

**CITY OF WAUKESHA****Administration**

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<b>Common Council Item Number:</b> 17-1078	<b>Date:</b> 7/27/2017
<b>Submitted By:</b> Ron Grall, Director of Parks, Recreation & Forestry Mary Berg, Recreation Services Manager	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator
<b>Finance Department Review:</b> Rich Abbott, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney
<b>Subject:</b> Approval and authorization of contracts between City of Waukesha Parks, Recreation & Forestry Department and various specialized service providers.	

**Details:**  
Waukesha Parks, Recreation & Forestry Department (WPRF) is working collaboratively with various Independent Contractual Services to provide recreation programs for the Waukesha community. In the past, when WPRF used a contractual service, a written agreement was created and approved between WPRF and the instructor/contractual provider. Fees and charges are negotiated using the Fees and Charges guidelines approved by the Park and Recreation Board. The new Recreation Service contracts will make language and expectations consistent while following the established fees and charges policy.

**Options & Alternatives:**  
Staffs' recommendation is to continue to work cooperatively with the 3 providers to meet the Recreation needs of the Waukesha Community.

**Financial Remarks:**  
WPRF receives 25% of the all the resident fees with the exception of Adventure Rock in which WPRF receives 15% of all the resident fees. Adventure Rock conducts classes at their facilities reducing indirect costs. Yearly Revenue: 5310.45810.56000, Julie Toman (Enrichment) - \$500; 5310.45810.51500, Treetop Explorers, LLC (Tree Climbing) - \$1600; 5310.45810.51500, Adventure Rock - \$4,000

**Executive Action:**  
Recommend approval of the contract between City of Waukesha and the 3 service providers and authorize the Mayor to enter into these contracts.

**Committee Recommendation:**  
The Parks, Recreation & Forestry Board unanimously recommended approval on July 17, 2017.

