

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

**Meeting Date: November 6, 2007**

**[X] Consent**  
**[ ] Ordinance**

☐ Regular  
☐ Public Hearing

**Department:** Parks and Recreation

**Submitted By: Parks and Recreation Department**

**Submitted For: Parks and Recreation Department**

## I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to receive and file: executed Independent Contractor Agreements received during the months of September and October.

- A) Shelly Janssen, Dance Instructor, West Boynton Park & Recreation Center. (JANS00041007525200J);
- B) Robert Hein, Tennis Instructor, various facilities. (HEIN000110075201H);
- C) Kim Moser, Classical Fencing Instructor, West Jupiter Recreation Center. (MO1025831007523300E);
- D) Kathy Andio, Water Exercise Instructor, North County Aquatic Complex. (AND1095381007530500B);
- E) Teresa Krellner, Basketball Official, West Boynton Park & Recreation Center. (KREL1139180907525200A);
- F) Steve VanCoppennolle, Water Exercise Instructor, North County Aquatic Complex. (VANC00061007530500I);
- G) JKF Goju Kai, Florida, Inc., Martial Arts Instructor, West Jupiter Recreation Center. (JKFGOJU1110971007523300B);
- H) Cindy Martling, Stroller Power Exercise Instructor, West Jupiter Recreation Center. (MART1087501007523300B);
- I) Gold Coast Gymnastics, Gymnastics Instructor, West Boynton Park & Recreation Center. (GOLD01291007525200G);
- J) Alexis Cardona, Martial Arts Instructor, West Boynton park & Recreation Center. (CARD00361007525200I);
- K) Susan Allshouse, Tennis Instructor, West Boynton Park & Recreation Center. (ALLS1074101007525200B).

**Summary:** In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating Department as a receive and file agenda item. The attached Independent Contractor Agreements have been fully executed on behalf of the Board of County Commissioners (Board) by the County Administrator/Director/Assistant Director of the Parks and Recreation Department in accordance with Resolution 94-422, amended by Resolutions 02-2103 and 07-0409, and are now being submitted to the Board to receive and file. Countywide (AH)

**Background and Justification:** A resolution providing authority to execute Independent Contractor Agreements with recreation instructors and sports officials (Resolution 94-422, amended by Resolutions 02-2103 and 07-0409) was adopted by the Board to streamline the hiring process. The Board granted the Director/Assistant Director of Parks and Recreation authority to execute Independent Contractor Agreements with recreation instructors and sports officials up to \$10,000, with contracts of \$10,000 or more requiring the County Administrator's approval.

The Agreements attached have been executed on behalf of the Board by the County Administrator/Director/Assistant Director of the Parks and Recreation Department in accordance with the authority delegated by the Board, and are now being submitted to the Board to receive and file.

**Attachments:** Independent Contractor Agreements (11)

**Recommended by:**

**Department Director**

Date \_\_\_\_\_

10/16/07

**Approved by:**

**Assistant County Administrator**

Date \_\_\_\_\_

10/25/07

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures	-0-	-0-	-0-	-0-	-0-
Operating Costs	96,004	-0-	-0-	-0-	-0-
External Revenues	(139,889)	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	(43,885)	-0-	-0-	-0-	-0-
NET FISCAL IMPACT		-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes X No \_\_\_\_\_

Budget Account No.: Fund 0001 Department 580 Unit various Object: 3422

Fund 0001 Department 580 Unit various RSRC 4721

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

	Contractor	FY2007		FY2008	
		Revenue	Expense	Revenue	Expense
A	Shelly Janssen			\$37,143	\$26,000
B	Robert Hein			\$7,143	\$5,000
C	Kim Moser			\$6,360	\$4,452
D	Kathy Andio			\$5,715	\$4,000
E	Teresa Krellner	\$3,734	\$416	\$7,466	\$2,912
F	Steve VanCopenolle			\$21,429	\$15,000
G	JKF Goju Kai, Florida, Inc			\$15,429	\$10,800
H	Cindy Martling			\$3,343	\$2,340
I	Gold Coast Gymnastics			\$7,143	\$5,000
J	Alexis Cardona			\$27,143	\$19,000
K	Susan Allshouse			\$1,575	\$1,500
	Total	\$3,734	\$416	\$139,889	\$96,004

This table addresses the FY2007 fiscal impact associated with the Independent Contractor Agreements.

C. Departmental Fiscal Review: ckopelakis

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development and Control Comments:

[Signature] 10/22/07  
OFMB  
10/19

[Signature] 10/24/07  
Contract Development and Control  
10/24/07

### B. Legal Sufficiency:

Anne Delgant 10/25/07  
Assistant County Attorney

This item complies with current  
County policies.

### C. Other Department Review:

\_\_\_\_\_  
Department Director

This summary is not to be used as a basis for payment