



**City of Waukesha**  
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<b>Committee:</b> Parks, Recreation & Forestry Board	<b>Date:</b> 1/15/2024
<b>Common Council Item Number:</b> ID#	<b>Date:</b> 2/6/2024
<b>Submitted By:</b> Ron Grall, Director of Parks, Recreation & Forestry Melissa Lipska, Parks & Forestry Operations Manager	<b>City Administrator Approval:</b> Anthony Brown, City Administrator
<b>Finance Department Review:</b> Joe Ciurro, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney
<b>Subject:</b> Review and act on (recommendation to Common Council) approval of a contract with Snyder & Associates to provide a dog facilities and regulations study for the Parks, Recreation & Forestry Department.	

**Details:**  
The Parks, Recreation & Forestry Department is proposing to complete a study with recommendations for dog facilities and regulations. This study will analyze existing parks and facilities within the City and nearby communities and make recommendations for new locations and types of dog park related facilities as well as regulations regarding dogs in parks. The information, including cost estimates, from this plan will drive future dog related improvements and regulation changes to the parks.

**Options & Alternatives:**  
The Parks, Recreation & Forestry Department conducted a formal Request for Proposal process. Two submittals were received, one from Snyder & Associates for \$35,000 and one from SRF Consulting for \$74,927. Snyder was found to have a comprehensive proposal that will provide all necessary requirements for a reasonable cost.

**Financial Remarks:**  
The Parks, Recreation & Forestry Department has approved study and planning funds in account 5551.68290.

**Executive Recommendation:**  
The Parks, Recreation & Forestry Board recommends to the Common Council approval of the contract with Snyder & Associates to provide a dog facilities and regulations study for the Parks, Recreation & Forestry Department.