



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, May 17, 2022

6:30 PM

Council Chambers, City Hall

1. Roll Call

Present: 13 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

2. Pledge of Allegiance

3. Mayor's Report & Referrals

[ID#22-4129](#) Proclamation for Charlie Betker

Attachments: [Proclamation - Charles Betker](#)

[ID#22-4130](#) Proclamation for Kim Michalowski

Attachments: [Proclamation - Kim Michalowski](#)

4. Public Comment

There were no speakers present for Public Comment.

5. Approval of Minutes

[ID#22-4133](#) Minutes from May 3, 2022

Attachments: [ccmn220503 draft](#)

A motion was made by Ald. Johnson, seconded by Ald. M. Payne, to approve Minutes from May 3, 2022. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

Consent Agenda

Under Ordinance & License, ID#22-4125 #15, and ID#22-4123 Applications #2, #4 and #5 were removed by Ald. Johnson. The remainder of the Consent Agenda passed by unanimous consent.

6. Other Boards and Commissions

7. Plan Commission

[22-3990](#) General Capital Project - Easement - Perpetual, non-exclusive, parking and vehicular and pedestrian access easement and right-of-way over and upon the Easement Area adjacent to the Riverwalk. WAKC1305373

Attachments: [Cover Sheet - Easement - General Capital Project](#)
[EASEMENT-General Capital parking and access \(FINAL 4-5\)](#)
[3712-PE-EASEMENT-PE-ACCESS-1](#)
[3712-PE-EASEMENT-PE-PARKING](#)

[PC22-0238](#) Certified Survey Map - Brehm and Bank St. - Proposed 1-lot and 1-outlot CSM located on lands between NW Barstow Street, Bank Street and Brehm Street where Lot 1 is 1.47 acres and Outlot 1 is 0.18 acres. Outlot 1 is to be dedicated to the City of Waukesha for public right-of-way.

Attachments: [CSM Brehm and Bank- Cover letter](#)
[2022-02-11 19754 E. St. Paul Ave. Waukesha](#)
[2022-03-25 CSM Brehm and Bank St DRAFT](#)

[PC22-0229](#) Preliminary Subdivision Plat - - Aeroshade, 433 Oakland Ave – Proposed 18-lot Plat on approximately 3.77 acres of land bounded by Oakland Avenue, Ellis Street, and N Greenfield Avenue.

Attachments: [Cover Sheet - 433 N. Oakland Avenue - Habitat for Humanity](#)
[Preliminary Plat](#)
[Habitat Aeroshade Civil](#)
[Habitat Aeroshade Preliminary Plat](#)

8. Standing Committees

A. Finance Committee - Ald. Pieper

[ID#22-4118](#) Review and Act on a recommendation to carryover \$158,439.00 from 2021 to 2022 in the General Fund 100

Attachments: [Cover Sheet - 2021 General Fund Carryover Request](#)
[2021 Summary of Carryover for Fund 100 to 2022 Budget](#)

[ID#22-4120](#) Review and Act on a recommendation to amend the 2022 Operating Budget to use contingency funds for Newsletters to be included in the monthly water bills.

Attachments: [Cover Sheet - Use of Contingency for Newsletter Inserts](#)

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

[ID#20-0801](#) Study the intersection of Prairie Song Drive and Madison Street, the neighbors have concerns about traffic and pedestrians and the safety of that intersection.

- For eastbound and westbound Madison Street at Prairie Song Drive, install “Playground” sign, “25mph Speed Limit” sign, and “When Children are Present” sign on Madison Street 250’ in advance of Prairie Song Drive. Install “Pedestrian Crossing” sign with “Diagonal Downward Pointing Arrow” on Madison Street at crosswalk location with Prairie Song Drive. Install crosswalk markings for all approaches and stop bars for Prairie Song Drive.

Sponsors: R. Lemke

Attachments: [20-0801 Authorize study at Prairie Song and Madison](#)
[BG Resolution for the 5-17-2022 Consent](#)

Resolution #2022-15

[ID#22-3655](#) Install No Parking anytime on the North Side of Michigan Avenue between the east and west drives into both of North High School’s parking lots.

- Remove all existing various “No Parking” signing on the north side of Michigan Street in between all driveways of Waukesha North High School. Install “No Stopping Standing or Parking 7:00A-4:00P on School Days” (with arrows where appropriate) signs within the same limits.

Sponsors: E. Payne

Attachments: [22-3655_No Parking on N-side of Michigan](#)
[BG Resolution for the 5-17-2022 Consent](#)

Resolution #2022-15

[ID#22-3662](#) Install a traffic control at the easterly intersection of Deer Path and Deer Trail to consider a 4-way Stop Control.

Sponsors: E. Payne

[ID#22-3664](#) Study the intersection of Guthrie Road and E. Sunset Drive and recommend intersection signage upgrades.

- For eastbound traffic on Sunset Drive at Guthrie Road, remove “Right Lane Ends” sign, “Lane Ends” sign, and “Thru Only and Right Only” sign. Install “Thru/Left and Right Only” sign 350’ from stop sign. Install “Right Lane must Turn Right” sign 225’ from stop sign. Install red circular flashers on top of existing eastbound and westbound near right stop signs on Sunset Drive at Guthrie Road. For northbound Guthrie Road, update “Stop Ahead” sign

to current federal standards and relocate it from approximately 430' to approximately 235'.

Sponsors: M. Payne

Attachments: [22-3664 DPW study Guthrie and Sunset](#)
[BG Resolution for the 5-17-2022 Consent](#)

Resolution #2022-15

[ID#22-4064](#) Allow Hadfield Elementary School to restrict westbound traffic on Linden Street from Bell Street to Oakland Avenue, on school days, between 8:00 a.m. to 9:00 a.m., starting with the 2022/2023 school year.

Sponsors: Rodriguez

Resolution #2022-15

C. Ordinance & License Committee - Ald. Johnson

Licenses

[ID#22-4123](#) Invited Bartenders

Attachments: [Invited Bartenders O&L May 9th.pdf](#)

[ID#22-4124](#) Bartenders

Attachments: [Bartenders O&L May 9th.pdf](#)

[ID#22-4125](#) Invited Other Applications

Attachments: [Invited Other Applications O&L May 9th.pdf](#)

[ID#22-4126](#) Other Applications

Attachments: [Other Applications O&L May 9th.pdf](#)

D. Human Resources - Ald. Rodriguez

E. Board of Public Works - Alex Damien

[ID#22-4079](#) Review and act on the Two-Party Construction Agreement between Waukesha County and the City of Waukesha for the asphalt repaving of Guthrie Road.

Sponsors: Public Works

Attachments: [22-4079 BPW Agenda Cr-Guthrie Rd Waukesha County Agreement](#)
[CTH U - Legend Hill to Sunset City of Waukesha Agreement](#)

[ID#22-4080](#) Review and act on the Storm Water Management Practice Maintenance Agreement between City of Waukesha and Kwik Trip, Inc., for property located at southeast corner of intersection of River Valley Road and Les Paul Avenue (Bypass).

Sponsors: Public Works

Attachments: [22-4080 BPW Agenda Cr-Kwik Trip River Valley Rd SW Agreement](#)
[Kwik Trip 1219 City Maintenance Agreement](#)

[ID#22-4096](#) Review and act on the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Boucher Holdings LLC for property located at 1583 E. Moreland Blvd

Sponsors: Public Works

Attachments: [22-4096 BPW Agenda Cr-Boucher Holdings LLC SW Agreement](#)
[220328 Hyundai City Maintenance Agreement](#)

End of Consent Agenda

9. New Business

10. Public Hearing

[22-4049](#) Review and act on the update of the Impact Fees

Sponsors: Community Development and Planning

Attachments: [Cover Sheet - Impact Fee Update 2022](#)
[Waukesha Impact Fee Study Update 3-28-22](#)
[Public Hearing Notice - Impact Fee Updates](#)
[Ordinance 4.10-2022 Amendment](#)
[Ordinance 4.10-2022 Amendment Final.pdf](#)

John Cameron, Senior Municipal Advisor with Ehlers Public Finance Advisors, provided a presentation on the Impact Fees. The Public Hearing was opened. No speakers were present. The Public Hearing was closed.

This is the second reading.

[PC22-0213](#) Street Vacation - ProHealth Care, Inc., Waukesha Memorial - Proposed Boulevard - Request to vacate Fairview Avenue ROW between Madison Street and Lawndale Avenue

Attachments: [Cover Sheet - Street Vacation - Fairview Ave., ProHealth WMH entrance drive](#)
[Cover Sheet with Resolution-Vacation of Fairview Ave](#)
[20411 CSM-Vacation Exhibit](#)
[Colored Site Plan and Views](#)
[Les Penden Fairview Street Vacation](#)

Doug Koehler, Principal Planner, provided a presentation on the Street Vacation. The Public Hearing was opened. No speakers were present. The Public Hearing was closed.

[PC22-0230](#) PUD Agreement - PUD Amendment, Aeroshade, 433 Oakland Ave – PUD Amendment for the Plat of Aeroshade including the inclusion of two duplex lots at the north end of the 3.77 acre subdivision bounded by Oakland Avenue, Ellis Street, and N Greenfield Avenue.

Attachments: [Cover Sheet - 433 N. Oakland Avenue - Habitat for Humanity PUD Amendment](#)

Jeff Fortin, Senior Planner, provided a presentation for the PUD Agreement. The Public Hearing was opened. Charlie Betker spoke in support of the idea except for joint driveways and garages on each property and asked why an alley couldn't be added. Melissa Songco, CEO of Habitat for Humanity of Waukesha County, spoke on the alley cost being prohibitive for Habitat so would have to be privately funded and would need a condo association to manage it. The Public Hearing was closed.

[PC22-0240](#) Rezoning Petition - 2207 & 2125 Oakdale Dr. - Rezone from T-1 Temporary District to RS-3 Single-Family Residential District

Attachments: [2207 Oakdale Drive, Rezoning- Cover Letter](#)
[Petition for Amending Zoning Ordinance - 2207 Oakdale Dr](#)
[Rezoning Application, 2207 Oakdale Dr](#)
[2207 Oakdale Drive- Site Photo](#)
[Re-Zoning Ordinance - Oakdale Drive Properties](#)
[2207 Oakdale Drive, Rezoning- Cover Letter for Common Council](#)

Doug Koehler, Principal Planner, provided a presentation on the Rezoning Petition. The public hearing was opened. No speakers were present. The Public Hearing was closed.

11. Action on Public Hearing

[22-4049](#) Review and act on the update of the Impact Fees

Sponsors: Community Development and Planning

Attachments: [Cover Sheet - Impact Fee Update 2022](#)
[Waukesha Impact Fee Study Update 3-28-22](#)
[Public Hearing Notice - Impact Fee Updates](#)
[Ordinance 4.10-2022 Amendment](#)
[Ordinance 4.10-2022 Amendment Final.pdf](#)

The Ordinance amendments to come back at later date.

A motion was made by Ald. Pieper, seconded by Ald. McElderry, to approve adoption of the Impact Fee Schedule as presented. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

[PC22-0213](#) Street Vacation - ProHealth Care, Inc., Waukesha Memorial - Proposed Boulevard - Request to vacate Fairview Avenue ROW between Madison Street and Lawndale Avenue

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[20411 CSM-Vacation Exhibit](#)
[Colored Site Plan and Views](#)
[Les Penden Fairview Street Vacation](#)

A motion was made by Ald. Pieper, seconded by Ald. Halvensleben, to approve Street Vacation - ProHealth Care, Inc., Waukesha Memorial - Proposed Boulevard - Request to vacate Fairview Avenue ROW between Madison Street and Lawndale Avenue. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Nay: 1 - E. Payne

Absent: 2 - Wells and C. Payne

[PC22-0230](#) PUD Agreement - PUD Amendment, Aeroshade, 433 Oakland Ave – PUD Amendment for the Plat of Aeroshade including the inclusion of two duplex lots at the north end of the 3.77 acre subdivision bounded by Oakland Avenue, Ellis Street, and N Greenfield Avenue.

Attachments: [Cover Sheet - 433 N. Oakland Avenue - Habitat for Humanity PUD Amendment](#)

A motion was made by Ald. Moltzan, seconded by Ald. M. Payne, to approve PUD Agreement - PUD Amendment, Aeroshade, 433 Oakland Ave - PUD Amendment for the Plat of Aeroshade including the inclusion of two duplex lots at the north end of the 3.77 acre subdivision bounded by Oakland Avenue, Ellis Street, and N Greenfield Avenue. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

[PC22-0240](#) Rezoning Petition - 2207 & 2125 Oakdale Dr. - Rezone from T-1 Temporary District to RS-3 Single-Family Residential District

Attachments: [2207 Oakdale Drive, Rezoning- Cover Letter](#)
[Petition for Amending Zoning Ordinance - 2207 Oakdale Dr](#)
[Rezoning Application, 2207 Oakdale Dr](#)
[2207 Oakdale Drive- Site Photo](#)
[Re-Zoning Ordinance - Oakdale Drive Properties](#)
[2207 Oakdale Drive, Rezoning- Cover Letter for Common Council](#)

A motion was made by Ald. Manion, seconded by Ald. Moltzan, to approve Rezoning Petition - 2207 & 2125 Oakdale Dr. - Rezone from T-1 Temporary District to RS-3 Single-Family Residential District. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

Reports

12. 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

13. Plan Commission - Jennifer Andrews

[PC22-0201](#) Certified Survey Map, ProHealth Care, Inc, Waukesha Memorial - Proposed Boulevard - Proposed one lot CSM on approximately 4.147 acres including the Fairview Avenue ROW and former residential lots east

and west of the ROW

Attachments: [Cover Sheet - CSM ProHealth WMH entrance drive](#)
[20411 CSM](#)
[Colored Site Plan and Views](#)

A motion was made by Ald. Pieper, seconded by Ald. Manion, to approve Certified Survey Map, ProHealth Care, Inc, Waukesha Memorial - Proposed Boulevard - Proposed one lot CSM on approximately 4.147 acres including the Fairview Avenue ROW and former residential lots east and west of the ROW. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Nay: 1 - E. Payne

Absent: 2 - Wells and C. Payne

14. Standing Committees

A. Finance Committee Report - Ald. Pieper

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

C. Ordinance & License Committee Report - Ald. Johnson

Under Other Invited Applications, #15 Donnie Boys on hold. Under Invited Bartenders, #2 Sierra Gorman and #4 Kayla Riemen are held. Under Invited Bartenders, #5 Brianna Masiakowski is denied.

A motion was made by Ald. Steve Johnson, seconded by Ald. Elizabeth Moltzan, to approve the denial of a Bartender License for Brianna Masiakowski. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Manion, Chrisien, Johnson, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

Abstain: 1 - Rodriguez

D. Human Resources Committee Report - Ald. Rodriguez

15. Board of Public Works Report - Alex Damien

[22-4079](#)

Bids Received: Friday, April 29, 2022, at 11:00 a.m.
 Aviation Parking Lot, Dopp Park, and Pebble Valley Park Lighting Replacement

The Board of Public Works recommends that the low bid from WIL-Surge Electric, Inc., in the amount of \$133,618.40, be awarded.

Sponsors: Public Works

Attachments: [Bid Tab Aviation Dopp Pebble Valley Lighting Upgrades](#)

A motion was made by Ald. Johnson, seconded by Ald. E. Payne, to approve Bids Received Aviation Parking Lot, Dopp Park, and Pebble Valley Park Lighting Replacement. The Board of Public Works recommends that the low bid from WIL-Surge Electric, Inc., in the amount of \$133,618.40, be awarded. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Chrisien, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, McElderry, M. Payne and Halvensleben

Absent: 2 - Wells and C. Payne

16. Director of Public Works Report

17. City Attorney's Report

18. City Administrator's Report

19. Referrals

Ald. Rodriguez to O & L, that the draft ordinance introduced 5/5 regarding the sale of puppies, kitty's, and bunnies be placed on 5/23 O & L for discussion and action.

Ald. E. Payne to B & G, please install a loading zone at 409 Delafield Street (Tuscan Hall) in front of the entrance, to load and unload customers.

20. Adjournment

The meeting adjourned at 7:48 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 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.