

AGENDA ITEM
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Agenda Item #3.M.7.

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: December 15, 2015

☒ 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: the following original executed Independent Contractor Agreements:

- A) Modern Bujutsu Karate Florida, Inc., Martial Arts Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2015, through September 30, 2016;
- B) Anastasia Scruggs, Hip Hop Dance Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2015, through September 30, 2016;
- C) Regina M. Rodrigues, Gentle Yoga Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2015, through September 30, 2016;
- D) Regina M. Rodrigues, Gentle Yoga Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2015, through September 30, 2016;
- E) Gold Coast Gymnastics, Inc., Tiny Tot Tumbling Instructor, West Boynton Recreation Center, for the period of October 1, 2015, through September 30, 2016;
- F) Modern Bujutsu Karate Florida, Inc., Martial Arts Instructor, West Boynton Recreation Center, for the period of October 2, 2015, through September 30, 2016;
- G) Palm Beach County Officials Association, Inc., Youth Basketball Officials, West Boynton Recreation Center, for the period of October 3, 2015, through October 10, 2015;
- H) Shelly Janssen, Youth Dance Instructor, West Boynton Recreation Center, for the period of October 1, 2015, through May 26, 2016;
- I) Caroline Andre, Fall 2015 Cheerleader Instructor, Westgate Recreation Center, for the period of October 3, 2015, through November 14, 2015;
- J) Palm Beach County Officials Association, Inc., Fall 2015 Jr. Basketball Officials, Westgate Recreation Center, for the period of October 3, 2015, through November 14, 2015;
- K) Palm Beach County Officials Association, Inc., Fall 2015 Youth & Teens Basketball Officials, Westgate Recreation Center, for the period of October 3, 2015, through November 14, 2015;
- L) JKF Goju Kai Florida, Inc., Karate Instructor, West Jupiter Recreation Center, for the period of October 10, 2015, through September 30, 2016;
- M) Kim Moser, Classical Fencing Instructor, West Jupiter Recreation Center, for the period of October 28, 2015, through September 30, 2016.

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. These 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 2002-2103, 2007-0409, and 2012-0168, and are now being submitted by the Board to receive and file. Districts 1, 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 2002-2103, 2007-0409, and 2012-0168) 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 and Amendments 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:

1. Independent Contractor Agreements (13)

Recommended by: _____

[Signature]
Department Director

12/01/2015
Date

Approved by: _____

[Signature]
Deputy County Administrator

12-4-15
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	-0-	-0-	-0-	-0-	-0-
Operating Costs	78,381	-0-	-0-	-0-	-0-
External Revenues	(125,019)	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	*(46,638)	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes _____ No _____
Budget Account No.: Fund 0001 Department 580 Unit Various
Object 3422/Revenue Source 4721 Program N/A

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

Item	Contractor	Revenue	Expense
A	Modern Bujutsu Karate Florida, Inc.	\$2,400	\$1,680
B	Anastasia Scruggs	\$800	\$1,080
C	Regina M. Rodrigues	\$0	\$700
D	Regina M. Rodrigues	\$16,250	\$5,200
E	Gold Coast Gymnastics, Inc.	\$5,760	\$4,032
F	Modern Bujutsu Karate Florida, Inc.	\$16,626	\$11,638
G	Palm Beach County Officials Association, Inc.	\$4,800	\$864
H	Shelly Janssen	\$28,143	\$19,700
I	Caroline Andre	\$700	\$418
J	Palm Beach County Officials Association, Inc.	\$1,400	\$429
K	Palm Beach County Officials Association, Inc.	\$5,600	\$2,862
L	JKF Goju Kai Florida, Inc.	\$14,040	\$9,828
M	Kim Moser	\$28,500	\$19,950
	Totals	\$125,019	\$78,381

*Estimated net revenue for these agreements is \$46,638. Actual revenue and operating costs will be determined at the termination of these agreements.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

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

OFMB

Contract Development & Control

B. Legal Sufficiency:

Anne Delgent 12-4-15
Assistant County Attorney

C. Other Departmental Review:

Department Director

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