



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, July 20, 2021

6:30 PM

Council Chambers, City Hall

1. Roll Call

Ald. C. Payne appeared via Zoom

Present: 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 2 - Miller and McElderry

2. Pledge of Allegiance

3. Public Comment

Lisa Salb 434 Madison St. spoke about petition in favor of the Alexander Company's proposal for the Delafield St. development.

4. Approval of Minutes

A. [ID#21-2570](#) Minutes from July 6, 2021

Attachments: [ccmn 210706 draft.pdf](#)

A Motion was made by Ald. E Payne, seconded by Ald. Pieper, to approve the Minutes from July 6, 2021. The Motion was carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 2 - Miller and McElderry

Consent Agenda

The Consent Agenda passed as presented by unanimous consent with no items removed or added.

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1. Other Boards and Commissions

A. [ID#21-2439](#) Review and Act on the Everstream MOU

Attachments: [Council Agenda Cover Sheet-Everstream MOUdocx](#)

[Everstream Shiny Side Up IMP 17365](#)

- B. [ID#21-2440](#) Review and Act on the amendment to the Everstream Contract to use an alternate route for Phase 2

Attachments: [Council Agenda Cover Sheet-Everstream Amendment](#)
[Waukesha Phase 2 Amendment](#)

- C. [ID#21-2447](#) Waukesha County Business-Approval of Amendment 4 to Purchase Service Agreement with Wisconsin Coach Lines, Inc. for Operation of Routes 901, 904, 905

Attachments: [Agenda Cover Sheet -Amendment 4 of Purchase of Service Agreement Wisconsin Coach Lines](#)
[Transit-Wisconsin Coach Lines Agmt-Amendment4](#)

- D. [ID#21-2448](#) Approval of New Merchant Service Agreement with Worldpay, LLC

Attachments: [Agenda Cover Sheet -Merchant Service Agreement-Worldpay](#)
[Waukesha Metro Transit - BCMA, ACH Exhibit](#)

2. Plan Commission

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#21-2475](#) Discussion and Recommendation on Using CIP funds to update the Website

Attachments: [Cover Sheet - Website Update](#)

- B. [ID#21-2480](#) Review and Act to approve \$80,000 to fund purchase of 3 granite tablets, bases and basic artwork for Police and Fire Memorial to be erected on west side of City Hall.

Sponsors: Police Department and Fire Department

Indexes: Memorial Project

Attachments: [Cover Sheet- Police and Fire Memorial](#)
[Quote by Waukesha Monument](#)
[Proposed Memorial Wall NOT IN THE SIDEWALK-Plan 1 IN 40 FT](#)
[Dodge Co. Police Memorial Photo](#)
[Park Bench](#)
[Paver Bricks 2](#)

- C. [ID#21-2517](#) Review and Act on the request from Habitat for Humanity for TIF assistance to building 6 new housing units on White Rock Ave.

Sponsors: Community Development

Indexes: TIF

Attachments: [Cover Sheet- White Rock - Habitat](#)
[Habitat Term Sheet-BER Rev](#)
[1432.00-WI OPTION 8 02-26-2021](#)

- D. [ID#21-2541](#) Review and Act on a request to create a new special revenue fund for the purpose of accounting for and tracking of revenues and expenditures related to the American Rescue Plan Act (ARPA) funds.

Sponsors: Finance

Indexes: American Rescue Plan Act (ARPA)

Attachments: [Cover Sheet- 2021 ARPA Fund](#)

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

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#21-2545](#) Invited Bartender

Attachments: [Bartender Applications 7-12-21](#)

- B. [ID#21-2546](#) Bartenders

Attachments: [Bartender Applications 7-12-21](#)

- C. [ID#21-2547](#) Invited Other Licenses

Attachments: [Other Applications 7-12-21](#)

- D. [ID#21-2548](#) Other Licenses

Attachments: [Other Applications 7-12-21](#)

D. Human Resources - Ald. Manion

E. Board of Public Works - Dr. Fred Abadi

- A. [ID#21-2512](#) Review and act on five offers prepared by Single Source Inc. for the 2022 STP St. Paul Avenue Project, WisDOT ID: 2718-04-71.

Sponsors: Public Works

Attachments: [21-2512 BPW Agenda Cvr-Offers STP St Paul](#)
[21-2512 2718-04-21.2OPR](#)
[21-2512 2718-04-21.4OPR](#)
[21-2512 2718-04-21.5OPR](#)
[21-2512 2718-04-21.6OPR](#)
[21-2512 2718-04-21.8OPR](#)
[21-2512 Parcel No. 2 revised 6-29-21](#)
[21-2512 Parcel No. 4 revised 6-29-21](#)
[21-2512 Parcel No. 5 revised 6-29-21](#)
[21-2512 Parcel No. 6 revised 6-30-21](#)
[21-2512 Parcel No. 8 revised 6-30-21](#)

- B. [ID#21-2513](#) Review and act on Contract Change Order No. 4 with Stuckey Construction Company, Inc., for the Buchner Park Community Pool and Building project.

Sponsors: Public Works

Attachments: [21-2513 BPW Agenda Cvr-CCO4-Stuckey Construction-Buchner Park Community Pool](#)
[21-2513 CCO 4 for Stuckey Buchner Pool and Building](#)

- C. [ID#21-2514](#) Review and Approve Waukesha City Hall Room Use Policy

Sponsors: Mayor

Attachments: [21-2514 BPW Agenda Cvr-Waukesha City Hall Room Use Policy](#)
[Waukesha City Hall Room Use Policy- For Review](#)
[Waukesha City Hall Room Use Application- Form](#)
[Public Conference Rooms - Diagrams](#)
[AV- City Hall Conference Room 162](#)
[AV- City Hall Conference Rooms 160, 161, and 201](#)

End of Consent Agenda

5. New Business

- [A. [ID#21-2474](#) Discussion and Recommendation on city emails for citizen board members

Attachments: [Cover Sheet - City Email Addresses](#)

[Original Motion] A motion was made by Ald. Manion, seconded by Ald. E. Payne to approve continued use of city emails for citizen board members. Direct item back to ITB for a policy to be created with amendments.

[Amendment to the Motion] A motion was made by Ald. Rodriguez, seconded by Ald. Pieper to approve continued use of city emails for citizen board members.

Direct item to ITB for policy and include Mayor's office to create orientation process. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 2 - Miller and McElderry

[2nd Amendment] A motion was made by Ald. Wells, seconded by Ald. R. Lemke to approve continued use of city emails for citizen board members. Direct item to ITB for policy and to Mayor's office to create orientation process. With the addition of prohibiting the use of personal emails by newly appointed and current board and committee members. This motion was withdrawn by mover and seconder.

[Voting on Original Motion as Amended] A motion was made by Ald. Manion, seconded by Ald. E. Payne to approve continued use of city emails for citizen board members. Direct item back to ITB for a policy to be created and include Mayor's office to create orientation process. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 2 - Miller and McElderry

- B.** [ID#21-2582](#) Presentation and discussion with Alexander Company and Sherman & Associates about the redevelopment of 200 Delafield St.

Attachments: [Council Agenda Cover Sheet- alexander sherman interviews](#)

Presentation provided by Alexander Company and Sherman & Associates, limited to 20 minutes.

- C.** [ID#21-2583](#) Approve a developer and accept the corresponding Letter of Intent for the redevelopment of 200 Delafield St.

Attachments: [Council Agenda Cover Sheet- alexander sherman loi](#)
[Sherman Revised LOI and Narrative](#)

A motion was made by Ald. E. Payne, seconded by Ald. Cummings to approve the Alexander Group as developer for the development of 200 Delafield Street and accept the corresponding Letter of Intent. The motion failed by the following vote:

Aye: 5 - Cummings, Rodriguez, E. Payne, C. Payne and Browne

Nay: 8 - Pieper, Bartels, Manion, Johnson, D. Lemke, Wells, Moltzan and R. Lemke

Absent: 2 - Miller and McElderry

A motion was made by Ald. R. Lemke, seconded by Ald. Johnson, to approve Sherman & Associates as the developer and accept the corresponding Letter of Intent for the redevelopment of 200 Delafield St. The motion carried by the following vote:

Aye: 8 - Pieper, Bartels, Manion, Johnson, D. Lemke, Wells, Moltzan and R. Lemke

Nay: 5 - Cummings, Rodriguez, E. Payne, C. Payne and Browne

Absent: 2 - Miller and McElderry

D. [ID#21-2602](#) Waiver of conflict of interest for VonBriesen law firm.

Attachments: [Cover Sheet - VBP Conflict Waiver.pdf](#)

[Conflict Waiver Letter to City of Waukesha re Froedtert - 7 15 21.pdf](#)

Ald. Cummings stepped out and was not present for this vote.

A motion was made by Ald. Pieper, seconded by Ald. Rodriguez to approve the denial of the Waiver of conflict of interest for VonBriesen law firm. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 3 - Cummings, Miller and McElderry

Reports

6. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

A. [ID#21-2580](#) Waukesha County Request to Consider Route 1 Extension

Attachments: [Waukesha County Request letter-Route 1 Extension 6.23.21](#)

[Route 1 Extension Request](#)

This item was informational only.

B. Water Utility Commission - Ald. Bartels

C. Information Technology Board Report - Ald. Manion

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
7. Plan Commission - Jennifer Andrews
8. 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
9. Board of Public Works Report - Dr. Fred Abadi
- A. [ID#21-2404](#) Review and act on the City Resolution for dedicating Permanent and Temporary Limited Easements for the 2022 STP St Paul Avenue Project, WisDOT ID: 2718-04-71.
- Sponsors:** Public Works
- Attachments:** [21-2404 BPW Agenda Cvr-Resolution STP St Paul](#)
[21-2404 Resolution - St Paul Ave Reconstruction-Resized](#)
- Resolution# 2021-23*
- A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve City Resolution for dedicating Permanent and Temporary Limited Easements for the 2022 STP St Paul Avenue Project, WisDOT ID: 2718-04-71. The motion carried by the following vote:**
- Aye:** 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne
- Absent:** 2 - Miller and McElderry
10. Director of Public Works Report
11. City Attorney's Report
12. City Administrator's Report
- A. [ID#21-2592](#) Report from the City Administrator
- Attachments:** [Admin Report 7-16-21](#)
13. Mayor's Report & Referrals
- A. [ID#21-2593](#) Board and Committee Appointments

Attachments: [Council Letter 7.20.21](#)
[Matt Retzak Resume](#)

A motion was made by Ald. Johnson seconded by Ald. Browne to approve Board and Committee Appointment of Matt Retzak to Landmarks Commission. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 2 - Miller and McElderry

A motion was made by Ald. Johnson seconded by Ald. E. Payne to approve Board and Committee Appointment of Joan Francouer to the Water Utility Commission. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne and Browne

Absent: 2 - Miller and McElderry

14. Referrals

There were no referrals.

15. Adjournment

Adjourned at 8:41 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.