



City of Killeen

Agenda City Council

Tuesday, December 10, 2019

5:00 PM

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

Call to Order and Roll Call

___ Jose Segarra, Mayor	___ Jim Kilpatrick
___ Shirley Fleming	___ Butch Menking
___ Steve Harris	___ Debbie Nash-King
___ Gregory Johnson	___ Juan Rivera

Invocation

Pledge of Allegiance

Approval of Agenda

Citizen Comments

This section allows members of the public to address the Council regarding any item(s), other than a public hearing item, on the agenda for Council's consideration. Each person shall sign up in advance, may speak only one time, and such address shall be limited to three (3) minutes. The Presiding Officer may allow a one (1) minute extension, if requested at the end of the original three (3) minute period. No other extensions will be allowed.

Consent Agenda

1. [MN-19-029](#) Consider Minutes of Regular City Council Meeting of November 12, 2019.
Attachments: [Minutes](#)
2. [MN-19-030](#) Consider Minutes of Regular City Council Meeting of November 19, 2019.
Attachments: [Minutes](#)
3. [RS-19-118](#) Consider a memorandum/resolution approving the investment report for the quarter ended September 30, 2019.
Attachments: [Staff Report](#)
[Quarterly Investment Report](#)
[Presentation](#)
4. [RS-19-119](#) Consider a memorandum/resolution adopting the proposed Low Income

Housing Tax Credit Policy and Application.

Attachments: [Staff Report](#)
[Policy](#)
[Application](#)
[Presentation](#)

5. [RS-19-120](#) Consider a memorandum/resolution approving an amendment to the Professional Services Agreement with Garver, LLC, for the design, evaluation, contract administration, and construction phase services for the security surveillance project on Robert Gray Army Airfield.
Attachments: [Staff Report](#)
[Contract Amendment No. 1](#)
[Certificate of Interested Parties](#)
[Presentation](#)
6. [PH-19-043A](#) Consider a memorandum/resolution approving the acceptance and disposition of a Homeland Security Grant to purchase hand-held radios for the Fire Department's Hazardous Materials Team.
Attachments: [Staff Report](#)
[Presentation](#)
7. [PH-19-043B](#) Consider a memorandum/resolution approving the purchase of twelve (12) XL-200P Hand Held Radios for the Killeen Fire Department's Hazardous Materials Team.
Attachments: [Staff Report](#)
[Quote](#)
[Certificate of Interested Parties](#)
[Presentation](#)
8. [PH-19-043C](#) Consider a memorandum/resolution approving the acceptance and disposition of a Homeland Security Grant for the purchase of self-contained breathing apparatus cylinders for the Fire Department's Hazardous Materials Team.
Attachments: [Staff Report](#)
[Presentation](#)

Public Hearings

9. [PH-19-043D](#) HOLD a public hearing and consider an ordinance amending the FY 2020 Annual Budget of the City of Killeen to increase revenue and expenditure accounts in the General Fund.
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)

Adjournment

I certify that the above notice of meeting was posted on the Internet and on the bulletin boards at Killeen City Hall and at the Killeen Police Department on or before 5:00 p.m. on December 6, 2019.

Lucy C. Aldrich, City Secretary

The public is hereby informed that notices for City of Killeen meetings will no longer distinguish between matters to be discussed in open or closed session of a meeting. This practice is in accordance with rulings by the Texas Attorney General that, under the Texas Open Meetings Act, the City Council may convene a closed session to discuss any matter listed on the agenda, without prior or further notice, if the matter is one that the Open Meetings Act allows to be discussed in a closed session.

This meeting is being conducted in accordance with the Texas Open Meetings Law [V.T.C.A., Government Code, § 551.001 et seq.]. This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for those services, please call 254-501-7700, City Manager's Office, or TDD 1-800-734-2989.

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.

- *57th Annual Christmas Parade, December 14, 2019, 4:30 p.m., Downtown Killeen*

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Legislation Details

File #: MN-19-029 **Version:** 1 **Name:** Minutes of Regular Meeting of November 12, 2019
Type: Minutes **Status:** Minutes
File created: 11/8/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider Minutes of Regular City Council Meeting of November 12, 2019.
Sponsors: City Secretary
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		

City of Killeen
Regular City Council Meeting
Killeen City Hall
November 12, 2019 at 5:00 p.m.

Presiding: Mayor Jose Segarra

Attending: Mayor Pro Tem Jim Kilpatrick, Councilmembers, Butch Menking, Juan Rivera, Gregory Johnson, Shirley Fleming, Debbie Nash-King and Steve Harris (arrived at 5:05 p.m.)

Also attending were Interim Assistant City Manager Dennis Baldwin, City Attorney Kathryn Davis, City Secretary Lucy Aldrich, and Sergeant-at-Arms Cole.

Mr. Jones gave the invocation; and Mayor Pro Tem Kilpatrick led everyone in the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mayor Pro Tem Kilpatrick to approve the agenda as written. Motion was seconded by Councilmember Fleming. The motion carried unanimously.

Citizens Petitions

Andrea Hasberry - spoke in regards to the parade permit request that she recently submitted to the city.

Joanne Foster - spoke in regards to her concerns with violence in Killeen.

Frederick Robinson - did not attend meeting.

Citizens Comments

Mellisa Brown - spoke on Agenda Item OR-19-027 voluntary annexation.

Consent Agenda

MN-19-027 Consider Minutes of Special City Council Meeting of October 22, 2019.

MN-19-028 Consider Minutes of Regular City Council Meeting of October 29, 2019.

RS-19-110 Consider a memorandum/resolution awarding Bid No. 19-24 for a construction contract with Bell Contractors, Inc. to construct the Septic Tank Elimination Program (STEP) Phase XI Project.

RS-19-111 Consider a memorandum/resolution authorizing the award of a professional services agreement for the Bob Gilmore Senior Center to Randall Scott Architects, Inc.

RS-19-112 Consider a memorandum/resolution approving Change Order No. 1 to the contract with Unified Services of Texas for the security surveillance project on Robert Gray Army Airfield.

OR-19-026 Consider an ordinance repealing the ordinances authorizing technology, court security, and juvenile case manager fees.

PH-19-041A Consider a memorandum/resolution authorizing the City Manager to enter into a grant agreement with the Texas Department of Transportation for the purpose of a Selective Traffic Enforcement Program (STEP) grant.

The City Secretary read the caption of the ordinance.

OR-19-026 - AN ORDINANCE AMENDING CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF KILLEEN, TEXAS, TO REPEAL THE MUNICIPAL COURT BUILDING SECURITY FEE AND JUVENILE CASE MANAGER FEE; REPEALING ORDINANCE NO. 99-71 AND 06-99 THAT CREATED THE MUNICIPAL COURT TECHNOLOGY FEE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Motion was made by Councilmember Menking to approve consent agenda items. Motion was seconded by Mayor Pro Tem Kilpatrick. Motion carried unanimously.

Ordinances

OR-19-027 Consider an ordinance annexing approximately 24.3 acres of land lying contiguous to the existing city limits and being located south of the Renick Ranch Subdivision, Killeen, Texas, pursuant to a petition for voluntary annexation, and approving the annexation service plan.

The City Secretary read the caption of the ordinance.

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF KILLEEN, BELL COUNTY, TEXAS, TO INCLUDE LAND LYING ADJACENT TO THE PRESENT CITY LIMITS, MORE COMMONLY REFERRED TO AS TRACT 1 AND MORE ACCURATELY DESCRIBED HEREIN; DECLARING SAID LAND TO BE A PART OF SAID CITY; DECLARING SAID LAND AND ITS INHABITANTS AND ANY FUTURE INHABITANTS OF SAID LAND TO BE ENTITLED TO ALL THE RIGHTS AND PRIVILEGES OF OTHER LANDS AND CITIZENS OF THE CITY AND TO BE BOUND BY THE ACTS AND ORDINANCES OF THE CITY; PROVIDING FOR WAIVER OF CERTAIN FEES DURING THE FIRST YEAR OF INCORPORATION; EXTENDING DISTRICT BOUNDARIES; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

Staff comments: Tony McIlwain, Interim Director of Planning and Development Services.

Public hearings for this annexation request were conducted on October 8 and 22. City Council was provided a copy of the annexation service plan prior to the

October 8th public hearing. Per Local Government Code 43.064, the City Council may approve or disapprove the annexation ordinance and associated service plan.

Motion was made by Mayor Pro Tem Kilpatrick to approve OR-19-027. Motion was seconded by Councilmember Rivera. Motion carried 6 to 1 with Councilmember Harris in opposition.

Public Hearings

PH-19-041B HOLD a public hearing to provide citizens the opportunity to comment, and City Council to discuss and consider a resolution approving the Interlocal Agreement and application of the Edward Byrne Memorial Justice Assistance Grant (JAG) for FY 2019.

Staff Comments: Charles Kimble, Police Chief

The program award is allocated through an Interlocal Agreement between Bell County, City of Killeen, and the City of Temple: JAG funding for Fiscal Year 2019 will be \$86,434 with the City of Killeen receiving \$43,648. Funds will be used for equipment to supply a Mobil Field Force designed to provide rapid, organized and disciplined response to civil disorder, crowd control or other major incidents. Staff recommends that City Council approve the submission of the 2019 Edward Byrne Memorial Justice Assistance Grant through the Killeen Police Department on behalf of all parties involved; the City Manager to sign the Interlocal Agreement; and to permit the Killeen Police Department to allocate and administer the duties required by the grant.

Mayor Segarra opened the public hearing.

With no one appearing, the public hearing was closed.

Motion was made by Councilmember Menking to approve PH-19-041B. Motion was seconded by Councilmember Fleming. Motion carried unanimously.

PH-19-041C HOLD a public hearing and consider an ordinance amending the FY 2020 Annual Budget of the City of Killeen to increase revenue and expenditure accounts in the General Fund and the Law Enforcement Grant Fund.

The City Secretary read the caption of the ordinance.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KILLEEN, TEXAS, AMENDING THE FY 2020 ANNUAL BUDGET OF THE CITY OF KILLEEN TO INCREASE REVENUE AND EXPENDITURE ACCOUNTS IN THE GENERAL FUND AND THE LAW ENFORCEMENT GRANT FUND; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

Staff comments: Jon Locke, Executive Director of Finance.

The purpose of this budget amendment is to increase revenues and expenses in the amount of \$49,996 for the Selective Traffic Enforcement Program (STEP) Grant for overtime expenditures related to traffic enforcement; and, to increase revenues

and expenses in the amount of \$86,434 for the Justice Assistance Grant (JAG) to purchase equipment to supply a Mobile Field Force for crowd control during large scale incidents. Staff recommends that City Council approve the ordinance amending the FY 2020 Annual Budget.

Mayor Segarra opened the public hearing.

With no one appearing, the public hearing was closed.

Motion was made by Councilmember Fleming to approve PH-19-041C. Motion was seconded by Councilmember Nash-King. Motion carried unanimously.

Adjournment

With no further business, upon motion being made by Councilmember Nash-King, seconded by Councilmember Rivera, and unanimously approved, the meeting was adjourned at 5:41 p.m.



City of Killeen

Legislation Details

File #: MN-19-030 **Version:** 1 **Name:** Minutes of Regular City Council Meeting of November 19, 2019
Type: Minutes **Status:** Minutes
File created: 10/28/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider Minutes of Regular City Council Meeting of November 19, 2019.
Sponsors: City Secretary
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		

City of Killeen
Regular City Council Meeting
Killeen City Hall
November 19, 2019 at 5:00 p.m.

Presiding: Mayor Jose Segarra

Attending: Mayor Pro Tem Jim Kilpatrick, Councilmembers, Butch Menking, Juan Rivera, Gregory Johnson, Shirley Fleming, Debbie Nash-King and Steve Harris

Also attending were Interim City Manager David Ellison, Deputy City Attorney Traci Briggs, City Secretary Lucy Aldrich, and Sergeant-at-Arms Ache.

Chaplain Mitzi Gibson gave the invocation; and Councilmember Menking led everyone in the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mayor Pro Tem Kilpatrick to approve the agenda as written. Motion was seconded by Councilmember Nash-King. The motion carried unanimously.

Citizens Petitions

Duane Cunningham - requested that the city review its policy on hiring individuals with a felony background and implement a second chance program for individuals with certain records be allowed to work in departments such as public works, streets, or parks.

Claudia Brown - spoke in regards to the work efforts of a local student concerned about recycling in Killeen.

Patrick Quinn - requested that city council consider working with the Killeen Independent School District and move the recently purchased recycling trailers to the local high schools.

Citizens Comments

No citizens signed up to speak.

Consent Agenda

RS-19-113 Consider a memorandum/resolution authorizing a contract with The Brandt Companies, LLC to initiate replacement of heating, ventilation and air conditioning units at Lions Club Family Recreation Center.

RS-19-114 Consider a memorandum/resolution authorizing the procurement of fleet vehicles and equipment.

RS-19-115 Consider a memorandum/resolution to purchase LED lights for Lions Club Park Youth Baseball and Softball Fields.

RS-19-116 Consider a memorandum/resolution to ratify an agreement addendum with Web Benefits Design for Affordable Care Act Reporting.

Motion was made by Councilmember Menking to approve consent agenda items. Motion was seconded by Councilmember Fleming. Motion carried unanimously.

Resolutions

RS-19-117 Consider a memorandum/resolution approving the appointment of James Kent Cagle as Killeen City Manager and approving an employment agreement.

Staff comments: Eva Bark, Executive Director of Human Resources.

Following Mr. Ron Olson's retirement October 1, 2019, negotiated an agreement with Strategic Government Resources (SGR) to recruit city manager candidates nationwide. The firm solicited twenty-nine (29) candidates, and then sent questionnaires to eight (8) of those candidates. On October 3, 2019, the City Council narrowed the candidates to four (4) finalists. On November 1, 2019, the finalists participated in a city tour, and interviewed with the City's Administrative Leadership Team and with the citizens' interview panel, selected by the City Council, followed by a citizens' reception. On November 2, City Council interviewed the four finalists and a consensus was reached to offer the position of Killeen City Manager to James Kent Cagle and to approve the attached employment agreement. Staff recommends that the City Council appoint Mr. James Kent Cagle to be the Killeen City Manager and approve the attached employment agreement.

Motion was made by Mayor Pro Tem Kilpatrick to approve RS-19-117. Motion was seconded by Councilmember Nash-King. Motion carried unanimously.

Public Hearings

PH-19-042 **HOLD** a public hearing on the adoption of water, wastewater, and roadway impact fees.

Staff Comments: Danielle Singh, Executive Director of Public Works

On October 16, 2018, City Council authorized the creation of the Capital Improvements Advisory Committee (CIAC) to move forward with the process of implementing impact fees. Since that time, the CIAC, City Staff, and Kimley-Horn and Associates have continued to discuss the proposed Impact Fee Capital Improvements Plan, Land Use Assumptions, and the draft study. On September 24, 2019, the City Council approved the Impact Fee Capital Improvement Plan and Land Use assumptions and set the 2nd Impact Fee public hearing date for this evening. The CIAC has voted 7 to 0 to recommend approval of the draft Impact Fee Study to Council. The CIAC has also voted 6 to 2 to recommend that Impact Fees be adopted in increasing yearly intervals as outlined below:

- Year 1: 20% of the maximum assessable impact fee for Roadways, Water, and Wastewater

- Year 2: 40% of the maximum assessable impact fee for Roadways, Water, and Wastewater
- Year 3: 60% of the maximum assessable impact fee for Roadways, Water, and Wastewater
- Year 4: 80% of the maximum assessable impact fee for Roadways, Water, and Wastewater
- Year 5: 100% of the maximum assessable impact fee for Roadways, Water, and Wastewater

Staff recommends holding a public hearing on the adoption of impact fees and direct staff to draft an ordinance for the adoption of impact fees.

Mayor Segarra opened the public hearing.

Brandi Stokes - spoke against the adoption of impact fees.

Kristin Wright - spoke in favor of impact fees.

Dennis Drury - spoke in favor of impact fees.

Mellisa Brown - spoke in favor of impact fees.

Jack Ralston - spoke in favor of impact fees.

Leo Gukeisen - spoke in favor of impact fees.

Fran Mitchell - spoke against the adoption of impact fees.

Cathy Sween - spoke against the adoption of impact fees.

Don Farek - spoke against the adoption of impact fees.

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

Mayor Segarra announced that there will be further discussion on Impact Fees at the next City Council workshop meeting scheduled for December 3, 2019.

Adjournment

With no further business, upon motion being made by Councilmember Rivera, seconded by Councilmember Nash-King, and unanimously approved, the meeting was adjourned at 6:08 p.m.



City of Killeen

Legislation Details

File #: RS-19-118 **Version:** 1 **Name:** Quarterly Investment Report
Type: Resolution **Status:** Resolutions
File created: 11/16/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider a memorandum/resolution approving the investment report for the quarter ended September 30, 2019.
Sponsors:
Indexes:
Code sections:

Attachments: [Staff Report](#)
[Quarterly Investment Report](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019

TO: Kent Cagle, City Manager

FROM: Jonathan Locke, Executive Director of Finance

SUBJECT: Quarterly Investment Report

BACKGROUND AND FINDINGS:

The attached investment report summarizes all investment activity for the quarter that ended September 30, 2019. The highlights of the report are as follows:

	Apr. - Jun. 2019	Jul. - Sep. 2019	Change
Interest Income	\$617,788	\$538,373	-12.85%
Investment Balance	\$104,449,590	\$81,285,105	-22.18%
Average Yield	2.44%	2.44%	0.00%

THE ALTERNATIVES CONSIDERED:

Which alternative is recommended? Why?

N/A

CONFORMITY TO CITY POLICY:

The City of Killeen's investment policy requires that a quarterly report of investment activity be submitted to the City Council within a reasonable time after the end of each quarter. The quarterly report includes a detailed description of the investment position of the City, summarizes the investment activity in each pooled fund group, states the total rate of return on the investment portfolio, and contains information regarding the market value and book value of each separately invested asset.

FINANCIAL IMPACT:

Our investment portfolio directly impacts our interest earnings and aligns with current budgeted amounts.

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

N/A

Is this a one-time or recurring expenditure?

N/A

Is this 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 expenditure?

N/A

RECOMMENDATION:

City Council approve the attached investment report for the quarter that ended September 30, 2019.

DEPARTMENTAL CLEARANCES:

Legal

ATTACHED SUPPORTING DOCUMENTS:

Quarterly Investment Report



City of Killeen

QUARTERLY INVESTMENT REPORT

For the Quarter Ended

September 30, 2019

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the City of Killeen is in compliance with the Public Funds Investment Act and the Investment Policy and Strategies.

Jonathan Locke, Executive Director of Finance

Judith Tangalin, Controller

Disclaimer: These reports were compiled using information provided by the City. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Annual Comparison of Portfolio Performance

FYE Results by Investment Category:

Asset Type	September 30, 2018			September 30, 2019		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
Demand Accounts	0.35%	\$ 11,717,955	\$ 11,717,955	0.42%	\$ 8,975,417	\$ 8,975,417
Pools/MMA	2.17%	14,855,416	14,855,416	2.26%	11,094,200	11,094,200
Securities/CDs	2.19%	55,116,237	55,116,237	2.76%	61,215,488	61,215,488
Totals		\$ 81,689,608	\$ 81,689,608		\$ 81,285,105	\$ 81,285,105
Fourth Quarter-End Yield	1.92%			2.44%		

Average Quarter-End Yields (1):

	2018 Fiscal Year	2019 Fiscal Year
Killeen	1.64%	2.35%
Rolling Three Month Treasury	1.69%	2.30%
Rolling Six Month Treasury	1.73%	2.37%
TexPool	1.62%	2.31%
Fiscal YTD Interest Earnings	\$ 1,416,563	\$ 2,271,863

(1) Average Quarterly Yield calculated using quarter-end report average yield and adjusted book value.

Summary

Quarter End Results by Investment Category:

Asset Type	June 30, 2019		September 30, 2019		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
Demand Accounts	\$ 9,114,834	\$ 9,114,834	\$ 8,975,417	\$ 8,975,417	0.42%
Pools/MMA	30,626,359	30,626,359	11,094,200	11,094,200	2.26%
Securities/CDs	64,708,397	64,708,397	61,215,488	61,215,488	2.76%
Totals	\$ 104,449,590	\$ 104,449,590	\$ 81,285,105	\$ 81,285,105	

Current Quarter Average Yield (1)

Total Portfolio	2.44%
Rolling Three Month Treasury	2.02%
Rolling Six Month Treasury	2.17%
TexPool	2.16%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	2.35%
Rolling Three Month Treasury	2.30%
Rolling Six Month Treasury	2.37%
TexPool	2.31%

	<u>Bank Fees</u>	
	<u>Interest Income</u>	<u>Offset</u>
Quarterly	\$ 538,373	\$ 10,765
Year-to-date	\$ 2,271,863	\$ 43,056

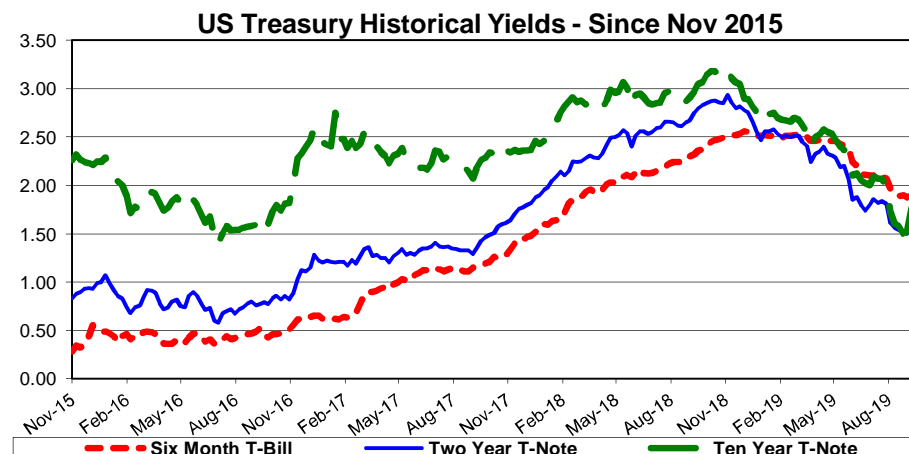
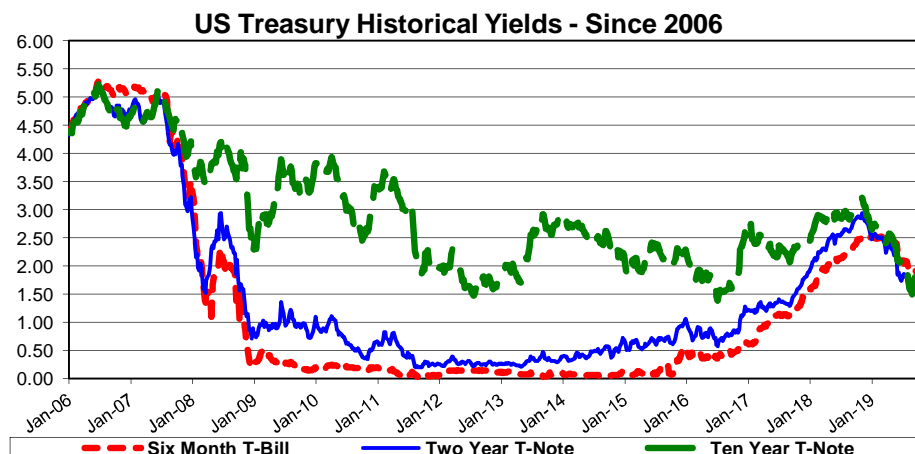
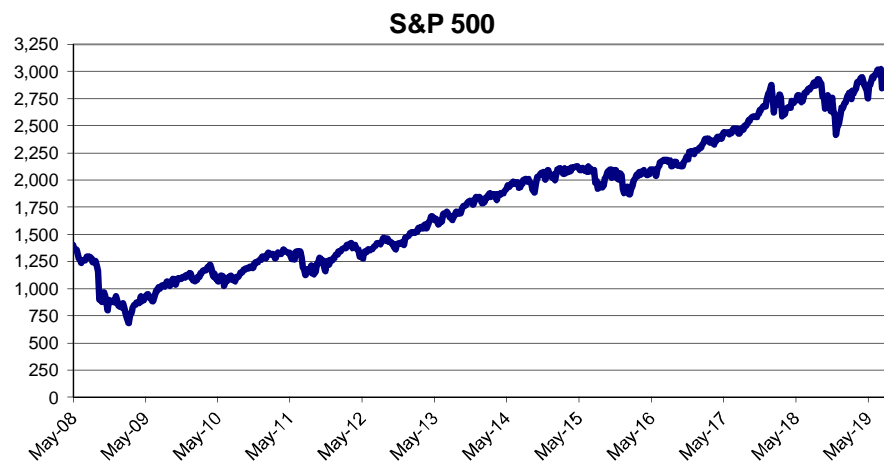
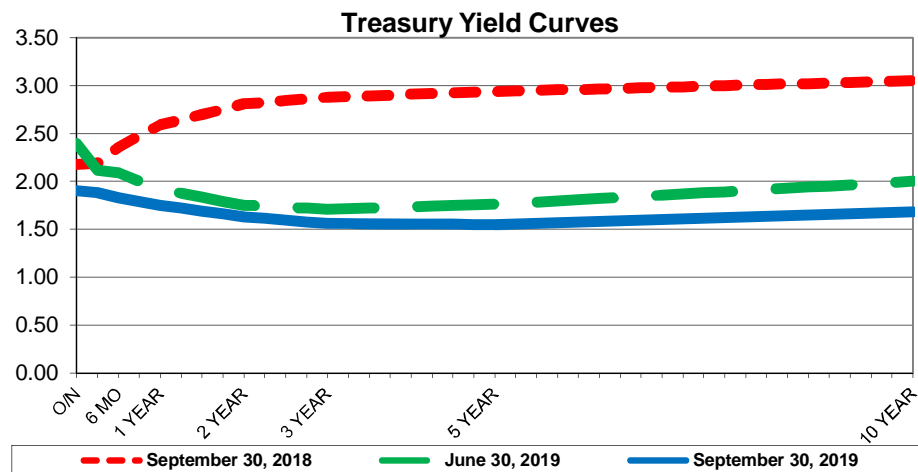
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Average Yields** calculated using quarter end report yields.

Economic Overview

9/30/2019

The Federal Open Market Committee (FOMC) reduced the Fed Funds target range to 1.75% - 2.00% (Effective Fed Funds are trading +/-1.83%). The Futures Market continues to project additional decreases. Gradual Federal Reserve Bank portfolio reduction ended. August Non Farm Payroll added 136,000 new jobs, with the rolling three month averaging 157,000. Crude oil settled back and trades +/- \$55. The Stock Markets waffled near the recent highs. Consumer spending continues albeit less robustly. Overall economic activity remains mostly positive with 2nd Quarter GDP recorded at 2.0%. Brexit, Chinese trade concerns, growth outlook, and other factors may weigh on US growth. The inverted Yield Curve persists with yields declining.



Investment Holdings

September 30, 2019

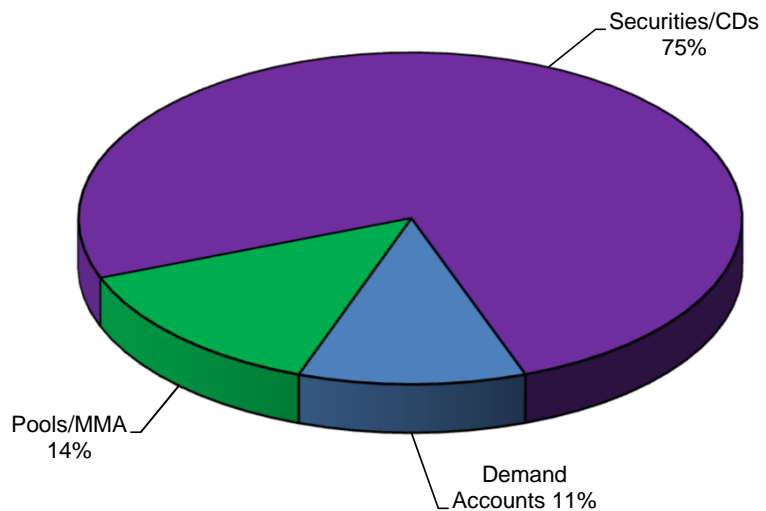
Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
BBVA Demand Account (3)		0.43%	10/01/19	09/30/19	\$ 8,710,500	\$ 8,710,500	1.00	\$ 8,710,500	1	0.43%
Cash on Hand		0.00%	10/01/19	09/30/19	10,495	10,495	1.00	10,495	1	0.00%
Hometown Cash on Hand		0.00%	10/01/19	09/30/19	254,421	254,421	1.00	254,421	1	0.00%
Southside Bank MMA		2.25%	10/01/19	09/30/19	197,525	197,525	1.00	197,525	1	2.25%
LegacyTexas MMA		2.25%	10/01/19	09/30/19	128,956	128,956	1.00	128,956	1	2.25%
Veritex Bank MMA		2.27%	10/01/19	09/30/19	159,062	159,062	1.00	159,062	1	2.27%
NexBank MMA		2.33%	10/01/19	09/30/19	7,478,678	7,478,678	1.00	7,478,678	1	2.33%
TexSTAR	AAAm	2.11%	10/01/19	09/30/19	3,129,980	3,129,980	1.00	3,129,980	1	2.11%
LegacyTexas Bank CD		2.75%	12/02/19	06/01/18	3,104,971	3,104,971	100.00	3,104,971	63	2.78%
Veritex Bank CD		2.08%	01/03/20	01/03/18	3,094,562	3,094,562	100.00	3,094,562	95	2.10%
WallisBank CD		2.49%	03/02/20	04/02/18	3,094,492	3,094,492	100.00	3,094,492	154	2.51%
East West Bank CD		2.67%	04/01/20	05/04/18	1,038,390	1,038,390	100.00	1,038,390	184	2.67%
East West Bank CD		2.94%	04/01/20	12/06/18	2,048,750	2,048,750	100.00	2,048,750	184	2.98%
East West Bank CD		2.96%	05/01/20	09/17/18	2,062,423	2,062,423	100.00	2,062,423	214	3.00%
East West Bank CD		2.99%	07/01/20	09/13/18	5,159,353	5,159,353	100.00	5,159,353	275	3.04%
LegacyTexas Bank CD		2.98%	07/01/20	12/17/18	4,090,376	4,090,376	100.00	4,090,376	275	3.02%
Central National Bank CD		2.81%	07/02/20	02/04/19	2,027,966	2,027,966	100.00	2,027,966	276	2.84%
East West Bank CD		2.97%	08/01/20	12/06/18	5,123,135	5,123,135	100.00	5,123,135	306	3.01%
LegacyTexas Bank CD		2.65%	08/03/20	03/19/19	3,040,300	3,040,300	100.00	3,040,300	308	2.68%
LegacyTexas Bank CD		2.98%	09/01/20	12/05/18	8,180,753	8,180,753	100.00	8,180,753	337	3.02%
LegacyTexas Bank CD		2.78%	12/02/20	02/04/19	6,097,554	6,097,554	100.00	6,097,554	429	2.82%
BBVA Compass CD		2.01%	01/08/21	07/08/19	2,000,000	2,000,000	100.00	2,000,000	466	2.03%
LegacyTexas Bank CD		2.70%	02/01/21	03/19/19	2,027,377	2,027,377	100.00	2,027,377	490	2.73%
Central National Bank CD		2.40%	03/02/21	07/02/19	3,000,000	3,000,000	100.00	3,000,000	519	2.42%
BTH Bank CDARS		2.63%	04/08/21	04/11/19	2,025,086	2,025,086	100.00	2,025,086	556	2.66%
Central National Bank CD		2.40%	06/02/21	07/02/19	4,000,000	4,000,000	100.00	4,000,000	611	2.42%
					\$ 81,285,105	\$ 81,285,105		\$ 81,285,105	246	2.44%
									(1)	(2)

(1) **Weighted average life** - For purposes of calculating weighted average life, cash equivalent investments are assumed to have a one day maturity.

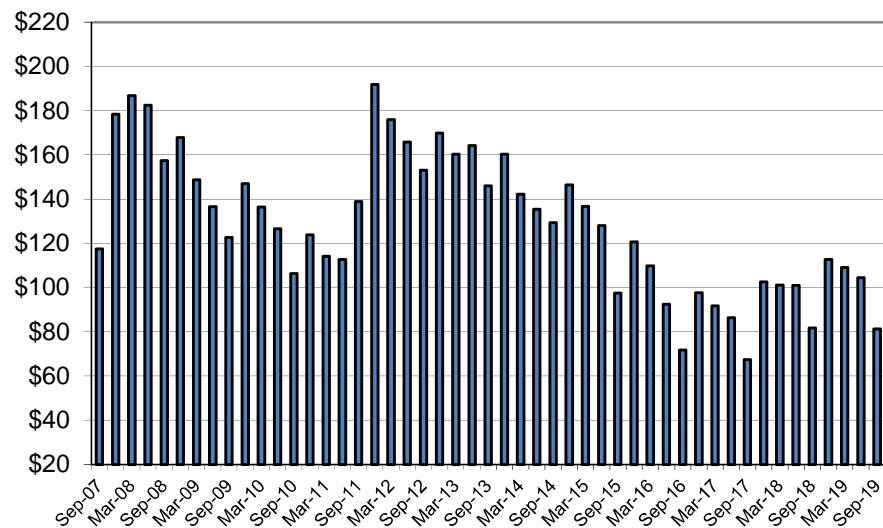
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for cash equivalent investments.

(3) **Bank Fees Offset Equivalent Yield** - Compensating balance in bank operating account yielded a blended equivalent investment yield as a result of Bank fees offset.

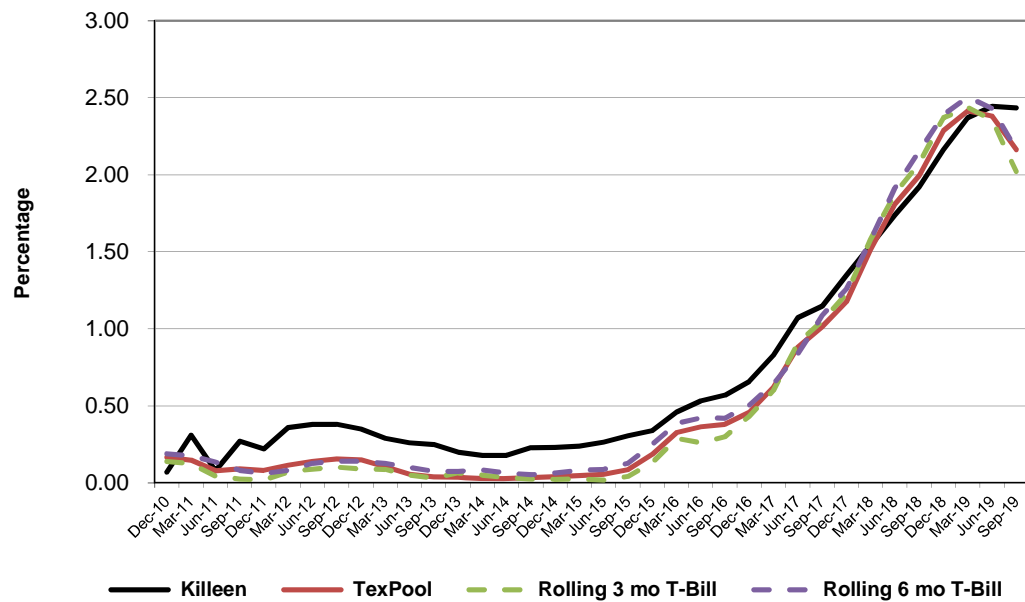
Portfolio Composition



Total Portfolio (Millions)



Total Portfolio Performance



Book Value Comparison

Description	Coupon/ Discount	Maturity Date	June 30, 2019		Purchases/ Adjustments	Sales/Adjust/ Maturities	September 30, 2019	
			Par Value	Book Value			Par Value	Book Value
BBVA Demand Account	0.43%	10/01/19	\$ 8,686,037	\$ 8,686,037	\$ 24,464	\$ —	\$ 8,710,500	\$ 8,710,500
Cash on Hand	0.00%	10/01/19	10,695	10,695		(200)	10,495	10,495
Hometown Cash on Hand	0.00%	10/01/19	418,102	418,102		(163,681)	254,421	254,421
Southside Bank MMA	2.25%	10/01/19	3,889,291	3,889,291		(3,691,766)	197,525	197,525
LegacyTexas MMA	2.25%	10/01/19	128,211	128,211	744		128,956	128,956
Veritex Bank MMA	2.27%	10/01/19	4,549,641	4,549,641		(4,390,580)	159,062	159,062
NexBank MMA	2.33%	10/01/19	7,432,767	7,432,767	45,910		7,478,678	7,478,678
TexSTAR	2.11%	10/01/19	14,626,448	14,626,448		(11,496,468)	3,129,980	3,129,980
Veritex Bank CD	2.00%	07/03/19	2,050,363	2,050,363		(2,050,363)	—	—
LegacyTexas Bank CD	2.28%	08/01/19	8,231,442	8,231,442		(8,231,442)	—	—
BBVA Compass Bank CD	1.97%	09/08/19	2,577,779	2,577,779		(2,577,779)	—	—
LegacyTexas Bank CD	2.75%	12/02/19	3,083,548	3,083,548	21,423		3,104,971	3,104,971
Veritex Bank CD	2.08%	01/03/20	3,078,597	3,078,597	15,965		3,094,562	3,094,562
WallisBank CD	2.49%	03/02/20	3,075,400	3,075,400	19,092		3,094,492	3,094,492
East West Bank CD	2.67%	04/01/20	1,031,425	1,031,425	6,965		1,038,390	1,038,390
East West Bank CD	2.94%	04/01/20	2,033,625	2,033,625	15,125		2,048,750	2,048,750
East West Bank CD	2.96%	05/01/20	2,047,093	2,047,093	15,329		2,062,423	2,062,423
East West Bank CD	2.99%	07/01/20	5,120,617	5,120,617	38,735		5,159,353	5,159,353
LegacyTexas Bank CD	2.98%	07/01/20	4,059,806	4,059,806	30,571		4,090,376	4,090,376
Central National Bank CD	2.81%	07/02/20	2,013,704	2,013,704	14,263		2,027,966	2,027,966
East West Bank CD	2.97%	08/01/20	5,084,928	5,084,928	38,207		5,123,135	5,123,135
LegacyTexas Bank CD	2.65%	08/03/20	3,020,083	3,020,083	20,217		3,040,300	3,040,300
LegacyTexas Bank CD	2.98%	09/01/20	8,119,612	8,119,612	61,141		8,180,753	8,180,753
LegacyTexas Bank CD	2.78%	12/02/20	6,055,026	6,055,026	42,527		6,097,554	6,097,554
BBVA Compass CD	2.01%	01/08/21	—	—	2,000,000		2,000,000	2,000,000
LegacyTexas Bank CD	2.70%	02/01/21	2,013,642	2,013,642	13,735		2,027,377	2,027,377
Central National Bank CD	2.40%	03/02/21	—	—	3,000,000		3,000,000	3,000,000
BTH Bank CDARS	2.63%	04/08/21	2,011,707	2,011,707	13,380		2,025,086	2,025,086
Central National Bank CD	2.40%	06/02/21	—	—	4,000,000		4,000,000	4,000,000
TOTAL			\$ 104,449,590	\$ 104,449,590	\$ 9,437,794	\$ (32,602,278)	\$ 81,285,105	\$ 81,285,105

Market Value Comparison

Description	Coupon/ Discount	Maturity Date	June 30, 2019		Qtr to Qtr Change	September 30, 2019	
			Par Value	Market Value		Par Value	Market Value
BBVA Demand Account	0.43%	10/01/19	\$ 8,686,037	\$ 8,686,037	\$ 24,464	\$ 8,710,500	\$ 8,710,500
Cash on Hand	0.00%	10/01/19	10,695	10,695	(200)	10,495	10,495
Hometown Cash on Hand	0.00%	10/01/19	418,102	418,102	(163,681)	254,421	254,421
Southside Bank MMA	2.25%	10/01/19	3,889,291	3,889,291	(3,691,766)	197,525	197,525
LegacyTexas MMA	2.25%	10/01/19	128,211	128,211	744	128,956	128,956
Veritex Bank MMA	2.27%	10/01/19	4,549,641	4,549,641	(4,390,580)	159,062	159,062
NexBank MMA	2.33%	10/01/19	7,432,767	7,432,767	45,910	7,478,678	7,478,678
TexSTAR	2.11%	10/01/19	14,626,448	14,626,448	(11,496,468)	3,129,980	3,129,980
Veritex Bank CD	2.00%	07/03/19	2,050,363	2,050,363	(2,050,363)	—	—
LegacyTexas Bank CD	2.28%	08/01/19	8,231,442	8,231,442	(8,231,442)	—	—
BBVA Compass Bank CD	1.97%	09/08/19	2,577,779	2,577,779	(2,577,779)	—	—
LegacyTexas Bank CD	2.75%	12/02/19	3,083,548	3,083,548	21,423	3,104,971	3,104,971
Veritex Bank CD	2.08%	01/03/20	3,078,597	3,078,597	15,965	3,094,562	3,094,562
WallisBank CD	2.49%	03/02/20	3,075,400	3,075,400	19,092	3,094,492	3,094,492
East West Bank CD	2.67%	04/01/20	1,031,425	1,031,425	6,965	1,038,390	1,038,390
East West Bank CD	2.94%	04/01/20	2,033,625	2,033,625	15,125	2,048,750	2,048,750
East West Bank CD	2.96%	05/01/20	2,047,093	2,047,093	15,329	2,062,423	2,062,423
East West Bank CD	2.99%	07/01/20	5,120,617	5,120,617	38,735	5,159,353	5,159,353
LegacyTexas Bank CD	2.98%	07/01/20	4,059,806	4,059,806	30,571	4,090,376	4,090,376
Central National Bank CD	2.81%	07/02/20	2,013,704	2,013,704	14,263	2,027,966	2,027,966
East West Bank CD	2.97%	08/01/20	5,084,928	5,084,928	38,207	5,123,135	5,123,135
LegacyTexas Bank CD	2.65%	08/03/20	3,020,083	3,020,083	20,217	3,040,300	3,040,300
LegacyTexas Bank CD	2.98%	09/01/20	8,119,612	8,119,612	61,141	8,180,753	8,180,753
LegacyTexas Bank CD	2.78%	12/02/20	6,055,026	6,055,026	42,527	6,097,554	6,097,554
BBVA Compass CD	2.01%	01/08/21	—	—	2,000,000	2,000,000	2,000,000
LegacyTexas Bank CD	2.70%	02/01/21	2,013,642	2,013,642	13,735	2,027,377	2,027,377
Central National Bank CD	2.40%	03/02/21	—	—	3,000,000	3,000,000	3,000,000
BTH Bank CDARS	2.63%	04/08/21	2,011,707	2,011,707	13,380	2,025,086	2,025,086
Central National Bank CD	2.40%	06/02/21	—	—	4,000,000	4,000,000	4,000,000
TOTAL			\$ 104,449,590	\$ 104,449,590	\$ (23,164,485)	\$ 81,285,105	\$ 81,285,105

Allocation

September 30, 2019

Book & Market Value	Maturity Date	Total	Pooled Investments	General Fund	Special Revenue	Enterprise Funds	Employee Benefit Trust
BBVA Demand Account	10/01/19	\$ 8,710,500	\$ 8,148,891	\$ —	\$ 51,016	\$ 4	\$ 510,589
Cash on Hand	10/01/19	10,495	—	4,395	2,000	4,100	—
Hometown Cash on Hand	10/01/19	254,421	—	254,421	—	—	—
Southside Bank MMA	10/01/19	197,525	197,525	—	—	—	—
LegacyTexas MMA	10/01/19	128,956	128,956	—	—	—	—
Veritex Bank MMA	10/01/19	159,062	159,062	—	—	—	—
NexBank MMA	10/01/19	7,478,678	7,478,678	—	—	—	—
TexSTAR	10/01/19	3,129,980	3,129,980	—	—	—	—
LegacyTexas Bank CD	12/02/19	3,104,971	3,104,971	—	—	—	—
Veritex Bank CD	01/03/20	3,094,562	3,094,562	—	—	—	—
WallisBank CD	03/02/20	3,094,492	3,094,492	—	—	—	—
East West Bank CD	04/01/20	1,038,390	1,038,390	—	—	—	—
East West Bank CD	04/01/20	2,048,750	2,048,750	—	—	—	—
East West Bank CD	05/01/20	2,062,423	2,062,423	—	—	—	—
East West Bank CD	07/01/20	5,159,353	5,159,353	—	—	—	—
LegacyTexas Bank CD	07/01/20	4,090,376	4,090,376	—	—	—	—
Central National Bank CD	07/02/20	2,027,966	2,027,966	—	—	—	—
East West Bank CD	08/01/20	5,123,135	5,123,135	—	—	—	—
LegacyTexas Bank CD	08/03/20	3,040,300	3,040,300	—	—	—	—
LegacyTexas Bank CD	09/01/20	8,180,753	8,180,753	—	—	—	—
LegacyTexas Bank CD	12/02/20	6,097,554	6,097,554	—	—	—	—
BBVA Compass CD	01/08/21	2,000,000	2,000,000	—	—	—	—
LegacyTexas Bank CD	02/01/21	2,027,377	2,027,377	—	—	—	—
Central National Bank CD	03/02/21	3,000,000	3,000,000	—	—	—	—
BTH Bank CDARS	04/08/21	2,025,086	2,025,086	—	—	—	—
Central National Bank CD	06/02/21	4,000,000	4,000,000	—	—	—	—
Totals		\$ 81,285,105	\$ 80,458,580	\$ 258,816	\$ 53,016	\$ 4,104	\$ 510,589

Allocation

June 30, 2019

Book & Market Value	Maturity Date	Total	Pooled Investments	General Fund	Special Revenue	Enterprise Funds	Employee Benefit Trust
BBVA Demand Account	07/01/19	\$ 8,686,037	\$ 8,497,134	\$ —	\$ 150,632	\$ 35	\$ 38,235
Cash on Hand	07/01/19	10,695	—	4,595	2,000	4,100	—
Hometown Cash on Hand	07/01/19	418,102	—	418,102	—	—	—
Southside Bank MMA	07/01/19	3,889,291	3,889,291	—	—	—	—
LegacyTexas MMA	07/01/19	128,211	128,211	—	—	—	—
Veritex Bank MMA	07/01/19	4,549,641	4,549,641	—	—	—	—
NexBank MMA	07/01/19	7,432,767	7,432,767	—	—	—	—
TexSTAR	07/01/19	14,626,448	14,626,448	—	—	—	—
Veritex Bank CD	07/03/19	2,050,363	2,050,363	—	—	—	—
LegacyTexas Bank CD	08/01/19	8,231,442	8,231,442	—	—	—	—
BBVA Compass Bank CD	09/08/19	2,577,779	2,577,779	—	—	—	—
LegacyTexas Bank CD	12/02/19	3,083,548	3,083,548	—	—	—	—
Veritex Bank CD	01/03/20	3,078,597	3,078,597	—	—	—	—
WallisBank CD	03/02/20	3,075,400	3,075,400	—	—	—	—
East West Bank CD	04/01/20	1,031,425	1,031,425	—	—	—	—
East West Bank CD	04/01/20	2,033,625	2,033,625	—	—	—	—
East West Bank CD	05/01/20	2,047,093	2,047,093	—	—	—	—
East West Bank CD	07/01/20	5,120,617	5,120,617	—	—	—	—
LegacyTexas Bank CD	07/01/20	4,059,806	4,059,806	—	—	—	—
Central National Bank CD	07/02/20	2,013,704	2,013,704	—	—	—	—
East West Bank CD	08/01/20	5,084,928	5,084,928	—	—	—	—
LegacyTexas Bank CD	08/03/20	3,020,083	3,020,083	—	—	—	—
LegacyTexas Bank CD	09/01/20	8,119,612	8,119,612	—	—	—	—
LegacyTexas Bank CD	12/02/20	6,055,026	6,055,026	—	—	—	—
LegacyTexas Bank CD	02/01/21	2,013,642	2,013,642	—	—	—	—
BTH Bank CDARS	04/08/21	2,011,707	2,011,707	—	—	—	—
Totals		\$ 104,449,590	\$ 103,831,890	\$ 422,697	\$ 152,632	\$ 4,135	\$ 38,235



City of Killeen

QUARTERLY INVESTMENT REPORT

For the Quarter Ended

September 30, 2019

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the City of Killeen is in compliance with the Public Funds Investment Act and the Investment Policy and Strategies.

Jonathan Locke, Executive Director of Finance

Judith Tangalin, Controller

Disclaimer: These reports were compiled using information provided by the City. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Summary

Quarter End Results by Investment Category:

Asset Type	June 30, 2019		September 30, 2019		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
Demand Accounts	\$ 9,114,834	\$ 9,114,834	\$ 8,975,417	\$ 8,975,417	0.42%
Pools/MMA	30,626,359	30,626,359	11,094,200	11,094,200	2.26%
Securities/CDs	64,708,397	64,708,397	61,215,488	61,215,488	2.76%
Totals	\$ 104,449,590	\$ 104,449,590	\$ 81,285,105	\$ 81,285,105	

Current Quarter Average Yield (1)

Total Portfolio	2.44%
Rolling Three Month Treasury	2.02%
Rolling Six Month Treasury	2.17%
TexPool	2.16%

Fiscal Year-to-Date Average Yield (2)

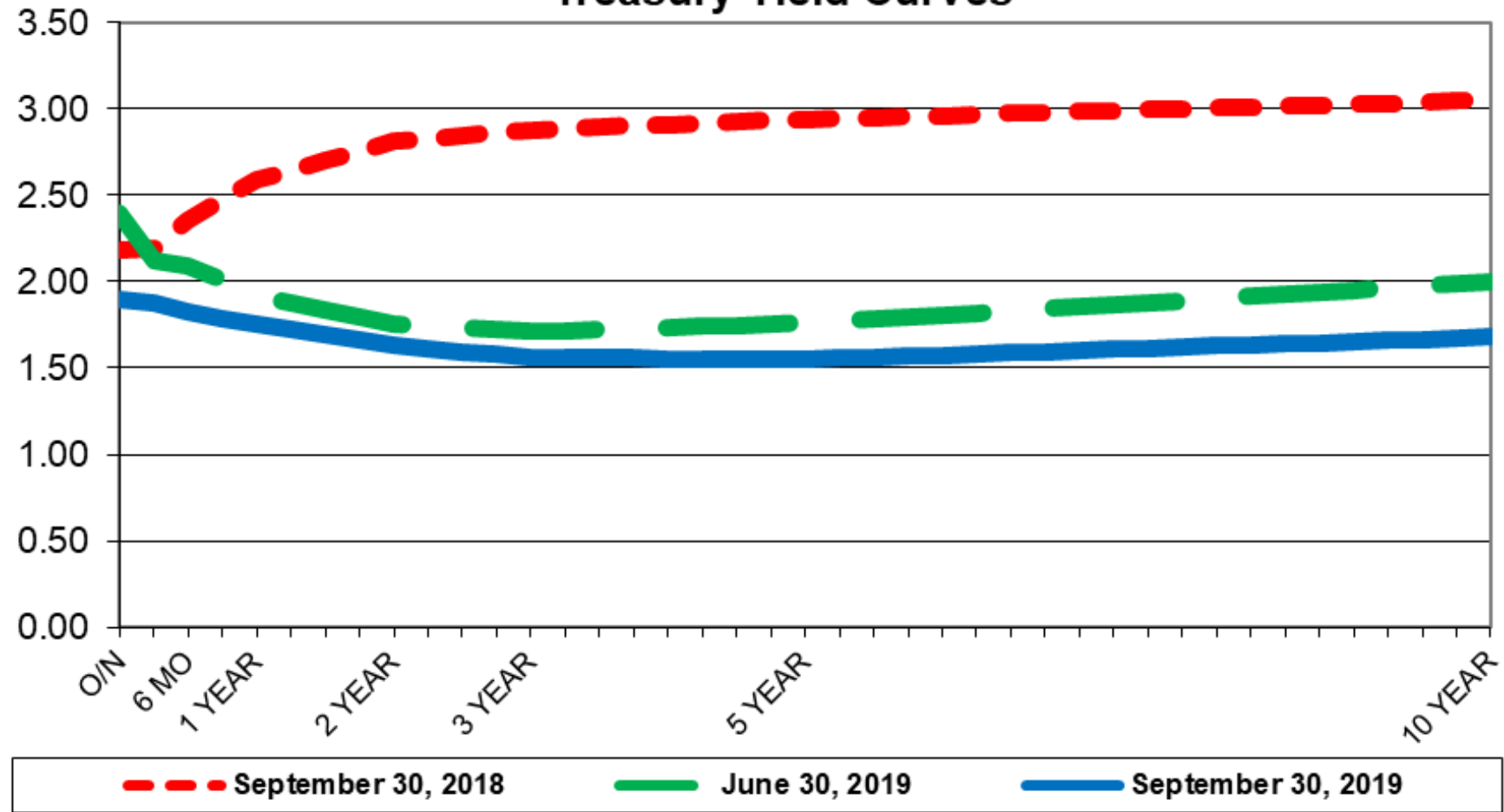
Total Portfolio	2.35%
Rolling Three Month Treasury	2.30%
Rolling Six Month Treasury	2.37%
TexPool	2.31%

	<u>Interest Income</u>	<u>Bank Fees Offset</u>
Quarterly	\$ 538,373	\$ 10,765
Year-to-date	\$ 2,271,863	\$ 43,056

(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances. □

(2) Fiscal Year-to-Date Average Yields calculated using quarter end report yields.

Treasury Yield Curves



Investment Holdings

September 30, 2019

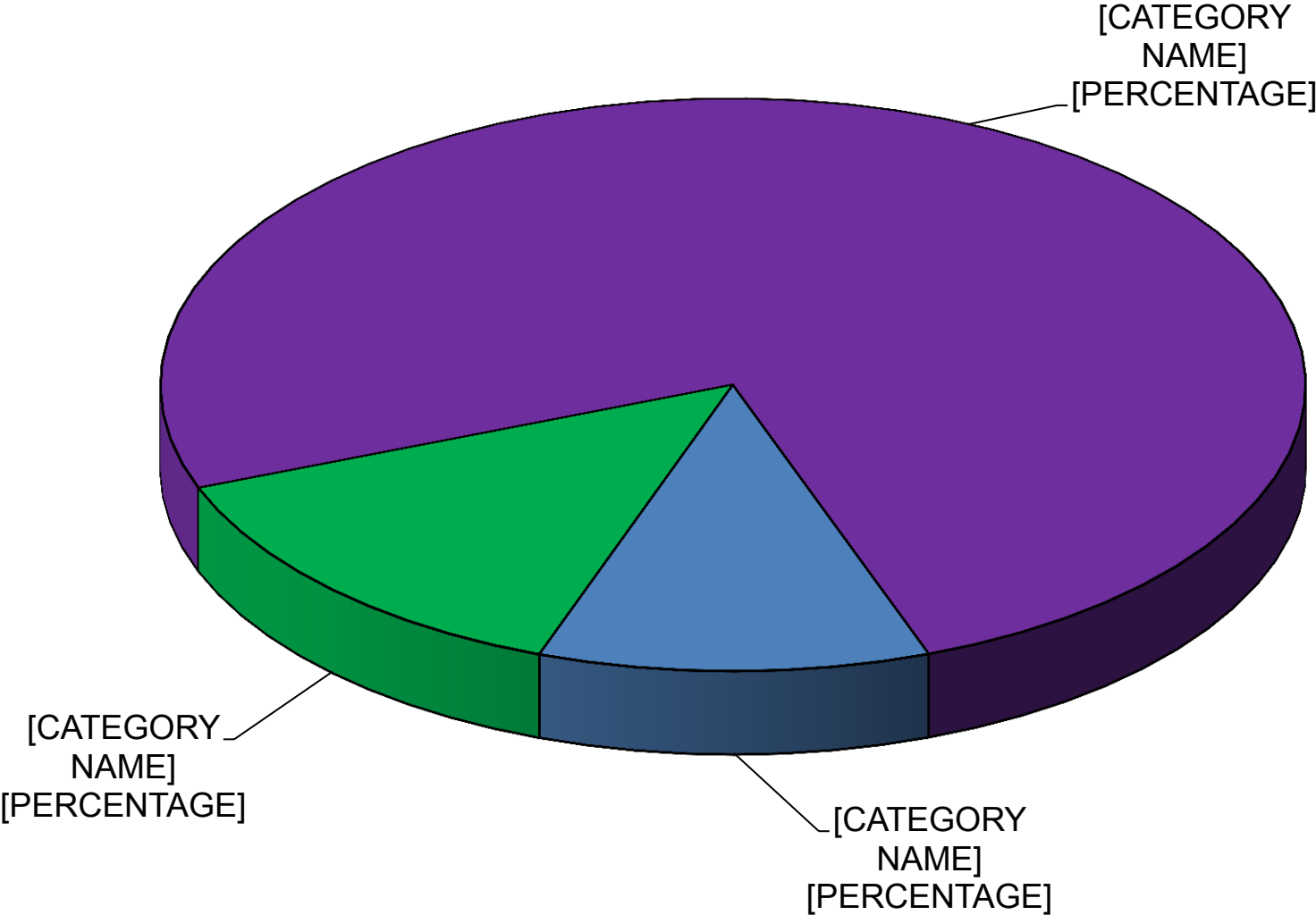
Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
BBVA Demand Account (3)		0.43%	10/01/19	09/30/19	\$ 8,710,500	\$ 8,710,500	1.00	\$ 8,710,500	1	0.43%
Cash on Hand		0.00%	10/01/19	09/30/19	10,495	10,495	1.00	10,495	1	0.00%
Hometown Cash on Hand		0.00%	10/01/19	09/30/19	254,421	254,421	1.00	254,421	1	0.00%
Southside Bank MMA		2.25%	10/01/19	09/30/19	197,525	197,525	1.00	197,525	1	2.25%
LegacyTexas MMA		2.25%	10/01/19	09/30/19	128,956	128,956	1.00	128,956	1	2.25%
Veritex Bank MMA		2.27%	10/01/19	09/30/19	159,062	159,062	1.00	159,062	1	2.27%
NexBank MMA		2.33%	10/01/19	09/30/19	7,478,678	7,478,678	1.00	7,478,678	1	2.33%
TexSTAR	AAAm	2.11%	10/01/19	09/30/19	3,129,980	3,129,980	1.00	3,129,980	1	2.11%
LegacyTexas Bank CD		2.75%	12/02/19	06/01/18	3,104,971	3,104,971	100.00	3,104,971	63	2.78%
Veritex Bank CD		2.08%	01/03/20	01/03/18	3,094,562	3,094,562	100.00	3,094,562	95	2.10%
WallisBank CD		2.49%	03/02/20	04/02/18	3,094,492	3,094,492	100.00	3,094,492	154	2.51%
East West Bank CD		2.67%	04/01/20	05/04/18	1,038,390	1,038,390	100.00	1,038,390	184	2.67%
East West Bank CD		2.94%	04/01/20	12/06/18	2,048,750	2,048,750	100.00	2,048,750	184	2.98%
East West Bank CD		2.96%	05/01/20	09/17/18	2,062,423	2,062,423	100.00	2,062,423	214	3.00%
East West Bank CD		2.99%	07/01/20	09/13/18	5,159,353	5,159,353	100.00	5,159,353	275	3.04%
LegacyTexas Bank CD		2.98%	07/01/20	12/17/18	4,090,376	4,090,376	100.00	4,090,376	275	3.02%
Central National Bank CD		2.81%	07/02/20	02/04/19	2,027,966	2,027,966	100.00	2,027,966	276	2.84%
East West Bank CD		2.97%	08/01/20	12/06/18	5,123,135	5,123,135	100.00	5,123,135	306	3.01%
LegacyTexas Bank CD		2.65%	08/03/20	03/19/19	3,040,300	3,040,300	100.00	3,040,300	308	2.68%
LegacyTexas Bank CD		2.98%	09/01/20	12/05/18	8,180,753	8,180,753	100.00	8,180,753	337	3.02%
LegacyTexas Bank CD		2.78%	12/02/20	02/04/19	6,097,554	6,097,554	100.00	6,097,554	429	2.82%
BBVA Compass CD		2.01%	01/08/21	07/08/19	2,000,000	2,000,000	100.00	2,000,000	466	2.03%
LegacyTexas Bank CD		2.70%	02/01/21	03/19/19	2,027,377	2,027,377	100.00	2,027,377	490	2.73%
Central National Bank CD		2.40%	03/02/21	07/02/19	3,000,000	3,000,000	100.00	3,000,000	519	2.42%
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Central National Bank CD		2.40%	06/02/21	07/02/19	4,000,000	4,000,000	100.00	4,000,000	611	2.42%
					\$ 81,285,105	\$ 81,285,105		\$ 81,285,105	246	2.44%
									(1)	(2)

(1) **Weighted average life** - For purposes of calculating weighted average life, cash equivalent investments are assumed to have a one day maturity.

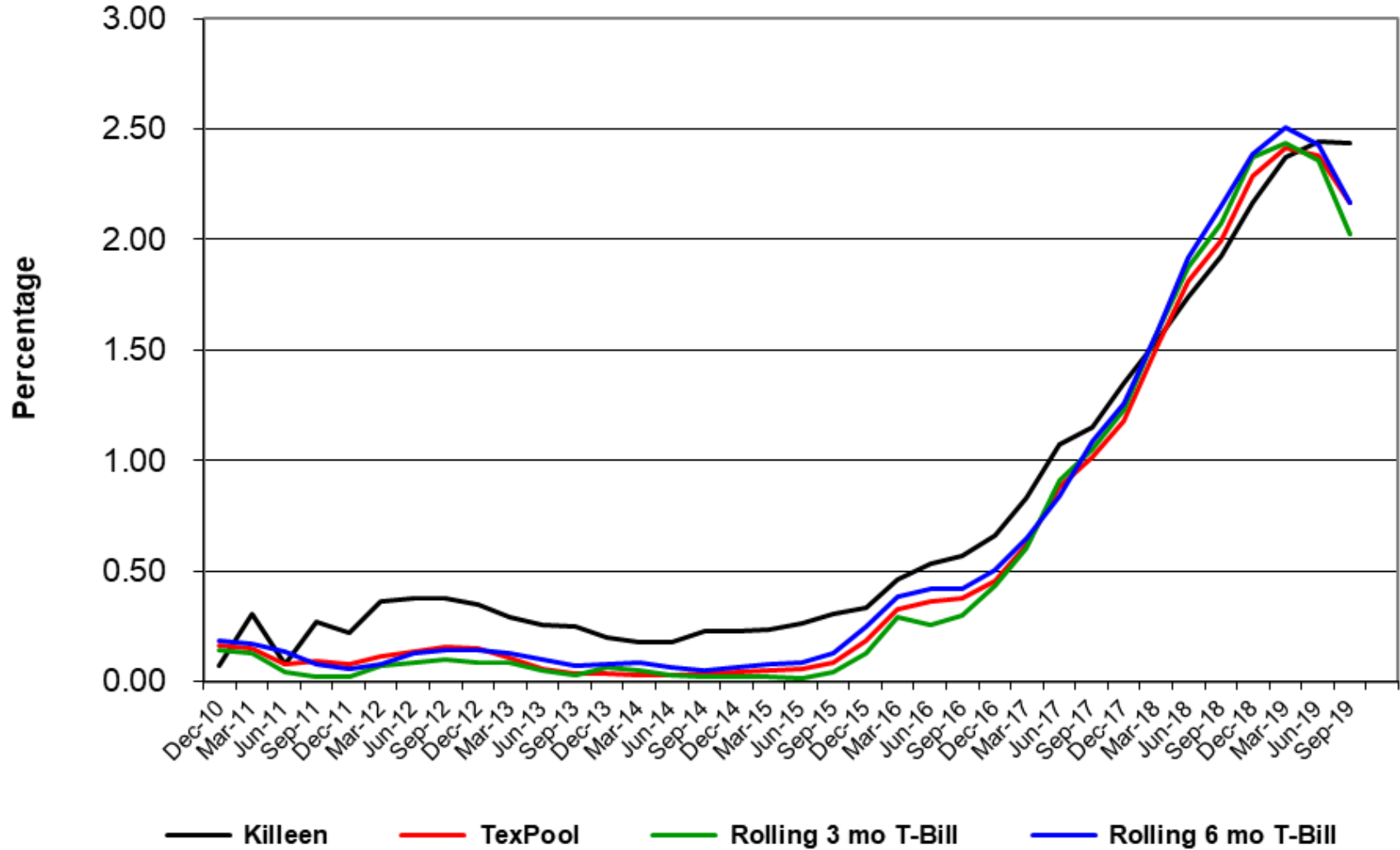
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(3) **Bank Fees Offset Equivalent Yield** - Compensating balance in bank operating account yielded a blended equivalent investment yield as a result of Bank fees offset.

Portfolio Composition



Total Portfolio Performance



Book Value Comparison

Description	Coupon/ Discount	Maturity Date	June 30, 2019		Purchases/ Adjustments	Sales/Adjust/ Maturities	September 30, 2019	
			Par Value	Book Value			Par Value	Book Value
BBVA Demand Account	0.43%	10/01/19	\$ 8,686,037	\$ 8,686,037	\$ 24,464	\$ —	\$ 8,710,500	\$ 8,710,500
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LegacyTexas MMA	2.25%	10/01/19	128,211	128,211	744		128,956	128,956
Veritex Bank MMA	2.27%	10/01/19	4,549,641	4,549,641		(4,390,580)	159,062	159,062
NexBank MMA	2.33%	10/01/19	7,432,767	7,432,767	45,910		7,478,678	7,478,678
TexSTAR	2.11%	10/01/19	14,626,448	14,626,448		(11,496,468)	3,129,980	3,129,980
Veritex Bank CD	2.00%	07/03/19	2,050,363	2,050,363		(2,050,363)	—	—
LegacyTexas Bank CD	2.28%	08/01/19	8,231,442	8,231,442		(8,231,442)	—	—
BBVA Compass Bank CD	1.97%	09/08/19	2,577,779	2,577,779		(2,577,779)	—	—
LegacyTexas Bank CD	2.75%	12/02/19	3,083,548	3,083,548	21,423		3,104,971	3,104,971
Veritex Bank CD	2.08%	01/03/20	3,078,597	3,078,597	15,965		3,094,562	3,094,562
WallisBank CD	2.49%	03/02/20	3,075,400	3,075,400	19,092		3,094,492	3,094,492
East West Bank CD	2.67%	04/01/20	1,031,425	1,031,425	6,965		1,038,390	1,038,390
East West Bank CD	2.94%	04/01/20	2,033,625	2,033,625	15,125		2,048,750	2,048,750
East West Bank CD	2.96%	05/01/20	2,047,093	2,047,093	15,329		2,062,423	2,062,423
East West Bank CD	2.99%	07/01/20	5,120,617	5,120,617	38,735		5,159,353	5,159,353
LegacyTexas Bank CD	2.98%	07/01/20	4,059,806	4,059,806	30,571		4,090,376	4,090,376
Central National Bank CD	2.81%	07/02/20	2,013,704	2,013,704	14,263		2,027,966	2,027,966
East West Bank CD	2.97%	08/01/20	5,084,928	5,084,928	38,207		5,123,135	5,123,135
LegacyTexas Bank CD	2.65%	08/03/20	3,020,083	3,020,083	20,217		3,040,300	3,040,300
LegacyTexas Bank CD	2.98%	09/01/20	8,119,612	8,119,612	61,141		8,180,753	8,180,753
LegacyTexas Bank CD	2.78%	12/02/20	6,055,026	6,055,026	42,527		6,097,554	6,097,554
BBVA Compass CD	2.01%	01/08/21	—	—	2,000,000		2,000,000	2,000,000
LegacyTexas Bank CD	2.70%	02/01/21	2,013,642	2,013,642	13,735		2,027,377	2,027,377
Central National Bank CD	2.40%	03/02/21	—	—	3,000,000		3,000,000	3,000,000
BTH Bank CDARS	2.63%	04/08/21	2,011,707	2,011,707	13,380		2,025,086	2,025,086
Central National Bank CD	2.40%	06/02/21	—	—	4,000,000		4,000,000	4,000,000
TOTAL			\$ 104,449,590	\$ 104,449,590	\$ 9,437,794	\$ (32,602,278)	\$ 81,285,105	\$ 81,285,105



City of Killeen

Legislation Details

File #: RS-19-119 **Version:** 1 **Name:** Low Income Housing Tax Credit Policy
Type: Resolution **Status:** Resolutions
File created: 11/13/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider a memorandum/resolution adopting the proposed Low Income Housing Tax Credit Policy and Application.
Sponsors: Community Development Department
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Policy](#)
[Application](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019

TO: Kent Cagle, City Manager

FROM: Leslie K. Hinkle, Executive Director of Community Development

SUBJECT: Low Income Housing Tax Credit Policy and Application

BACKGROUND AND FINDINGS:

After the most recent cycle of requests was brought to the Mayor & City Council for endorsement of private developer low income housing tax credit applications to the State, a desire was expressed for more uniform guidance. Under direction of the recently retired city manager, a draft policy and procedure were developed by the Community Development team and reviewed by the Planning Department and Legal Departments. The purpose of the policy is to provide criteria for affordable housing developers requesting support from the City Council to submit their application for competitive and non-competitive housing tax credits to the Texas Department of Housing and Community Affairs.

This policy will analyze projects requesting support for proposed Low Income Housing Tax Credits (LIHTC). The analysis is intended to determine if the proposed projects comply with certain principles and policies in the City's 5-year Consolidated Plan and Comprehensive Plan, Future Land Use Plan, zoning standards, as well as various other master, strategic, and redevelopment or neighborhood plans adopted by the City of Killeen. The goal of this analysis is to (a) establish if LIHTC projects merit local support and/or funding assistance, and (b) prioritize LIHTC submissions if more than a single proposal is received during an evaluation period. The Community Development Department serves as the City's primary staff and point of contact for all LIHTC programs.

The evaluation criteria proposed in the policy includes a number of considerations and the proposed development projects should support the development of decent, safe, sanitary and affordable housing options. The proposed criteria include the following:

- Involvement and support from local stakeholders and neighborhood organizations;
- Impact on existing affordable housing in a neighborhood;
- Quality of design and construction;
- Proposed amenities;
- Availability of adequate City infrastructure/Impact on infrastructure and proposed mitigation/construction plans if needed;
- Provision of both tax credit and market rate units;
- Level of funding assistance requested;
- Developments that contribute to the tax base of the City of Killeen;
- Demonstrated development team experience;
- Impact on elimination of blight;

- Neighborhood compatibility;
- Impact of traffic associated with the project and proposed mitigation/construction plans if needed;
- Availability of and impact on public transit service;
- Impact on area schools;
- Preservation of environmental assets and/or enhancement of landscaping;
- Impact on surrounding neighborhood(s);
- Any other factor relevant to the best interest of the City (includes consideration for Fair Housing);
- Applicant or any other member of the development team has not been or is not barred, suspended, or terminated from procurement in a state or Federal program or listed in HUD's System for Award Management (SAM).

THE ALTERNATIVES CONSIDERED:

There are three alternatives to consider in regards to the proposed Low Income Housing Tax Credit Policy:

- 1) Not approve the proposed policy;
- 2) Modify the policy with council recommendations or changes;
- 3) Approve the proposed Low Income Housing Tax Credit Policy and application process.

Which alternative is recommended? Why?

Staff recommends alternative three, to approve the proposed Low Income Housing Tax Credit Policy and application process.

CONFORMITY TO CITY POLICY:

This is a new policy for consideration.

FINANCIAL IMPACT:

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

Adopting this policy does not have a direct fiscal impact; however, it is important to note that any proposed tax credit development could request a financial commitment of funding, typically in the form of a loan from the HOME program.

Is this a one-time or recurring expenditure?

N/A

Is this 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 expenditure?

N/A

RECOMMENDATION:

Staff recommends that the City Council approve the Low Income Housing Tax Credit Policy and associated application process.

DEPARTMENTAL CLEARANCES:

Planning
Legal

ATTACHED SUPPORTING DOCUMENTS:

Policy
Application



CITY OF KILLEEN LOW INCOME HOUSING TAX CREDIT (LIHTC) SUPPORT AND FUNDING ASSISTANCE POLICY

Policy Statement: The purpose of this policy is to provide criteria for affordable housing developers requesting a “Resolution of Support” or “Resolution of No Objection” from the City Council to submit with their application for Competitive (9%) and Noncompetitive (4%) Housing Tax Credits (9% HTC and 4% HTC respectively) to the Texas Department of Housing and Community Affairs.

The City of Killeen is committed to the goal of improving the quality of life in the City, its neighborhoods and for its residents. As part of this commitment to a comprehensive community development and improvement program, the City supports the development of decent, safe, sanitary, and affordable housing options that provides full and equal access to all persons.

To meet the housing and development objectives of the City of Killeen, it shall be the City’s policy to analyze projects requesting support for proposed Low Income Housing Tax Credits (LIHTC). The goal of the analysis is to (a) establish whether LIHTC projects merit local support and/or funding assistance, and (b) prioritize LIHTC submissions if more than a single proposal is received during an evaluation period. The Community Development Department serves as the City’s primary staff and point of contact for all LIHTC programs.

Evaluation Criteria:

The City of Killeen will use the following criteria in evaluation of projects for consideration of City support and/or funding assistance:

- Alignment with the priorities stated in the City’s Consolidated Strategic Plan;
- Alignment with the Comprehensive Plan, Future Land Use Map (FLUM), and zoning standards. (appropriate zoning must be secured prior to requesting support or funding);
- Involvement and support from local stakeholders and neighborhood organizations;
- Impact on existing affordable housing in a neighborhood;
- Quality of design and construction;
- Proposed amenities;
- Availability of adequate City infrastructure/Impact on infrastructure and proposed mitigation/construction plans if needed;
- Provision of both tax credit and market rate units;
- Level of funding assistance requested;
- Developments that contribute to the tax base of the City of Killeen;
- Demonstrated development team experience;
- Impact on elimination of blight;
- Neighborhood compatibility;

- Impact of traffic associated with the project and proposed mitigation/construction plans if needed;
- Availability of and impact on public transit service;
- Impact on area schools;
- Preservation of environmental assets and/or enhancement of landscaping;
- Impact on surrounding neighborhood(s);
- Any other factor relevant to the best interest of the City (includes consideration for Fair Housing).
- Applicant or any other member of the development team has not been or is not barred, suspended, or terminated from procurement in a state or Federal program or listed in HUD's System for Award Management (SAM)

• All housing developments with which the Applicant, Development Owner, Developer, Guarantor and/or Principal thereof participating, are in compliance with: state and federal fair housing laws, including Chapter 301, Property Code, the Texas Fair Housing Act; Title VIII of the Civil Rights Act of 1968 (42 U.S.C. Section 3601 et seq.); and the Fair Housing Amendments Act of 1988 (42 U.S.C. Section 3601 et seq.); the Civil Rights Act of 1964 (42 U.S.C. Section 2000a et seq.); the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12101 et seq.); and the Rehabilitation Act of 1973 (29 U.S.C. Section 701 et seq.).

• **Required Information:** Before a project will be evaluated by the staff, each applicant, development owner, developer, guarantor or principal requesting support and/or funding assistance must submit the City of Killeen's LIHTC Project Support and Funding Assistance application with all attachments. The application and list of required documents are available on the City's website at www.killeentexas.gov/taxcredit.

• **Annual Schedule:** The City of Killeen will establish and announce a schedule of deadlines and other dates of importance for consideration of City support and/or funding assistance for LIHTC projects.

The schedule is available on the City's website at www.killeentexas.gov/taxcredit

Meeting with City Staff: No less than one meeting with the applicant, development owner, developer, guarantor or principal and relevant City staff will take place to discuss the proposed project in general, and any issues and concerns identified in the application in particular.

Presentation to City Council: Applicants will be requested to give a presentation to the City Council regarding their proposed project. Presentations are generally scheduled during a City Council Work Session in the month of February.

Substantial Changes: Should a project which receives support and/or funding assistance from the City have a substantial change including, but not limited to, the following before the start of construction, the Developer must notify the City of Killeen in writing and request a new commitment of support:

- Number of units

- Type of units
- Target population
- Amenities
- Type of construction
- Developer / sponsor / owner
- Assistance required from City
- Final site development plan

Administration of the LIHTC Program: The LIHTC program in the State of Texas is administered by the Texas Department of Housing & Community Affairs. The City of Killeen has no responsibility for application approval for LIHTC projects or for the administration of the LIHTC program.



CITY OF KILLEEN

LOW-INCOME HOUSING TAX CREDIT (LIHTC) PROGRAM

APPLICATION FOR SUPPORT AND/OR FUNDING ASSISTANCE

PLEASE NOTE: The City of Killeen reserves the right to fund projects at a lower amount than requested, and the right to deny applications that do not coincide with the City's Consolidated Strategic Plan, various strategic and master plans, or policy direction from the Killeen City Council.

1. PROJECT INFORMATION

Developer Name

Project Name

Project Address

Census Tract #

Elementary School

Middle School

High School

Project Type:

☐ General

☐ Elderly

☐ Supportive Housing

Role of Applicant:

(select all that apply)

☐ Owner

☐ Developer

☐ Other: _____

Applicant is Requesting City Council Resolution:

(select all that apply)

☐ of support

☐ stating no objection

Applicant is Requesting Commitment to Funding:

☐ Loan

☐ Grant

☐ Reduced Fees

☐ Other: _____

Amount of Loan, Grant, or Reduced Fees Requested: _____

2. APPLICANT INFORMATION

If the applicant is not acting as the developer, please provide all of the information below for the developer, as well as the applicant. If the developer involves multiple entities, is a partnership or joint venture, please provide duplicative information for each, and identify the entity that will serve as the "lead" organization.

Name

Business/Street Address

City

State, ZIP

Telephone #

Contact Person

Contact Telephone #

Email Address

DUNS #

Federal Tax ID #

2. PROJECT DESCRIPTION

Provide a brief project description that addresses items "a" through "u" below. Attempt to limit responses to 150 words or less for each lettered response.

- a. Demonstrate the project's compatibility and alignment with the priorities stated in the City's Consolidated Strategic Plan, Comprehensive Plan, Future Land Use Map, and any other applicable master, strategic, and redevelopment or neighborhood plans adopted by the City of Killeen;
- b. Indicate the project location by providing an area map with the property highlighted;
- c. Provide a preliminary site plan for the proposed project;

- d. Describe the tenant population, income levels, and services, if any, to be provided to or made available to residents;
- e. List basic amenities and unit amenities proposed for the project;
- f. Describe the taxable status of the development. Indicate whether the development will be paying property taxes or if the development will be tax exempt;
- g. Describe current zoning of property. Include a letter from the City of Killeen’s Planning Department verifying that the current zoning of the site for the proposed project is compatible with the anticipated use, or include documentation verifying that a request to change current zoning has been submitted;
- h. Include evidence of site control, such as a warranty deed or a current, receipted earnest money;
- i. List the proposed number, type, and size of units; number of market rate and SF of units.

	Total # of Units	# of Affordable Units	# of Market Rate Units	SF of Each Unit
1 BR				
2 BR				
3 BR				
4 BR				
Total Units				

- j. Provide the total number of units servicing each Area Median Gross Income (AMGI) group and the proposed rents (less utility allowances) for low income units and proposed rents for market rate units;
- k. Describe the involvement and support from local stakeholders and neighborhood organizations; include a list of stakeholders and neighborhood associations contacted and include any letters of support;
- l. Describe the impact the project is anticipated to have on surrounding neighborhood(s);
- m. Describe the impact the project is anticipated to have on existing affordable housing in the area;
- n. Describe the impact the project is anticipated to have on City infrastructure; including the impact of traffic associated with the proposed project and any proposed mitigation/construction plans if needed;
- o. Describe the availability of and impact the project is anticipated to have on public transit service;

- p. Describe the impact the project is anticipated to have on area schools;
- q. Indicate if the project will assist in the elimination of blight, the preservation of environmental assets, and/or enhancement of landscaping;
- r. Summarize the key financials of the project, clearly indicating the total project cost, the amount and intended use of City of Killeen funds being requested, and preliminary project financials;
- s. Provide a list of other LIHTC projects you have completed or have pending; include information on location, type, number of units, project costs, and project references on former LIHTC projects. Include a list of other LIHTC applications you will be submitting to the Texas Department of Housing and Community Affairs in their most current program year.
- t. All applications for consideration must meet the current Housing Tax Credit Program Qualified Allocation Plan issued by the Texas Department of Housing and Community Affairs, §11.1 General - §11.10 Third Party Request for Administrative Deficiency for Competitive HTC Applications.
- u. Provide information on the number and type of local contracting opportunities associated with the proposed development (construction or other type of contract).

4. DEVELOPMENT TEAM

Identify below the persons or entities anticipated to be involved in the project. Also, indicate if any person or entity involved is a disadvantaged, minority or women-owned business enterprise (DBE/MBE/WBE), or if any of the entities are non-profit organizations.

	Development Team Name(s) and Contact Information	Years of Experience	DBE	MBE	WBE	Non-Profit
Owner						
Developer						
Architect						
Engineer						
Construction Lender						
Other Lenders						
General Contractor						
Consultant (if applicable)						
Sub-Contractor						
Sub-Contractor						
Other						

Other						
-------	--	--	--	--	--	--

5. DEVELOPMENT SCHEDULE

Complete the schedule below with anticipated completion dates. Re-order the steps according to the appropriate sequence for your project, and add in any other significant steps integral to your project's development.

	Date(s)
Acquisition and/or holding	
Securing and packaging project financing	
Construction specifications and cost estimates	
Construction bids	
Construction start	
Completion of construction	
Start of Rent-up	
Other:	
Other:	
Other:	

6. SUBMISSION INFORMATION

The Community Development Department serves as the City's primary staff and point of contact for all LIHTC programs. Before a project will be evaluated, each applicant requesting support and/or funding assistance must submit a completed application with all attachments.

City of Killeen 2020 LIHTC Important Dates:

1/7/2020:	Application Deadline
2/4/2020:	Presentation from Developer(s) at City Council Workshop Session
2/11/2020	Consideration of Resolution(s) at City Council Meeting

Completed application should be submitted to:

City of Killeen Community Development Department
Leslie Hinkle, Executive Director of Community Development

P.O. Box 1329 or 802 North Second Street- Bldg. E, 1st floor Killeen, Texas 76541

254-501-7847 or lhinkle@killeentexas.gov

The applicant/developer certifies that the data included in this application and the exhibits attached hereto are true and correct. Any information found to be false or misleading will lead to automatic disqualification under this Program. Unsigned/undated submissions will not be considered.

Legal Name of Developer/Entity

Signature of Authorized Officer

Date

Title



LOW INCOME HOUSING TAX CREDIT POLICY

RS-19-119

December 3, 2019

Background & Purpose

2

- ❑ The Texas Department of Housing & Community Affairs (TDHCA) administers the Low Income Housing Tax Credit Program (LIHTC)
- ❑ Council expressed desire for guidance/policy for consideration of low income housing tax credit proposals
- ❑ Establish policy to provide criteria for reviewing affordable housing proposals requesting City support

Goal of Policy & Application

3

- ❑ Provide an analysis to establish if the project warrants local support
- ❑ Prioritize the project submissions, if more than one proposal is received
- ❑ Evaluation criteria for each project clearly identified

Evaluation Criteria

4

- ❑ Alignment with the priorities stated in the Community Development Consolidated Strategic Plan
- ❑ Alignment with the Comprehensive Plan, Future Land Use Map (FLUM), and zoning standards. (appropriate zoning must be secured prior to requesting support or funding)
- ❑ Involvement and support from local stakeholders and neighborhood organizations
- ❑ Impact on existing affordable housing in a neighborhood
- ❑ Quality of design and construction

Evaluation Criteria-continued

5

- ❑ Proposed amenities
- ❑ Availability of adequate City infrastructure/Impact on infrastructure and proposed mitigation/construction plans if needed
- ❑ Provision of both tax credit and market rate units-ratio of tax credit units to market rate units
- ❑ Level of funding assistance requested
- ❑ Developments that contribute to the tax base of the City of Killeen
- ❑ Demonstrated development team experience

Evaluation Criteria-continued

6

- ❑ Impact on elimination of blight
- ❑ Neighborhood compatibility
- ❑ Impact of traffic associated with the project and proposed mitigation/construction plans if needed
- ❑ Availability of and impact on public transit service

Evaluation Criteria-continued

7

- ❑ Preservation of environmental assets and/or enhancement of landscaping
- ❑ Impact on surrounding neighborhood(s)
- ❑ Any other factor relevant to the best interest of the City (includes consideration for Fair Housing)
- ❑ Applicant or any other member of the development team has not been or is not barred, suspended, or terminated from procurement in a state or Federal program or listed in HUD's System for Award Management (SAM)

Required Application Information

8

- ❑ All proposals must be in compliance with state and federal fair housing laws, Chapter 301, Property Code, Civil Rights Act of 1964, Americans with Disabilities Act of 1990 and the Rehabilitation Act of 1973
- ❑ Each development team must submit the LITHC application with all attachments
- ❑ Schedule of deadlines and other dates of importance (updated annually in accordance with TDHCA submittal timeline)
- ❑ Meeting with City Staff prior
- ❑ Presentation to City Council
- ❑ Substantial Changes

Alternatives

9

- ❑ Do not approve the policy and application
- ❑ Approve the policy with changes recommended by City Council
- ❑ Approve the policy and application

Recommendation

City staff recommends the approval of the policy and application related to the Low Income Housing Tax Credit program administered by the Texas Department of Housing & Community Affairs.



City of Killeen

Legislation Details

File #: RS-19-120 **Version:** 1 **Name:** Garver Amendment No. 1 Security Surveillance Project

Type: Resolution **Status:** Resolutions

File created: 11/8/2019 **In control:** City Council

On agenda: 12/10/2019 **Final action:**

Title: Consider a memorandum/resolution approving an amendment to the Professional Services Agreement with Garver, LLC, for the design, evaluation, contract administration, and construction phase services for the security surveillance project on Robert Gray Army Airfield.

Sponsors: Aviation Department

Indexes:

Code sections:

Attachments: [Staff Report](#)
[Contract Amendment No. 1](#)
[Certificate of Interested Parties](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019

TO: Kent Cagle, City Manager

FROM: Mike Wilson, Interim Executive Director of Aviation

SUBJECT: CONTRACT AMENDMENT-PROFESSIONAL SERVICES AGREEMENT WITH GARVER, LLC

BACKGROUND AND FINDINGS:

In December of 2017, Bell County sponsored an application for a State of Texas Defense Economic Adjustment Assistance Grant (DEAAG) for the installation of security surveillance systems at Robert Gray Army Airfield (RGAAF) and Killeen-Fort Hood Regional Airport (KFHRA), significantly improving airfield security, safety, and operational efficiency. RGAAF and KFHRA are secured by an airfield perimeter security fence; adding additional assets to the existing system will ensure a secure and safe environment for aircraft operations at RGAAF and KFHRA into the future.

The project includes the installation of closed circuit television (CCTV) cameras and associated monitoring systems, recording equipment, data storage for recorded media, and fiber cable to support these systems at RGAAF and KFHRA. Installation of this system will add great value to RGAAF, KFHRA, Fort Hood, Air Mobility Command, Commercial Air Carriers, the Federal Aviation Administration (FAA), and the US Army.

On April 10, 2018, City Council approved an Interlocal Agreement with Bell County allowing for the City of Killeen, through the Aviation Department, to manage all aspects of the project on behalf of Bell County.

To that end, staff negotiated a professional services agreement with Garver, LLC, in the amount of \$445,250 for design, RFP evaluation, contract administration, and construction services for security surveillance project on RGAAF and KFHRA.

During the construction phase of the project, unforeseen field conditions dictated scope changes that resulted in efficiencies in the construction phase services provided by Garver. These efficiencies resulted in a decrease to the contract amount of \$89,060.

This Amendment was approved by the Bell County Commissioner's Court October 11, 2019.

THE ALTERNATIVES CONSIDERED:

Alternatives considered: (1) do not approve the change order, or, (2) approve the change order.

Which alternative is recommended? Why?

Alternative 2 is the recommended course of action. This action decreases the cost of the professional Services contract for services not needed.

CONFORMITY TO CITY POLICY:

Yes

FINANCIAL IMPACT:

There is no financial impact to the City. All funding for the project comes from Bell County per an Interlocal agreement.

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

N/A

Is this a one-time or recurring expenditure?

N/A

Is this 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 expenditure?

N/A

RECOMMENDATION:

City Council authorize the City Manager to execute Amendment No. 1 with Garver, LLC as well as any and all change orders or supplemental agreements within the amounts set by State and local law.

DEPARTMENTAL CLEARANCES:

Purchasing
Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Contract Amendment No. 1



**AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES
CITY OF KILLEEN
KILLEEN, TEXAS
Project No. 17181082**

CONTRACT AMENDMENT NO. 1

This Contract Amendment No. 1, effective on the date last written below, shall amend the original contract between the **City of Killeen (Owner)**, **Bell County (County)** and **GARVER, LLC (GARVER)**, fully executed on April 24th, 2018 referred to in the following paragraphs as the original contract.

This Contract Amendment No. 1 modifies professional services for the:

The installation of a closed-circuit television (CCTV) cameras and network infrastructure around the perimeter of RGAAF and other sites indicated in the original contract. The improvements are for the Robert Gray Army Airfield (RGAAF).

The original contract is hereby modified as follows:

SECTION 3 – PAYMENT

Section 3 of the original contract is hereby amended as follows:

For the work described under SECTION 2 - SCOPE OF SERVICES, the County will pay GARVER on a lump sum and hourly rate basis. The County represents that funding sources are in place with the available funds necessary to pay GARVER.

If any payment due GARVER under this agreement is not received within 60 days from date of invoice, GARVER may elect to suspend services under this agreement without penalty or liquidated damages assessed from the Owner and County.

The table below presents a summary of the fee amounts and fee types for this contract.

WORK DESCRIPTION	ORIGINAL FEE AMOUNT	AMENDED FEE AMOUNT	FEE TYPE
60% Preliminary Design	\$126,500	\$126,500	Lump Sum
90%Final Design	\$88,750	\$88,750	Lump Sum
100% Bid Documents	\$29,200	\$29,200	Lump Sum
Bidding Services	\$11,700	\$11,700	Lump Sum
Resident Project Representative	\$110,400	\$44,600	Hourly (estimated)
Construction Phase Services	\$69,300	\$55,440	Lump Sum
Project Closeout	\$9,400	\$0	Lump Sum
TOTAL FEE	\$445,250.00	\$356,190.00	

Lump Sum Fee.

The lump sum amount to be paid under this agreement is \$311,590.



The County will pay GARVER the lump sum fee on a monthly basis, based upon statements submitted by GARVER to the Owner indicating the estimated proportion of the work accomplished. Payments not received within 60 days of invoice date will be subject to a one percent monthly simple interest charge. Any unused portion of the fee, due to delays beyond GARVER's control, will be increased 6% annually with the first increase effective on or about July 1, 2019.

Hourly Fee.

The County will pay GARVER, for time spent on the project, at the rates for each classification of GARVER's personnel (may include contract staff classified at GARVER's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The total amount paid to GARVER under this agreement is estimated to be \$44,600. The actual total fee may exceed this estimate.

The County will pay GARVER on a monthly basis, based upon statements submitted by GARVER to the Owner for the scope of services described in this agreement. Payments not received within 60 days of invoice date will be subject to a one percent monthly simple interest charge.

As directed by the Owner, some billable work may have been performed by GARVER prior to execution of this agreement. Payment for this work will be made in accordance with the fee arrangement established herein, as approved by the Owner.

Additional Services (Extra Work). For work not described or included in Section 2 – Scope of Services but requested by the Owner in writing, the County will pay GARVER, for time spent on the project for each classification of GARVER's personnel (may include contract staff classified at GARVER's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The rates shown in Appendix B will be increased annually with the first increase effective on or about July 1, 2019.

County is responsible to pay for plan review and/or advertising costs in connection with the project.



This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Owner and GARVER have executed this Amendment effective as of the date last written below.

CITY OF KILLEEN

GARVER, LLC

By: _____
Signature

By: Frank McIlwain
Signature

Name: David L. Ellison
Printed Name

Name: Frank McIlwain, PE
Printed Name

Title: Interim City Manager

Title: Vice President

Date: _____

Date: September 23, 2019

Attest: _____

Attest: Frank McIlwain

BELL COUNTY

By: [Signature]
Signature

Name: DAVID BLACKBURN
Printed Name

Title: BELL COUNTY JUDGE

Date: 11 OCT 2019

Attest: Ronda Montgomery

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

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

GARVER LLC
GEORGETOWN, TX United States

Certificate Number:
2019-564456

Date Filed:
11/22/2019

Date Acknowledged:

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, Texas

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.

CITY RFP #19-10
SECURITY SURVEILLANCE IMPROVEMENTS AT ROBERT GRAY ARMY AIRFIELD

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	MCILLWAIN, FRANK	GEORGETOWN, TX United States	X	
	HOLDER, JR., JERRY	GEORGETOWN, TX United States	X	
	GRIFFIN, MICHAEL	GEORGETOWN, TX United States	X	
	JONES, STEVEN	GEORGETOWN, TX United States	X	
	GRAVES, MICHAEL	GEORGETOWN, TX United States	X	
	SCHNIERS, BRENT	GEORGETOWN, TX United States	X	
	HOSKINS, BROCK	GEORGETOWN, TX United States	X	

5 Check only if there is NO Interested Party.

☐


6 UNSWORN DECLARATION

My name is FRANK MCILLWAIN, and my date of birth is 4/7/1975.

My address is 285 SE INNER LOOP, SUITE 110, GEORGETOWN, TX, 78626, USA.
(street) (city) (state) (zip code) (country)

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

Executed in WILLIAMSON County, State of TEXAS, on the 22nd day of NOVEMBER, 2019.
(month) (year)


Signature of authorized agent of contracting business entity
(Declarant)



AMENDMENT 1 WITH GARVER, LLC FOR SECURITY IMPROVEMENTS TO ROBERT GRAY ARMY AIRFIELD

RS-19-120

December 3, 2019

Background

2

- Project is the installation of security surveillance systems on Robert Gray Army Airfield (RGAAF)
 - ▣ Closed-circuit television cameras, monitoring and recording equipment, data storage, and fiber for RGAAF and KFHRA
 - ▣ Project managed by Aviation staff
- Project funding:
 - ▣ Defense Economic Adjustment Assistance Grant (DEAAG)
 - ▣ US Army Garrison at Fort Hood
 - ▣ Bell County, local cities, EDCs
- Project timeline:
 - ▣ Began February 2019
 - ▣ Complete October 2019

Background

3

- Staff negotiated agreement of \$445,250
 - ▣ Included design, bidding services, construction phase services
- Reconciliation amendment at project completion
 - ▣ Changes in unforeseen field conditions resulted in efficiencies in the construction phase which resulted in a decrease to contract amount
- Staff negotiated amendment 1 in a decreased amount of \$89,060
 - ▣ The amount is within the project budget contingencies
- The amendment was approved by the Bell County Commissioner's Court on October 11, 2019

Alternatives

4

- ☐ Do not approve the amendment
- ☐ Approve the amendment

Recommendation

5

- City Council approve the amendment and authorize the City Manager or designee to execute the amendment with Garver, LLC as well as any and all change orders or supplemental agreements within the amounts set by State, Federal, or local law



City of Killeen

Legislation Details

File #: PH-19-043A **Version:** 1 **Name:** Homeland Security Grant 3864501 - Radios
Type: Resolution/Public Hearing **Status:** Public Hearings
File created: 10/25/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider a memorandum/resolution approving the acceptance and disposition of a Homeland Security Grant to purchase hand-held radios for the Fire Department's Hazardous Materials Team.
Sponsors: Fire Department
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019
TO: Kent Cagle, City Manager
FROM: Brian Brank, Fire Chief
SUBJECT: Acceptance of Homeland Security Grant

BACKGROUND AND FINDINGS:

Through an original grant from FEMA, the Killeen Fire Department (KFD) has operated a Haz-Mat team for almost two decades. Communication for the individuals on the scene and to outside agencies is very important. For this reason, radios meeting the current requirements for the Haz-Mat team are essential. The equipment currently in use is outdated and will not meet the Federal P25 communications mandate.

Through the Homeland Security Office of the Governor (OOG), the City of Killeen has been awarded a grant for \$50,276.58. There are no matching funds in this case.

The Killeen Fire Department applied for this grant in accordance with City of Killeen Grant Policy. This grant will enable the KFD Haz-Mat team to replace current hand held radios making Killeen Fire Department's Hazardous Materials Team both P25 compliant and giving the team the ability to speak to outside agencies using multiple frequencies.

THE ALTERNATIVES CONSIDERED:

1. Not accepting the grant from OOG - results in reduced capabilities to communicate for the Killeen Fire Department's Haz-Mat Team
2. Accept the grant from OOG and purchase the XL 200P Radios- recommended alternative

Which alternative is recommended? Why?

2. Accepting the grant from OOG and purchasing the XL 200P Radios increases local emergency response communication capabilities during Haz-Mat incidents

CONFORMITY TO CITY POLICY:

Resolution language, acceptance of the grant from OOG, and purchase conforms to City Policy.

FINANCIAL IMPACT:

There are no matching fund requirements.

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

The OOG grant is for \$50,276.58. Any residual funds that remain from the grant will be returned to the OOG.

Is this a one-time or recurring expenditure?

One time.

Is this expenditure budgeted?

Upon approval of the budget amendment, funds will be available in account 010-7070-442.46-30.

If not, where will the money come from?

N/A

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

Upon approval of the budget amendment.

RECOMMENDATION:

Staff recommends that the City Manager or his designee be the authorized official and be given the authority to apply for, accept, reject, alter, or terminate the grant on behalf of the City. City staff further recommends the City Manager or his designee be authorized to execute the purchase of XL 200P Radios within the required state purchasing law and city policy and that the City Manager or his designee be expressly authorized to execute any and all change orders within the amounts set by state and local law. The XL 200P Three Phase Radio Project performance period is 10/01/2019 - 03/31/2020. The City of Killeen agrees that in the event of loss or misuse of the Office of the Governor funds, City of Killeen assures that the funds will be returned to the Office of the Governor in full.

DEPARTMENTAL CLEARANCES:

Legal, Finance

ATTACHED SUPPORTING DOCUMENTS:

N/A



ACCEPTANCE OFFICE OF GOVERNOR (OOG) GRANT FOR XL 200P RADIOS

PH-19-043A

December 3, 2019

OOG Grant XL 200P Haz-Mat Radios

2

- ❑ OOG has issued a grant to Killeen for purchase of XL 200P Haz-Mat Radios
- ❑ Current radios do not comply with Federal P25 requirements
- ❑ Killeen Fire Department (KFD) applied for OOG grant in accordance with City of Killeen grant policy
- ❑ Requires specific grant language by resolution

Conformity and Financial Impact

3

- ❑ Conforms to city policy upon approved resolution by Council
- ❑ Grant amount is \$50,276.58
- ❑ No matching funds and positive financial impact
- ❑ Funds available for purchase FY 19-20
 - ▣ Reimbursed after purchase

Alternatives

4

- Do not approve resolution to accept OOG reimbursable grant
- Approve resolution to accept OOG reimbursable grant

Recommendation

5

- City Council accept the grant and authorize the City Manager or designee to execute the necessary grant documents and any and all amendments within amounts set by state and local law



City of Killeen

Legislation Details

File #: PH-19-043B **Version:** 1 **Name:** FD Hand Held Radio Purchase
Type: Resolution/Public Hearing **Status:** Public Hearings
File created: 11/14/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider a memorandum/resolution approving the purchase of twelve (12) XL-200P Hand Held Radios for the Killeen Fire Department's Hazardous Materials Team.
Sponsors:
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Quote](#)
[Certificate of Interested Parties](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019

TO: Kent Cagle, City Manager

FROM: Brian Brank, Fire Chief

SUBJECT: Purchase of twelve (12) XL-200P Hand Held Radios for using funds received from Homeland Security Office of the Governor Grant #3864501

BACKGROUND AND FINDINGS:

Through an original grant from FEMA, the Killeen Fire Department (KFD) has operated a Haz-Mat team for almost two decades. Effective radio communication during an emergency event is essential. The equipment currently in use is outdated and will not meet the Federal P-25 communications mandate. For this reason, radios must meet P-25 requirements.

Through the Homeland Security Office of the Governor, the City of Killeen has been awarded a grant for \$50,276.58. The Killeen Fire Department applied for this grant in accordance with City of Killeen Grant Policy. This grant will enable the KFD Haz-Mat team to replace current hand held radios making the Killeen Fire Department's Hazardous Materials Team both P-25 compliant and giving the team the ability to speak to outside agencies using multiple frequencies.

In conjunction with the memorandum/resolution approving the acceptance and disposition of the Homeland Security Grant number 3864501 - Office of the Governor (OOG), this memorandum/resolution will allow the purchase of the twelve (12) XL-200P Hand Held Radios. Killeen Fire Department received a quote from Dailey-Wells Communications for the purchase of the radios for the cost of \$52,404.24 which includes a \$10,200.00 credit for our old radios. This will leave a shortfall of \$2,127.66 to be incurred by the fire department budget as a one time line item expense. The quote is under the cooperative contract H-GAC #RA05-18. Purchases made through a cooperative contract are exempt from the competitive bidding process as stated in Texas Local Government Code (TLGC) section 271.102, subchapter F; a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of goods or services.

This resolution will avail the purchase of twelve (12) XL-200P Hand Held Radios for the cost of \$52,404.24 and then receive reimbursement from the OOG for \$50,276.58.

THE ALTERNATIVES CONSIDERED:

- 1) Not to approve the purchase.

- 2) Approval of radio purchase from Dailey-Wells Communications through H-GAC Contract RA05-18.

Which alternative is recommended? Why?

2. Approval of the radio purchase from Dailey-Wells Communications allowing for the P-25 compliant radios.

CONFORMITY TO CITY POLICY:

This purchase conforms to city policy upon approval of this resolution. Purchases made through a cooperative contract satisfy bid requirements under TLGC section 271.102, subchapter F.

FINANCIAL IMPACT:

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

Total purchase price \$52,404.24; \$2,127.66 from FY20 budget only and \$50,276.58 reimbursed by Office of the Governor grant.

Is this a one-time or recurring expenditure?

One time

Is this expenditure budgeted?

Upon approval of the budget amendment, funds will be available in account 010-7070-442.46-30.

If not, where will the money come from?

N/A

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

Upon approval of the budget amendment.

RECOMMENDATION:

Staff recommends that the City Manager or his designee be authorized to execute the purchase of twelve (12) hand-held radios from Dailey-Wells Communications for a total of \$52,404.24. The purchase will be executed through HGAC contract RA05-18. The City Manager or designee is further authorized to execute any change order in compliance with state law and city policy.

DEPARTMENTAL CLEARANCES:

Legal, Purchasing, Finance

ATTACHED SUPPORTING DOCUMENTS:

Quote

Certificate of Interested Parties

DAILEY-WELLS COMMUNICATIONS

3440 E Houston St., San Antonio, TX 78219

To: Killeen Fire Dept.- Randy Pearson

From: Larry Sayles, 405-204-0347

Date: 18-Nov-19



L3HARRIS

DAILEY-WELLS

H-GAC Contract RA05-18

XL-200P Portable -VHF, UHF, 700/800 MHz - P25 Phase 1 & 2 Trunking -Single Key AES/DES Encryption-C1D2-Immersion

Item	Part Number	Description	Qty.	Unit List	Disc. %	Unit Sale	Ext Sale
1	XL-PPM1Y	PORTABLE,XL-200P,PARTIAL,BLK-YEL,US	12	\$ 2,700.00	26%	\$ 1,998.00	\$ 23,976.00
2	XL-PKGF1	FEATURE PACKAGE,ALL BANDS,V+U+7/800	12	\$ 1,500.00	26%	\$ 1,110.00	\$ 13,320.00
3	XL-PA2A	BATTERY,LION,3100,HAZLOC RADIO C1D2,UL	12	\$ 225.00	26%	\$ 166.50	\$ 1,998.00
4	XL-NC5Z	ANTENNA,FLEX,HELICAL,136-870 MHZ	12	\$ 110.00	26%	\$ 81.40	\$ 976.80
5	XL-PKGMR	OPTION,IMMERSIBLE RADIO OPERATION	12	\$ 240.00	26%	\$ 177.60	\$ 2,131.20
6	XL-PKGPT	FEATURE PACKAGE,P25 TRUNKING	12	\$ 1,500.00	26%	\$ 1,110.00	\$ 13,320.00
7	XL-PL4F	FEATURE,P25 PHASE 2 TDMA	12	\$ 250.00	26%	\$ 185.00	\$ 2,220.00
8	XL-PL9E	FEATURE, SINGLE-KEY AES ENCRYPTION	12	\$ 0.01	0%	\$ 0.01	\$ 0.12
9	XL-PL4U	FEATURE, SINGLE-KEY DES ENCRYPTION	12	\$ 0.01	0%	\$ 0.01	\$ 0.12
10	XL-HC4L	CASE,LEATHER,PREMIUM, SHOULDER STRAP	12	\$ 150.00	26%	\$ 111.00	\$ 1,332.00
11	XL-PA3X	BATTERY,LI-ION,3100 MAH,UL	12	\$ 175.00	26%	\$ 129.50	\$ 1,554.00
12	XL-CH4X	CHARGER,1-BAY	12	\$ 170.00	26%	\$ 125.80	\$ 1,509.60
13	XL-HC3L	BELT CLIP,METAL	12	\$ 30.00	26%	\$ 22.20	\$ 266.40
				\$ 7,050.02		SUB TOTAL	\$ 62,604.24
						TRADE-IN	\$ (10,200.00)
						TOTAL	\$ 52,404.24

NOTE: The offered price for the portable radios assumes a trade-in credit for each of the radio models. The trade-in can occur at a mutually agreeable time after new radio purchase.

Note: The trade-in credit is applied to the features and products defined in the radio packages above.

Note: The trade-in credit is based upon radios with serial numbers that have operated on the Bell County Network.

Pricing will remain firm until 15 January 2020

Terms: Net 30 days

Delivery will be FOB Dest- Pre-pay and add to invoice.

Bill to:	Ship to:
City of Killeen	Killeen Fire Dept
201 S. 28th St	201 N. 28th
Killeen, Tx 76542	Killeen, TX 76542

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:
2019-557016

Date Filed:
10/30/2019

Date Acknowledged:

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

Dailey and Wells Communications, Inc.
San Antonio, 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 Texas

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.

KFD XL-200P-OOG-3864501
Two-Way Radio Equipment

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Wells, JoAnn	San Antonio, TX United States	X	
	Wells, Richard	San Antonio, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Jim Sawyer, and my date of birth is 12/10/55.

My address is 3440 E. Houston St., San Antonio, TX, 78219, USA.
(street) (city) (state) (zip code) (country)

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

Executed in Bexar County, State of Texas, on the 30 day of October, 2019.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)



APPROVAL OF PURCHASE FOR XL 200P RADIOS UTILIZING OOG GRANT #3864501

PH-19-043B

December 3, 2019

Purchase XL 200P Haz-Mat Radios

2

- ❑ Office of Governor (OOG) has issued a grant to Killeen for purchase of XL 200P Haz-Mat Radios
- ❑ Current radios do not comply with Federal P25 requirements
- ❑ Killeen Fire Department (KFD) received an OOG grant for \$50,276.58
- ❑ Actual quote for the radios is \$52,404.24
- ❑ Remaining balance of \$2,127.66 to be paid from fire department line item budget

Conformity and Financial Impact

3

- ❑ Conforms to city policy upon approved resolution by Council
- ❑ Grant amount is \$50,276.58
- ❑ No matching funds and minimal financial impact
- ❑ Funds available for purchase FY 19-20
 - ▣ Reimbursed after purchase

Alternatives

4

- ▣ Do not approve resolution for purchase
- ▣ Approve resolution for purchase through cooperative

Recommendation

5

- City Council approve purchase of XL-200P radios for \$52,404.24 from Dailey-Wells Communications through purchasing cooperative, complying with Texas State Purchasing laws



City of Killeen

Legislation Details

File #: PH-19-043C **Version:** 1 **Name:** Homeland Security Grant 3865201 - 60 minute Cylinders
Type: Resolution/Public Hearing **Status:** Public Hearings
File created: 10/25/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: Consider a memorandum/resolution approving the acceptance and disposition of a Homeland Security Grant for the purchase of self-contained breathing apparatus cylinders for the Fire Department's Hazardous Materials Team.

Sponsors:

Indexes:

Code sections:

Attachments: [Staff Report](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019
TO: Kent Cagle, City Manager
FROM: Brian Brank, Fire Chief
SUBJECT: Acceptance of Homeland Security Grant

BACKGROUND AND FINDINGS:

Through an original grant from FEMA, the Killeen Fire Department (KFD) has operated a Haz-Mat team for almost two decades. The ability to breathe in dangerous atmospheres is essential for mitigating a Haz-Mat scene. For this reason, Self-Contained Breathing Apparatus Cylinders meeting the current requirements for the Haz-Mat team are essential. The cylinders currently in use are reaching operational term limits.

Through the Homeland Security Office of the Governor (OOG), the City of Killeen has been awarded a grant for \$20,108.52. There are no matching funds in this case.

The Killeen Fire Department applied for this grant in accordance with City of Killeen Grant Policy. This grant will enable the KFD Haz-Mat team to replace current Scott 60 minute cylinders.

THE ALTERNATIVES CONSIDERED:

1. Not accepting the grant from OOG - results in reduced capabilities for mitigation of an incident for the Killeen Fire Department's Haz-Mat Team
2. Accept the grant from OOG and purchase Scott 60 Minute Cylinders- recommended alternative

Which alternative is recommended? Why?

Accepting the grant from OOG and purchasing the Scott 60 Minute Cylinders continues to give the Killeen Fire Department's Haz-Mat Team the capability to mitigate Haz-Mat incidents.

CONFORMITY TO CITY POLICY:

Resolution language, acceptance of the grant from OOG, and purchase conforms to City Policy.

FINANCIAL IMPACT:

There are no matching fund requirements.

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

The OOG grant is for \$20,108.52. Any residual funds that remain from the grant will be returned to the OOG.

Is this a one-time or recurring expenditure?

One time.

Is this expenditure budgeted?

Upon approval of the budget amendment, funds will be available in account 010-7070-442.46-35.

If not, where will the money come from?

N/A

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

Upon approval of the budget amendment.

RECOMMENDATION:

Staff recommends that the City Manager or his designee be the authorized official and be given the authority to apply for, accept, reject, alter, or terminate the grant on behalf of the City. City staff further recommends the City Manager or his designee be authorized to execute the purchase of Scott 60 Minute Cylinders within the required state purchasing law and city policy and that the City Manager or his designee be expressly authorized to execute any and all change orders within the amounts set by state and local law. The Scott 60 Minute Cylinders Project performance period is 10/01/2019 - 03/31/2020. The City of Killeen agrees that in the event of loss or misuse of the Office of the Governor funds, City of Killeen assures that the funds will be returned to the Office of the Governor in full.

DEPARTMENTAL CLEARANCES:

Legal, Finance

ATTACHED SUPPORTING DOCUMENTS:

N/A



ACCEPTANCE OF OFFICE GOVERNOR GRANT (OOG) AIR PACK CYLINDERS

PH-19-043C

December 3, 2019

OOG Grant - Air Pack Cylinders

2

- ❑ OOG has issued a grant to Killeen for purchase of 60 Minute Haz-Mat – air pack cylinders
- ❑ Current 60 minute air pack cylinders are reaching end of life
- ❑ Killeen Fire Department (KFD) applied for OOG grant in accordance with City of Killeen grant policy
- ❑ Requires specific grant language by resolution

Conformity and Financial Impact

3

- ❑ Conforms to city policy upon approved resolution by Council
- ❑ Grant amount is \$20,108.52
- ❑ No matching funds and positive financial impact
- ❑ Funds available for purchase FY 19-20
 - ▣ Reimbursed after purchase

Alternatives

4

- Do not approve resolution to accept OOG reimbursable grant
- Approve resolution to accept OOG reimbursable grant

Recommendation

5

- City Council accept the grant and authorize the City Manager or designee to execute the necessary grant documents and any and all amendments within amounts set by state and local law



City of Killeen

Legislation Details

File #: PH-19-043D **Version:** 1 **Name:** Budget Amendment-Fire Department
Type: Ordinance/Public Hearing **Status:** Public Hearings
File created: 11/7/2019 **In control:** City Council
On agenda: 12/10/2019 **Final action:**
Title: HOLD a public hearing and consider an ordinance amending the FY 2020 Annual Budget of the City of Killeen to increase revenue and expenditure accounts in the General Fund.
Sponsors: Finance Department
Indexes: Budget Amendments
Code sections:
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
12/3/2019	1	City Council Workshop		



STAFF REPORT

DATE: December 3, 2019

TO: Kent Cagle, City Manager

FROM: Jonathan Locke, Executive Director of Finance

VIA: Miranda Drake, Director of Budget

SUBJECT: Budget Amendment for Fire Department Grants

BACKGROUND AND FINDINGS:

The Fire Department has been awarded two grants from the Office of the Governor. If the grants are approved by City Council, a budget amendment will be required. The two grants are: A) Homeland Security Grant #3864501 in the amount of \$50,276.58, which will provide funding to replace current hand held radios; and B) Homeland Security Grant #3865201 in the amount of \$20,108.52, which will provide funding to replace breathing apparatus 60-minute cylinders.

A. Office of the Governor Homeland Security Grant #3864501, Radios

The revenues and expenditures will be amended as follows:

Revenue	
Other-EGrants	\$50,277
TOTAL	\$50,277

Expenditures	
Minor Capital-New Radios	\$50,277
TOTAL	\$50,277

B. Office of the Governor Homeland Security Grant #3865201, 60-Minute Cylinders

The revenues and expenditures will be amended as follows:

Revenue	
Other-EGrants	\$20,109
TOTAL	\$20,109

Expenditures	
Minor Capital-Equipment and Machinery	\$20,109
TOTAL	\$20,109

THE ALTERNATIVES CONSIDERED:

- 1) Do not approve ordinance amending the FY 2020 Annual Budget.
- 2) Approve the ordinance amending FY 2020 Annual Budget.

Which alternative is recommended? Why?

Option 2 is recommended. If City Council approves the grants, a budget amendment will be needed to provide the budget authority.

CONFORMITY TO CITY POLICY:

The City's Financial Governance Policies, Section V. Budget Administration (B)(1) states that City Council may amend or change the budget by ordinance.

FINANCIAL IMPACT:**What is the amount of the expenditure in the current fiscal year? For future years?**

- A. Office of the Governor Homeland Security Grant #3864501, Radios: Expenditures will be \$50,277 in FY 2020, all of which will be grant funded.
- B. Office of the Governor Homeland Security Grant #3865201, 60-Minute Cylinders: Expenditures will be \$20,109 in FY 2020, all of which will be grant funded.

Is this a one-time or recurring expenditure?

- A. Office of the Governor Homeland Security Grant #3864501 Radios: One-time expenditure
- B. Office of the Governor Homeland Security Grant #3865201 60 Minute Cylinders: One-time expenditure

Is this expenditure budgeted?

Following approval of this budget amendment.

If not, where will the money come from?

N/A

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

Following approval of this budget amendment.

RECOMMENDATION:

Staff recommends that City Council approve the ordinance amending the FY 2020 Annual Budget.

DEPARTMENTAL CLEARANCES:

Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KILLEEN, TEXAS, AMENDING THE FY 2020 ANNUAL BUDGET OF THE CITY OF KILLEEN TO INCREASE REVENUE AND EXPENDITURE ACCOUNTS IN THE GENERAL FUND; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of the City of Killeen for the Fiscal Year October 1, 2019 to September 30, 2020, has been adopted by City Council in accordance with the City Charter; and

WHEREAS, it is the desire of the Killeen City Council to amend the FY 2020 Annual Budget; and

WHEREAS, the budget amendment requires City Council approval;

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

SECTION 1. That Ordinance 19-044, adopting a budget for operating the municipal government of the City of Killeen for the Fiscal year October 1, 2019 to September 30, 2020, be amended as to the portion of said budget as follows:

Revenues:

Account Number	Description	Original Budget	Budget Change	Amended Budget
010-0000-331-0205	FIRE/OTHER EGRANTS	\$ -	\$ 70,386	\$ 70,386
	Total	\$ -	\$ 70,386	\$ 70,386

Expenditures:

Account Number	Description	Original Budget	Budget Change	Amended Budget
010-7070-442-4630	MINOR CAPITAL/NEW RADIOS	\$ -	\$ 50,277	\$ 50,277
010-7070-442-4635	MINOR CAPITAL/EQUIPMENT AND MACHINERY	18,000	20,109	38,109
	Total	\$ 18,000	\$ 70,386	\$ 88,386

SECTION II: That the City Council finds that the public notice and public hearing requirements of Section 56 of the City Charter have been complied with prior to the enactment of this ordinance.

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

SECTION IV: That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION V: That this ordinance shall be effective after its passage and publication according to law.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 10th day of December, 2019, 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

Jose L. Segarra
MAYOR

ATTEST:

APPROVED AS TO FORM

Lucy C. Aldrich
City Secretary

Traci Briggs
Interim City Attorney



FIRE BUDGET AMENDMENT

PH-19-043D

December 3, 2019

Fire Budget Amendment

2

- Purpose of Budget Amendment
 - ▣ Office of the Governor Homeland Security Grant to purchase replacement hand held radios
 - Increase revenues and expenses - \$50,277
 - No match requirement
 - ▣ Office of the Governor Homeland Security Grant to purchase replacement breathing apparatus cylinders
 - Increase revenues and expenses - \$20,109
 - No match requirement

Recommendation

3

City Council approve the ordinance amending the FY 2020 Annual Budget.