



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Parks, Recreation and Forestry	<b>Date:</b> 08/05/19
<b>Common Council Item Number:</b> ID#19-1090	<b>Common Council Meeting Date:</b> 8/20/2019
<b>Submitted By:</b> Ron Grall, WPRF Director /Karen Richards, SPARS Coordinator	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator KL
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BR
<b>Subject:</b> To recommend approval of Partner Agreement with Waukesha Sunrise Rotary Club for Waukesha Oktoberfest.	

**Details:**  
 Waukesha Parks, Recreation & Forestry Department (WPRF) would like to continue working collaboratively with the Waukesha Sunrise Rotary Club for food services at Waukesha Oktoberfest. Written agreement was created with the City Attorney.

**Options & Alternatives:**  
 Staff recommendation is to continue to work cooperatively with the Waukesha Sunrise Rotary Club to provide the best experience possible to event attendees. Alternatively, if the services are not provided by Sunrise Rotary Club, we would need to seek a different partner or provide the food service with staff.

**Financial Remarks:** WPRF receives a portion of sales from partner organizations. In total, income is anticipated at approximately \$45,000 with expenses anticipated at approximately \$43,000. Accounts utilized include: Event Sales 5994.46741; Event Sponsorships income 5994.48501; Oktoberfest Expenses 5994.53958.

**Executive Recommendation:** Recommend approval of the contracts between City of Waukesha and the Waukesha Sunrise Rotary Club and authorize the Mayor to enter into the contract.

