



## STAFF REPORT

**DATE:** May 4, 2021

**TO:** Kent Cagle, City Manager

**FROM:** Joe Brown, Executive Director of Recreation Services

**SUBJECT:** Approve an agreement between the City of Killeen and Killeen Independent School District for the Shared Usage of Facilities

### **BACKGROUND AND FINDINGS:**

The City of Killeen (COK) and Killeen Independent School District (KISD) desire to share facilities with each other for the betterment of the community. COK and KISD seek to re-affirm their long-standing sharing of facility arrangements by formulating a written agreement defining the terms and conditions of shared facilities. COK and KISD have determined that it is in the interest of both organizations, as well as the inhabitants and taxpayers of the city, to share facilities with each other. The Shared Usage Agreement solidifies our engagement and responsibilities with this endeavor.

Unless specifically stated, the facilities owned by the City that are available to the District free of charge, with the exception of required personnel, and are covered under this agreement include the following facilities for the requested dates and hours:

- Baseball and Softball fields year-round use
- Long Branch Park year-round
- Basketball Courts at Family Recreation Center/Tommie Harris Fitness Center and Killeen Community Center
- Killeen Civic and Conference Center

Unless specifically stated, the facilities owned by the District that are available to the City free of charge, with the exception of required personnel, and are covered under this agreement include the following facilities for the requested dates and hours:

- Up to Four (4) middle school and three (3) high school gymnasiums located at campuses within the City of Killeen
- All open field areas, to include fields designated as athletic fields located at KISD campuses within the City of Killeen

City activities have precedence in usage of City facilities and District activities have precedence in usage of District facilities. Unless otherwise agreed by the entities, this Shared Usage Agreement will expire on December 31, 2024. Any entity may terminate its participation in this Shared Usage Agreement at any time by providing a signed termination notice to the opposite entity.

**THE ALTERNATIVES CONSIDERED:**

Option 1 - Decline the Shared Usage of Facilities Agreement between the City of Killeen and Killeen Independent School District

Option 2 - Enter into a Shared Usage of Facilities Agreement between the City of Killeen and Killeen Independent School District

**Which alternative is recommended? Why?**

Option 2 - To enter into a Shared Usage of Facilities Agreement between the City of Killeen and Killeen Independent School District

**CONFORMITY TO CITY POLICY:**

This conforms to City of Killeen purchasing policy.

**FINANCIAL IMPACT:**

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

This agreement approves a contract that will lead to expenditures. The budgeted amounts will be within our operating budget. These expenditures will account for staffing of Supervisors to run (2) leagues at (2) different middle schools.

**Is this a one-time or recurring expenditure?**

RS will have a re-occurring expenditure for any league practice/play at KISD facilities.

**Is this expenditure budgeted?**

Yes, funds are available in account 010-3032-428.47-99

**If not, where will the money come from?**

N/A

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

Yes

**RECOMMENDATION:**

Recreation Services staff recommends City Council approve a Shared Usage of Facilities Agreement between the City of Killeen and Killeen Independent School District as outlined in the Memorandum of Agreement

**DEPARTMENTAL CLEARANCES:**

Legal  
Finance

**ATTACHED SUPPORTING DOCUMENTS:**

Memorandum of Agreement