

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: July 19, 2011

☒ [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 month of May of 2011.

- A) JKF Goju Kai, Florida, Inc., Karate Instructor, West Jupiter Recreation Center, for the period June 6, 2011 through August 13, 2011 (JKFGOJU11109706115233G);
- B) Building up Sports Academy, Inc., Fishing Camp Instructor, John Prince Park and Okeeheelee Park, for the period June 20, 2011, through August 6, 2011 (BUILDUP11614606115243D);
- C) Valerie Bell, Crafts and Fun Instructor, West Jupiter Recreation Center, for the period June 30, 2011, through July 15, 2011 (BELL008206115243Q);
- D) Valerie Bell, Crafts and Fun Instructor, West Jupiter Recreation Center, for the period June 30, 2011, through July 15, 2011 (BELL008206115243O);
- E) Valerie Bell, Crafts and Fun Instructor, Westgate Park and Recreation Center, for the period June 22, 2011, through July 28, 2011 (BELL008206115243N);
- F) Valerie Bell, Crafts and Fun Instructor, Westgate Park and Recreation Center, for the period July 27, 2011, through July 28, 2011 (BELL008206115243P);
- G) Palm Beach County Officials Association, Adult Basketball Referee, Westgate Park and Recreation Center, for the period May 24, 2011, through August 7, 2011 (PALM016805115232D);
- H) Team Elite Athletic Management International, Inc., USA Swimming and US Masters Swimming Team Coach, Aqua Crest Pool, for the period June 1, 2011, through July 31, 2011 (FLAAQUA13052802115303C);
- I) LB2 Enterprises, Inc., US Master's Swimming Team Coach, North County Aquatic Complex, for the period June 1, 2011, through May 31, 2012 (LB212404706115305C); and
- J) 3D Diving, Inc., USA Diving Team Coach, North County Aquatic Complex, for the period July 1, 2011, through June 30, 2012 (3DDI000107115305H).

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. Districts 1, 2, 3 and 7 (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 (10)

Recommended by: _____

Department Director

Date

Approved by: _____

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2011 | 2012 | 2013 | 2014 | 2015 |
|--------------------------|-------------------------|-------------------------|-------------------|-------------------|-------------------|
| Capital Expenditures | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |
| Operating Costs | <u>51,114</u> | <u>70,750</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |
| External Revenues | <u>(62,625)</u> | <u>(88,438)</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |
| Program Income (County) | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |
| In-Kind Match (County) | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |
| NET FISCAL IMPACT | <u>*(11,511)</u> | <u>*(17,688)</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |

ADDITIONAL FTE

POSITIONS (Cumulative) 0 0 _____

Is Item Included in Current Budget? Yes X No _____

Budget Account No.: Fund 0001 Department 580 Unit various
Revenue various /Object 3422 Program N/A

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

| | Contractor | FY2011 | | FY2012 | |
|---|--|-----------------|-----------------|-----------------|-----------------|
| | | Revenue | Expense | Revenue | Expense |
| A | JKF Goju Kai, Florida, Inc. | \$5,358 | \$3,750 | | |
| B | Building up Sports Academy, Inc. | \$9,000 | \$6,750 | | |
| C | Valerie Bell | ** | \$587 | | |
| D | Valerie Bell | ** | \$587 | | |
| E | Valerie Bell | ** | \$757 | | |
| F | Valerie Bell | ** | \$133 | | |
| G | Palm Beach County Officials Association | \$1,704 | \$1,300 | | |
| H | Team Elite Athletic Management International, Inc. | \$12,500 | \$10,000 | | |
| I | LB2 Enterprises, Inc. | \$13,750 | \$11,000 | \$27,500 | \$22,000 |
| J | 3D Diving, Inc. | \$20,313 | \$16,250 | \$60,938 | \$48,750 |
| | Totals | \$62,625 | \$51,114 | \$88,438 | \$70,750 |

*Estimated net fiscal impact for these agreements is \$29,199. Actual revenue and operating costs will be determined at the termination of the agreements.

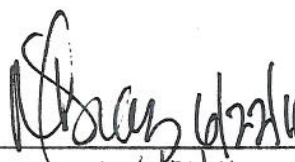
**Revenue included in overall Summer Camp tuition

C. Departmental Fiscal Review:



III. REVIEW COMMENTS

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


OFMB
5/22/11 6/21/11
cc 5/22/11
5/22/11


Contract Development and Control
7-14-11 D. Whaley
7/15/11

B. Legal Sufficiency:


Assistant County Attorney

C. Other Department Review:

Department Director

REVISED 9/2003
ADM FORM 01

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