



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** May 8, 2023  
**SUBJECT:** Approve 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 FY2023.

**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 FY2023.

**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 which has now exceeded her initial contract instructor agreement that began on October 1, 2022. 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 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 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 consistency, and minimizes scheduling conflicts for court time. Through the first six months of the current FY2023, Richland Tennis Center tennis instruction has generated \$126,568 in revenue with an instructional expense of \$64,719 netting \$61,849 in revenues over expenses, which is used to cover overhead and operational expenses. Instructional service fees are not paid to the instructors until funds have been collected from program participants through the Richland Tennis Center.



Annual instructor agreement terms are per fiscal year. This item is to consider approval of the contract instructor service agreement through the end of the current fiscal year with a term of May 8, 2023, through September 30, 2023.

**RECOMMENDATION:**

Approve 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 FY2023.