



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
PARKS & RECREATION BOARD
6:30 PM TUESDAY, APRIL 19, 2022
SUSSEX CIVIC CENTER – COMMUNITY ROOM 1ST FLOOR
N64W23760 MAIN STREET**

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 virtually 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 virtually 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 any area where the public may comments or if the rules are suspended to allow them to do so.)

1. Roll call
2. Consideration and possible action on the minutes from the March 15, 2022 meeting
3. Comments from Citizens Present
4. Discussion and Possible Action on Fourth of July Fireworks Contract with Wolverine Fireworks Display, Inc.
5. Discussion and Possible Action on Gator replacement for Parks
6. Discussion and Possible Action on Zero Turn Mower replacement for Parks
7. Park & Recreation Director's Report
8. Topics for Future Agenda Items
9. Adjournment

Robert Fourness
Chairperson

Jeremy Smith
Village Administrator

**VILLAGE OF SUSSEX
PARK AND RECREATION BOARD
6:30 PM TUESDAY, MARCH 15, 2022
SUSSEX CIVIC CENTER – 2ND FLOOR COMMITTEE ROOM
N64W23760 MAIN STREET**

DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM
THE SUSSEX PARK & RECREATION BOARD
AND ARE SUBJECT TO CHANGE UPON APPROVAL OF THE PARK & RECREATION BOARD

DRAFT MINUTES

Meeting was called to order by Vice Chairperson Kelly Tetting at 6:30 p.m.

1. Roll Call

Members Present: Nadine Coenen, Mike Waltz, Kelly Tetting, Chris Kostka, Chuck Vojtas and Trustee Ron Wells.

Members Excused: Chairman Bob Fourness

Staff Present: Park & Recreation Director Halie Dobbeck

Others Present: Trustee Lee Uecker, President Anthony LeDonne

2. Consideration and action on minutes from the February 15, 2022 meeting.

Motion by Waltz, seconded by Coenen to approve of the February 15, 2022 meeting minutes.
Motion carried 6-0.

3. Discussion and Possible Action on Redford Hills Subdivision Tree Mitigation Plan

Dobbeck presented the memo and plan in the packet.

Developer George Erwin was present for any questions or commentary.

Motion by Waltz, seconded by Kostka to approve the tree preservation and mitigation plan for Redford Hills and require the onetime payment of \$100,000 to be reduced if the tree plan is approved by the Village and implemented by the Developer per the Developer's Agreement to meet the standards for the same.
Motion carried 6-0.

4. Comments from Citizens Present

No citizens were present that wished to be heard.

5. Discussion on Waitlist Data from 2021

Dobbeck presented waitlist data as was requested from the board. The consensus of the board was for data to be brought back to the board after the new resident registration policy takes effect for the summer session. Waltz requested that the data include total enrollment numbers

broken out by residents and nonresidents in addition to the total waitlist numbers broken out by residents and nonresidents.

6. Update on 2021 Funds (10 Year Contracts, Tree Preservation Funds, Rental Statistics)

Dobbeck presented the data in the packet.

Waltz requested that rental revenues also include total number of rentals for each space.

7. Discussion on Baseball Scheduling Priority in Peer Communities + 2022 Field Requests Data

Dobbeck presented the data in the packet.

The board does not intend to make any changes to priority scheduling at this time.

The board requested that staff look at alternative partnerships (school district) for field usage if necessary.

8. Park & Recreation Director's Report

Dobbeck shared the following information:

-Summer Day Camp is almost full with growing waitlists. Our limiting factor is staff, so the sooner we can secure necessary staff for a quality program, we can open spaces.

-Prides Crossing Park is slotted to see construction in the next few weeks

-Stonewood Estates Park poured in place patches have lifted and the company is replacing those on Wednesday this week.

-Weyer Park poured in place is not meeting expectations for longevity and the company has agreed to come out and replace with a product we know will last at a highly discounted rate. We will see this update before Memorial Day.

-Program Coordinator "adults over 50" position is open online and accepting applications

-The Farmers Market has 6 vendors lined up and working to add more. It is a little late in the season to be obtaining vendors but the group is committed to putting together a market.

9. Topics for Future Agenda Items

None

10. Adjournment

Motion by Waltz, seconded by Kostka to adjourn at 7:33 p.m.

Motion carried 6-0.

Respectfully Submitted,
Halie Dobbeck
Park & Recreation Director

WOLVERINE FIREWORKS DISPLAY, INC.

205 W. Seidlers Road
Kawkawlin, Michigan 48631
Phone: (989) 662-0121
Fax: (989) 662-0122

WISCONSIN WAREHOUSE:
Phone: (262) 968-4178

CONTRACT

This contract entered into this 11th day of March, 2022, by and between WOLVERINE FIREWORKS DISPLAY, INC., hereinafter referred to as “**WOLVERINE**” A Michigan Company, duly licensed by the BATFE, and Village of Sussex, hereinafter referred to as “Sponsor”.

1. Wolverine agrees to furnish Sponsor, in accordance with the terms and conditions set forth herein, One (1) fireworks display as per this signed and accepted contract. This will include trained and qualified Pyrotechnicians to deliver, setup, execute and take down the pyrotechnic display.
2. Wolverine agrees to provide insurance coverage of Ten Million Dollars, Bodily Injury and Property Damage and the statutory limits for Worker’s Compensation Insurance. The Sponsor will be named as additional insured on the certificate. This insurance covers the operations of Wolverine only and does not extend to any other aspect of the event.
3. The date of this display is: **July 4th, 2022** at: **9:20pm** pm. In the event of inclement weather, the display will be rescheduled for the **next night July 5th, 2022** at no additional cost to the Sponsor (dates around the 4th of July are excluded unless approved by Wolverine). In the event the display is rescheduled to a date not the next night, there will be an additional 15% cost added to the contract amount to cover additional expenses involved. In the event the Sponsor does not choose to reschedule another date or cannot agree to a mutually convenient date, the Sponsor shall pay the Contractor an amount equal to 40% to cover Wolverine’s cost, damages, and expenses.
4. The cost of the display is: **\$26,000.00** plus tax (unless exempt). A deposit in the amount of: **\$13,000.00** shall be made upon signing of contract, no later than 90 days prior to display date. If the display is cancelled by sponsor after deposit is paid but prior to 30 days before the display, Sponsor will forfeit 25% of deposit. If display is cancelled by Sponsor 30 days prior to display or after, Sponsor will forfeit 100% of deposit.
5. The balance due shall be paid to Wolverine within 10 days following the display.
6. A 2.5% Hazardous Material Handling fee of **\$663.00** will be added to the invoice (based on the display cost) along with any permit fees paid by Wolverine. There will be a 1.5% late charge added to the invoice on any outstanding amount not paid in full by the agreed upon date.
7. Sponsor, at Sponsor’s expense, agrees to provide Wolverine with a suitable display site that meets the guidelines as set forth in NFPA 1123 and meeting the approval of Wolverine. All permits necessary for the display shall be the responsibility of the Sponsor. All necessary police, fire, and other appropriate protection necessary for proper crowd control, automobile parking, and display site security will be the responsibility of the Sponsor and in accordance with the provisions of NFPA 1123.
8. After the display, Wolverine will conduct a post display search of the area/fallout zone for any unexploded fireworks. Sponsor explicitly acknowledges that an early morning first light search of the Display Site as defined in NFPA 1123 is of utmost importance and the search will be conducted by the Sponsor. If any unexploded shells or devices are found, Wolverine will be contacted immediately to

properly disposed of said material. Wolverine will be responsible for the removal of all equipment provided by Wolverine. Sponsor will be responsible for any remaining cleanup that may be required after the display.

9. Sponsor agrees to defend and hold Wolverine harmless from and against all claims and any penalties, damages, and costs made against and/or incurred by Wolverine in the event (1) the display does not commence on the date and time contemplated by this contract or is otherwise disrupted because of equipment or product malfunction or failure, and/or (2) Sponsor's breach of its obligations under the contract.
10. The laws of the State of Wisconsin shall govern this contract. Nothing in this contract shall be construed as forming a partnership between the Sponsor and Wolverine. Neither party shall be held responsible for any agreements nor obligations not expressly provided for herein and shall be severally responsible for their own separate debts and obligations.
11. If Wolverine, in its sole determination, is unable to supply the size and type of fireworks proposed due to supply chain issues, Wolverine will substitute with fireworks of equal monetary value, in its sole discretion, if possible. If no such supply is available, Wolverine will refund Sponsor any deposit paid, and this agreement will be cancelled without penalty to Wolverine or Sponsor.
12. This contract constitutes the entire agreement between the parties and shall be binding on the parties, their heirs, executors, administrators, successors, and assigns.
13. Any Additional Provisions:

WOLVERINE FIREWORKS DISPLAY, INC.

VILLAGE OF SUSSEX

By: _____

By: _____

Date Signed: ____/____/____

Date signed ____/____/____

Address: 205 W. Seidlers Road
Kawkawlin, MI 48631
Gina@wolvdisplay.com

Address: N64W23760 Main Street
Sussex WI 53089

Phone: 262-246-5200 Office

Email: Halie Dobbeck
hdobbeck@villagesussex.org



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MEMORANDUM

To: Park Board
From: Thom Berres, Parks Foreman
Date: 03/31/2022
Re: UTILITY VEHICLE PURCHASE

The 2010 John Deere 625I utility vehicle is due for replacement having met its 12 year life cycle. These vehicles are used for watering flowers and trees, mulching projects, trail maintenance, hauling stone and dirt, disc golf course maintenance and general transportation in the parks.

The 615E is the base model and direct replacement for the 625I we originally quoted. With the work the parks department is performing today, the base model is underpowered. The quoted utility vehicles will accomplish this work.

Three quotes were obtained for the Utility Vehicle.

DEALER	MODEL	COST
Powersports	Kubota rtv-xg850wgl-a	\$17,000.00
Proven Power	John Deere Gator 835M	\$17,424.66
Fuel Sports	Polaris Ranger 1000EPS	\$17,575.50

Recommendation

Staff recommends the purchase of the John Deere Gator 835M. This vehicle is the same model as our last gator (purchased in 2020), seats three people, has tail light and headlights for road safety and has a dump box with a 1,000 pound capacity. The total investment in this equipment is \$17,424.66. This exceeds the \$10,485.00 that was approved in the capital outlay of the 2022 budget however, this is the utility vehicle that our fleet needs and costs have increased since the gators were initially quoted. The Kubota model is the low bid, however it only seats two; a three seat utility vehicle makes this a more versatile purchase.



JOHN DEERE

PROVEN POWER

Selling Equipment

Quote Id: 25761753 Customer Name: VILLAGE OF SUSSEX

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Proven Power, Inc.
S65w22065 National Avenue
Waukesha, WI 53189-9660
262-679-0100
office@provenpower.com

		Standard Options - Per Unit					
001A	US/Canada	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
0505	Build To Order	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
1062	27" Predator Heavy-Duty all-terrain radial tires on 14" Yellow Alloy Wheels	1	\$ 1,097.00	13.00	\$ 142.61	\$ 954.39	\$ 954.39
2030	Split Bench Seat - Yellow Vinyl	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
2350	Park Position In Transmission	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
2500	Green and Yellow	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Cargo Box with Spray In Liner, Brake, and Tail Lights	1	\$ 490.00	13.00	\$ 63.70	\$ 426.30	\$ 426.30
3101	Cargo Box Power Lift	1	\$ 941.00	13.00	\$ 122.33	\$ 818.67	\$ 818.67
4000	OSR Nets	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
4049	Less Roof and Panels	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
4199	Less Rear Package	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
4201	Front Brush Guard	1	\$ 382.00	13.00	\$ 49.66	\$ 332.34	\$ 332.34
6349	Less Winch	1	\$ 0.00	13.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 2,910.00		\$ 378.30	\$ 2,531.70	\$ 2,531.70
		Dealer Attachments/Non-Contract/Open Market					
BUC10261	Shield Kit - SHIELD KIT, REAR SCREEN	1	\$ 234.33	0.00	\$ 0.00	\$ 234.33	\$ 234.33
Dealer Attachments Total			\$ 234.33		\$ 0.00	\$ 234.33	\$ 234.33
Value Added Services			\$ 0.00			\$ 0.00	\$ 0.00
Total							
Total Selling Price			\$ 19,993.33		\$ 2,568.67	\$ 17,424.66	\$ 17,424.66

JOHN DEERE GATOR™ XUV835M (Model Year 2022)

Equipment Notes:

Hours:

Stock Number:

Selling Price *

Contract: WI Dodge County 18-04-00777-B (PG 14 CG 22)

\$ 17,424.66

Price Effective Date: December 12, 2021

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
57KOM	GATOR™ XUV835M (Model Year 2022)	1	\$ 18,849.00	13.00	\$ 2,190.37	\$ 14,658.63	\$ 14,658.63



powersportscompany.com
N8309 Kellom Road
Beaver Dam, WI 53916
920.887.2709

Date: March 17, 2022
 Name: THOM BERRES
 Address:

Telephone: 262-768-6875
 Email:

Cash
 Finance

Quote provided by:

2022 KUBOTA RTV-XG850WGL-A	\$15,399.00
WIPER KIT	\$213.68
REARVIEW MIRROR	\$49.50
SPORT ROOF	\$390.50
STROBE LIGHT LED	\$162.00
TRAILER HITCH	\$44.00
BRUSH GUARD	\$97.34
STROBE MOUNTING KIT	\$95.70
GLASS WINDSHIELD	\$830.50
KIT SWITCH BOX AND INSTALLATION	\$119.90
ACCESSORY WIRE HARNESS	\$328.90
UNDER HOOD SEAL KIT	\$108.90
ELECTRIC BED LIFT	\$990.85
Less: Dealer discount	(\$1,830.77)
Less: Trade In	
Subtotal	\$17,000.00
Labor for accessories	
Extended warranty	
Set-up fees	
Destination fees	
Service fee	
T&L or DNR Reg.	
Lien fees	
FLEX BUCKS	
Less: Rebate or Bonus Bucks	
Less: Bid Assistance Program	
Total	\$17,000.00
Sales tax (5.5%)	
Down Payment	
Pay off on Trade In	
Balance due	\$17,000.00

[BULK] Ranger and Badboy



Dominick Fay <RepReply@FuelPowersports.com>

Fri 2/4, 3:34 PM

Thom Berres

Reply all |

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Hi Thom,

Thank you for inquiring. The 2022 Ranger 1000 EPS is 15399 plus F/P of 1890, and doc of 286.50 and tax and reg. OTD would be 18572.15 *minus tax \$17575.50*

~~The Bad Boy Renegade 61 is 12000 plus F/p of 590, plus tax and doc of 186.50.~~

I have to check and see if I can order the Bad boy Renegade.

Sincerely,

Dominick Fay
Major Unit Sales
(262) 429-1147
RepReply@FuelPowersports.com
4196 Woodcrest Ridge Dr
West Bend, WI 53095

This email was sent to: tberres@villagesussex.org.

From: Fuel Powersports 4196 Woodcrest Ridge Dr West Bend, WI 53095

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MEMORANDUM

To: Park Board
From: Thom Berres Parks Foreman
Date: 3/31/2022
Re: **ZERO TURN MOWER**

The 2011 Ferris zero turn mower is 11 years old and due for replacement. This mower is used 4 – 5 days a week during the cutting season (April-October). The Village has two zero turn mowers in its fleet.

There were three quotes obtained for the mower.

DEALER	MODEL	COST
Town and Country	Scag Turf Tiger	\$13,879.00
Town and Country	Ferris ISX3300	\$15,249.00
Fuel Sports	Bad Boy Renegade	\$15,376.00

Recommendation

Staff recommends the purchase of the Scag Turf Tiger. The total investment in this equipment is \$13,879.00. The Scag Turf Tiger is the lowest bid and what staff recommends. This over the approved \$12,030.00 in the capital outlay of the 2022 budget due to the volatile market.

Q U O T A T I O N

WALDSCHMIDT'S TOWN & COUNTRY
 N94 W17937 APPLETON AVE.
 MENOMONEE FALLS, WI 53051
 Phone #: (262)251-1400
 Fax #: (262)251-1491

PHONE #: (262)246-5200 DATE: 12/15/2021
 CELL #: ORDER #: 1340891
 ALT. #: (262)385-1309 Ext: scott CUSTOMER #: 1518
 P.O.#: CP: 3
 TERMS: Net 15 EOM LOCATION: 1
 SALES TYPE: Quote STATUS: Active

BILL TO 1518

Village Of Sussex
 Parks & Grounds Maint. Dept.
 N64 W23760 Main St.
 Sussex, WI 53089

SHIP TO

Village Of Sussex
 Parks & Grounds Maint. Dept.
 N64 W23760 Main St.
 Sussex, WI 53089

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
FER	5901982	ISX3300 38HP KAW EFI 61" W/4-WHL SUSPENSION	1	\$15,999.99	\$14,999.99	\$14,999.99 +\$250
SCA	841Z	STTII-61V-37BV-EFI TURFTIGER 37HP VAN 61" VELOCITY	1	\$16,985.00	\$13,629.00	\$13,629.00 +\$250
****	SETUP/PREP C/R	FREIGHT/SETUP/PREP COMMERCIAL RIDERS EA.	1	\$250.00	\$250.00	\$250.00

Prices reflected on this quotation are subject to change per market market condition.

We appreciate the opportunity to offer you this quote.

SUBTOTAL:	\$28,878.99
TAX:	\$0.00
ORDER TOTAL:	\$28,878.99

N/A

Authorized By: _____

[BULK] Bad Boy Renegade



Dominick Fay <RepReply@FuelPowersports.com>

Fri 2/4, 3:50 PM

Thom Berres

Reply all |

Inbox

To help protect your privacy, some content in this message has been blocked. To re-enable the blocked features, click here.

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Hi Thom,

Sorry I was looking at the wrong machine. The 2022 Bad Boy Renegade 61 inch is 14500 plus f/p of 590, doc of 286.50, and tax. Also I have to check if I can order them.

\$15,376.50

Sincerely,

Dominick Fay
Major Unit Sales
(262) 429-1147
RepReply@FuelPowersports.com
4196 Woodcrest Ridge Dr
West Bend, WI 53095

This email was sent to: tberres@villagesussex.org.

From: Fuel Powersports 4196 Woodcrest Ridge Dr West Bend, WI 53095

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