



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

*Mayor Shawn Reilly, Dist. 1 - Ald. Terry Thieme
Dist. 2 - Ald. Eric Payne, Dist. 3 - Ald. Chris Hernandez
Dist. 4 - Ald. Joe Pieper, Dist. 5 - Ald. Peter Bartels
Dist. 6 - Ald. Adam Jankowski, Dist. 7 - Ald. Daniel Manion
Dist. 8 - Vance Skinner, Dist. 9 - Kathleen Cummings
Dist. 10 - Ald. Steve Johnson, Dist. 11 - Ald. Erik Helgestad
Dist. 12 - Ald. Aaron Perry, Dist. 13 - Ald. Andy Reiland
Dist. 14 - Ald. Bill Boyle, Dist. 15 - Ald. Cory Payne*

Tuesday, March 21, 2017

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Roll Call

Ald. Hernandez arrived at 6:37 p.m. after the approval of Minutes item.

Present: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

2. Pledge of Allegiance

3. Public Comment

Mike Walsh, 2412 Kestrel Ln., spoke against higher taxes to pay for a new City Hall.

4. Approval of Minutes

[ID#17-0410](#) Minutes from March 7, 2017

Attachments: [ccmn170307 draft](#)

A motion was made by Ald. Thieme, seconded by Ald. Johnson, that the Minutes of March 7th be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Jankowski, Helgestad and Boyle

Absent: 2 - Skinner and Hernandez

Consent Agenda

All items on the Consent Agenda passed by unanimous consent with no additions or removals.

1. Other Boards and Commissions

2. Plan Commission

[PC17-0012](#) Stella Doro Acres, South Big Bend Road - Final Plat Review

Attachments: [STELLA DORO ESTATES - 011717](#)
[Stella Doro Acres Plat Cover Sheet](#)
[Final Plat Stella Doro Acres - STAFF REVIEW](#)

[PC17-0014](#) Smart Property, S. Big Bend Road, Stormwater Pond - Certified Survey Map

Attachments: [CSM Overall w Pond.2.6.17](#)
[Smart Property S. Big Bend Road Cover Sheet](#)
[CSM S. Big Bend Road - STAFF REVIEW](#)

[PC17-0017](#) Duluth Trading Company, 2320 Bluemound Road - Certified Survey Map

Attachments: [20170209073041878](#)
[Duluth Trading CSM Cover Sheet](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- B. [ID#17-0237](#) Review and act on a request to approve a contract with US Digital Designs for the purchase and installation of a replacement station alerting system for a price not to exceed \$300,000. The system will be installed in the City's five (5) fire stations and police/fire dispatch center as approved in the 2017 Capital Improvement budget. This action will authorize the final contract to be reviewed and approved by the City Attorney's Office prior to the signing of the contract by the Mayor, City Clerk and Finance Director.

Attachments: [Cover Sheet - Fire Station Alerting](#)
[IT Technical Assess FD Alerting System](#)
[USDD Proposal](#)
[Purvis Proposal](#)
[Locution Proposal](#)

- C. [ID#17-0243](#) Review and act on establishing one standard door and camera security system for all City of Waukesha Municipal Buildings.

Sponsors: Public Works

Attachments: [Security For City Buildings](#)
[IT Tech Assess](#)
[IT Tech Assess 2](#)

- A. [ID#17-0278](#) Review and act on approval of a Parking Citation Management Contract

with Complus Data Innovations and authorize the Mayor to sign the contract after final review by the City Attorney.

Sponsors: Police Department

Indexes: contract; parking citations

Attachments: [Cover Sheet - Parking Citation Management](#)
[Complus Data Innovations Inc. contract](#)
[Duncan Parking Citation Processing proposal](#)
[T2 Citations Management Proposal](#)
[Citation Management Contract Comparison](#)

- E. [ID#17-0351](#) Review and act on a request to authorize the Mayor to sign a contract with Washburn Machinery, Inc. in the amount of \$9,407.00 for the purchase of a commercial washing machine to be installed at Fire Station #4.

Sponsors: Fire Department

Indexes: Fire Dept.; washing machine

Attachments: [Cover sheet - Fire Sta 4 Washing Machine](#)
[Fire Station Washing Machine.](#)

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

- A. [ID#17-0287](#) Approve request for Waukesha County to install 11 Way Finding signs for the Moor Downs Golf Course. Signs will be installed at the following locations:

- South side of Summit Avenue west of N. Moreland Blvd.
- East and West sides of Delafield Street at Prospect Avenue
- South side of N. Moreland Blvd. west of Delafield Street
- West side of Delafield Street north of N. Moreland
- North side of NW Barstow Street east of Buena Vista Ave
- East and West sides of Buena Vista Avenue at Riverview Ave
- North side of Riverview Ave. 400 feet west of Buena Vista Ave
- North side of W. Moreland Blvd east of Pewaukee Road
- West side of Pewaukee Road north of W. Moreland Blvd.

Sponsors: Public Works

Attachments: [B&G Resolution RTC for the 03-21-2017 CC Meeting CONSENT AGENDA.pdf](#)
[Item 17-0287 Admin Review Moor Downs Request to CC meeting.pdf](#)

- B. [ID#17-0288](#) Amend the no parking zone on the south side of Paramount Drive between Gateway Drive west to the first driveway across from Mayfair Rent-A-Car to a 2 hour parking, 6:00 am to 6:00 pm.

Sponsors: Thieme

Attachments: [B&G Resolution RTC for the 03-21-2017 CC Meeting CONSENT AGENDA.pdf](#)
[Item 17-0288 Admin Review Parking Zone on Paramount to CC meeting.pdf](#)

- C. [ID#17-0289](#) Approve an All Way Stop at the intersection of N. Greenfield Ave. & National Ave.

Sponsors: Hernandez

Attachments: [B&G Resolution RTC for the 03-21-2017 CC Meeting CONSENT AGENDA.pdf](#)
[Item 17-0289 Admin Review All Way Stop Greenfield National to CC meeting.pdf](#)

- D. [ID#17-0290](#) Rescind the existing zone of No Parking, 6:00 am to 5:00 pm, Except Sat Sun Hol on the west side of Bethesda Court from W. Park Ave. to Prospect Ct.

Sponsors: Helgestad

Attachments: [B&G Resolution RTC for the 03-21-2017 CC Meeting CONSENT AGENDA.pdf](#)
[Item 17-0290 Admin Review Rescind Parking on Bethesda Ct to CC meeting.pdf](#)

- E. [ID#17-0291](#) Please approve the installation of a street light on the first power pole located at the northeast corner W. Broadway and Pleasant Street.

Sponsors: Helgestad

Attachments: [B&G Resolution RTC for the 03-21-2017 CC Meeting CONSENT AGENDA.pdf](#)
[Item 17-0291 Admin Review Street Light on Pleasant to CC meeting.pdf](#)

- F. [ID#17-0292](#) Please lower the posted speed limit to 35 MPH on Silvernail Road from N. Grandview Blvd. to CTH JJ (Bluemound Road).

Sponsors: E. Payne

Attachments: [B&G Resolution RTC for the 03-21-2017 CC Meeting CONSENT AGENDA.pdf](#)
[Item 17-0292 Admin Review 35 mph limit on Silvernail to CC meeting.pdf](#)

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

[ID#17-0352](#) INVITED Bartender Applications- March 13, 2017

Attachments: [Bartenders 2017.03.13](#)

[ID#17-0353](#) Bartender Applications- March 13, 2017

Attachments: [Bartenders 2017.03.13](#)

[ID#17-0354](#) Other Applications- March 13, 2017

Attachments: [Other Licenses 2017.03.13](#)

D. Human Resources - Ald. Thieme

C. [ID#17-0359](#) Review and approve changes to Human Resources Policy B-16 - Staffing Resolution

Attachments: [Council Agenda Cover Sheet - HR Policy B-16 - Staffing Resolution](#)
[HR Policy B-16 Draft 3-16-17](#)

A. [ID#17-0375](#) Review and approve changes to Human Resources Policy C-1 - Holidays

Attachments: [HR Policy C-1 - Holidays](#)
[Council Agenda Cover Sheet - HR Policy C-1 - Holidays](#)

E. Board of Public Works - Dr. Fred Abadi

A. [ID#17-0314](#) Approve Resolution to prepare plans and specifications and to advertise for bids for the construction of the Arcadian Avenue Utility and Street Improvements Project.

Sponsors: Public Works

Attachments: [53-Board of Public Works Resolution - Arcadian Avenue Utility and Street Improvements](#)

B. [ID#17-0322](#) Approval of Change Order No. 2 with UPI, LLC., for Tenny Avenue Utility and Street Improvements Project.

Sponsors: Public Works

Attachments: [Agenda Cover Sheet - Change Order No 2 to UPI for Tenny Ave](#)
[Change order No 2 to UPI for Tenny Ave](#)

B. [ID#17-0333](#) Approve Resolution to prepare plans and specifications and to advertise for bids for the construction of the River Hills Park Pavilion.

Attachments: [53-Board of Public Works Resolution - River Hills Park Pavilion](#)

End of Consent Agenda

5. New Business

- D. [ID#17-0350](#) Review and act on increasing the CIP budget for the construction of Fire Station #3 (approved in 2015 budget) by \$421,700.

Sponsors: Fire Department

Indexes: Fire station 3; budget amendment

Attachments: [Cover Sheet- Fire Station 3 Amendment](#)
[Absolutes Bid Fire Sta 3 & Police Substation](#)
[5 Bid Tab Fire Station No 3](#)
[Fire Station #3 - Budget amendment](#)
[Fire Station #3 - Budget amendment revised](#)
[Fire Station 3 Letter and supporting documentation](#)
[Response Area - Existing FS2 FS3](#)
[Response Area - Sta3testHWY59](#)
[Response Area - Station3HWY59](#)

A motion was made by Ald. Pieper, seconded by Ald. Helgestad, to approve the amendment to the CIP budget for the construction of Fire Station #3 (approved in 2015 budget) by an increase of \$421,700. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

- [ID#17-0456](#) Update on Proposed City Hall Potential Sites

Community Development Director, Jennifer Andrews gave an update on proposed potential sites.

- [ID#17-0413](#) Board Appointments

Sponsors: Mayor

Attachments: [Letter for Council, March 21, 2017](#)

A motion was made by Ald. Perry, seconded by Ald. E. Payne, to approve the appointment of Julie Bielinski to the Board of Review for a five (5) year term. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

6. Public Hearing

- [PC16 -0108](#) Aeroshade, Inc., 433 Oakland Avenue - Rezoning Petition (Rezone from M-1 to RM-1 Planned Unit Development)

Attachments: [Aeroshade Inc.](#)[S8525](#)[img_7360](#)[img_7361](#)[img_7362](#)[img_7363](#)[img_7364](#)[img_7365](#)[img_7366](#)[img_7367](#)[img_7368](#)[img_7369](#)[img_7370](#)[img_7371](#)[img_7372](#)[img_7373](#)[Aeroshade Rezoning Cover Sheet](#)[Aeroshade Rezoning Petition - STAFF REVIEW](#)

The public hearing was opened, Judy Fuller spoke during the public hearing. The public hearing was closed.

- D.** [ID#17-0254](#) Determine the assessment for the Spring 2017 Public Street Planting Program, said cost to be \$205.00 per tree.

Attachments: [2016 Forestry Division Update](#)[Arbor Day Proclamation 2017](#)[Planting Program Memo](#)[Planting SummarySp2017](#)[Tree Planting Assessment History 2016 increase](#)

The public hearing was opened. David Rauterberg, City Forester, provided information on the Street Planting Program. The public hearing was closed.

7. Action on Public Hearing

- [PC16 -0108](#) Aeroshade, Inc., 433 Oakland Avenue - Rezoning Petition (Rezone from M-1 to RM-1 Planned Unit Development)

Attachments: [Aeroshade Inc.](#)[S8525](#)[img_7360](#)[img_7361](#)[img_7362](#)[img_7363](#)[img_7364](#)[img_7365](#)[img_7366](#)[img_7367](#)[img_7368](#)[img_7369](#)[img_7370](#)[img_7371](#)[img_7372](#)[img_7373](#)[Aeroshade Rezoning Cover Sheet](#)[Aeroshade Rezoning Petition - STAFF REVIEW](#)

A motion was made by Ald. Johnson, seconded by Ald. Reiland, to approve the Aeroshade, Inc., 433 Oakland Avenue - Rezoning Petition (Rezone from M-1 to RM-1 Planned Unit Development). The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

- D.** [ID#17-0254](#) Determine the assessment for the Spring 2017 Public Street Planting Program, said cost to be \$205.00 per tree.

Attachments: [2016 Forestry Division Update](#)[Arbor Day Proclamation 2017](#)[Planting Program Memo](#)[Planting SummarySp2017](#)[Tree Planting Assessment History 2016 increase](#)

A motion was made by Ald. Johnson, seconded by Ald. C. Payne, to approve the assessment for the Spring 2017 Public Street Planting Program, said cost to be \$205.00 per tree. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

Reports

8. Other Boards and Commissions

- A. Transit Commission Report - Dr. Fred Abadi
- B. Water Utility Commission - Ald. Thieme
- C. Information Technology Board Report - Ald. Skinner
- D. Landmarks Commission Report - Ald. Boyle
- E. Redevelopment Authority Report - Ald. Skinner
- F. Parks, Recreation & Forestry Board Report - Ald. Johnson
- G. Library Board Report - Ald. Reiland
- H. Cemetery Commission Report - Ald. Jankowski
- I. Waukesha Housing Authority Report - Ald. Hernandez
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. C Payne

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. Thieme

11. Board of Public Works Report - Dr. Fred Abadi

- A. [ID#17-0235](#) Bids Received: Friday, February 17, 2017, at 11:00 A.M.
Concrete Sidewalk Replacement - City Wide

The Board of Public Works recommends that the bid from State Contractors, Inc., in the amount of \$255,500.00 be awarded and recommended for approval to the City Council.

Sponsors: Public Works

Attachments: [Concrete Sidewalk Replacement](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the bid award for Concrete Sidewalk Replacement - City Wide to State Contractors, Inc., in the amount of \$255,500.00. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

B. [ID#17-0312](#) Bids Received: Friday, March 3, 2017, at 11:00 A.M.
Proposed Fire Station No. 3 and Police Substation

The Board of Public Works recommends that the low bid from Absolute Construction Enterprises, Inc., in the amount of \$3,438,000.00 be awarded contingent upon the Finance Committee and City Council approving an additional \$60,000.00.

Sponsors: Public Works

Attachments: [Fire Station No 3](#)

A motion was made by Ald. E. Payne, seconded by Ald. Cummings, to approve the bid award for the proposed Fire Station No. 3 and Police Substation to Absolute Construction Enterprises, Inc., in the amount of \$3,438,000.00 contingent upon the Finance Committee and City Council approving an additional \$60,000.00. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

D. [ID#17-0349](#) Bids Received: Friday, March 3, 2017, at 11:00 A.M.
Park Recreation Building HVAC Condenser Replacement, 1900 Aviation Dr.

The Board of Public Works recommends that the low bid from Butters-Fetting in the amount of \$60,000.00 be awarded and recommended for approval to the City Council.

Sponsors: Public Works

Attachments: [Park & Rec](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the Park Recreation Building HVAC Condenser Replacement, 1900 Aviation Dr. to Butters-Fetting in the amount of \$60,000.00. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski, Helgestad and Boyle

Absent: 1 - Skinner

12. Director of Public Works Report
13. City Attorney's Report
14. City Administrator's Report

[ID#17-0416](#) Report from the City Administrator

Attachments: [Admin Report 3.17.17](#)

15. Mayor's Report & Referrals

[ID#17-0411](#) Proclamation for 2017 World Autism Awareness Day and Autism Awareness Month

Attachments: [Autism Awareness](#)

[ID#17-0412](#) Resolution to honor service of Maria Ascension Paz

Attachments: [Demise-Maria Paz](#)

[ID#17-0415](#) Proclamation for Arbor Day

Attachments: [proclamation- arbor day](#)

16. Referrals

Ald. C. Payne to Public Works regarding 465 N. Hine - south side survey stake needs to be replaced. Sidewalk was put in and the stake was never put back in.

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, FAX 524-3898, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.

17. Adjournment