



AGENDA MEMORANDUM

First Reading Item for the City Council Meeting of May 9, 2017
Second Reading Item for the City Council Meeting of May 16, 2017

DATE: April 28, 2017

TO: Margie C. Rose, City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department
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Service Agreement to Manage and Operate Al Kruse Tennis Center

CAPTION:

Ordinance authorizing the City Manager or designee to execute a Service Agreement with Sweet Spot Tennis, LLC ("Contractor") for management and operations of Al Kruse Tennis Center for a term of 4 months at \$3,166 per month, with up to four additional one-month extension option periods; and the Contractor will receive 95% of all Pro Revenue and 50% of collected City Revenue at Al Kruse Tennis Center and the City will receive 5% of all Pro Revenue and 50% of collected City Revenue at Al Kruse Tennis Center.

PURPOSE:

This item is to approve a short-term Al Kruse Tennis Center Service Agreement with Sweet Spot Tennis, LLC until such time that a new solicitation can be processed and a new contract awarded.

BACKGROUND AND FINDINGS:

The Al Kruse Tennis Center was previously under a contract and lease agreement with Tennis Pro Susan Shelby Torrance until her recent retirement. The Parks and Recreation Department secured a temporary agreement with a local tennis instructor to continue operations. The solicitation process was performed by the City of Corpus Christi's Purchasing Department to find a new contractor to operate the tennis center. A selection was made and a Service Agreement was presented to the City Council on February 14, 2017. At that meeting the item was tabled to February 21, 2017. After discussion during the February 21st meeting the motion was made to table the item to the council meeting on March 21, 2017. The item did not pass at the March 21st meeting. A Motion of Direction was made during the meeting and it was directed that the City Manager would bring back a temporary contract for council's approval. At this time the department is requesting the authorization to implement the temporary, short-term agreement with Sweet Spot Tennis, LLC, Gerald Tjon A Joe, until the solicitation process has been completed for a new Service Agreement. The department is currently benchmarking with other cities to obtain information on various management options for tennis centers.

ALTERNATIVES:

Not authorize the Service Agreement.

OTHER CONSIDERATIONS:

None

CONFORMITY TO CITY POLICY:

The City Council must approve all Ordinances.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Legal, Finance

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2016-17	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$37,992.00		\$37,992.00
Encumbered/ Expended Amount		\$12,351.00		\$12,351.00
This item		\$12,664.00		\$12,664.00
BALANCE		\$12,977.00		\$12,977.00

Fund(s): General Fund – 1020

Comments:

None

RECOMMENDATION:

Staff recommends authorizing the short-term Service Agreement for Al Kruse Tennis Center.

LIST OF SUPPORTING DOCUMENTS:

Ordinance

Service Agreement

Informal Staff Report – Benchmark Findings