



GREATER KILLEEN CHAMBER OF COMMERCE AGREEMENT

RS-18-075

September 4, 2018

Background and Findings

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- ❑ Agreement to provide economic development services since September 29, 1987.
- ❑ The agreements are for two-year terms. The current agreement expires September 30, 2018.
- ❑ City Manager will work with the Chamber of Commerce to transition funding to KEDC.
- ❑ Funding for the past two agreements:
 - ▣ FY 2015 and FY 2016 - \$677,400
 - ▣ FY 2017 and FY 2018 - \$338,700
- ❑ FY 2019 proposed budget funding - \$338,700

Agreement Overview

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- The following functions are explicitly required:
 - ▣ Plan, organize, and direct the economic development program;
 - ▣ Coordinate the economic development activities of various stakeholders;
 - ▣ Maintain liaison with the Governor's Office of Economic Development and other allies;
 - ▣ Prepare and administer a budget and work program for economic development;
 - ▣ Maintain an economic development website;
 - ▣ Initiate and maintain contact with business prospects to promote their location in Killeen;
 - ▣ Develop and present programs to business prospects regarding opportunities in Killeen; and
 - ▣ Conduct public information programs regarding development activities.

Agreement Overview

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- Summary of permitted use of funds:
 - ▣ Must be used solely for the purpose of encouraging and promoting economic development in Killeen; and
 - ▣ May be spent on day-to-day operations, supplies, salaries, office rental, travel expenses, and other related administrative costs.
- Monthly reports to City Council
 - ▣ Progress on activities and expenditures in promoting economic development;
 - ▣ Chamber Board Report;
 - ▣ Consolidated economic development report; and
 - ▣ A report that tracks the performance measures, financial accounting responsibilities, and action plan established by the agreement.

Agreement Overview

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- Standards for measuring Chamber's fulfillment of its obligations and responsibilities:
 - Location of new business enterprises, commerce, and industries in Killeen;
 - Accurate and timely flow of information to the City Council;
 - Operating the economic, business, commercial and industrial development function within the scope of the budget, work program and standards of performance;
 - Coordination of various community groups involved with economic, business, commercial and industrial development effort;
 - Citizen satisfaction with the economic, business, commercial and industrial development effort;
 - Stable relations with the City Council, citizen groups, economic development allies and business, commercial and industrial prospects; and
 - Development of economic development goals, objectives, and action plan.

Alternatives to be Considered

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- ☐ Enter into an agreement.
- ☐ Enter into an agreement with different terms or contribution amount.
- ☐ Do not enter into an agreement.

Recommendation

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Staff recommends that City Council authorize the City Manager or designee to execute an agreement with the Greater Killeen Chamber of Commerce and set the FY 2019 contribution amount.