sponsors, and stakeholders, ensuring clear communication and alignment. Our team will manage these relationships to ensure everyone is on the same page and their contributions are delivered as promised.

Arrange Necessary Permits and Licenses

- Our team will handle the research, application, and procurement of all required permits and licenses needed to comply with local regulations. This includes working closely with city officials and ensuring all deadlines and requirements are met to avoid delays or issues.

Manage Event Budget and Expenses

- SBG Hospitality will develop and maintain a detailed event budget, ensuring all expenses are tracked and aligned with financial goals. By negotiating competitive rates with vendors and monitoring costs throughout the planning process, we ensure the event remains within budget while maximizing value. SBG will handle payment to all vendors and will invoice the city the event total of \$75,000. This payment can be split into two or three invoices if preferred.

As we move into the second year of Killeen Junetoberfest, SBG Hospitality is committed to building on the event's proven success by refining operations, strengthening partnerships, and elevating the overall experience. Our focus is on ensuring the continued growth of this event while maintaining the high standards and community-centered approach that made its inaugural year so successful.



Vendor Management

SBG Hospitality excels in managing vendor and sponsor relationships, ensuring that each partnership enhances the overall event experience. Our team will meticulously identify and recruit the best local breweries and bratwurst vendors to create a diverse and exciting offering for your event attendees.

Here's how SBG Hospitality will handle the process:

Identify and Recruit Local Breweries and Bratwurst Vendors

- SBG Hospitality will explore the best local breweries known for their craft beer offerings and work to secure partnerships with those that align with the event's theme and audience. We will also identify top-notch bratwurst vendors, ensuring a selection of gourmet food options that will leave guests satisfied and impressed. Our team will consider vendor reputation, quality of products, and ability to meet event demand when selecting the best partners for the festival. We also have a great roster of bratwurst vendors!
- We will take the lead in negotiating vendor agreements and partnerships, ensuring vendors are given the appropriate exposure and value. SBG will handle contract details, deliverables, and expectations, ensuring a mutually beneficial arrangement for all parties. We will work closely with each partner to create a clear and transparent agreement that meets both their needs and the event's goals.
- Manage Vendor Logistics (Setup, Power Requirements, etc.) SBG Hospitality will create a vendor load in/strike plan and ensure it runs smoothly.
- SBG Hospitality will oversee the entire logistics process for vendors, from setup to teardown. We'll coordinate all power requirements, space allocations, and booth setup to ensure smooth operations on event day. Our team will work with vendors to confirm any special needs or technical requirements, ensuring that every booth and station is properly equipped and ready for guests.

By taking care of vendor recruitment, contract negotiations, and logistical management, SBG Hospitality ensures that all partnerships are streamlined and set up for success, allowing the event to run smoothly and exceed expectations.



Marketing and Promotion

SBG Hospitality understands the importance of creating a buzz and generating excitement before, during, and after the event. Our team will develop a comprehensive marketing and promotional plan to drive awareness, attract attendees, and ensure your event is a success. Here's how we'll manage marketing and promotion:

Create Promotional Materials

- Our team will design eye-catching promotional materials, including posters, flyers, and social media content. These materials will reflect the event's theme and attract the attention of attendees. We'll ensure they are visually appealing and optimized for both digital and print formats, ensuring the event stands out across various platforms and within the local community.

Create Facebook Page

- SBG Hospitality will establish a dedicated Facebook page for the Beer and Bratwurst Festival. These platforms will serve as key channels to engage with the community, share event updates, post promotional content, and create excitement leading up to the event. We'll also use these pages to interact with potential attendees, answer questions, and foster a sense of community around the festival.

Engage with Local Media

- SBG Hospitality will collaborate with local media outlets to amplify the event's reach. Our team will coordinate press releases and event calendar listings to generate buzz and attract coverage.

SBG Hospitality will ensure that Killeen Junetoberfest achieves maximum visibility and excitement through strategic marketing efforts, innovative promotional materials, and robust online engagement, making the event both well-attended and memorable.



Ticketing and Registration

SBG Hospitality will provide a seamless and professional ticketing and registration experience for the festival, utilizing Eventbrite to manage every aspect of the process. Here's how we'll handle it:

Set Up an Online Ticketing System

- Using Eventbrite, SBG Hospitality will create a straightforward and user-friendly online ticketing platform. Tickets will be available in clearly defined categories. Guests will benefit from a simple, secure purchasing process, with immediate confirmation and digital ticket delivery.

Manage Ticket Sales and Distribution

- SBG Hospitality will oversee ticket sales via Eventbrite, monitoring performance through its real-time analytics tools. We'll ensure the smooth distribution of digital tickets, promptly address any issues, and provide regular updates on sales progress to the City of Killeen.

Provide On-Site Registration and Check-In

- Our team will utilize Eventbrite's check-in tools to facilitate a fast and efficient on-site registration process. This will include QR code scanning, organized registration stations, and a welcoming staff to ensure attendees have a smooth entry experience.

With SBG Hospitality managing the ticketing process, attendees will enjoy an effortless and stress-free experience, from purchasing tickets online to checking in at the event.

We recommend keeping general admission free and, charging \$35 for the full beer pass and \$20 for a smaller pass, giving attendees the opportunity to purchase food directly from the vendors.



Entertainment and Activities

SBG Hospitality will create an engaging and dynamic entertainment lineup and activity schedule that aligns perfectly with the festival's theme, ensuring attendees enjoy a memorable experience. Here's how we'll bring the festival to life:

Arrange Live Music and Entertainment

- To set the perfect tone for the event, SBG Hospitality will book an upbeat polka band! Our team will handle all aspects of stage setup, including securing the necessary backline equipment, managing audio and lighting requirements, and coordinating performer schedules. This ensures a professional and seamless music experience for both the performers and the audience.

Plan Activities

- SBG Hospitality will organize a variety of engaging activities and competitions, including:
 - Stein Hoisting Contest
 - Stein Relays
 - Brat Eating Contest
 - New this year: Obstacle course , bounce house+ Face Painting!

Last year, the activities were truly the star of the show—keeping attendees entertained, engaged, and coming back for more throughout the festival. We will continue that tradition this year, handling the rules, prizes, and production for each activity to ensure they run smoothly and contribute to a lively, interactive experience

Through thoughtful planning, professional coordination, and attention to detail, SBG Hospitality will deliver a well-rounded lineup of entertainment and activities that keep attendees engaged, entertained, and excited throughout the event.



Logistics and Operations

SBG Hospitality is committed to ensuring that every aspect of Junetoberfest runs seamlessly. Our team will handle the logistics and operations with precision and professionalism, ensuring a smooth experience from setup to teardown.

Arrange for Event Setup and Teardown

- SBG Hospitality will coordinate all aspects of event setup and teardown, including vendor booths, stages, seating, activities, signage, and other infrastructure. Our team will create a detailed timeline and checklist to ensure everything is ready well before the event starts and is efficiently dismantled afterward.

Manage Event Staff and Volunteers

- Our team will recruit, train, and manage event staff and volunteers to assist with various tasks, such as registration, vendor support, activity management, and attendee assistance. We will ensure every team member understands their roles and responsibilities to maintain a well-organized event environment.

Oversee Event Day Operations and Troubleshooting

- On the day of the festival, SBG Hospitality will oversee all operations, ensuring that the event runs according to plan. Our team will monitor key areas, address any unforeseen challenges, and maintain open communication with vendors, sponsors, and performers. We'll ensure attendees have a positive experience while troubleshooting any issues that arise in real time.

Building on last year's success, where seamless operations and attention to detail allowed the festival to run smoothly and keep attendees fully engaged, SBG Hospitality is excited to bring that same level of excellence to the second year. We are eager to enhance the experience, maintain the high standard of organization, and create another unforgettable event for the Killeen community.



Post Event Activities

SBG Hospitality understands that the work doesn't end when the event concludes! We will handle all post-event activities to ensure a successful wrap-up and provide valuable insights for future planning.

Conduct a Post-Event Evaluation

- After the festival, our team will conduct a comprehensive post-event evaluation to assess its success. We will gather feedback from attendees, vendors, sponsors, and staff to identify strengths and areas for improvement. This process will provide actionable insights to enhance future events.

Manage Vendor and Partner Follow-Ups

- SBG Hospitality will coordinate with vendors and event partners after the event to express gratitude, share event outcomes, and strengthen relationships. We will provide detailed follow-up communications, including post-event reports and photos, ensuring all sponsor and vendor expectations were met.

Handle Financial Reconciliation and Reporting

- Our team will oversee the financial reconciliation process, ensuring all expenses and revenues are accounted for. We will provide a detailed financial report, outlining ticket sales, any set sponsorship contributions, and expenses, to offer a clear picture of the event's financial performance.

By managing these essential post-event activities, SBG Hospitality ensures that the Festival concludes on a high note, paving the way for continued success in future events. Building on last year's achievements, we are excited to make this second year of the festival even more memorable and impactful. We'd love to see Killeen Junetoberfest become an annual tradition that brings the community together year after year!



EVALUATION TABULATION

RFP No. 26-17

Junetober Fest Event Planning Services – KCVB / City of Killeen

AGGREGATE SCORES SUMMARY

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	Total Score (Max Score 100)	Total Average Rank
SBG Hospitality LLC	91 (1)	71 (1)	83 (1)	81.67	1
Events Unleashed	80 (2)	61 (2)	61 (2)	67.33	2

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Venue Management Points Based 10 Points (10%)	Vendor Coordination Points Based 20 Points (20%)	Marketing & Promotion Points Based 20 Points (20%)	Entertainment & Activities Points Based 20 Points (20%)	Safety & Security Points Based 10 Points (10%)	Budget and Cost Efficiency Points Based 10 Points (10%)	Experience & Reputation Points Based 10 Points (10%)	Total Score (Max Score 100)
SBG Hospitality LLC	8.7	16	14	15.7	8.3	9	10	81.67
Events Unleashed	7.3	12.3	13	13	6.7	8.3	6.7	67.33

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:
2026-1423294

Date Filed:
02/19/2026

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
SBG Hospitality LLC
Mckinney, TX 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.
26-17
planning, management, and execution services for an indoor festival event aimed at promoting local breweries, food vendors, and community engagement

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	SBG Hospitality	Mckinney, TX United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Andrew Stephan, and my date of birth is 07/31/1982.

My address is 7200 W University Drive, Suite 210, Mckinney, TX, 75071, USA.
(city) (state) (zip code) (country)

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

Executed in Collin County, State of Texas, on the 19 day of February, 2026.
(month) (year)

Andrew Stephan
Signature of authorized agent of contracting business entity
(Declarant)



**KILLEEN CONVENTION &
VISITORS BUREAU
JUNETOBER FEST**

RS-26-046

March 24, 2026

Background

2

- Killeen Convention and Visitors Bureau (KCVB) hosted the inaugural Junetober Fest on June 14, 2025.
- Attendance reached approximately 645 people, with nearly half traveling outside the Killeen area.
 - ▣ The event created an economic benefit for the community.
 - ▣ Helped position Killeen as a destination for regional festivals.
 - Out-of-town attendance is a key driver of Killeen's tourism economy and supports tourism-related activities.

Junetober Fest Year 1

3

- First year events provides an opportunity to identify areas of improvement or expansion.
 - ▣ Data showed significant tourism value.
 - ▣ A multi-year commitment allows a vendor to:
 - Build consistency.
 - Improve programming.
 - Expand marketing reach.
 - Grow regional attendance.
- During years 2 and 3, the event can expand into a signature regional festival generating increased Hotel Occupancy Tax (HOT) revenue and local spending.

Economic Impact of Year 1

4

Category	Description	Amount
Local Spending	347 local attendees	\$17,350
Visitor Spending	298 Out of town attendees	\$29,800
Event Revenue	Tickets & vendor booths	\$5,450
Overall Economic Impact	Combined total	\$52,600

Enhancements & Growth

5

- Building on a successful first year, KCVB goals are to:
 - ▣ Expand Food & Vendor Experience
 - Increase the number of food vendors
 - Add festival favorites (giant salted pretzels, corn dogs, funnel cakes)
 - ▣ Family – Friendly Experiences
 - Kids zone with bounce houses and air brush tattoos/face painting
 - ▣ Community Engagement
 - Prizes including gift cards and event branded T-shirts
 - Increase retail vendors

Enhancements & Growth Cont.

6

Purchases Option	Tastings	Cup	Price
Full Tasting Experience	10 tickets	Yes	\$30
Taste and Explore	5 tickets	Yes	\$20
Two (2) Tasting	2 tickets	Yes	\$10
Additional Tasting	1 ticket	N/A	\$5

Request for Proposal 26-17

7

- Event Planning Services Request for Proposal (RFP) 26-17 was advertised as follows:
 - ▣ City of Killeen website January 5th - 20th, 2026.
 - ▣ Killeen Daily Herald on January 5th and 12th, 2026.
- The RFP was issued for an initial three-year contract, with an option to renew annually for up to two (2) additional years.
- Two (2) proposals were received.
 - ▣ Events Unleashed
 - ▣ SBG Hospitality

Request for Proposal Process Cont.

Vendor	Venue Mgmt.	Vendor Coord.	Marketing	Entertainment	Safety	Cost Efficiency	Experience	Total Score
SBG Hosp.	8.7	16	14	15.7	8.3	9	10	81.67
Events Unleashed	7.3	12.3	13	13	6.7	8.3	6.7	67.33

SBG Hospitality

9

- SBG Hospitality is a McKinney, TX based company specializing in creating, organizing, and promoting high-quality events and experiences.
- SBG Event Experience
 - ▣ **Killeen Junetober Fest 2025**
 - ▣ Frisco Fall Fest at The Star Presented by Wrangler
 - ▣ Ft. Worth Fried Chicken & Craft Beer Fest
 - ▣ Frisco Oktoberfest
 - ▣ Downtown McKinney Craft Beer Walk
 - ▣ Frisco Uncorked presented by H-E-B

Recommendation

- Staff recommends that City Council award RFP 26-17, for Junetober Fest, to SBG Hospitality in the amount of \$75,000 annually, 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-26-047

Consider a memorandum/resolution adopting the Killeen Public Library Five-Year Strategic Plan 2026-2030.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Tiffanie McNair, Executive Director of Community Development

SUBJECT: Adoption of the Killeen Public Library Five-Year Strategic Plan 2026-2030

BACKGROUND AND FINDINGS:

The Killeen Public Library engaged professional consultant, Crucial Strategies to evaluate the library and its services to determine areas of strengths and areas that need improvement.

The Strategic Plan reflects extensive analysis of community needs, usage trends, and best practices in public library service. It establishes a clear roadmap for how the Killeen Public Library will continue to serve residents through access to information, literacy and educational programming, workforce development resources, technology, and welcoming community spaces.

Killeen is a rapidly growing and diverse city, and the library plays a critical role in supporting that growth. From early literacy initiatives and student support to digital access, job readiness, and lifelong learning opportunities, the library serves residents at every stage of life. The Strategic Plan is designed to ensure that services remain responsive, equitable, and sustainable as demand continues to increase.

Successful implementation of this plan will require ongoing collaboration and adequate resourcing. Continued investment in staffing, facilities, collections, and technology will allow the library to meet current needs while preparing for the future. These investments directly support the City's broader goals related to education, economic development, and quality of life.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This item conforms with state and local policies.

FINANCIAL IMPACT:

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

N/A

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:

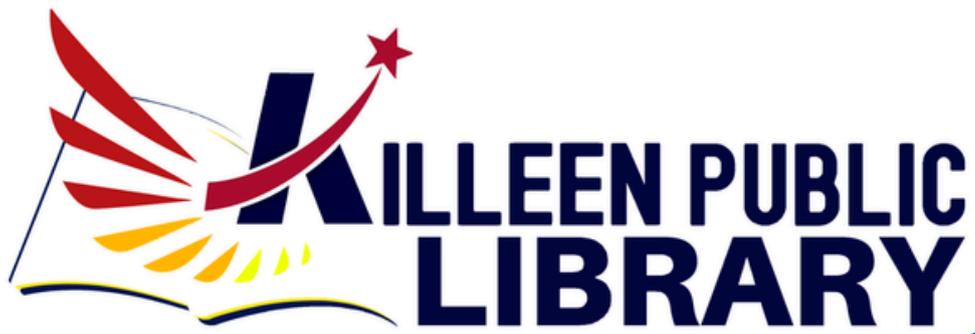
Staff recommends Killeen City Council adopt the Killeen Public Library Five-Year Strategic Plan 2026-2030.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Strategic Plan
Presentation



2026-2030 STRATEGIC PLAN



Special Thanks

Several members of the Killeen community and KPL staff made this plan possible by providing important feedback and guidance regarding how KPL can best serve Killeen.

MISSION AND VISION WORKING SESSION

Antonio Murphy - Executive Director of Parks & Recreation, City of Killeen
Austin Cherry - Manager of Killeen Arts & Activities Center, City of Killeen
Dawn Richardson - Educator (Retired)
Ernest Wilkerson - Regent, Central Texas Community College
Glenda Barnes - Library Advocate
Kim Walker - Library Advocate
Kira Baskett - Main Street Coordinator, Downtown Revitalization, City of Killeen
SGT Kyle Moore - Killeen Police Department, Community Engagement Unit
Peter Jobin - Library Advocate
Tanida Mullen - Manager of Killeen Convention & Visitors Bureau, City of Killeen
Tiffanie McNair - Executive Director of Community Development, City of Killeen

COMMUNITY STAKEHOLDER INTERVIEWEES

Suzanne Armour - Director of Programs, Families in Crisis
Justice Gregory Johnson - Justice of the Peace Precinct 4, Place 1
Jessica Gonzalez - Councilmember, City of Killeen

COUNCIL MEMBERS AND CITY LEADERSHIP

Riakos Adams - Mayor
District #1 - Jessica Gonzalez
District #2 - Joseph Solomon
District #4 - Anthony Kendrick
At-large - Ramon Alvarez
Kent Cagle - City Manager
Jeffrey Reynolds - Assistant City Manager
Lauren Wilson - Assistant City Manager

STRATEGIC PLAN STEERING COMMITTEE

Amy Gibson - Assistant Director
Ashur'dee Martin - Library Clerk
Bryan Deleondaily - Circulation Clerk
Daisha McCants - Library Clerk
Walter Moczygemba - Reference Librarian

And with appreciation and sincere thanks to Deanna Frazee who served the Killeen community for 30 years as the Killeen Public Library Director and was a member of the Strategic Plan Steering Committee. Enjoy your retirement!

Planning Process Summary

Beginning in August 2025, Killeen Public Library (KPL) Leadership began working with Crucial Strategies Consulting (CSC) to create the framework for a strategic planning process aimed at delivering a new 5-year strategic plan for 2026-2030. This planning process included:

Research

Research efforts included a Demographic Study utilizing the US Census American Community Survey 5-year estimates across demographic, social, economic, and housing categories. KPL leadership provided a collection of zip codes that more accurately reflect the patrons KPL serves. Additional analysis and research to understand KPL usage trends over the previously reported seven (7) years (2018-2024), spatial analysis of patron physical checkout activity, and peer library performance using 10 peer libraries identified by KPL leadership were all executed by CSC.

Feedback and Engagement

A Strategic Plan Steering Committee (SPSC) was created to provide guidance, information, and context as well as to receive, review, and synthesize the various analyses and reports provided by CSC. The SPSC was an important part of the planning process and provided understanding and “behind the scenes” insight when notable findings or trends were identified by CSC.

A half-day in-person Mission and Vision working session was held and attended by various members of City of Killeen government agencies, former educators, and KPL patrons. Working in groups and through various CSC prompts, the working session produced draft versions of KPL’s updated Mission and Vision Statements which were later finalized.

KPL staff participated in a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. The resulting comments helped highlight various common threads of which the SPSC became aware and could consider. Several KPL staff members were also interviewed confidentially.

Including the community’s feedback and perspective was important in KPL’s planning process and was obtained through two (2) in-person and one (1) virtual Town Halls open to the public and mediated by CSC. Additionally, stakeholders identified by KPL leadership were also interviewed.

This plan is the result of the KPL team’s hard work and willingness to share openly, as well as the time and thoughtfulness of so many who care about KPL and have helped chart its path forward.



Tiffanie McNair
Executive Director of Community Development
City of Killeen



Garrett Mason
President
Crucial Strategies Consulting

Join Us As We Evolve

As the needs of Killeen residents change, KPL must also change to ensure we effectively meet these changing needs. Over the next 5 years and into the future, we will strive to continuously enhance our connection and service to the Killeen community through new partnerships and collaboration, increased capacity, improved communication, and strategic programming to maximize our value, performance, and impact. We invite you to join us as we **evolve**.

Our Mission

"The Killeen Public Library provides access to knowledge and services that engage and support Killeen's continuously evolving community."

Our Vision

"To be a dynamic library that empowers growth, sparks engagement, and elevates community life."

Our Values

Our values guide the work of every member of KPL staff as we serve the community and provide important resources each day:

Welcoming

We create warm, safe spaces where people belong, feel comfortable asking for help, and want to stay, connect, and return.

Respect

We treat every person with dignity, fairness, and care, ensuring everyone feels seen, valued, and safe, both within our team and in the community we serve.

Access

We provide free and open access to information, resources, and learning while protecting intellectual freedom, privacy, and impartiality.

Integrity

We act with honesty, transparency, and accountability, stewarding public resources responsibly and making decisions guided by our mission and values.

Service

We serve with kindness, professionalism, and responsiveness by listening first, helping fully, and adapting to meet the real needs of our community.



Our Priorities

Priority 1: Communication and Public Awareness

During the planning process, it quickly became apparent that KPL required additional focus and directed efforts around both internal communication procedures and ensuring the community is aware of all the resources and ongoing activities at KPL. Chief among these findings is the need for KPL to establish and manage its own website and social media presence. An online presence separate from the City of Killeen's would allow for more dynamic and timely control of KPL's messages and visibility to the community. Internally, KPL requires more standardization of communication efforts to support staff awareness and more effective internal collaboration.

Priority 2: Community Engagement and Collaboration

One of the most effective methods for staying relevant and being a valuable part of the community and social fabric is partnering with other organizations to remain visible and better serve the public. Through increased collaborative efforts, the resources provided by KPL would become more widely known. Additionally, collaborating with other organizations, such as other city departments, non-profits, and businesses, helps to maximize both KPL's use of public funds and impact delivered to Killeen.

Priority 3: Programming and Community Needs

Providing free programming is one of the heartbeats of any public library. These programs can be anything from technology classes, book clubs, knitting classes, storytime, etc., and make libraries not only a resource for lifelong learning, but also an important vehicle for social gathering and connecting. Through strategic needs-based programming and constantly developing and delivering new, innovative programs, KPL would be more widely utilized by a larger segment of the community. This effort includes starting to collect program feedback and continually adapting programs to best fit the needs of the community.

Priority 4: Service Capacity and Spaces

A main tenet of public libraries is to be the "third place," with the first two places being home and work, for members of the community. Given the current limitations in facilities and funding, KPL must be innovative in how to best use the currently available space to meet the needs and preferences of the community. This requires exploration in ensuring spaces are not only warm and inviting, but are cultivated to maximize KPL's performance, value, and impact. Additionally, KPL staff require continual development and training to ensure they have the skills to maximize their effectiveness and efficiency for both KPL and patrons.

Priority 1: Communication and Public Awareness

KPL will provide clear, consistent, and accessible communication ensuring residents always know what the library offers, how to access services, and what value the library brings to the community. This includes improving the visibility of programs, services, digital resources, and operational updates across all locations. By strengthening how we share information, we remove barriers to access and ensure every resident can fully benefit from what the library provides.

- 1.1** - Create and deploy a new standalone and user-friendly KPL website by the end of 2026.
- 1.2** - Utilize patron emails with an opt-in/opt-out option for notification of events and programs by the end of 2026.
- 1.3** - Cultivate an up-to-date standalone KPL social media presence by July 1, 2026.
- 1.4** - Review and implement both internal and external communication standards and systems to support a consistently well-informed KPL staff and community regarding all things KPL and KPL partner-related by July 1, 2027.
- 1.5** - Create a monthly (or quarterly) KPL newsletter that is distributed across all information and marketing channels by the end of 2026.
- 1.6** - Increase the 2024 circulation per capita figure (1.10) by 20% annually to 2.74 by 2030 to better align with overall Texas public library performance.
- 1.7** - Increase to and maintain at least 45% of non-expired cards having at least one (1) circulation event per moving 12 month average by the end of 2028.



Priority 2: Community Engagement and Collaboration

KPL will create and expand partnerships with schools, community organizations, city departments, businesses, and Fort Hood to increase impact and reach residents where they are. Collaboration will help extend services, bring programs into new spaces, bring new resources into the library, and respond to the various needs of community groups. Through intentional relationship-building, the library will solidify itself as a connector, resource hub, and trusted partner throughout the region.

- 2.1** - Develop at least 10 new (different from previous year) initiatives with community partners that support programming, outreach, and/or resource-sharing annually starting in 2027.
- 2.2** - Co-host a minimum of 6 collaborative events annually with community partners starting in 2026.
- 2.3** - Deliver a minimum of 5 library services or programs outside library facilities (i.e. schools, parks, community centers, non-profits, Fort Hood, other area libraries, etc.) per month starting in June 2027.
- 2.4** - Increase the 2024 registered users per capita figure (0.32) by 10% annually to a 12 month moving average of 0.52 by 2030.
- 2.5** - Build an effective collaborative and information-sharing relationship with neighboring libraries by September 2026.
- 2.6** - Connect with area universities and determine the feasibility of utilizing social worker students by January 1, 2027.



Priority 3: Programming and Community Needs

KPL will design and deliver programs that respond to the interests, needs, and opportunities within our community for children, teens, adults, seniors, homeschool families, ESL learners, workforce users, and digital beginners. By improving scheduling, promotion, and program evaluation, we will increase attendance and ensure offerings are accessible, relevant, and meaningful. The intent is that every resident will find a program that supports their goals, learning, and/or sense of belonging.

- 3.1** - Through strategic programming and more effective marketing and communication efforts, increase the 2024 program attendance per capita figure (0.11) by 15% annually to 0.22 by 2030 to better align with overall Texas public library performance.
- 3.2** - Pilot at least 5 new program series focused on emerging needs (e.g., ESL, workforce readiness, tech skills, seniors, homeschoolers, literacy, identifying misinformation, etc.) annually starting in 2026.
- 3.3** - Begin collecting patron program satisfaction scores in 2027 and maintain a 90% satisfaction score annually.
- 3.4** - Implement an annual or semi-annual patron survey by the end of 2027 to capture patron and community needs and allow KPL to serve emerging community needs.
- 3.5** - By the end of 2026, explore and determine the feasibility of providing future computer classes.



Priority 4: Service Capacity and Spaces

KPL will strengthen the foundation of our library, including our people, systems, and physical spaces, to ensure consistent, high-quality service for all residents. This includes aligning staffing and training with community demand, while updating and reconfiguring our current buildings to create more welcoming, flexible, and functional public spaces. By improving meeting room access, adding study and collaboration areas, and optimizing space without major capital expenditures, we ensure the library is designed for diverse uses by everyone in the community.

- 4.1** - Increase the 2024 visitors per capita figure (1.14) by 9% annually to 1.75 by 2030 to better align with overall Texas public library performance.
- 4.2** - Reconfigure existing spaces to add 2 new functional areas (i.e. study rooms, meeting rooms, flexible seating, collaboration zones, etc.) with minimal capital expenditure by 2027 and continue to explore additional new spaces.
- 4.3** - Create and implement a staff training and development program by September 1, 2028 to improve overall service and consistency.
- 4.4** - Implement an updated library volunteer program by January 1, 2028 to maximize staff capacity.
- 4.5** - Working with Killeen Public Schools, explore the creation of a Teen Advisory Committee or Teen Advocate Program to more effectively engage and address the needs of Killeen teens by January 1, 2028.
- 4.6** - Continuously explore various low-cost approaches to improve the overall physical presentation of KPL locations to ensure a warm and welcoming environment.
- 4.7** - Explore the renovation of the Main Library or moving the Main Library to southwest Killeen.
- 4.8** - Continue exploring the creation of a children's library and immersion center.



Killeen Public Library Funding

While not a formal priority, KPL acknowledges the need for increased investment to meet community expectations. The library's capacity has not grown in relation to Killeen's population growth. Sustainable funding will support materials, staffing, programming, technology, and facilities that reflect the size and needs of the Killeen community. This includes leveraging and maximizing any fundraising activities by the Friends of the Library and proactively seeking any additional sources of available funding. Additional funding avenues may include identifying grants, exploring the creation of a Killeen Public Library Foundation, and investigating innovative methods of revenue creation. As a public institution, the library will responsibly and transparently advocate for the resources required to continuously improve our performance and deliver value and impact for all Killeen residents.

Thank you for allowing us to serve you!



Planning Process: Peer Analysis

2024 Performance and Resources - KPL Compared to Peer Group				
	Killeen	*Peer Group Average	Difference from Avg	
Circulation (Circ)	Total Circ Per Capita	1.1	3.7	-2.6
	Children's Circ Per Capita - Physical Formats	0.2	1.5	-1.3
	Circ Per Capita - E-materials	0.7	1.0	-0.3
	Circ Per Capital - Physical Formats (Excludes Children's)	0.2	1.1	-0.8
	Circ Per Paid Staff	6,290	15,414	-9,123.6
	Circ Per Hour	32.7	106.1	-73.4
	Circ Per Visit	1.0	1.9	-0.9
Collection	Total Collection-Items Per Capita	1.0	2.8	-1.8
	Total Physical Items	151,642	183,467	-31,825.2
	Physical items Per Capita	0.9	1.3	-0.3
	^Total E-Materials	15,324	200,598	-185,274.0
	E-Materials Per Capita	0.1	1.6	-1.5
Rev	Total Operating Revenue Per Capita	\$12.07	\$23.67	-\$11.60
Expenditures (Materials)	Collection Materials Expenditures Per Capita	\$1.44	\$2.55	-\$1.11
	Percentage of Expenditures for Collection Materials	11.9%	11.3%	0.6%
	Total Operating Expenditures Per Capita	\$12.07	\$23.21	-\$11.14
	Physical Material Expenditure Per Circulation	\$2.04	\$2.44	-\$0.40
	E-Material Expenditure Per Circulation	\$0.84	\$1.37	-\$0.53
	Physical Material Expenditures Per Capita	\$0.86	\$1.37	-\$0.51
	E-Materials Expenditures Per Capita	\$0.58	\$1.03	-\$0.46
	Percentage of Operating Expenditures for Other Operating	14.2%	17.7%	-3.5%
Patrons and Usage	Service Area Population	159,643	148,341	11,302.3
	Total Square Footage Per Capita	0.2	0.4	-0.3
	Reference Transactions Per Capita	0.1	0.1	-0.1
	Library Visits	181,606	278,008	-96,402.3
	Visits Per Capita	1.1	1.9	-0.7
	Registered Users	51,795	57,654	-5,858.8
	Registered Users Per Capita	0.32	0.38	-0.05
	Net Interlibrary Loans	446	-550	995.6
	Uses of Public Internet Computers Per Year	23,400	29,520	-6,120.4
	Public Internet Computer Uses Per Computer	1,170	647	523.1
	Public Internet Computer Uses Per Computer Per 10k Capita	73.3	45.4	27.9
Uses of Public Internet Computers Per Year Per Capita	0.15	0.19	-0.04	
Programming	Attendance Per Program - Birth to 5 Years	15.6	36.4	-20.8
	Attendance Per Program - 6 to 11 Years	25.8	51.0	-25.2
	Attendance Per Program - Young Adults	12.8	17.0	-4.2
	Attendance Per Program - Adults	6.9	12.5	-5.6
	Attendance Per Program - General Interest	1,800.0	276.3	1,523.7
	Overall Attendance per Program - All Programs	24.6	32.5	-7.9
	Program attendance Per Capita	0.1	0.2	-0.1
Staffing	Percentage of Operating Expenditures for Staffing	74.0%	71.1%	2.9%
	Staff Expenditures Per Capita	\$8.93	\$16.47	-\$7.54
	**Population Per Total Paid Staff	5,702	4,298	1,403.4
	Library Visit Per Paid Staff	6,486	7,617	-1,130.8

*KPL figures are included in the Peer Group Average

^Per State Library reporting guidelines, the part of E-materials expenses under Killeen's IT department was not included.

**A positive difference from the Peer Group Average could be considered positive or negative depending on context.

Please note that differences due to rounding may exist in the table.

Planning Process: Peer Analysis (cont'd)

To better understand KPL's level of usage, performance, and available resources, a public libraries peer analysis was undertaken. Upon CSC's request, KPL leadership identified 10 peer libraries to serve as the basis of the peer analysis. These libraries included:

Abilene Public Library	Pasadena Public Library
Denton Public Library	Temple Public Library
Lewisville Public Library	Tyler Public Library
McKinney Public Library	Waco-McLennan Public Library
New Braunfels Public Library	Wichita Falls Public Library

Data used in the Peer Analysis (as shown in the table on pg 10) was normalized or rates were used to allow for more effective comparison (i.e. per capita, per staff, etc.) across 44 measures. When determining the Peer Group Average, KPL's figures and performance were included to ensure the most conservative disparities possible. Additionally, the 11 libraries (KPL plus the 10 peers) were ranked 1 to 11 across each of the 44 measures. Some notable findings are provided below:

- KPL serves the 4th LARGEST official Service Area Population but has the LOWEST Total E-Materials and 2nd LOWEST E-Materials Per Capita. KPL's figures in both these areas are significantly below the group average.
- KPL's Total Collection Items Per Capita of 1.0 is well below the group average of 2.8. KPL's Total Collection Items (currently about 167k) would need to grow by about 280k (for a total of 447k items) to reflect the group average.
- KPL has the LOWEST Total Operating Revenue Per Capita (\$11.60 less than the group average and \$5.93 lower than Wichita Falls, the next lowest peer).
- KPL serves the 4th LARGEST official Service Area Population but has the FEWEST Total Square Footage Per Capita with which to serve their patrons.
- KPL reports the LOWEST Staff Expenditures Per Capita, but with the 5th HIGHEST Percentage of Operating Expenditures for Staffing. Along with the LOWEST Total Operating Revenue Per Capita (\$11.60 less than the group average), this suggests KPL is severely lagging in both Total Operating Revenue Per Capita and Staff Expenditures.

In general, KPL had the worst overall average ranking (11th) and was significantly underresourced compared to the 10 peer libraries. KPL beat the average in only 8 of the 44 (18%) measures and ranked 10th or 11th in 18 of the 44 (41%) measures.

Planning Process: Usage & Performance Analysis

In addition to the Peer Analysis, a Usage and Performance Analysis reviewing KPL activity and resources from 2018–2024 and compared with the average performance for all Texas public libraries with a legal service area population of 100k–200k* was completed. Selected findings are below:

- For the years 2018 to 2024, KPL’s Total Operating Revenue Per Capita trailed Texas library peers by an average of -\$9.81. While KPL’s 2024 figure is the highest for KPL over this time period, 2024 also reflects the largest revenue gap between KPL and its peers at -\$10.68. **This represents a \$1.7 million revenue shortfall for KPL relative to its Texas library peers.** Additionally concerning, this gap has increased by just over 19% since 2021 (see below).

		2018	2019	2020	2021	2022	2023	2024	Average
Total Operating Revenue Per Capita	KPL	\$10.14	\$9.92	\$9.01	\$10.61	\$10.66	\$10.88	\$12.07	\$10.47
	100k-200k LSA	\$19.25	\$19.52	\$18.79	\$19.56	\$20.38	\$21.55	\$22.75	\$20.27
	KPL Difference	-\$9.11	-\$9.60	-\$9.78	-\$8.95	-\$9.72	-\$10.67	-\$10.68	-\$9.81

- KPL spent \$7.60 less (approximately \$1.2 million) on Total Staff Expenditures Per Capita than the average of all 100k–200k LSA Texas libraries in 2024 (see below); the largest disparity for the period studied. **This suggests KPL is either understaffed or staff are underpaid relative to the comparison group.**

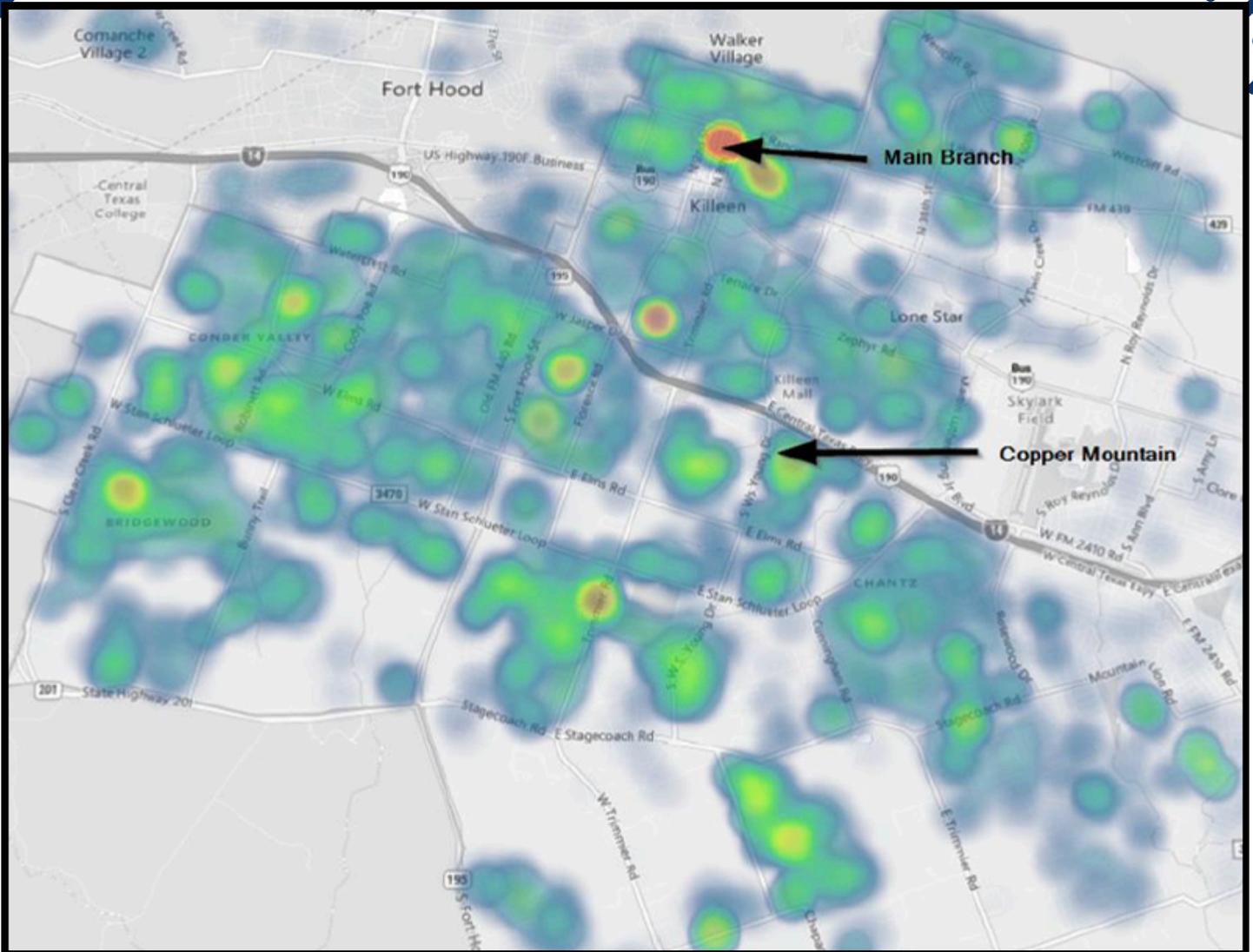
		2018	2019	2020	2021	2022	2023	2024	Average
Total Staff Expenditures Per Capita	KPL	\$6.83	\$6.60	\$7.21	\$7.47	\$8.18	\$8.15	\$8.93	\$7.62
	100k-200k LSA	\$13.46	\$13.80	\$13.54	\$13.70	\$14.25	\$15.12	\$16.53	\$14.35
	KPL Difference	-\$6.63	-\$7.20	-\$6.33	-\$6.22	-\$6.07	-\$6.97	-\$7.60	-\$6.73

- Growth of KPL’s E-books Per Capita has not kept pace with the average of all 100k–200k LSA Texas libraries over the period studied.
- KPL spent an annual average of \$1.20 per capita less (about \$192k) on Total Collection Materials Expenditures Per Capita than the average of all 100k–200k LSA Texas libraries from 2018–2024.
- While realizing an increase of nearly 16,000 from 2023 to 2024, KPL’s number of Registered Library Users in 2024 (51,795) is about 45% lower than the 7-year high of 93,354 in 2019.
- KPL’s Total Programs increased by 152% while Total Program Attendance Per Program declined 44% from 2018 to 2024. However, KPL’s Total Attendance Per Program has increased about 84% from 2022 to 2024 (see below).

		2018	2019	2020	2021	2022	2023	2024	Average
Total Program Attendance Per Program	KPL	44.0	23.9	25.3	44.0	13.4	12.9	24.6	26.8
	100k-200k LSA	35.2	34.9	33.5	30.6	32.7	35.3	38.6	34.4
	KPL Difference	8.8	-11.0	-8.3	13.4	-19.4	-22.4	-13.9	-7.6

*After identifying a calculation error in the 100k–200k legal service area calculations on a resource made available by the Texas State Library and Archives Commission, the above reflects the CSC corrected calculations.

Planning Process: Spatial Analysis



Given the population of Killeen, nearly 160k in 2024, KPL wanted to better understand the general activity of KPL patrons and how effective the two (2) current KPL locations were at serving the community. Additionally, the analysis sought to inform whether another library location might provide more accessibility to patrons. The above heat map provides the number of circulation events for KPL patrons with at least one physical circulation event in the previous 365 days of the data pull (November 18, 2025) given the general geographic area of patron addresses. The analysis was limited to only physical circulation activity due to issues with e-material activity. Also, any in-person library use, such as attending a library program or event, reading in the library without checking out any materials, etc., are not reflected in the data since these activities do not require the validation and use of a library card.

Overall, the analysis shows that a large amount of physical circulation activity originates from patrons in the west-southwest area of Killeen, which is also the greatest distance from the Main Library and Copper Mountain Branch (CMB). These initial findings support the need for further exploration and to determine the feasibility of a KPL location in the west-southwest area of the city.



Planning Process: SWOT

STRENGTHS

1) Staff, Customer Service, and Patron Relationships

This is the clearest and most dominant strength. Staff repeatedly cited customer service, staff accessibility, supportive colleagues, and strong relationships with regular patrons. The library's human capital, how staff interact with patrons and each other, is perceived as a consistent and differentiating asset.

2) Programming (Especially Children, Teen, and Family)

Programming, particularly children's and CMB programming, Storytimes, events, and crafts, was mentioned frequently. Staff see programming as engaging and central to keeping community interest and foot traffic.

3) Collections (Books, E-Books, Genealogy)

The physical and digital collections remain a strong point, with repeated references to books, adult fiction, e-books, and especially genealogy. Genealogy stands out as a niche strength that gives the library a unique identity for certain patrons.

4) Free and Affordable Resources / Services

Free resources, affordable printing, and low-cost or free access were cited often, though typically more briefly. These offerings reinforce the library's role as an accessible institution and safety net for the community.

5) Community Space and Safe Haven

Staff referenced the library as a social hub and safe place, including for unhoused patrons.

WEAKNESSES

1) Communication (Internal, External, and Cross-Branch)

Communication failures dominate the weaknesses list. Staff cited poor internal communication, inconsistent messaging between branches, unclear policies, weak marketing, inaccurate public information, and lack of leadership visibility. This is the most pervasive issue across the organization.

2) Leadership, Management, and Staff Support

Closely following communication are concerns about leadership effectiveness: mistrust, favoritism, lack of autonomy, insufficient training, poor delegation, burnout, low morale, and limited advancement opportunities. Staff feel underutilized and undersupported despite feeling they are the organization's strongest asset.

3) Marketing, Outreach, and Public Awareness

Marketing and outreach weaknesses were repeatedly cited, specifically regarding low public awareness, inconsistent social media presence, limited outreach, and poor visibility at community events. Staff feel the library does not have the ability to effectively tell its story and share information with the public due to marketing constraints.

Planning Process: SWOT (cont'd)

WEAKNESSES (cont'd)

4) Space, Facilities, and Aesthetics

Lack of study rooms, inefficient use of space, aging facilities, poor aesthetics, custodial issues, and insufficient meeting areas were mentioned concerns.

5) Systems, Processes, and Operational Friction

Issues with payment systems tied to patron information, slow cataloging, lack of administrative services (faxing, scanning, notary), and inconsistent processes create friction for staff and patrons.

OPPORTUNITIES

1) Community Engagement, Partnerships, and Collaboration

The strongest opportunity theme centers on partnerships with schools, businesses, Killeen Parks, downtown organizations, Fort Hood, etc. Staff see collaboration as the fastest way to increase relevance and reach.

2) Expanded and More Strategic Programming

There is strong interest in expanding programming for adults, young adults, seniors, ESL learners, homeschoolers, and technology novices. Staff clearly view programming as the primary growth lever.

3) Grants, Fundraising, and Friends of the Library

Reviving Friends of the Library, pursuing grants, hosting book sales, and fundraising were frequently cited as ways that should be explored or further leveraged to stabilize funding and expand services.

4) Better Use of Space and Facilities

Staff see immediate opportunities in reconfiguring existing space or exploring renovations to include study kiosks, meeting rooms, children's areas, etc. before pursuing the building of another location. Some staff feel that maximizing KPL's current locations makes more sense than building a new location.

5) Marketing, Social Media, and Visibility

Leveraging social media, improving storytelling, and having a more intentional presence at community events are seen as important, high-impact opportunities.

THREATS

1) Book Bans and Censorship Pressure

Book bans overwhelmingly dominate the threats category. Staff view censorship as a direct threat to collections, professional values, morale, and public trust.

2) Funding Instability and Rising Costs

Federal and city funding cuts, combined with rising costs and low revenue, pose a serious threat to sustainability and staffing. Concern exists over how the library can stay relevant without the necessary funding for innovative and more convenient resources and services.

Planning Process: SWOT (cont'd)

THREATS (cont'd)

3) Perception, Relevance, and Competition

Competition from other libraries, ever-expanding online services, AI, and search engines, combined with weak marketing, especially when coupled with funding issues and a lack of innovation, create the risk that the library is perceived as less relevant.

4) Facility Location, Downtown Conditions, and Safety Perceptions

Downtown decline, homelessness near the Main Library, lack of foot traffic, public transit limitations, and safety concerns threaten the perception of the Main Library and level of physical usage.

5) Communication Failures and Reputation Risk

Poor communication with the public, weak media relationships, negative word of mouth, and limited city advocacy threaten the library's reputation and political capital.

Strategic Summary

The library's greatest perceived strengths of staff and programming are being actively constrained by its greatest weaknesses in communication, marketing, and leadership systems while the external threats of book bans, funding cuts, and lack of perceived relevance increase the urgency to act.

Implications and Considerations Moving Forward

Fix Communication First to Unlock Everything Else

Communication shows up as a weakness and a threat, and its absence likely magnifies nearly every other problem. A unified internal and external communication framework is foundational and required. This includes standardization and effective recordkeeping of library policies and procedures.

Protect and Invest in Staff as the Primary Strategic Asset

Staff are the top strength, yet morale, trust, and autonomy are among the top weaknesses. Leadership development, training, empowerment, and visible support are critical strategies and processes that depend on intentional and effective execution.

Strategically Scale What Already Works: Programming and Collaboration for Growth

Strategic expansion into appropriate and in-demand adult, teen, ESL, and tech programming is necessary to drive usage and increase perceived relevance. More effective collaboration and partnerships for programming and events offer the clearest path to increased usage and relevance.

Use Partnerships to Offset Funding and Capacity Limits

Collaboration is the strongest opportunity and the most realistic response to funding threats. Working with area schools, parks, downtown businesses, and the military base help create relevance, maximize the use of available funding, and provide vehicles for growing the library's user base.

Planning Process: SWOT (cont'd)

Reclaim the Narrative in a Politicized Environment

Book bans and perception threats require proactive storytelling, community advocacy, and alignment with civic priorities. Marketing, as it is currently executed, is no longer a viable approach. Additionally, the library must become more effective at collecting high-quality data beyond simple circulation numbers to objectively demonstrate the library as a fundamental community resource. This effort will likely require enhanced utilization of current systems and the creation of standard operating procedures for program attendance, patron feedback, and various other library uses.



Planning Process: Town Halls

An important part of the planning process was ensuring public input for how KPL might ideally serve Killeen and provide the best value and impact to each community member and military family. A total of three (3) town halls were held (two (2) in-person and one (1) virtually) and moderated by CSC. Ensuring KPL is aware of the community's needs and wants, and identifying its role in helping address them, is an important aspect of strategic collaboration and the effective use of public resources. Town hall questions covered the following areas:

Programs

Areas of Interest

Spaces

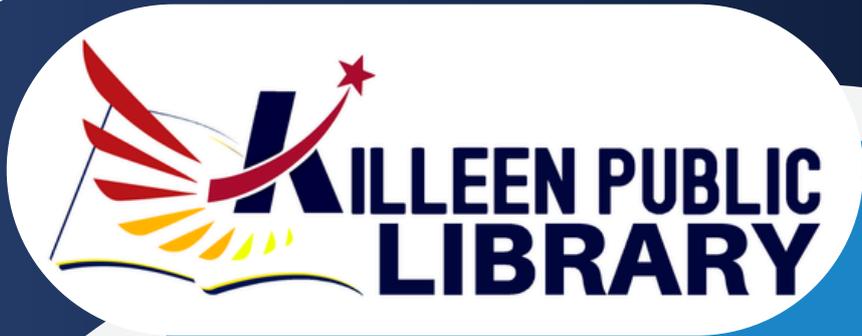
Services

Military & Military Families



Come Rediscover Killeen Public Library!







KILLEEN PUBLIC LIBRARY
STRATEGIC PLAN 2026-2030

RS-26-047

March 24, 2026

Background

- Beginning in August 2025, Killeen Public Library (KPL) began its strategic planning process, and with the assistance of Crucial Strategies Consulting (CSC), created the framework for a strategic plan for 2026-2030.
- A Strategic Plan Steering Committee (SPSC) comprised of library staff, was created to provide guidance, information, and context as well as to receive and review the various reports provided by CSC.
- If adopted, this will be the first strategic plan for KPL.

Mission and Vision

3

Mission

“The Killeen Public Library provides access to knowledge and services that engage and support Killeen’s continuously evolving community.”

Vision

“To be a dynamic library that empowers growth, sparks engagement, and elevates community life.”

Peer Analysis

- To better understand KPL's level of usage, performance, and available resources, a public libraries peer analysis was performed.

Peer Library List	
Abilene Public Library	Pasadena Public Library
Denton Public Library	Temple Public Library
Lewisville Public Library	Tyler Public Library
McKinney Public Library	Waco-McClennan Public Library
New Braunfels Public Library	Wichita Falls Public Library

Peer Analysis: Key Findings

5

KPL serves the 4th LARGEST official service area population but has the LOWEST total e-materials and 2nd LOWEST e-materials Per Capita.

KPL's total collection items Per Capita of 1.0 is well below the group average of 2.8.

KPL has the LOWEST total operating revenue per capita (\$11.60 less than the group average and \$5.93 lower than Wichita Falls, the next lowest peer).

Peer Analysis: Key Findings Cont.

6



KPL serves the 4th LARGEST official service area population but has the FEWEST total square footage per capita with which to serve their patrons.



KPL reports the LOWEST staff expenditures per capita, but with the 5th HIGHEST percentage of operating expenditures for staffing.



KPL has the LOWEST total operating revenue per capita (\$11.60 less than the group average), this suggests KPL is severely lagging in both total operating revenue per capita and staff expenditures.

Peer Analysis: Summary

7

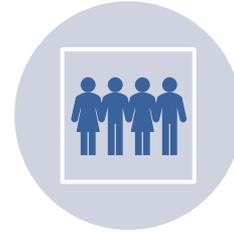
- KPL had the worst overall average ranking (11th) and was significantly under-resourced compared to the 10 peer libraries.
- KPL serves the 4th LARGEST official service area population but has the LOWEST total e-materials and 2nd LOWEST e-materials Per Capita.

KPL Strategic Plan Priorities

8



Communication and
Public Awareness



Community
Engagement and
Collaboration



Programming and
Community Needs



Service Capacity
and Spaces

P1: Communication and Public Awareness

9



KPL will provide clear, consistent, and accessible communication so residents always know what the library offers, how to access services, and what value the library brings to the community.



An online presence separate from the City of Killeen's would allow for more dynamic and timely control of KPL's messages and visibility to the community.

P2: Community Engagement and Collaboration

10

KPL will create and expand partnerships with schools, community organizations, city departments, businesses, and Fort Hood to increase impact and reach residents where they are.



Through increased collaborative efforts, the resources provided by KPL would become more widely known.

P3: Programming and Community Needs

11

KPL will design and deliver programs that respond to the interests, needs, and opportunities within our community for children, teens, adults, seniors, homeschool families, ESL learners, workforce users, and digital beginners.



Through strategic needs-based programming and constantly developing and delivering new, innovative programs, KPL would be more widely utilized by a larger segment of the community.

P4: Service Capacity and Spaces

12



KPL will strengthen the foundation of our library, including our people, systems, and physical spaces, to ensure consistent, high-quality service for all residents.



This requires exploring opportunities for the development of a new library facility or expansion of current branches to maximize KPL's performance, value, and impact.

Killeen Public Library Funding

- There is a need for increased investment to meet the current and future community needs and expectations.
- Sustainable funding will support materials, staffing, programming, technology, and facilities that reflect the size the Killeen community.

Recommendation

14

- Staff recommends Killeen City Council adopt the Killeen Public Library Strategic Plan 2026-2030.



City of Killeen

Staff Report

File Number: RS-26-048

Consider a memorandum/resolution dissolving the Downtown Advisory Committee and creating a Main Street Board to support downtown revitalization efforts.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Wallis Meshier, Executive Director of Development Services

SUBJECT: Establishment of Main Street Board

BACKGROUND AND FINDINGS:

In August of 2022, the Killeen City Council adopted the Killeen2040 Comprehensive Plan, which set the goal to seek a Main Street designation for Downtown Killeen (DT5.8).

On March 28, 2023, the City Council established and appointed members to the Downtown Advisory Committee. This committee has served as a stakeholder group to support downtown revitalization efforts and pursue Main Street designation.

When the Downtown Advisory Committee was established, a term for committee members was not established. Since that time, three positions on the committee have become vacant, and one committee member no longer owns property in Downtown.

On November 7, 2025, the Texas Historical Commission approved the City of Killeen's application to join Main Street. As a requirement of this designation, the city must transition our current Downtown Advisory Committee to a formally designated Main Street Board, that meets the program standards. As part of the requirements of the Texas Main Street Program, board members are required to enter into a contract affirming that they will attend quarterly trainings and contribute volunteer hours.

The board will also assist with the following:

- Making recommendations on program developments.
- Promotion and planning of city events.
- Fundraising; and
- Other activities to encourage preservation, business development, and community engagement.

Proposed Board Structure

Staff recommends establishing a Main Street Board consisting of seven (7) members, each serving

a two-year term. This proposed structure will help to ensure board member engagement and participation. The proposed board will meet on a quarterly basis.

Staff's recommendation regarding the makeup of the Main Street Board is as follows:

- Three (3) Citizen Representatives; and
- Four (4) members from any of the following organizations:
 - Killeen Arts Commission;
 - Heritage Preservation Board;
 - Fort Hood;
 - Downtown Merchants Association;
 - Hispanic American Chamber of Commerce;
 - Innovation Black Chamber of Commerce; and
 - Greater Killeen Chamber of Commerce.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This item conforms to all applicable City policies.

FINANCIAL IMPACT:

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

This is not applicable.

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

This is not applicable.

Is this revenue/expenditure budgeted?

This is not applicable.

If not, where will the money come from?

This is not applicable.

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

This is not applicable.

RECOMMENDATION:

Staff recommends dissolving the existing Downtown Advisory Committee and establishing a Main Street Board to establish board makeup and terms to better align with Main Street Program requirements.

Staff also recommends opening an application period for prospective board members, so appointments can be made at a later date.

DEPARTMENTAL CLEARANCES:

This item has been reviewed by Development Services and Legal Staff.

ATTACHED SUPPORTING DOCUMENTS:

Presentation



ESTABLISHMENT OF MAIN STREET BOARD

RS-26-048

March 24, 2026

Background

- In August of 2022, the Killeen City Council adopted the Killeen2040 Comprehensive Plan, which set the goal to seek a Main Street designation for Downtown Killeen (DT5.8)
- On March 28, 2023, City Council established and appointed members to the Downtown Advisory Committee. This Committee has served as a stakeholder group to support downtown revitalization efforts and pursue Main Street designation.

Background

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Background

- On November 7, 2025 the Texas Historical Commission approved the City of Killeen's application to join Main Street.
- As a requirement of this designation, the City must transition our current Downtown Advisory Committee to a formally designated Main Street Board that meets the program standards.

Main Street Board

- As part of the requirements of the Texas Main Street Program, Board members are required to enter into a contract affirming that they will attend quarterly trainings and contribute volunteer hours.

Main Street Board

- The Board will also assist with the following:
 - Making recommendations on program developments;
 - Promotion and planning of City events;
 - Fundraising; and
 - Other Activities to encourage preservation, business development, and community engagement.

Proposed Board Structure

7

- Staff recommends establishing a Main Street Board consisting of seven (7) members, each serving a two-year term.
- This proposed structure will help to ensure Board member engagement and participation.
- The proposed Board will meet on a quarterly basis.

Proposed Board Structure

- Staff's recommendation regarding the makeup of the Main Street Board is as follows:
 - ▣ Three (3) Citizen Representatives; and
 - ▣ Four (4) members from any of the following organizations:
 - Killeen Arts Commission;
 - Heritage Preservation Board;
 - Fort Hood;
 - Downtown Merchants Association;
 - Hispanic-American Chamber of Commerce;
 - Innovation Black Chamber of Commerce; and
 - Greater Killeen Chamber of Commerce.

Staff Recommendation

- Staff recommends dissolving the existing Downtown Advisory Committee and establishing a Main Street Board to establish Board makeup and terms and better align with Main Street Program requirements.
- Staff also recommends opening an application period for prospective Board members so appointments can be made at a later date.



City of Killeen

Staff Report

File Number: RS-26-049

Consider a memorandum/resolution appointing presiding and alternate judges for the May 2, 2026 General and Special Elections.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Laura Calcote, City Secretary

SUBJECT: Appointment of Presiding and Alternate Judges for May 2, 2026 General and Special Elections

BACKGROUND AND FINDINGS:

The City will conduct General and Special Elections on Saturday, May 2, 2026. Texas Election Code, Chapter 32, Sections 32.001 and 32.005 requires that a presiding election judge and an alternate presiding judge shall be appointed for each precinct in which an election is held by the governing body of a political subdivision.

The following individuals are hereby named as presiding election judges and alternate judges for said elections at said Early Voting polling locations and Election Day precinct polling locations, and as the Early Voting Ballot Board (EVBB)/Central Counting Station (CCS) personnel to process ballots by mail, Early Voting results and Election Day voting results.

Early Voting

Killeen City Hall (*Main Early Voting Location*):

- Daryl Peters, Lead Deputy Early Voting Clerk

Jackson Professional Learning Center (*Branch Early Voting Location*):

- Phelan Curry, Lead Deputy Early Voting Clerk

Lions Club Park Senior Center (*Branch Early Voting Location*):

- Johnny Meadors, Lead Deputy Early Voting Clerk

Election Day

Precincts #106/116/117/201/211 (*Rancier Middle School*):

- Marcus Harris, Presiding Judge
- Beverly Hurst, Alternate Judge

Precincts #109/110/204/406/410 (*Utility Collections*):

- Daryl Peters, Presiding Judge
- Cheryl Ross, Alternate Judge

Precincts #203/208/209/210/214/215/217 (*Cedar Valley Elementary School*):

- Yulinda George-Dias, Presiding Judge
- Patricia Johnson, Alternate Judge

Precincts #205/207 (*Jackson Professional Learning Center*):

- Phelan Curry, Presiding Judge
- Isolean Young, Alternate Judge

Precincts #206/408/409/419/420 (*Killeen Lions Park Senior Center*):

- Johnny Meadors, Presiding Judge
- Vicki Savilisky, Alternate Judge

Precincts #404/412/415 (*Palo Alto Middle School*):

- Mya Zuniga, Presiding Judge
- Cayla Zuniga, Alternate Judge

Precincts #401/405/414 (*Robert M. Shoemaker High School*):

- Victor Sanchez, Presiding Judge
- George Arnold, Alternate Judge

Precincts #402/413 (*Roy J. Smith Middle School*):

- Marta Rivera, Presiding Judge
- Felicia Wilson, Alternate Judge

Early Voting Ballot Board and Central Counting Station Personnel

- Teresa Cossey, Presiding Judge
- Helen Guzman, Alternate Judge

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Article IX, Section 98, of the City Charter states that all city elections shall be governed by the laws of the State of Texas governing general and municipal elections. Appointing judges and alternate judges is required by 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 for election workers, including presiding judges, alternate judges, and clerks, is \$40,000. This total includes seasonal pay, Medicare, Social Security, and workers' compensation. Killeen Independent School District will reimburse the City for their share of the costs.

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

This is an annual expenditure.

Is this revenue/expenditure budgeted?

Yes, this expenditure is budgeted. Funding is available in the General Fund, Legal Department under the following accounts:

- 100-51130-150-152-640005 - Seasonal Pay
- 100-51610-150-152-640005 - Medicare
- 100-51620-150-152-640005 - Social Security
- 100-51700-150-152-640005 - Workers' Compensation

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:

City staff recommends City Council appoint presiding and alternate judges for the May 2, 2026 General and Special Elections.

DEPARTMENTAL CLEARANCES:

- Human Resources
- Finance
- Legal

ATTACHED SUPPORTING DOCUMENTS:

Presentation



APPOINT PRESIDING AND
ALTERNATE JUDGES FOR
MAY 2, 2026 GENERAL AND
SPECIAL ELECTIONS

RS-26-049

March 24, 2026

Background/Discussion

2

- Texas Election Code requires presiding election judges and alternate presiding judges shall be appointed for each precinct in which an election is held by the governing body of a political subdivision
- Staff has identified qualified and experienced individuals to work as election officials and workers for the City of Killeen and Killeen ISD Joint May 2, 2026 General and Special Elections

Early Voting Deputy Clerks

3

- Killeen City Hall (*Main Early Voting Location*):
 - ▣ Daryl Peters, Lead Deputy Early Voting Clerk
- Jackson Professional Learning Center (*Branch Early Voting Location*):
 - ▣ Phelan Curry, Lead Deputy Early Voting Clerk
- Lions Club Park Senior Center (*Branch Early Voting Location*):
 - ▣ Johnny Meadors, Lead Deputy Early Voting Clerk

Election Day Presiding & Alternate Judges

4

- Precincts #106/116/117/201/211 (*Rancier Middle School*):
 - ▣ Marcus Harris, Presiding Judge
 - ▣ Beverly Hurst, Alternate Judge
- Precincts #109/110/204/406/410 (*Utility Collections*):
 - ▣ Daryl Peters, Presiding Judge
 - ▣ Cheryl Ross, Alternate Judge
- Precincts #203/208/209/210/214/215/217 (*Cedar Valley Elementary School*):
 - ▣ Yulinda George-Dias, Presiding Judge
 - ▣ Patricia Johnson, Alternate Judge

Election Day Presiding & Alternate Judges Cont.

5

- Precincts #205/207 (*Jackson Professional Learning Center*):
 - ▣ Phelan Curry, Presiding Judge
 - ▣ Isolean Young, Alternate Judge
- Precincts #206/408/409/419/420 (*Killeen Lions Park Senior Center*):
 - ▣ Johnny Meadors, Presiding Judge
 - ▣ Vicki Savilisky, Alternate Judge
- Precincts #404/412/415 (*Palo Alto Middle School*):
 - ▣ Mya Zuniga, Presiding Judge
 - ▣ Cayla Zuniga, Alternate Judge

Election Day Presiding & Alternate Judges Cont.

6

- Precincts #401 /405/414 (*Robert M. Shoemaker High School*):
 - ▣ Victor Sanchez, Presiding Judge
 - ▣ George Arnold, Alternate Judge

- Precincts #402/413 (*Roy J. Smith Middle School*):
 - ▣ Marta Rivera, Presiding Judge
 - ▣ Felicia Wilson, Alternate Judge

Early Voting Ballot Board & Central Counting Station Personnel

7

- Teresa Cossey, Presiding Judge
- Helen Guzman, Alternate Judge

Fiscal Impact

8

- ❑ Judges, alternate judges and clerks are paid \$20.00/hour to work at polling locations
- ❑ Total estimated cost to pay workers to operate three (3) Early Voting polling locations and eight (8) Election Day polling locations is \$40,000

Recommendation

9

- Staff recommends the identified individuals be named to serve as presiding and alternate judges for the City of Killeen and Killeen ISD Joint *May 2, 2026* General and Special Elections



City of Killeen

Staff Report

File Number: RS-26-050

Consider a memorandum/resolution appointing a Councilmember to the Killeen Economic Development Corporation.

DATE: March 24, 2026
TO: Kent Cagle, City Manager
FROM: Laura Calcote, City Secretary
SUBJECT: Appointing a Councilmember to KEDC

BACKGROUND AND FINDINGS:

Previous District 3 Councilmember, Nina Cobb, served as an Elected Official Representative on the Killeen Economic Development Corporation. Councilmember Cobb’s resignation went into effect on Sunday, March 1, 2026. Therefore, a vacancy has been created on the KEDC.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Making this appointment conforms to relevant city ordinances and policies.

CITY COUNCIL REGULAR COMMITTEES:

KEDC (partial term)

Current Member	Appt. Date	Exp. Date	New Member	Position
Vacant	March 2026	June 2026	Elected Official Rep.	

FINANCIAL IMPACT:

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

N/A

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:

N/A

DEPARTMENTAL CLEARANCES:

Legal

ATTACHED SUPPORTING DOCUMENTS:

Presentation



COUNCIL APPOINTMENT TO
KILLEEN ECONOMIC
DEVELOPMENT CORPORATION

RS-26-050

March 24, 2026

Overview

2

- Vacancy created on the KEDC with previous District 3 Councilmember Nina Cobb's resignation

Killeen Economic Development Corporation (KEDC) (partial term)

<u>Current Member</u>	<u>Appt. Date</u>	<u>Exp. Date</u>	<u>New Member</u>	<u>Position</u>
Vacant	March 2026	June 2026		Elected Official Rep.



City of Killeen

Staff Report

File Number: OR-26-007

Consider an ordinance declaring an unopposed candidate and cancelling the May 2, 2026 Special Election for District 2.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Laura Calcote, City Secretary

SUBJECT: Declaration of Unopposed Candidate and Cancellation of May 2, 2026 Special Election for District 2

BACKGROUND AND FINDINGS:

The Texas Election Code, Chapter 2, Sections 2.051-2.053, provides that an election in a single-member district shall be cancelled if the candidate is unopposed and there are no write-in candidates.

On Wednesday, March 4, 2026, the City Secretary certified to the City Council that Charles "Chuck" Kimble was unopposed for election to the office of Councilmember District 2 and that no candidate's name was to be placed on a list of write-in candidates for the position of Councilmember District 2.

An ordinance has been prepared cancelling the Special Election for District 2 and declaring that Charles "Chuck" Kimble is elected to office and shall be issued a certificate of election following the time the election would have been canvassed. Mr. Kimble's name will still appear on the ballot in District 2 as an unopposed candidate declared elected.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

Cancelling a district election is allowed 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?

N/A

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 City Council approve the attached ordinance cancelling the May 2, 2026 Special Election for District 2 and declaring Charles "Chuck" Kimble elected to office, effective at the time of canvassing the results of the May 2, 2026 General and Special Elections.

DEPARTMENTAL CLEARANCES:

Legal

ATTACHED SUPPORTING DOCUMENTS:

Certification of Unopposed Candidates
Ordinance
Presentation



**CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER
POLITICAL SUBDIVISIONS (NOT COUNTY)**

*CERTIFICACIÓN DE CANDIDATOS ÚNICOS PARA OTRAS
SUBDIVISIONES POLITICAS (NO EL CONDADO)*

To: Mayor Riakos Adams

Al: Alcalde Riakos Adams

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 2, 2026.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 2 de mayo de 2026.

List offices and names of candidates:

Lista de cargos y nombres de los candidatos:

Office(s) Cargo(s)

Councilmember District 2

(Miembro del Consejo Distrito 2)

Candidate(s) Candidato(s)

Charles "Chuck" Kimble


Signature (Firma)

Laura J. Calcote

Printed name (Nombre en letra de molde)

City Secretary (Secretario de la ciudad)

Title (Puesto)

March 4, 2026 (4 de marzo de 2026)

Date of signing (Fecha de firma)



AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 2, 2026 SPECIAL ELECTION FOR DISTRICT 2; CANCELLING THE SPECIAL ELECTION IN THE DISTRICT WITH UNOPPOSED CANDIDATES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Special Election (Election) was called for Saturday, May 2, 2026, for the purpose of electing a Councilmember for District 2 to the City Council; and

WHEREAS, the City Secretary has certified that the candidate on the ballot for District 2 is unopposed for election to office, and that no person has made a declaration of write-in candidacy for District 2; and

WHEREAS, under these circumstances, Texas Election Code, Chapter 2, Section 2.053, authorizes the City Council to declare the candidate for District 2 elected to office and cancel the election in that District;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION I. The following candidate, who is unopposed in the May 2, 2026 Special Election for District 2, is declared elected to office and shall be issued a certificate of election following the time the election would have been canvassed:

Charles “Chuck” Kimble

SECTION II. The May 2, 2026 Special Election is cancelled for District 2.

SECTION III. It is declared to be the intent of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance is declared invalid by the judgment or decree of a court of competent jurisdiction, the invalidity shall not

affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this ordinance since the City Council would have enacted them without the invalid portion.

SECTION IV. This ordinance shall take effect upon its final passage, and it is so ordained.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 24th day of March 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:

Riakos Adams, MAYOR

ATTEST:



Laura J. Calcote, CITY SECRETARY

APPROVED AS TO FORM:

Holli C. Clements, CITY ATTORNEY



**CANCEL MAY 2, 2026 SPECIAL
ELECTION FOR DISTRICT 2**

OR-26-007

March 24, 2026

Background/Findings

- Texas Election Code provides that an election in a single-member district shall be cancelled if the candidate is unopposed and there are no write-in candidates
- City Secretary has certified that Charles “Chuck” Kimble is unopposed for the office of Councilmember District 2
- Proposed ordinance cancels the May 2, 2026 Special Election for District 2 and declares Charles “Chuck” Kimble elected

Recommendation

3

- Staff recommends City Council approve the ordinance cancelling the *May 2, 2026* Special Election for District 2 and declaring Charles “Chuck” Kimble elected to office, effective at the time of canvassing the results of the *May 2026* General and Special Elections



City of Killeen

Staff Report

File Number: PH-26-010

Hold a public hearing and consider a City-Initiated request on behalf of six (6) property owners (**Case# Z26-01**) to rezone approximately 1.18 acre, being Lots 1-2, 4-7, Block 1, Wanda Park from "B-5" (Business District) to "R-2" (Two-Family Residential District). The subject properties are locally addressed as 1810, 1814, 1906, 1910, 1914, and 2002 Wood Avenue, Killeen, Texas.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Wallis Meshier, Exec. Dir. Of Dev. Serv.

SUBJECT: Zoning Case # Z26-01: "B-5" to "R-2"

BACKGROUND AND FINDINGS:

Property Information:

Property Owner: Six (6) individual property owners
Agent: City-initiated request
Current Zoning: "B-5" (Business District)
Proposed Zoning: "R-2" (Two-Family Residential District)
FLUM Designation: 'Traditional Neighborhood' (TN)
Growth Sector Designation: 'Infill & Enhance' (IE)

Summary of Request:

This is a City-initiated request to rezone six (6) properties from "B-5" (Business District) to "R-2" (Two-Family Residential District). This request aims to amend the current zoning to make it consistent with the existing residential land use. The existing single-family and two-family homes are considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54, which states that a non-conforming structure cannot be rebuilt in case of total destruction. If approved, this City-initiated request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.

The intent of this initiative is to assist property owners by rezoning legal non-conforming properties to establish the current residential uses of properties as complying with the City of Killeen's zoning and land use regulations. In doing so, the goal is to ensure that property owners are better positioned to sell or refinance their property in the future, should they choose to do so. Based on

current information, the rezoning is not expected to have any negative impacts on the property, and property values are not expected to be affected.

Zoning/Plat Case History:

All of the lots in Wanda Park were annexed into the City limits on September 10, 1951. Staff is unable to determine the date the zoning classification was changed.

Character of the Area:

North: Developed residential property zoned "R-2" (Two-Family Residential District)

South: Developed commercial property zoned "B-5" (Business District)

East: A religious institution zoned "B-5" (Business District)

West: Developed commercial property zoned "B-5" (Business District)

Future Land Use Map Analysis:

The properties are located within the 'Infill & Enhance' (IE) area on the Growth Sector Map and designated as 'Traditional Neighborhood' (TN) on the Future Land Use Map (FLUM) of the Killeen 2040 Comprehensive Plan.

The Growth Sector Map indicates that these parcels are in the 'Infill & Enhance' sector and as such, have existing development and full service, but are located in areas where additional population, higher development intensities, and integration of uses is desired. This sector is primarily located in downtown and the neighborhoods immediately around it. Growth policies for this area should support infill, redevelopment, and infrastructure projects. These projects should accommodate more residents and small businesses while improving walkability.

The 'Traditional Neighborhood' place type recreates the pre-suburban development pattern with smaller lots, smaller setbacks, shorter blocks, diverse housing typologies and a mix of uses. Though it is not required for uses to always be mixed within the same building, it is important to note that large single use developments (such as large multiplex apartments or retail centers with large land area devoted to parking) do not suit traditional neighborhoods. Uses should be pedestrian in nature as mixed-use neighborhoods are places where residents can live, shop, work, and gather and access all of these activities largely on foot. Buildings should be generally limited to three stories, though four is acceptable along avenues and higher intensity roadways. This place type encourages fifty percent (50%) nonresidential and eighty percent (80%) residential use mix.

The request supports the following Comprehensive Plan recommendations:

- **LU3** - Encourage incremental evolution of neighborhoods.
- **NH6** - Shift the market to include existing housing.

The Killeen 2040 Comprehensive Plan promotes incremental redevelopment that contributes to broader neighborhood improvements. Additionally, staff finds the proposed rezoning is consistent

with the surrounding area, which consists of a mix of residential and commercial properties and religious institutions.

Development Zone Analysis:

These properties are located within the City of Killeen Development Zone #1, which is generally situated north of Veterans Memorial Boulevard and west of WS Young Drive. This development zone is comprised of approximately 66.38% residential uses and 33.17% commercial uses. Overall, the current land use mix in the surrounding area includes approximately 1.36 acres (0.13%) of Special Districts, 667.36 acres (66.25%) of Residential, 58.91 acres (5.85%) of Industrial, 275.23 acres (27.32%) of Commercial, and 0.04 acres (0.45%) of Agricultural uses, for a total of approximately 1,007.39 acres. In addition, vacant property accounts for approximately 118 acres, or 11.71% of the area.

Water, Sewer and Drainage Services:

Provider: City of Killeen

Within Service Area: Yes

Feasibility Study or Service Commitment: Water, wastewater, and drainage services are located within the City of Killeen municipal utility service area and are available to the subject tract.

Water service is available to the properties via an existing 6-inch water distribution main located in Wood Avenue.

Wastewater service is available to the properties via an existing 10-inch wastewater main located in rear easements on each lot.

There is no existing drainage infrastructure adjacent to the property.

Transportation and Thoroughfare Plan:

Existing Conditions: Access for the properties is via Wood Avenue (55' ROW), which is classified as a Local Street in the currently adopted Comprehensive Plan. No increase in traffic is expected to be generated as a result of this zoning classification change.

A traffic impact analysis is not required since these are existing residential structures, and no new construction is anticipated at this time.

PARKS AND PROPOSED TRAIL PLAN:

There are no proposed parks or trails on this site. Parkland dedication, fees in lieu of, and parkland development fees will not be required as the property is already developed.

Environmental Assessment:

The properties are in the Nolan Creek / Leon River Watershed. The properties are located in Zone X Unshaded (0.2% Annual Chance Flood Hazard Area), per Federal Emergency Management Agency Flood Insurance Rate Map 48027C0280E with effective date September 26, 2008.

The properties are not impacted by freshwater ponds, freshwater forested/shrub wetlands, freshwater emergent wetlands, or riverine habitats as shown on the National Wetlands Inventory maps for the property. No visual evidence of other environmental impediments is apparent on the properties at this time.

Public Notification:

Before public notification, the six (6) property owners were provided with a consent form to authorize the request.

Staff notified property owners of seventy-two (72) surrounding properties regarding this request.

As of the date of this staff report, no responses have been received regarding this request.

Staff Findings:

The subject properties are zoned "B-5" (Business District), have existing single-family and two-family residential structures, and are considered legal non-conforming. The surrounding area includes residential and commercial properties and religious institutions. Staff finds that the request is consistent with the recommendations of the Killeen 2040 Comprehensive Plan.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This zoning request conforms to the City's policy and procedures, as detailed in Chapter 31 of the Killeen Code of Ordinances.

FINANCIAL IMPACT:

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

This zoning request does not involve the expenditure of city funds. Public infrastructure is already in

place for this property and maintained by the City. Maintenance cost will continue for the life of the development.

Is this a one-time or recurring expenditure?

This is not applicable.

Is this expenditure budgeted?

This is not applicable.

If not, where will the money come from?

This is not applicable.

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

This is not applicable.

RECOMMENDATION:

Staff recommends approval of the request to rezone the properties from "B-5" (Business District) to "R-2" (Two-Family Residential District) as presented.

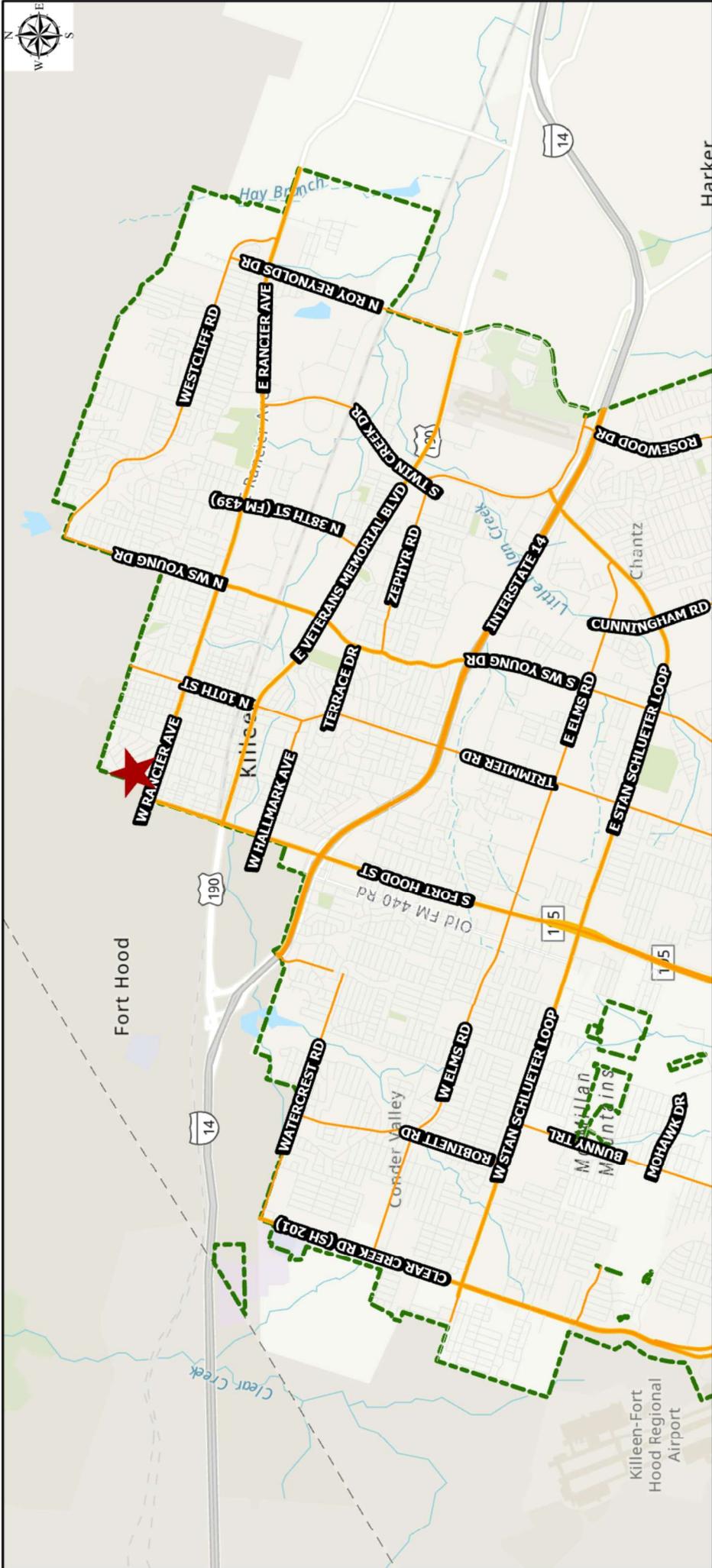
At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval by a vote of 4-0.

DEPARTMENTAL CLEARANCES:

The Planning and Legal staff have reviewed this item.

ATTACHED SUPPORTING DOCUMENTS:

- Maps
- Site Photos
- Minutes
- Ordinance
- Presentation



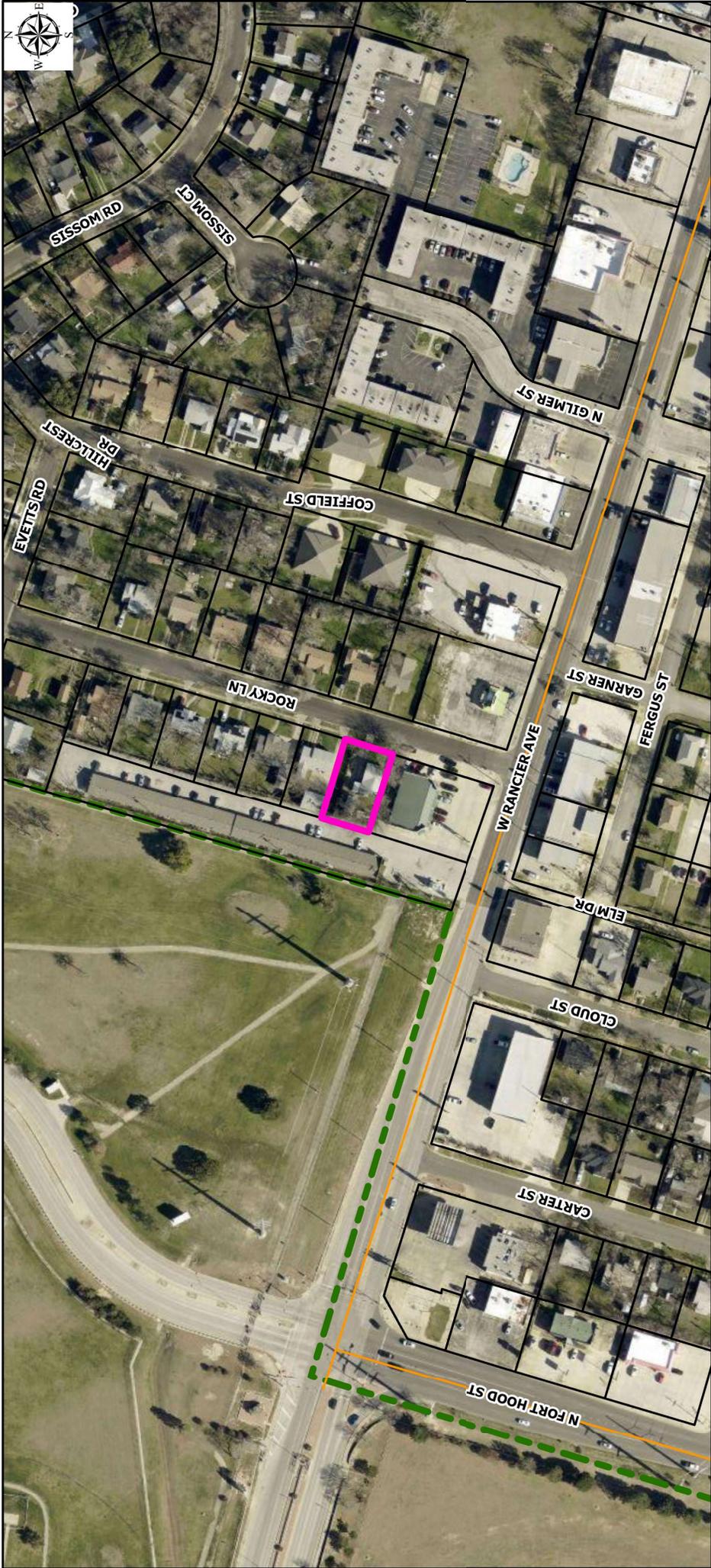
Zoning Case 2026-02 B-5 TO R-1

LOCATION MAP
Council District: 1

- Major Roads
- City Limit
- Zoning Case Location



Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16



Zoning Case 2026-02

B-5 TO R-1

AERIAL MAP

Council District: 1

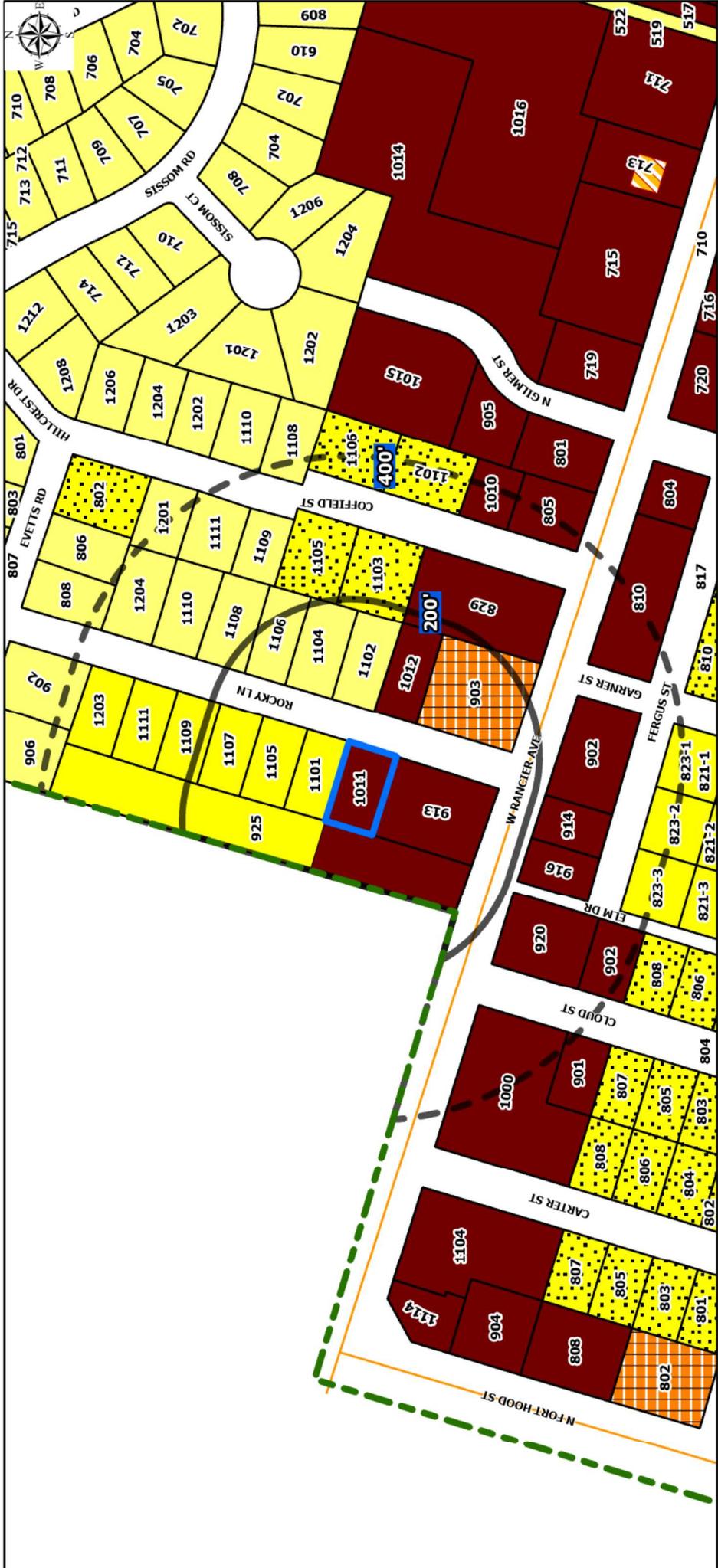
0 200 400 Feet

Legend



Zoning Case

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16



NOTIFICATION MAP

Council District: 1



Zoning Case 2026-02

B-5 TO R-1

Legend

- B-5
- B-C-1
- R-2
- R-3
- R-1
- RC-1
- City Limit
- Zoning Case

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16

SITE PHOTOS

Case #Z26-01: "B-5" to "R-2"



View facing the subject properties on Wood Avenue:



View facing west towards the subject properties on Wood Avenue:



SITE PHOTOS

Case #Z26-01: "B-5" to "R-2"



View facing east towards the subject properties from Wood Avenue:



View facing north towards Middleton Street from Wood Avenue:



MINUTES
PLANNING AND ZONING COMMISSION MEETING
FEBRUARY 9, 2026
CASE # Z26-01
“B-5” to “R-2”

Hold a public hearing and consider a City-Initiated request on behalf of six (6) property owners (**Case# Z26-01**) to rezone approximately 1.18 acres, being Lots 1-2 and 4-7, Block 1, Wanda Park from “B-5” (Business District) to “R-2” (Two-Family Residential District). The subject properties are locally addressed as 1810, 1814, 1906, 1910, 1914, and 2002 Wood Avenue, Killeen, Texas.

This item was presented to the Commission during their Work Session. Ms. Lopez was available to answer questions.

There was a discussion on the proper procedures for conducting public hearings.

Chairman Purifoy opened the public hearing at 5:18 p.m.

With no one wishing to speak, the public hearing was closed at 5:18 p.m.

Commissioner Sabree moved to recommend approval of the request as presented. Commissioner Jones seconded, and the motion passed by a vote of 4 to 0.

ORDINANCE NO. 26-XXX

AN ORDINANCE AMENDING THE CITY OF KILLEEN ZONING ORDINANCE BY CHANGING THE ZONING OF APPROXIMATELY 1.18 ACRE BEING LOTS 1-2, 4-7, BLOCK 1, WANDA PARK FROM “B-5” (BUSINESS DISTRICT) TO “R-2” (TWO-FAMILY RESIDENTIAL DISTRICT); PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code and Section 31-39 of the City of Killeen Code of Ordinances, the City Council, upon application, may amend the City of Killeen Zoning Ordinance following a recommendation by the Planning and Zoning Commission and a public hearing;

WHEREAS, the City of Killeen, on behalf of six (6) individual property owners, presented to the City of Killeen a request for an amendment to the City of Killeen Zoning Ordinance by changing the classification of approximately 1.18 acres, being Lots 1-2, 4-7, Block 1, Wanda Park, locally addressed as 1810, 1814, 1906, 1910, 1914, and 2002 Wood Avenue, Killeen, Texas, from “B-5” (Business District) to “R-2” (Two-Family Residential District);

WHEREAS, the Planning and Zoning Commission of the City of Killeen, following a public hearing on February 9, 2026, duly recommended approval of the application for amendment;

WHEREAS, due notice of the filing of said request and the date of hearing thereon was given as required by law, and hearing on said request was set for 3:00 P.M., on March 24, 2026 at the City Hall, City of Killeen;

WHEREAS, the City Council at said hearing duly considered said request, the action of the Planning and Zoning Commission, and the evidence in support thereof, and the City Council being of the majority opinion that the applicant’s zoning request should be approved as recommended by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION I. That the zoning classification of approximately 1.18 acres, being Lots 1-2, 4-7, Block 1, Wanda Park, locally addressed as 1810, 1814, 1906, 1910, 1914, and 2002 Wood Avenue, Killeen, Texas, be changed from “B-5” (Business District) to “R-2” (Two-Family Residential District).

SECTION II. That should any section or part of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the validity, force, or effect of any other section or parts of this ordinance.

SECTION III. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION IV. That this ordinance shall take effect immediately upon passage of the ordinance.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 24th day of March, 2026, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, § 551.001, *et seq.*

APPROVED:

Riakos Adams, MAYOR

ATTEST:

Laura J. Calcote, CITY SECRETARY

APPROVED AS TO FORM

Holli C. Clements, CITY ATTORNEY

Case #Z26-01

Ord. #26-____



**CASE #Z26-01:
“B-5” TO “R-2”**

PH-26-010

March 24, 2026

Case #Z26-01: “B-5” to “R-2”

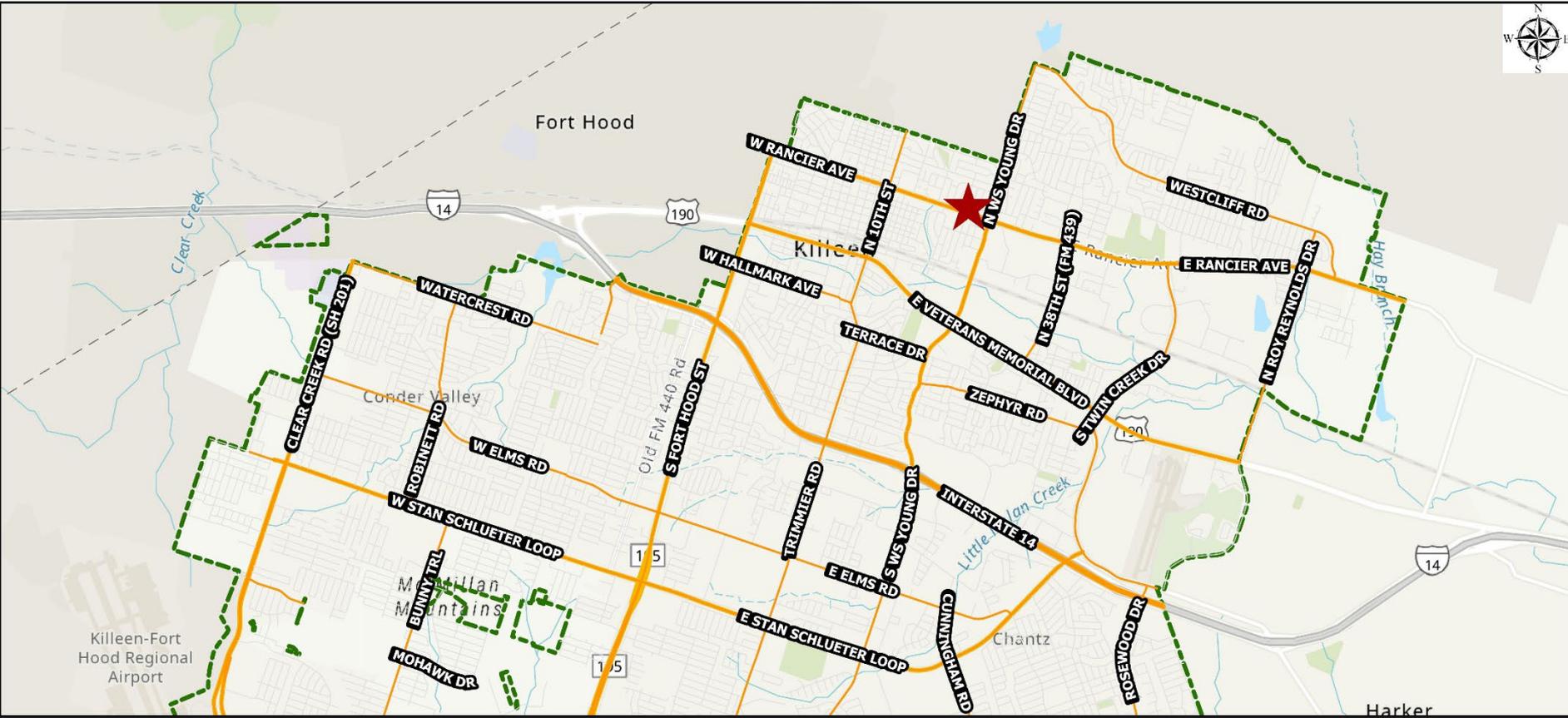
- Hold a public hearing and consider a City-Initiated request on behalf of six (6) property owners (**Case# Z26-01**) to rezone approximately 1.18 acres, being Lots 1-2, 4-7, Block 1 Wanda Park from “B-5” (Business District) to “R-2” (Two-Family Residential District).
- The subject properties are locally addressed as 1810, 1814, 1906, 1910, 1914, and 2002 Wood Avenue, Killeen, Texas.

Case #Z26-01: “B-5” to “R-2”

- The six (6) existing two-family homes are considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54(a)(g), which states that a nonconforming structure cannot be rebuilt in case of total destruction, or expanded.
- If approved, this request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.

Case #Z26-01: “B-5” to “R-2”

- The intent of this initiative is to assist property owners by rezoning legal nonconforming properties to establish the current residential uses of properties as complying with the City of Killeen’s zoning and land use regulations.
- In doing so, the goal is to ensure that property owners are better positioned to sell or refinance their property in the future, should they choose to do so.



LOCATION MAP

Council District: 1



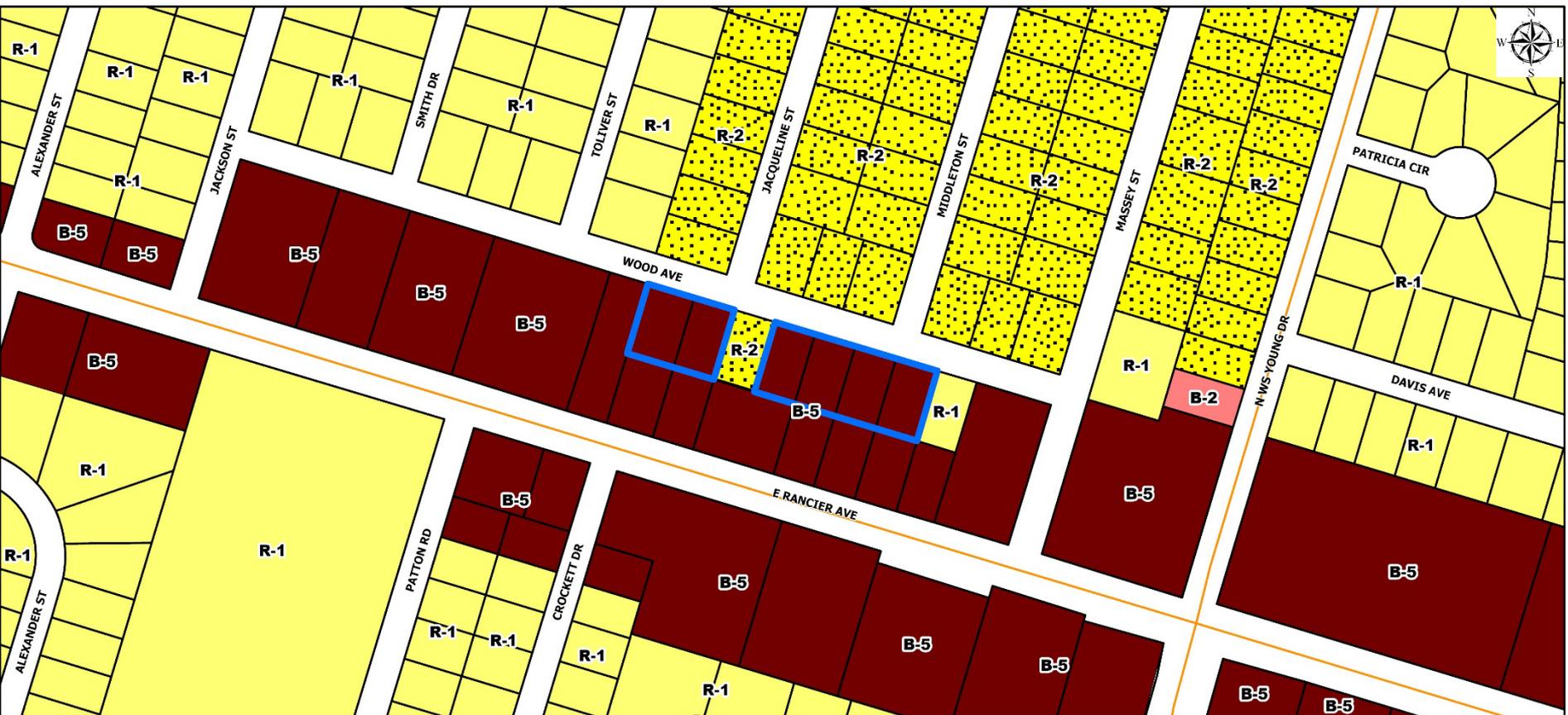
Subject Property Legal Description: WANDA PARK, BLOCK 1, LOTS 1-2, 4-7 ACRES 1.18

Zoning Case 2026-01

B-5 TO R-2

Legend

-  Major Roads
-  Zoning Case Location
-  City Limit



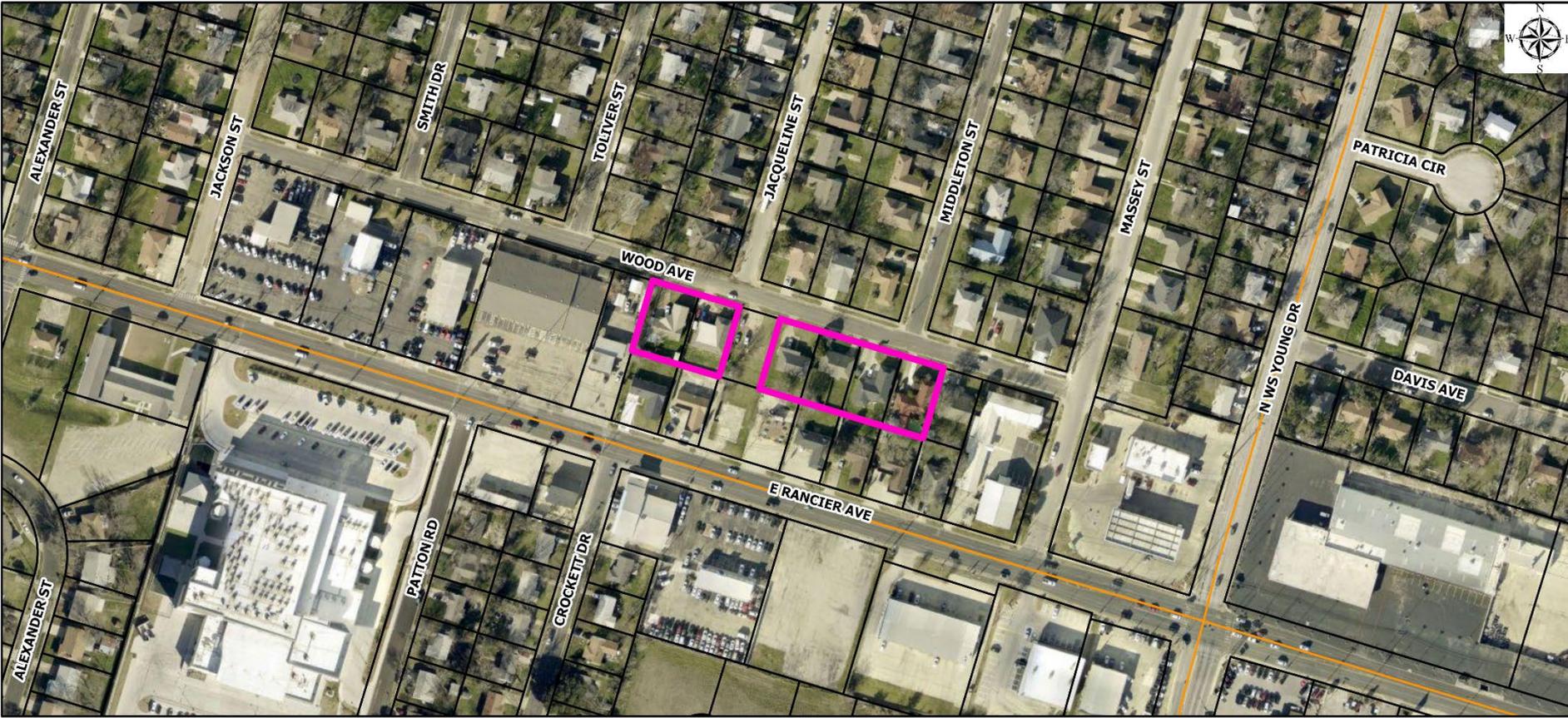
ZONING MAP
Council District: 1



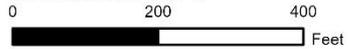
Zoning Case 2026-01

B-5 TO R-2

Subject Property Legal Description: WANDA PARK, BLOCK 1, LOTS 1-2, 4-7 ACRES 1.18



AERIAL MAP
Council District: 1



Zoning Case 2026-01

B-5 TO R-2

Legend
 Zoning Case

Subject Property Legal Description: WANDA PARK, BLOCK 1, LOTS 1-2, 4-7 ACRES 1.18

Case #Z26-01: “B-5” to “R-2”

8

View facing the subject properties on Wood Avenue:



Case #Z26-01: “B-5” to “R-2”

9

View facing west towards the subject properties on Wood Avenue:



Case #Z26-01: “B-5” to “R-2”

10

View facing east towards the subject properties from Wood Avenue:



Case #Z26-01: “B-5” to “R-2”

11

View facing north towards Middleton Street from Wood Avenue:

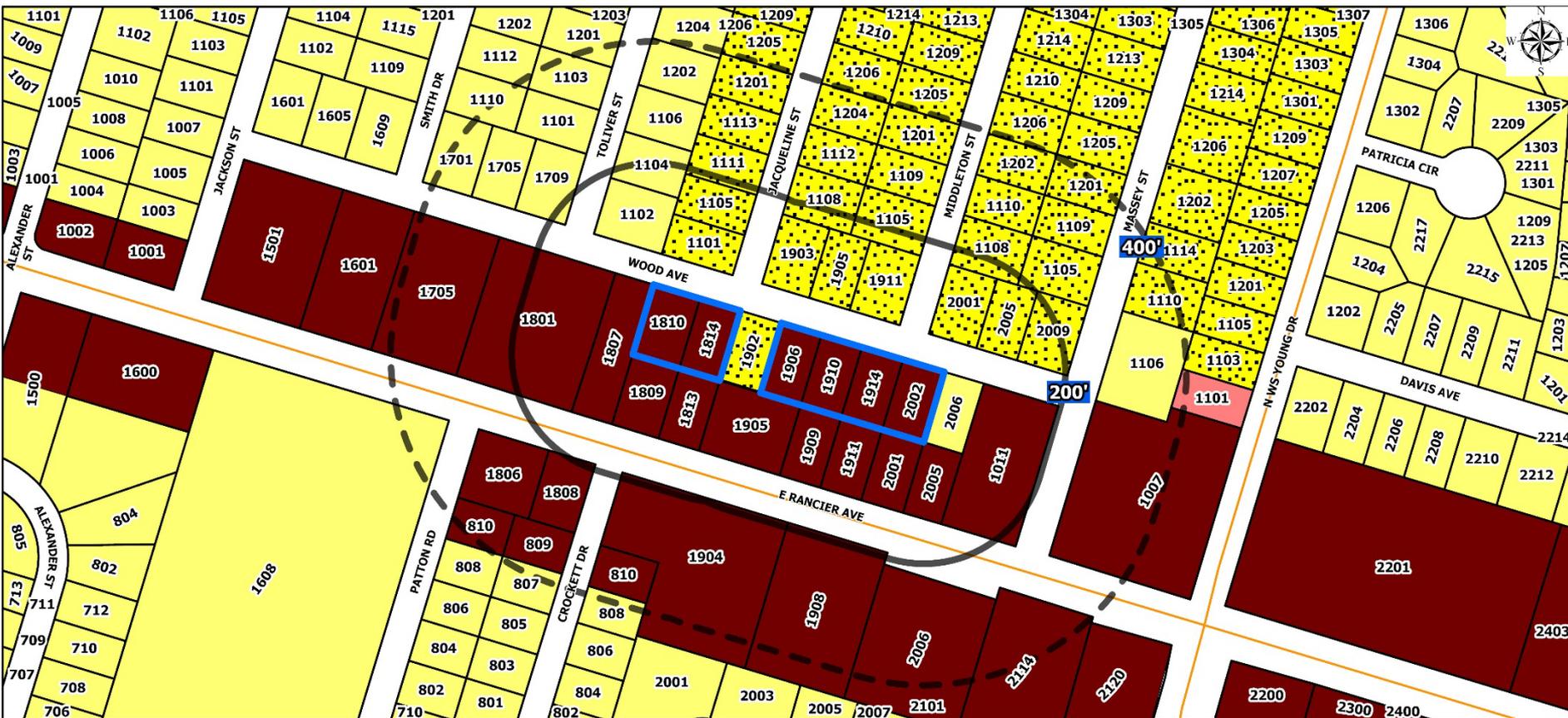


Comprehensive Plan Alignment

- These properties are located within the ‘Infill & Enhance’ area on the Growth Sector Map and designated as ‘Traditional Neighborhood’ on the Future Land Use Map (FLUM) of the 2040 Comprehensive Plan.

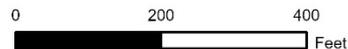
Public Notification

- All six (6) property owners were provided with a consent form to authorize the request.
- Staff notified the owners of seventy-two (72) surrounding properties regarding this request.
- Staff has received no written responses regarding this request.



NOTIFICATION MAP

Council District: 1



Subject Property Legal Description: WANDA PARK, BLOCK 1, LOTS 1-2, 4-7 ACRES 1.18

Zoning Case 2026-01

B-5 TO R-2

Legend

- B-2
- R-1
- B-5
- R-2
- Zoning Case

Staff Recommendation

- Staff recommends approval of this City-initiated request to rezone the subject properties from “B-5” (Business District) to “R-2” (Two-Family Residential District).

Commission Recommendation

- At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval of the request by a vote of 4 to 0.



City of Killeen

Staff Report

File Number: PH-26-011

Hold a public hearing and consider a City-initiated request, on behalf of Welstand Properties, LLC, (**Case# Z26-02**) to rezone approximately 0.16 acre, being Lot 1, Block 1, Ernest Bridges Subdivision, and a 12' x 115' strip adjoining on the north from "B-5" (Business District) to "R-1" (Single-Family Residential District). The subject property is locally addressed as 1011 Rocky Lane, Killeen, Texas.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Wallis Meshier, Exec. Dir. Of Dev. Serv.

SUBJECT: Zoning Case # Z26-02: "B-5" to "R-1"

BACKGROUND AND FINDINGS:

Property Information:

Property Owner: Welstand Properties, LLC
Agent: City-initiated request
Current Zoning: "B-5" (Business District)
Proposed Zoning: "R-1" (Single-Family Residential District)
FLUM Designation: 'Neighborhood Commercial' (NC)
Growth Sector Designation: 'Infill & Enhance' (IE)

Summary of Request:

This is a City-initiated request to rezone Lot 1, Block 1, Ernest Bridges Subdivision and a 12' X 115' strip adjoining on the north from "B-5" (Business District) to "R-1" (Single-Family Residential District). This request aims to amend the property's current zoning to make it consistent with the existing residential land use. The existing single-family home is considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54, which states that a non-conforming structure cannot be rebuilt in case of total destruction. If approved, this City-initiated request to rezone the property will bring the current use of the property into compliance with the zoning ordinance.

The intent of this initiative is to assist property owners by rezoning legal non-conforming property to establish the current residential use of property as complying with the City of Killeen's zoning and

land use regulations. In doing so, the goal is to ensure that property owners are better positioned to sell or refinance their property in the future, should they choose to do so. Based on current information, the rezoning is not expected to have any negative impacts on the property, and property values are not expected to be affected.

Zoning/Plat Case History:

All of the lots in the Ernest Bridges Subdivision were annexed into the City limits on December 31, 1919. Staff is unable to determine the date the property' zoning was changed.

Character of the Area:

North: Developed residential property zoned "R-3" (Multi-Family Residential District)

South: Developed commercial property zoned "B-5" (Business District)

East: Vacant structure zoned "B-5" (Business District) and developed residential property zoned "R-1" (Single-Family Residential District)

West: Developed commercial property zoned "B-5" (Business District)

Future Land Use Map Analysis:

The property is located within the 'Infill & Enhance' (IE) area on the Growth Sector Map and designated as 'Neighborhood Commercial' (NC) on the Future Land Use Map (FLUM) of the Killeen 2040 Comprehensive Plan.

The Growth Sector Map indicates that these parcels are in the 'Infill & Enhance' sector and as such, have existing development and full service, but are located in areas where additional population, higher development intensities, and integration of uses is desired. This sector is primarily located in downtown and the neighborhoods immediately around it. Growth policies for this area should support infill, redevelopment, and infrastructure projects. These projects should accommodate more residents and small businesses while improving walkability.

The 'Neighborhood Commercial' place type is a predominantly a commercial extension of a traditional neighborhood. These places generally grow along with a neighborhood and need to be allowed to change over time to intensify as its surrounding neighborhood does. These are placed along a corridor of some kind, often a higher traffic roadway that serves as the edge of a neighborhood. These areas bridge pedestrian and auto-oriented development patterns. Street parking and continuous building frontages are very important here as it creates a pleasant experience for people who traverse the area on foot. Shared parking should be encouraged. High intensity small lot residential is acceptable within this place type. This place type encourages one hundred percent (100%) nonresidential and twenty-five percent (25%) residential use mix.

The request supports the following Comprehensive Plan recommendations:

- **LU3** - Encourage incremental evolution of neighborhoods.
- **NH6** - Shift the market to include existing housing.

The Killeen 2040 Comprehensive Plan promotes incremental redevelopment of property that can add to a widespread improvement. Additionally, staff finds the proposed rezoning is consistent with the surrounding area, which consists of a mix of residential and commercial property and religious institutions.

Development Zone Analysis:

The property is located within the City of Killeen Development Zone #1, which is generally situated north of Veterans Memorial Boulevard and west of WS Young Drive. This development zone is comprised of approximately 66.38% residential uses and 33.17% commercial uses. Overall, the current land use mix in the surrounding area includes approximately 1.36 acres (0.13%) of Special Districts, 667.36 acres (66.25%) of Residential, 58.91 acres (5.85%) of Industrial, 275.23 acres (27.32%) of Commercial, and 0.04 acres (0.45%) of Agricultural uses, for a total of approximately 1,007.39 acres. In addition, vacant property accounts for approximately 118 acres, or 11.71% of the area.

Water, Sewer and Drainage Services:

Provider: City of Killeen

Within Service Area: Yes

Feasibility Study or Service Commitment: Water, wastewater, and drainage services are located within the City of Killeen municipal utility service area and are available to the subject tract.

Water service is available to the property via an existing 6" water distribution main located in Rocky Lane.

Wastewater service is available to the property via an existing 6" wastewater main located in Rocky Lane.

There is no existing drainage infrastructure adjacent to the property.

Transportation and Thoroughfare Plan:

Access to the property is via Rocky Lane (50' ROW), which is classified as a Local Street in the currently adopted Comprehensive Plan. No increase in traffic is expected to result from this zoning classification change.

A traffic impact analysis is not required since this is an existing residential structure, and no new construction is anticipated at this time.

PARKS AND PROPOSED TRAIL PLAN:

There are no proposed parks or trails on this site. Parkland dedication, fees in lieu of, and parkland development fees will not be required as the property is already developed.

Environmental Assessment:

The property is in the Nolan Creek / Leon River Watershed. The property is located in Zone X Unshaded (0.2% Annual Chance Flood Hazard Area), per Federal Emergency Management Agency Flood Insurance Rate Map 48027C0115E with effective date September 26, 2008.

The property is not impacted by freshwater ponds, freshwater forested/shrub wetlands, freshwater emergent wetlands, or riverine habitats as shown on the National Wetlands Inventory maps for the property. No visual evidence of other environmental impediments is apparent on the property at this time.

Public Notification:

Before public notification, the one (1) property owner was provided with a consent form to authorize the request; a response has not been received.

Staff notified property owners of forty-three (43) surrounding properties regarding this request.

As of the date of this staff report, no responses have been received regarding this request.

Staff Findings:

The subject property is zoned "B-5" (Business District). There is an existing single-family structure, and it is considered legal non-conforming. The surrounding area includes residential, multi-family and commercial properties. Staff finds that the request is consistent with the recommendations of the Killeen 2040 Comprehensive Plan.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This zoning request conforms to the City's policy and procedures, as detailed in Chapter 31 of the Killeen Code of Ordinances.

FINANCIAL IMPACT:

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

This zoning request does not involve the expenditure of city funds. Public infrastructure is already in place for this property and maintained by the City. Maintenance cost will continue for the life of the development.

Is this a one-time or recurring expenditure?

This is not applicable.

Is this expenditure budgeted?

This is not applicable.

If not, where will the money come from?

This is not applicable.

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

This is not applicable.

RECOMMENDATION:

Staff recommends approval of the request to rezone the property from "B-5" (Business District) to "R-1" (Single-Family Residential District) as presented.

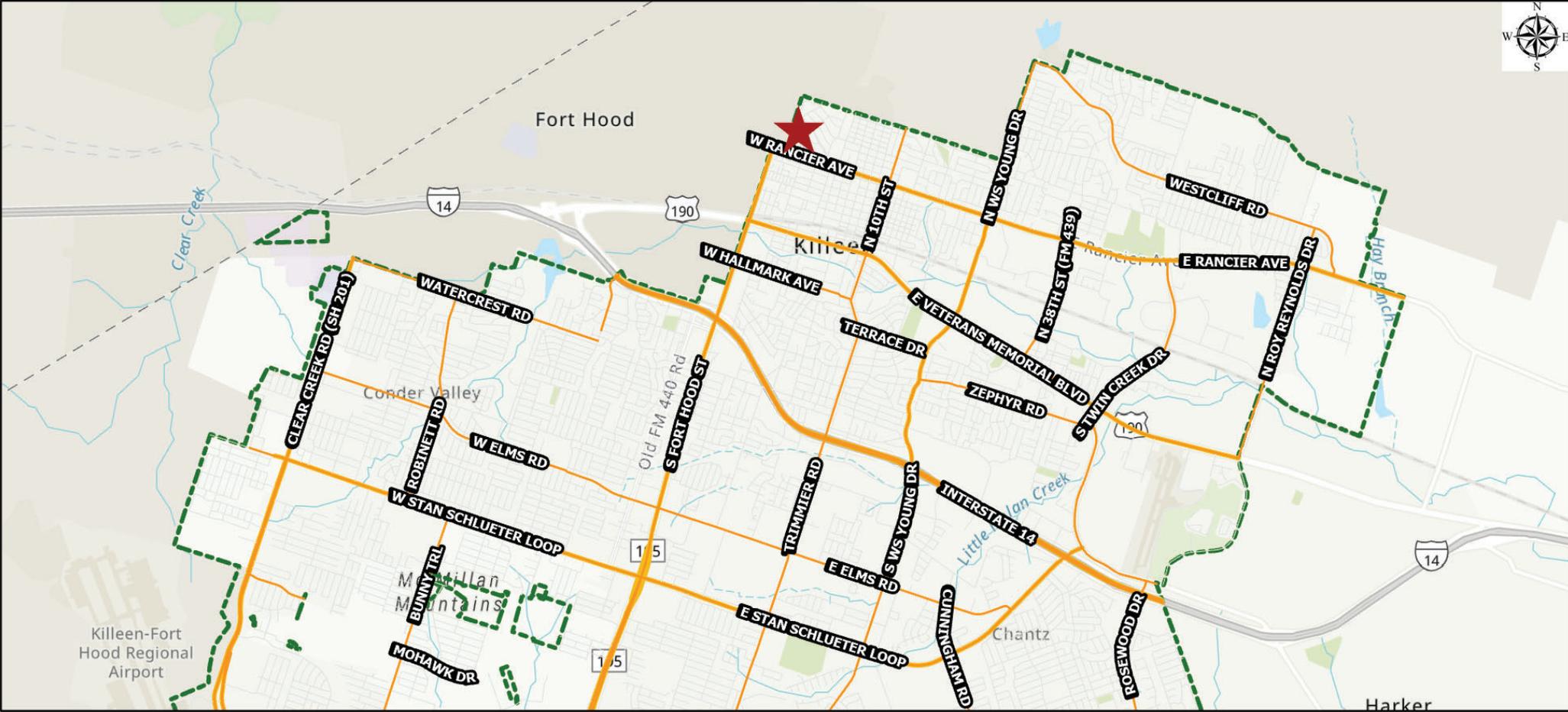
At their regular meeting on February 9, 2026, the Planning and Zoning Commission Recommended approval by a vote of 4 to 0.

DEPARTMENTAL CLEARANCES:

This item has been reviewed by the Planning and Legal staff.

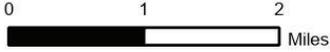
ATTACHED SUPPORTING DOCUMENTS:

Maps
Site Photos
Minutes
Ordinance
Presentation



LOCATION MAP

Council District: 1

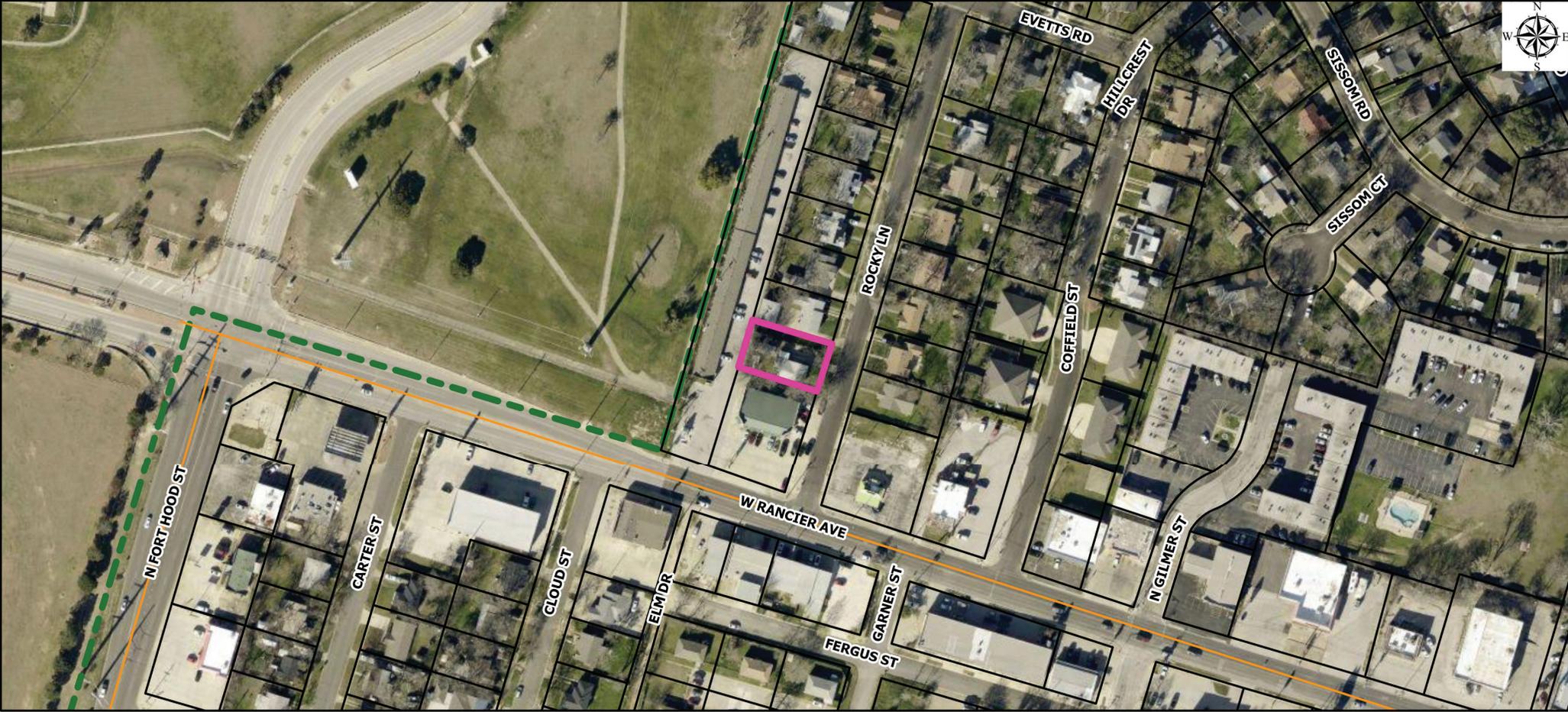


**Zoning Case 2026-02
B-5 TO R-1**

Legend

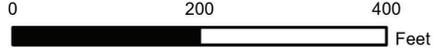
-  Major Roads
-  City Limit
-  Zoning Case Location

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16



AERIAL MAP

Council District: 1



Zoning Case 2026-02
B-5 TO R-1

Legend

 Zoning Case

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16

SITE PHOTOS

Case #Z26-02: "B-5" to "R-1"



View facing the subject property from Rocky Lane:



View facing north on Rocky Lane of the surrounding properties:



SITE PHOTOS

Case #Z26-02: "B-5" to "R-1"



View facing south towards West Rancier Avenue:



View facing east towards the property across the street:



MINUTES
PLANNING AND ZONING COMMISSION MEETING
FEBRUARY 9, 2026
CASE # Z26-02
“B-5” to “R-1”

Hold a public hearing and consider a City-Initiated request on behalf of Welstand Properties, LLC (**Case# Z26-02**) to rezone approximately 0.16 acre, being Lot 1, Block 1, Ernest Bridges Subdivision and a 12' X 115' strip adjoining on the north from “B-5” (Business District) to “R-1” (Single-Family Residential District). The subject property is locally addressed as 1011 Rocky Lane, Killeen, Texas.

This item was presented to the Commission during their Work Session. Ms. Lopez was available to answer questions.

Chairman Purifoy opened the public hearing at 5:19 p.m.

With no one wishing to speak, the public hearing was closed at 5:19 p.m.

Commissioner Cooper moved to recommend approval of the request as presented. Commissioner Moss seconded, and the motion passed by a vote of 4 to 0.

ORDINANCE NO. 26-XXX

AN ORDINANCE AMENDING THE CITY OF KILLEEN ZONING ORDINANCE BY CHANGING THE ZONING OF APPROXIMATELY 0.16 ACRE, BEING LOT 1, BLOCK 1, ERNEST BRIDGES SUBDIVISION, AND A 12' X 115' STRIP ADJOINING ON THE NORTH, FROM "B-5" (BUSINESS DISTRICT) TO "R-1" (SINGLE-FAMILY RESIDENTIAL DISTRICT); PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code and Section 31-39 of the City of Killeen Code of Ordinances, the City Council, upon application, may amend the City of Killeen Zoning Ordinance following a recommendation by the Planning and Zoning Commission and a public hearing;

WHEREAS, the City of Killeen, on behalf of Welstand Properties, LLC, presented to the City of Killeen a request for an amendment to the City of Killeen Zoning Ordinance by changing the classification of approximately 0.16 acres, being Lot 1, Block 1, Ernest Bridges Subdivision, and a 12' x 115' strip adjoining on the north, locally addressed as 1011 Rocky Lane, Killeen, Texas, from "B-5" (Business District) to "R-1" (Single-Family Residential District);

WHEREAS, the Planning and Zoning Commission of the City of Killeen, following a public hearing on February 9, 2026, duly recommended approval of the application for amendment;

WHEREAS, due notice of the filing of said request and the date of hearing thereon was given as required by law, and hearing on said request was set for 3:00 P.M., on March 24, 2026, at the City Hall, City of Killeen;

WHEREAS, the City Council at said hearing duly considered said request, the action of the Planning and Zoning Commission, and the evidence in support thereof, and the City Council being of the majority opinion that the applicant's zoning request should be approved as recommended by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION I. That the zoning classification of approximately 0.16 acres, being Lot 1, Block 1, Ernest Bridges Subdivision, and a 12' x 115' strip adjoining on the north, locally addressed as 1011 Rocky Lane, Killeen, Texas, be changed from "B-5" (Business District) to "R-1" (Single-Family Residential District).

SECTION II. That should any section or part of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the validity, force, or effect of any other section or parts of this ordinance.

SECTION III. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION IV. That this ordinance shall take effect immediately upon passage of the ordinance.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 24th day of March, 2026, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, § 551.001, *et seq.*

APPROVED:

Riakos Adams, MAYOR

ATTEST:

Laura J. Calcote, CITY SECRETARY

APPROVED AS TO FORM

Holli C. Clements, CITY ATTORNEY

Case #Z26-02

Ord. #26-____

A stylized logo consisting of several grey geometric shapes: a large 'A' shape formed by three trapezoidal blocks, a curved line passing through the center, and a five-pointed star at the top right end of the curve.

**CASE #Z26-02:
“B-5” TO “R-1”**

PH-26-011

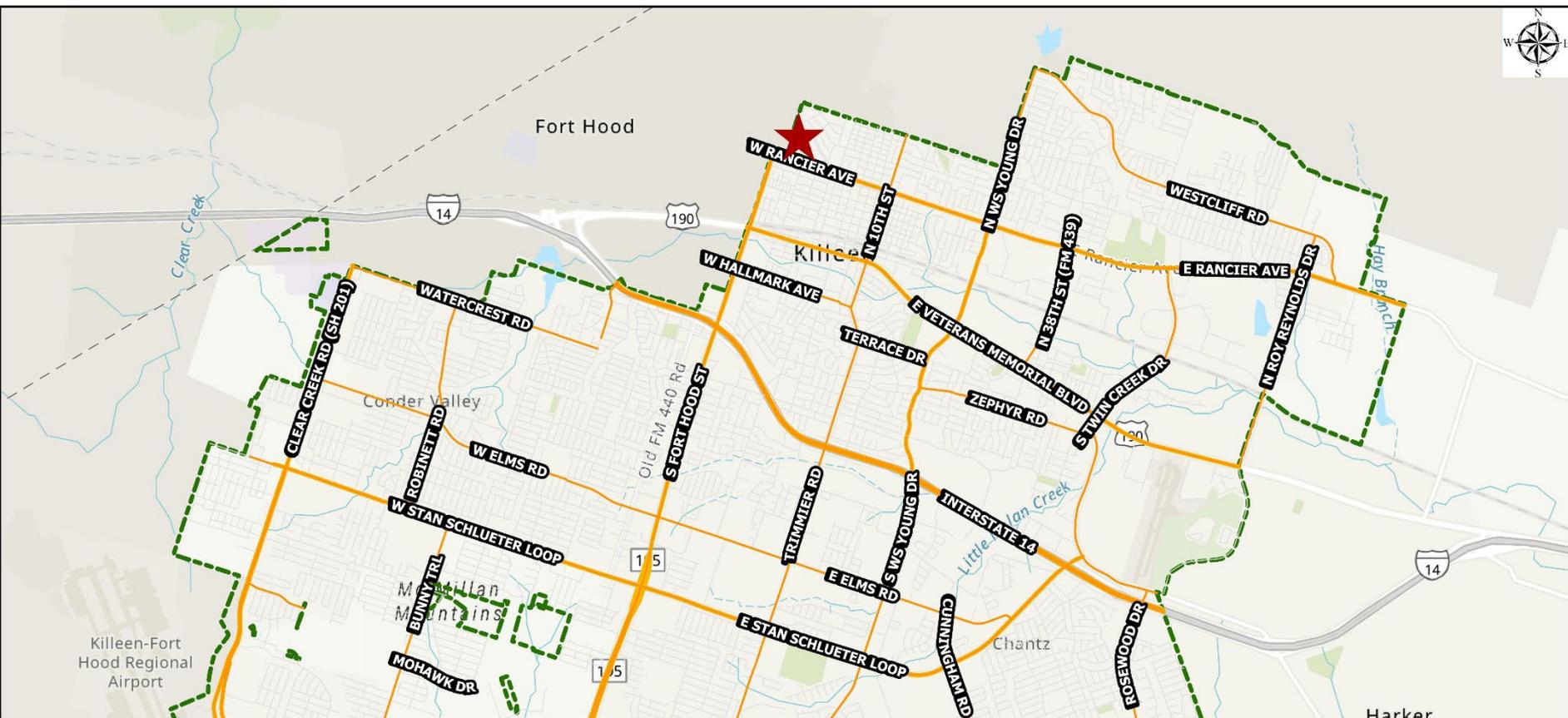
March 24, 2026

Case #Z26-02: “B-5” to “R-1”

- Hold a public hearing and consider a City-Initiated request on behalf of Welstand Properties, LLC (**Case# Z26-02**) to rezone approximately 0.16 acres, being Lot 1, Block 1, Ernest Bridges Subdivision, and a 12' X 115' strip adjoining on the north from “B-5” (Business District) to “R-1” (Single-Family Residential District).
- The subject property is locally addressed as 1011 Rocky Lane, Killeen, Texas.

Case #Z26-02: “B-5” to “R-1”

- The existing single-family home is considered legal non-conforming.
- If approved, this request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.



LOCATION MAP

Council District: 1



Zoning Case 2026-02

B-5 TO R-1

Legend

-  Major Roads
-  City Limit
-  Zoning Case Location

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16



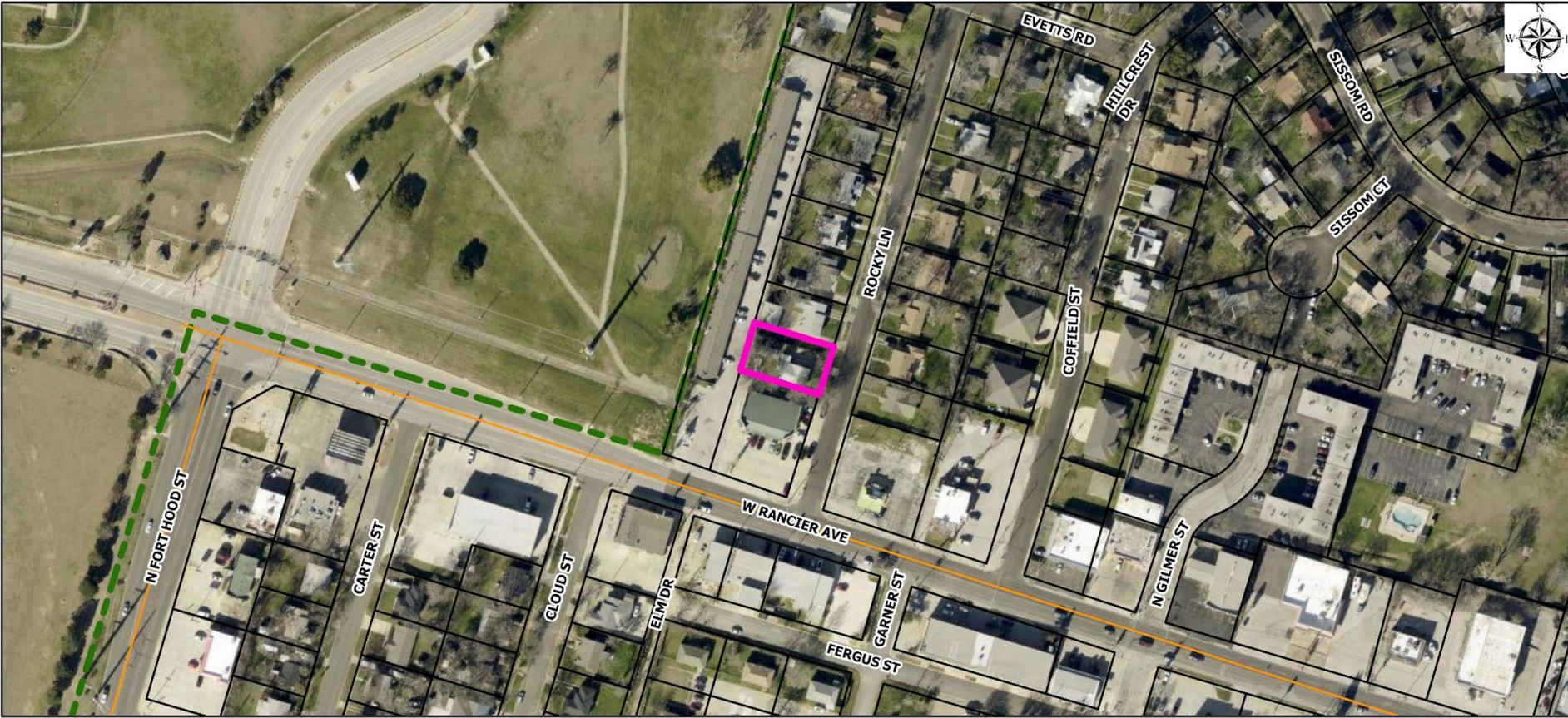
ZONING MAP

Council District: 1



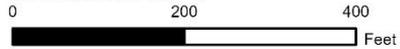
Zoning Case 2026-02
B-5 TO R-1

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16



AERIAL MAP

Council District: 1



Zoning Case 2026-02

B-5 TO R-1

Legend

 Zoning Case

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16

Case #Z26-02: “B-5” to “R-1”

7

View facing the subject property from Rocky Lane:



Case #Z26-02: “B-5” to “R-1”

8

View facing north on Rocky Lane of the surrounding properties:



Case #Z26-02: “B-5” to “R-1”

9

View facing south towards West Rancier Avenue:



Case #Z26-02: “B-5” to “R-1”

10

View facing east towards the property across the street:

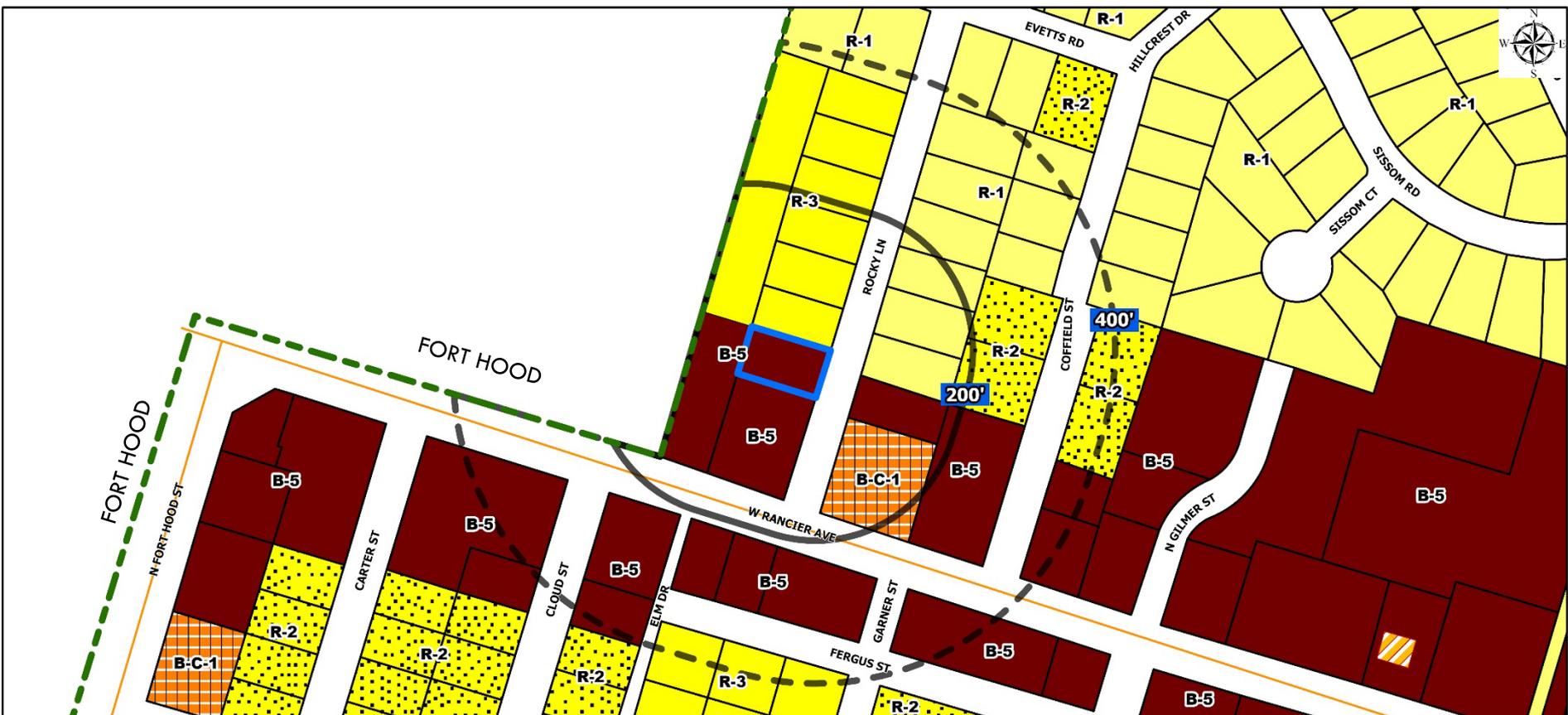


Comprehensive Plan Alignment

- This property is located within the 'Infill & Enhance' (IE) area on the Growth Sector Map and designated as 'Neighborhood Commercial' (NC) on the Future Land Use Map (FLUM) of the 2040 Comprehensive Plan.

Public Notification

- The property owner was provided with a consent form to authorize the request.
- Staff notified property owners of forty-three (43) surrounding properties regarding this request.
- Staff has received no written responses regarding this request.



ZONING MAP

Council District: 1



Zoning Case 2026-02

B-5 TO R-1

Subject Property Legal Description: ERNEST BRIDGES SUBDIVISION, BLOCK 001, LOT 0001, & 12' X 115' STRIP ADJ ON N, ACRES .16

Staff Recommendation

- Staff recommends approval of this City-initiated request to rezone the subject property from “B-5” (Business District) to “R-1” (Single-Family Residential District).

Commission Recommendation

- At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval of the request by a vote of 4 to 0.



City of Killeen

Staff Report

File Number: PH-26-012

Hold a public hearing and consider a City-initiated request, on behalf of Anthony Michael Barrett, **(Case# Z26-03)** to rezone approximately 0.99 acre, being Lots 1-6, Block 1, Bonner Terrace Subdivision, from "B-3" (Local Business District) to "R-2" (Two-Family Residential District). The subject properties are locally addressed as 1302, 1304, 1306, 1308, 1310, and 1312 West Jasper Drive, Killeen, Texas.

DATE: March 24, 2026
TO: Kent Cagle, City Manager
FROM: Wallis Meshier, Exec. Dir. Of Dev. Serv.
SUBJECT: Zoning Case # Z26-03: "B-3" to "R-2"

BACKGROUND AND FINDINGS:

Property Information:

Property Owner: Anthony Michael Barrett
Agent: City-initiated Request
Current Zoning: "B-3" (Local Business District)
Proposed Zoning: "R-2" (Two-Family Residential District)
FLUM Designation: 'Residential Mix' (RM)
Growth Sector Designation: 'Neighborhood Infill' (NI)

Summary of Request:

This is a city-initiated request to rezone six (6) properties from "B-3" (Local Business District) to "R-2" (Two-Family Residential District). This request aims to amend the property's current zoning to make it consistent with the existing residential land use. The existing two-family homes are considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54, which states that a non-conforming structure cannot be rebuilt in case of total destruction. If approved, this city-initiated request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.

The intent of this initiative is to assist property owners by rezoning legal non-conforming properties to establish the current residential uses of properties as complying with the City of Killeen's zoning and land use regulations. In doing so, the goals are to 1) ensure that property owners are better

positioned to sell or refinance their property in the future; and 2) to have an opportunity to expand in the future, should they choose to do so, in addition to being able to rebuild. Based on current information, the rezoning is not expected to have any negative impacts on the property, nor are property values expected to be affected.

Zoning/Plat Case History:

The property was annexed into the City limits on September 9, 1962, and was platted on December 16, 1968, as Bonner Terrace Subdivision. The property was rezoned from "R-2" (Two-Family Residential District) to "B-3" (Local Business District) on August 12, 1986, via Ordinance No. 86-50.

Character of the Area:

- North:** Developed residential property zoned "R-2" (Two-Family Residential District)
- South:** Developed residential property zoned "R-1" (Single-Family Residential District)
- East:** Developed commercial property zoned "B-5" (Business District)
- West:** Developed residential property zoned "R-1" (Single-Family Residential District)

Future Land Use Map Analysis:

The properties are located within the 'Neighborhood Infill' (NI) area on the Growth Sector Map and designated as 'Residential Mix' (RM) on the Future Land Use Map (FLUM) of the Killeen 2040 Comprehensive Plan.

The Growth Sector Map identifies the area as 'Neighborhood Infill,' which includes areas of the city that are already developed and have access to city services and infrastructure but have vacant, underutilized, or poorly developed properties. Growth policies for this sector encourage development or redevelopment of these properties with accessory dwelling units, smallplexes, and micro-commercial uses that provide incremental increases in density. Development should match the existing character and improve walkable access to businesses and amenities for people living and working in the vicinity.

The Future Land Use Map identifies the 'Residential Mix' place type, which creates neighborhoods built with a traditional walkable block/street grid network that allows a flexible mix of residential building typologies. Aside from large multiplex garden apartments, most housing types are allowed here, including single-family detached, townhouses, and small-plex units (2-4 units). This place type encourages a twenty-five percent (25%) non-residential and ninety-five percent (95%) residential use mix.

The request supports the following Comprehensive Plan recommendations:

- **LU3** - Encourage incremental evolution of neighborhoods.
- **NH6** - Shift the market to include existing housing.

The Killeen 2040 Comprehensive Plan promotes incremental evolution of properties that can add to

a widespread improvement. Additionally, staff finds the proposed rezoning is consistent with the surrounding area, which consists of a mix of residential and commercial properties.

Development Zone Analysis:

These properties are located within the City of Killeen Development Zone #4, which is generally situated west of Fort Hood Street and north of Stan Schlueter Loop. This development zone consists of approximately 44.81% residential uses and 55.19% commercial uses. Overall, the current land use mix in the surrounding area includes approximately 107.15 acres (1.87%) of Special Districts, 2,457.49 acres (42.94%) of Residential, 11.37 acres (0.20%) of Industrial, 2,937.38 acres (51.33%) of Commercial, and 209.35 acres (3.66%) of Agricultural uses, for a total of approximately 5,722.74 acres. In addition, vacant land accounts for approximately 684 acres, or 11.95% of the area.

Water, Sewer and Drainage Services:

Provider: City of Killeen

Within Service Area: Yes

Feasibility Study or Service Commitment: Water, wastewater, and drainage services are located within the City of Killeen municipal utility service area and are available to the subject tract.

Water service to the properties is provided via an existing 6" water distribution main located in W. Jasper Dr. An existing 20" Transmission main is located in Old Farm-to-Market 440 adjacent to 1312 W. Jasper Dr., but does not directly serve the properties.

Wastewater service is available to the properties via an existing 6" wastewater main located in W. Jasper Dr.

An existing storm sewer line that does not directly serve the properties is located in Old Farm-to-Market 440, adjacent to 1312 W. Jasper Dr. No other existing drainage infrastructure is adjacent to the properties.

Transportation and Thoroughfare Plan:

Access is from Jasper Road, classified as a collector on the Thoroughfare Map. The current zoning classification for the properties is "B-3". The proposed zoning classification under this amendment is "R-2". The current use for the properties is not anticipated to change, and there is no expected increase in traffic as a result of this zoning reclassification.

If the conditions or assumptions used in the development of the current Traffic Impact Determination change, a revised determination may be warranted at that time.

PARKS AND PROPOSED TRAIL PLAN:

There are no proposed parks or trails on this site. Parkland dedication, fees in lieu of, and parkland development fees will not be required as the properties are already developed.

Environmental Assessment:

The properties are in the Nolan Creek / Leon River Watershed. The properties are located in Zone X Unshaded (0.2% Annual Chance Flood Hazard Area), per Federal Emergency Management Agency Flood Insurance Rate Map 48027C0260E with effective date September 26, 2008.

The properties are not impacted by freshwater ponds, freshwater forested/shrub wetlands, freshwater emergent wetlands, or riverine habitats as shown on the National Wetlands Inventory maps for the properties. No visual evidence of other environmental impediments is apparent on the properties at this time.

Public Notification:

Before public notification, the one (1) property owner was provided with a consent form to authorize the request; a response has not been received.

Staff notified property owners of seventy-eight (78) surrounding properties regarding this request.

As of the date of this staff report, no responses have been received regarding this request.

Staff Findings:

The subject properties are zoned "B-3" (Local Business District), developed with existing two-family residential structures, and are considered legal non-conforming. The surrounding area includes residential and commercial properties. Staff finds that the request is consistent with the recommendations of the Killeen 2040 Comprehensive Plan.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This zoning request conforms to the City's policy and procedures, as detailed in Chapter 31 of the Killeen Code of Ordinances.

FINANCIAL IMPACT:

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

This zoning request does not involve the expenditure of city funds. Public infrastructure is already in place for this property and maintained by the City. Maintenance cost will continue for the life of the development.

Is this a one-time or recurring expenditure?

This is not applicable.

Is this expenditure budgeted?

This is not applicable.

If not, where will the money come from?

This is not applicable.

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

This is not applicable.

RECOMMENDATION:

Staff recommends approval of the request to rezone the properties from "B-3" (Local Business District) to "R-2" (Two-Family Residential District) as presented.

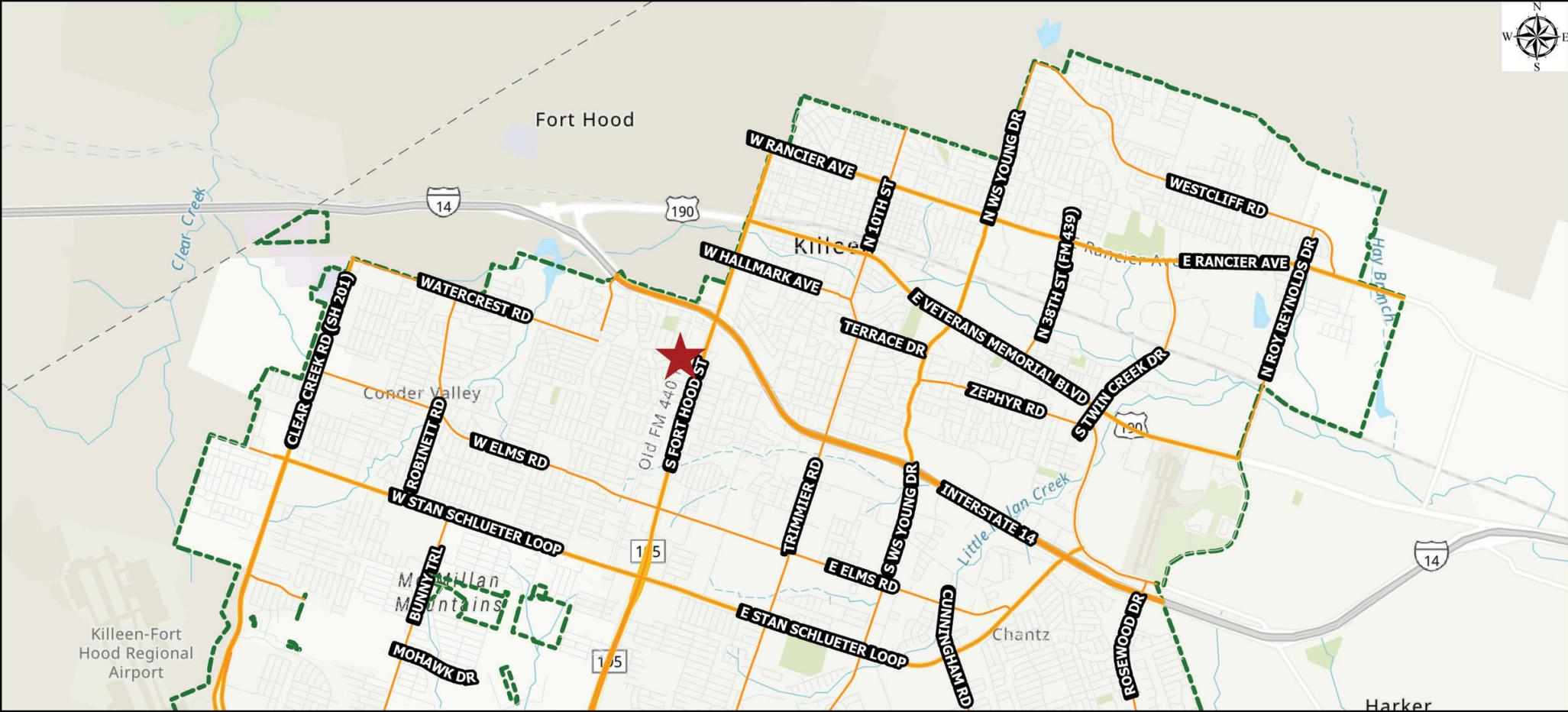
At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval by a vote of 4 to 0.

DEPARTMENTAL CLEARANCES:

The Planning and Legal staff have reviewed this item.

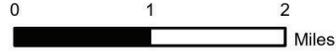
ATTACHED SUPPORTING DOCUMENTS:

- Maps
- Site Photos
- Minutes
- Ordinance
- Presentation



LOCATION MAP

Council District: 3

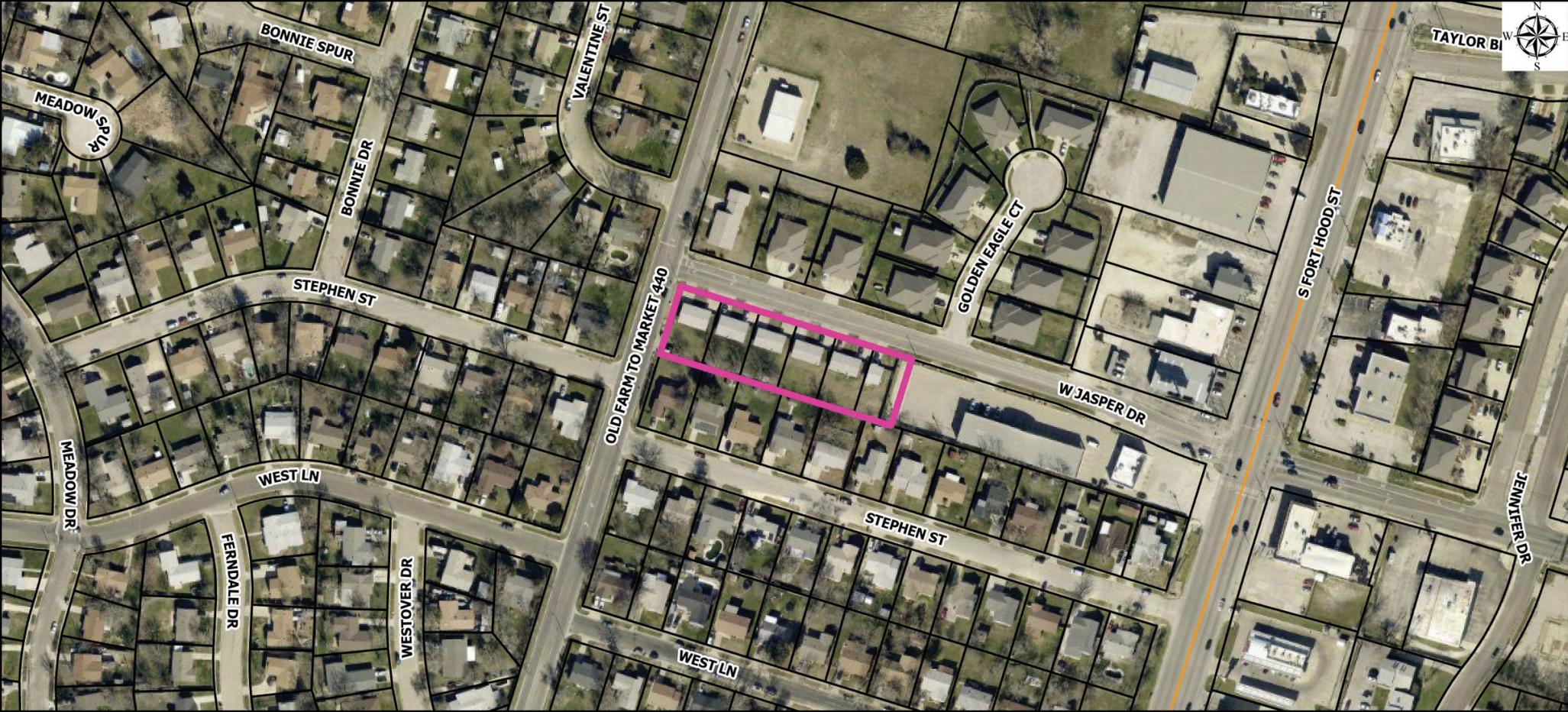


Zoning Case 2026-03
B-3 TO R-2

Legend

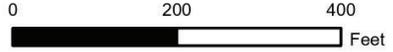
- Major Roads
- City Limit
- Zoning Case Location

Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99



AERIAL MAP

Council District: 3



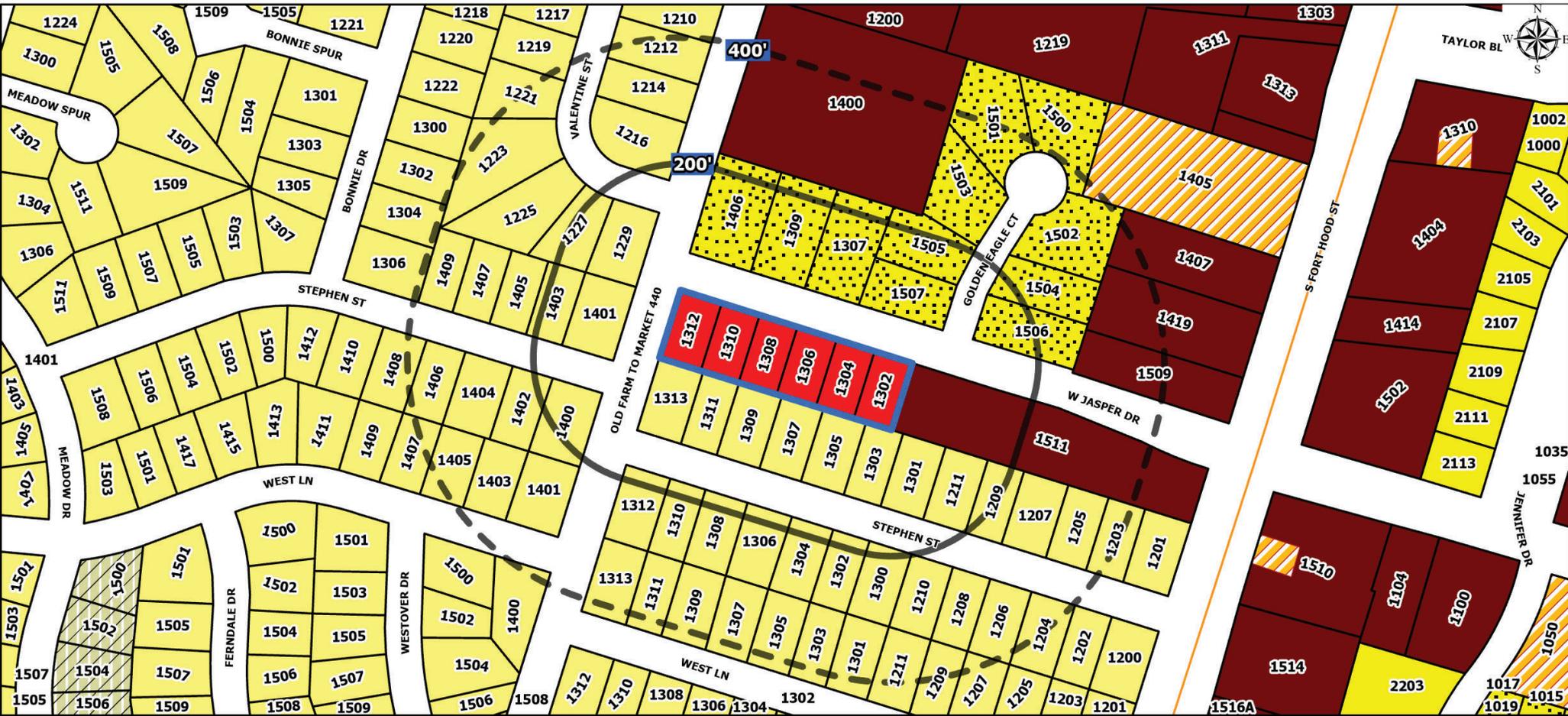
Zoning Case 2026-03

B-3 TO R-2

Legend

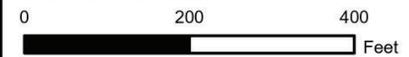
 Zoning Case

Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99



NOTIFICATION MAP

Council District: 3



Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99

Zoning Case 2026-03

B-3 TO R-2

Legend

	B-3		RC-1		R-1		R-3
	B-5		CUP		R-2		City Limit
			Zoning Case				



SITE PHOTOS

Case #Z26-03: "B-3" to "R-2"



View facing one of the subject properties on West Jasper Dr:



View facing the adjacent subject properties on West Jasper Dr:



SITE PHOTOS

Case #Z26-03: "B-3" to "R-2"



View facing the adjacent subject properties on West Jasper Dr:



View facing north at the subject properties across West Jasper Drive:



MINUTES
PLANNING AND ZONING COMMISSION MEETING
FEBRUARY 9, 2026
CASE # Z26-03
“B-3” to “R-2”

Hold a public hearing and consider a City-initiated request (**Case# Z26-03**) on behalf of Anthony Michael Barrett to rezone approximately 0.99 acre, being Lots 1-6, Block 1, Bonner Terrace Subdivision, from “B-3” (Local Business District) to “R-2” (Two-Family Residential District). The subject properties are locally addressed as 1302, 1304, 1306, 1308, 1310, and 1312 West Jasper Drive, Killeen, Texas.

This item was presented to the Commission during their Work Session. Mr. Hermosillo was available to answer questions.

Chairman Purifoy opened the public hearing at 5:21 p.m.

With no one wishing to speak, the public hearing was closed at 5:21 p.m.

Commissioner Cooper moved to recommend approval of the request as presented. Commissioner Moss seconded, and the motion passed by a vote of 4 to 0.

ORDINANCE NO. 26-XXX

AN ORDINANCE AMENDING THE CITY OF KILLEEN ZONING ORDINANCE BY CHANGING THE ZONING OF APPROXIMATELY 0.99 ACRE BEING PART OF LOTS 1–6, BLOCK 1, BONNER TERRACE SUBDIVISION FROM “B-3” (LOCAL BUSINESS DISTRICT) TO “R-2” (TWO-FAMILY RESIDENTIAL DISTRICT); PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code and Section 31-39 of the City of Killeen Code of Ordinances, the City Council, upon application, may amend the City of Killeen Zoning Ordinance following a recommendation by the Planning and Zoning Commission and a public hearing;

WHEREAS, the City of Killeen, on behalf of Anthony Michael Barrett, presented to the City of Killeen, a request for an amendment to the City of Killeen Zoning Ordinance by changing the classification of approximately 0.99 acres out of Lots 1-6, Block 1, Bonner Terrace Subdivision, locally addressed as 1302, 1304, 1306, 1308, 1310, and 1312 West Jasper Drive, Killeen, Texas, from “B-3” (Local Business District) to “R-2” (Two-Family Residential District);

WHEREAS, the Planning and Zoning Commission of the City of Killeen, following a public hearing on February 9, 2026, duly recommended approval of the application for amendment;

WHEREAS, due notice of the filing of said request and the date of hearing thereon was given as required by law, and hearing on said request was set for 3:00 P.M., on March 24, 2026, at the City Hall, City of Killeen; and

WHEREAS, the City Council at said hearing duly considered said request, the action of the Planning and Zoning Commission, and the evidence in support thereof, and the City Council being of the majority opinion that the applicant’s zoning request should be approved as recommended by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION I. That the zoning classification of approximately 0.99 acres out of Lots 1-6, Block 1, Bonner Terrace Subdivision, locally addressed as 1302, 1304, 1306, 1308, 1310, and 1312 West Jasper Drive, Killeen, Texas, be changed from “B-3” (Local Business District) to “R-2” (Two-Family Residential District).

SECTION II. That should any section or part of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the validity, force, or effect of any other section or parts of this ordinance.

SECTION III. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION IV. That this ordinance shall take effect immediately upon passage of the ordinance.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 24th day of March 2026, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, § 551.001, *et seq.*

APPROVED:

Riakos Adams, MAYOR

ATTEST:

Laura J. Calcote, CITY SECRETARY

APPROVED AS TO FORM

Holli C. Clements, CITY ATTORNEY

Case #Z26-03
Ord. #26-XXX



**CASE #Z26-03:
“B-3” TO “R-2”**

PH-26-012

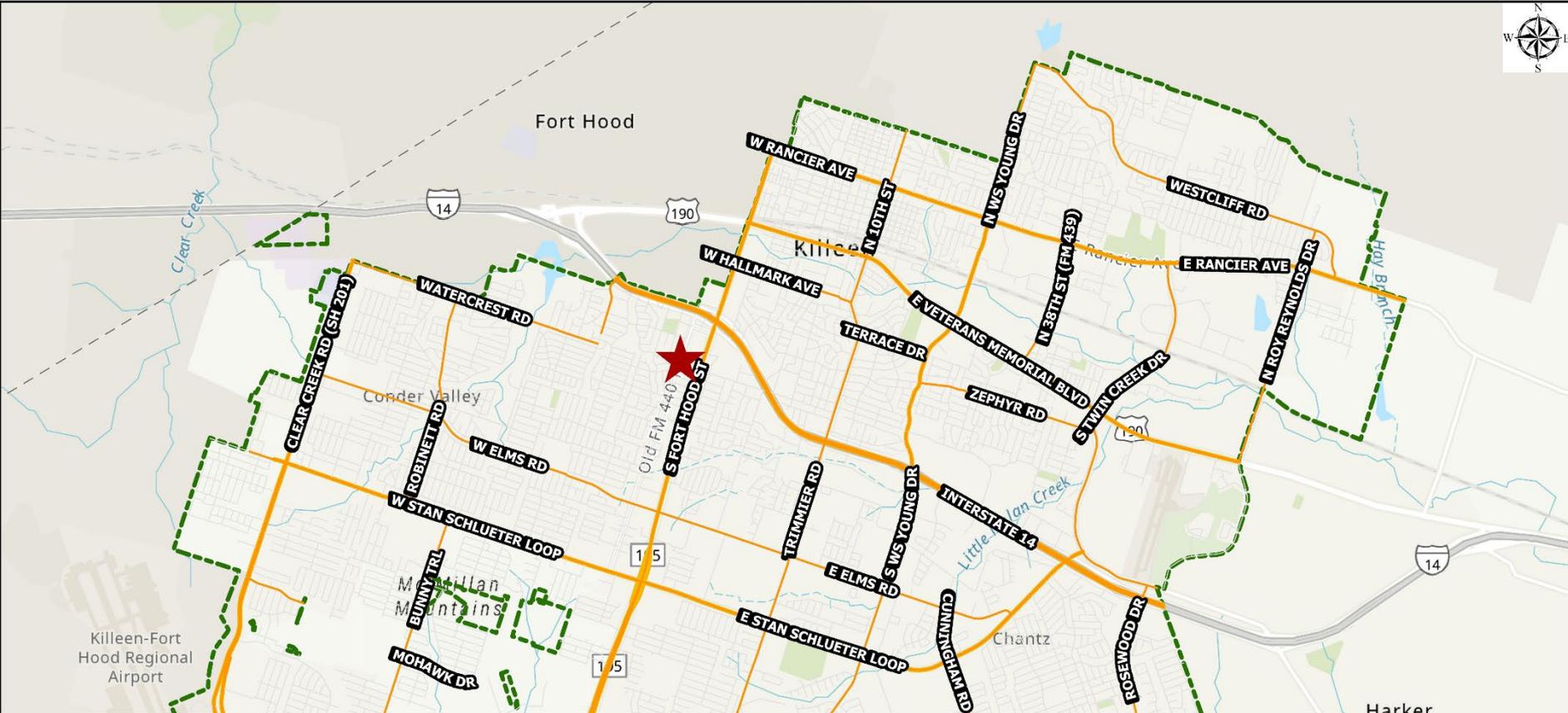
March 24, 2026

Case #Z26-03: “B-3” to “R-2”

- Hold a public hearing and consider a City-Initiated request on behalf of Anthony Michael Barrett (**Case# Z26-03**) to rezone approximately 0.99 acres, being Lots 1-6, Block 1, Bonner Terrace Subdivision, from “B-3” (Local Business District) to “R-2” (Two-Family Residential District).
- The subject properties are locally addressed as 1302, 1304, 1306, 1308, 1310, and 1312 West Jasper Drive, Killeen, Texas.

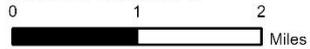
Case #Z26-03: “B-3” to “R-2”

- The six (6) existing two-family homes are considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54(a)(g), which states that a nonconforming structure cannot be rebuilt in case of total destruction, or expanded.
- If approved, this request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.



LOCATION MAP

Council District: 3



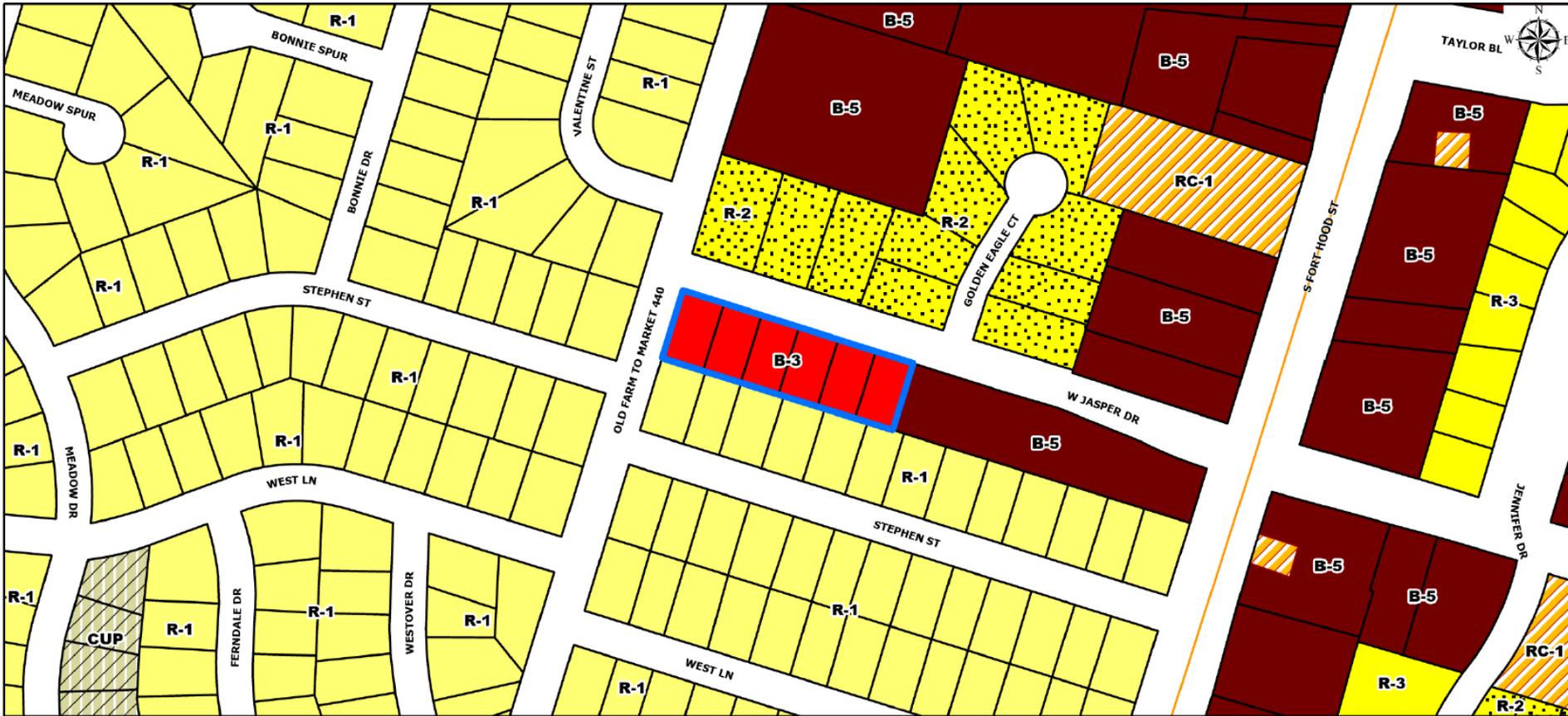
Zoning Case 2026-03

B-3 TO R-2

Legend

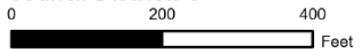
-  Major Roads
-  City Limit
-  Zoning Case Location

Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99



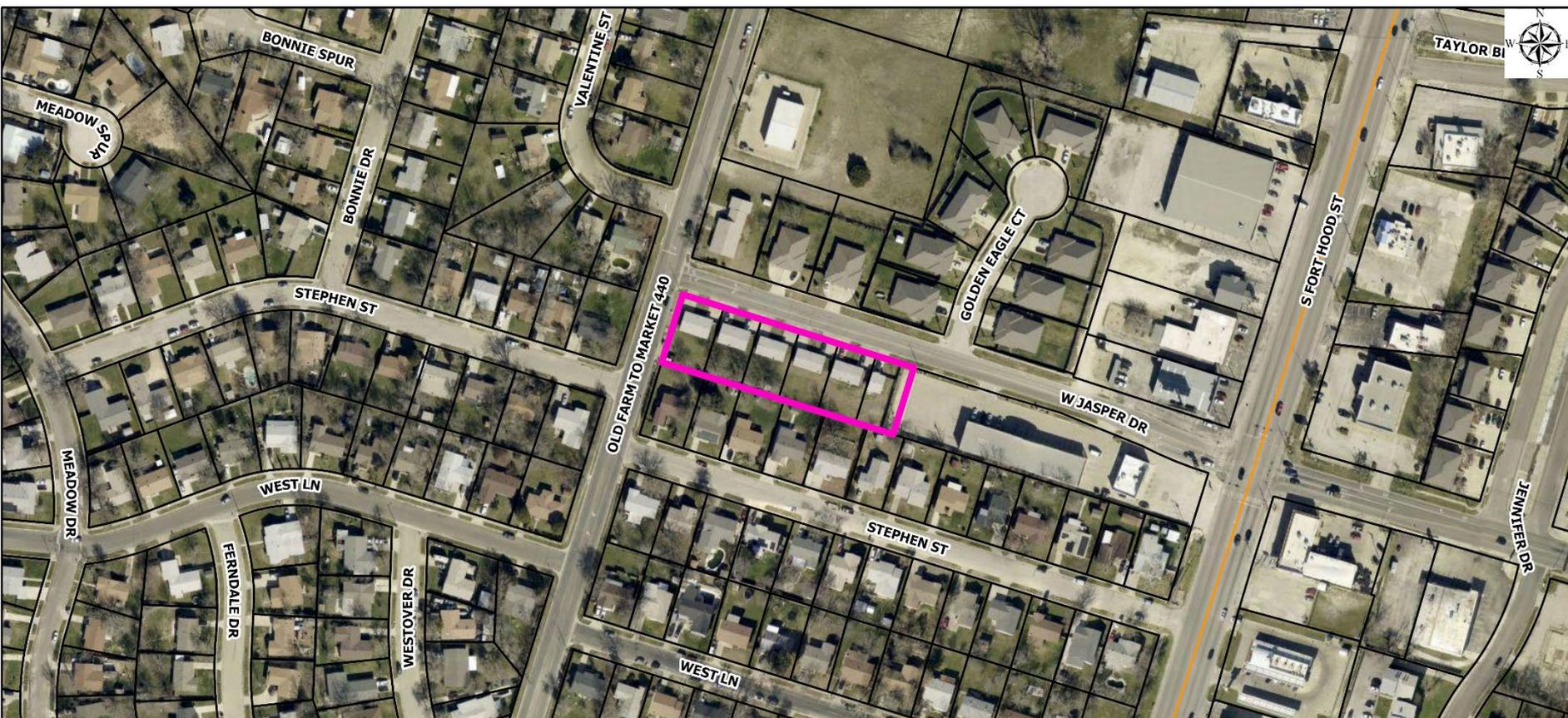
ZONING MAP

Council District: 3

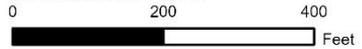


Zoning Case 2026-03
B-3 TO R-2

Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99



AERIAL MAP
Council District: 3



Zoning Case 2026-03

B-3 TO R-2

Legend
 Zoning Case

Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99

Case #Z26-03: “B-3” to “R-2”

7

View facing one of the subject properties on West Jasper Dr:



Case #Z26-03: “B-3” to “R-2”

8

View facing the adjacent subject properties on West Jasper Dr:



Case #Z26-03: “B-3” to “R-2”

9

View facing the adjacent subject properties on West Jasper Dr:



Case #Z26-03: “B-3” to “R-2”

10

View facing north at the subject properties across West Jasper Drive:

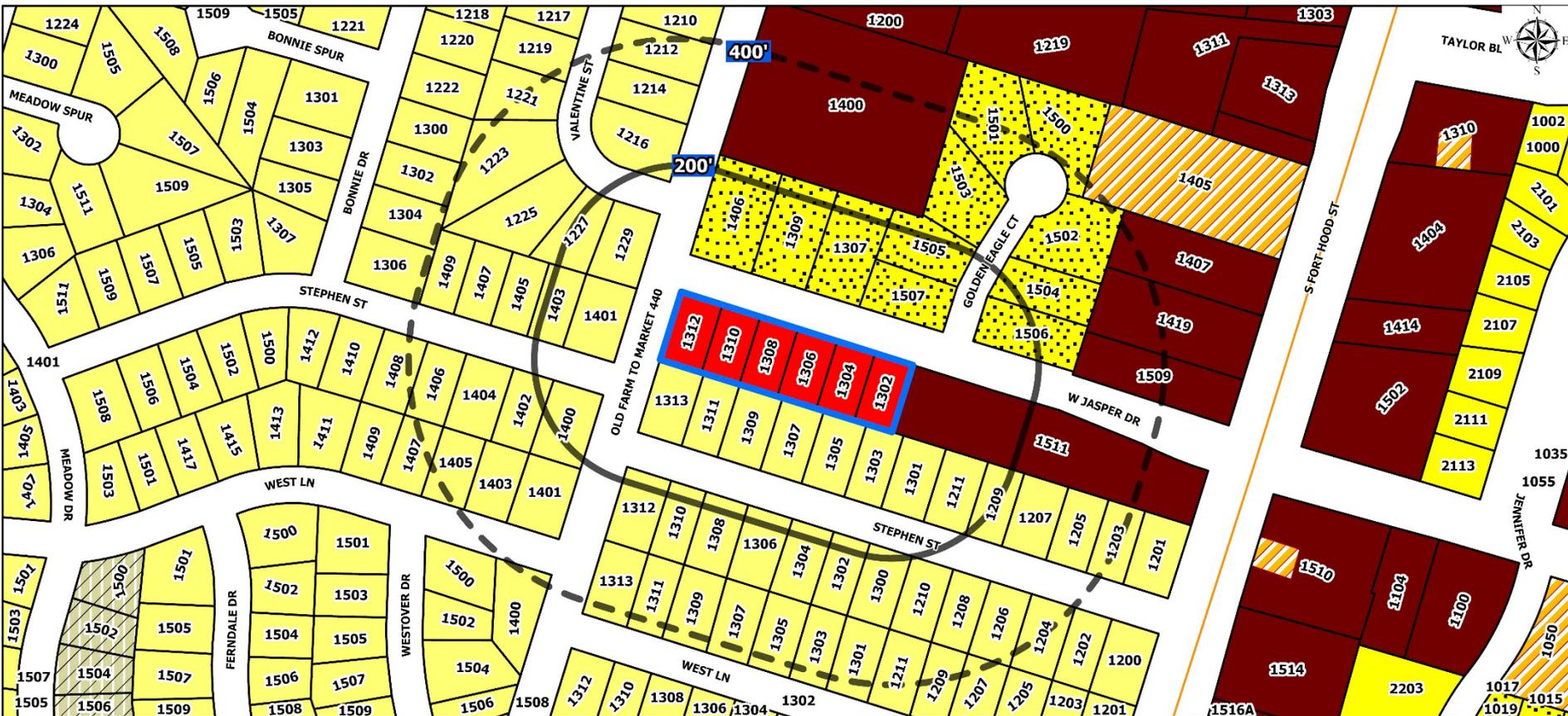


Comprehensive Plan Alignment

- The properties are located within the ‘Neighborhood Infill’ (NI) area on the Growth Sector Map and designated as ‘Residential Mix’ (RM) on the Future Land Use Map (FLUM) of the Killeen 2040 Comprehensive Plan.

Public Notification

- The property owner was provided with a consent form to authorize the request.
- Staff notified property owners of seventy-eight (78) surrounding properties regarding this request.
- Staff has received no written responses regarding this request.



NOTIFICATION MAP

Council District: 3



Subject Property Legal Description: BONNER TERRACE, BLOCK 001, LOTS 1-6. ACRES 0.99

Zoning Case 2026-03

B-3 TO R-2

- Legend**
- B-3
 - RC-1
 - R-1
 - R-3
 - B-5
 - CUP
 - R-2
 - City Limit
 - Zoning Case

Staff Recommendation

- Staff recommends approval of this City-initiated request to rezone the subject properties from “B-3” (Local Business District) to “R-2” (Two-Family Residential District).

Commission Recommendation

- At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval of the request by a vote of 4 to 0.



City of Killeen

Staff Report

File Number: PH-26-013

Hold a public hearing and consider a City-initiated request, on behalf of six (6) property owners, **(Case# Z26-04)** to rezone approximately 1.16 acre, being Lots 1-3, Block 4 out of the Western Hills 1st Phase Subdivision, and Lots 1-3, Block 20 out of the Western Hills 2nd Phase Subdivision from "B-3" (Local Business District) to "R-1" (Single-Family Residential District). The subject properties are locally addressed as 1801, 1803, and 1805 Leader Drive; and 1802, 1804, and 1806 Mona Drive, Killeen, Texas.

DATE: March 24, 2026

TO: Kent Cagle, City Manager

FROM: Wallis Meshier, Exec. Dir. Of Dev. Serv.

SUBJECT: Zoning Case # Z26-04: "B-3" to "R-1"

BACKGROUND AND FINDINGS:

Property Information:

Property Owner: Six (6) individual property owners
Agent: City-initiated request
Current Zoning: "B-3" (Local Business District)
Proposed Zoning: "R-1" (Single-Family Residential District)
FLUM Designation: 'Residential Mix' (RM)
Growth Sector Designation: 'Neighborhood Infill' (NI)

Summary of Request:

This is a City-initiated request to rezone six (6) properties from "B-3" (Local Business District) to "R-1" (Single-Family Residential District). This request aims to amend the properties' current zoning to make it consistent with the existing single-family residential land use. The existing single-family homes are considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54, which states that a non-conforming structure cannot be rebuilt in case of total destruction. If approved, this City-initiated request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.

The intent of this initiative is to assist property owners by rezoning legal non-conforming properties to establish the current residential uses of properties as complying with the City of Killeen's zoning

and land use regulations. In doing so, the goals are to 1) ensure that property owners are better positioned to sell or refinance their property in the future; and 2) to have an opportunity to expand in the future, should they choose to do so, in addition to being able to rebuild. Based on current information, the rezoning is not expected to have any negative impacts on the properties, nor are property values expected to be affected.

Zoning/Plat Case History:

The subject properties are part of the Western Hills Subdivision, which was developed in multiple phases. The parent tract was annexed into the City limits on September 9, 1962. The Western Hills 1st Phase Final Plat (Lots 1-3, Block 4) and the Western Hills 2nd Phase Final Plat (Lots 1-3, Block 20) were subsequently recorded. City Council approved the rezoning from "R-1" (Single-Family Residential District) to "B-3" (Local Business District) on September 25, 1984, via ordinance #5460.

Character of the Area:

North: Developed residential property zoned "R-2" (Two-Family Residential District)

South: Developed residential property zoned "R-1" (Single-Family Residential District) & "R-2" (Two-Family Residential District)

East: Developed residential property zoned "R-2" (Two-Family Residential District) & "R-1" (Single-Family Residential District)

West: Developed residential property zoned "R-3" (Multi-Family Residential District)

Future Land Use Map Analysis:

The properties are located within the 'Neighborhood Infill' (NI) area on the Growth Sector Map and designated as 'Residential Mix' (RM) on the Future Land Use Map (FLUM) of the Killeen 2040 Comprehensive Plan.

The Growth Sector Map identifies the area as 'Neighborhood Infill,' which includes areas of the city that are already developed and have access to city services and infrastructure, but have vacant, underutilized, or poorly developed properties. Growth policies for this sector encourage development or redevelopment of these properties with accessory dwelling units, smallplexes, and micro-commercial uses that provide incremental increases in density. Development should match the existing character and improve walkable access to businesses and amenities for people living and working in the vicinity.

The Future Land Use Map identifies the 'Residential Mix' place type, which creates neighborhoods built with a traditional walkable block/street grid network that allows a flexible mix of residential building typologies. Aside from large multiplex garden apartments, most housing types are allowed here, including single-family detached, townhouses, and small-plex units (2-4 units). This place type encourages a twenty-five percent (25%) nonresidential and ninety-five percent (95%) residential use mix.

The Killeen 2040 Comprehensive Plan promotes incremental evolution of properties that can add to

a widespread improvement. Additionally, staff finds the proposed rezoning is consistent with the surrounding area, which consists of established single-family residential development and reflects the intended land use pattern for the Residential Mix place type.

Development Zone Analysis:

These properties are located within the City of Killeen Development Zone #4, which is generally situated west of Fort Hood Street and north of Stan Schlueter Loop. This development zone consists of approximately 44.81% residential uses and 55.19% commercial uses. Overall, the current land use mix in the surrounding area includes approximately 107.15 acres (1.87%) of Special Districts, 2,457.49 acres (42.94%) of Residential, 11.37 acres (0.20%) of Industrial, 2,937.38 acres (51.33%) of Commercial, and 209.35 acres (3.66%) of Agricultural uses, for a total of approximately 5,722.74 acres. In addition, vacant land accounts for approximately 684 acres, or 11.95% of the area.

Water, Sewer and Drainage Services:

Provider: City of Killeen

Within Service Area: Yes

Feasibility Study or Service Commitment: Water, wastewater, and drainage services are located within the City of Killeen municipal utility service area and are available to the subject tracts.

Water service is available to the properties located on Mona Dr. via an existing 6" water distribution main located in Mona Dr.

Water service is available to the properties located on Leader Dr. via an existing 12" water transmission main located in Leader Dr.

Wastewater service is available to the properties located on Mona Dr. via an existing 6" wastewater main located in Mona Dr.

Wastewater service is available to the properties located on Leader Dr. via an existing 6" wastewater main located in Leader Dr.

No existing drainage infrastructure is adjacent to the properties.

Transportation and Thoroughfare Plan:

Existing Conditions: Access for parcels #93186, 11006, and 18394 is via Mona Dr. (50' ROW), which is classified as a Local Street in the currently adopted Comprehensive Plan.

Access for parcels #10276, 126143, and 126375 is via Leader Dr. (60' ROW), which is classified as a Local Street in the currently adopted Comprehensive Plan.

No increase in traffic is expected to be generated as a result of this zoning classification change.

PARKS AND PROPOSED TRAIL PLAN:

There are no proposed parks or trails on this site. Parkland dedication, fees in lieu of, and parkland development fees will not be required as the properties are already developed.

Environmental Assessment:

The properties are in the Nolan Creek / Leon River Watershed. The properties are is located in Zone X Unshaded (0.2% Annual Chance Flood Hazard Area), per Federal Emergency Management Agency Flood Insurance Rate Map 48027C0115E with effective date September 26, 2008.

The properties are not impacted by freshwater ponds, freshwater forested/shrub wetlands, freshwater emergent wetlands, or riverine habitats as shown on the National Wetlands Inventory maps for the properties. No visual evidence of other environmental impediments is apparent on the properties at this time.

Public Notification:

Before public notification, the six (6) property owners were provided with a consent form to authorize the request.

Staff notified property owners of ninety-three (93) surrounding properties regarding this request.

As of the date of this staff report, no responses have been received regarding this request.

Staff Findings:

The subject properties are zoned "B-3" (Local Business District), contain existing single-family residential structures, and are considered legal non-conforming. The surrounding area consists primarily of developed single-family residential uses. Staff finds that the request is consistent with the recommendations of the Killeen 2040 Comprehensive Plan.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

This zoning request conforms to the City's policy and procedures, as detailed in Chapter 31 of the Killeen Code of Ordinances.

FINANCIAL IMPACT:

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

This zoning request does not involve the expenditure of city funds. Public infrastructure is already in place for the properties and is maintained by the City. Maintenance costs will continue for the life of the development.

Is this a one-time or recurring expenditure?

This is not applicable.

Is this expenditure budgeted?

This is not applicable.

If not, where will the money come from?

This is not applicable.

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

This is not applicable.

RECOMMENDATION:

Staff recommends approval of the request to rezone the properties from "B-3" (Local Business District) to "R-1" (Single-Family Residential District) as presented.

At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval by a vote of 4 to 0.

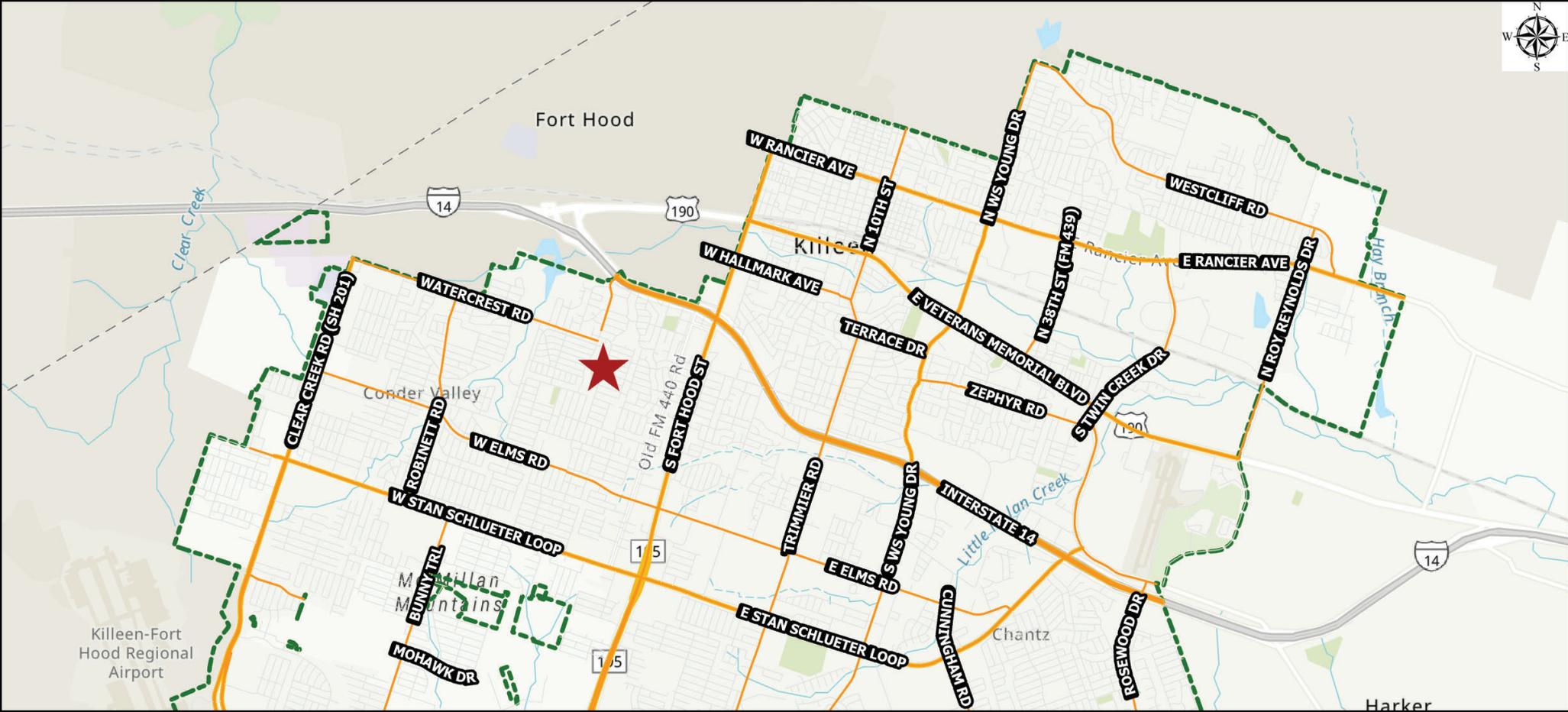
DEPARTMENTAL CLEARANCES:

The Planning and Legal staff have reviewed this item.

ATTACHED SUPPORTING DOCUMENTS:

- Maps
- Site Photos
- Minutes

Ordinance
Presentation



LOCATION MAP

Council District: 3

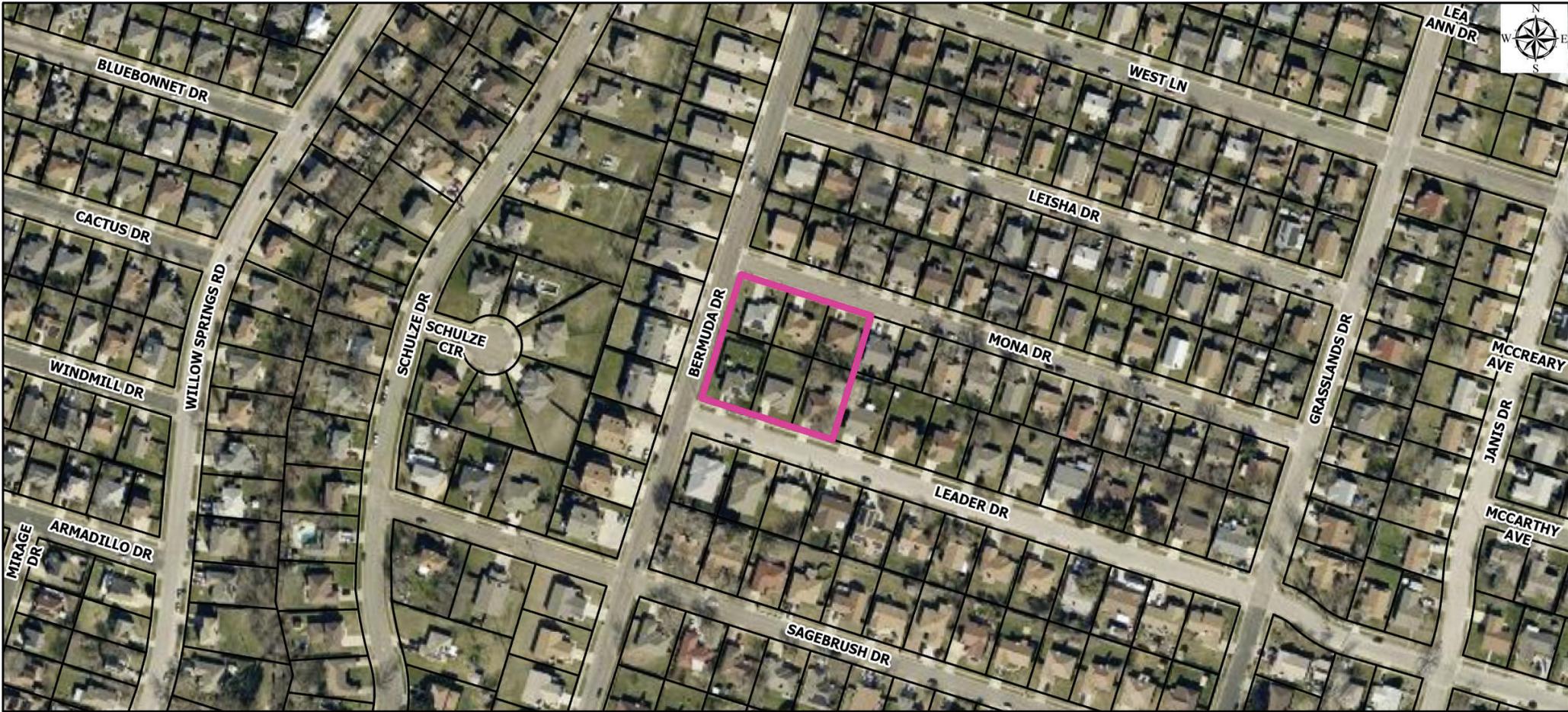


Zoning Case 2026-04
B-3 TO R-1

Legend

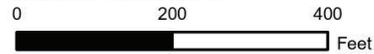
-  Major Roads
-  City Limit
-  Zoning Case Location

Subject Property Legal Description: APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.



AERIAL MAP

Council District: 3



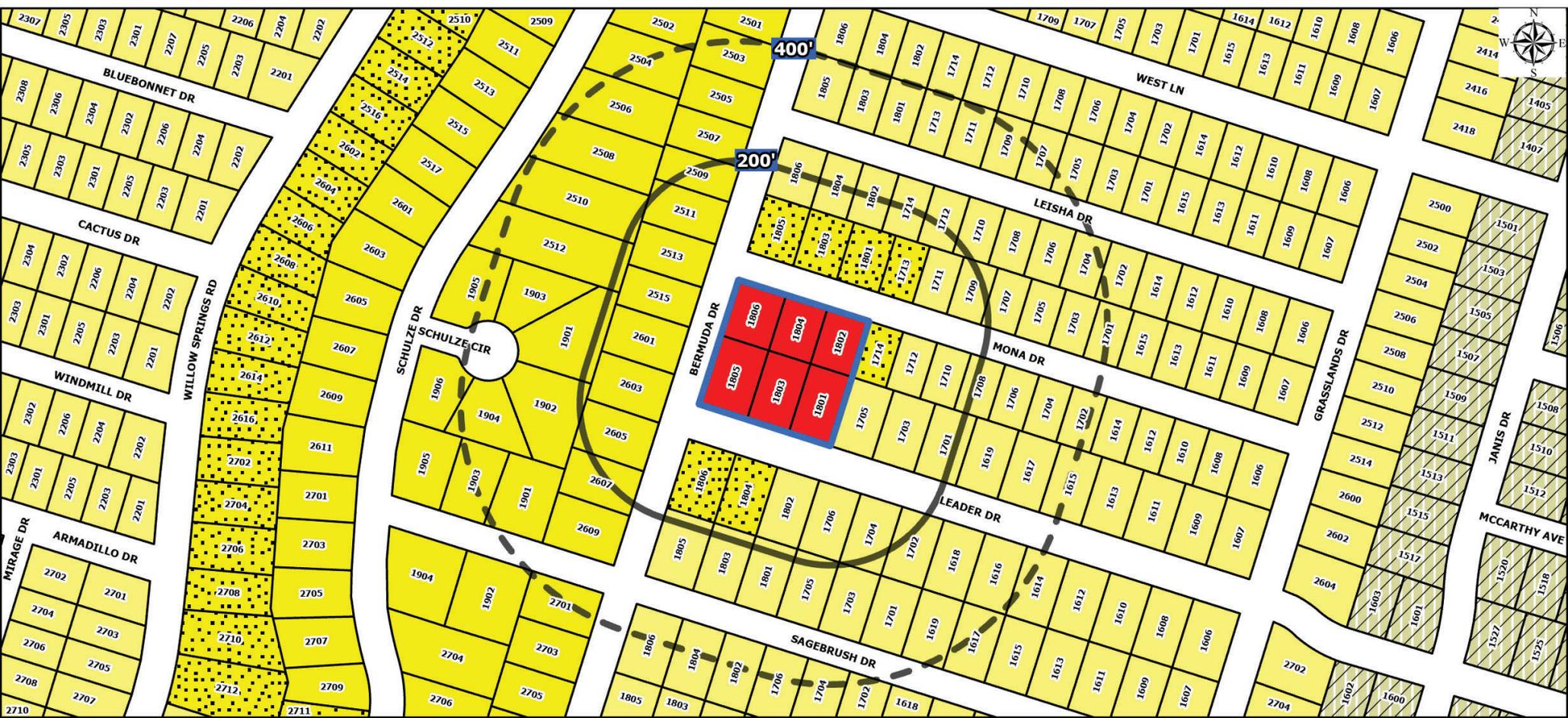
Zoning Case 2026-04

B-3 TO R-1

Legend

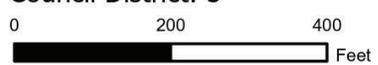
 Zoning Case

Subject Property Legal Description: APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.



NOTIFICATION MAP

Council District: 3



Subject Property Legal Description: APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.

Zoning Case 2026-04

B-3 TO R-1

Legend

- B-3
- R-1
- R-3
- CUP
- R-2
- City Limit
- Zoning Case

SITE PHOTOS

Case #Z26-04: "B-3" to "R-1"



View facing the subject properties across Bermuda Drive:



View facing the subject properties on Mona Drive:



SITE PHOTOS

Case #Z26-04: "B-3" to "R-1"



View across Mona Drive from subject properties:



View facing the subject properties on Leader Drive:



SITE PHOTOS

Case #Z26-04: "B-3" to "R-1"



View across Leader Drive from subject properties:



MINUTES
PLANNING AND ZONING COMMISSION MEETING
FEBRUARY 9, 2026
CASE # Z26-04
“B-3” to “R-1”

Hold a public hearing and consider a City-initiated request on behalf of six (6) property owners (**Case# Z26-04**) to rezone approximately 1.16 acres, being Lots 1-3, Block 4 out of the Western Hills 1st Phase Subdivision, and Lots 1-3, Block 20 out of the Western Hills 2nd Phase Subdivision from “B-3” (Local Business District) to “R-1” (Single-Family Residential District). The subject properties are locally addressed as 1801, 1803, and 1805 Leader Drive; and 1802, 1804, and 1806 Mona Drive, Killeen, Texas.

This item was presented to the Commission during their Work Session. Mr. Hermosillo was available to answer questions.

Chairman Purifoy opened the public hearing at 5:23 p.m.

With no one wishing to speak, the public hearing was closed at 5:23 p.m.

Commissioner Cooper moved to recommend approval of the request as presented. Commissioner Sabree seconded, and the motion passed by a vote of 4 to 0.

ORDINANCE NO. 26-XXX

AN ORDINANCE AMENDING THE CITY OF KILLEEN ZONING ORDINANCE BY CHANGING THE ZONING OF APPROXIMATELY 1.16 ACRE BEING PART OF LOTS 1–3, BLOCK 4, WESTERN HILLS 1ST PHASE SUBDIVISION, AND LOTS 1–3, BLOCK 20, WESTERN HILLS 2ND PHASE SUBDIVISION FROM “B-3” (LOCAL BUSINESS DISTRICT) TO “R-1” (SINGLE-FAMILY RESIDENTIAL DISTRICT); PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code and Section 31-39 of the City of Killeen Code of Ordinances, the City Council, upon application, may amend the City of Killeen Zoning Ordinance following a recommendation by the Planning and Zoning Commission and a public hearing;

WHEREAS, the City of Killeen, on behalf of six (6) property owners, presented to the City of Killeen, a request for an amendment to the City of Killeen Zoning Ordinance by changing the classification of approximately 1.16 acres out of Lots 1–3, Block 4, Western Hills 1st Phase Subdivision, and Lots 1–3, Block 20, Western Hills 2nd Phase Subdivision, locally addressed as 1801, 1803, and 1805 Leader Drive; and 1802, 1804, and 1806 Mona Drive, Killeen, Texas, from “B-3” (Local Business District) to “R-1” (Single-Family Residential District);

WHEREAS, the Planning and Zoning Commission of the City of Killeen, following a public hearing on February 9, 2026, duly recommended approval of the application for amendment;

WHEREAS, due notice of the filing of said request and the date of hearing thereon was given as required by law, and hearing on said request was set for 3:00 P.M., on March 24, 2026, at the City Hall, City of Killeen; and

WHEREAS, the City Council at said hearing duly considered said request, the action of the Planning and Zoning Commission, and the evidence in support thereof, and the City Council being of the majority opinion that the applicant’s zoning request should be approved as recommended by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION I. That the zoning classification of approximately 1.16 acres out of Lots 1–3, Block 4, Western Hills 1st Phase Subdivision, and Lots 1–3, Block 20, Western Hills 2nd Phase Subdivision, locally addressed as 1801, 1803, and 1805 Leader Drive; and 1802, 1804, and 1806 Mona Drive, Killeen, Texas be changed from “B-3” (Local Business District) to “R-1” (Single-Family Residential District).

SECTION II. That should any section or part of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the validity, force, or effect of any other section or parts of this ordinance.

SECTION III. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION IV. That this ordinance shall take effect immediately upon passage of the ordinance.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 24th day of March 2026, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, § 551.001, *et seq.*

APPROVED:

Riakos Adams, MAYOR

ATTEST:

Laura J. Calcote, CITY SECRETARY

APPROVED AS TO FORM

Holli C. Clements, CITY ATTORNEY

Case #Z26-04
Ord. #26-XXX

A stylized logo consisting of several grey geometric shapes: a large vertical rectangle on the left, a curved line arching from the bottom left towards the top right, and a five-pointed star at the end of the curve. The background is white.

**CASE #Z26-04:
“B-3” TO “R-1”**

PH-26-013

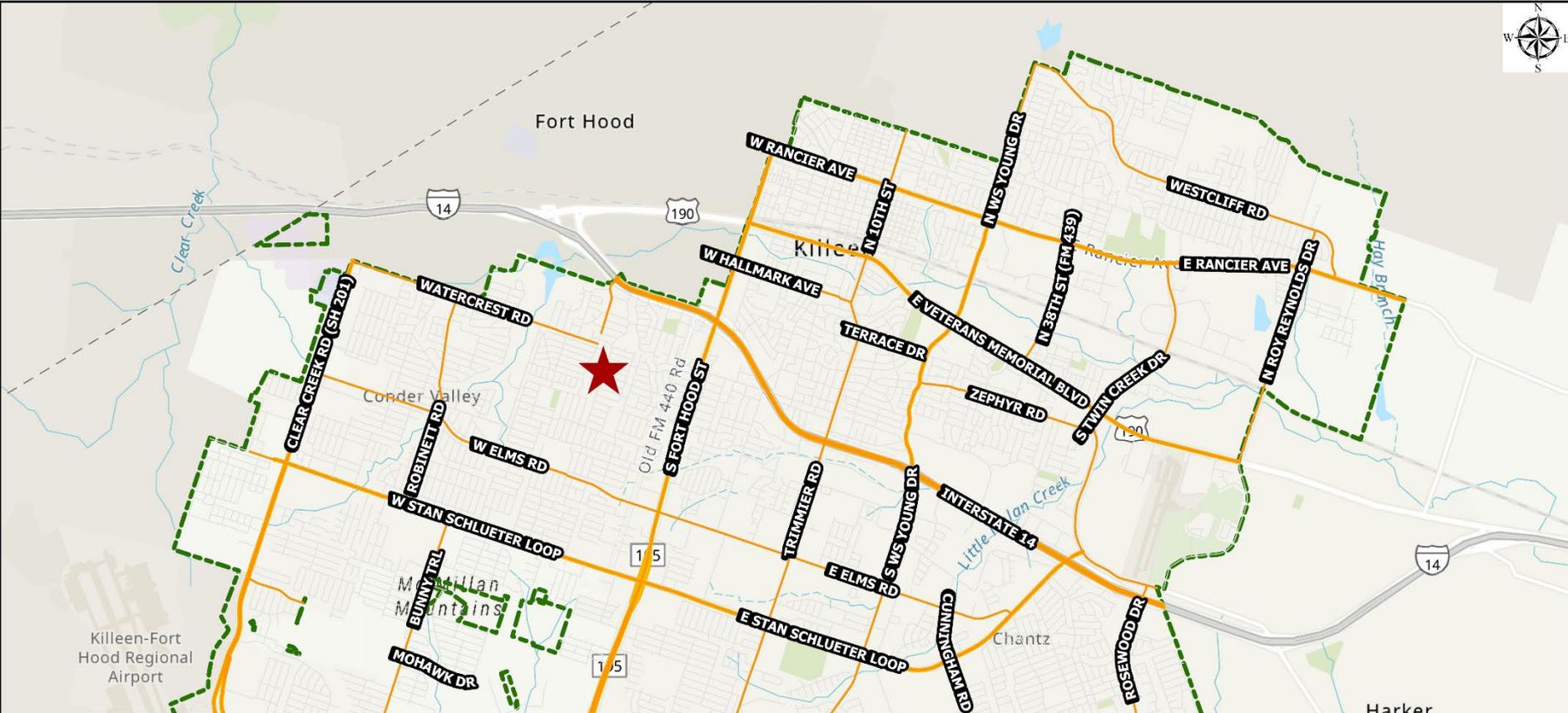
March 24, 2026

Case #Z26-04: “B-3” to “R-1”

- Hold a public hearing and consider a City-initiated request on behalf of six (6) property owners (**Case# Z26-04**) to rezone approximately 1.16 acres, being Lots 1-3, Block 4 out of the Western Hills 1st Phase Subdivision, and Lots 1-3, Block 20 out of the Western Hills 2nd Phase Subdivision from “B-3” (Local Business District) to “R-1” (Single-Family Residential District).
- The subject properties are locally addressed as 1801, 1803, 1805 Leader Drive; and 1802, 1804, 1806 Mona Drive, Killeen, Texas.

Case #Z26-04: “B-3” to “R-1”

- The six (6) existing single-family homes are considered legal non-conforming and therefore subject to Killeen Code of Ordinances Sec. 31-54(a)(g), which states that a nonconforming structure cannot be rebuilt in case of total destruction, or expanded.
- If approved, this request to rezone the properties will bring the current use of the properties into compliance with the zoning ordinance.



LOCATION MAP

Council District: 3



Subject Property Legal Description:

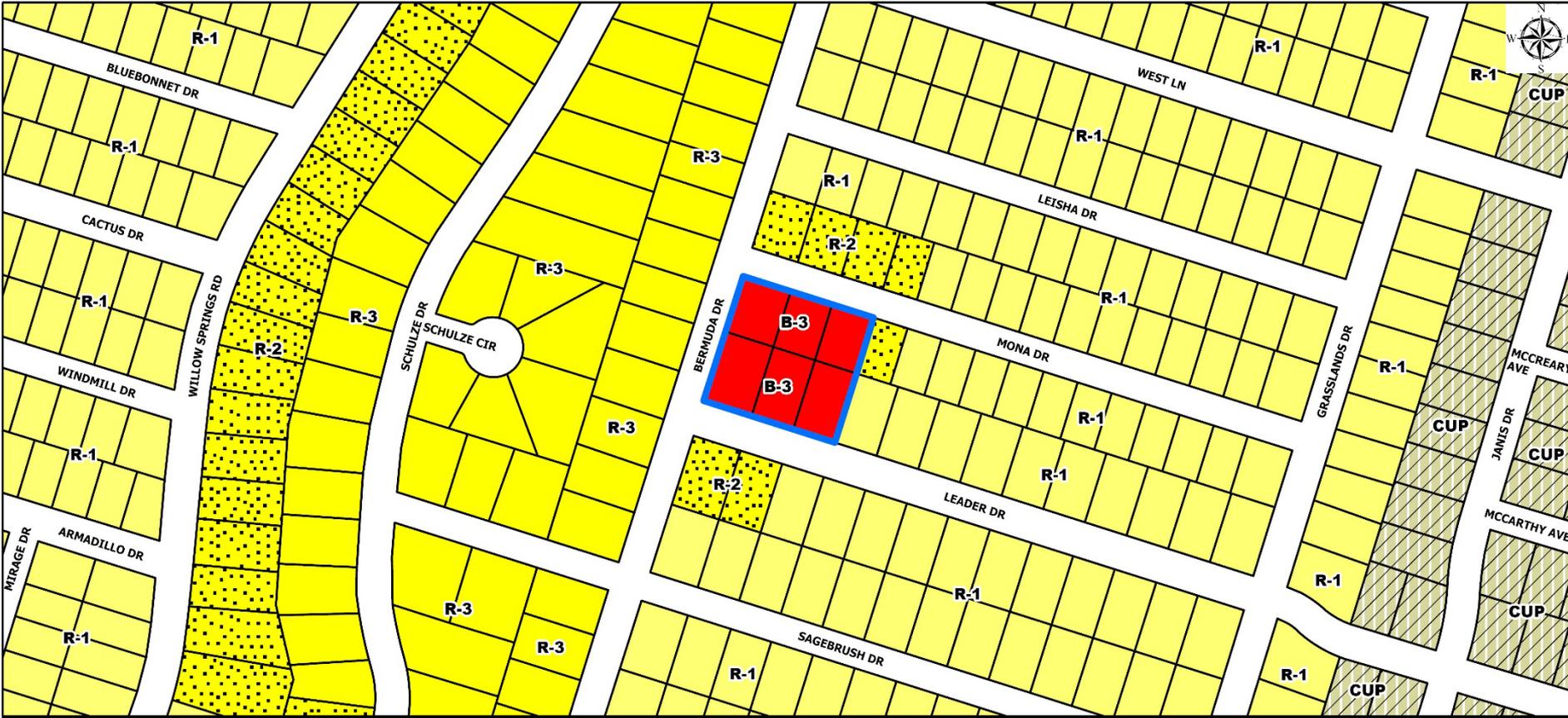
APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.

Zoning Case 2026-04

B-3 TO R-1

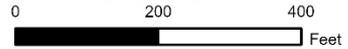
Legend

-  Major Roads
-  City Limit
-  Zoning Case Location



ZONING MAP

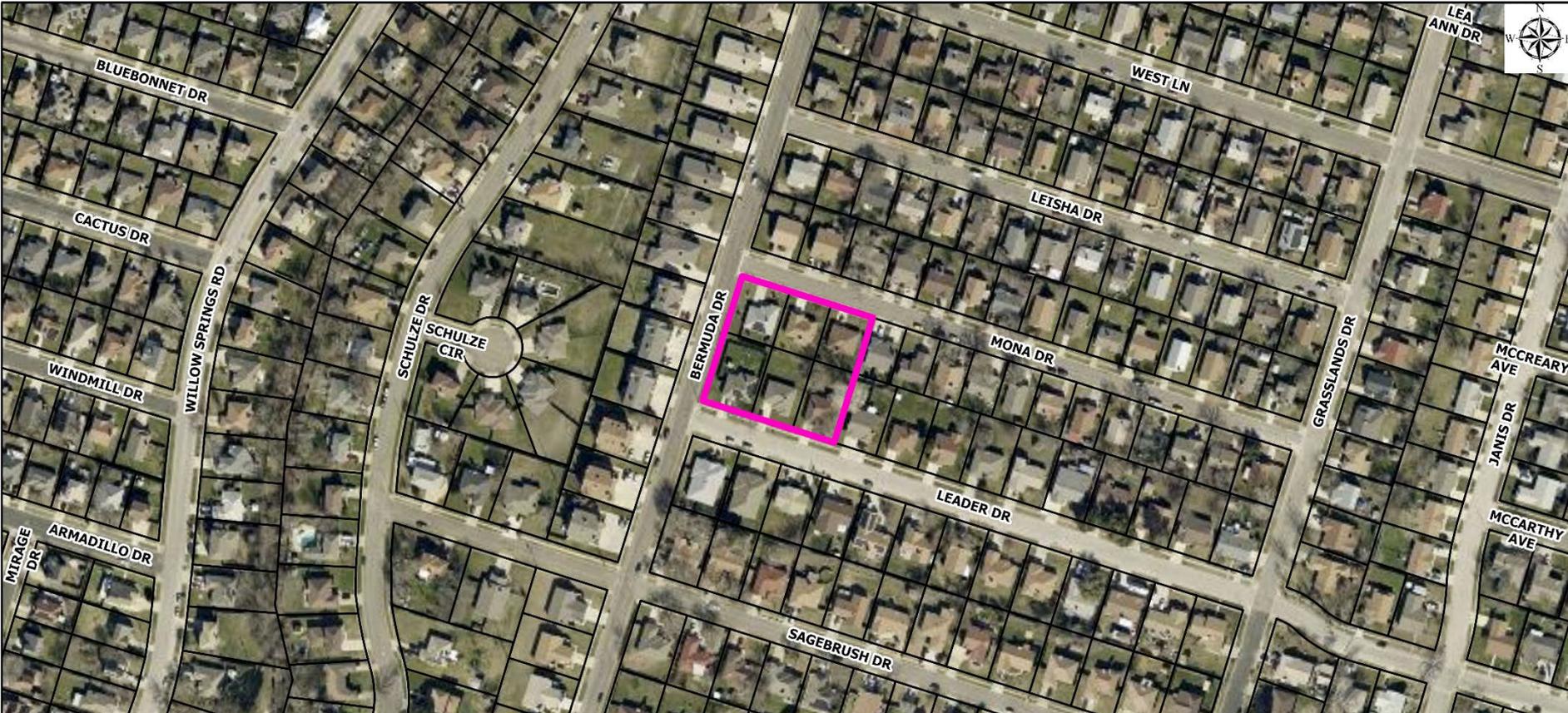
Council District: 3



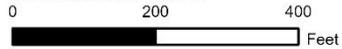
Zoning Case 2026-04

B-3 TO R-1

Subject Property Legal Description: APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.



AERIAL MAP
Council District: 3



Zoning Case 2026-04

B-3 TO R-1

Legend
 Zoning Case

Subject Property Legal Description: APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.

Case #Z26-04: “B-3” to “R-1”

7

View facing the subject properties across Bermuda Drive:



Case #Z26-04: “B-3” to “R-1”

8

View facing the subject properties on Mona Drive:



Case #Z26-04: “B-3” to “R-1”

9

View across Mona Drive from subject properties:



Case #Z26-04: “B-3” to “R-1”

10

View facing the subject properties on Leader Drive:



Case #Z26-04: “B-3” to “R-1”

11

View across Leader Drive from subject properties:

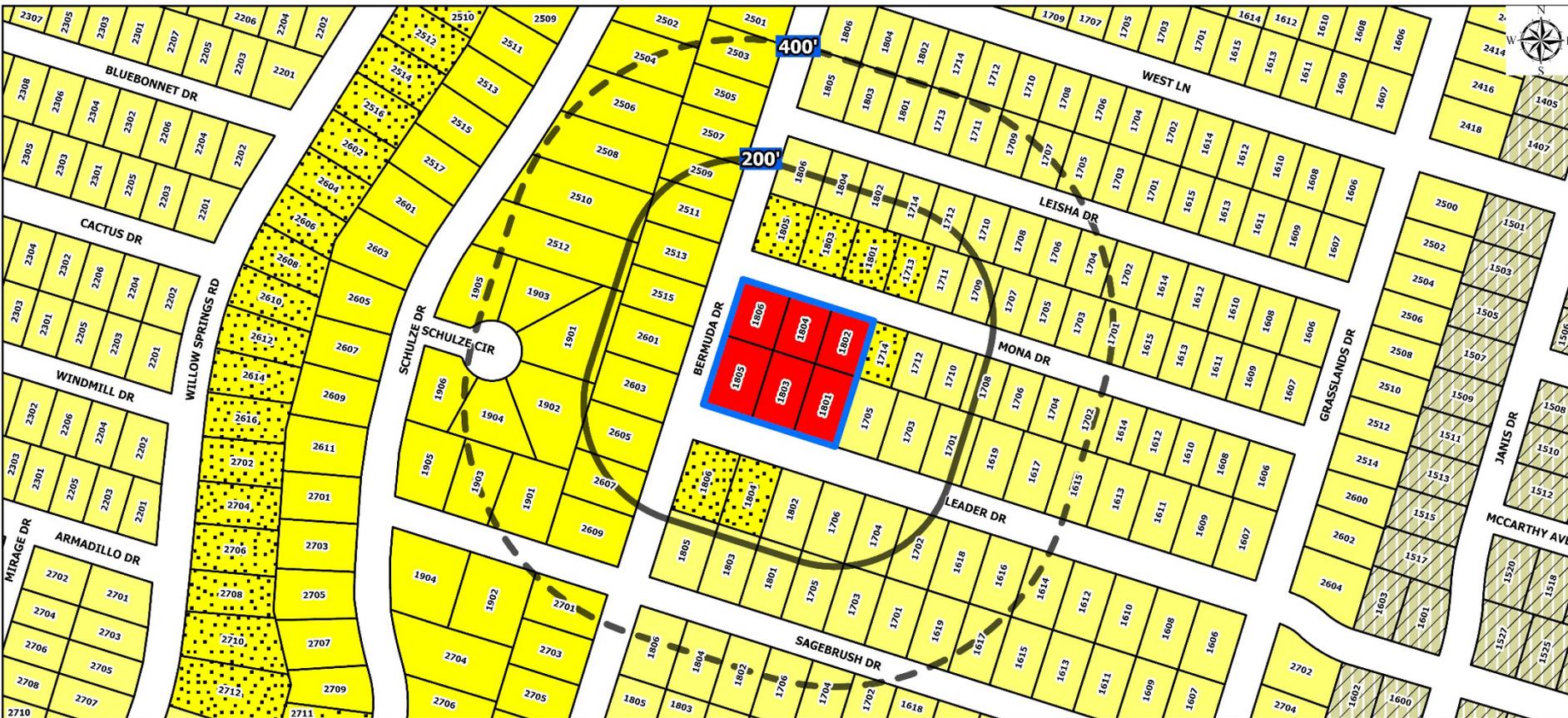


Comprehensive Plan Alignment

- The properties are located within the ‘Neighborhood Infill’ (NI) area on the Growth Sector Map and designated as ‘Residential Mix’ (RM) on the Future Land Use Map (FLUM) of the Killeen 2040 Comprehensive Plan.

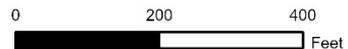
Public Notification

- All six (6) property owners were provided with a consent form to authorize the request.
- Staff notified property owners of ninety-three (93) surrounding properties regarding this request.
- Staff has received no written responses regarding this request.



NOTIFICATION MAP

Council District: 3



Zoning Case 2026-04
B-3 TO R-1

Subject Property Legal Description: APPROXIMATELY 1.16 ACRES, BEING LOTS 1-3, BLOCK 4, OUT OF WESTERN HILLS 1ST PHASE SUBDIVISION AND LOTS 1-3, BLOCK 20, OUT OF WESTERN HILLS 2ND PHASE SUBDIVISION.

- Legend**
- B-3
 - R-1
 - R-3
 - CUP
 - R-2
 - City Limit
 - Zoning Case

Staff Recommendation

- Staff recommends approval of this City-initiated request to rezone the subject property from “B-3” (Local Business District) to “R-1” (Single-Family Residential District).

Commission Recommendation

- At their regular meeting on February 9, 2026, the Planning and Zoning Commission recommended approval of the request by a vote of 4 to 0.



City of Killeen

Staff Report

File Number: DS-26-022

Inclusive Programming and Future Amenity Opportunities



INCLUSIVE PROGRAMMING & FUTURE AMENITY OPPORTUNITIES

DS-26-022

March 24, 2026

Background – Town Hall Meeting

2

- ❑ **Town Hall held January 12, 2026**, at the First National Bank Texas Senior Center, 6–8 p.m.
- ❑ 40+ residents and potential partners attended.
- ❑ **Purpose:** Gather community input, assess current services, identify accessibility and inclusion gaps, highlight existing therapeutic recreation offerings, and build support for future inclusive facility development.

Key Takeaways

- ❑ Discussions centered on essential services, barriers to participation, and how the City and community can collaborate more effectively.
- ❑ Feedback emphasized partnering with local nonprofits, civic groups, and businesses to expand engagement and help address staffing challenges.
- ❑ Suggested program needs included aquatic opportunities, summer camps, movie nights, community dances, and improved transportation options for the inclusive community.

Key Takeaways - cont.

4

- ❑ Suggested **inclusive pilot programs** involving both parents and participants, plus **transition-age programs** for individuals 18+.
- ❑ Raised concerns about **ADA accessibility** across parks, trails, and fields.
- ❑ Highlighted the need for **more educational events** and learning opportunities for the inclusive community.

Key Takeaways - cont.

5

- ❑ Establish **monthly resource meetings** to connect businesses, nonprofits, military programs, and private organizations.
- ❑ Use these meetings to **share information, coordinate services, and identify resources** that benefit the community.

Program Proposal – Aquatics

6

❑ **Waves of Inclusion**

- Provides **adaptive aquatic activities** tailored to participants' unique needs.
- Includes **Adaptive Swim Lessons, Water Fitness, Aquatic Games, Therapeutic Water Play, and Water Safety Workshops.**

Program Proposal – Aquatics - cont.

7

❑ **Program Schedule & Staffing:**

- Runs **before regular opening** during the aquatics season (June–August).
- Sessions held on the **first Friday** of each month of the 2026 aquatic season and subsequent years.
- Led by a team of **adaptive-trained lifeguards, water safety instructors, pool managers, and experienced volunteers.**

Program Proposal – Aquatics - cont.

8

❑ Program Safety & Accessibility

- Maintains a **low participant-to-staff ratio** to ensure individualized attention and safety.
- **No individual assessments** required; participants must be accompanied by an appropriate adult guardian or caretaker.
- Hosted at the **Zenner Family Aquatic Center**, which offers accessible entry options such as ramps, lifts, and zero-depth entry for easy pool access.

Program Proposal – Aquatics - cont.

9

❑ **Facility & Environment Features**

- Offers **accessible changing rooms** with spacious layouts and appropriate amenities.
- Provides **private changing areas** to ensure comfort and privacy for all participants.
- Maintains a **sensory-friendly environment**, with thoughtful lighting, reduced noise, and a calming atmosphere.
- Utilizes a range of **adaptive equipment**, including floatation devices, pool access chairs, and adaptive swim aids.

Program Proposal – Aquatics - cont.

- ❑ **Budget considerations (Initial cost projections)**
 - **Venue:** \$ 4,500
 - Aligned with proposed fee schedule – FY'27
 - **Equipment:** \$ 6,500
 - Necessary to support the various ability needs for growth and development.
 - **Training:** \$1,000
 - Staff training and certifications to support quality, education, and safety.

Program Proposal – Aquatics - cont.

- ❑ In conclusion, the “Waves of Inclusion” Adaptive Aquatics Program will deliver a vital service to the community, offering a fun, safe, and enriching environment for individuals with disabilities to enjoy the benefits of aquatic activities. By fostering physical well-being, promoting independence, and building social connections, this program will significantly enhance the lives of participants and their families.

Proposal – Recreation

12

Adaptive Recreation Coordinator – Key Benefits

- ❑ **Inclusive Programs:** Create activities accessible to individuals with disabilities.
- ❑ **Skill Building:** Support physical, social, and emotional development.
- ❑ **Community Engagement:** Partner with local organizations to expand outreach.
- ❑ **Staff Training:** Equip staff and volunteers with adaptive and inclusive practices.
- ❑ **Needs Assessment:** Tailor programs to participant needs and evaluate impact.
- ❑ **Resource Access:** Connect individuals and families to supportive services that enhance participation.

Proposal – Recreation - cont.

13

- ❑ **Budget considerations will need to include:**
 - Personnel Costs – Pay Grade 24 (\$49,370.88 - \$74,056.94)
 - Currently submitting this position as a Decision Package for FY27

Proposal – Recreation - cont.

- ❑ By emphasizing inclusion, community engagement, health benefits, and ongoing evaluation, an Adaptive Therapeutic Recreation Coordinator enhances the recreation center's value, creating a welcoming and supportive environment for all community members.

Event Program Opportunities

15

❑ **Inclusive Prom (Community Dance)**

- **Host two Inclusive Proms:** one for ages **13–18** and another for **19+**.
- **Foster belonging:** Create a safe, welcoming space that reflects diverse identities.
- **Build social skills:** Encourage empathy, confidence, and positive peer interaction.
- **Celebrate diversity:** Expose participants to different cultures and experiences.
- **Promote acceptance:** Reinforce respect and inclusion through shared, meaningful moments.

Event Program Opportunities – cont.

16

- ❑ **Budget considerations for both events:**
 - **Venue: \$300**
 - **Catering: \$3,000**
 - **Entertainment: \$200**
 - **Safety & Security: \$390 Photography/Videography: \$1,500**

Event Program Opportunities – cont.

- ❑ **Official City Support of a minimum of two community walks/runs (Examples below).**
 - **Killeen Autism Walk** promotes acceptance, connection, and access to resources for individuals with autism and other disabilities. It features community vendors, sensory-friendly activities, and a flexible walk format that supports participants of all abilities (April 18, 2026).
 - **Military-Focused Community Walk/Run** (example: Wounded Warrior Project Carry Forward 5K) - empowers communities to honor and support wounded veterans through fundraising and awareness-building events.

Event Program Opportunities – cont.

18

- ❑ **The City of Killeen's Fallen Heroes 5K** is a community race held annually to honor service members who lost their lives in the line of duty. It blends remembrance, community pride, and accessible recreation, and is part of the broader Cen-Tex Race Series. (May 16, 2026)

Event Program Opportunities – cont.

19

❑ **City Support Opportunities:**

- **Logistics & Operations:** Assist with permitting, route planning, traffic control, and accessible rest areas.
- **Accessibility Enhancements:** Provide sensory-friendly zones, quiet spaces, and ADA-compliant pathways.
- **Community Outreach:** Promote the event through City channels to increase participation and awareness.
- **Resource Integration:** Coordinate with local disability service providers to host booths and activities.
- **Volunteer Support:** Recruit and train volunteers to assist participants with diverse needs.

Event Program Opportunities – cont.

20

❑ **Shared Benefits to the Community:**

- **Inclusion & Visibility:** Elevates awareness of disability inclusion and veteran support.
- **Community Unity:** Brings together families, service members, caregivers, and residents.
- **Health & Wellness:** Encourages physical activity in a supportive environment.
- **Local Partnerships:** Strengthens ties with nonprofits, schools, military units, and healthcare providers.
- **Positive City Branding:** Positions Killeen as a leader in inclusive, community-centered programming.

Facilities & Amenities

- ❑ **Integrate Inclusion into Every Renovation** Make adaptive and inclusive features a required element of all playground upgrades.
- ❑ **Apply Universal Design Principles** Use ramped structures, accessible surfacing, wide pathways, and multi-sensory play to support children of all abilities.
- ❑ **Phase Improvements to Build Momentum** Add adaptive swings, sensory panels, transfer stations, and quiet zones during routine renovations.

Facilities & Amenities - cont.

22

- ❑ Parks are currently under design and construction.
 - Purser Heritage (Design & Build)
 - Goodnight Ranch (Design & Build)
 - West Killeen Nature (Design)
 - Bunny Trail Community Park & Trail (Design)

Facilities & Amenities

23

- ❑ **Align Capital Planning with Long-Term Vision** Ensure each renovation contributes and includes Adaptive/Inclusive playground features and amenities.
- ❑ **Leverage Grants & Partnerships** Use incremental progress to strengthen funding applications and attract sponsors.
- ❑ **Expand Inclusive Programming** Pair infrastructure upgrades with adaptive recreation programs and staff training.
- ❑ **Develop a Long-term Flagship Inclusive Destination** Apply lessons from phased improvements to design a premier adaptive/inclusive playground and Miracle Field.

Regional Commitment to Adaptive & Inclusive Recreation

24

❑ **Partner Municipalities & Organizations**

- City of Killeen
- City of Harker Heights
- City of Copperas Cove
- Armed Services (ASYMCA)
- Fort Hood Morale, Welfare, and Recreation (MWR)

Regional Commitment to Adaptive & Inclusive Recreation – cont.

25

- ❑ **Regional Collaboration Strategy** - Partners will share and promote each other's adaptive and inclusive recreation offerings through:
 - Co-Promotion of Inclusive Programs
 - Quarterly Regional Collaboration Meetings
 - Unified Regional Vision for Inclusion

Regional Commitment to Adaptive & Inclusive Recreation – cont.

26

- ❑ **Long-Term Goal: A Regional Inclusive Park or Amenity –**
The partnership lays the groundwork for developing a regional inclusive park or major adaptive recreation amenity – a destination designed for individuals of all abilities, featuring:
 - Fully accessible play structures
 - Sensory-friendly spaces
 - Adaptive sports areas
 - Shaded rest zones and quiet areas
 - Universal design principles throughout

Regional Commitment to Adaptive & Inclusive Recreation – cont.

27

❑ **Community Benefits:**

- **Expanded Access:** More adaptive programs across more locations
- **Stronger Military Support:** Inclusive recreation for service members, veterans, and families.
- **Shared Resources:** Reduced duplication and increased program quality.
- **Regional Identity:** A unified commitment to inclusion strengthens community pride.
- **Sustainable Growth:** Collaboration supports long-term planning and funding opportunities.

Direction Needed

- While this plan will address short-term opportunities, partnership models, training needs, cost estimates, and potential funding strategies. Staff seeks direction from the Council to have Parks and Recreation further develop and refine a phased plan for inclusive programming.



City of Killeen

Staff Report

File Number: DS-26-023

Discuss and consider Fiscal Year 2025 excess fund balance and potential allocation options.



**FY 2025 EXCESS
FUND BALANCE**

DS-26-023

March 24, 2026

Financial Governance Framework

2

Excess above the 22% target is directed to the Capital Projects Fund

Review potential allocation options for General Fund Excess of \$3,297,571

Council direction to be incorporated into the Mid-Year Budget Amendment

Reference: Financial Governance Policy, Section X. C.

Proposed One-Time Uses

General Fund

3

Transfer to CIP	\$1,453,899
Downtown Solar Street Lights	\$600,000
Municipal Court Security Upgrade	\$550,000
Motion of Direction-KEDC	\$215,000
Additional Abatements	\$200,000
Senior Center Roof Repair	\$155,672
Lion's Club Park Inclusive Playground Surface Repair	\$73,000
Motion of Direction-IBCC	\$50,000
	\$3,297,571

Recommendation

4

City Council provide direction on the proposed use of General Fund FY 2025 excess fund balance for one-time purposes. Approved direction will be incorporated into the April 21, 2026 Mid Year Budget Amendment.



City of Killeen

Staff Report

File Number: DS-26-024

Discuss potential bond refunding to reduce debt service costs



BOND REFUNDING OPPORTUNITY

DS-26-024

March 24, 2026

Bond Refunding Overview

2

- A bond refunding involves issuing new bonds and using the proceeds to pay off old bonds.
 - ▣ No new debt issuance
 - ▣ No extension of maturities
 - ▣ Interest cost saving strategy
- Current bond refunding opportunity
 - ▣ Refund \$28,465,000 million of existing bonds
 - ▣ Net Present Value (NPV) Savings: \$1,029,871

Estimated Savings (Preliminary)

3

- Estimated Par Amount: \$26,195,000
 - ▣ Maturities remain 2027-2034
 - ▣ Estimated True Interest Cost (TIC): 2.796%
- Total Debt Service Savings: \$1,195,569
 - ▣ Net Present Value (NPV) Savings: \$1,029,871
 - ▣ NPV Savings Ratio: 3.618%

Bond Refunding Potential Bonds

Issue	Interest Rate	Amount
Series 2015 G.O. Refunding Bonds	3.00%-4.00%	\$ 6,560,000
Series 2016 G.O. Refunding Bonds	4.00%-5.00%	\$ 21,905,000
Total		\$ 28,465,000

Bond Refunding Estimated Savings

5

FYE 9/30	Pre- Refunding Net D/S	Post- Refunding Net D/S	Annual Savings
2026	\$ 582,500	\$ 580,714	\$ 1,786
2027	6,510,000	6,362,167	147,833
2028	4,816,800	4,666,500	150,300
2029	4,825,400	4,676,750	148,650
2030	4,127,400	3,977,500	149,900
2031	4,135,800	3,988,750	147,050
2032	4,143,200	3,991,250	151,950
2033	2,139,400	1,990,000	149,400
2034	2,138,450	1,989,750	148,700
	33,418,950	32,223,381	1,195,569

Preliminary Summary of Results	
Total Debt Service Savings	\$ 1,195,569
Net Present Value Savings (\$)	\$ 1,029,871
Net Present Value Savings (%)	3.618%

Bond Refunding Delegation of Authority

- Texas law provides two options:
 1. Adopt an ordinance with final pricing terms; or
 2. Adopt a delegation ordinance
 - City official or employee sets final pricing terms.
 - Final pricing terms must fall within certain parameters.

- Option 2 provides flexibility to choose the pricing date based on favorable market conditions.
 - ▣ City Manager and Mayor have been appointed Pricing Officer by delegation in the past.

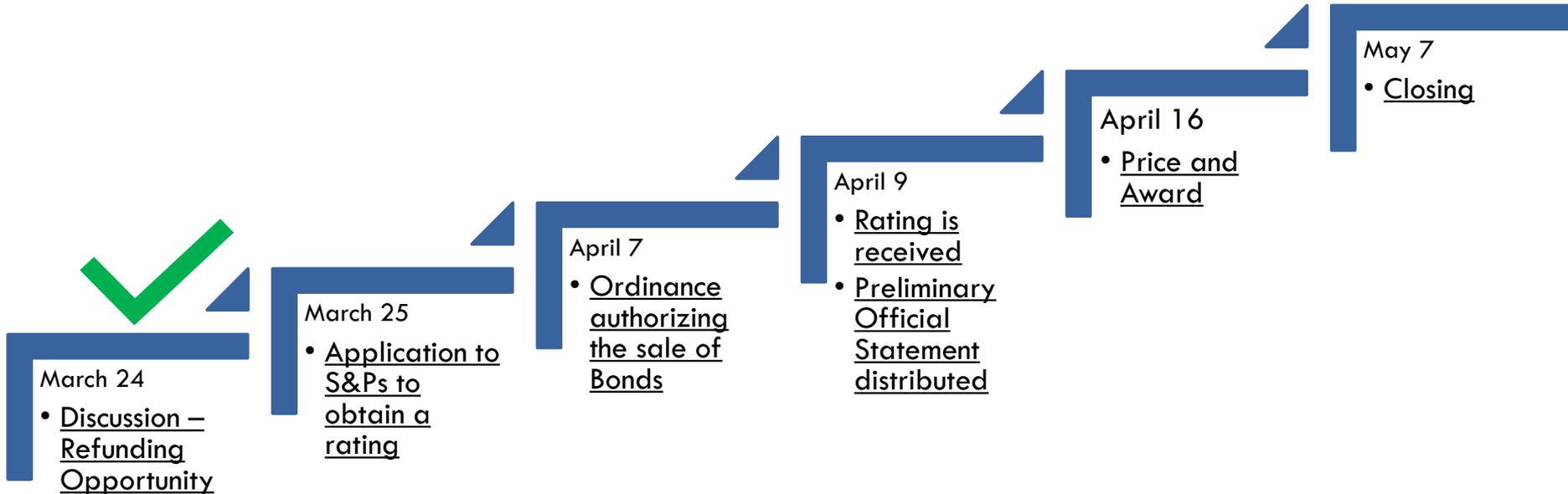
Bond Refunding Delegation of Authority

7

- Delegation ordinance parameters:
 - ▣ Maximum principal amount refunded: \$29,250,000
 - Higher than the \$29,120,000 to allow for additional bonds to be refunded if market conditions permit (additional interest savings).
 - ▣ Maximum maturity date: 08/01/2034
 - ▣ Minimum net present value: 2%
 - ▣ Maximum interest rate: 3.75%
 - ▣ Eligible outstanding bonds: all outstanding bonds falling within the above parameters.
- Amount of outstanding bonds will not increase.
- There is no extension to the term of existing debt.

Bond Refunding Next Steps

8





City of Killeen

Staff Report

File Number: DS-26-025

Discuss and consider co-naming Elms Road to Grey Wolves Trail from Clear Creek Road to Robinett Road.



DISCUSS CO-NAMING
ELMS ROAD AND
GREY WOLVES TRAIL

DS-26-025

March 24, 2026

Background

- On March 13, 2020, staff received a request for a future agenda item to discuss co-naming Elms Road from Clear Creek Road to Robinett Road as Grey Wolves Trail.
- This portion of Elms Road is adjacent to Shoemaker High School. The Grey Wolves are the Shoemaker High School mascot.

Renaming Policy

- In March 2023, the City Council adopted a Renaming Policy for City facilities and streets.
- Sec. 6-1(c) of the Renaming Policy provides that the renaming of a City street may be considered if a community organization has made “exceptional contributions” to the City.
- The Policy further provides that applications for a street name change may be considered to “honor a person, place, institution, group, entity, event or similar subject.”

Elms

Rd

Grey Wolves Trl

Trl

Estimated Cost

6

- The estimated cost to add a co-name to Elms Road from Robinette Road to Clear Creek Road is \$1,618.

Recommendation

7

- Staff recommends that City Council provide a Motion of Direction for staff to include “Grey Wolves Trail” as a co-name to Elms Road street signs between Clear Creek Road and Robinette Road.



City of Killeen

Staff Report

File Number: DS-26-026

Discuss and consider City Council meeting agenda format.



MEETING AGENDA FORMAT

DS-26-026

March 24, 2026

Background

- Agenda Format: Sec. 1-50(a) of the Governing Standards provides the agenda format and order for topics to be considered at regular City Council meetings.
- Review and Readoption: Section 7-20 provides that each June, after the new City Council is elected and seated, the new City Council shall begin review of the Governing Standards and work to re-adopt an updated version by the end of July each year.

Agenda Format

1. **CALL TO ORDER:** This section shall note the time and place of the meeting.
2. **ROLL CALL:** This section shall note the attendance of the Mayor, City Councilmembers, City Manager, City Attorney, City Secretary and Sergeant at Arms.
3. **INVOCATION:** This section shall note the opening prayer. (See sec. 4-140 for invocation policy).
4. **PLEDGE OF ALLEGIANCE:** This section shall note the observance of our national pledge.

Agenda Format (cont'd)

5. APPROVAL OF THE AGENDA: This section shall approve of the order and content of the agenda. The Mayor or any Councilmember may ask for the order and/or content of the agenda to be modified under this item upon consent of a majority of the Council.

6. PRESENTATIONS. This section shall provide for any items to be submitted to the Council which are: proclamations; items not requiring extensive discussion; items requesting information or items requesting future action by the Council. No item requiring action by the Council shall be placed under this section.

Agenda Format (cont'd)

7. **WORK SESSION:** This section allows the City Council to receive presentations from staff and discuss items on the regular session agenda.

8. **REGULAR SESSION:** This section will include items for Council consideration and action.

Agenda Format (cont'd)

9. **CITIZENS 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.

Agenda Format (cont'd)

10. CONSENT AGENDA: This section shall provide for items that require action by the Council, but where no discussion is anticipated. By a single motion, second, and affirmative majority vote, items under this section are approved without further discussion or action. Items such as, but not limited to, the approval of minutes, approval of plats, awarding of bids and permits are eligible for consideration under this section.

Agenda Format (cont'd)

11. RESOLUTIONS: This section shall provide for all resolution action items to be considered by the Council not provided for elsewhere on the agenda.

12. ORDINANCES: This section shall provide for all ordinance action items to be considered by the Council not provided for elsewhere on the agenda.

13. PUBLIC HEARINGS: This section shall provide for Council consideration of any public hearings related to such hearings if action is required. Public hearings shall be conducted in the following manner: (...)

Agenda Format (cont'd)

9

14. DISCUSSION ITEMS: This section provides for discussion of items where action is not required.

15. ADJOURNMENT: This section provides for the closure of the meeting.



City of Killeen

Staff Report

File Number: DS-26-027

Discuss and consider a letter of support for the BASIC Act.



City of Killeen

Staff Report

File Number: DS-26-028

City Manager Quarterly Review



City of Killeen

Staff Report

File Number: RQ-26-002

Housing Affordability and Tiny Homes/ADUs



ATTACHMENT A

REQUEST TO PLACE ITEM ON THE AGENDA (Per Section 1-20 of Governing Standards and Expectations)

Requestor(s): RAMON ALVAREZ, JESSICA GONZALEZ

Date: 2/24/2026

Problem/Issue/Idea Name for Agenda:

Housing Affordability and Tiny Homes/ADUs.

Description of Problem/Issue/Idea:

Housing affordability is an issue for many Americans and Killeen is no different. By looking
to other communities we learn that the allowance of Tiny Homes On Wheels (THOW) and similar, has
proven to help address this affordability crisis. This is moreso evident in more aging areas of our City.
By allowing flexible options to residents, while maintaining building codes and safety, we can thrive together.

Requested Action:

Move for discussion, an item regarding the development of an ordinance, or revision of existing
ordinance(s), to allow THOW, ADUs and similar housing products in the North Killeen Revitalization
Program area(s).

