



# 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

- 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.