

**MINUTES**  
**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**  
**May 1, 2019**  
**Killeen Arts and Activities Center**  
**802 N. 2<sup>nd</sup> Street, Building E – 1<sup>st</sup> Floor – CD Training Room**  
**Killeen, TX 76541**  
**11:00 AM**

1. **PRESIDING:** Chair TaNeika Driver-Moultrie presided and called meeting to order at 11:06 AM.
2. **PRESENT:** Riakos Adams, Richard Banta, Kathy Bradley (arriving at 11:08), John Driver, Johnny Frederick, Ashley Whitworth. City staff present: Leslie Hinkle, Cinda Hayward, Traci Briggs, Celeste Sierra.  
**ABSENT:** Nick Guajardo, Andre Owens, Luvina Sabree.
3. **APPROVAL OF AGENDA:** Mr. Adams moved, seconded by Mr. Driver to approve meeting agenda. Motion carried unanimously.
4. **APPROVAL OF MINUTES:** Mr. Frederick moved, seconded by Mr. Adams to approve February 21, 2019 minutes as written. Motion carried unanimously.
5. **AGENDA ITEMS**
  - A. **Receive briefing 2<sup>nd</sup> quarter status reports of CDBG and HOME projects:** Ms. Hayward briefed committee on status reports and answered questions regarding Bob Gilmore Senior Center, CIS results, the Homebuyer Assistance Program and the Tenant Based Rental Assistance Program.
  - B. **Receive briefing on HUD annual entitlement funding for FY 2019-20 CDBG and HOME Programs:** Ms. Hinkle provided an awards summary on CDBG and HOME allocations. The City will receive \$944,218 in CDBG funds which is \$36,186 less or a 4% decrease from 2018 funding and \$410,861 in HOME funds which is \$27,817 less or a 7% decrease from 2018 funding.
  - C. **Discuss and consider reprogramming of CDBG and HOME funds for FY 2019-2020 proposed activities and projects:** Ms. Hinkle briefed committee on prior year CDBG funds available to fund other projects which include \$2,652.12 from the Stewart Neighborhood Sidewalk project and \$6,461.96 from CDBG Admin 2017-18 funds and \$4,236 in FY 18-19 CDBG program income for a total of \$13,350.08 in reprogrammable CDBG funds. No funding available to reprogram for the HOME program. Mr. Frederick moved, seconded by Mr. Adams to reprogram said funds to other eligible activities. Motion carried unanimously.
  - D. **Discuss and consider amending the FY 2018 Annual Action Plan and reprogramming of CDBG funds for the Bob Gilmore Senior Center:** Ms. Hinkle provided status of Bob Gilmore Senior Center project and advised that during inspections, the center was shown to be structurally unsound and therefore not able to be rehabilitated as originally planned. As is, the center is not safe nor is it economically feasible to rehabilitate (demolish then reconstruct). The decision was made to construct a new senior center at the community center site. \$209,248 of FY 16 funds and \$574,447.05 of FY 18 funds are required to be reprogrammed from a rehabilitation project to a new construction project to move the project forward. After a brief discussion by members, Mr. Adams moved, seconded by Mr. Driver to amend the FY 18 Annual Action Plan and reprogram funds allocated for the rehabilitation of to the new construction of the Bob Gilmore Senior Center. Motion carried unanimously.
  - E. **Discuss and consider amending the FY 2018 Annual Action Plan and reprogramming HOME funds for the First Time Homebuyer Assistance program:** Ms. Hayward briefed committee on HUD's directive for HAP components of down payment/closing cost assistance and rehabilitation of the homes to be funded as separate activities. To be in line with this directive, committee is asked to consider and approve the specific use of the FY 18 First Time Homebuyer Assistance project for down payment/closing cost assistance only. After brief discussion by members, Mr. Frederick moved, seconded by Mr. Adams to amend the use of FY 18 HAP funds on down payment/closing costs assistance only. Motion carried unanimously.

- F. **Receive briefing on FY 2019-20 CDBG/HOME Application for funding (AFF) process, application forms, budget, certifications/representations, official documents, and applications not eligible for consideration:** Ms. Hayward briefed committee on purpose of all application forms and required attachments necessary for requesting CDBG and HOME funds and asked committee to meet at a later date to review application process and make changes or require additional information on future applications for funding.

*After no further discussion, Chair Driver-Moultrie requested a motion for a recessing and returning to consider remaining agenda items. Mr. Adams moved, seconded by Ms. Whitworth to recess. Motion carried and meeting adjourned at 11:46 AM. Meeting was again called to order by Chair Driver-Moultrie at 12:40 PM to continue with remaining agenda items.*

- G: **Discuss and consider approval of CDBG and HOME program applications submitted for FY 2019-2020 proposed program of activities for recommendation to City Council:** Committee heard from the following organizations and representatives and City Staff requesting funds for public services, Administration of CDBG and HOME Programs and the CHDO FY 19 set aside. Hill Country Community Action Association, Inc.-Kimbra Hobbs and Sandra Mendoza (committee member John Driver recused himself prior to presentation by Hill Country Community Action); Heritage House of Central Texas-Cotina Quiney and Artina Coleman; Families in Crisis, Inc.-William Hall; Communities in Schools of Greater Central Texas, Inc. – Michael Dewees and Cinnamon Clay; Bring Everyone in the Zone-Maureen Jouett; Greater Killeen Free Clinic-Marlene DiLillo (committee member Johnny Frederick recused himself prior to presentation by Greater Killeen Free Clinic); City of Killeen Community Development-Celeste Sierra and Leslie Hinkle.

After hearing presentations and discussions by committee members, Mr. Adams moved, seconded by Ms. Whitworth, with motion passing unanimously, to fund the following public service projects in the amount of \$141,632.70 and forward recommendations to City Council:

**Hill Country Community Action Association, Inc.** for meal delivery driver salary and fringe for the Elderly Meals Program: \$9,770

**Heritage House of Central Texas** for client advocate salary for the Empowerment Program: \$5,000

**Communities in Schools of Greater Central Texas, Inc.** for case worker salary and fringe benefits for Connections Program at Maude Moore Wood Elementary School: \$21,000

**Families in Crisis, Inc.** for homeless shelter case manager salary and fringe: \$20,000

**Bring Everyone in the Zone, Inc.** for resource manager salary: \$12,862.70

**Greater Killeen Free Clinic, Inc.** for clinic administrative assistant salary and fringe benefits: \$23,000

**City of Killeen Community Development** for Elderly Transportation Program services: \$50,000

After discussion, Mr. Adams moved, seconded by Ms. Whitworth to fund the CDBG and HOME administration and the CHDO FY 19 set aside in the following amounts and to forward recommendations to City Council. Motion passed unanimously.

**CDBG Administration and Planning:** \$188,843.60

**HOME Administration and Planning:** \$ 46,068.27

**CHDO FY 19 required set aside:** \$ 61,629.15

6. ADJOURNMENT: Chair Driver-Moultrie asked for a motion to recess. Mr. Frederick moved, seconded by Mr. Adams to adjourn until May 2, 1:00 PM to continue discussion and consideration of approval of CDBG and HOME program applications submitted for FY 2019-2020 proposed program of activities for recommendation to City Council. Motion passed unanimously and meeting adjourned at 2:42 PM.

1. **PRESIDING:** Committee Chair TaNeika Driver-Moultrie presided and called meeting to order at 1:09 PM.
2. **PRESENT:** Riakos Adams, Richard Banta, Kathy Bradley, John Driver, Johnny Frederick, Ashley Whitworth. City staff present: Leslie Hinkle, Cinda Hayward, Traci Briggs, Celeste Sierra.  
**ABSENT:** Nick Guajardo, Andre Owens, Luvina Sabree.

5G **Discuss and consider approval of CDBG and HOME program applications submitted for FY 2019-2020 proposed program of activities for recommendation to City Council (cont'd):**

Committee heard from the following organizations and representatives and City Staff requesting funds for CDBG public facilities and improvements, code enforcement, clearance/demolition, historic preservation, housing and HOME program activities: Central Texas 4C, Inc. – Janell Frazier; Clements Boys and Girls Club – Daniel Hall; City of Killeen Community Services-Kerry Ann Frazier; City of Killeen Public Works-John Koester; Monarch Education-Billy Brown; City of Killeen Community Development-Ed Radeke; Bring Everyone in the Zone, Inc.-Maureen Jouett; Families in Crisis, Inc.-William Hall; City of Killeen Community Development-Cinda Hayward.

Chair Driver-Moultrie left the meeting at 3:29 PM and Vice-Chair Whitworth assumed duties as Chair. After hearing presentations and discussions by committee members, Mr. Adams moved, seconded by Mr. Driver, with motion passing unanimously, to fund the following CDBG public facilities and housing projects in the amount of \$627,091.78 and forward recommendations to City Council:

**Central Texas 4C, Inc.** for Head Start Expansion Phase II: \$100,000  
**Clements Boys and Girls Club** for North Killeen Bigham Unit Gymnasium and Teen Center: \$100,000  
**City of Killeen Community Services** for Bob Gilmore Senior Center Construction: \$152,091.78  
**City of Killeen Public Works** for Gilmer Street Reconstruction: \$175,000  
**Monarch Education** for land acquisition: \$00.00  
**City of Killeen Community Development** for Housing Rehab Program: \$100,000

After discussion Mr. Frederick moved, seconded by Mr. Adams, with motion passing unanimously, to fund the following HOME Program activities in the amount of \$352,985.31 and forward recommendations to City Council:

**Bring Everyone in the Zone Inc.** for Client Housing Assistance: \$23,200  
**Families in Crisis, Inc.** for Tenant Based Rental Assistance: \$100,000  
**City of Killeen Community Development** for Homebuyer Assistance Program Rehab: \$100,000  
**City of Killeen Community Development** for North Killeen Housing Redevelopment Program: \$129,785.31

Ms. Hayward reminded committee members on scheduled dates for City Council workshops and meetings where CDBG and HOME Program funding recommendations will be discussed.

6. **ADJOURNMENT:** Mr. Adams moved, seconded by Mr. Frederick to adjourn meeting. Meeting adjourned by Vice-Chair Whitworth at 3:53 PM.