



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

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Tuesday, July 7, 2020

6:30 PM

Virtual Meeting - View at:

<https://waukesha.legistar.com/Calendar.aspx> or Call 877 853  
5247 (Toll Free)

Webinar ID: 943 4409 9539 Password: 124173 For Public  
Comment, register by 4pm:

<https://waukesha-wi.gov/1907/Public-Comment>

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#### 1. Roll Call

**Present:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

#### 2. Pledge of Allegiance

#### 3. Public Comment

*Chris Bauman, 1840 Tallgrass Circle, spoke against position creation.*

*Mary Jane Sanchez, 270 W. Broadway, also spoke against position creation.*

#### 4. Approval of Minutes

[ID#20-0859](#) Minutes from June 16, 2020

**Attachments:** [ccmn200616 draft](#)

**A motion was made by Ald. R. Lemke, seconded by Ald. Cummings, that the Minutes of June 16th are approved. The motion carried by the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

### Consent Agenda

*Item #20-0874 and #20-0749 were removed from Consent by Ald. Rodriguez. The remainder of the Consent Agenda passed by unanimous consent.*

### 1. Other Boards and Commissions

**ID#20-0789** Approve purchase of Rempe Property in the amount of \$500,000, plus closing costs

**Attachments:** Rempe Final for WC

### 2. Plan Commission

### 3. Standing Committees

## A. Finance Committee - Ald. Pieper

[ID#20-0749](#) Review and act on approval of a TIF agreement between the City of Waukesha and Fox Run 3, LLC

**Sponsors:** Community Development

**Indexes:** TIF; Fox Run

**Attachments:** [Cover Sheet- Fox Run 3](#)  
[Fox Run 3 Devel Agmt - 6-24-20 Draft](#)

*This Item was removed from the Consent Agenda by Ald. Rodriguez.*

[ID#20-0754](#) Review and act on a request to approve the transfer of \$18,335 of unused carryover funds from account 2225-68190 to 2242-68290 and use \$5,815 of the remaining SCBA funds in account 2242-68290 to complete the planned 2023 CIP Knox Box replacements in 2020. Amend the 2020 CIP to reflect the change.

**Sponsors:** Fire Department

**Indexes:** knox box

**Attachments:** [Cover Sheet - Knox Box](#)

[ID#20-0755](#) Review and act on a request to create a new special revenue fund (Frame Park Maintenance) for the purpose of maintaining Frame park in cooperation with Carroll University.

**Sponsors:** Finance

**Indexes:** Frame Park; Special Revenue Funds

**Attachments:** [Cover Sheet-Frame Park Maintenance Fund](#)

[ID#20-0816](#) Review and act on Request to purchase of up to 4 additional DS-200 ballot tabulators for increased absentee ballot processing.

**Attachments:** [Cover sheet - 2020 Election Equipment for Absentee final](#)  
[Election Equipment Purchase vs. Rental x1](#)  
[City of Waukesha WI - DS200 Sales Order Agreement Complete - 06.26.2020](#)

[ID#20-0818](#) Review and act on a request to create a new special event in Fund 0228 called 125th Anniversary and amend the 2020 budget to be \$8,000.

**Sponsors:** Finance and City Administrator

**Indexes:** 125th anniversary; Special Revenue Funds

**Attachments:** [Cover Sheet-125th Anniversary](#)

**B. Building & Grounds Committee - Ald. E. Payne****C. Ordinance & License Committee - Ald. Johnson**

## 1. Licenses

[ID#20-0765](#) Bartenders - June 22, 2020

**Attachments:** [Bartenders June 22, 2020](#)

[ID#20-0766](#) INVITED Other Applications - June 22, 2020

**Attachments:** [Other Licenses June 22, 2020](#)

[ID#20-0767](#) Other Applications - June 22, 2020

**Attachments:** [Other Licenses June 22, 2020](#)

## D. Human Resources Committee Report - Ald. Wells

[ID#20-0871](#) Request to review and approve amendments to HR Policy C3 - Leaves of Absence.

**Attachments:** [C3 Leaves of Absences June 2020 amendment corrections](#)

[ID#20-0874](#) Request to review and approve HR Policy B10 - Employment of Relatives.

**Attachments:** [B10 Employment of Relatives 6.19.2020 updates from HR Committee meeting](#)

*This Item was removed from the Consent Agenda by Ald. Pieper.*

**E. Board of Public Works - Dr. Fred Abadi**

[ID#20-0718](#) Review and act on Contract Change Order 4 with Greenfire Management Service, LLC, for the Waukesha City Hall project.

**Sponsors:** Public Works

**Attachments:** [20-0718\\_BPW Agenda Cover-CCO4-Greenfire Management-Waukesha City Hall](#)  
[20-0718\\_CCO4 Greenfire City Hall](#)

[ID#20-0719](#) Review and act on Contract Change Order 1 with Greenfire Management Service, LLC, for the Transit Center Waukesha City Hall project.

**Sponsors:** Public Works

**Attachments:** [20-0719 BPW Agenda Cover-CCO 1 Transit Center-Greenfire Management-Waukesha City Hall](#)  
[20-0719\\_CCO1 Greenfire-Transit Construction](#)

**ID#20-0721** Review and act on Contract Change Order No. 1 with Crowley Construction Corp. for the 2020 Centerline and Miscellaneous Marking project.

**Sponsors:** Public Works

**Attachments:** [20-0721 BPW Agenda Cover-CCO1-Crowley Construction-Centerline Marking](#)  
[20-0721\\_CCO1 Crowley Construction-2020 Centerline Marking](#)

**ID#20-0725** Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and Fox Run 3, LLC for property located at northwest corner of intersection of W. Sunset Drive (CTH D) and St. Paul Avenue, Outlot 6.

**Attachments:** [20-0725 BPW Agenda Cover-Fox Run 3, LLC SW Agreement-Outlot 6](#)  
[Fox Run Maintenance Agreement - Outlot 6](#)

**ID#20-0726** Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and Fox Run 3, LLC for property located at northwest corner of intersection of W. Sunset Drive (CTH D) and St. Paul Avenue, Outlot 7.

**Sponsors:** Public Works

**Attachments:** [20-0726 BPW Agenda Cover-Fox Run 3, LLC SW Agreement-Outlot 7](#)  
[Fox Run Maintenance Agreement - Outlot 7](#)

### **End of Consent Agenda**

## **5. New Business**

**ID#20-0877** Waukesha Works Economic Recovery Grant Final Report

**Sponsors:** Community Development

*Jeff Fortin gave a report on the Recovery Grant.*

**ID#20-0881** Resolution subjecting newly-acquired city land to National Park Service restrictive covenants

**Attachments:** [Memo-Missile Park Resolution.pdf](#)  
[Resolution - Missile Park Covenants.pdf](#)

**A motion was made by Ald. Miller, seconded by Ald. Johnson, to approve ID#20-0881 Resolution subjecting newly-acquired city land to National Park Service restrictive covenants . The motion carried by the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

## **Reports**

### 6. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Bartels

[ID#20-0875](#) Water Commission Meeting Update for Council

**Attachments:** [06 25 2020 Meeting update to Council](#)

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Miller

E. Redevelopment Authority Report - Ald. Perry

F. Parks, Recreation & Forestry Board Report - Ald. Johnson

G. Library Board Report - Ald. Miller

H. Cemetery Commission Report - Ald. Cummings

I. Waukesha Housing Authority Report - Ald. Miller

J. Community Development Block Grant Committee Report - Jennifer Andrews

K. Public Art Committee Report - Ald. Moltzan

### 7. Plan Commission - Jennifer Andrews

[ID#20-0736](#) Declaration of surplus land, 205 Greenmeadow Drive – the northeast corner of the intersection of Greenmeadow Drive and Michigan Avenue.

**Attachments:** [GM PS site 1](#)

[GM PS site 2](#)

[Pages from Greenmeadow easement 2011](#)

[Surplus Land Cover Sheet](#)

**A motion was made by Ald. Perry, seconded by Ald. R. Lemke, to approve Declaration of surplus land, 205 Greenmeadow Drive - the northeast corner of the intersection of Greenmeadow Drive and Michigan Avenue.. The motion carried by the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

## 8. Standing Committees

### A. Finance Committee Report - Ald. Pieper

[ID#20-0749](#) Review and act on approval of a TIF agreement between the City of Waukesha and Fox Run 3, LLC

**Sponsors:** Community Development

**Indexes:** TIF; Fox Run

**Attachments:** [Cover Sheet- Fox Run 3](#)

[Fox Run 3 Devel Agmt - 6-24-20 Draft](#)

*Ald Pieper will be abstaining from this vote as his employer is providing the financing the project. Ald. Rodriguez pulled this item off consent because large amount of money we would be potentially be giving them for the TIF agreement.*

**A motion was made by Ald. Bartels for motion, seconded by Ald. R. Lemke to approve the TIF agreement between the City of Waukesha and Fox Run III LLC. The motion carried by the following vote:**

### B. Building & Grounds Committee Report - Ald. E. Payne

### C. Ordinance & License Committee Report - Ald. Johnson

[ID#20-0845](#) Other Applications - Mia's FNL Extension of Premise

**Attachments:** [Mia's FNL app; photo 6-2020](#)

**A motion was made by Ald. Johnson, seconded by Ald. Manion to approve Mia's Friday Night Live Extension of Premise conditional on Friday Night Live occurring and organizer permit holder's approval. The motion carried with the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

[ID#20-0846](#) Other Applications - Urban Air, Class "B" & Class C Wine

**Attachments:** [200701\\_LiquorAreas\\_18-061\\_Urban Air Waukesha](#)

**A motion was made by Ald. Johnson, seconded by Ald. Manion, to approve Other Applications - Urban Air, Class "B" & Class C Wine. The motion carried by the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

[ID#20-0644](#) Create Mun. Code sec. 9.115, to regulate licensed premises, amendment of licensed premises, and temporary extensions of

licensed premises. \*Brought back to committee to coordinate revisions with sec. 8.116, Sidewalk Cafe

**Attachments:** [O&L Memo-9.115 Licensed Premises.pdf](#)  
[Cover Sheet-Licensed Premises, Definition, Amendment, Temporary Extension.pdf](#)  
[Memo-Sidewalk Cafe and Licensed Premises Revisions.pdf](#)

**[Original Motion] Approve creation of Mun. Code sec. 9.115, to regulate licensed premises, amendment of licensed premises, and temporary extensions of licensed premises. This motion was not voted on.**

**A motion was made by Ald. Rodriguez, seconded by Ald. Miller, to postpone. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Cummings, Perry, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

**Nay:** 3 - Bartels, Manion and Johnson

#### **D. Human Resources - Ald. Wells**

[ID#20-0874](#) Request to review and approve HR Policy B10 - Employment of Relatives.

**Attachments:** [B10 Employment of Relatives 6.19.2020 updates from HR Committee meeting](#)

**A motion was made by Ald. Wells, seconded by Ald. Manion to approve HR Policy B10 - Employment of Relatives. The motion carried by unanimous vote.**

[ID#20-0921](#) Review and update on reorganization plan to create a Communication and Engagement Division within the City Administrator's office.

**Attachments:** [HR Committee Memo 7.9.2020 \(002\).docx](#)  
[HR Committee Coversheet - Reorganization Plan](#)  
[Current vs. Future Communications and Engagement Division](#)  
[Job Description- User Interface Designer](#)  
[Job Description- Communications and Engagement Manager \(002\)](#)  
[Job Description- Administrative Assistant](#)

*This item was withdrawn, and originally on this meeting as Item #20-0868. Due to a technical error it has been renumbered to 20-0921.*

**[Originally ID#20-0868] A motion was made by Ald. Wells, but asked to be withdrawn.**

#### 9. Board of Public Works Report - Dr. Fred Abadi

[ID#20-0715](#) Bids Received: Friday, June 12, 2020, at 11:00 a.m.  
Installation of Poured-In-Place Resilient Surfacing for Grandview and Meadowview Park Playgrounds

The Board of Public Works recommends that the low bid from Bluemel's

Maintenance Service, Inc., for the Installation of Poured-In-Place Resilient Surfacing for Grandview and Meadowview Park Playgrounds in the amount of \$183,150.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [20-0715 Bid Tab Grandview and Meadowview Resilient Playgrounds](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the contract award for Installation of Poured-In-Place Resilient Surfacing for Grandview and Meadowview Park Playgrounds to Bluemel's Maintenance Service, Inc., on their low bid in the amount of \$183,150.00.. The motion carried by the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

**ID#20-0716** Bids Received: Friday, June 12, 2020, at 11:00 a.m.  
Meadowview Park Bridge

The Board of Public Works recommends that the low bid from Mudtech LLC for the Meadowview Park Bridge in the amount of \$317,545.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [20-0716 Bid Tab Meadowview Park Bridge](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the Meadowview Park Bridge contract award from Mudtech LLC on their low bid in the amount of \$317,545.00. The motion carried by the following vote:**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

**ID#20-0717** Bids Received: Friday, June 12, 2020 at 11:00 a.m.  
Harrison Ave., Frame Ave. and Wabash Ave. Utility and Street Improvements

The Board of Public Works recommends that the low bid from Advance Construction, Inc., for the Harrison Ave., Frame Ave. and Wabash Ave. Utility and Street Improvements-Alternate Bid in the amount of \$797,487.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [20-0717 Bid Tab 2020 Sanitary Relays Alternate Bid](#)  
[20-0717 Bid Tab 2020 Sanitary Relays Base Bid](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the contract award for Harrison Ave., Frame Ave. and Wabash Ave. Utility and Street Improvements to Advance Construction, Inc., on their Alternate Bid in the amount of \$797,487.00. The motion carried by the following vote:**



**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

10. Director of Public Works Report
11. City Attorney's Report
12. City Administrator's Report
13. Mayor's Report & Referrals

[ID#20-0860](#) Board & Commission Appointments

**Attachments:** [Letter for Council - July 7, 2020](#)

**ID#20-0860 Board & Commission Appointments**

**Aye:** 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

14. Referrals

*Ald. Perry to Human Resource Committee to review compensation for the Common Council at their first meeting in August. He will provide options for discussion before that to the chair of the committee.*

*Ald. Perry to Ordinance and License no earlier than July 27th regarding conversion therapy ban. He will have a draft ordinance of that for review prepared by the City Attorney.*

*Ald. Manion to Building and Grounds to consider placement for placement of an Autistic Child sign or signs at the vicinity of 347 Dodie Dr.*

*Ald. R. Lemke requested that we check on the his referral regarding speed limit on Northview Rd. between Grandview and just East 3 blocks.*

15. Adjournment

*The meeting adjourned at 8:04 p.m.*

Shawn Reilly, Mayor  
City of Waukesha

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Fred Abadi, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.