



PARKS AND RECREATION

To: Mayor and Town Council

From: Dan Baker, Director of Parks and Recreation

**Through: Robyn Battle, Executive Director,
Mario Canizares, Town Manager**

Re: Professional Services Agreement – Soccer Sparks LLC

Town Council Meeting – February 13, 2024

Agenda Item:

Consider and act upon approval of a Professional Services Agreement between the Town of Prosper and Soccer Sparks LLC for recreation program instructor services; and authorizing the Town Manager to execute documents for same.

Description of Agenda Item:

As part of the programming objectives for the Recreation Division, different programs and classes are offered to the community throughout the year. For these programs to run successfully, Town staff hires instructors to teach the classes. Before entering into a contract with these professionals, different factors are taken into consideration. As part of the Professional Services Agreement, the instructor agrees to retain a portion of the revenue and the remainder of the revenue is retained by the Town. There are varying percentages used, based on the type of program and supplies either provided by the Town or the instructor.

The Town offers a soccer program for ages 2 through 9. These programs are run throughout the calendar year during the afternoon and evening at Folsom Elementary. Per this Professional Services Agreement, the Town agrees to retain 30 percent (30%) of the total revenue collected during the registration process. In FY 2022-2023, Soccer Sparks LLC collected \$29,170 from the registrants for services provided, generating \$12,501 in revenue for the Town.

This item was presented to the Parks and Recreation Board during their February 8, 2024, meeting. The Board recommended moving forward with the entity.

Budget Impact:

Town staff estimates the amount of revenue collected to be \$30,000 in FY 2023-2024, generating approximately \$12,650 in revenue for the Town. The \$30,000 will be funded from the Recreation Activities Account 100-5995-60-03.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Professional Services Agreement

Town Staff Recommendation:

Town Staff recommends approval of a Professional Services Agreement between the Town of Prosper and Soccer Sparks LLC for recreation program instructor services; and authorizing the Town Manager to execute documents for same.

Proposed Motion:

I move to approve a Professional Services Agreement between the Town of Prosper and Soccer Sparks LLC for recreation program instructor services; and authorizing the Town Manager to execute documents for same.