



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

**AGENDA
VILLAGE OF SUSSEX
PARK AND RECREATION BOARD
TUESDAY, MARCH 15, 2016
6:30 PM
SUSSEX COMMUNITY CENTER, W240N5765 MAPLE AVE.
SUSSEX, WI 53089**

Pursuant to the requirements of Section 19.84, Wis Stats., notice is hereby given of a meeting of the Village of Sussex Park & Recreation Board, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.)

1. Call to order
2. Roll call
3. Citizen comments
4. Consideration and possible action on the minutes from the February 16, 2016 meeting.
5. Consideration and possible action on the following contracts:
 - A. S.O.S. Family Fun Day, June 5
 - B. Waukesha Hurricanes Softball Tournament, June 17 – 19
 - C. Jr. Chargers Baseball Tournament, July 29 – 31
6. Consideration and possible action on approval for the Weyer Park playground equipment to be moved to Grogan Park by Gerber Leisure Products.
7. Consideration and possible action on the new Weyer Park Playground Project.
8. Civic Campus Update
9. Recreation Coordinator Report
10. Parks Foreman Report

11. Director Report – Discuss option for July Meeting.

12. Topics for future agenda items

13. Adjournment

Robert Fourness
Chairperson

Jeremy Smith
Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipalities may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Jeremy Smith at 246-5200.

Village of Sussex
Sussex, Wisconsin
Park and Recreation Board Minutes
Tuesday, February 16, 2016

Meeting called to order: 6:32 p.m.

Members Present: Chairman Bob Fourness, Don Spenner, Anne Golding, Kelly Tetting, Trustee Wendy Stallings, Chris Prange-Morgan and Melissa Gierach.

Also Present: Parks & Recreation Director – Sasha Snapp, Recreation Program Coordinator – Megan Sackett and Assistant Village Administrator – Melissa Weiss.

Citizens Comments: None

Consideration and possible action on the minutes of the January 19, 2016 meeting.

A motion was made by Golding, seconded by Gierach to approve the minutes as presented.
Motion carried.

Consideration and possible action on the changes to the Recreation program refund policy.

A motion was made by Fourness and seconded by Stallings to recommend that the Village Board approve the refund policy with the Park Board's suggested changes. Motion carried.

Consideration and possible action on the Lisbon Central Cemetery – Lawn Service Contract.

Staff recommended approval of the contract as presented. Discussion was held.

A motion was made by Fourness and seconded by Prange-Morgan to recommend that the Village Board approve the Lisbon Central Cemetery – Lawn Service Contract as presented.
Motion carried.

Consideration and possible action on approval for Village Parks and Public Works staff to install the new Weyer Park Playground equipment. Discussion was held.

A motion by Golding and seconded by Spenner to recommend that the Village Board approve having staff install the new Weyer Park Playground. Motion carried.

Consideration and possible action on the Weyer/Grogan Park removal, relocation and installation project. Discussion was held.

A motion by Spenner and seconded by Golding to reject the bids. Motion carried.

Civic Campus Update: Discussion was held.

Recreation Coordinator report was given by Sackett and discussion was held.

Parks Foreman report was given by Director Snapp and discussion was held.

Director report was given by Director Snapp and discussion was held.

Topics for future agenda items: Grogan and Weyer Park Playground updates.

A motion was made by Spenner, seconded by Prange-Morgan to adjourn the meeting at 7:41pm.
Motion carried.

Minutes respectfully submitted by,

Sasha Snapp
Parks and Recreation Director



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Sussex, Wisconsin 53089
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MEMORANDUM

To: Sussex Park and Recreation Board

Cc: Jeremy Smith, Village Administrator

From: Sasha Snapp, Parks and Recreation Director

Re: March 15, 2016 Sussex Park and Recreation Board Meeting

Date: March 8, 2016

1. Consideration and possible action on the S.O.S. Family Fun Day on June 5, Waukesha Hurricanes Softball Tournament June 17 – 19 and the Jr. Chargers Baseball Tournament July 29 – 31.

Staff recommends approval of all contracts but does want to bring to the board's attention that the Jr. Chargers do have a suggested donation of \$10 for each car that enters the park that day. This did become an issue with on park patron last year.

2. Consideration and possible action on approval for the Weyer Park playground equipment to be moved to Grogan Park by Gerber Leisure Products.

The Village Board budget \$33,800 for this project. Gerber Leisure Products has come forward and has quoted the Village a price of \$21,200 to remove all equipment from Weyer Park and reinstall all equipment, with the exception of the swings, at Grogan Park. Staff recommends that the current Grogan swings and climber remain and the large Weyer structure and sand digger get relocated to Grogan Park. Staff is recommending that the Weyer swings get removed and stored for future use at potentially different location. Village staff will be doing the site work at Grogan in preparation for the equipment installation. Village staff will also be reconstructing the sand box to look similar to sand boxes we have in other parks. The equipment will be removed from Weyer Park by April 15th and reinstalled at Grogan by Memorial Day weekend. Here are the total costs associated with the Grogan Park reinstallation project. The certified wood chips and stamped concrete border will be paid for out of parks operating funds to bring the project under the \$33,800 budgeted amount.

Equipment Removal/Reinstallation:	\$21,200
Certified Wood Chips:	\$ 5,066
2 Light Posts	\$10,650
Stamped Concrete Boarder	\$ 3,500
	<hr/>
	\$40,416

Permit Contract

Print

Send Email

Sussex Recreation Department
 W240N5765 Maple Ave
 Sussex, WI 53089
 Phone: (262) 246-6447
 FAX: (262) 246-6337
 Email: recinfo@villagesussex.org

Permit #1078, Approved

Feb 23, 2016 4:36 PM



Prepared By: Cari Kehl

Company: Sussex Outreach Services
 N63W23669 Silver Spring
 Sussex, WI 53089

Agent: Jennifer Waltz
 Email: palmerlee16@yahoo.com

Home: (262) 314-4420

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$155.00	\$0	\$0	\$155.00	\$100.00	\$0	(\$255.00)	\$0	\$0

RESERVATIONS

Event	Resource	Center	Notes	
Community Fun Day Type: Open Air Shelter Rental Attend/Qty: 240	Village Park Lion's Open Air Shelter	Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089 --	--	
Days Requested		Event Begins	Duration	Event Ends
Day	Date			
Sunday	Jun 5, 2016	10:00 AM	7 hours	Jun 5, 2016 at 5:00 PM
Summary				Notes
Total Number of Dates: 1				--
Total Time: 7 hours				

CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Lion's Open Air Shelter Rental Fee Non-Profit	Community Fun Day #1078 Village Park Lion's Open Air Shelter	\$155.00	1.00	--	\$155.00
Village Park Open Space Area	Community Fun Day #1078 Village Park Lion's Open Air Shelter	\$0	1.00	--	\$0

DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
Lion's Open Air Shelter Security Deposit	Community Fun Day #1078 Village Park Lion's Open Air Shelter	\$100.00	\$0	\$100.00	\$0	\$0

▼ Payments and Refunds

Receipt #	Date	Charge Description	Resource Event	Payment
1008473.002	Feb 23, 2016	Lion's Open Air Shelter Security Deposit	Village Park Lion's Open Air Shelter Community Fun Day #1078	\$100.00
1008473.002	Feb 23, 2016	Lion's Open Air Shelter Rental Fee Non-Profit	Village Park Lion's Open Air Shelter Community Fun Day #1078	\$155.00

▼ DISCLAIMERS

Electricity is available in the rafters of the open air shelters and by the stage in the Lion's Open Air Shelter. The responsible party must provide their own ladder and extension cords if they wish to use electricity. Fees may be invoiced at the discretion of the Village, depending on the type, size and duration of the event.

CLEAN-UP, TRASH & RECYCLABLE REMOVAL POLICY-IMPORTANT!

RESERVATIONS

All organized groups shall reserve a facility, field or court before utilizing any Village of Sussex facility, field or court. An unorganized group is any group that is less than 10 people or whose participants are almost entirely family. All other groups are considered organized. To guarantee facility availability, unorganized groups must reserve the facility.

FEES & DEPOSITS

All fees and deposits must be paid at the time of the reservation. The deposits will be cashed at the time of the reservation and any refundable deposit will be returned after the event. Groups may make cash donations instead of payment as long as the amount of the donation is equal to or greater than the required fee and the item to be purchased does not directly relate to the groups use of park facilities. Non-profit and fund raising events are required to pay fees just like all other groups.

LIMITS TO RESERVATION TIME

All parks & facilities close at 11:00 p.m. Programs sponsored by the Village of Sussex take precedence over private reservations. The Village does not guarantee privacy to any group. No reservations are accepted for Memorial Day, July 4, Good Friday, Easter Sunday, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve Day or New Year's Day. Reservations are made for a specific time frame. Set-up and clean-up times must be included in the scheduled time. The Community Center may be used without the requirement of a rental fee (deposit required) on a weekday afternoon if available. However, the rental event must be open to the public and free of charge.

To keep park facilities accessible, renters may reserve park facilities for a limit of two times a month unless otherwise allowed through permit.

LIMITS ON USE OF FACILITIES

Alcoholic beverages may be served by permit only. Permits are applied for and granted through the Community Center and the Park & Facility Rental Permit process.

Smoking is prohibited inside all enclosed Village-owned public buildings. All smoking refuse must be disposed of safely & properly into the appropriate trash containers, as to not litter.

No person, except a sheriff, police officer or their deputies, or a member of the Military in the line of duty shall enter or remain in any part of a building owned, occupied or controlled by the Village of Sussex while carrying a firearm or any weapon. Violations of these prohibitions may be punishable by law.

There will be no parking on the grass; or vehicles driven on the grass, unless otherwise agreed upon & written into the permit.

Groups of young people under 18 are required to have the permit signed by a sponsoring adult who must be present during the entire duration of the rental. Additional security may be required and would be a cost incurred by the renter.

The Village is not responsible for private equipment or material used in a park facility.

All pets must be leashed and under control of its owner at all times. Clean up after your pet, deposit waste into the appropriate trash receptacles.

Charcoal must be properly disposed of in the labeled containers at Sussex Village Park.

Facility decorations may exist & must not be removed. Individuals who wish to decorate may do so as long as the facility is returned to its original condition. Failure to do so will result in loss of the deposit.

All activities must follow Chapter 19 of the Village Code. All announcements, press releases, flyers, etc. related to groups using a Sussex facility must include the following statement: THIS MEETING (PROGRAM/EVENT) IS NOT SPONSORED OR ENDORSED BY THE VILLAGE OF SUSSEX.

ACTIVITIES REQUIRING PARK BOARD APPROVAL

Large events, overnight camping, fires not in approved grills, fundraising, driving/parking automobiles on the grass, and soliciting/selling.

YOUTH ORGANIZATIONS UTILIZING/RENTING PARK FACILITIES

Youth organizations within the Hamilton School District may use the Lion's Building at Village Park free of charge for weekly, biweekly, or monthly meetings with Park Board approval. All other park and recreation buildings will require the appropriate fee if rented. To be considered a youth organization, groups must consist of school aged children (examples: Boy Scouts, Girl Scouts, 4-H Club). Also, the group must have an adult supervisor at all meetings. All groups must fill out a Park/Facility Rental Permit Form at the beginning of the calendar year (January 1). Groups must pay a \$100 deposit at the time of the rental request. The deposits may be transferred to the next year upon request.

Groups/individuals may not use the building for personal use without reserving it and paying the appropriate fees. If a group is found using the building without notifying the Park and Recreation Department, they will lose their privileges to use the building. Youth organizations using the Lion's Building for regular meetings are asked to give back to the community by setting aside two days per year to help clean up the parks in the Village of Sussex. This time should be scheduled with the Director of Recreational Services at 262-246-6447.

KEY & DEPOSIT REFUND POLICY Providing no damage to turf or vandalism to property occurs, as well as general cleanliness of reserved area is maintained, any refundable portion of the deposit will be returned to the remitter within 2-4 weeks after the event. If the rental requires a facility key there is a \$25 refundable key deposit incorporated into the stated deposit amount. The key must be picked up & returned to the Community Center Monday-Friday, 8:00 a.m.-5:00 p.m. Failure of the responsible party to pick up the key and village staff is contacted to issue a key, a \$50 fee will be assessed and held from the deposit. The key must be returned to the Community Center the next business day after the reservation, during business hours. A minimum of \$50 will be assessed for the failure to empty the trash and recycling receptacles after the event. If the deposit does not cover the costs associated with damage or clean-up to the facility, the responsible party will be invoiced for the remaining fees.

CANCELLATION POLICY Cancellations will be issued ONLY if the department is notified in writing 30 days or more prior to the scheduled date. Failure to cancel a reservation at least thirty (30) days in advance will result in forfeiture of the entire deposit. If an event is cancelled prior to thirty (30) days before the event date, the group will forfeit a \$25 administrative fee which will be taken from the deposit. If the event has been cancelled due to adverse weather conditions or rain out, the Recreation Department must be contacted within twenty-four (24) hours to inform staff of the cancellation. If possible arrangements can be made for another date, or a refund may be issued minus an administrative fee. All Village activities (i.e. youth sports, special events) supercede any outside reservation. All reservations are subject to review.

RETURNED CHECKS

Checks written and returned as not payable will be charged \$30 for each returned submission. Reservations will be removed from calendar until the issuer makes good on the amount of the non-payable submission and pays the accrued service charges in full.

TAX EXEMPT

If your group is tax-exempt, a WI Sales and Use Tax Exemption Certificate must be appropriately completed, signed and submitted with the reservation request. Copies of these certificates are available upon request. Tax-exempt status does not reduce rentals fees, but eliminates paying unnecessary taxes on fees at the end of the year.

FACILITY PROBLEMS

Prior to the event, if the responsible party has question or problems they must contact the Community Center at 262-246-

6447. If there is a facility problem on the day of your event, you MUST call the Village's on-call employee IMMEDIATELY at 414-587-1965 to notify them & resolve the issue. If you fail to contact the Community Center or the on-call employee, and a facility problem exists after your rental, you may be held responsible and a deduction may be taken from your deposit and/or invoiced for the expenses.

SET-UP & CLEAN-UP

The open air shelter electricity is located in the rafters of each shelter. If the use of the electricity is requested on permit application, it is the responsibility of the renter to bring a ladder & extension cords to reach the electrical outlets located in the rafters of each shelter.

Village Park outdoor water spigots are available near the shelter(s).

Village Park indoor restroom facilities are open and located in the concession stand. The Lion's Building restrooms are only opened upon request on permit application. Port-a-potties are located throughout the park for public use.

The responsibility for set-up and clean-up is assumed by the group using the facility. The person responsible must see that the procedures listed for cleaning are carried out. To receive the full deposit the responsible party must: assume responsibility for the contents and security of the building or facility. Opening and closing the building securely will avoid loss of deposit to the user for damage from vandalism.

Leave the park and facility in the condition it was found. Nothing can be left on the premises overnight. You may not come in early the next morning to clean up. Renters must bag and remove all garbage depositing the trash or recyclables into the appropriate dumpster provided at each location.

Sweep the floor of the facility, wiping tables and surfaces after use, and be sure to clean, mop or vacuum any stains, spills or debris. For Community Center rentals - there are janitorial supplies available for use (sink, paper towels, broom, mop, trash bags, etc.).

Inflatables are allowed in Village Park contingent on location approval by Village staff. Renter(s) must provide proof to the Community Center of homeowner's insurance policy naming the Village of Sussex as an additional insured. There is no charge for inflatables.

: These restrooms are accessible from the outside of the building and are only available upon request. There is no charge for access to these restrooms. Concession stand restrooms at Village Park and Armory Park and port-a-johns are available without special request at most parks. There is no charge for the use of these restroom facilities unless additional port-a-johns or additional maintenance are needed in which a fee will be determined and added to the rental.

▼ CUSTOM QUESTIONS

Question	Answer
Will you be serving beer, wine or fermented beverages?	No
Would you like to use electricity?	Yes
Do you want to set up an inflatable?	Yes
What inflatables will be set up?	set up on grass by Lion's Building
Do you want access to the Lion's Building restrooms?	Yes
Will you be selling alcoholic beverages?	No
Would you like to have water available to you?	No

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.



Permit Contract

Sussex Recreation Department
 W240N5765 Maple Ave
 Sussex, WI 53089
 Phone: (262) 246-6447
 FAX: (262) 246-6337
 Email: recinfo@villagesussex.org

Permit #1074, Approved
 Feb 19, 2016 10:34 AM



Prepared By: Kristy Pralle

Company: Waukesha Hurricanes
 W244N6598 Grogan Dr.
 Sussex, WI 53089

Agent: Chris Kendziora
 Email: waukeshahurricanes@sbcglobal.net

Work: (262) 928-3659 Home: (414) 313-4605

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$1,760.00	\$0	\$0	\$1,760.00	\$400.00	\$0	\$0	\$0	\$2,160.00

RESERVATIONS

Event		Resource		Center		Notes
Waukesha Hurricanes Softball Tournament #1074 Type: Baseball Diamond Rental - Tournament Attend/Qty: 200		Armory Park - Ball Diamond #1		Armory Park W237N5930 Maple Ave. Sussex, WI 53089		--
Day	Days Requested Date	Event Begins	Duration	Event Ends		Notes
Friday	Jun 17, 2016	7:00 AM	13 hours	Jun 17, 2016 at 8:00 PM		
Saturday	Jun 18, 2016	7:00 AM	13 hours	Jun 18, 2016 at 8:00 PM		
Sunday	Jun 19, 2016	7:00 AM	13 hours	Jun 19, 2016 at 8:00 PM		
Summary						Notes
Total Number of Dates: 3						--
Total Time: 39 hours						

RESERVATIONS

Event		Resource		Center		Notes
Waukesha Hurricanes Softball Tournament #1074 Type: Baseball Diamond Rental - Tournament Attend/Qty: 200		Armory Park - Ball Diamond #2		Armory Park W237N5930 Maple Ave. Sussex, WI 53089		--
Day	Days Requested Date	Event Begins	Duration	Event Ends		Notes
Friday	Jun 17, 2016	7:00 AM	13 hours	Jun 17, 2016 at 8:00 PM		
Saturday	Jun 18, 2016	7:00 AM	13 hours	Jun 18, 2016 at 8:00 PM		
Sunday	Jun 19, 2016	7:00 AM	13 hours	Jun 19, 2016 at 8:00 PM		
Summary						Notes
Total Number of Dates: 3						--
Total Time: 39 hours						

RESERVATIONS

Event		Resource		Center		Notes
		Armory Park - Ball Diamond #3				--

Waukesha Hurricanes Softball Tournament #1074				Armory Park	
Type: Baseball Diamond Rental - Tournament				W237N5930 Maple Ave.	
Attend/Qty: 200				Sussex, WI 53089	
--					
Days Requested		Event Begins	Duration	Event Ends	
Day	Date				
Friday	Jun 17, 2016	7:00 AM	13 hours	Jun 17, 2016 at 8:00 PM	
Saturday	Jun 18, 2016	7:00 AM	13 hours	Jun 18, 2016 at 8:00 PM	
Sunday	Jun 19, 2016	7:00 AM	13 hours	Jun 19, 2016 at 8:00 PM	
Summary				Notes	
Total Number of Dates: 3				--	
Total Time: 39 hours					

RESERVATIONS

Event		Resource	Center	Notes	
Waukesha Hurricanes Softball Tournament #1074		Armory Park - Ball Diamond #4	Armory Park	--	
Type: Baseball Diamond Rental - Tournament			W237N5930 Maple Ave.		
Attend/Qty: 200			Sussex, WI 53089		
--					
Days Requested		Event Begins	Duration	Event Ends	
Day	Date				
Friday	Jun 17, 2016	7:00 AM	13 hours	Jun 17, 2016 at 8:00 PM	
Saturday	Jun 18, 2016	7:00 AM	13 hours	Jun 18, 2016 at 8:00 PM	
Sunday	Jun 19, 2016	7:00 AM	13 hours	Jun 19, 2016 at 8:00 PM	
Summary				Notes	
Total Number of Dates: 3				--	
Total Time: 39 hours					

RESERVATIONS

Event		Resource	Center	Notes	
Waukesha Hurricanes Softball Tournament #1074		Armory Park Concession Stand	Armory Park	--	
Type: Baseball Diamond Rental - Tournament			W237N5930 Maple Ave.		
Attend/Qty: 200			Sussex, WI 53089		
--					
Days Requested		Event Begins	Duration	Event Ends	
Day	Date				
Friday	Jun 17, 2016	7:00 AM	13 hours	Jun 17, 2016 at 8:00 PM	
Saturday	Jun 18, 2016	7:00 AM	13 hours	Jun 18, 2016 at 8:00 PM	
Sunday	Jun 19, 2016	7:00 AM	13 hours	Jun 19, 2016 at 8:00 PM	
Summary				Notes	
Total Number of Dates: 3				--	
Total Time: 39 hours					

RESERVATIONS

Event		Resource	Center	Notes	
Waukesha Hurricanes Softball Tournament #1074		Village Park - Ball Diamond #3 North	Sussex Village Park	--	
Type: Baseball Diamond Rental - Tournament			W244N6067 Weaver Dr.		
Attend/Qty: 200			Sussex, WI 53089		
--					
Days Requested		Event Begins	Duration	Event Ends	
Day	Date				
Friday	Jun 17, 2016	7:00 AM	13 hours	Jun 17, 2016 at 8:00 PM	
Saturday	Jun 18, 2016	7:00 AM	13 hours	Jun 18, 2016 at 8:00 PM	
Summary				Notes	
Total Number of Dates: 2				--	
Total Time: 26 hours					

CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Tournament Rental Fee	Waukesha Hurricanes Softball Tournament #1074 Village Park - Ball Diamond #3 North	\$100.00	2.00	--	\$200.00
Baseball/Softball Field Preparation Fee	Waukesha Hurricanes Softball Tournament #1074 Village Park - Ball Diamond #3 North	\$15.00	2.00	--	\$30.00
Baseball/Softball Field Preparation Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #1	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #1	\$100.00	3.00	--	\$300.00
Baseball/Softball Field Preparation Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #2	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #2	\$100.00	3.00	--	\$300.00
Baseball/Softball Field Preparation Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #3	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #3	\$100.00	3.00	--	\$300.00
Baseball/Softball Field Preparation Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #4	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #4	\$100.00	3.00	--	\$300.00
Armory Concession Stand Rental Fee Non-Profit	Waukesha Hurricanes Softball Tournament #1074 Armory Park Concession Stand	\$50.00	3.00	--	\$150.00

DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
Tournament Security Deposit	Waukesha Hurricanes Softball Tournament #1074 Armory Park - Ball Diamond #1	\$400.00	\$0	\$0	\$0	\$400.00

DISCLAIMERS

CLEAN-UP, TRASH & RECYCLABLE REMOVAL POLICY-IMPORTANT!

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YOUTH ORGANIZATIONS UTILIZING/RENTING PARK FACILITIES

Youth organizations within the Hamilton School District may use the Lion's Building at Village Park free of charge for weekly, biweekly, or monthly meetings with Park Board approval. All other park and recreation buildings will require the appropriate fee if rented. To be considered a youth organization, groups must consist of school aged children (examples: Boy Scouts, Girl Scouts, 4-H Club). Also, the group must have an adult supervisor at all meetings. All groups must fill out a Park/Facility Rental Permit Form at the beginning of the calendar year (January 1). Groups must pay a \$100 deposit at the time of the rental request. The deposits may be transferred to the next year upon request.

Groups/individuals may not use the building for personal use without reserving it and paying the appropriate fees. If a group is found using the building without notifying the Park and Recreation Department, they will lose their privileges to use the building. Youth organizations using the Lion's Building for regular meetings are asked to give back to the community by setting aside two days per year to help clean up the parks in the Village of Sussex. This time should be scheduled with the Director of Recreational Services at 262-246-6447.

KEY & DEPOSIT REFUND POLICY Providing no damage to turf or vandalism to property occurs, as well as general cleanliness of reserved area is maintained, any refundable portion of the deposit will be returned to the remitter within 2-4 weeks after the event. If the rental requires a facility key there is a \$25 refundable key deposit incorporated into the stated deposit amount. The key must be picked up & returned to the Community Center Monday-Friday, 8:00 a.m.-5:00 p.m. Failure of the responsible party to pick up the key and village staff is contacted to issue a key, a \$50 fee will be assessed and held from the deposit. The key must be returned to the Community Center the next business day after the reservation, during business hours. A minimum of \$50 will be assessed for the failure to empty the trash and recycling receptacles after the event. If the deposit does not cover the costs associated with damage or clean-up to the facility, the responsible party will be invoiced for the remaining fees.

CANCELLATION POLICY Cancellations will be issued ONLY if the department is notified in writing 30 days or more prior to the scheduled date. Failure to cancel a reservation at least thirty (30) days in advance will result in forfeiture of the entire deposit. If an event is cancelled prior to thirty (30) days before the event date, the group will forfeit a \$25 administrative fee which will be taken from the deposit. If the event has been cancelled due to adverse weather conditions or rain out, the Recreation Department must be contacted within twenty-four (24) hours to inform staff of the cancellation. If possible arrangements can be made for another date, or a refund may be issued minus an administrative fee. All Village activities (i.e. youth sports, special events) supercede any outside reservation. All reservations are subject to review.

RETURNED CHECKS

Checks written and returned as not payable will be charged \$30 for each returned submission. Reservations will be removed from calendar until the issuer makes good on the amount of the non-payable submission and pays the accrued service charges in full.

TAX EXEMPT

If your group is tax-exempt, a WI Sales and Use Tax Exemption Certificate must be appropriately completed, signed and submitted with the reservation request. Copies of these certificates are available upon request. Tax-exempt status does not reduce rentals fees, but eliminates paying unnecessary taxes on fees at the end of the year.

FACILITY PROBLEMS

Prior to the event, if the responsible party has question or problems they must contact the Community Center at 262-246-6447. If there is a facility problem on the day of your event, you MUST call the Village's on-call employee IMMEDIATELY at 414-587-1965 to notify them & resolve the issue. If you fail to contact the Community Center or the on-call employee, and a facility problem exists after your rental, you may be held responsible and a deduction may be taken from your deposit and/or invoiced for the expenses.

SET-UP & CLEAN-UP

The open air shelter electricity is located in the rafters of each shelter. If the use of the electricity is requested on permit application, it is the responsibility of the renter to bring a ladder & extension cords to reach the electrical outlets located in the rafters of each shelter.

Village Park outdoor water spigots are available near the shelter(s).

Village Park indoor restroom facilities are open and located in the concession stand. The Lion's Building restrooms are only opened upon request on permit application. Port-a-potties are located throughout the park for public use.

The responsibility for set-up and clean-up is assumed by the group using the facility. The person responsible must see that the procedures listed for cleaning are carried out. To receive the full deposit the responsible party must:

assume responsibility for the contents and security of the building or facility. Opening and closing the building securely will avoid loss of deposit to the user for damage from vandalism.

Leave the park and facility in the condition it was found. Nothing can be left on the premises overnight. You may not come in early the next morning to clean up. Renters must bag and remove all garbage depositing the trash or recyclables into the appropriate dumpster provided at each location.

Sweep the floor of the facility, wiping tables and surfaces after use, and be sure to clean, mop or vacuum any stains, spills or debris. For Community Center rentals - there are janitorial supplies available for use (sink, paper towels, broom, mop, trash bags, etc.).

WORKFLOW STAGES

Description	Status	Event
Administrative Approval	Approved	Waukesha Hurricanes Softball Tournament #1074
Administrative Approval	Approved	Waukesha Hurricanes Softball Tournament #1074
Administrative Approval	Approved	Waukesha Hurricanes Softball Tournament #1074
Administrative Approval	Approved	Waukesha Hurricanes Softball Tournament #1074
Administrative Approval	Approved	Waukesha Hurricanes Softball Tournament #1074

CUSTOM QUESTIONS

Question	Answer
Do you need the baseball fields prepped?	Yes
What are the field preparation requirements?	Armory 1-3 (60x43), A4 (60x40), VP3 (60x43)
Will you be serving beer, wine or fermented beverages?	No

WAIVERS

Facility Liability Waiver

Due Date: Jun 17, 2016

I the undersigned, will assume all responsibility for the proper care and utilization of the stated public park area and/or facilities, including all equipment and grounds contained therein, in accordance with the policies and rules of the Village of Sussex and the Recreation Department. In addition to, and not to the exclusion or prejudice of, any provisions of this agreement, I shall indemnify and hold harmless and agree to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the claim asserted or imposed upon the Village, its officers, agents, employees, and independent contractors growing out of the agreement as stated by any party or parties. This form is your reservation and permit to show any Village official upon request. Reservations do not include exclusive use of playgrounds. Use of playfields, courts, etc. must be identified on this permit.

Waiver Signed

Signature: _____

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Sussex Parks & Recreation Department W240
N5765 Maple Ave., Sussex, WI 53089
recinfo@villagesussex.org

Tel. 262.246.6447 Office 262.246.6337 Fax
Email: recinfo@villagesussex.org

Methods of Payment

Visa, MasterCard, Discover Card, Other

Have Questions?

Online Registration FAQs

[Terms of Use](#) | [Copyright Policy](#) | [Cookie Policy](#) | [Your Privacy Rights](#) | [Security](#)

Village of Sussex Parks & Recreation Department's Policies: [Terms of Use](#) | [Your Privacy Rights](#)

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Permit Contract

Sussex Recreation Department
 W240N5765 Maple Ave
 Sussex, WI 53089
 Phone: (262) 246-6447
 FAX: (262) 246-6337
 Email: recinfo@villagesussex.org

Permit #1080, Approved
 Mar 1, 2016 4:43 PM



Prepared By: Kristy Pralle

Company: Hamilton Jr. Chargers Baseball Inc.
 Attn: Chris Slaats, Treasurer
 N73W24955 Micah Rd.
 Sussex, WI 53089

Agent: Mike Kenworthy
 Email: mike.kenworthy@jrchargersbaseball.com

Work: (414) 283-2370

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$3,595.00	\$0	\$0	\$3,595.00	\$400.00	\$0	\$0	\$0	\$3,995.00

RESERVATIONS

Event		Resource		Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Armory Park - Ball Diamond #1		Armory Park W237N5930 Maple Ave. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends		
Day	Date					
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM		
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM		
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM		
Summary						Notes
Total Number of Dates: 3						--
Total Time: 39 hours						

RESERVATIONS

Event		Resource		Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Armory Park - Ball Diamond #2		Armory Park W237N5930 Maple Ave. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends		
Day	Date					
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM		
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM		
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM		
Summary						Notes
Total Number of Dates: 3						--
Total Time: 39 hours						

RESERVATIONS

Event	Resource	Center	Notes

Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Armory Park - Ball Diamond #3	Armory Park W237N5930 Maple Ave. Sussex, WI 53089 --	--
Days Requested		Event Begins	Duration	Event Ends
Day	Date			
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM
Summary				Notes
Total Number of Dates: 3				--
Total Time: 39 hours				

RESERVATIONS

Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Armory Park - Ball Diamond #4	Armory Park W237N5930 Maple Ave. Sussex, WI 53089 --	--
Days Requested		Event Begins	Duration	Event Ends
Day	Date			
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM
Summary				Notes
Total Number of Dates: 3				--
Total Time: 39 hours				

RESERVATIONS

Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Armory Park Concession Stand	Armory Park W237N5930 Maple Ave. Sussex, WI 53089 --	--
Days Requested		Event Begins	Duration	Event Ends
Day	Date			
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM
Summary				Notes
Total Number of Dates: 3				--
Total Time: 39 hours				

RESERVATIONS

Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Armory Park Open Air Shelter	Armory Park W237N5930 Maple Ave. Sussex, WI 53089 --	--
Days Requested		Event Begins	Duration	Event Ends
Day	Date			
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM
Summary				Notes
Total Number of Dates: 3				--
Total Time: 39 hours				

RESERVATIONS						
Event		Resource		Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Village Park - Ball Diamond #1 South		Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends		
Day	Date					
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM		
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM		
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM		
Summary					Notes	
Total Number of Dates: 3				--		
Total Time: 39 hours						

RESERVATIONS						
Event		Resource		Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Village Park - Ball Diamond #2 Central		Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends		
Day	Date					
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM		
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM		
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM		
Summary					Notes	
Total Number of Dates: 3				--		
Total Time: 39 hours						

RESERVATIONS						
Event		Resource		Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Village Park - Ball Diamond #3 North		Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends		
Day	Date					
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM		
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM		
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM		
Summary					Notes	
Total Number of Dates: 3				--		
Total Time: 39 hours						

RESERVATIONS						
Event		Resource		Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Village Park - Hardball Diamond		Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends		
Day	Date					
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM		
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM		
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM		
Summary					Notes	
				--		

Total Number of Dates: 3
Total Time: 39 hours

RESERVATIONS					
Event		Resource	Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Village Park - Lighted Diamond	Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends	
Day	Date				
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM	
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM	
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM	
Summary				Notes	
Total Number of Dates: 3				--	
Total Time: 39 hours					

RESERVATIONS					
Event		Resource	Center		Notes
Jr. Chargers Baseball Tournament 2016 #1080 Type: Baseball Diamond Rental - Tournament Attend/Qty: 1400		Village Park Concession Stand	Sussex Village Park W244N6067 Weaver Dr. Sussex, WI 53089		--
Days Requested		Event Begins	Duration	Event Ends	
Day	Date				
Friday	Jul 29, 2016	7:00 AM	13 hours	Jul 29, 2016 at 8:00 PM	
Saturday	Jul 30, 2016	7:00 AM	13 hours	Jul 30, 2016 at 8:00 PM	
Sunday	Jul 31, 2016	7:00 AM	13 hours	Jul 31, 2016 at 8:00 PM	
Summary				Notes	
Total Number of Dates: 3				--	
Total Time: 39 hours					

CHARGES						
Description	Event / Resource	Unit Fee	Units	Tax	Charge	
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Ball Diamond #1 South	\$15.00	3.00	--	\$45.00	
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Ball Diamond #1 South	\$100.00	3.00	--	\$300.00	
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Ball Diamond #2 Central	\$15.00	3.00	--	\$45.00	
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Ball Diamond #2 Central	\$100.00	3.00	--	\$300.00	
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Ball Diamond #3 North	\$15.00	3.00	--	\$45.00	
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Ball Diamond #3 North	\$100.00	3.00	--	\$300.00	
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Lighted Diamond	\$15.00	3.00	--	\$45.00	
Beer/Beverage Permit Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Lighted Diamond	\$15.00	3.00	--	\$45.00	
Disc Golf Course Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Lighted Diamond	\$100.00	1.00	--	\$100.00	
Lighting Fee - Lighted Diamond	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Lighted Diamond	\$10.00	3.00	--	\$30.00	
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Lighted Diamond	\$100.00	3.00	--	\$300.00	
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Hardball Diamond	\$15.00	3.00	--	\$45.00	

Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Village Park - Hardball Diamond	\$100.00	3.00	--	\$300.00
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #1	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #1	\$100.00	3.00	--	\$300.00
Armory Open Air Shelter Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #1	\$55.00	3.00	--	\$165.00
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #2	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #2	\$100.00	3.00	--	\$300.00
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #3	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #3	\$100.00	3.00	--	\$300.00
Baseball/Softball Field Preparation Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #4	\$15.00	3.00	--	\$45.00
Tournament Rental Fee	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #4	\$100.00	3.00	--	\$300.00
Armory Concession Stand Rental Fee Non-Profit	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park Concession Stand	\$50.00	3.00	--	\$150.00

DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
Tournament Security Deposit	Jr. Chargers Baseball Tournament 2016 #1080 Armory Park - Ball Diamond #1	\$400.00	\$0	\$0	\$0	\$400.00

DISCLAIMERS

Village ordinances stipulate that the consumption of beer will be allowed in any Village park/facility by permit only. All individuals requesting the beer/beverage permit must be 21 years old or older. Proof required. The issuance of the permit will be incorporated into this contract. No other documents/permits will be issued.

If applicable to this application, sales of alcoholic beverages are regulated by the State of Wisconsin and the Village. Groups who would like to sell beer or wine must be bonafide clubs, fair associations or agricultural societies, churches, lodges, or societies that have been in existence for at least six (6) months. Renters must comply with all relevant state statutes and municipal ordinances. The Village Clerk's office must be contacted to obtain appropriate rules and regulations regarding sales and service, as it relates to the sales of alcoholic beverages and permit applications must be submitted no later than thirty (30) days prior to the exhibition or event.

CLEAN-UP, TRASH & RECYCLABLE REMOVAL POLICY-IMPORTANT!

RESERVATIONS

All organized groups shall reserve a facility, field or court before utilizing any Village of Sussex facility, field or court. An unorganized group is any group that is less than 10 people or whose participants are almost entirely family. All other groups are considered organized. To guarantee facility availability, unorganized groups must reserve the facility.

FEES & DEPOSITS

All fees and deposits must be paid at the time of the reservation. The deposits will be cashed at the time of the reservation and any refundable deposit will be returned after the event. Groups may make cash donations instead of payment as long as the amount of the donation is equal to or greater than the required fee and the item to be purchased does not directly relate to the groups use of park facilities. Non-profit and fund raising events are required to pay fees just like all other groups.

LIMITS TO RESERVATION TIME

All parks & facilities close at 11:00 p.m. Programs sponsored by the Village of Sussex take precedence over private reservations. The Village does not guarantee privacy to any group. No reservations are accepted for Memorial Day, July 4, Good Friday, Easter Sunday, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve Day or New Year's Day. Reservations are made for a specific time frame. Set-up and clean-up times must be included in the scheduled time. The Community Center may be used without the requirement of a rental fee (deposit required) on a weekday afternoon if available. However, the rental event must be open to the public and free of charge. To keep park facilities accessible, renters may reserve park facilities for a limit of two times a month unless otherwise allowed through permit.

LIMITS ON USE OF FACILITIES

Alcoholic beverages may be served by permit only. Permits are applied for and granted through the Community Center and the Park & Facility Rental Permit process.

Smoking is prohibited inside all enclosed Village-owned public buildings. All smoking refuse must be disposed of safely & properly into the appropriate trash containers, as to not litter.

No person, except a sheriff, police officer or their deputies, or a member of the Military in the line of duty shall enter or remain in any part of a building owned, occupied or controlled by the Village of Sussex while carrying a firearm or any weapon. Violations of these prohibitions may be punishable by law.

There will be no parking on the grass; or vehicles driven on the grass, unless otherwise agreed upon & written into the permit.

Groups of young people under 18 are required to have the permit signed by a sponsoring adult who must be present during the entire duration of the rental. Additional security may be required and would be a cost incurred by the renter.

The Village is not responsible for private equipment or material used in a park facility.

All pets must be leashed and under control of its owner at all times. Clean up after your pet, deposit waste into the appropriate trash receptacles.

Charcoal must be properly disposed of in the labeled containers at Sussex Village Park.

Facility decorations may exist & must not be removed. Individuals who wish to decorate may do so as long as the facility is returned to its original condition. Failure to do so will result in loss of the deposit.

All activities must follow Chapter 19 of the Village Code. All announcements, press releases, flyers, etc. related to groups using a Sussex facility must include the following statement: THIS MEETING (PROGRAM/EVENT) IS NOT SPONSORED OR ENDORSED BY THE VILLAGE OF SUSSEX.

ACTIVITIES REQUIRING PARK BOARD APPROVAL

Large events, overnight camping, fires not in approved grills, fundraising, driving/parking automobiles on the grass, and soliciting/selling.

YOUTH ORGANIZATIONS UTILIZING/RENTING PARK FACILITIES

Youth organizations within the Hamilton School District may use the Lion's Building at Village Park free of charge for weekly, biweekly, or monthly meetings with Park Board approval. All other park and recreation buildings will require the appropriate fee if rented. To be considered a youth organization, groups must consist of school aged children (examples: Boy Scouts, Girl Scouts, 4-H Club). Also, the group must have an adult supervisor at all meetings. All groups must fill out a Park/Facility Rental Permit Form at the beginning of the calendar year (January 1). Groups must pay a \$100 deposit at the time of the rental request. The deposits may be transferred to the next year upon request.

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Prior to the event, if the responsible party has question or problems they must contact the Community Center at 262-246-6447. If there is a facility problem on the day of your event, you MUST call the Village's on-call employee IMMEDIATELY at 414-587-1965 to notify them & resolve the issue. If you fail to contact the Community Center or the on-call employee, and a facility problem exists after your rental, you may be held responsible and a deduction may be taken from your deposit and/or invoiced for the expenses.

SET-UP & CLEAN-UP

The open air shelter electricity is located in the rafters of each shelter. If the use of the electricity is requested on permit application, it is the

responsibility of the renter to bring a ladder & extension cords to reach the electrical outlets located in the rafters of each shelter.

Village Park outdoor water spigots are available near the shelter(s).

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assume responsibility for the contents and security of the building or facility. Opening and closing the building securely will avoid loss of deposit to the user for damage from vandalism.

Leave the park and facility in the condition it was found. Nothing can be left on the premises overnight. You may not come in early the next morning to clean up. Renters must bag and remove all garbage depositing the trash or recyclables into the appropriate dumpster provided at each location.

Sweep the floor of the facility, wiping tables and surfaces after use, and be sure to clean, mop or vacuum any stains, spills or debris. For Community Center rentals - there are janitorial supplies available for use (sink, paper towels, broom, mop, trash bags, etc.).

: These restrooms are accessible from the outside of the building and are only available upon request. There is no charge for access to these restrooms. Concession stand restrooms at Village Park and Armory Park and port-a-johns are available without special request at most parks. There is no charge for the use of these restroom facilities unless additional port-a-johns or additional maintenance are needed in which a fee will be determined and added to the rental.

WORKFLOW STAGES

Description	Status	Event
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080
Administrative Approval	Approved	Jr. Chargers Baseball Tournament 2016 #1080

CUSTOM QUESTIONS

Question	Answer
Do you need the baseball fields prepped?	Yes
What are the field preparation requirements?	No requirements submitted as of 3/1
Will you be serving beer, wine or fermented beverages?	Yes
Please provide driver's license number and date of birth.	

WAIVERS

Facility Liability Waiver

Due Date: Jul 29, 2016

I the undersigned, will assume all responsibility for the proper care and utilization of the stated public park area and/or facilities, including all equipment and grounds contained therein, in accordance with the policies and rules of the Village of Sussex and the Recreation Department. In addition to, and not to the exclusion or prejudice of, any provisions of this agreement, I shall indemnify and hold harmless and agree to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the claim asserted or imposed upon the Village, its officers, agents, employees, and independent contractors growing out of the agreement as stated by any party or parties. This form is your reservation and permit to show any Village official upon request. Reservations do not include exclusive use of playgrounds. Use of playfields, courts, etc. must be identified on this permit.

Waiver Signed

Signature: _____

Beer/Beverage Permit Waiver

Due Date: Jul 29, 2016

I understand that:

Village ordinances stipulate that the consumption of beer will be allowed in any Village park/facility by permit only. Checking this section on the Park/Facility Rental Permit will request your desire for a beer/beverage permit and will inform the staff to issue/deny permission to issue a permit. All individuals requesting the beer/beverage permit must be 21 years old or older. Proof required. The issuance of the permit will be incorporated into this agreement for signature. No other documents will be issued.

Waiver Signed

Signature: _____

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Sussex Parks & Recreation Department W240
N5765 Maple Ave., Sussex, WI 53089
recinfo@villagesussex.org

Tel. 262.246.6447 Office 262.246.6337 Fax

Email: recinfo@villagesussex.org

Methods of Payment

Visa, MasterCard, Discover Card, Other

Have Questions?

Online Registration FAQs

[Terms of Use](#) | [Copyright Policy](#) | [Cookie Policy](#) | [Your Privacy Rights](#) | [Security](#)

Village of Sussex Parks & Recreation Department's Policies: [Terms of Use](#) | [Your Privacy Rights](#)

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Gerber Leisure Products, Inc.

PO Box 42
 Mount Horeb, WI 53582
 Phone: 800-236-7758
 Fax: 800-909-5059
 Prepared by: Hollie Rickey



QUOTE

DATE:	2/24/16
QUOTE Name:	Sussex Playground Relocation
Valid Until:	12/5/2016

Customer

Sasha Snapp, CPRP
 Parks and Recreation Director
 Village of Sussex
 (262) 246-6447 Ext. 11
 www.villagesussex.org

DESCRIPTION	QTY	PRICE	AMOUNT
Remove & Reinstall Playground	1	20800	20,800.00
<i>*new site to be prepared by village</i>			0.00
Option to remove swings as discussed on site	1	250	250.00
Option to reinstall swings on new site	1	800	800.00
Option to remove and reinstall SuperScoop	1	150	150.00
			0.00
			0.00
<i>*pricing requires that the new site will be excavated and prepped by the Village of Sussex.</i>			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00

Subtotal	\$22,000.00
Taxable	\$0.00
Tax rate	0.000%
Tax due	\$0.00
Other	\$0.00
TOTAL Due	\$22,000.00

TERMS AND CONDITIONS

1. Customer will be billed after delivery of materials
 2. Payment will be due within 30 days of invoice date
 3. Please fax, mail or email signed price quote to the address above
- Customer Acceptance (sign below):*

x _____

Print Name:

If you have any questions about this price quote, please contact
 Hollie Rickey, 608-437-7037, hollie@gerberleisure.com

Thank You For Your Business!



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

MEMORANDUM

To: Sussex Park and Recreation Board

Cc: Jeremy Smith, Village Administrator

From: Sasha Snapp, Parks and Recreation Director

Re: Weyer Park Playground

Date: March 9, 2016

The Village has received eight proposals from six companies based on the specifications provided in the RFP for the Weyer Park Playground Project. All of the proposals were within \$930 of the \$150,000 budget listed in the RFP. Aspects of this project will include new playground equipment, the poured-in-place surfacing including installation, and certified playground installer to supervise the Village Staff's installation.

The Civic Campus Greenspace Committee spent time over several months coming up with the parameters for the new Weyer Park Playground. These items were included in the RFP and are as follows:

- A. 1 large play structure for 5 – 12 year old children and 1 small play structure for 2 – 5 year old children. The playground will heavily feature climbing structures, be neutral in color and have a natural or nature theme.
- B. 1 free standing spinning motion structure, such as a merry go-round
- C. 1 teeter totter
- D. 1 swing unit with 2 swing bays, 2 belted seats, and 1 adult/infant seat
- E. Poured-in-place rubber surfacing

All companies have provided a similar warranty with one significant exception. Boland Recreation is the only company offering a warranty on the poured in place surface (25 years limited warranty on surface and 8 years limited warranty on color).

The difference in the base prices below and the total price is the cost of the adult/infant swing that was excluded in some bids as it is distributed from 2 companies. It can be installed on any company's swing frame.

Name	Base Price	Total Price	Insurance
Boland Recreation	\$149,850	\$149,850	Pending Receipt
Minnesota/Wisconsin Playgrounds	\$150,000	\$150,000	Yes

Lee Recreation (2)	\$149,315	\$150,245	Yes
Gerber Leisure Products (2)	\$149,500	\$150,430	Pending Receipt
Commercial Recreation Specialists	\$149,750	\$150,680	Yes
Gerber Leisure Products (1)	\$149,950	\$150,880	Pending Receipt
Lee Recreation (1)	\$150,000	\$150,930	Yes
Northland Recreation	\$150,000	\$150,930	Pending Receipt

Policy Decisions

1. Which playground does the Park Board want to recommend to the Village Board for installation at Weyer Park?
2. The poured-in-place surface will be 50% black and 50% colored. Does the Park Board have a preference on the color selected?

Weyer Park Sussex, WI



WEYER PARK TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
12	12/6	0	4/4	3/3

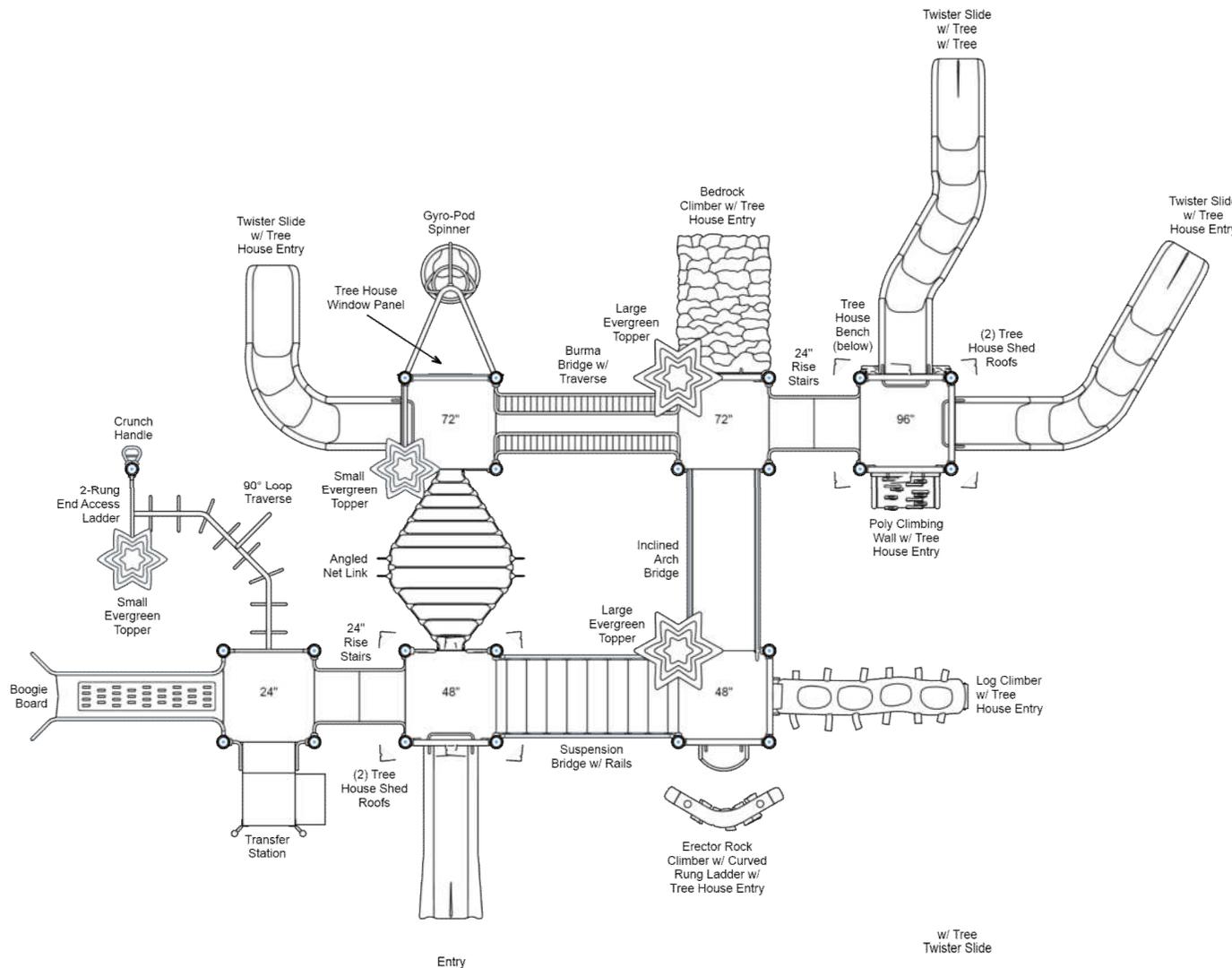
R5

FOR KIDS
AGES
5-12

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC's Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE#: R503A383A

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM

MIN. USE ZONE: 61' x 50'

PLAYCRAFT REP:

Commercial Recreation Specialis



WEYER PARK TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
8	7/4	0	3/3	3/3

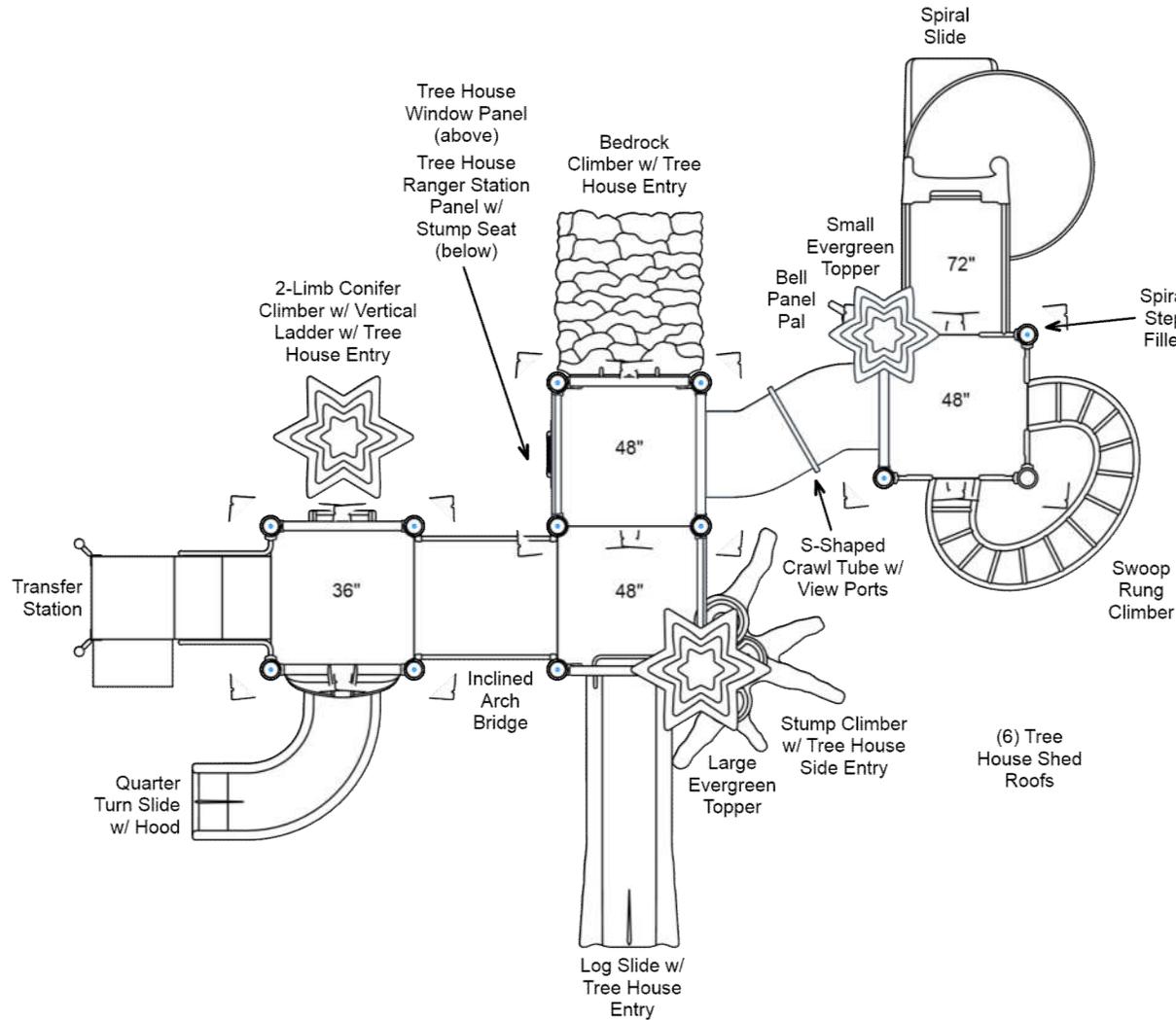
R5

FOR KIDS
AGES
2-5

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE#: R5064619A

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM

MIN. USE ZONE: 40' x 36'

PLAYCRAFT REP:

Commercial Recreation Specialis



**WEYER PARK
TOP VIEW**

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	4/0	1/0

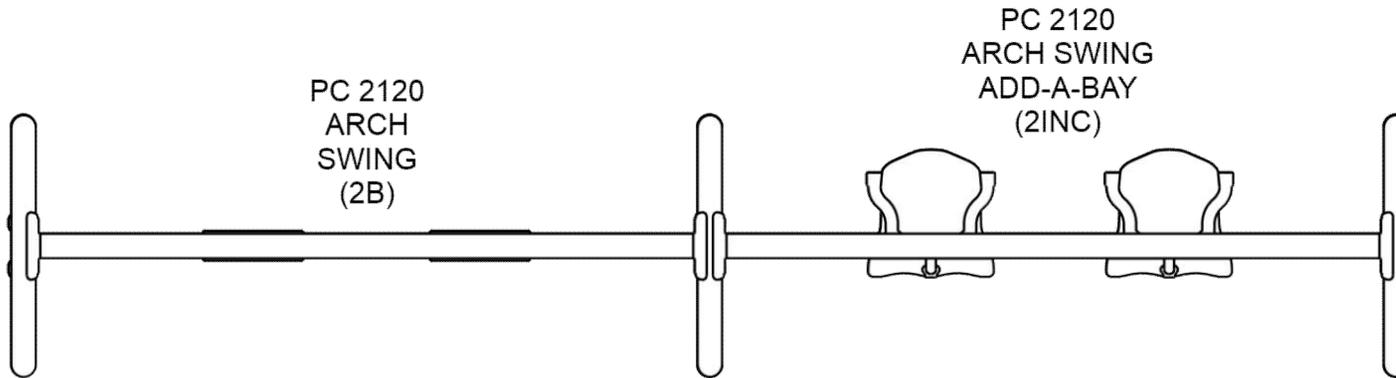
R5

FOR KIDS
AGES
5-12

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE#: FREPC2120+AB

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM

MIN. USE ZONE: 36' x 30'

PLAYCRAFT REP:

Commercial Recreation Specialis



WEYER PARK TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0

R5

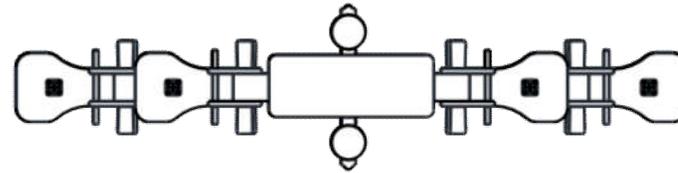
FOR KIDS
AGES
5-12

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.

PC 1920
SPRING
SEESAW



STRUCTURE#: FREPC1920

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM

MIN. USE ZONE: 21' x 14'

PLAYCRAFT REP:

Commercial Recreation Specialis



WEYER PARK TOP VIEW

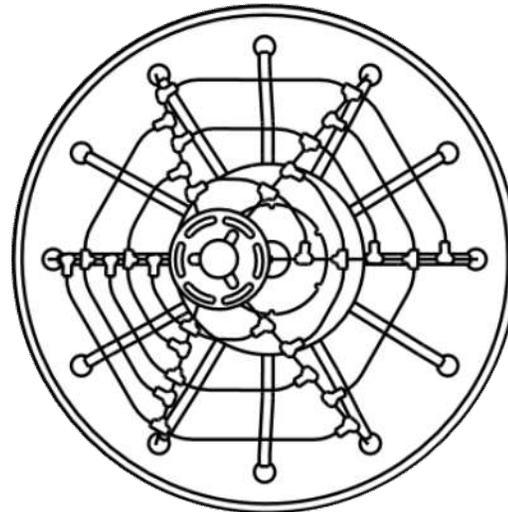
ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0

R5

FOR KIDS
AGES
5-12

PC 2476 SPIN MAX TOWER



GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.

STRUCTURE#: FREPC2476

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM

MIN. USE ZONE: 19' x 19'

PLAYCRAFT REP:

Commercial Recreation Specialis



WEYER PARK SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
20	19/5	0/5	13/7	5/4

R5

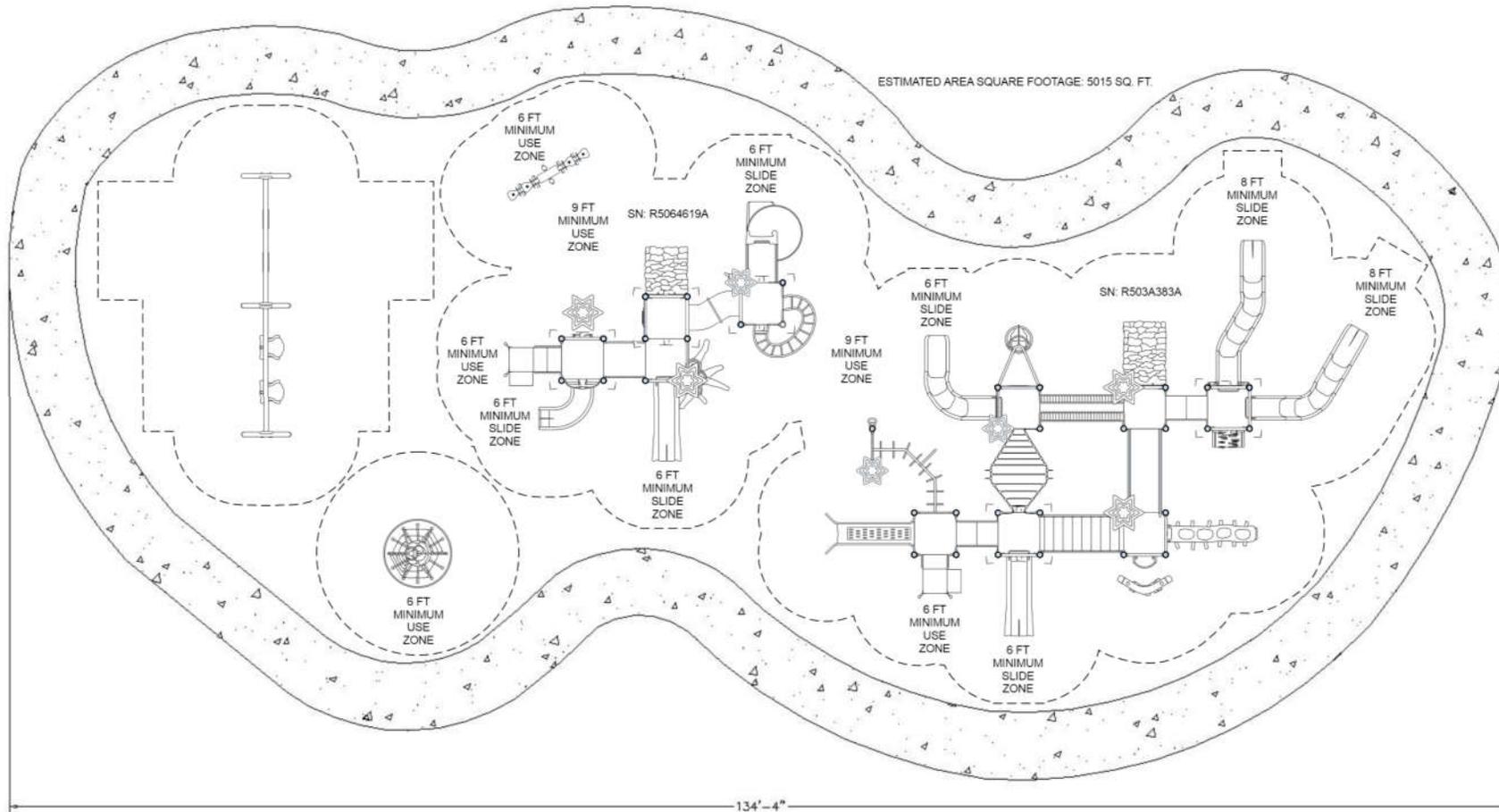
FOR KIDS
AGES
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GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Krauss Craft, Inc. will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM

MIN. USE ZONE: 120' x 56'

PLAYCRAFT REP:

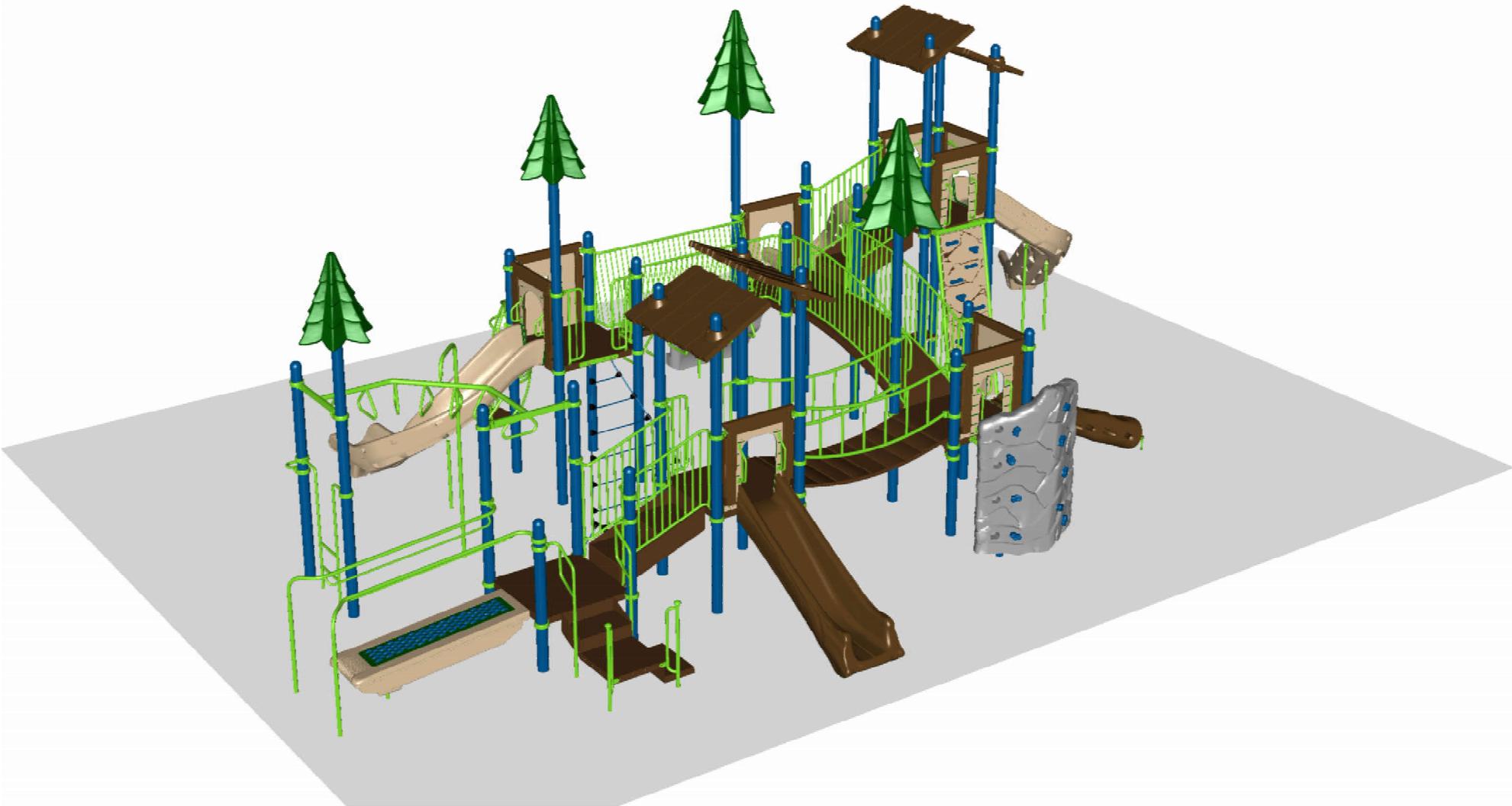
Commercial Recreation Specialists



WEYER PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: R503A383A
PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
SE VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: R503A383A

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
NE VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: R503A383A

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
NW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: R503A383A

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
SW VIEW

R5

FOR KIDS
AGES
2-5



STRUCTURE#: R5064619A
PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
SE VIEW

R5

FOR KIDS
AGES
2-5



STRUCTURE#: R5064619A
PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
NE VIEW

R5

FOR KIDS
AGES
2-5



STRUCTURE#: R5064619A

PROJECT#: CRS162EB82B

DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
NW VIEW

R5

FOR KIDS
AGES
2-5



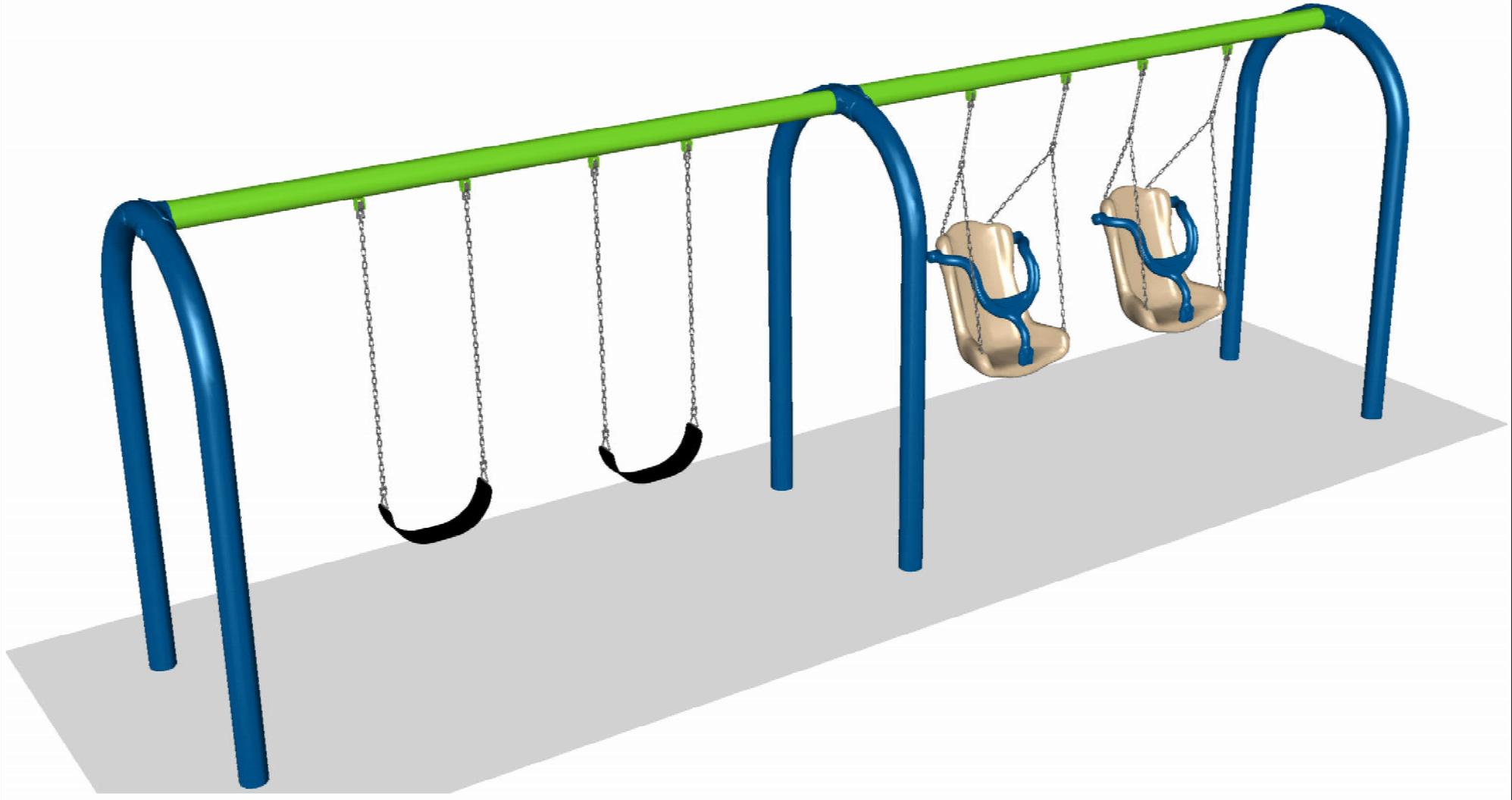
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PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



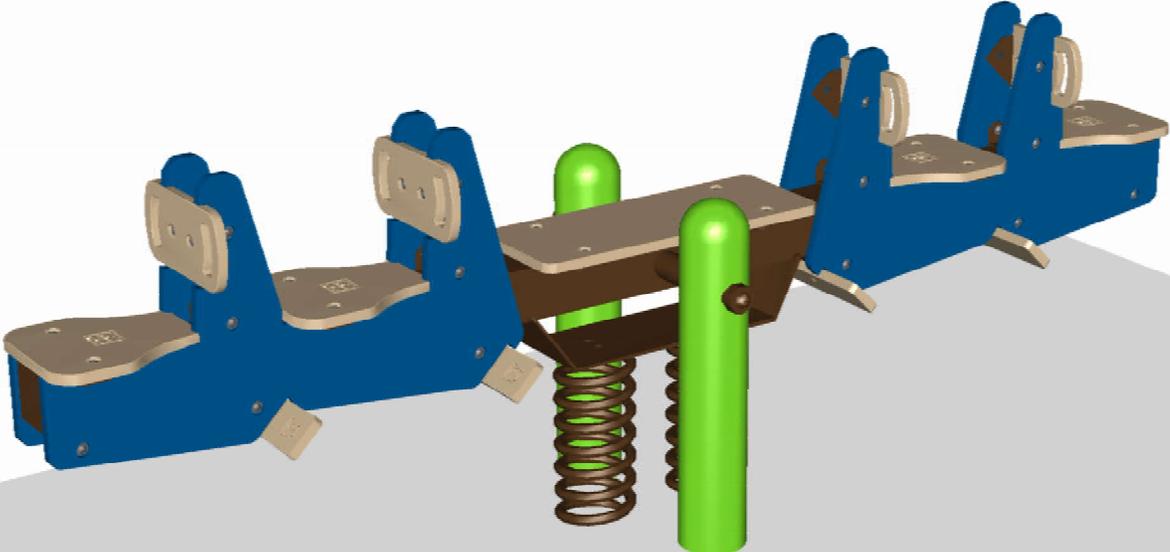
STRUCTURE#: FREPC2120+AB
PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



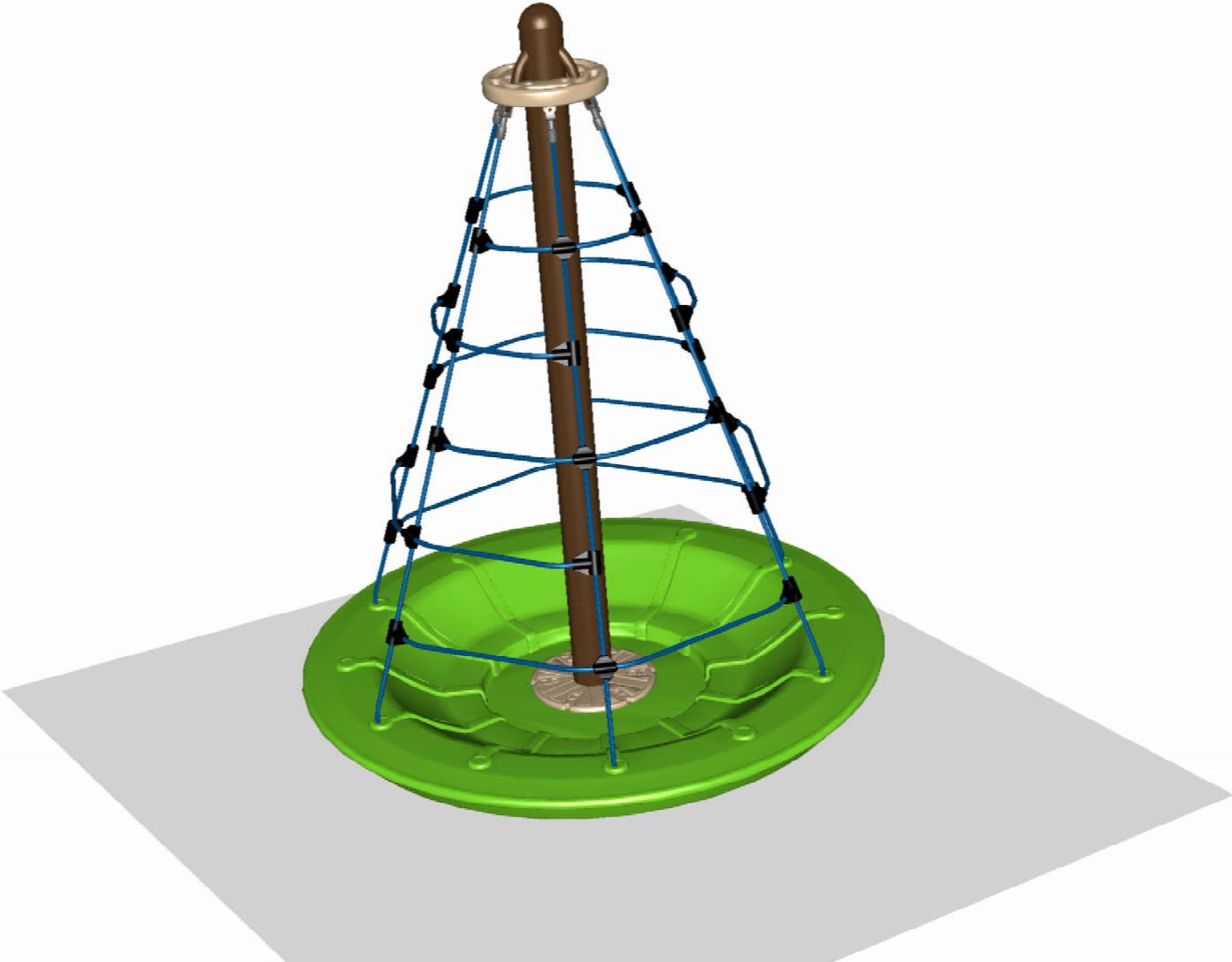
STRUCTURE#: FREPC1920
PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM



WEYER PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: FREPC2476
PROJECT#: CRS162EB82B
DATE: 3/2/2016 | DRAWN BY: MDM





Bill of Materials

WEYER PARK
Nick McHone

Project# CRS162EB82B
3/2/2016

Item	Description	Quantity
R503A383A		
HS-1004-R	Collars	69
GF-7002	Dome Cap, R5	22
S-1009-R5-09ft	Post, 09ft R5	1
S-1010-R5-10ft	Post, 10ft R5	1
S-1011-R5-11ft	Post, 11ft R5	3
S-1012-R5-12ft	Post, 12ft R5	3
S-1013-R5-13ft	Post, 13ft R5	4
S-1014-R5-14ft	Post, 14ft R5	2
S-1015-R5-15ft	Post, 15ft R5	2
S-1016-R5-16ft	Post, 16ft R5	2
S-1017-R5-17ft	Post, 17ft R5	1
S-1019-R5-19ft	Post, 19ft R5	3
S-1020-R5-20ft	Post, 20ft R5	3
S-1021-R5-21ft	Post, 21ft R5	1
S-1101-R5	Square Deck	6
S-11048-48R5	Log Slide 48in	1
S-1206-24R45	ADA Stairs, 24in Rise w/ Walls	2
S-1209-12-R5	Transfer Station, 24in-R	1
S-1228-1677-6R5	Climber, Bedrock w/ Tree House Entry 66-72in	1
S-1236-1282-1677-4R5	Climber, Tree House Erector Rock 42-48in	1
S-1248-1677-AC-R5	Climber, Poly Climb Wall w/ Tree House Entry 96in	1
S-1291-1677-R5	Climber, Inclined Log w/ Tree House Entry 48in	1
S-1402-R5	End Access Ladder (2-Rung)	1
S-1411-90-R5	Traverse, Loop (90 Degree)	1
S-1506-R-90R5	Bridge, Suspension w/ Rails	1



Bill of Materials (continued)

Item	Description	Quantity
S-1509-90TR5	Bridge, Burma w/ Traverse (90in)	1
S-1514-90R5	Bridge, Inclined Arch (90in)	1
S-1528-R5	Link, Angled Net (90in)	1
S-1677-WND-DM_R5	Tree House Window	1
S-1710-1677-RRR-6R5	Slide, Twister w/ Tree House Entry 72in (R-R-R)	1
S-1710-1677-RSSLS-8R5	Slide, Twister w/ Tree House Entry 96in (R-S-S-L-S)	1
S-1710-1677-SLLSS-8R5	Slide, Twister w/ Tree House Entry 96in (S-L2-S2)	1
S-18093-R5	Roof, Tree House Shed	4
S-1847-LR5	Evergreen Topper (Large)	2
S-1847-S-R5	Evergreen Topper (Small)	2
S-1937-R5	Crunch Handle	1
S-1941-R5	Boogie Board	1
S-1960-TH-R5	Tree House Bench	1
S-1966-R5SHRT	Gyro-Pod Spinner (Short)	1
HS-1007-R5	Extra Hardware	2
R5064619A		
HS-1004-R	Collars	40
A2-2918-34-F	Conifer Climber (Fir, 2-Limb)	1
GF-7002	Dome Cap, R5	12
S-1011-R5-11ft	Post, 11ft R5	1
S-1014-R5-14ft	Post, 14ft R5	2
S-1015-R5-15ft	Post, 15ft R5	4
S-1016-R5-16ft	Post, 16ft R5	4
S-1017-R5-17ft	Post, 17ft R5	1
S-1019-R5-19ft	Post, 19ft R5	1
S-1021-R5-21ft	Post, 21ft R5	1
S-1101-R5	Square Deck	4
S-11048-48R5	Log Slide 48in	1
S-1209-24-R5	Transfer Station, 36in-R	1
S-1210-1677-36R5	Climber, Tree House Vertical Ladder 30-36in	1



**Bill of Materials
(continued)**

Item	Description	Quantity
S-1228-1677-4R5	Climber, Bedrock w/ Tree House Entry 42-48in	1
S-1280-4R5	Climber, Swoop Rung 42-48in	1
S-1292-48R5SE	Climber, Stump (T.H. Side Entry) 48in	1
S-1500-2S575R5	Crawl Tube, S-Shaped 57.495 (2-Sect., Left)	1
S-1514-45R5	Bridge, Inclined Arch (45in)	1
S-1661-R5	Panel Pal, Bell	1
S-1677-RNG-GM-R5	Tree House Ranger Station Panel (G)	1
S-1677-WND-DM_R5	Tree House Window	1
S-1705-R5H	Slide, Quarter Turn 36in (w/ Hood)	1
S-1706-24R5	Slide, Spiral 72in (48in Deck Height, 24in Filler)	1
S-18093-R5	Roof, Tree House Shed	6
S-1847-LR5	Evergreen Topper (Large)	1
S-1847-S-R5	Evergreen Topper (Small)	1
S-1961	Stump Step 12-18in	1
HS-1100-2	Deck to Deck Hardware	2
FREPC2120+AB		
A2-2120-2B	PC 2120 Arch Swing (2B)	1
A2-2120-ADAX2-AB	PC 2120 Arch Swing (Right, 2INC)	1
FREPC1920		
A2-1920	PC 1920 Spring Seesaw	1
FREPC2476		
A2-2476	PC 2476 Spin Max, Tower	1

Weyer Park Option 1

Sussex WI March 3, 2016



LS
landscape
structures®



Better playgrounds.
Better world.®

playlsi.com



Proudly presented by:

Hollie Rickey



GERBER LEISURE
PRODUCTS, Inc.

Weyer Park Option 1

Sussex WI March 3, 2016



LS
landscape
structures®



Better playgrounds.
Better world.®

playlsi.com



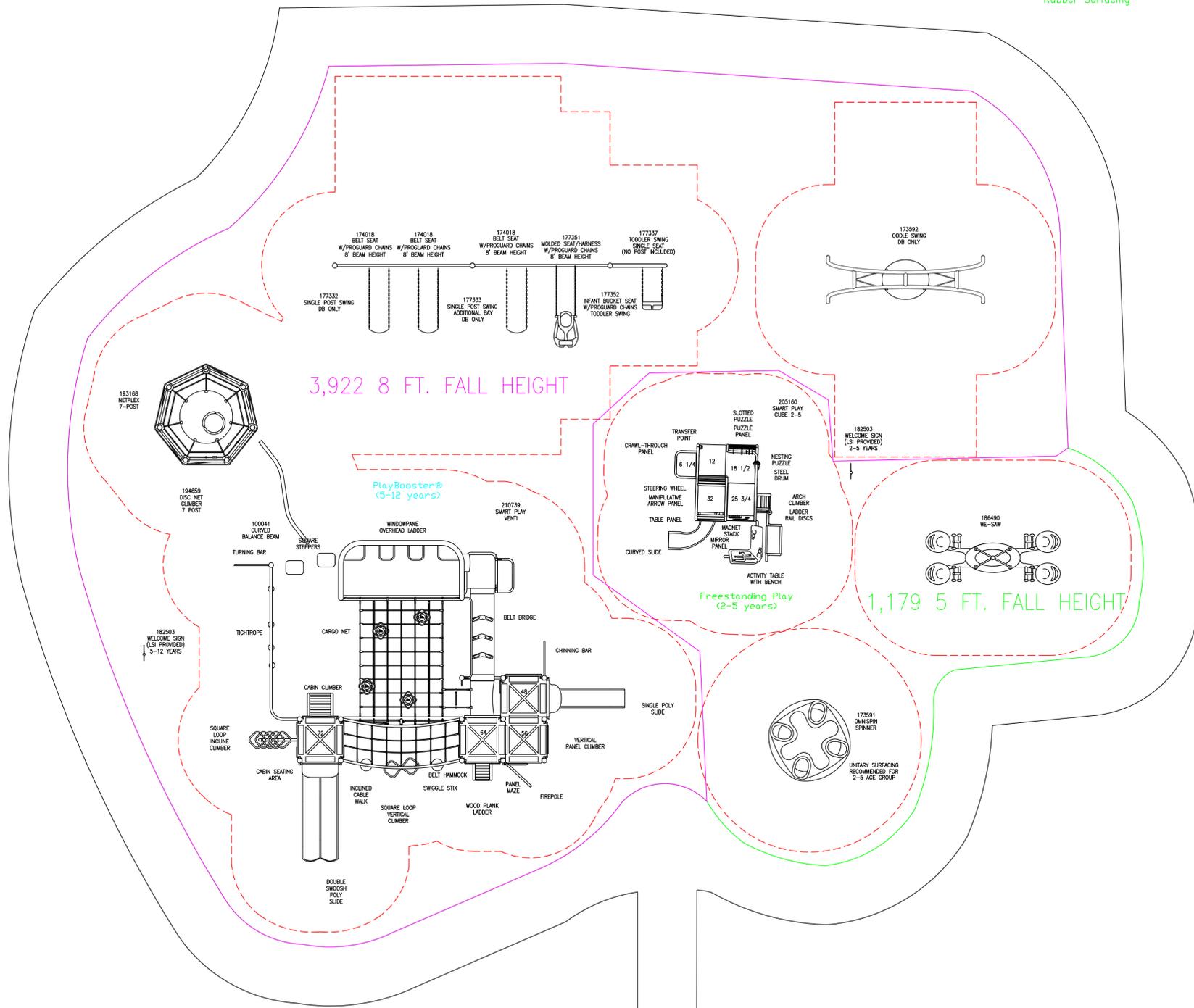
Proudly presented by:

Hollie Rickey



**GERBER LEISURE
PRODUCTS, Inc.**

5101 Sq. Ft.
Poured in Place
Rubber Surfacing



landscape structures



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487.

THIS PLAY AREA & EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

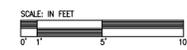
CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL FALL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION).

DESIGNED BY:
DAG

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LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials

TOTAL ELEVATED PLAY COMPONENTS	20		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	15	REQUIRED	10
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	21	REQUIRED	7
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	4	REQUIRED	4



WEYER PARK OPTION 1
SUSSEX, WI

Gerber Leisure Products
Hollie Rickey
800-236-7758

SYSTEM TYPE:
PlayBooster
DRAWING #:



Weyer Park Option 2

Sussex WI March 2, 2016



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PRODUCTS, Inc.**

Weyer Park Option 2

Sussex WI March 2, 2016



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Hollie Rickey





The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487.

THIS PLAY AREA & EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

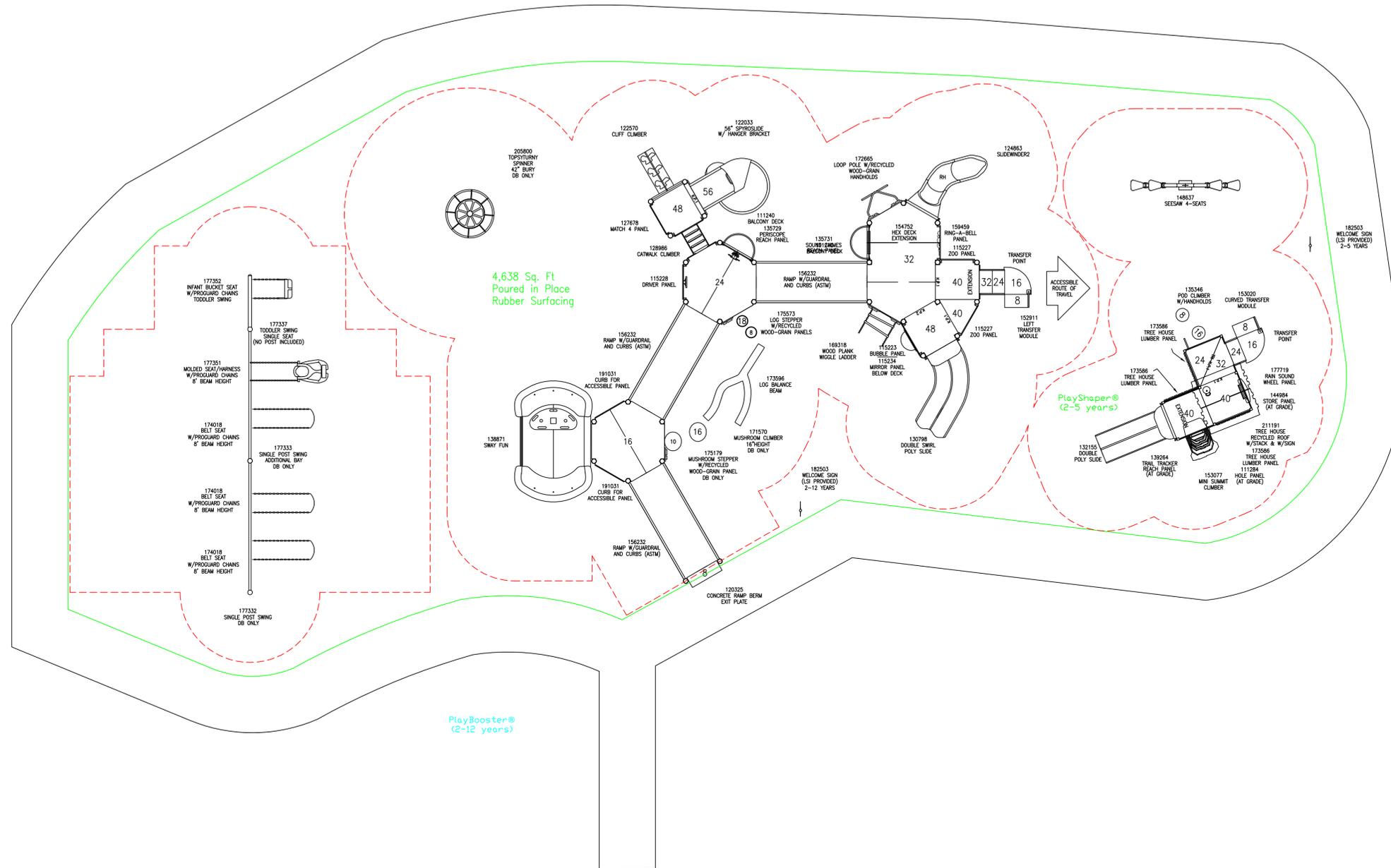
THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION).

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DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials



TOTAL ELEVATED PLAY COMPONENTS	17		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	13	REQUIRED	9
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	4	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	16	REQUIRED	6
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	5	REQUIRED	3



WEYER PARK OPTION 2
SUSSEX, WI

Gerber Leisure Products
Hollie Rickey
800-236-7758

SYSTEM TYPE:
PlayBooster

DRAWING #:



WEYER PARK

SUSSEX, WI

OPTION 1

LR
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RECREATION LLC
PLAYGROUND & RECREATION EQUIPMENT
Phone: 800-775-8937 www.leerecreation.com

Celebrating
20 Years
1995-2015



VIEW A



VIEW B



VIEW C

WEYER PARK

SUSSEX, WI

OPTION 2



VIEW A



VIEW B



VIEW C



Weyer Park
Sussex, Wisconsin

