



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** September 25, 2023
SUBJECT: Authorize the City Manager to execute a contract instructor service agreement with Julia Geske for providing tennis instruction services at the Richland Tennis Center in an amount not to exceed \$85,000 for FY2024.

PRESENTER: Adrien Pekurney, Director of Parks and Recreation

SUMMARY:

Staff requests City Council consider approving a contract instructor service agreement with Julia Geske for tennis instruction services at the Richland Tennis Center in an amount not to exceed \$85,000 for FY2024.

GENERAL DESCRIPTION:

The Parks and Recreation Department, Richland Tennis Center utilizes the services of Julia Geske for tennis instruction. Julia is a Professional Tennis Registry Certified Tennis Professional with nearly 8 years of teaching experience. Julia has quickly developed a strong adult and youth instruction following for both private and group lessons. Julia continues to be a great representative of Richland Tennis Center and provides excellent instruction, customer service, guest follow-up and communication. Contract instructor services include private instruction, small and large group instruction, as well as tournament site operation coordination.

In recent years the Richland Tennis Center staffing structure has evolved from full-time staff tennis instructors to contract instructors to support an increase in instruction-based program cost recovery. The use of contract instruction has allowed for increased instructional capacity allowing for more instruction-based program offerings and availability. All tennis instruction at Richland Tennis Center and NRH Park courts must be coordinated through Richland Tennis Center which allows for consistent program enrollment, program advertising and minimizes scheduling conflicts for court time. This contract instructor services agreement pays to the contractor 50% (minus expenses) for all drills and classes, 70% for all private lessons or small group lessons, and \$100 per day flat fee for operating a tournament site. In FY2023 Julia Geske's tennis instruction generated over \$135,000 in gross revenue providing a net revenue to the Richland Tennis Center of just over \$60,000. All instructional services are not paid to instructors until funds have been collected through Richland Tennis Center.



Annual instructor agreement terms are per fiscal year. This item is to award a one (1) year contract with term of October 1, 2023 through September 30, 2024.

RECOMMENDATION:

Authorize the City Manager to execute a contract instructor service agreement with Julia Geske for providing tennis instruction services at the Richland Tennis Center in an amount not to exceed \$85,000 for FY2024.