



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final-revised

City Council

Tuesday, August 2, 2022

6:30 PM

Council Chambers, City Hall

1. Roll Call
2. Announcement of Closed Session pursuant to Wis. Stats. 19.85(1)(e) to go into closed session to discuss collecting bargaining with employee unions
3. Pledge of Allegiance
4. Public Comment

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

5. Approval of Minutes

- A. [ID#22-4615](#) Minutes from July 19, 2022

Attachments: [ccmn220719 draft.pdf](#)

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

- A. [ID#22-4471](#) Review and Act on Resolution Supporting the Wisconsin Department of Transportation Request to Transfer Federal Congestion Mitigation and Air Quality (CMAQ) Funds from the Federal Highway Administration to the Federal Transit Administration on behalf of the City of Waukesha

Attachments: [CMAQ Fund Transfer](#)
[resolution-transit- 2022 CMAQ Transfer](#)

Legislative History

7/21/22	Transit Commission Meeting	approved
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- B.** [ID#22-4472](#) Review and Act on Proposed Bus Stop Changes
- Attachments:** [Changes to Bus Stops](#)
- Legislative History**
- | | | |
|---------|----------------------------|----------|
| 7/21/22 | Transit Commission Meeting | approved |
|---------|----------------------------|----------|
- C.** [ID#22-4585](#) Review and act on (recommendation to Common Council) proposed underground electric distribution easement at Glacier Cone Park (Madison & S. Comanche).
- Attachments:** [Underground Electric Distribution Easement at Glacier Cone Park 2022](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- D.** [ID#22-4517](#) Review and act on (recommendation to Common Council) proposed Recreation Services contract with In The Park, LLC (kayak/biking classes).
- Attachments:** [Council Cover Sheet - Recreation Service Contract Fall 2022](#)
[In the Park LLC Contract](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- E.** [ID#22-4518](#) Review and act on (recommendation to Common Council) proposed Recreation Services contract with Perilla Kitchen, LLC (cooking classes).
- Attachments:** [Council Cover Sheet - Recreation Service Contract Fall 2022](#)
[Parilla Kitchen Contract](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- F.** [ID#22-4520](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Great Lakes Dryhooch Inc. to sell non-competing food/beverage items at 2022 Oktoberfest community event.
- Attachments:** [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Dryhooch Agreement](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|

- G.** [ID#22-4521](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Mama Ducky's Desserts to sell non-competing food/beverage items at 2022 Oktoberfest community event.
- Attachments:** [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Mama Ducky's Desserts Agreement](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- H.** [ID#22-4522](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Public Safety Cadets Post 178 to sell promotional items such as t-shirts, koozies, pins at 2022 Oktoberfest community event.
- Attachments:** [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Public Safety Cadets Post 178 Agreement](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- I.** [ID#22-4523](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Waukesha Lions Club to sell non-competing food/beverage items at 2022 Oktoberfest community event.
- Attachments:** [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Waukesha Lions Club Agreement](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- J.** [ID#22-4524](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Waukesha Citizens Police Academy Association, Inc. to sell non-competing food/beverage items at 2022 Oktoberfest community event.
- Attachments:** [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Waukesha Citizens Police Academy Association Agreement](#)
- Legislative History**
- | | | |
|---------|--------------------------------------|----------|
| 7/18/22 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- K.** [ID#22-4525](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Ray Stelzer, d.b.a. Kleines Bayern Gourmet Roasted Nuts to sell non-competing food/beverage items at 2022 Oktoberfest community event.
- Attachments:** [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Kleines Bayern Agreement](#)
- Legislative History**

7/18/22 Parks, Recreation and approved
Forestry Board

- L. [ID#22-4526](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Waukesha Sunrise Rotary Club Charitable Fund, Inc. to sell non-competing food/beverage items at 2022 Oktoberfest community event.

Attachments: [Council Cover Sheet Oktoberfest Agreement 2022](#)
[2022 Oktoberfest Sunrise Rotary Agreement](#)

Legislative History

7/18/22 Parks, Recreation and approved
Forestry Board

2. Plan Commission

- A. [PC22-0268](#) Extraterritorial Certified Survey Maps – Poplar Creek Town Center – Bluemound Road/Barker Road – Proposed series of three CSMs over 20.91 acres of land at the northeast corner of Bluemound Road and Barker Road. CSM 1 is for three lots and one outlot on 20.91 acres. CSM 2 is a four lot redivision of Lot 1 of the previous CSM, and CSM 3 is a 2 outlot redivision of Outlot 1 on the first CSM.

Attachments: [Poplar Creek, Extra-territorial CSM- Cover Letter](#)
[Application for Development Review](#)
[Certified Survey Map Checklist](#)
[Copy of Check for CSM Extra-Ter. Jurisdiction Review](#)
[Cover Letter to D. Koehler \(6-24-22\)](#)
[PC-02R3-CSM 1](#)
[PC-02R3-CSM 2](#)
[PC-02R3-CSM 3](#)
[Poplar Creek CSM- Project Reviews](#)
[Poplar Creek Grading Plan CJE1350-02R20](#)

- B. [PC22-0276](#) Certified Survey Map – Paramount Dr. Parking Lot, Wilde Autos Inc. – Proposed one lot CSM on approximately 2.9919 acres of land used by Wilde Autos Inc. for employee parking and vehicle storage.

Attachments: [Cover Sheet - CSM, Wilde Auto overflow lot on Paramount Dr](#)
[Project Reviews - Paramont CSM](#)
[S8072 CSM SHEET 1-4](#)
[Tax Key Info](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#22-4547](#) Review and act on a request to accept the MOU for the Byrne Grant in the amount of \$10,005, with \$4,502.50 to be provided to Waukesha County as agreed to in a signed Memo of Understanding

Sponsors: Police Department

Attachments: [Cover Sheet - Byrne Grant](#)
[Notice to Finance Committee](#)
[Byrne Grant Program Narrative](#)
[2022 Byrne Grant MOU signed](#)

Legislative History

7/26/22 Finance Committee approved

B. Building & Grounds Committee - Ald. E. Payne**C. Ordinance & License Committee - Ald. Johnson****D. Human Resources - Ald. Rodriguez**

- A. [ID#22-4531](#) Review and approve timeline for City Administrator's performance evaluation.

Attachments: [ID#22-4531 City Administrator Performance Evaluation Timeline Coversheet](#)

Legislative History

7/20/22 Human Resources Committee approved

E. Board of Public Works - Alex Damien

- A. [ID#22-4478](#) Review and act on Contract Change Order No. 1 with State Contractors Inc. for the 2021 Concrete Sidewalk Replacement City-Wide project.

Sponsors: Public Works

Attachments: [22-4478 BPW Agenda Cvr-CCO1-State Contractors-2021 Concrete Sidewalk I](#)
[22-4478_CCO1 State Contractors--2021 Concrete Sidewalk](#)

Legislative History

7/21/22 Board of Public Works recommended for Council Consent to the City Council

- B.** [ID#22-4479](#) Review and act on Contract Change Order No. 1 with Milwaukee General Construction Co., Inc., for the Alley #99 (Kilps, Lander, Mandan, Madison) Reconstruction project.
- Sponsors:** Public Works
- Attachments:** [22-4479 BPW Agenda Cvr-CO1-Milwaukee General-Alley 99](#)
[22-4479_CCO1 Milwaukee General-Alley 99](#)
- Legislative History**
- 7/21/22 Board of Public Works recommended for Council Consent to the City Council
- C.** [ID#22-4480](#) Review and act on the two-party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the E. Moreland Blvd Bridge project, WisDOT Project ID: 2718-00-78.
- Sponsors:** Public Works
- Attachments:** [22-4480 BPW Agenda Cvr-E Moreland Blvd Bridge Rehab SMA](#)
[2718-00-08 78 EMorelandBlvd CofWaukesha](#)
- Legislative History**
- 7/21/22 Board of Public Works recommended for Council Consent to the City Council
- D.** [ID#22-4481](#) Review and act on Contract Change Order No. 2 with CD Smith for the Return Flow Pump Station and Advanced Phosphorus Treatment with Facility Enhancements for Clean Water Plant project.
- Sponsors:** Public Works
- Attachments:** [22-4481 BPW Cvr-CO2-CD Smith-Return Flow Pump Station](#)
[22-4481 CWP Constr Change Order 02 12Jul22 \(2\)](#)
[22-4481_Change Order No 2 Cover Letter20Jul22](#)
- Legislative History**
- 7/21/22 Board of Public Works recommended for Council Consent to the City Council
- E.** [ID#22-4485](#) Review and act on Contract Change Order No. 3 with J.H. Hassinger, Inc., for the Pebble Valley Pump Station Construction project.
- Sponsors:** Public Works
- Attachments:** [22-4485 BPW Agenda Cvr-CO3-Hassinger-Pebble Valley Pump Station](#)
[22-4485-CO3-Hassinger-Pebble Valley Pump Station](#)
- Legislative History**
- 7/21/22 Board of Public Works recommended for Council Consent to the City Council

End of Consent Agenda

Reports

6. Other Boards and Commissions

A. Transit Commission Report - Alex Damien

B. Water Utility Commission - Ald. Bartels

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Rodriguez

E. Redevelopment Authority Report - Ald. R. Lemke

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

G. Library Board Report - Ald. Halvensleben

H. Cemetery Commission Report - Ald. C. Payne

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

- A. [PC22-0269](#) Certified Survey Map – 1032 Baxter Street, Water Utility Site – Proposed two lot and two outlot CSM on approximately 0.207 acres of land used by the Water Utility as a well site

Attachments: [1032 Baxter St CSM- Cover Letter](#)
[1032 Baxter CSM- Project Reviews](#)
[2022-06-21_Baxter St CSM Draft](#)

Legislative History

7/27/22 Plan Commission approved

- B. [PC22-0275](#) Declaration of Surplus Land – 1032 Baxter Street – Consider that the former Water Utility well site at 1032 Baxter Street, be determined to be surplus land and made available for disposition.

Attachments: [1032 Baxter St Declaration of Surplus- Cover Letter](#)
[1032 Baxter CSM- Project Reviews](#)
[2022-06-21_Baxter St CSM Draft](#)

Legislative History

7/27/22 Plan Commission approved

8. Standing Committees

A. Finance Committee Report - Ald. Pieper

- A. [ID#22-4385](#) Update on Fundraising efforts and consider approval of a new Downtown Holiday Lights Display

Attachments: [Cover Sheet - Downtown Holiday Lights Display](#)
[Holiday Lights Design Proposal](#)
[Waukesha Billing 2022 Field Service revised 7-1-22](#)
[Waukesha Billing 2022 Lease revised 7-1-22](#)
[Waukesha Billing 2022 Purchase revised 7-1-22](#)

Legislative History

7/12/22	Finance Committee	approved
7/19/22	City Council	no action taken
7/19/22	City Council	approved
7/19/22	City Council	CALL THE QUESTION

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

C. Ordinance & License Committee Report - Ald. Johnson

D. Human Resources Committee Report - Ald. Rodriguez

9. Board of Public Works Report - Alex Damien

- A. [ID#22-4381](#) Bids Received: Wednesday, July 6, 2022, at 10:00 a.m.
Transit Center Concourse Ceiling Replacement

The Board of Public Works recommends that the low bid from Ford Construction Company, Inc., in the amount of \$702,000.00, be awarded.

Sponsors: Public Works

Attachments: [Bid_2022 Transit Center Concourse Ceiling Replacement](#)

Legislative History

7/7/22 Board of Public Works held
 7/21/22 Board of Public Works recommended for approval to the City Council

- B.** [ID#22-4482](#) Review and act on the Amendment of Municipal Code Chapter 29, Sewer Use and Wastewater Treatment.

Sponsors: Public Works

Attachments: [22-4482_BPW Cvr-29 Amendment](#)
[22-4482_Memo to Board of Public Works](#)
[Chapter 29 Sewer Use and Wastewater Treatment - 2022 Draft Markup](#)

Legislative History

7/21/22 Board of Public Works recommended for approval to the City Council

- C.** [ID#22-4483](#) Review and act on Developer's Agreement between City of Waukesha and Habitat for Humanity, Inc. for property located east of Oakland Avenue, west of N. Greenfield Avenue, north of Ellis Street, and south of Lincoln Avenue.

Sponsors: Public Works

Attachments: [22-4483_BPW Agenda Cvr-Aeroshade Subdivision DA](#)
[Aeroshade DPW Dev Agmt](#)

Legislative History

7/21/22 Board of Public Works recommended for approval to the City Council

10. Director of Public Works Report

11. City Attorney's Report

12. City Administrator's Report

13. Mayor's Report & Referrals

- A.** [ID#22-4619](#) Resolution to Reduce the Number of Members of the Public Art Committee

Attachments: [Resolution to reduce number of Public Art members](#)

14. Referrals

15. Closed Session

A motion will be made pursuant to Wis. Stats. 19.85(1)(e) to go into closed session to discuss collecting bargaining with employee unions

- A. [ID#22-4604](#) Discuss labor agreement for the bargaining unit represented by the International Association of Firefighters (Local 407)

16. Reconvene in Open Session

Upon conclusion of closed session, a motion will be made to reconvene in open session, pursuant to Wis. Stats. 19.85(2) for possible discussion and/or action on matters discussed in closed session

- A. [ID#22-4605](#) Possible discussion and/or action on the labor agreement for the bargaining unit represented by the International Association of Firefighters (Local 407)

17. 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 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.