

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: December 6, 2016

Consent Regular
 Ordinance 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, 2016, through September 30, 2017;
- B) Anastasia Scruggs, Creative Dance Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2016, through September 30, 2017;
- C) M. Regina Rodrigues, Gentle Yoga TRIP and Community Program Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2016, through September 30, 2017;
- D) M. Regina Rodrigues, Gentle Yoga Adults/Seniors Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2016, through September 30, 2017;
- E) Gold Coast Gymnastics, Inc., Tiny Tot Tumbling Instructor, West Boynton Recreation Center, for the period of October 6, 2016, through September 30, 2017;
- F) Shelly M. Janssen, Youth Dance Instructor, West Boynton Recreation Center, for the period of October 1, 2016, through June 3, 2017;
- G) Modern Bujutsu Karate Florida, Inc., Martial Arts Instructor, West Boynton Recreation Center, for the period of October 5, 2016, through September 30, 2017;
- H) Palm Beach County Officials Association, Inc., Fall 2016 Youth Basketball Officials, West Boynton Recreation Center, for the period of September 10, 2016, through September 24, 2016;
- I) Palm Beach County Officials Association, Inc., Fall 2016 Youth Basketball Officials, West Boynton Recreation Center, for the period of October 1, 2016, through October 22, 2016;
- J) Palm Beach County Officials Association, Inc., Fall 2016 Junior Basketball Officials, Westgate Recreation Center, for the period of October 1, 2016, through November 12, 2016;
- K) Palm Beach County Officials Association, Inc., Fall 2016 Youth and Teen Basketball Officials, Westgate Recreation Center, for the period of October 1, 2016, through November 12, 2016;
- L) Keane Phea Syres Archibald Wilkinson, Fall 2016 Cheerleader Instructor, Westgate Recreation Center, for the period of September 13, 2016, through September 30, 2016;
- M) Keane Phea Syres Archibald Wilkinson, Fall 2016 Cheerleader Instructor, Westgate Recreation Center, for the period of October 1, 2016, through November 12, 2016;
- N) Kim Moser, Classical Fencing Instructor, West Jupiter Recreation Center, for the period of October 5, 2016, through June 7, 2017.

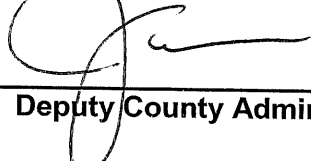
Summary: In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating Department as a Receive and File Agenda Item. These Independent Contractor Agreements have been fully executed on behalf of the Board of County Commissioners (Board) by the County 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: Independent Contractor Agreements (14)

Recommended by:  11-8-16
Department Director Date

Approved by:  11-22-16
Deputy County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>68,507</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>(115,582)</u>	<u>-0-</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>(47,075)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# 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:

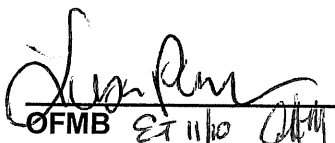
Item	Contractor	2016		2017	
		Revenue	Expense	Revenue	Expense
A	Modern Bujutsu Karate Florida, Inc.			\$2,400	\$1,680
B	Anastasia Scruggs			\$800	\$1,080
C	M. Regina Rodrigues			\$0	\$700
D	M. Regina Rodrigues			\$24,225	\$7,750
E	Gold Coast Gymnastics, Inc.			\$5,000	\$3,500
F	Shelly M. Janssen			\$34,286	\$24,000
G	Modern Bujutsu Karate Florida, Inc.			\$13,571	\$9,500
H	Palm Beach County Officials Assoc., Inc.	\$4,800	\$648		
I	Palm Beach County Officials Assoc., Inc			\$4,800	\$648
J	Palm Beach County Officials Assoc., Inc.			\$1,400	\$429
K	Palm Beach County Officials Assoc., Inc.			\$5,600	\$2,754
L	Keane Phea Syres Archibald Wilkinson	\$700	\$154		
M	Keane Phea Syres Archibald Wilkinson			\$700	\$506
N	Kim Moser			\$22,800	\$15,960
	Totals	\$5,500	\$802	\$115,582	\$68,507

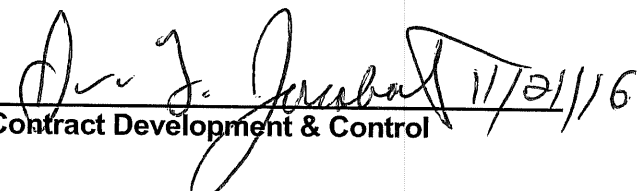
*Estimated net revenue for these agreements is \$47,075. Actual revenue and operating costs will be determined at the termination of these agreements.

C. Departmental Fiscal Review:  _____

III. REVIEW COMMENTS

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

 11/14/16
 OFMB 11/10/16

 11/21/16
 Contract Development & Control

B. Legal Sufficiency:

 11/22/16
 Assistant County Attorney

C. Other Departmental Review:

 Department Director

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