



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final-revised

### City Council

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Tuesday, June 5, 2018

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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1. Roll Call
2. Pledge of Allegiance
3. Announcement of closed session pursuant to Wis. Stats. Sec. 19.85(1)(g) to confer with the City Attorney regarding litigation strategy of a certiorari appeal of a Board of Review decision.
4. Public Comment

*City Residents and Taxpayers Only - Limited to three minutes/speaker, ending 7:00 p.m.*

5. Public Art Committee Report - Ald. C Payne

[ID#18-0863](#) Waukesha Creative Arts League presents art to the City

**Attachments:** [2018\\_Public Art Unveiling\\_Waukesha Creative Arts League](#)

6. Approval of Minutes

[ID#18-0853](#) Minutes from May 15, 2018

**Attachments:** [ccmn180515 draft](#)

### **Consent Agenda**

*Items under the Consent Agenda have passed unanimously out of committee. Unless a member of the Common Council specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are then approved unanimously by general consent. Any item removed from Consent Agenda will be discussed under the appropriate committee, board or commission on the Regular Agenda.*

### **1. Other Boards and Commissions**

[ID#18-0869](#) Approve proposed event vendor agreements associated with the 2018 City of Waukesha Oktoberfest public event.

**Attachments:** [Council Agenda Cover Sheet-Oktoberfest Contracts.pdf](#)  
[Kleines Bayern Agreement2018.pdf](#)  
[RMG Contract 2018 \(002\).pdf](#)  
[Sweet Perfections Agreement 2018.pdf](#)  
[Waukesha Citizens Police Academy Association -Oktoberfest 2018.pdf](#)  
[Waukesha Sunrise Rotary - Oktoberfest 2018.pdf](#)

**Legislative History**

5/21/18 Parks, Recreation and approved  
Forestry Board

[ID#18-0813](#) Approve 2018 City of Waukesha Oktoberfest Event Vendor Agreement with Waukesha Kiwanis Early Risers Club and recommendation to the Ordinance and License Committee to approve Class B liquor license and sale of fermented malt beverages and wine.

**Attachments:** [Council Agenda Cover Sheet-Kiwanis Oktoberfest Contract.pdf](#)  
[Waukesha Kiwanis Early Risers Okt 2018.pdf](#)

**Legislative History**

5/21/18 Parks, Recreation and approved  
Forestry Board

[ID#18-0814](#) Approve proposed agreement with Waukesha County Fair for parking services at the 2018 City Fourth of July Fireworks.

**Attachments:** [Common Council Cover Sheet-Waukesha County Fair Parking.pdf](#)  
[WCFA & City of Waukesha 4th of July Fireworks Parking Agreement.2018.A3.p](#)

**Legislative History**

5/21/18 Parks, Recreation and approved  
Forestry Board

[ID#18-0815](#) Approve proposed sponsorship agreement with Dick's Sporting Goods.

**Attachments:** [Council Agenda Cover Sheet-Dick's Sporting Goods Contract- 2018.pdf](#)  
[Dick's Sporting Goods Agreement - FINAL.pdf](#)

**Legislative History**

5/21/18 Parks, Recreation and approved  
Forestry Board

[ID#18-0816](#) Approve proposed Pre-School Program (Fox Tale) annual contract with the School District of Waukesha.

**Attachments:** [Common Council Cover Sheet-4K Contract - 2018-19.pdf](#)  
[Fox Tale Contract 2018-19 School Year.pdf](#)

**Legislative History**

5/21/18 Parks, Recreation and approved  
Forestry Board

[ID#18-0817](#) Approve proposed street median mowing contract with Kujawa Enterprises Inc. (KEI).

**Attachments:** [Common Council Cover Sheet - Mowing Contract 2018.pdf](#)  
[Street Median Mowing-Contract.pdf](#)

**Legislative History**

5/21/18 Parks, Recreation and approved  
Forestry Board

[ID#18-0690](#) Approval of Mass Transit Paratransit Operating Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2018

**Attachments:** [Agenda Cover Sheet - Paratransit Aid.pdf](#)  
[2018 85.205 City of Waukesha.pdf](#)

**Legislative History**

5/17/18 Transit Commission approved

[ID#18-0691](#) Approval to Move Bus Stop on Arcadian Ave.

**Attachments:** [Agenda Cover Sheet -Approval to Move Bus Stop-Arcadian Ave.pdf](#)  
[Arcadian-Anitol.jpg](#)

**Legislative History**

5/17/18 Transit Commission approved

[ID#18-0693](#) Waukesha Metro Transit won Transit Mutual Insurance 2017 Safest System & Most Improved Safety Awards - Division III

**Attachments:** [TMI Safest System 2017.pdf](#)  
[TMI Most Improved 2017.pdf](#)

## **2. Plan Commission**

[PC18-0064](#) La Casa de Esperanza Charter School, 410 Arcadian Avenue - Certified Survey Map

**Attachments:** [S7280 CSM.pdf](#)  
[La Casa CSM.pdf](#)

**Legislative History**

5/29/18 Plan Commission recommended for Council Agenda to the City Council

## **3. Standing Committees**

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

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

- A. [ID#18-0684](#) Please approve installation of cross walk markings on the north and west legs of the intersection of Rempe Drive and Penhurst Way. Also install crosswalk warning signs on the north leg of intersection.

**Sponsors:** Cummings

**Attachments:** [18-0684 Admin Cover - Install Cross Walk -Rempe & Penhurst to 6-5-18 CC Meeting](#)  
[B&G Resolution RTC for the 6-5-18 CC Meeting CONSENT AGENDA.pdf](#)

**Legislative History**

5/14/18 Building and Grounds recommended for Council Consent to the City Council

- C. [ID#18-0686](#) Adjust the no parking zone in front of the house at 476 NW Barstow. Move the No Parking sign from the power pole to the south side of the Driveway of 476 NW Barstow. (Item was amended at B&G Committee to have ID#17-0502 rescinded instead which is to remove the entire No Parking zone).

**Sponsors:** E. Payne

**Attachments:** [18-0686 Admin Cover-Rescind 17-0502 to 6-4-18 CC Meeting.pdf](#)  
[B&G Resolution RTC for the 6-5-18 CC Meeting CONSENT AGENDA.pdf](#)

**Legislative History**

5/14/18 Building and Grounds recommended for Council Consent to the City Council

- D. [ID#18-0687](#) Please approve installation of 25 MPH speed limit signs on Fiddlers Creek from Meadowbrook Road to Madison Street.

**Sponsors:** Boyle

**Attachments:** [18-0687 Admin Cover - Install 25 MPH on Fiddlers Creek-6-5-18 CC Meeting C](#)  
[B&G Resolution RTC for the 6-5-18 CC Meeting CONSENT AGENDA.pdf](#)

**Legislative History**

5/14/18 Building and Grounds recommended for Council Consent to the City Administrator Annual Review Committee

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

## 1. Licenses

[ID#18-0775](#) INVITED Bartender Applications - May 21, 2018

**Attachments:** [Bartenders 2018.05.21](#)

**Legislative History**

5/21/18 Ordinance & License Committee recommended for Council Consent to the City Council

5/21/18	Ordinance & License Committee	approved
5/21/18	Ordinance & License Committee	approved
5/21/18	Ordinance & License Committee	held

[ID#18-0776](#) Bartender Applications - May 21, 2018

**Attachments:** [Bartenders 2018.05.21](#)

**Legislative History**

5/21/18	Ordinance & License Committee	recommended for Council Consent to the City Council
5/21/18	Ordinance & License Committee	approved

[ID#18-0777](#) INVITED Other Applications - May 21, 2018

**Attachments:** [Other Licenses 2018.05.21](#)

**Legislative History**

5/21/18	Ordinance & License Committee	recommended for Council Consent to the City Council
5/21/18	Ordinance & License Committee	approved
5/21/18	Ordinance & License Committee	approved
5/21/18	Ordinance & License Committee	approved
5/21/18	Ordinance & License Committee	approved

[ID#18-0778](#) Other Applications - May 21, 2018

**Attachments:** [Other Licenses 2018.05.21](#)

**Legislative History**

5/21/18	Ordinance & License Committee	recommended for Council Consent to the City Council
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[ID#18-0865](#) Bartender Application - Cyndul M. Lanphear

**D. Human Resources - Ald. Thieme**

[ID#18-0731](#) Request to approve amendments to Human Resources Policies E-8 - Commercial Driver's License, E-10 - Federal Highway Administration Drug and Alcohol Testing Regulations Policy and E-14 - Drug Testing to reflect changes in Federal and State Law relating to Drug and Alcohol Testing particularly as they relate to employees in positions requiring a commercial driver's license (CDL).

**Attachments:** [E8 - DRAFT - 2-13-18.doc](#)  
[E10 - Federal Highway Administration Drug & Alcohol Testing Regulations Polic](#)  
[E14 - Drug Testing - DRAFT - 2-13-18.doc](#)  
[Cover Sheet - Drug Policies.pdf](#)

**Legislative History**

5/16/18	Human Resources Committee	approved
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[ID#18-0737](#) Request to review and approve staffing levels in Human Resources Policy B-16 - Staffing Resolution per approval of the 2018 City Budget by the Common Council.

**Attachments:** [Cover Sheet-HR Policy B-16 - City Staffing Resolution.pdf](#)  
[B-16 2018.pdf](#)

**Legislative History**

5/16/18	Human Resources Committee	approved
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## **E. Board of Public Works - Dr. Fred Abadi**

[ID#18-0725](#) Review and act on Contract Change Order No. 1 with Ford Construction Company, Inc., for the Waukesha Public Library Exterior Stairs and Concrete Replacement project.

**Sponsors:** Public Works

**Attachments:** [18-0725\\_BPW\\_Agenda Cover Sheet - Change Order Ford.pdf](#)  
[18-0725 Change Order No 1 Ford Construction.pdf](#)

**Legislative History**

5/17/18	Board of Public Works	recommended for Council Consent to the Board of Public Works
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[ID#18-0726](#) Approve Storm Water Management Practice Maintenance Agreement between La Casa De Esperanza, Inc. and the City of Waukesha.

**Sponsors:** Public Works

**Attachments:** [18-0726\\_BPW\\_Agenda Cover Sheet - La Casa.pdf](#)  
[Maintenance Agreement - La Casa De Esperanza.pdf](#)

**Legislative History**

5/17/18	Board of Public Works	recommended for Council Consent to the Board of Public Works
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[ID#18-0758](#) Resolution for preparing plans and specifications and to advertise for bids for the construction of: Concrete Street Joint Sealing

**Sponsors:** Public Works

**Attachments:** [18-0758\\_BPW\\_Res\\_Concrete\\_Street\\_Joint\\_Sealing.pdf](#)

**Legislative History**

5/17/18 Board of Public Works recommended for Council Consent to the Board of Public Works

**End of Consent Agenda**

7. New Business

*Format - Introduction by Professional Staff/Hearing/Comments by Council/Official*

[ID#18-0759](#) Waukesha Common Council to discuss and consider moving the number of Council members from 15 to 9. As well as making the Mayor position considered part time. These efficiency moves, if approved, to be applied at the next elective term or at the time frame the City Attorney's office advises is legally appropriate. Action to be taken at a later date.

**Sponsors:** Perry and Skinner

**Attachments:** [Agenda item requested by Perry and Skinner](#)

**Legislative History**

5/15/18 City Council held

**Reports**

8. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

[ID#18-0875](#) Water Utility Commission Update

**Attachments:** [05 17 2018 Meeting update to Council](#)

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Rodriguez

E. Redevelopment Authority Report - Ald. Skinner

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

- G. Library Board Report - Ald. Helgestad
- H. Cemetery Commission Report - Ald. Boyle
- I. Waukesha Housing Authority Report - Ald. Rodriguez
- 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

[ID#18-0681](#) Amendment to Municipal Code section 2.015(7) to require the completion of the City Administrator's annual review by the last day of February each year

**Attachments:** [Cover Sheet-City Administrator Review.pdf](#)  
[Memo-Timing of City Administrator Review.pdf](#)

**Legislative History**

5/7/18	Ordinance & License Committee	approved
5/16/18	Human Resources Committee	approved
5/21/18	Ordinance & License Committee	no action taken

[ID#18-0740](#) Request by Ald. Thieme to amend Section 2.015 (7) of the Municipal Code - City Administrator to modify language in the ordinance to have the Human Resources Committee conduct the annual review of the City Administrator.

**Attachments:** [Cover Sheet-City Administrator Review- 2.015\(7\).pdf](#)  
[Ordinance 2.015\(7\)-Thieme.doc](#)

**Legislative History**

5/16/18	Human Resources Committee	recommended for approval to the Ordinance & License Committee
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5/21/18 Ordinance & License Committee recommended for approval to the City Council

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

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

[ID#18-0722](#) Bids Received: Friday, May 11, 2018, at 11:00 A.M.  
Sanitary Sewer Manhole Repair & Replacement-2018

The Board of Public Works recommends that the bid from Dependable Maintenance Systems in the amount of \$161,875.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [18-0722 Sanitary Sewer Manhole Repair and Replacement.pdf](#)

**Legislative History**

5/17/18 Board of Public Works recommended for approval to the Board of Public Works

[ID#18-0723](#) Bids Received: Friday, May 11, 2018, at 11:00 A.M.  
Sunset Drive Pavement Patching and Diamond Grinding

The Board of Public Works recommends that the low bid from State Contractors, Inc., in the amount of \$229,229.29 be awarded.

**Sponsors:** Public Works

**Attachments:** [18-0723 Sunset Dr Pavement Patching and Diamond Grinding.pdf](#)

**Legislative History**

5/17/18 Board of Public Works recommended for approval to the Board of Public Works

[ID#18-0744](#) Bids Received: Friday, May 11, 2018, at 10:00 A.M.  
Approve Contract for Moreland Boulevard Water Main Replacement

The Board of Public Works concurs with the Waukesha Water Commission to award the low bid from American Sewer Services in the amount of \$514,000.00.

**Sponsors:** Public Works and Water Utility

**Attachments:** [Moreland memo prior to Bid Opening.pdf](#)  
[Post Bid Memo.pdf](#)

**Legislative History**

5/17/18 Board of Public Works recommended for approval to the Board of Public Works

#### 12. Director of Public Works Report

## 13. City Attorney's Report

## 14. City Administrator's Report

[ID#18-0854](#) Report from the City Administrator

**Attachments:** [Admin Report 6-1-18](#)

## 15. Mayor's Report &amp; Referrals

[ID#18-0867](#) Announcement of Public Policy Forum Salute to Local Government Award for Intergovernmental Cooperation

**Attachments:** [5-30-18- Salute to Local Government Award](#)

[ID#18-0868](#) Announcement of Dan Duchniak as Waukesha County Business Alliance 2018 Waukesha County Advocate of the Year

**Attachments:** [2018-Advocate-of-the-Year-award-winner](#)

## 16. Referrals

## 17. Closed Session

*A motion will be made to go into closed session pursuant to Wis. Stats. Sec. 19.85(1)(g) to confer with the City Attorney regarding litigation strategy of a certiorari appeal of a Board of Review decision.*

[ID#18-0874](#) Consider authorization of a certiorari appeal to the circuit court of the decision of the Board of Review to lower the property-tax assessment of Salem United Methodist Church from \$642,200 to \$108,700.

18. Upon conclusion of the closed session, a motion may be made to reconvene in open session, and action may be taken upon matters discussed in closed session.

## 19. Adjournment

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.