



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

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Thursday, February 17, 2022

6:30 PM

Council Chambers, City Hall

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#### 1. Roll Call

*Ald. Bartels appeared via Zoom.*

**Present:** 13 - C. Payne, Browne, McElderry, M. Payne, Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Miller and R. Lemke

**Absent:** 2 - Wells and Moltzan

#### 3. Pledge of Allegiance

#### 2. Announcement of Closed Session pursuant to Wis. Stats. 19.85(1)(c) to discuss the 2021 City Administrator Annual Evaluation and City Administrator's Direct Report 360 Feedback Survey summary

*Closed Session was removed from the meeting per the recommendation of the HR Committee Chair.*

#### 4. Public Comment

*Mike Walsh, 2412 Kestrl Ln., submitted comments to be considered for the City Administrator Annual Evaluation via email.*

#### 5. Approval of Minutes

##### A. [ID#22-3565](#) Minutes from February 1, 2022

**Attachments:** [ccmn220201 draft](#)

**A motion was made by Ald. Miller, seconded by Ald. C. Payne, to approve Minutes from February 1, 2022. The motion carried by the following vote:**

**Aye:** 13 - C. Payne, Browne, McElderry, M. Payne, Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Miller and R. Lemke

**Absent:** 2 - Wells and Moltzan

### Consent Agenda

*The Consent Agenda passed by unanimous consent with no items removed.*

#### 1. Other Boards and Commissions

##### A. [ID#22-3496](#) Review and act on the approval of Tyler Munis SaaS Contract.

**Attachments:** [Cover Sheet 22-3496](#)  
[Waukesha WI SaaS Agreement Final 012521](#)  
[City of Waukesha Detect Trial](#)  
[Tyler Self Hosted vs SaaS Comparison](#)

- B. [ID#22-3509](#) Review and act on the Cohesity Contract for the 2022 CIP Backup Replacement Project.

**Attachments:** [Cover Sheet 22-3509](#)  
[Backup Solution Comparison](#)  
[Cohesity MLA \(CP\) BER Rev 1-24.22](#)

## **2. Plan Commission**

## **3. Standing Committees**

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

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

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

#### 1. Licenses

- A. [ID#22-3568](#) Invited Bartenders

**Attachments:** [OL 2-14-22 Invited Bartenders](#)

- B. [ID#22-3569](#) Bartenders

**Attachments:** [OL 2-14-22 Bartenders](#)

- C. [ID#22-3570](#) Invited Other Applications

**Attachments:** [OL 2-14-22 Invited Other Applications](#)

- D. [ID#22-3571](#) Other Applications

**Attachments:** [OL 2-14-22 Other Applications](#)

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

### **E. Board of Public Works - Alex Damien**

- A. [ID#22-3524](#) Review and act on Contract Change Order No. 1 with Payne and Dolan, Inc., for the Buchner Park Tennis Courts and Retaining Wall Reconstruction project.

**Sponsors:** Public Works

**Attachments:** [22-3524\\_BPW Agenda Cvr-CCO1-Payne and Dolan Buchner Park](#)  
[22-3524\\_CCO1\\_Payne and Dolan Buchner Park](#)

- B.** [ID#22-3525](#) Review and act on Contract Amendment No. 1 with Ayres Associates for the N. and S. Prairie Avenue, Sentry Drive, and W. Sunset Drive Utility and Street Improvements Construction Management Services.

**Sponsors:** Public Works

**Attachments:** [22-3525\\_BPW Agenda Cvr-Amendment 1-Ayres Prairie Sentry Sunset Inspection](#)  
[\\_CONTRACT Amend 1-Ayres Associates-Prairie Sentry Sunset Construction Mgmt Servies](#)

- C.** [ID#22-3528](#) Review and act on Contract Change Order No. 1 with LaLonde Contractors, Inc., for the N & S Prairie Avenue, Sentry Drive and W. Sunset Drive Utility and Street Improvements project.

**Sponsors:** Public Works

**Attachments:** [22-3528\\_BPW Agenda Cvr-CO 1-LaLonde-Prairie Sentry Sunset](#)  
[22-3528\\_CCO1-LaLonde Contractors-Prairie Sentry Sunset](#)

- D.** [ID#22-3544](#) Review and act on the consultants for the 2022-2023 Structural and Architectural Services for various City projects

**Sponsors:** Public Works

**Attachments:** [22-3544\\_BPW Agenda Cvr-Structural and Architectural Services](#)  
[Consultant Contract\\_StrucRite-2022-23 Structural and Architectural Services](#)  
[Consultant Contract\\_Thrive Architects-2022-23 Structural and Architectural Services](#)

### **End of Consent Agenda**

## 6. Public Hearing

- A.** [ID#22-3424](#) Zoning Code Amendment - Proposed addition to the Conditional Uses for Sections 22.33, B-1 Neighborhood Business District, 22.34 B-4 Office and Professional Business District, 22.40 M-3 Limited Business and Industrial Park District, 22.42 I-1 Institutional District and 22.43 P-1 Park District to include the item:
- Uses similar to and reasonably related to Principal Permitted Uses

**Attachments:** [Cover Sheet - Zoning Code Updates](#)  
[B-1 Neighborhood Business District Redline](#)  
[B-4 Neighborhood Business District Redline](#)  
[I-1 Institutional District Redline](#)  
[M-3 Limited Business and Industrial Park District Redline](#)  
[P-1 Park District Redline](#)

*Maria Pandazi, Community Development Deputy Director, gave an overview of the Zoning Code Amendments.*

*The Public Hearing was opened. There was no one present to speak. The Public Hearing was closed.*

## 7. Action on Public Hearing

- A. [ID#22-3424](#) Zoning Code Amendment - Proposed addition to the Conditional Uses for Sections 22.33, B-1 Neighborhood Business District, 22.34 B-4 Office and Professional Business District, 22.40 M-3 Limited Business and Industrial Park District, 22.42 I-1 Institutional District and 22.43 P-1 Park District to include the item:  
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**Attachments:** [Cover Sheet - Zoning Code Updates](#)  
[B-1 Neighborhood Business District Redline](#)  
[B-4 Neighborhood Business District Redline](#)  
[I-1 Institutional District Redline](#)  
[M-3 Limited Business and Industrial Park District Redline](#)  
[P-1 Park District Redline](#)

*This is the Second Reading. This item will be put on the March 1, 2022, for the Third and Final Reading.*

## **Reports**

### 8. Other Boards and Commissions

- A. Transit Commission Report - Alex Damien  
B. Water Utility Commission - Ald. Bartels  
C. Information Technology Board Report - Ald. Manion

- A. [ID#21-2744](#) Review and act on the approval of the City Wide Email Policy.

**Attachments:** [Cover Sheet - City Wide Email Policy](#)  
[Email Policy and Memo.pdf](#)

**A motion was made by Ald. Manion, seconded by Ald. Rodriguez, to approve the**

**City Wide Email Policy. The motion carried by the following vote:**

**Aye:** 13 - C. Payne, Browne, McElderry, M. Payne, Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Miller and R. Lemke

**Absent:** 2 - Wells and Moltzan

- D. Landmarks Commission Report - Ald. Moltzan
- E. Redevelopment Authority Report - Ald. R. Lemke
- F. Parks, Recreation & Forestry Board Report - Ald. Johnson
- G. Library Board Report - Ald. Miller
- H. Cemetery Commission Report - Ald. McElderry
- I. Waukesha Housing Authority Report - Ald. Pieper
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. Moltzan
- 9. Plan Commission - Jennifer Andrews
- 10. Standing Committees
  - A. Finance Committee Report - Ald. Pieper
  - B. Building & Grounds Committee Report - Ald. E. Payne
  - C. Ordinance & License Committee Report - Ald. Johnson
  - D. Human Resources Committee Report - Ald. Manion
- 11. Board of Public Works Report - Alex Damien

- A.**     [ID#22-3526](#)     Bids Received: Friday, January 28, 2022, at 11:00 a.m.  
Arcadian Avenue and Linden Street Utility and Street Improvements

The Board of Public Works recommends that the low bid from LaLonde Contractors, Inc., in the amount of \$3,355,809.05, be awarded.

**Sponsors:** Public Works

**Attachments:** [Bids-Concrete - Arcadian 2022.xlsx](#)  
[Bids-HMA - Arcadian 2022.xlsx](#)

**A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the low bid from LaLonde Contractors, Inc., in the amount of \$3,355,809.05 for the**

**Arcadian Ave. and Linden St. Utility and Street Improvements. The motion carried by the following vote:**

**Aye:** 13 - C. Payne, Browne, McElderry, M. Payne, Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Miller and R. Lemke

**Absent:** 2 - Wells and Moltzan

12. Director of Public Works Report

13. City Attorney's Report

14. City Administrator's Report

A. [ID#22-3572](#) Report from the City Administrator

**Attachments:** [Admin Report 2-11-22](#)

15. Mayor's Report & Referrals

A. [ID#22-3624](#) Proclamation for National Engineers Week

**Attachments:** [National Engineers Week 2022 - Mayoral Proclamation](#)

16. Referrals

*Ald. Pieper to Building & Grounds to ask DPW to conduct a study and recommend alternatives to improve the safety at the intersection of N. Grandview Blvd. and Sunkist Ave., and conduct a speed study on N. Grandview Blvd. from Northview Rd. to Grandview Park.*

*Ald. M. Payne to Building & Grounds to review and update intersection signage at Gutherie Rd. and E. Sunset Dr. as needed.*

17. Closed Session

*The Closed Session was removed from the Agenda.*

A. [ID#22-3579](#) Report to Council on the results of the 2021 City Administrator Annual Evaluation and City Administrator's Direct Report 360 Feedback Survey summary.

18. Reconvene in Open Session

A. [ID#22-3585](#) Possible discussion and/or action on the 2021 City Administrator Annual Evaluation and City Administrator's Direct Report 360 Feedback Survey summary.

19. Adjournment

*The meeting adjourned at 6:58p.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 the Public Works department, 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.