

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: December 19, 2017

☒ 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 16, 2017, through September 30, 2018;
- B) M. Regina Rodrigues, Gentle Yoga TRIP and Community Program Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2017, through September 30, 2018;
- C) M. Regina Rodrigues, Gentle Yoga Adults/Seniors Instructor, CMAA Therapeutic Recreation Complex, for the period of October 1, 2017, through September 30, 2018;
- D) Gold Coast Gymnastics, Inc., Tiny Tot Tumbling Instructor, West Boynton Recreation Center, for the period of October 5, 2017, through September 30, 2018;
- E) Shelly M. Janssen, Youth Dance Instructor, West Boynton Recreation Center, for the period of August 26, 2017 through September 30 2017.
- F) Shelly M. Janssen, Youth Dance Instructor, West Boynton Recreation Center, for the period of October 3, 2017, through June 17, 2018.
- G) Modern Bujutsu Karate Florida, Inc., Martial Arts Instructor, West Boynton Recreation Center, for the period of October 4, 2017, through September 30, 2018;
- H) Palm Beach County Officials Association, Inc., Fall 2017 Youth Basketball Officials, West Boynton Recreation Center, for the period of September 26, 2017, through September 30, 2017;
- I) Palm Beach County Officials Association, Inc., Fall 2017 Youth Basketball Officials, West Boynton Recreation Center, for the period of October 7, 2017, through October 28, 2017;
- J) Palm Beach County Officials Association, Inc., Fall 2017 Youth Basketball Officials, Westgate Recreation Center, for the period of October 7, 2017, through December 9, 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, 2012-0168 and 2017-0822, 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, 2012-0168 and 2017-0822) 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 (10)

Recommended by: _____


Department Director

11-22-17
Date

Approved by: _____


Deputy County Administrator

12/8/17
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	20120	2021	2022
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>52,135</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>(79,465)</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>*(27,330)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget?

Yes X

No _____

Does this item include the use of federal funds?

Yes _____

No X

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	2017		2018	
		Revenue	Expense	Revenue	Expense
A	Modern Bujutsu Karate Florida, Inc.			\$2,400	\$1,680
B	M. Regina Rodrigues			\$0	\$700
C	M. Regina Rodrigues			\$19,000	\$7,600
D	Gold Coast Gymnastics			\$5,000	\$3,500
E	Shelly M. Janssen	\$8,857	\$6,200		
F	Shelly M. Janssen			\$35,714	\$25,000
G	Modern Bujutsu Karate Florida, Inc.			\$13,571	\$9,500
H	Palm Beach County Officials Assoc., Inc.	\$700	\$432		
I	Palm Beach County Officials Assoc., Inc			\$2,100	\$864
J	Palm Beach County Officials Assoc., Inc.			\$1,680	\$3,291
	Totals	\$9,557	\$6,632	\$79,465	\$52,135

*Estimated net revenue for these agreements is \$27,330. Actual revenue and operating costs will be determined at the termination of these agreements.

C. Departmental Fiscal Review: mf 11/22/17

III. REVIEW COMMENTS

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

OFMB 11/22/17
11/22/17

Contract Development & Control
12/1/17

B. Legal Sufficiency:

Anne Delmont 12-8-17
Assistant County Attorney

C. Other Departmental Review:

Department Director

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