

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

Meeting Date: November 19, 2019

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 10 executed Independent Contractor Agreements:

- A) Caroline Ann Karolinko, US Synchronized Swimming Coach at Aqua Crest Pool, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$40,000;
- B) East Coast Aquatic Club, LLC, USA Swimming Coach at Aqua Crest Pool, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$110,000;
- C) LB2 Enterprises, Inc., d/b/a Palm Beach Masters, US Masters Swimming Coach at Aqua Crest Pool, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$45,000;
- D) Gordon Andrews, USA Swimming Coach at Lake Lytal Pool, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$104,000;
- E) LB2 Enterprises, Inc., d/b/a Palm Beach Masters, US Masters Swimming Coach at Lake Lytal Pool, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$35,000;
- F) Derek Jones, US Diving Coach at North County Aquatic Complex, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$75,000;
- G) Kiril Zahariev, USA Swimming Coach at North County Aquatic Complex, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$165,000;
- H) LB2 Enterprises, Inc., d/b/a Palm Beach Masters, US Masters Swimming Coach at North County Aquatic Complex, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$90,000;
- I) Mary Lou Putnam, Water Exercise Instructor at North County Aquatic Complex, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$25,000; and
- J) Stephen Van Coppenolle, Water Exercise Instructor at North County Aquatic Complex, for the period of October 1, 2019 through September 30, 2020 in an amount not to exceed \$5,000.

**Summary:** These Independent Contractor Agreements have been fully executed on behalf of the Board of County Commissioners (BCC) by the County Administrator and 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. The Department is now submitting these agreements in accordance with County PPM CW-O-051, which requires all delegated agreements to be submitted by the initiating Department to the BCC as a Receive and File agenda item. Districts 1, 2, 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 BCC to streamline the hiring process. The BCC granted the 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 BCC by the County Administrator and Director of the Parks and Recreation Department in accordance with the authority delegated by the BCC, and are now being submitted to the BCC to receive and file.

**Attachments:** Independent Contractor Agreements (10)

Recommended by:   
Department Director

10/24/19  
Date

Approved by:   
Assistant County Administrator

11/1/2019  
Date

**II. FISCAL IMPACT ANALYSIS**

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

| Fiscal Years  | 2020              | 2021       | 2022       | 2023       | 2024       |
|---|-------------------|------------|------------|------------|------------|
| Capital Expenditures                                | _____             | _____      | _____      | _____      | _____      |
| Operating Costs                                     | 694,000           | _____      | _____      | _____      | _____      |
| External Revenues                                   | (872,857)         | _____      | _____      | _____      | _____      |
| Program Income (County)                             | _____             | _____      | _____      | _____      | _____      |
| In-Kind Match (County)                              | _____             | _____      | _____      | _____      | _____      |
| <b>NET FISCAL IMPACT</b>                            | <b>*(178,857)</b> | <b>-0-</b> | <b>-0-</b> | <b>-0-</b> | <b>-0-</b> |
| <b># ADDITIONAL FTE POSITIONS (Cumulative)</b>      | _____             | _____      | _____      | _____      | _____      |
| <b>Is Item Included in Current Budget:</b>          |                   | Yes        | X          | No         | _____      |
| <b>Does this item include use of federal funds?</b> |                   | Yes        | _____      | No         | X          |

Budget Account No.: Fund 0001 Department 580 Unit Various  
 Object 3422 / Revenue Source 4724 Program N/A

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

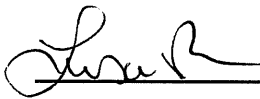

| Item | Contractor                                      | Revenue          | Expense          | % Split |
|------|---|------------------|------------------|---------|
| A    | Caroline Ann Karolinko                          | \$50,000         | \$40,000         | 80/20   |
| B    | East Coast Aquatic Club, LLC                    | \$137,500        | \$110,000        | 80/20   |
| C    | LB2 Enterprises, Inc., d/b/a Palm Beach Masters | \$56,250         | \$45,000         | 80/20   |
| D    | Gordon Andrews                                  | \$130,000        | \$104,000        | 80/20   |
| E    | LB2 Enterprises, Inc., d/b/a Palm Beach Masters | \$43,750         | \$35,000         | 80/20   |
| F    | Derek Jones                                     | \$93,750         | \$75,000         | 80/20   |
| G    | Kiril Zahariev                                  | \$206,250        | \$165,000        | 80/20   |
| H    | LB2 Enterprises, Inc., d/b/a Palm Beach Masters | \$112,500        | \$90,000         | 80/20   |
| I    | Mary Lou Putnam                                 | \$35,714         | \$25,000         | 70/30   |
| J    | Stephen VanCoppennolle                          | \$7,143          | \$5,000          | 70/30   |
|      | <b>Totals</b>                                   | <b>\$872,857</b> | <b>\$694,000</b> |         |

\*Estimated net revenue for these agreements is \$178,857. 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:**

 11/2/19  
 OFMB DC 10/25 BR 10/25   
 Contract Development & Control  
11/1/19 Tu

**B. Legal Sufficiency:**

 11-1-19  
 Assistant County Attorney

**C. Other Departmental Review:**

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

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