



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### City Council

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Tuesday, December 19, 2023

6:00 PM

Council Chambers, City Hall

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#### 1. Roll Call

**Present:** 13 - Joe Pieper, Daniel Manion, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

**Absent:** 2 - Peter Bartels and Cassandra Rodriguez

#### 2. Pledge of Allegiance

#### 3. Public Comment

*Joseph Miller, 139 Hoover Ave, Waukesha spoke concerns about traffic related to the comprehensive plan changes.*

#### 4. Approval of Minutes

##### A. [ID#23-8487](#) Minutes from December 5, 2023

**Attachments:** [ccmn231205 draft.pdf](#)

**A motion was made by Ald. Manion, seconded by Ald. Wuteska to approve the Minutes from December 5, 2023. The motion carried by the following vote:**

**Aye:** 13 - Joe Pieper, Daniel Manion, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

**Absent:** 2 - Peter Bartels and Cassandra Rodriguez

#### 5. Presentation to the Common Council

##### A. [ID#23-8499](#) City Hall Gallery Art Presentation

**Attachments:** [Donna Lexa- Gallery Art Presentation](#)

### **Consent Agenda**

*Ald. Rick Lemke removed Bartender application for Juliana May that was a unanimous denial to be handled under report.*

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

##### A. [ID#23-8209](#) Review and Act on the UKG Payroll software contract renewal

**Attachments:** [2023-12-01T16 52 24.0846751Z](#)  
[City of Waukesha - CIT1008 - Opp-517388 - 24mo renewal \(003\)](#)

- B.** [ID#23-8210](#) Review and Act on the First Two data intelligence software contract
- Attachments:** [2810](#)  
[FirstTwo-Customer-Guide](#)
- C.** [ID#23-8213](#) Review and act on Proposed Elimination of Operating Route 2/3 on Sundays Effective January 15, 2024
- Attachments:** [Eliminate Route 2-3 Sundays](#)  
[Route 2-3 Sunday Ridership](#)  
[hearing notice Proposed elimination of Route 2-3 Sunday January 2024](#)
- D.** [ID#23-8214](#) Review and act on Proposed Intergovernmental Agreement with Milwaukee Transport Services, Inc. to Operate Route 1 in Milwaukee County
- Attachments:** [Route 1 Service Agreement-Milwaukee County](#)  
[IGA for Route 1 - MCTS Waukesha Metro 2024](#)
- E.** [ID#23-8215](#) Waukesha County Business Item- Review and Act on Proposed Agreement with WI Transportation, LLC to Provide Paratransit Service to Grandfathered Passengers of Waukesha County Route 901 Paratransit Service
- Attachments:** [Waukesha County Business Item-Grandfathered Paratransit service with WI Transportation](#)  
[ADA Paratransit 2023-2024-Grandfathered Passengers](#)
- F.** [ID#23-8482](#) Review and act on 2024 proposed pricing changes
- Attachments:** [Cover Sheet- PHC price increases for 2024](#)  
[2024 Proposed Price Increases](#)

## **2. Plan Commission**

- A.** [PC23-0480](#) Certified Survey Map - Springs at Meadowbrook/Summit Fields Project (north side of Summit Avenue east of Meadowbrook Road) – A request to approve a 3 lot CSM over approximately 63 acres of vacant land.
- Attachments:** [Cover Sheet - CSM Springs at Meadowbrook Summit Fields](#)  
[Project Reviews - CSM23-00017](#)  
[2827.00 CSM 20231030](#)  
[APPL PC Development Review Application \(2022\) Signed](#)

### **3. Standing Committees**

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

- A. [ID#23-8221](#) Consider approval of a contract for consultant services with Houseal Lavigne Associates, LLC for an update to the City's Zoning and Sign Ordinances

**Attachments:** [Cover Sheet - Houseal Lavigne Contract](#)  
[Zoning Code Update Proposal Waukesha WI Houseal Lavigne](#)  
[Waukesha Zoning HL Executed Contract](#)

- B. [ID#23-8474](#) Review and accept funding from the Office of Community Oriented Services for the Implementing Crisis Intervention Teams- Community Policing Development program in the amount of \$375,244

**Attachments:** [Cover Sheet - CRU Grant](#)

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

- A. [ID#23-8202](#) Put reflectors to highlight the median just north of Summit Avenue ½ block into Woodland Hills Subdivision.

**Sponsors:** R. Lemke

**Attachments:** [23-8202\\_Woodland Hills Dr keep right signs](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- B. [ID#23-8203](#) Please investigate the installation of speed limit signs, curve warning signs, and stop signs along Mohican Trail east of Huron Lane.

**Sponsors:** McElderry

**Attachments:** [23-8203\\_Mohican Trl signage](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- C. [ID#23-8204](#) Please investigate a referral aimed at larger trucks/semi-trucks for going eastbound on Dolphin Drive. This is a dead-end road and sometimes it's difficult to turn around in the northbound or southbound cul-de-sacs on Marlin Court.

**Sponsors:** Chrisien

**Attachments:** [23-8204\\_Dolphin Dr no outlet](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- D. [ID#23-8205](#) Please investigate the parking problem in the south cul-de-sac of Marlin Court.

**Sponsors:** Chrisien

**Attachments:** [23-8205\\_Marlin Ct no parking zone](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- E. [ID#23-8206](#) Please raise and/or place larger no trucking signs on Springdale Road (CTH SR) and Bluemound Road (CTH JJ) going southbound. Please ask the County to place (as there are none) signs on Springdale Road.

**Sponsors:** Chrisien

**Attachments:** [23-8206\\_Springdale Rd no trucking sign](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- F. [ID#23-8240](#) Rescind the previously approved resolution dated 10/15/2012 of "Install a Deaf Child sign on northbound S. Grand Ave. for #1723."

**Sponsors:** Anderson

**Attachments:** [23-8240\\_Grand Ave deaf child sign removal](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- G. [ID#23-8241](#) Title: Rescind the previously approved resolution dated 10/16/2012 of "Install a Deaf Child sign on eastbound Dodie Dr. for #1723 S. Grand Ave."

**Sponsors:** Anderson

**Attachments:** [23-8241\\_Dodie Dr deaf child sign removal](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- H. [ID#23-8242](#) Please approve no parking between the driveways of 2712 Welsh Court and 2710 Welsh Court from November 1st to April 1st.

**Sponsors:** Bartels

**Attachments:** [23-8242\\_Welsch Ct no parking area](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

- I. [ID#23-8243](#) Please approve no parking between the driveways of 2704 Albany Court and 2702 Albany Court from November 1st to April 1st.

**Sponsors:** Bartels

**Attachments:** [23-8243\\_Alban Ct no parking area](#)  
[BG Resolution from the 12-4-2023 Consent.pdf](#)

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

### 1. Licenses

- A. [ID#23-8423](#) Invited Bartender Applications

**Attachments:** [Invited Bartender Applications 12-11](#)

- B. [ID#23-8424](#) Invited Other Applications

**Attachments:** [Invited Other 12-11](#)

- C. [ID#23-8425](#) Other Applications

**Attachments:** [Other License Application 12-11](#)

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

#### **E. Board of Public Works - Alex Damien**

- A. [ID#23-8239](#) Review and act on Contract Change Order No. 2 with H & H Civil Construction LLC for the Artificial Turf Installation at Mindiola Park project.

**Sponsors:** Public Works

**Attachments:** [23-8239\\_BPW\\_Agenda\\_Cvr-CCO2\\_H&H\\_Construction-Artificial\\_Turf\\_Install\\_at\\_Mindiola\\_Park.pdf](#)  
[23-8239\\_CCO2-H&H\\_Construction-Artificial\\_Turf\\_Install.pdf](#)

- B. [ID#23-8248](#) Review and act on Contract Change Order No. 1 with Ford Construction Co., Inc., for the Silurian Springhouse Foundation Alteration project.

**Sponsors:** Public Works

**Attachments:** [23-8248\\_BPW\\_Agenda\\_Cvr-CCO1\\_Ford\\_Construction-Silurian\\_Springhouse\\_Foundation.pdf](#)  
[23-8248\\_CCO1\\_for\\_Ford\\_Construction\\_Silurian\\_Springhouse\\_Foundation\\_Alteration.pdf](#)

- C. [ID#23-8249](#) Review and act on Contract Change Order No. 2 with The MRD Group Inc. for the Demolition and Asbestos Abatement of 315 N. West Ave. project.

**Sponsors:** Public Works

**Attachments:** [23-8249\\_BPW\\_Agenda\\_Cvr-CO2-MRD-Demo\\_315\\_N\\_West\\_Ave.pdf](#)  
[23-8249\\_CCO\\_2\\_for\\_MRD\\_Group-315\\_N\\_West\\_Ave.pdf](#)

- D. [ID#23-8250](#) Review and act on the Contract for Street Sweepings Disposal Services.

**Sponsors:** Public Works

**Attachments:** [23-8250\\_BPW\\_Agenda\\_Cvr-Contract\\_for\\_Street\\_Sweeping\\_Disposal\\_Services.pdf](#)  
[2023\\_Memo\\_to\\_BPW\\_-\\_RFP\\_Results.pdf](#)

### End of Consent Agenda

#### 6. Public Hearing

- A. [ID#23-8131](#) Review and act on an ordinance adopting the 2023 Update to the Comprehensive Plan for the City of Waukesha.

**Attachments:** [Cover Sheet - Comp Plan](#)  
[Cover Sheet - Comprehensive Plan Edits and Corrections for December 13 Plan Commission](#)  
[Waukesha Comp Plan Appendix - Draft with title page](#)  
[DRAFT City of Waukesha Comprehensive Plan](#)  
[2023 Comprehensive Plan Adoption Ordinance 2023-19](#)

*The public hearing was opened. There were no additional speakers present for the public hearing. The public hearing was closed.*

#### 7. Action on Public Hearing

- A. [ID#23-8131](#) Review and act on an ordinance adopting the 2023 Update to the Comprehensive Plan for the City of Waukesha.

**Attachments:** [Cover Sheet - Comp Plan](#)  
[Cover Sheet - Comprehensive Plan Edits and Corrections for December 13 Plan Commission](#)  
[Waukesha Comp Plan Appendix - Draft with title page](#)  
[DRAFT City of Waukesha Comprehensive Plan](#)  
[2023 Comprehensive Plan Adoption Ordinance 2023-19](#)

*This is the Second Reading*

### **Reports**

#### 8. 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

- A.
- [ID#23-8483](#)
- Discussion and possible action regarding endowment programs

**Attachments:** [Cover Sheet- PHC Endowment Program](#)

**[Original Motion]** A motion was made by Ald. Pieper, seconded by Ald. Rick Lemke to approve discontinuing the future sale of perpetuity agreements effective 1/1/24 while maintaining existing agreements in place with switch of silk flowers and wreaths over to annual fee.

**[Amendment]** An Amendment to the Motion was made by Ald. C. Payne, seconded by Ald. E Payne to add to the original motion a four month grace period. The amendment to the motion failed with the following vote:

**Aye** (4) Eric Payne, Elizabeth Moltzan, Corey Payne, Mike Anderson  
**Nay** (9) Joe Pieper, Daniel Manion, Dean Lemke, Jack Wells, Rick Lemke, Frank McElderry, Mike Chrisien, Alicia Halvensleben, Paul Wuteska  
**Absent** (2) Peter Bartels and Cassandra Rodriguez

**[Voting on Original Motion]** A motion was made by Ald. Pieper, seconded by Ald. Rick Lemke to approve discontinuing the future sale of perpetuity agreements effective 1/1/24 while maintain existing agreements in place with the change/switch of silk flowers and wreaths over to annual fee. The motion carried by the following vote:

**Aye:** 10 - Joe Pieper, Daniel Manion, Dean D. Lemke, Jack Wells, Rick R. Lemke, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

**Nay:** 3 - Eric E. Payne, Elizabeth Moltzan and Cory C. Payne

**Absent:** 2 - Peter Bartels and Cassandra Rodriguez

## I. Waukesha Housing Authority Report - Ald. Pieper

## J. Community Development Block Grant Committee Report - Jennifer Andrews

## K. Public Art Committee Report - Ald. Moltzan

## 9. Plan Commission - Jennifer Andrews

- A.
- [ID#23-8234](#)
- Code Amendments - Chapter 16 Building Code

**Attachments:** [Cover Sheet - Ordinance Amending Sections 16.03 and 16.04 of the Building Code, Regarding Building Permit Application, Expiration, and Renewal](#)  
[16.03\(3\) and \(4\) Permit and Plan Expiration and Renewal final](#)

## 10. Standing Committees

## A. Finance Committee Report - Ald. Pieper

## B. Building &amp; Grounds Committee Report - Ald. E. Payne

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

- B. [ID#23-8472](#) Adjustment to Ordinance 25.08 to allow Community Service Officers the ability to enforce 11.05(1). 25.08 is the ordinance that gives authority to Police Officers and Community Service Officers to issues citations based on violations of municipal code.

**Attachments:** [OL Ordinance 25.08 Modification \(CSO-Loitering\) - AGENDA COVER LETTER](#)  
[CSO Loitering Enforcement](#)  
[Ordinance 25.08-CSO Citation Authority-Loitering](#)

*second reading*

- C. [ID#23-8473](#) Adjustment to Ordinance 30.04 to allow for an effective means to collect payment for False Alarms.

**Attachments:** [OL Ordinance 30.04 Modification \(False Alarms\) - AGENDA COVER LETTER](#)  
[30.04 False Alarms Amendment rev2](#)  
[30.04 - False Alarms - O&L Rev](#)

*Second Reading*

- A. [ID#23-8424](#) Invited Other Applications

**Attachments:** [Invited Other 12-11](#)

**A motion was made by Ald. Rick Lemke, seconded by Ald. Dean Lemke to deny bartender applicant Juliana May because of the alcohol related record check issues. The motion to deny passed by the following vote:**

**Aye:** 12 - Joe Pieper, Daniel Manion, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike Anderson, Alicia Halvensleben and Paul Wuteska

**Nay:** 1 - Mike Chrisien

**Absent:** 2 - Peter Bartels and Cassandra Rodriguez

**A motion was made by Ald. Manion, seconded by Ald. Rick Lemke to approve Kasper Roth Rooming House license with the condition that the screens are placed on the window before the end of the year. The license will not renew if they are not. The motion passed by the following vote:**

**Aye:** 13 - Joe Pieper, Daniel Manion, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

**Absent:** 2 - Peter Bartels and Cassandra Rodriguez

D. Human Resources Committee Report - Ald. Rodriguez



11. Board of Public Works Report - Alex Damien
12. Director of Public Works Report
13. City Attorney's Report
14. City Administrator's Report

A. [ID#23-8504](#) City Administrator's Report

**Attachments:** [Admin Report December 15, 2023](#)

15. Mayor's Report & Referrals
16. Referrals

*Ald. Wuteska: To Buildings & Grounds to please consider review and update of the signage around Guthrie Rd and Mohawk Ln. There are School Crossing signs nearby, but no school (apparently their used to be one), and drivers are running the Stop sign. Would like to see "Stop Ahead" signs in place of the current School Crossing signs."*

*Ald. C. Payne: To Building and Grounds to please review the turn lanes at the end of Summit Ave and Morgan Ave.*

17. Adjournment

*The meeting adjourned at 7:50pm*

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. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).