



## REPORT TO CITY COUNCIL

**To:** Honorable Mayor and Members of the City Council

**From:** Jason Simpson, City Manager

**Prepared by:** Johnathan Oliver Skinner, Director Of Community Services

**Date:** July 9, 2024

**Subject:** Independent Contractor Agreement for Instruction with National Junior Basketball League

### **Recommendation**

Approve and authorize the City Manager to execute an agreement/contract with National Junior Basketball League in an amount not to exceed \$60,000 for basketball league, practices, games, and instruction in such final form as approved by the City Attorney and authorize the City Manager to execute change orders not exceeding a 10% contingency of \$6,000 for uncertainties and adjustments.

### **Background**

The City of Lake Elsinore contracts with private instructors to perform recreational instruction at City-owned facilities such as the Lake Community Center, Dream Extreme Neighborhood Center, and Lake Elsinore Senior Center. The City of Lake Elsinore collects all registration fees for the classes through Rec1, a software program. Upon the City's receipt of the invoice, the City then pays each of the contract instructors 75 percent of the participation Registration Fees collected. The City retains 25 percent of the fees for facility maintenance and staffing costs.

### **Discussion**

National Junior Basketball (NJB) is an existing business providing basketball instruction, practice, and games at the Lake Community Center and our joint-use Terra Cotta Middle School Gymnasium. In NJB's inaugural season with the City, they registered over 100 participants. With their success, ability to offer multiple seasons, addition of camps and workshops, and capacity to accommodate more than 200 participants per season, we anticipate that NJB will grow in popularity. Thus, we anticipate the instructor portion of registration fees will exceed the City Manager's authority threshold. The Independent Contractor Agreement is attached as Attachment 1 and provides authorization for payment of the instructor share of registration fees up to \$60,000.

**Fiscal Impact**

Since the City collects the Registration Fees, pays the instructor their 75 percent dues, and retains 25 percent to cover staffing and maintenance, the expenses are countered with the appropriate revenue stream and therefore, no fiscal impact is anticipated.

**Attachments**

Attachment 1 - Agreement