



City of Waukesha
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Committee: Parks, Recreation & Forestry Board	Date: 11/20/2023
Common Council Item Number: ID#23-8183	Date: 12/5/2023
Submitted By: Ron Grall, Director Joanna Adamicki, Special Events Coordinator	City Administrator Approval: Gina Kozlik, Interim City Administrator GK
Finance Department Review: Joe Ciurro, Finance Director JC	City Attorney's Office Review: Brian Running, City Attorney BR
Subject: To recommend approval of the contract between Robert T. Elliott, a sole proprietor doing business as The Elliott Organization and the City of Waukesha for the Waukesha JanBoree public event.	

Details:
Waukesha Parks, Recreation & Forestry Department (WPRF) is working collaboratively with various organizations across the Waukesha community to host the Waukesha JanBoree, January 19-28, 2024. As a part of these activities, WPRF would like to work with The Elliot Organization to offer glass blowing as entertainment on Fri., January 19 and Sat., January 20, 2024 at Lowell Park opening weekend.

Options & Alternatives:
Staff recommendation is to work with The Elliot Organization to provide an opportunity for learning and entertainment at the Waukesha JanBoree. Alternatively, we could not offer the activity and reduce the event offerings during the festival.

Financial Remarks:
The show activity contract is for \$10,500 which would be paid from the JanBoree Other Professional Services account 5920.52190. This account is supported through sponsorship dollars in account 5920.45820.

Executive Recommendation:
Recommend approval of the contract between The Elliot Organization and City of Waukesha and authorize the Mayor to enter into these contracts.