



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

---

Tuesday, February 5, 2019

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

---

#### 1. Roll Call

**Present:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, Rodriguez, E. Payne, Wells and Wilke

**Absent:** 1 - Lemke

#### 2. Pledge of Allegiance

#### 3. Public Comment

*John Thomas, 134 Douglass Avenue, spoke regarding building a new City Hall so that it is repairable unlike the current City Hall where items can't be repaired or parts are unavailable for repairs.*

#### 4. Public Art Committee Report - Ald. C Payne

[ID#19-0112](#) Cyndy Baran presents Art to the City

**Attachments:** [Baran Flyer020519](#)

[Cyndy Baran 19](#)

#### 5. Approval of Minutes

[ID#19-0109](#) Minutes from January 15, 2019

**Attachments:** [ccmn 19.01.15 draft](#)

**A motion was made by Ald. Thieme, seconded by Ald. Johnson, to approve the Minutes from January 15, 2019. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, Rodriguez, E. Payne, Wells and Wilke

**Absent:** 1 - Lemke

#### Consent Agenda

*The following items were removed from Consent Agenda: ID#19-0037 by Ald. Cummings, and ID#19-0039 by Ald. Pieper. Both were handled under Board of Public Works Report. The remainder of the Consent Agenda was passed as presented by unanimous consent.*

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

### **2. Plan Commission**

[PC18-0166](#) St. Paul Place, 222 W. St. Paul Avenue - Certified Survey Map

**Attachments:** [2018-12-19 CSM for review.pdf](#)  
[St. Paul Place CSM Cover Sheet.pdf](#)

[PC18-0172](#) Lathers CSM, River Road, south of Lawnsdale - Extra territorial Certified Survey Map

**Attachments:** [CSM-FRED-Lathers-WEST REDIVISION-113018.pdf](#)  
[Lathers CSM Cover Sheet.pdf](#)

### **3. Standing Committees**

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

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

[ID#19-0011](#) Please approve No Parking Any Time on the west side of N. Moreland Blvd. from the southern-most crosswalk line at Summit Avenue to 40 feet south.

**Sponsors:** Public Works

**Attachments:** [19-0011 Admin Review Approve No Parking Sign on Moreland for CC Meeting Consent.pdf](#)  
[B&G Resolution RTC for the 2-5-19 CC Meeting CONSENT AGENDA.pdf](#)

*Resolution #: 3-19*

[ID#19-0012](#) Please approve No Parking Any Time on east and west sides of Dunbar Avenue from 70 feet north to 370 feet north of Marshall Street.

**Sponsors:** Public Works

**Attachments:** [19-0012 Admin Cover Approve No Parking Sign on Dunbar for CC Meeting Consent.pdf](#)  
[B&G Resolution RTC for the 2-5-19 CC Meeting CONSENT AGENDA.pdf](#)

*Resolution #: 3-19*

[ID#19-0013](#) Please approve a stop sign on Bethesda Ct at Dunbar Avenue.

**Sponsors:** Public Works

**Attachments:** [19-0013 Admin Cover Approve Stop Sign on Bethesda-Dunbar for CC Meeting Consent.pdf](#)  
[B&G Resolution RTC for the 2-5-19 CC Meeting CONSENT AGENDA.pdf](#)

*Resolution #: 3-19*

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

#### 1. Licenses

[ID#19-0051](#) Bartender Applications - January 14, 2019

**Attachments:** [Bartenders 2019.01.14](#)

[ID#19-0052](#) INVITED Other Applications - January 14, 2019

**Attachments:** [Other Licenses 2019.01.14](#)

[ID#19-0053](#) Other Applications - January 14, 2019

**Attachments:** [Other Licenses 2019.01.14](#)

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

### **E. Board of Public Works - Dr. Fred Abadi**

[ID#19-0037](#) Approval of the Contract to host 2019 Appliance Collection Events with Refrigerant Depot, LLC, for Residential Recycling and Solid Waste.

**Sponsors:** Public Works

**Attachments:** [19-0037 BPW Agenda Cover Sheet-2019 Appliance Collection-Refrigerant Depot LLC.pdf](#)  
[19-0037 Refrigerant Depot Contract 2019.pdf](#)

*This item was removed from Consent Agenda and handled under Board of Public Works Report.*

[ID#19-0038](#) Review and act on Contract Change Order No. 2 (time extension) with Robinson Brothers Environmental, Inc., for the Demolition and Asbestos Abatement of 200-310 Delafield St.

**Sponsors:** Public Works

**Attachments:** [19-0038 BPW Agenda Cover-Robinson Bros CCO1-200-310 Delafield.pdf](#)  
[19-0038 change order No 2 for Robinson Brothers.pdf](#)

[ID#19-0039](#) Review and act on the Contract Amendment No. 1 with BWBR for AV and Security Design for City Hall Design and Construction.

**Sponsors:** Public Works

**Attachments:** [19-0039 BPW Agenda Cover Sheet BWBR Amendment 1.pdf](#)  
[19-0039 Amendment 2 -2019-01-09 Proposal - AV and security DD-CA-Waukesha City Hall.pdf](#)

*This item was removed from Consent Agenda and handled under Board of Public Works Report.*

[ID#19-0041](#) Approval of the Contract to host 2019 Residential TV and Electronics Collection Events with Legacy Recycling, LLC.

**Sponsors:** Public Works

**Attachments:** [19-0041 BPW Agenda Cover Sheet-2019 Electronics Event Contract - Legacy.pdf](#)  
[19-0041\\_2019 Contract - TV and Electronics Collection Events.pdf](#)

*This item was incorrectly discussed and voted upon during Board of Public Works Report.*

### **End of Consent Agenda**

## 6. New Business

[ID#19-0136](#) Consider a request from the Housing Action Coalition to use 1210 Sentry Drive as a temporary overflow shelter for remainder of this winter

**Attachments:** [Request- HAC](#)  
[BC19 TempHousingLtr](#)

**[Original Motion]** A motion was made by Ald. Rodriguez, seconded by Ald. Perry to approve request from the Housing Action Coalition to use 1210 Sentry Drive as a temporary overflow shelter for remainder of the winter for one dollar until April 30, 2019, pending approval from the Fire Department.

**[Amendment to Original Motion]** A motion was made by Ald. Rodriguez, seconded by Ald. Perry, to approve request from the Housing Action Coalition to use 1210 Sentry Drive as a temporary overflow shelter for remainder of the winter until April 30, 2019, pending approval from the Fire Department, and subject to a lease agreement reviewed by the City Attorney's review. The motion carried by the following vote:

**Aye:** 11 - Bartels, Skinner, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, Rodriguez, Wells and Wilke

**Nay:** 2 - Cummings and E. Payne

**Absent:** 1 - Lemke

**Abstain:** 1 - Pieper

[ID#19-0114](#) Presentation on 2018 City of Waukesha Communications

**Attachments:** [2018 Communication Review](#)

*Rebecca Pederson, Assistant to Mayor and City Administrator provided a presentation of the 2018 City of Waukesha Communications.*

[ID#19-0134](#) Review and Discuss plans for the new City Hall

**Attachments:** [Waukesha City Hall 2019-02-05 Common Council Preview](#)

*Rick Gabriel, Architect from BWBR provided a presentation on the plans for the new City Hall.*

*The meeting went into recess at 9:07 p.m.*

*The meeting reconvened at 9:15 p.m.*

*Ald. Rodriguez left early and was not present for voting for the remainder of the meeting.*

[ID#19-0135](#) Confirmation of the appointment of Marquise Vasquez, Ph.D to the Human Resources Director position as selected by the City Administrator.

**Sponsors:** City Administrator

**Attachments:** [Council Agenda Cover Sheet - Human Resources Director 2.6.2019](#)

[Vasquez- Resume and Cover Letter](#)

[Management Recruitment Policy](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve appointment of Marquise Vasquez, Ph.D to the Human Resources Director position as selected by the City Administrator. The motion carried by the following vote:

**Aye:** 10 - Pieper, Bartels, Skinner, Perry, Manion, Johnson, Helgestad, E. Payne, Wells and Wilke

**Nay:** 3 - Cummings, C. Payne and Thieme

**Absent:** 2 - Rodriguez and Lemke

[ID#18-1826](#) Review City of Waukesha Housing Study

**Attachments:** [Waukesha HousingStudy 2019 1 18.pdf](#)

*Maria Pandazi, Deputy Community Development Director, introduced Josh Langdon from Vierbicher who provided a presentation of the Waukesha Housing Study.*

[ID#19-0076](#) Introduce resolution to discontinue public alley reservations on private property at 627 East Newhall Avenue.

**Sponsors:** Board of Public Works

**Attachments:** [Resolution-Abandoned Alley-627 E Newhall.pdf](#)  
[Cover Sheet-Abandoned Alleys 627 E Newhall.pdf](#)  
[Lis Pendens-Abandon Alley.pdf](#)

*Ald. Bartels left early and was not present for voting for the remainder of the meeting.*

**A motion was made by Ald. Skinner, seconded by Ald. Helgestad, to introduce resolution to discontinue public alley reservations on private property at 627 East Newhall Avenue, file the lis pendens, publish as necessary and record the deed. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke

**Absent:** 3 - Bartels, Rodriguez and Lemke

[ID#19-0122](#) Request to approve contract amendment with American United Life for the FICA Alternative Plan.

**Attachments:** [Agenda Cover Sheet - CC - FICA Alternative Plan.docx](#)  
[FICA Alternative City of Waukesha Amendment.pdf](#)  
[FAQ - MidAmerica Group Annuity Amendment.pdf](#)  
[FICA Alternative CityofWaukesha 3121 PlanDocs.pdf](#)  
[FICA Alternative Contract .pdf](#)

*No action needed on this item per Mayor.*

## **Reports**

### 7. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

[ID#19-0123](#) Update from the Waukesha Water Commission

**Attachments:** [01 17 2019 Meeting update to Council](#)

- C. Information Technology Board Report - Ald. Manion
- E. Redevelopment Authority Report - Ald. Skinner
- D. Landmarks Commission Report - Ald. Rodriguez
- F. Parks, Recreation & Forestry Board Report - Ald. Johnson

[ID#19-0103](#) Approve proposed 2019 Parks and Forestry Division Seasonal Wage Schedule

**Attachments:** [GBF seasonal wage scale 2019.pdf](#)

*No action needed per Ald. Johnson.*

- G. Library Board Report - Ald. Helgestad
- H. Cemetery Commission Report - Ald. Cummings
- I. Waukesha Housing Authority Report - Ald. Rodriguez
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. C Payne
- 8. Plan Commission - Jennifer Andrews
- 9. Standing Committees
  - A. Finance Committee Report - Ald. Pieper
  - B. Building & Grounds Committee Report - Ald. E. Payne

[ID#19-0009](#) Please approve removal of the existing 2 Hour Parking zone on the north side of W. College Avenue between N. East Avenue and N. Barstow Street.

**Sponsors:** Public Works and Helgestad

**Attachments:** [19-0009 Admin Review Remove Parking Sign on College for CC Meeting Report.pdf](#)  
[B&G Resolution RTC for the 2-5-19 CC Meeting REPORT AGENDA.pdf](#)

*Resolution #: 4-19*

**[Original Motion]** A motion was made by Ald. E. Payne, seconded by Ald. Helgestad to approve removal of the existing 2 Hour Parking zone on the north side of W. College Avenue between N. East Avenue and N. Barstow Street.

A motion was made by Ald. Cummings, seconded by Ald. Skinner, to send this item back to Committee. The motion failed with a tie. The Mayor did not wish to vote.

**Aye:** 6 - Pieper, Skinner, Cummings, Perry, Manion and Wells

**Nay:** 6 - C. Payne, Thieme, Johnson, Helgestad, E. Payne and Wilke

**Absent:** 3 - Bartels, Rodriguez and Lemke

**[Voting on Original Motion]** A motion was made by Ald. E. Payne, seconded by Ald. Helgestad, to approve removal of the existing 2 Hour Parking zone on the north side of W. College Avenue between N. East Avenue and N. Barstow Street. The motion carried by the following vote:

**Aye:** 9 - Pieper, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke

**Nay:** 3 - Skinner, Cummings and Perry

**Absent:** 3 - Bartels, Rodriguez and Lemke

[ID#19-0010](#) Please approve No Parking Any Time on the north side of W. College Avenue from N. East Avenue to N. Barstow Street.

**Sponsors:** Public Works and Helgestad

**Attachments:** [19-0010 Admin Review Approve No Parking Sign on College for CC Meeting Report.pdf](#)  
[B&G Resolution RTC for the 2-5-19 CC Meeting REPORT AGENDA.pdf](#)

*Resolution #: 4-19*

A motion was made by Ald. E. Payne, seconded by Ald. Wells, to approve No Parking Any Time on the north side of W. College Avenue from N. East Avenue to N. Barstow Street. The motion carried by the following vote:

**Aye:** 9 - Pieper, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke



**Nay:** 3 - Skinner, Cummings and Perry

**Absent:** 3 - Bartels, Rodriguez and Lemke

C. Ordinance & License Committee Report - Ald. Johnson

D. Human Resources Committee Report - Ald. Thieme

[ID#19-0058](#) Request of Community Development Director Jennifer Andrews to reclassify four (4) positions in the Community Development Department to reflect how the department has been operating over the past year and reflect the actual work being done by staff members.

**Attachments:** [Council Agenda Cover Sheet- Comm Dev Staff Reclass.docx](#)  
[Community Development Reclass Memo. 1-11-19.docx](#)  
[Deputy Comm Dev Director Job Description 2019 redline .docx](#)  
[Principal Planner Job Description - redline 2019.docx](#)  
[Associate Planner Job Description Revised 2019 redline.docx](#)  
[Special Projects Coordinator Job Description.docx](#)  
[Property Maintenance Inspector Job Description.docx](#)  
[Comm Dev Staff Reorg Financial Analysis 1-11-19.pdf](#)

**A motion was made by Ald. Thieme, seconded by Ald. Manion, to approve Request of Community Development Director Jennifer Andrews to reclassify four (4) positions in the Community Development Department to reflect how the department has been operating over the past year and reflect the actual work being done by staff members. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke

**Absent:** 3 - Bartels, Rodriguez and Lemke

10. Board of Public Works Report - Dr. Fred Abadi

[ID#19-0036](#) Bids Received: Friday, January 11, 2019, at 11:00 A.M.  
Dunbar Avenue, Bethesda Court, Prospect Court Utility and Street Reconstruction

The Board of Public Works recommends that the low base bid for concrete from State Contractors, Inc., in the amount of \$1,581,111.11 be awarded.

**Sponsors:** Public Works

**Attachments:** [Bid Tab Dunbar Bethesda Prospect - Concrete.pdf](#)  
[Bid Tab Dunbar Bethesda Prospect - Alternate-Asphalt.pdf](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the low bid award for Dunbar Avenue, Bethesda Court, Prospect Court Utility and Street Reconstruction for concrete from State Contractors, Inc., in the amount of \$1,581,111.11. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke

**Absent:** 3 - Bartels, Rodriguez and Lemke

[ID#19-0039](#) Review and act on the Contract Amendment No. 1 with BWBR for AV and Security Design for City Hall Design and Construction.

**Sponsors:** Public Works

**Attachments:** [19-0039\\_BPW\\_Agenda\\_Cover\\_Sheet\\_BWBR\\_Amendment\\_1.pdf](#)  
[19-0039 Amendment 2 -2019-01-09 Proposal - AV and security DD-CA-Waukesha City Hall.pdf](#)

*This item was removed from Consent Agenda by Ald. Pieper.*

**A motion was made by Ald. Pieper, seconded by Ald. Helgestad, to approve the Contract Amendment No. 1 with BWBR for AV and Security Design for City Hall Design and Construction. The motion carried by the following vote:**

[ID#19-0041](#) Approval of the Contract to host 2019 Residential TV and Electronics Collection Events with Legacy Recycling, LLC.

**Sponsors:** Public Works

**Attachments:** [19-0041\\_BPW\\_Agenda\\_Cover\\_Sheet-2019\\_Electronics\\_Event\\_Contract\\_-\\_Legacy.pdf](#)  
[19-0041\\_2019\\_Contract\\_-\\_TV\\_and\\_Electronics\\_Collection\\_Events.pdf](#)

*This item was removed from Consent Agenda.*

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, for approval of the Contract to host 2019 Residential TV and Electronics Collection Events with Legacy Recycling, LLC. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke

**Absent:** 3 - Bartels, Rodriguez and Lemke

[ID#19-0037](#) Approval of the Contract to host 2019 Appliance Collection Events with Refrigerant Depot, LLC, for Residential Recycling and Solid Waste.

**Sponsors:** Public Works

**Attachments:** [19-0037\\_BPW\\_Agenda\\_Cover\\_Sheet-2019\\_Appliance\\_Collection-Refrigerant\\_Depot\\_LLC.pdf](#)  
[19-0037\\_Refrigerant\\_Depot\\_Contract\\_2019.pdf](#)

*This item was removed from Consent Agenda by Ald. Cummings.*

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, for approval of the Copntract to host 2019 Appliance Collection Events with Refrigerant Depot LLC, for Residential Recycling and Solid Waste. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, E. Payne, Wells and Wilke

**Absent:** 3 - Bartels, Rodriguez and Lemke

11. Director of Public Works Report
12. City Attorney's Report
13. City Administrator's Report

[ID#19-0126](#) Report from the City Administrator

**Attachments:** [Admin Report 2-1-19](#)

14. Mayor's Report & Referrals

[ID#19-0113](#) Proclamation for Plowshare's 30th Anniversary

**Attachments:** [Proclamation- Plowshare](#)

15. Referrals

*Ald. Terry Thieme announced he is not seeking re-election.*

16. Adjournment

*The meeting adjourned at 10:39 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.