



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Building and Grounds

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Monday, September 18, 2017

7:00 PM

Council Chambers, City Hall  
Use lower level glass door.

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#### 1. Call to Order

*No quorum was met for this meeting. Items will be taken up at the next meeting which is scheduled for October 2, 2017.*

**Present** 2 - E. Payne, and Cummings

**Absent** 3 - Jankowski, Boyle, and C. Payne

#### 2. Public Comment

*Even though the Committee did not have quorum, they decided to have Mr. Jeremy Martin speak. Mr. Martin is the school principal at Bethesda School and he spoke about the request for the parking zone change, Item No. ID#17-1362. The two Committee members listened to the request and let Mr. Martin know that the request will be taken up at the next B&G meeting.*

*Staff also presented some general communication items such as the remaining budget balance for the committee.*

*Meeting was adjourned at 7:35.*

#### 3. Approval of Minutes

**B.** [ID#17-1359](#) Approve the August 14, 2017, Buildings & Grounds meeting minutes.

**Attachments:** [Building and Grounds Minutes 08-14-2017 - DRAFT.pdf](#)

#### 4. Discussion and Recommendation re:

**A.** [ID#17-1360](#) Rescind previously approved Item ID#16-1536 from November 2016 "Modify the existing parking designations on Pendleton Place and S. University Drive by Bethesda School to No Parking, 9:00 am to 3:30 pm, September 1 to June 15, Except Saturday, Sunday and Holiday".

**Sponsors:** Public Works

**In November 2016, item ID#16-1536 was approved by Buildings & Grounds. The parking changes in item 16-1536 were requested by Bethesda School and based on their bus & student drop off procedures at that time. In December 2016, the school principal, Ms. Miranda, requested the new signing not be installed because they are considering other bus and drop off changes. DPW did not install the associated signing that was approved. In 2017, a new school principal**

was hired and recently requested a different parking change on Pendleton Place near the front entrance to school. The B&G Committee will review that proposed change in this agenda under ID#17-1362. The purpose of this item is to officially rescind the previously approved parking zone change since it is no longer necessary.

- B. [ID#17-1361](#) Rescind previously approved Item ID#16-1537 from November 2016 “Modify the existing student drop off area on Pendleton Place by Bethesda School from “no parking stopping or waiting” to No Parking, Drop Off Area Only”.

**Sponsors:** Public Works

In November 2016, item ID#16-1537 was approved by Buildings & Grounds. The changes in item 16-1537 were requested by Bethesda School and based on their bus & student drop off procedures at that time and to enforce the no parking at this drop off location. In December 2016, the school principal, Ms. Miranda, requested the new signing not be installed because they were considering other changes to bus and drop off. DPW did not install the associated signing. In 2017, a new school principal was hired and recently requested a different parking change on Pendleton Place near the front entrance to school. The B&G Committee will review that proposed change in this agenda under ID#17-1362. The purpose of this item is to officially rescind the previously approved parking zone change since it is no longer necessary.

- C. [ID#17-1362](#) Establish No Parking, Stopping or Waiting, Except Buses on the north side of Pendleton Place from 220 feet west to 430 feet of the corner of S. University Avenue.

**Sponsors:** Public Works and Lemke

This item was requested by the Bethesda School and endorsed by Ald. Lemke. Bethesda school is changing the procedure and route for bus parking, student drop off and student pick up at the school. The buses are now going to load / unload exclusively on Pendleton Place by the main school entrance. In order to accommodate the buses, the existing No Parking zone needed to be extended further east. Item ID#17-1362, at the dimensions given, will create a longer bus drop off area and still provide open parking for parents along Pendleton Place. The Department of Public works does not have any issues with this request.

- D. [ID#17-1363](#) Please approve installation of a No Dumping sign on the northern dead end of Highland Avenue.

**Sponsors:** Thieme

This item was requested by Ald. Thieme. The request is to install a sign at the dead end of Highland Drive to prohibit unwanted dumping. This type of request has been approved in the past at other streets. The Department of Public Works does not have any issues with installing this sign.

- E. [ID#17-1364](#) Please establish No Trucks over 3 Ton on Hamilton Avenue from N. Prairie Avenue to Franklin Avenue.

**Sponsors:** Helgestad

This item was referred by Ald. Helgestad. This request has come from concerned residents on Hamilton Avenue about large trucks going down Hamilton to get to Prairie Avenue. These trucks are coming and going from the Aires building. Ald. Helgestad met with concerned residents and they determined that having trucks use Franklin Avenue to W. College Avenue would be a better route. The Department of Public Works does not have an issue with this request.

- F. [ID#17-1365](#) Please consider No Parking, 9:00 AM to 3:00 PM, September 1 to June 15, Except Saturday, Sunday and Holidays on both sides of Rivers Crossing Drive between Raintree Lane and River Road.

**Sponsors:** Perry

This item was referred by Ald. Perry in response to issues with persons parking on River Crossing between River Road and Rain Tree Lane. The parking during student drop off and pick up time has congested this short stretch of street. Department of Public Works has no issues with this request.

## 5. Communications and Referrals

- A. [ID#17-1366](#) Current Buildings & Grounds budget and update on various B&G safety projects.

## 6. Adjournment

"A majority of the Council members may be in attendance"

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, Fax 524-3898, or the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.