



City of Abilene

Neighborhood Services Advisory Board Agenda

Notice is hereby given of a meeting of the Neighborhood Services Advisory Board of City of Abilene to be held on April 6, 2026 at 10:00 a.m. at City Hall, 555 Walnut Street, Basement Conference Room, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

MINUTES

1. **Minutes:** Receive a Report, Hold a Discussion and Take Action on Approving the Minutes from the Regular Meeting Held on June 2, 2026 (Leticia L. Reeves)

AGENDA ITEMS

2. **Discussion:** Nomination and possible election of Chairperson for the Neighborhood Services Advisory Board.
3. **Discussion:** Receive a Report and Hold a Discussion and Public Hearing on Review of CDBG and HOME Funds.

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 30th day of March, 2026, at 2:40 p.m.

*Kaitlin Richardson, Deputy City
Secretary, TRMC*

NEIGHBORHOOD SERVICES ADVISORY BOARD

MEETING MINUTES

June 2, 2025: 2:00 P.M.

COUNCIL CHAMBERS, CITY HALL

555 WALNUT STREET, ABILENE TEXAS 79601

Members Present: Terry Cagle
Billy Enriquez
Laura Donaway
Lauren Cantrell
Geoffrey Turner
Kenneth Bowles

Members Absent: Julie Wilson
Rachel Slaymaker

Staff Present: Tim Littlejohn, Department Director
Kelley Messer, Legal
Mr. Rice, Assistant City Manager
Leticia Reeves, Department Manager
James McFadden, Inspector III
Christi Polvado, Housing Counselor I
Regina L Fish, Housing Specialist III

Non-Profit Present: Joy Ellinger, DHMC Executive Director

CALL TO ORDER:

Terry Cagle called the meeting to order at 2:00 P.M.; Mrs. Fish recorded the minutes. A quorum of members was present, and the meeting proceeded.

APPROVAL OF MINUTES

Minutes were previously approved by Terry Cagle.

AGENDA ITEMS & DISCUSSIONS

Terry Cagle calls the meeting to order and read the following statement:

This is the Office of the Neighborhood Services Advisory Council. We would like to inform everyone present that this Council meets in conformance with the Texas Open Meeting Act, and that the purpose of this Council is set forth by City Council Resolution 46-2003 and Passed on the 25 day of November 2003. This is a recommendation Council. All final decisions are made by the City Council or other boards or commissions, as set forth by the city ordinance. Overall, the purpose is to provide guidance and support to ONS in carrying on ONS objectives and recommendations contained in the ONS strategy of the ACE task force report. Those of you who do not wish to participate in the public hearing are free to leave currently.

Agenda Items:

Item #1 Presentation and Discussions on the Community Development Block Grant Funding Applications.

Leticia Reeves: We will be going over the Applications for CDBG and Home. We are doing it a little differently than last year. We will go one by one and give our recommendation and answer any questions at that time.

The first is the Salvation Army of Abilene asking for \$140,000.00. Dignity Health Management Center is asking for \$71,830.00. Then the Condemnation Demolition Program asks for \$150,000.00. Lastly, our in-house programs of Single-Family Rehab, First Time Home Buyer and Critical Repair are asking for \$662,000.00. ONS Staff recommends Approval for all Three. Do you have any questions?

Terry Cagle: The Rehabilitation take the place of the full Reconstruction program.

Leticia Reeves: Yes, correct. We found it more productive for the community to do 5-6 Rehabs vs. the 2-3 Reconstruction jobs.

Kenneth Bowles: On the home programs did you use all the funding from that fund.

Leticia Reeves: Yes, we were out of funds on the Critical Repair in March. The Demo was out in January. We try to space them out but sometimes they go quicker than expected.

Lauren Cantrell: I noticed there was a reduction in the amount from last year to this year.

Leticia Reeves: Yes, with the technical difficulties we had earlier this year, we will be replacing all the computers, printers and equipment that were affected. We had to make a few adjustments to the budget to allow those purchases.

Kenneth Bowles: These new funds won't be available until October.

Leticia Reeves: Correct. That is when our new funding year begins.

Geoffrey Turner: That is a long time for people to wait for help.

Leticia Reeves: Yes, but we have many other agencies we can and do refer people to. We have our code and other agencies reach out to us to refer and just to get the list that we provide to other agencies.

Terry Cagle: There are a lot of hoops and paperwork to get through the application process. People have a hard time getting the paperwork together just to apply.

Leticia Reeves: Yes, at times it can be challenging. Especially when they were left the property but never put it in their name. Or, when they don't have the paperwork, we require and must get it from other agencies. We walk them through the program, paperwork and make sure they can get all the necessary paperwork.

Kenneth Bowles: With some of the programming, it would be nice for us to be able to see before and after pics of jobs.

Leticia Reeves: Yes, we would have to get owners to sign the release of photo paperwork. We have before and after that we like to show at the community meetings. That is something we can investigate doing for next time.

Geoffrey Turner: Do we have enough people applying to use all the funding on the different requests?

Leticia Reeves: Yes, we only have issues with some of the rehab issues of them moving out and the cost of storing and staying somewhere else during Rehab time.

Lauren Cantrell: Is there someone who goes through the process and assists people with the paperwork and what is needed?

Leticia Reeves: Yes, Regina Fish is the first point of contact and goes through the process and paperwork individually. Then they meet Christi and James. They are given and helped the whole way through the process.

Geoffrey Turner: Can we recommend a reduction on any of the non-profits? Cause I feel like we did a lot for the Salvation Army last year. What about Dignity on their remainder balance.

Leticia Reeves: We have a representative from there, Joy Ellinger.

Joy Ellinger: Good afternoon, this is our first time applying for this grant and we were hoping for full funding. We don't have the money to complete the upgrade to full ADA compliance. Our money is restricted, and I will have to meet with our board to see how we can get the money left to complete the job.

Lauren Cantrell: Have you looked into other grants or people to donate to the remainder of the balance.

Joy Ellinger: That is something we are willing to look into. We are just grateful for the amount we get. We will figure out a way to get it done. Thank you for your time.

Terry Cagle: When will the new captain for the Salvation Army take over? With the Salvation Army there is always something to be done. They are the only place in Abilene for the homeless. There will be a new person who knows what they will know.

Lauren Cantrell: How long do you normally give the applicants time to get their paperwork together?

Leticia Reeves: We usually give them 30 days but because of the interruption of service and computers, we were only able to give them 2 weeks. We are having to work around the interruptions and get what we can do to meet the deadline set by HUD.

Lauren Cantrell: Is there a requirement that they have 3 bids in with their submission?

Leticia Reeves: Under normal circumstances yes. Because we had cut the time short and the other processes, we allowed them to submit with just one bid.

Terry Cagle: Speaking on my behalf, I trust ONS. I am not speaking for the other members.

Geoffrey Turner: I really struggled with the amount to the Salvation Army; due to the amount we processed last year.

Terry Cagle: We need to get to a point beyond the Salvation Army and help. There are just too many people for one place to serve here.

Kenneith Bowels: How much does it cost per demolition?

Leticia Reeves: That depends on the size and asbestos exposure. Most range from \$6,000.00-10,000.00. They tear down the whole lot, clean it and plant grass. The owner keeps the property but a lien for the amount spent is put on the property until paid. They are also responsible for keeping up the grass that was planted.

Terry Cagle: Have you thought of hiring teenage boys to tear the houses down.

Lauren Cantrell: I bet you could be people to go like one of those demo rooms.

Leticia Reeves: They must be done by professionals for the dangers and exposure to different substances.

Kenneth Bowels: Will we be getting new flood maps?

Leticia Reeves: We haven't had any updates from HUD on the flood maps.

Terry Cagle: Are there any other questions? Ya'll do a great job and it's easy to trust your opinion. I still miss Otis. Let's do a vote for these:

Terry Cagle: All in favor of First Time Home Buyer Program; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: All in favor of the Condemnation; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: All in favor of Critical Repairs; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: All in favor of the Home Programs; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: All in favor of the CHDO 15%; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: All in favor of the Salvation Army; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: All in favor of the Dignity Center; raise your hand.

Ayes: All in favor

Nays: None

Terry Cagle: Called Meeting Adjourned at 2:35 pm.

Approved: _____
Chairman

Date: _____

WELCOME!!

Neighborhood Services

2026





Neighborhood Services Staff

Our Team

Regina Fish – Housing Services Specialist

Christi Polvado – Housing Counselor I

James McFadden – Housing Inspector III

Leticia Reeves – Division Manager





CDBG AND HOME FUNDS OFFERED:

First-Time Homebuyer Program (HOME FUNDS):

Assist eligible homebuyers up to \$5,000 in closing cost and downpayment.

Critical Repair Program (CDBG FUNDS):

Urgent, non-cosmetic repair to ensure homes are safe, secure, and sanitary for low- to moderate-income homeowners.

Single-Family Rehabilitation (HOME FUNDS):

All necessary repairs are completed at one time with the primary goal of bringing homes into compliance with local building codes while ensuring long-term sustainability.





APPLICATION INTAKE:

- **What are the requirements?**

- Income limits are determined by household number of occupants
- Complete application with required documentation

- **Documents reviewed for eligibility:**

- Background - Abilene Police reports (for certain felony arrest, family violence, drug offenses)
- Texas sex offender registry
- Employment Verification
- Proof of income (bank accounts, assets, child support)
- Proof of ownership (Deed of Trust or Warranty Deed)
- Location of property (Flood zones?, Target areas)





FIRST-TIME HOMEBUYER PROGRAM

- Must reside in the City of Abilene (for 6 month) or have worked in Abilene (past 2 years). Applicants must purchase a home within the city limits of Abilene.
- Applicants must be purchasing a home for the first time.
- Gross annual household income cannot exceed HUD's income limits.
- Applicants must qualify for an FHA, Conventional or VA Loan through a local lending institution.
- Property must meet NSPIRE inspection standards, as well as all local code and occupancy standards.





CRITICAL REPAIR PROGRAM – CDBG FUNDS

- Must reside in the Abilene city limits.
- Only Single-Family Residences are eligible.
- Own the dwelling through Warranty Deed or Deed of Trust, no less than 6 months.
- Owner must occupy the dwelling as current resident.
- Must not be above the maximum income limits.
- Property must comply with local codes, including no overgrown grass, weeds, junk vehicles, etc.





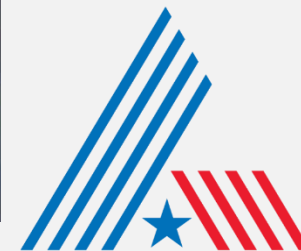
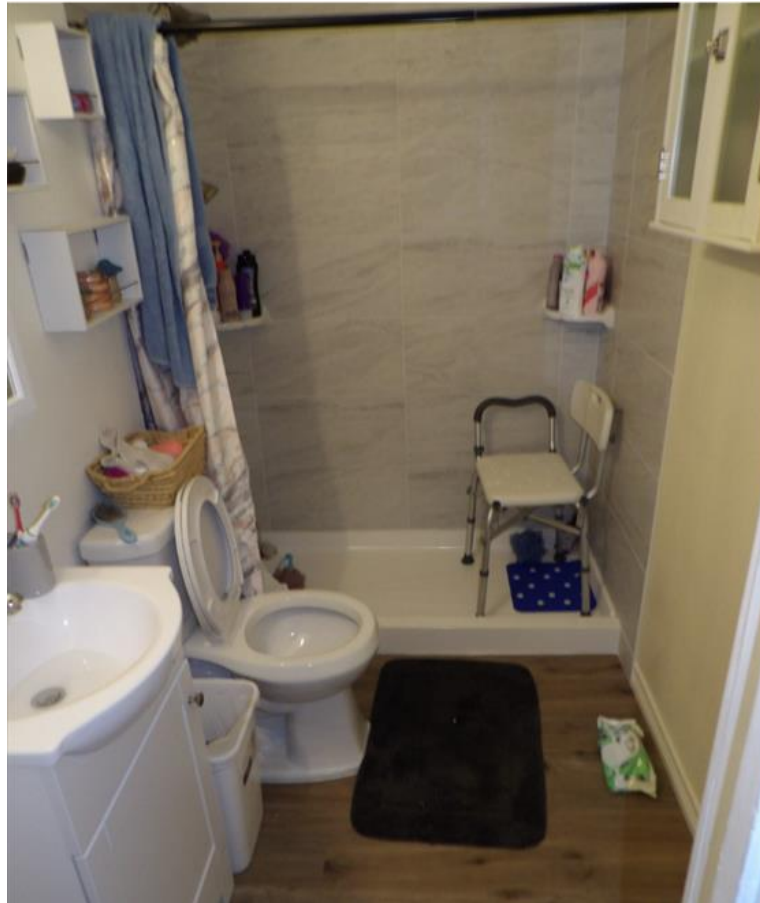
ELIGIBLE CRITICAL REPAIRS:

- Critical issues are addressed based on the assessment of the Housing Inspector.
- Critical problems that pose a threat to life, safety or health of the occupants or surrounding neighborhood that require immediate action.
- No water
- Gas Leaks
- Roof
- Open sewers
- ADA Handicap accessibility
- HVAC service repairs
- Just some examples of eligible criteria





CRITICAL REPAIR EXAMPLES



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CRITICAL REPAIR EXAMPLES





CRITICAL REPAIR EXAMPLES





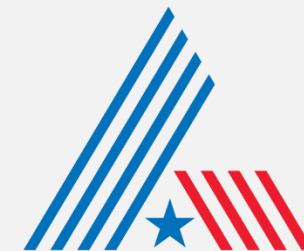
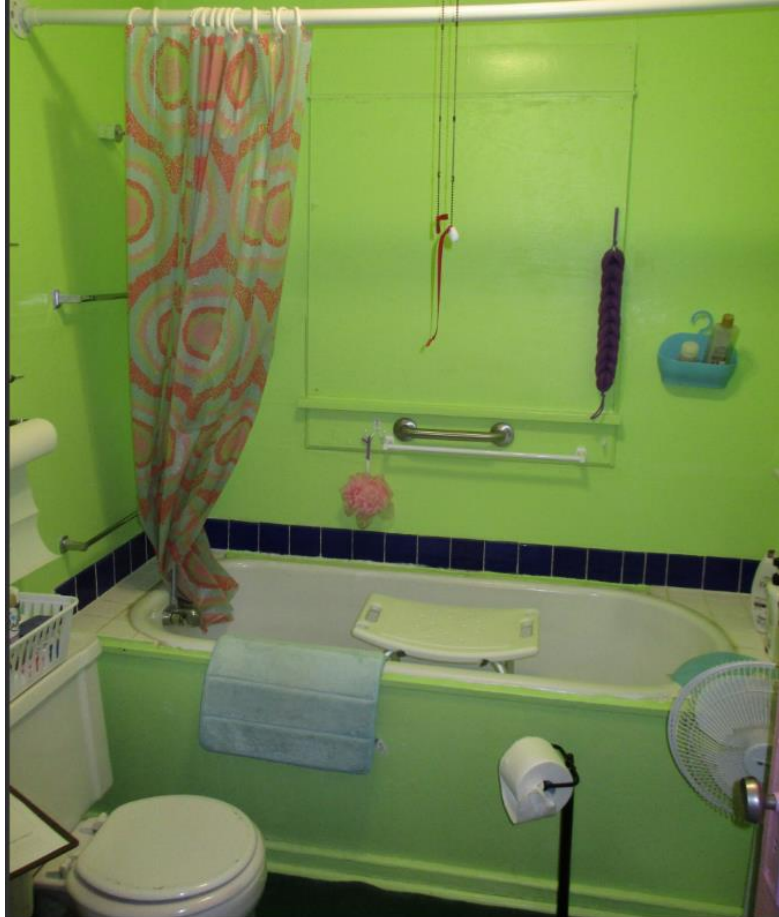
CRITICAL REPAIR EXAMPLES



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CRITICAL REPAIR EXAMPLES



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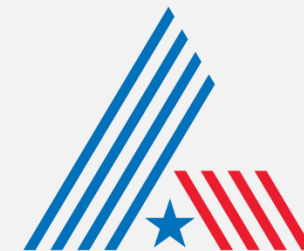
SINGLE-FAMILY REHABILITATION – HOME FUNDS

- Complete rehabilitation of the entire home, repairs include roofing, electrical, plumbing, HVAC, windows, flooring, interior/exterior paint, and handicap accessibility modifications
- Residence must be located in the Abilene city limits
- Owner must occupy and own property for a minimum of 5 years
- Household income must not exceed the 80% maximum income limits
- Must be free any and all delinquent property taxes
- Cannot be located in a declared FEMA Floodway





SINGLE-FAMILY REHABILITATION



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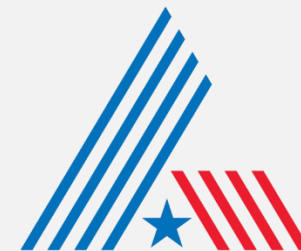


SINGLE-FAMILY REHABILITATION





SINGLE-FAMILY REHABILITATION



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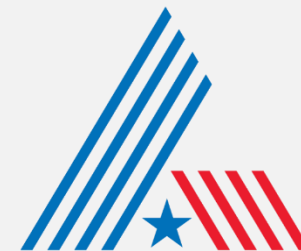


SINGLE-FAMILY REHABILITATION





SINGLE-FAMILY REHABILITATION



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SINGLE-FAMILY REHABILITATION





INCOME LIMITS (effective as of 6/1/2025)

ALL PROGRAMS	INCOME LIMITS
PERSONS IN HOUSEHOLD	AMOUNT NOT TO EXCEED
1	\$48,960.00/YR
2	\$55,920.00/YR
3	\$62,880.00/YR
4	\$69,840.00/YR
5	\$75,440.00/YR
6	\$81,040.00/YR
7	\$86,640.00/YR
8	\$92,240.00/YR





CDBG FUNDED PROGRAMS FY 2025/2026

- The Salvation Army \$ 140,000.00
- Dignity Health Management Center \$ 71,830.00
- Critical Repair Program \$ 282,000.00
- Condemnation and Demolition \$ 150,000.00





HOME FUNDED PROGRAMS FY 2025/2026

- First-Time Homebuyer Program \$ 30,000.00
- Single-Family Rehabilitation Program \$472,181.00

- Community Housing Development \$ 70,828.00
Organization (CHDO 15% entitlement)
Habitat for Humanity





Neighborhood Services

QUESTIONS

