



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final-revised

City Council

Attend in person
or watch live at
<https://waukesha.legistar.com/Calendar.aspx>

Tuesday, August 1, 2023

6:30 PM

Council Chambers, City Hall

1. Roll Call
2. Pledge of Allegiance
3. Public Comment

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

4. Approval of Minutes

- A. [ID#23-7319](#) Minutes from July 18, 2023

Attachments: [ccmn230718 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#23-7197](#) Review and Act on Proposed Fare Changes Effective On or About September 1, 2023

Attachments: [Fare Changes](#)
[hearing notice Fare Changes September 2023](#)
[Resolution - Approval of Fare Tariff no 26](#)
[fare tariff #26 2023-draft](#)

Legislative History

7/20/23	Transit Commission	approved
	Meeting	

- B. [ID#23-7198](#) Review and Act on Proposed Bus Stop Changes

Attachments: [Bus Stop Changes](#)

Legislative History

7/20/23 Transit Commission approved
Meeting

- C. [ID#23-7199](#) Review and Act on Proposed Resolution Authorizing the Transfer of Buses 153 & 155 to the City of Wausau

Attachments: [Xfer of Buses 153 & 155](#)
[Resolution - Xfer Buses 153 & 155](#)

Legislative History

7/20/23 Transit Commission approved
Meeting

2. Plan Commission

- A. [PC23-0423](#) Certified Survey Map - 3017 Silvernail Road – A request to create a two lot CSM on 3.45 acres of land at 3017 Silvernail Road.

Attachments: [Cover Sheet - 3017 Silvernail Road CSM](#)
[3017 Silvernail Road- Project Reviews](#)
[Application for Development Review](#)
[Exhibit A - Legal Descriptions](#)
[GARLOCK CSM 071723](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#23-7158](#) Consider approval of the 2023 Walk of Lights Holiday display

Attachments: [Cover Sheet- 2023 Walk of Lights Display](#)
[Waukesha.Lease-Purchase.2023.v3](#)
[Light Design Proposal - 2023](#)

Legislative History

7/25/23 Finance Committee approved

- B. [ID#23-7161](#) Consider approval of Walk of Lights field services contract

Attachments: [Cover Sheet- 2023 Walk of Lights - Field Services Contract](#)
[Holiday Creations LLC Contract \(002\)-- provided by City Attorney](#)
[Waukesha 2023- Holiday Creations Proposal](#)

Legislative History

7/25/23 Finance Committee approved

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

C. Ordinance & License Committee - Ald. R. Lemke

1. Licenses

A. [ID#23-7322](#) Invited Bartenders

Attachments: [INVITED BARTENDERS OL 7-24](#)

The bartender application for Jeremy W. Chavez is being held to the next meeting.

Legislative History

7/24/23	Ordinance & License Committee	held
7/24/23	Ordinance & License Committee	denied
7/24/23	Ordinance & License Committee	denied

D. Human Resources - Ald. Rodriguez**A.** [ID#23-7230](#) Consider creation of a part time Clerical Assistant position in the Building Inspection Division.

Attachments: [Cover Letter - Com Dev PT Clerical Position](#)
 [Clerical Assistant - Building Inspection Part Time 2023 Final .docx](#)

Legislative History

7/19/23	Human Resources Committee	approved
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B. [ID#23-7231](#) Consider the transfer of 0.5 full-time equivalents (FTE's) from the Finance Department to the IT Department for a part-time Administrative Assistant position.

Attachments: [Cover Letter FTE Transfer from Finance to IT](#)

Legislative History

7/19/23	Human Resources Committee	approved
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E. Board of Public Works - Alex Damien

- A. [ID#23-7306](#) Approve Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Continental 665 Fund LLC aka Springs at Meadowbrook for property located north of Summit Avenue, Fire Station No. 5, and Oliver Sports Complex, east of Meadowbrook Road, west of Maple Way Lane, and south of Tallgrass Subdivision.

Sponsors: Public Works

Attachments: [23-7306 BPW Agenda Cvr-Springs at Meadowbrook SW Agreement.pdf](#)
[Springs at Meadowbrook SW Agreement.pdf](#)

Legislative History

7/20/23	Board of Public Works	recommended for Council Consent to the City Council
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End of Consent Agenda

5. New Business

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

- A. [ID#23-7229](#) Review, consider, and approve the proposal from Segal to conduct a market analysis and compensation study for the City of Waukesha.

Attachments: [Cover Letter - Comp Study July 19 2023.docx](#)
[Compensation Study - Segal proposal](#)

Legislative History

7/19/23	Human Resources Committee	approved
7/25/23	Finance Committee	approved

- B. [ID#23-7232](#) Review suggested language adjustment to the B10 policy regarding Employment of Relatives (Nepotism).

Attachments: [Cover Letter - Nepotism Policy PD Updated](#)
[B-10 Nepotism Policy June 2 2023 Redline from Original Draft.pdf](#)

Legislative History

7/19/23	Human Resources Committee	approved
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- C. [ID#23-7343](#) Claim for tire damage - Damon Puls

Attachments: [Claim for Property Damage - Damon Puls](#)
[Cover Sheet-Puls Claim](#)

- D. [ID#23-7356](#) Discussion and action on Common Council meeting time

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. Wells
- 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. [PC23-0411](#) Proposed amendments to Section 22.15 and 22.67 of the Zoning Code to allow issuance of citations when the Plan Commission deadlines are not met.

Attachments:

[Cover Sheet - Update to 22.15 and 22.67](#)
[22.15 Site Plan and Architectural Review \(redline\)](#)
[22.67 Enforcement \(redline\)](#)
[22.15 and 22.67 Zoning Update ordinance draft](#)
[22.67 Enforcement \(clean version\)](#)
[22.15 Site Plan and Architectural Review \(clean version\)](#)

Legislative History

6/28/23 Plan Commission recommended for Public Hearing

- B. [PC23-0412](#) Zoning Code Amendment - Discuss proposed amendment for Auto Dealerships to become Conditional Uses.

Attachments: [Cover Sheet - Zoning Code Amendment Auto Sales as a Conditional Use](#)
[B-5 Zone](#)
[City of Waukesha Municipal Code 20230605 B3 Zone](#)
[B-3 Zoning Code Amendment- Redline](#)
[B-5 Zone Redline](#)
[Zoning Amendment Ordinance- B-3 and B-5 Zones](#)

Legislative History

6/28/23 Plan Commission recommended for Council Agenda

8. Standing Committees

- A. Finance Committee Report - Ald. Pieper
- B. Building & Grounds Committee Report - Ald. E. Payne
- C. Ordinance & License Committee Report - Ald. R. Lemke

- A. [ID#23-7322](#) Invited Bartenders

Attachments: [INVITED BARTENDERS OL 7-24](#)

A motion was made by Ald. Halvensleben, seconded by Ald. D. Lemke to approve the denial of the bartender application for Eric T. Graham.

A motion was made by Ald. R. Lemke, seconded by Ald. Manion, to approve the denial of the bartender application for Nicole M. Koontz.

Legislative History

7/24/23	Ordinance & License Committee	held
7/24/23	Ordinance & License Committee	denied
7/24/23	Ordinance & License Committee	denied

- D. Human Resources Committee Report - Ald. Rodriguez

9. Board of Public Works Report - Alex Damien

- A. [ID#23-7224](#) Demolition and Asbestos Abatement of 315 N. West Ave.

Sponsors: Public Works

Attachments: [2023-28 - Demolition and Asbestos Abatement of 315 N West Ave.pdf](#)

Legislative History

7/20/23 Board of Public Works recommended for approval to the City Council

- B. [ID#23-7222](#) Bids Received: Friday, July 14, 2023, at 11:00 A.M.
Railroad Quiet Zone and ADA Sidewalk Improvements

The Board of Public Works recommends that the low bid from State Contractors, Inc., in the amount of \$250,323.70, be awarded.

Sponsors: Public Works

Attachments: [Railroad Quiet Zone and ADA Sidewalk Improvements BPW.pdf](#)

Legislative History

7/20/23 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
- A. [ID#23-7360](#) City Administrator's Report

Attachments: [Admin Report July 28 2023](#)

13. Mayor's Report & Referrals
14. Referrals
15. 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.