



City of Killeen

Agenda

City Council Workshop

Tuesday, July 12, 2022

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

SPECIAL CITY COUNCIL WORKSHOP IMMEDIATELY FOLLOWING REGULAR CITY COUNCIL MEETING

Citizen Comments

This section allows members of the public to address the Council regarding any item(s), other than a public hearing item, on the agenda for Council's consideration. Each person shall sign up in advance, may speak only one time, and such address shall be limited to four (4) minutes. A majority of the City Council is required for any time extensions. The Mayor and Councilmembers shall have one (1) minute to respond to citizen comments with a statement or explanation without engaging in dialogue.

Items for Discussion at Workshop

1. [DS-22-087](#) Recreation Services ARPA Fund Update

Attachments: [Presentation](#)

2. [DS-22-088](#) Discuss Main Street Program

Attachments: [Presentation](#)

Councilmember Requests for Future Agenda Items

3. [RQ-22-023](#) Request for an Update from the Killeen Housing Authority (KHA)

Attachments: [Request](#)

4. [RQ-22-024](#) Update on The HOP

Attachments: [Request](#)

5. [RQ-22-025](#) Family Day for City Employees

Attachments: [Request](#)

6. [RQ-22-026](#) Process for Small Businesses to Apply for City Bids

Attachments: [Request](#)

7. [RQ-22-027](#) Annexation Update: Donut Hole

Attachments: [Request](#)

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 July 8, 2022.

Lucy C. Aldrich, City Secretary

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

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

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Staff Report

File Number: DS-22-087

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Recreation Services ARPA Fund Update



RECREATION SERVICES ARPA UPDATE

DS-22-087

July 5, 2022

Budget

2

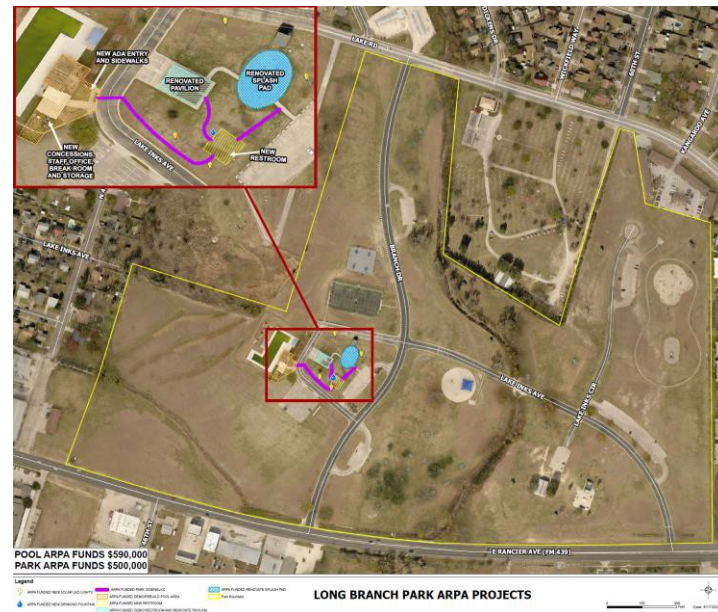
Park	ARPA Funds	Spent to Date
Long Branch Park	\$500,000.00	\$419,423.70
Long Branch Pool	\$590,000.00	\$0.00
Gap Sidewalks	\$600,000.00	\$0.00
Stewart Park	\$600,000.00	\$475,936.20
Phyllis Park	\$300,000.00	\$171,482.85
Conder Park	\$2,000,000.00*	\$1,192,023.05
TOTAL	\$4,590,000.00	\$2,258,865.80

* \$82,00 NRP

Long Branch

3

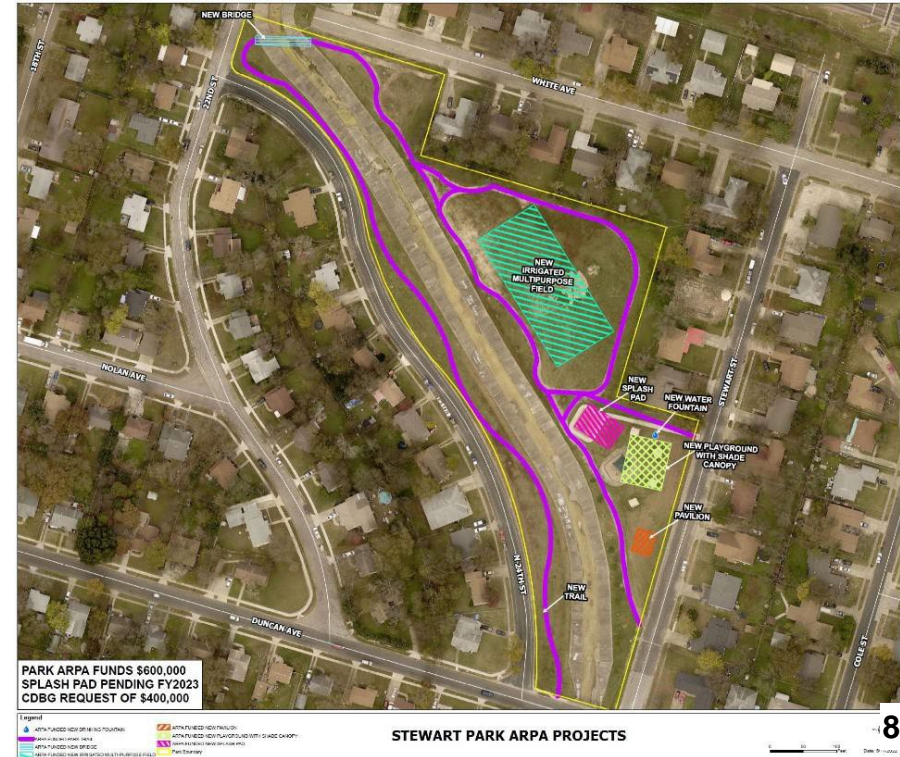
- Long Branch Park, \$500,000
 - New restroom
 - Install solar lights at the Splash Pad
 - Splash Pad renovations to include shade and new water features
 - Drinking fountains
 - Pavilion restoration
- Long Branch Pool, \$590,000
 - Renovate pool house



Stewart Park

4

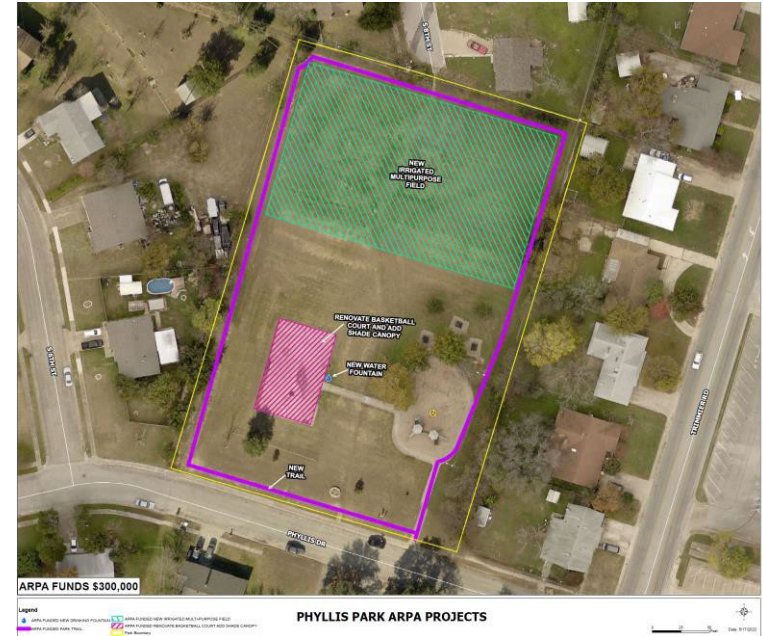
- \$600,000
 - New playground and canopy
 - Picnic tables
 - Multi-purpose field created
 - Walking trail
 - Drinking fountains



Phyllis Park

5

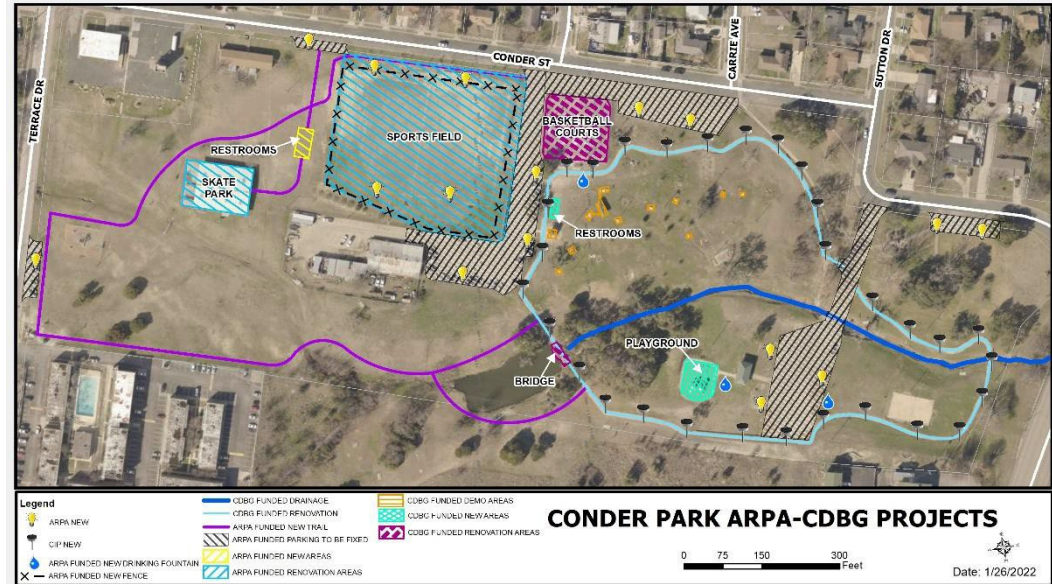
- \$300,000
 - Resurface basketball court and install new goals
 - Multi-purpose field created
 - Shade canopy added
 - Drinking fountains



Conder Park

6

- \$2,000,000
 - Parking lot asphalt, overlay, curb stops and striping
 - Drinking fountains
 - Fencing
 - 1 new restroom
 - Skate park renovations
 - Sport field lights
 - Multi-purpose renovations
 - New walking trail and expansion
 - Solar parking lot lights
 - Resurface basketball court



Long Branch Park

7

Project	Update	Cost
Restroom Pad Prep	July 2022	\$21,500.00
Restroom	Early August 2022	\$203,811.60
Drinking Fountain	Received pending installation	\$2,378.35
Pavilion Renovation	PENDING	\$47,695.00
Splash Pad Elements	PENDING	\$143,738.75
Solar LED Light Bid	PENDING	\$300.00
TOTAL		\$419,423.70
<i>REMAINING</i>		<i>\$80,576.30</i>

Stewart Park

8

Project	Update	Cost
Drinking Fountains	Received pending installation	\$4,756.70
Field Renovation	Late August 2022	\$177,709.50
New Playground/Seating Area	PENDING	\$293,470.00
TOTAL		\$475,936.20
<i>REMAINING</i>		\$124,063.80

Phyllis Park

9

Project	Update	Cost
Drinking Fountains	Received pending installation	\$2,378.35
Field Renovation	Late August 2022	\$135,888.50
Resurface Basketball Court, New Goals, Shade Canopy	PENDING	\$33,216.00
TOTAL		\$171,482.85
<i>REMAINING</i>		\$128,517.15

Conder Park

10

Project	Update	Cost
Parking lot milling, overlay, curb stops, & striping	Completed March 29, 2022	\$225,866.80
Limestone Blocks	June 1, 2022	\$7,725.00
Drinking Fountains	Received pending installation	\$7,181.55
LED Sport Field Lights	June 8 – August 8, 2022	\$184,750.00
Restroom Pad Prep	July 2022	\$21,500.00
Restroom	Early August 2022	\$203,811.60
Field Renovation	Late August 2022	\$248,862.00
Skate Park Renovation	PENDING	\$303,300.00
Solar LED Parking Lot Light Bid	PENDING	\$300.00
TOTAL		\$1,203,296.95
REMAINING		\$796,703.05

Gap Sidewalks

11

- \$600,000
- Staff measured missing sidewalk infrastructure at the following parks:

Conder	Camacho
Long Branch	Fowler
Hunt	KAC
Stewart	Ft. Hood Regional Trail
AA Lane	Marlboro
Santa Rosa	



City of Killeen

Staff Report

File Number: DS-22-088

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Discuss Main Street Program



MAIN STREET PROGRAM

DS-22-088

July 5, 2022

National Main Street Program

- ❑ Main Street America was established by the National Trust for Historic Preservation in 1980.
- ❑ Today, more than 1,200 rural and urban communities participate in the Main Street program nationwide.
- ❑ Main Street communities share a commitment to building stronger communities through preservation-based economic development.



Main Street – Four Point Approach

3



Main Street America Designation

Main Street America™ designation is available at two tiers: Affiliate and Accredited.

Affiliate status is an introductory tier. Main Street America Affiliates™ are programs or organizations that have demonstrated a commitment to comprehensive community revitalization and are on the pathway to achieving meaningful economic, social, physical and organizational improvements in their downtown or commercial districts.

Accredited status is the top tier of recognition. This exclusive designation signifies a commitment to comprehensive revitalization, community engagement, and rigorous outcome measurement. Main Street America Accredited™ programs have a proven track record of planning, implementing, and measuring results that align with the Main Street Approach. National Accreditation is a powerful advocacy tool that highlights a program's work and showcases their achievements.

Texas Main Street Program

- ❑ The Texas Main Street Program (TMSP) was established in 1980 by the Texas Historical Commission and operates in affiliation with Main Street America®, a subsidiary of the National Trust for Historic Preservation.
- ❑ Mission: To provide technical expertise, resources, and support for Texas Main Street communities in accordance with the National Main Street Four Point Approach® of organization, economic vitality, design, and promotion.

Texas Main Street Program – Benefits

Some of the benefits include:

- ❑ Statewide, Main Street-specific trainings/professional development opportunities annually for participant communities (currently virtual in 2020 and 2021), plus an annual downtown revitalization conference in partnership with the [Texas Downtown Association](#), the national [Main Street Now](#) conference and the Texas Historical Commission's [Real Places](#).
- ❑ Individualized, on-site training for Main Street managers, boards and other Main Street participants. (currently virtual in 2020 and 2021)
- ❑ Access to resources for professional development and assistance with downtown issues.
- ❑ Assistance to Main Street merchants and local programs to support branding and marketing efforts.
- ❑ Access for non-entitlement communities to a Main Street-specific pool of improvement funds through the [Main Street Improvements fund](#) of the Texas Department of Agriculture. Texas Main Street communities have received almost \$20 million from this program since 1993.

Texas Main Street Communities

- ❑ Each year, the Texas Historical Commission selects up to five (5) Texas cities for official Main Street Designation.
- ❑ There are currently 90 Main Street communities in Texas, including:
 - ❑ Temple
 - ❑ Waco
 - ❑ Georgetown
 - ❑ Taylor
 - ❑ Elgin
 - ❑ Bastrop
 - ❑ Buda
 - ❑ San Marcos
 - ❑ Waxahachie
 - ❑ Tyler
 - ❑ McKinney
 - ❑ Brenham

Main Street Communities Program Requirements

- ❑ To apply, a community must agree to hire a full-time Main Street Director, adequately budget for the local program for a minimum of 5 years, and demonstrate the following:
 - ▣ Historic commercial fabric and historic identity;
 - ▣ Community and private sector support and organizational capacity;
 - ▣ Support and financial capacity;
 - ▣ Physical capacity related to business activity and market potential;
 - ▣ Demonstrated need; and
 - ▣ Geographic distribution.

Evaluation Criteria

- ❑ **Historic commercial fabric and historic character:** The historic significance/fabric of the proposed Main Street area and the interest in and commitment to historic preservation.
- ❑ **Community and private sector support and organizational capacity:** Demonstrates community and private sector support for the program as well as the capability of the applicant to successfully implement the Main Street Program.
- ❑ **Support and financial capacity:** Demonstrates the financial capability to employ a full-time manager, fund a local Main Street Program and support downtown-related projects.
- ❑ **Physical capacity and business environment:** The cohesiveness, distinctiveness and variety of business activity conducted in the proposed Main Street Program area.
- ❑ **Demonstrated need:** The need for the Main Street Program.
- ❑ **Geographic distribution and discretionary:** Extra points can be added for underserved location.

Next Steps for COK Main Street Designation

- ❑ **July-August 2022:** Hire Downtown Revitalization Director
- ❑ **Sept-April 2023:** Prepare Main Street Program Application
- ❑ **May 2023:** Submit Intent to Apply
- ❑ **July 2023:** Submit Completed Main Street Program Application
- ❑ **November 2023:** Obtain Preliminary Main Street Program Designation
- ❑ **November - December:** Orientation and review for newly designated communities
- ❑ **January 1, 2024:** Obtain Official Main Street Program Designation



City of Killeen

Staff Report

File Number: RQ-22-023

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Request for an Update from the Killeen Housing Authority (KHA)



ATTACHMENT A

REQUEST TO PLACE ITEM ON THE AGENDA

(Per Section 1-20 of Governing Standards and Expectations)

Requestor(s): Councilman Michael Boyd

Date: June 20, 2022

Problem/Issue/Idea Name for Agenda:

Request for an update from the Killeen Housing Authority (KHA).

Description of Problem/Issue/Idea:

The Killeen Housing Authority is a City board; responsible for providing administrative oversight of low-
income housing projects and programs. The Killeen City Council has not received a comprehensive
update from our Housing Authority in years. An update would be beneficial to Council in understanding
the status of existing projects, on-going programs and would provide an opportunity for feedback.

Requested Action:

Receive an update from the Killeen Housing Authority (KHA) provided by the KHA board's leadership.



City of Killeen

Staff Report

File Number: RQ-22-024

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Update on The HOP



ATTACHMENT A

REQUEST TO PLACE ITEM ON THE AGENDA

(Per Section 1-20 of Governing Standards and Expectations)

Requestor(s): Nina Cobb

Date: 21 June 2022

Problem/Issue/Idea Name for Agenda:

Update on how the Hop (transportation)

Description of Problem/Issue/Idea:

Ensure that Northside and usage
of transportation to grocery stores
are going well until we have a new
grocery store.

Requested Action:

Report or st



City of Killeen

Staff Report

File Number: RQ-22-025

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Family Day for City Employees



ATTACHMENT A

REQUEST TO PLACE ITEM ON THE AGENDA

(Per Section 1-20 of Governing Standards and Expectations)

Requestor(s): Niwa Cobb

Date: 6.21.2022

Problem/Issue/Idea Name for Agenda:

Family Day for City Employees (Summer)

Description of Problem/Issue/Idea:

Just a day of Appreciation & Family
@ Water Park. (School Supplies Present)

Requested Action:

Request a day @ Waterpark for
families.
(PAST years - Reactivate)



City of Killeen

Staff Report

File Number: RQ-22-026

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Process for Small Businesses to Apply for City Bids



ATTACHMENT A

REQUEST TO PLACE ITEM ON THE AGENDA

(Per Section 1-20 of Governing Standards and Expectations)

Requestor(s): Nina M. Cobb

Date: 21 June 22

Problem/Issue/Idea Name for Agenda:

Small Business: "How do they apply
for bids on City Contracts?" (Present in
Council Meetings)

Description of Problem/Issue/Idea:

Small Business Owners would like
to bid on jobs but don't know how.

Requested Action:

Department Head, City Manager, etc
presents steps of how to apply,
where to find bids, & who is POC?



City of Killeen

Staff Report

File Number: RQ-22-027

1	City Council Workshop	07/05/2022	Reviewed and Referred	City Council Workshop	07/12/2022
---	-----------------------	------------	-----------------------	-----------------------	------------

Annexation Update: Donut Hole



ATTACHMENT A

REQUEST TO PLACE ITEM ON THE AGENDA

(Per Section 1-20 of Governing Standards and Expectations)

Requestor(s): Nina M. Cobb

Date: 6.21.22

Problem/Issue/Idea Name for Agenda:

Revisit Donut Hole Obligation;
Completion / met Obligations.

Are we good on what was said we
would do?

Description of Problem/Issue/Idea:

Ensure Obligations were met before
New Development.

Requested Action:

July meeting.