



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 June 12, 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 Public Hearing, and Take Action on Approving the Minutes from the Regular Meeting Held on April 6, 2026.

PUBLIC COMMENTS

AGENDA ITEMS

2. **Discussion:** Nomination and possible election of Chairperson and Vice Chairperson for the Neighborhood Services Advisory Board.
3. **Presentation:** Receive a Report and Hold a Discussion on and make Recommendations on Community Development Block Grant CDBG and HOME Investment Funding Applications.

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 5th day of June, 2026, at 1:10 pm.

Shawna Atkinson, City Secretary

NEIGHBORHOOD SERVICES ADVISORY BOARD

MEETING MINUTES

April 6, 2026: 10:00 A.M.

COUNCIL CHAMBERS, CITY HALL

555 WALNUT STREET, ABILENE TEXAS 79601

Members Present: Brittany Deeg
Kelly Barneche
Laura Donaway
Julie Wilson
David Wahl

Members Absent: Kenneth Bowles
Lauren Cantrell
Geoffrey Turner

Staff Present: 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 : Rosten Callarman

CALL TO ORDER:

Leticia Reeves called the meeting to order at 10:00 A.M.; Mrs. Fish recorded the minutes. A quorum of members was present, and the meeting proceeded.

APPROVAL OF MINUTES

Minutes were previously approved by Julie Wilson and second by Laura Donaway.

AGENDA ITEMS & DISCUSSIONS

Leticia Reeves 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 Leticia & board present decided to wait until full board to vote for board leader for the Advisory Board. Proceeded with presentation and discussions on the Community Development Block Grant Funding Applications.

Leticia Reeves opened the meeting at 10:00 am with all City staff's introductions. She went over all N.H.S. grants and how the qualifications. She covered Home, Critical Repair, First Time Home Buyer and Single-Family Rehabilitation.

QUESTIONS:

Laura Donaway: What happens to the leftover money every year, is it re-allocated?

Leticia Reeves: Yes, it is rolled over into the next year. So, there is not really any money left over or lost.

Laura Donaway: Are there any surprises this year with the funding?

Leticia Reeves: No, but we did have to slow down on the critical repairs and stagger them out longer so that we have funding for most of the year instead of wiping it out in a matter of months. We are still struggling with the S.F.R. as it is harder to find people who can afford to move out during the Rehabilitation time.

Laura Donaway: Does the grant help pay them to move?

Leticia Reeves: Unfortunately, it does not help with that currently.

Brittany Deeg: How do people find out about these programs?

Leticia Reeves: We have 6 community meetings and updates on City and non-profit websites. We go to the community centers and community 211 refers us a lot.

Leticia Reeves: Any other questions? No, then I will open the Public Hearing if anyone from the public would like to speak.

Tim Watson (Community Member)- Wanted to know about 4 houses that were down on the creek. Then went on to speak on how poorly the Homeowner Association in Abilene was doing. Spoke about the high rent and that the neighborhoods are going downhill.

Leticia Reeves: Do you have any questions about the Neighborhood Services programs?

Tim Watson-No just wanted to say my opinion on the Homeowner Association.

Rosten Callarman: (Habitat for Humanity) Good Morning, I am Rosten with Habitat for Humanity. I just wanted to tell the board about how we are doing with the funding that we get from the grant funding. This year we are on track for 5-6 homes. Next year, we are planning on building 9-11 homes. We are working towards getting 16 homes per year. We had quite a hard time catching up from the pandemic until now. We love working with Neighborhood Services and greatly appreciate their assistance and time. Thank you.

Leticia Reeves: Thank you Rosten. Are there any other questions? If not, then this meeting is adjourned and the time is 10:38 A.M. Thank you all for coming.

Approved: _____
Chairman

Date: _____

**NEIGHBORHOOD SERVICES
ADVISORY BOARD PUBLIC HEARING
CDBG & HOME FUNDING APPLICATIONS**

June 12, 2026





Project Funding Guidelines

- Meet HUD National Objectives
- Meet Consolidated Plan goals & objectives
- >70% Low- to Moderate-Income (LMI) Benefit
- Follow Council policy on funding capital projects for nonprofits; not operating expenses





Item 1: Community Development Block Grant

CDBG Request:

- Condemnation/Demolition: \$200,000
- Critical Repair - \$306,788

CDBG Funding Requested: \$506,788

Staff Recommendation: Approval





Item 2: HOME Investment Partnership

HOME Request:

- Single Family Rehabilitation/First Time Homebuyer: \$360,352
- Habitat for Humanity (CHDO 15%) - \$72,070

HOME Funding Requested: \$402,422

Staff Recommendation: Approval





Questions?



APPLICATION

Cover Page

Part 1 – Applicant Information

Name of Organization: City of Abilene, Texas - Planning and Development Services

Type of Organization: Local Government Date Submitted: April 16, 2026

Name of Project: Dilapidated Structures Demolition Removal Funding

Mailing Address: Planning and Development Services, 555 Walnut St, Abilene, TX 79601

TIN/EIN # (required): _____ DUNS # (required): _____

Contact Person: Tim Littlejohn Telephone: (325) 676-6486

Fax: _____ Email: tim.littlejohn@abilenetx.gov

Project Address: City of Abilene 555 Walnut St, Abilene, TX 79601

Project Manager: Clay Door Telephone: (325) 676-6257

Project Category: Public Service XX Capital Improvement _____ Economic Dev. _____

Brief Summary of Project (single-spaced):

Project to assist in the removal of substandard commercial and residential structures in low-to moderate income (LMI) neighborhoods.

Total Project Cost: \$150,000 CDBG/HOME funds requested \$150,000

Which National Objective does your project meet? (See pg. 12)

Benefit for low-to-moderate income families.

Which Local Goal/Objective does your project meet? (See Attachment a pg13)

Low-to-moderate income citizens will have access to safe, decent and affordable living.

What positive outcome(s) does your project meet?

This program is removing slum/blight which will assist 64 LMI households

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

Holiday Hills, Alameda, Butternut/Chestnut, Carver N18th not all low-mod, Elmwood, Sears Park, North College, Cobb Park, Northeast Hwy 80, Southeast Hwy 80, Park Central Area, Original Town South, South Treadaway, Over Place Area, and College Heights.

APPLICATION

How many **unduplicated Abilene** clients will be served by this project?

___ Persons or 64 Households

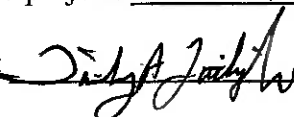
Has your agency previously received Abilene CDBG/HOME funds Yes No

If yes, please identify year, total awarded and name(s) of projects in the past five years.

Program Year	Amount	Project/Activity Funded
2025	\$ 150,000	Demolition of dilapidated structures
2024	\$ 150,000	Demolition of dilapidated structures
2023	\$ 150,000	Demolition of dilapidated structures
2022	\$ 100,000	Demolition of dilapidated structures
2021	\$ 100,000	Demolition of dilapidated structures

Funding Source*: CDBG HOME

Is this project new? No If no, start date of project: October 1, 2026

Name: Tim Littlejohn Signature: 

Title: Director, Planning & Development Services Date: April 16, 2026

*City of Abilene reserves the right to fund projects out of either program as projects are eligible.

Part 2 – Project Description

Narrative Statement (no more than five pages, single-sided, double-spaced, 12 pt. font)

A. Statement of Problem/Need:

The City of Abilene has a problem associated with deteriorating neighborhoods negatively impacting public safety, health and community wellbeing. Deteriorated neighborhoods are problematic from the standpoint of future community reinvestment, revitalization and renewal.

The City of Abilene continues to identify uninhabitable vacant dilapidated commercial and residential structures located in Lo-to-Moderate (LMI) neighborhoods.

Dilapidated structures have a negative effect on public safety, health and community well-being.

COVER PAGE

Part 1 – Applicant Information

Name of Organization: City of Abilene

Type of Organization: Government Date: 5-12-2026

Type of project: CDBG: Critical Repair Program

Mailing Address: P.O. Box 60, Abilene, TX 79604

TIN/EIN # (required): 75-182954 Duns # (required): 081078891

Contact Person: Christi Polvado Telephone 325-676-6366

Fax: 325-437-4577 Email christi.polvado@abilenetx.gov

Project Address: 555 Walnut St., Abilene, TX 79601

Project Manager: Christi Polvado Telephone 325-676-6366

Project Category: Public Service Capital Improvement Economic

Brief Summary of Project (single-spaced):

CDBG: Critical Repair is to assist single family homeowners who are at or below 80% of the median income for Abilene and demonstrate a need for repairs to their home that are threatening health and safety.

Total Project Cost: \$ 350,000 CDBG/HOME funds requested: \$ 350,000

Which national Objective does your project meet: (See pg. 12)

Benefit to low and moderate income families.

Which local Goal/Objective does your project meet? (See Attachment A pg.13)

Goal: Low to moderate income citizens will have access to safe, decent and affordable housing. Objective: Maintain, rehabilitate, and improve existing single family housing units. Increase the availability, financial accessibility and support for affordable home ownership opportunities.

APPLICATION PROCESS

What positive outcome(s) does your project meet?

The positive outcome is affordability, we will assist approximately 50+ LMI.

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

Target Neighborhoods, LMI Areas, Empowerment Zones.

How many **unduplicated Abilene** clients will be served by this project?

Persons or 50 Households

Has your agency previously received Abilene CDBG/HOME funds? X Yes [] No

If yes, please identify year, total awarded and name(s) of projects in th

Program Year	Amount	Project/Activity funded
2025	\$ 282,000	Critical Repair Program
2024	\$ 376,921	Critical Repair/Neighborhood Revital.
2023	\$ 266,610	Critical Repair/Neighborhood Revital.
2022	\$ 594,234	Critical Repair/Neighborhood Revital.
2021	\$ 470,000	Critical Repair/Neighborhood Revital.

Funding Source*: X CDBG [] HOME

Is this project new? No If no, start date of project: Critical Repair: 1980

Name: Christi Polvado

Signature: *Christi Polvado*

Title: Housing Counselor

Date: 5-12-2026

*City of Abilene reserves the right to fund projects out of either program as projects are eligible.

COVER PAGE

Part 1 – Applicant Information

Name of Organization: City of Abilene

Type of Organization: Government Date: 5-12-2026

Type of project: HOME: Single-Family Rehabilitation, First Time Homebuyer

Mailing Address: P.O. Box 60, Abilene, TX 79604

TIN/EIN # (required): 75-182954 Duns # (required): 081078891

Contact Person: Christi Polvado Telephone 325-676-6366

Fax: 325-437-4577 Email christi.polvado@abilenetx.gov

Project Address: 555 Walnut Street, Abilene, TX 79601

Project Manager: Christi Polvado Telephone 325-676-6366

Project Category: Public Service Capital Improvement Economic

Brief Summary of Project (single-spaced):
HOME Single Family Rehab assists low-to-moderate income homeowners in need to make their homes suitable for habitation. First Time Homebuyer provides up to \$5,000 in assistance to eligible families for down payment and closing cost expenses for the purchase of a home within the city limits of Abilene

Total Project Cost: \$ 400,000 CDBG/HOME funds requested: \$ 400,000

Which national Objective does your project meet: (See pg. 12)
Benefit to low and moderate income families

Which local Goal/Objective does your project meet? (See Attachment A pg.13)
Goal: Low to moderate income citizens will have access to safe, decent, and affordable housing. Objective: Maintain, rehabilitate, and improve existing single-family housing units. Increase the availability, financial accessibility and support for affordable home ownership opportunities.

APPLICATION

Cover Page

Part 1 – Applicant Information

Name of Organization: HABITAT FOR HUMANITY ABILENE, INC.

Type of Organization: 501(C)3 Date Submitted: MAY 15, 2026

Name of Project: ANNUAL HOME CONSTRUCTION

Mailing Address: 101 FULWILER RD, ABILENE, TX 79603

TIN/EIN # (required): 75-2321956 DUNS # (required): 078838025

Contact Person: MOLLIE SPAULDING Telephone: 325-670-0489

Fax: N/A Email: MOLLIE@HABITATABI.ORG

Project Address: _____

Project Manager: ROSTEN CALLARMAN Telephone: 325-670-0489

Project Category: Public Service Capital Improvement Economic Dev.

Brief Summary of Project (single-spaced):

PROVIDE AFFORDABLE HOUSING FOR LOW/MIDDLE-INCOME HOUSEHOLDS IN ABILENE

Total Project Cost: \$ \$250,000 CDBG/HOME funds requested \$ \$70,000

Which National Objective does your project meet? (See pg. 12)

TO EXPAND SUPPLY OF DECENT, SAFE, SANITARY, AFFORDABLE HOUSING

APPLICATION

Which Local Goal/Objective does your project meet? (See Attachment a pg13)
**PROVIDE LOW/MIDDLE-INCOME CITIZENS WITH ACCESS TO SAFE, DECENT,
AND AFFORDABLE HOUSING BY INCREASING THE AVAILABILITY, FINANCIAL
ACCESSIBILITY, AND SUPPORT FOR AFFORDABLE HOME OWNERSHIP
OPPORTUNITIES.**

What positive outcome(s) does your project meet?

**THIS PROJECT WILL SUPPLY AFFORDABLE, SAFE, ECONOMICAL, AND ENERGY-EFFICIENT HOUSING FOR
A QUALIFIED FAMILY. IT WILL ADD REVENUE TO THE ANNUAL TAX BASE AND USE A CURRENTLY VACANT
LOT IN A LOW/MODERATE-INCOME NEIGHBORHOOD, AND WILL ASSIST IN THE CITY'S PRIORITY OF IN-FILL
DEVELOPMENT.**

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

How many **unduplicated Abilene** clients will be served by this project?

_____ Persons or 2 Households

APPLICATION

Has your agency previously received Abilene CDBG/HOME funds Yes No

If yes, please identify year, total awarded and name(s) of projects in the past five years.

Program Year	Amount	Project/Activity Funded
2021	\$	
2022	\$	
2023	\$	
2024	\$ 360,000	LMI NEIGHBORHOOD
2025	\$ 70,000	LMI NEIGHBORHOOD

Funding Source*: CDBG HOME

Is this project new? YES If no, start date of project: _____

Name: ROSTEN CALLARMAN Signature: 

Title: EXECUTIVE DIRECTOR Date: 5/15/26

*City of Abilene reserves the right to fund projects out of either program as projects are eligible.