



**CITY OF WAUKESHA**

**Administration**

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<b>Common Council Item Number:</b> 21-2123	<b>Date:</b> 4/19/2021
<b>Submitted By:</b> Ron Grall, Director of Parks, Recreation & Forestry Joanna Adamicki, Special Events Coordinator	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator <b>KL</b>
<b>Finance Department Review:</b> Bridget Souffrant, Finance Director <b>BS</b>	<b>City Attorney's Office Review:</b> Brian Running, City Attorney <b>BR</b>
<b>Subject:</b> To recommend approval of Special Use Agreement with Waukesha County Parks and Land Use for use of the Waukesha County Courthouse parking lot during agreed upon City special events.	

**Details:**  
Waukesha Parks, Recreation & Forestry Department (WPRF) has requested use of the Waukesha County Courthouse parking lot during special events when a shuttle is utilized to allow ease of parking for the public. The current request is for the following dates and times: May 27, 2021, 5:00 p.m. to 8:30 p.m.; May 28, 5:00 to 9:30 p.m.; May 29, Noon to 5:00 p.m.; May 30, Noon to 5:00 p.m.; May 31, 10:00 a.m. to 5:00 p.m.; September 24, 5:00 to 11:30 p.m., September 25, Noon to 11:30 p.m.

**Options & Alternatives:**  
Staff recommendation is to work with the Waukesha County Parks and Land Use to offer additional free parking options for the public. Other options could include not entering into the agreement to offer additional parking options, leaving the public to seek out parking for larger attendance events on their own.

**Financial Remarks:**  
There is no cost and no budget implication to enter into the agreement with Waukesha County Parks and Land Use.

**Executive Action:**  
Recommend approval of the contract between City of Waukesha and the Waukesha County Parks and Land Use and authorize the Mayor to enter into this contract.

**Committee Recommendation:**  
The Parks, Recreation & Forestry Board will consider this item at the April 19, 2021 meeting.

