

## CITY COUNCIL MEMORANDUM

### AGENDA ITEM

Authorize amending the fees and rates for the Killeen Civic and Conference Center Complex

### ORIGINATING DEPARTMENT

COMMUNITY DEVELOPMENT/KILLEEN CIVIC & CONFERENCE CENTER

### BACKGROUND INFORMATION

On September 10, 2013, the City Council adopted various rates for the Killeen Civic and Conference Center. These rates were developed after conducting a market study of similar facilities in the surrounding area. The proposed rates reflect a new rate for a ½ day rental for the board room and meeting rooms, a reduced fee for military functions, and the listing of the fees for the special event center parking lot and the rodeo arena and its grounds.

### DISCUSSION/CONCLUSION

The amendment provides for an effective date of October 1, 2016, to coincide with the new fiscal year. In addition, the following language is being added for consideration: "Council grants the city manager the authority to temporarily change rates from time to time for promotional purposes."

### FISCAL IMPACT

The increases in rates and fees should generate approximately \$4,000 in additional revenue in account 214-0000-363.99-10 per year. Rooms and events are often booked a year in advance; increases will apply to new bookings in fiscal year FY 16-17.

### RECOMMENDATION

Staff recommends the City Council approve the increase in rates and fees at the Killeen Civic and Conference Center Complex and the city manager or designee be authorized to temporarily change rates for promotional purposes.