



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, November 19, 2024

6:00 PM

Council Chambers, City Hall

1. Roll Call

Present: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

2. Pledge of Allegiance

3. Public Comment

Lisa Salb, 434 Madison Street, spoke on the second amendment of the real property purchase for the sales agreement with Mandel.

4. Approval of Minutes

A. [ID#24-11226](#)

Attachments: [Ccmn241107 Draft](#)

A motion was made by Ald. Moltzan, seconded by Ald. Wuteska, to approve the Minutes from November 7th, 2024. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Consent Agenda

The Consent Agenda passed by unanimous consent with no items removed.

1. Other Boards and Commissions

2. Plan Commission

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#24-11057](#) Review and recommend a contract between the City of Waukesha and the Waukesha Housing Authority for \$200,000 in ARPA funding

Attachments: [Cover Sheet - ARPA Contract with Housing Authority](#)
[Housing Authority 2024 ARPA Sub-Grantee Contract](#)

- B. [ID#24-11058](#) Review and recommend on an amendment to the purchase contract between the City of Waukesha and Mandel for the purchase of City owned property across from City Hall

Attachments: [Cover Sheet - Mandel Purchase Contract Amendment](#)
[Mandel Delafield St. - Second Amendment to Purchase Agreement](#)

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

C. Ordinance & License Committee - Ald. P. Wuteska

1. Licenses

- A. [ID#24-11046](#) Invited Application

Attachments: [Cinco De Mayo Restaurant](#)

- B. [ID#24-11200](#) Other Applications

Attachments: [Kwik Trip #436 - Change of Agent](#)

D. Human Resources - Ald. Chrisien

E. Board of Public Works - Alex Damien

- A. [ID#24-11020](#) Review and Act on the Proposed 2025 Sanitary Sewer Rates

Sponsors: Public Works

Attachments: [24-11020-0-BPW Agenda Cover-2025 Sanitary Sewer Rates.pdf](#)
[24-11020-1-Waukesha 2025 User Rate Presentation - 10-28-24.pdf](#)
[24-11020-2-2025 Sewer Rate Model.pdf](#)
[24-11020-3-2025 Sewer Service Charge and Fee Schedule.pdf](#)
[24-11020-4-Sewer Rates Resolution 2025.pdf](#)

- B. [ID#24-11021](#) Review and Act on the Proposed 2025 Sanitary Sewer Connection Charge Schedule

Sponsors: Public Works

Attachments: [24-11021-0-BPW Agenda Cover-2025 Connection Charge Schedule.pdf](#)
[24-11021-1-Connection Fee Analysis Update 2024-10-28.pdf](#)
[24-11021-2-Memo - Annual Connection Charge Review.pdf](#)
[24-11021-3-2025 Sewer Connection Charge Schedule.pdf](#)
[24-11021-4-Connection Charge Resolution 2025.pdf](#)

- C. [ID#24-11022](#) Review and Act on the Proposed Pretreatment Program Fee Update.

Sponsors: Public Works

Attachments: [24-11022-BPW Agenda Cover-Pretreatment Fee Analysis.pdf](#)
[24-11022-2-2025 Pretreatment Program Fee Schedule.pdf](#)
[24-11022-1-Pretreatment Sampling Analysis Report 10-25-24.pdf](#)
[24-11022-3-Pretreatment Program Fee Resolution 2025.pdf](#)

- D. [ID#24-11030](#) Review and act on the Contract Amendment with Passport for engineering and processing of parking violations using the ALPR camera system.

Sponsors: Public Works

Attachments: [24-11030-BPW Agenda Cvr-Parking Passport Amendment.pdf](#)
[24-11030-Passport-Contract Amendment \(6605a6da26\) \(version 6\).pdf](#)

- E. [ID#24-11035](#) Review and act on the revised Two-Party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the E. Moreland Blvd. Bridge project, WisDOT Project ID: 2718-00-73.

Sponsors: Public Works

Attachments: [24-11035-BPW Agenda Cvr-WisDOT-SMA E Moreland Bridge.pdf](#)
[24-11035-2718-00-08_78_03_73 EMorelandBlvd CofWaukeshaRev4.pdf](#)

- F. [ID#24-11036](#) Review and act on the revised Two-Party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the Sunset Drive and Prairie Avenue Traffic Signal Reconstruct project, WisDOT Project ID: 2718-23-70.

Sponsors: Public Works

Attachments: [24-11036-BPW Agenda Cvr-WisDOT-SMA Sunset & Prairie.pdf](#)
[24-11036-2718-23-00_70_80Sunset Prairie CWauk Rev1.pdf](#)

End of Consent Agenda

5. New Business

- A. [ID#24-11029](#) Review and Approve Communication Facilities Use License Agreement with the Franklin Public School District

Attachments: [24-11029](#)

[Communication Facilities Use License Agreement v2FPS](#)

[MOU Exhibit-FPSD-WAUKESHA-CITYFRANKLIN](#)

A motion was made by Ald. Manion, seconded by Ald. McElderry, to approve Communication Facilities Use License Agreement with the Franklin Public School District. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

- B. [ID#24-11223](#) Review and Approve: Amendment to the Heartland Business Systems Technical Services Contract

Attachments: [24-11233 Coversheet](#)

[Waukesha_HBS_Amendment \(11.7.2024\) \(003\)](#)

A motion was made by Ald. Manion, seconded by Ald. McElderry, to approve Amendment to the Heartland Business Systems Technical Services Contract. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

- C. [ID#24-11031](#) Review and Approve: Master Services Agreement with EagleView Pictometry

Attachments: [24-11031 Coversheet](#)

[WI City of Waukesha_EV Cloud_09-11-24-1](#)

[WI City of Waukesha Termination Agreement 09-11-24](#)

A motion was made by Ald. Manion, seconded by Ald. McElderry, to approve Master Services Agreement with EagleView Pictometry. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

- D. [ID#24-11213](#) Establish "No Parking 10PM - 5AM Unauthorized Vehicles will be Ticketed and Towed at Owner's Expense per Mun Code 7.01 Wis Stat 346.53(6)" on the City owned parcel (Taxkey 1305487) between the intersection of Bank Street/Brehm Street and the Fox River.

Attachments: [Cover Sheet-No Parking Tow Away Bank St](#)

A motion was made by Ald. E. Payne, seconded by Ald. D. Lemke, to approve the implementation of "No Parking 10PM - 5AM Unauthorized Vehicles will be Ticketed and Towed at Owner's Expense per Mun Code 7.01 Wis Stat 346.53(6)" on the City owned parcel (Taxkey 1305487) between the intersection of Bank Street/Brehm Street and the Fox River. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

E. [ID#24-11237](#) Authorize drone purchase contract with BRINC

Attachments: [Cover Sheet-BRINC Drone](#)
 [BRINC MSPA May 2024 \(Current\).pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve drone purchase contract with BRINC. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

6. Public Hearing

A. [PC24-0516](#) Rezoning – 130 Delafield Street including Parcels WAKC1306990, WAKC1305461, WAKC1305460 and WAKC1305459 - A request to rezone approximately 5.247 acres of City owned land from I-1 Institutional District and B-3 General Business District to Rm-3(PUD) Mult-family residential planned unit development in anticipation of a multifamily residential development.

Attachments: [Cover Sheet - rezoning - 130 Delafield Street](#)
[Re-Zoning Ordinance - 130 Delafield Street.pdf](#)
[Draft PUD Agreement -Mandel Delafield Apartments](#)
[01. Final Site & Arc Review Cover Letter - 20240730](#)
[02. Delafield Final Site & Architectural Review 6-28-24](#)
[03. Delafield St Apts Trip Gen Comparison - 20240418](#)
[03a. Landscaping Plans - Color Site Plan](#)
[03b. Landscaping Plans - 20240719](#)
[03c. Tree Removal Plan - 20240722](#)
[04a. Development Review Application - 070224](#)
[04b. Development Checklists - 20240730](#)
[05. Delafield Apt TIA Addendum 1 - 20240809 FINAL SITE PLAN](#)
[05a. Civil Plans - 20240809](#)
[05b. Site Lighting - 20240626](#)
[06a. Delafield St. SWMP - 20240719](#)
[06b. SWMA DRAFT - 20240719](#)
[07a. Delafield St Apt TIA - 20240531 Revision](#)
[07b. Delafield St Apts Trip Gen Comparison - 20240418](#)
[08. DNR Artificial Exemption Determination - 20240325](#)
[09. USACE Determination Letter - 20240313](#)
[10. Erosion Control and Stormwater Management Permit Application](#)
[11. Response to Staff Comments](#)
[12. PUD Cover Letter - 20240730](#)
[13. Zoning Comparison](#)
[14. Rezoning Petition - 130 Delafield Street](#)
[130 Delafield Street - CSM-4-18-24](#)
[City Department Review Comments rezoning Delafield Street](#)
[City Department Review Comments SPAR Delafield Apartments](#)
[Delafield Street Apartment Project introduction letter](#)
[FINAL 20.0158728.00 Geotechnical Eng Rpt Waukesha WI 4-30-24](#)
[Phase 1 ESA - 20240326](#)
[PUD request and rezoning petition - Clerk Office stamped recieved](#)
[Rezoning Application 130 Delafield Street](#)
[Rezoning Map 130 Delafield B-3 and I-1 to Rm-3PUD](#)
[Cover Sheet - Final SPAR Mandel Apartments, 130 Delafield street](#)
[Delafield Street Apartments - Cover Letter for Sept. 25, 2024 meeting](#)
[Mandel](#)
[RETAINING WALL WITH PEDESTRIAN GUARDRAIL](#)
[Delafield St. Corner Rendering](#)

[02. Final Site & Arc Review Cover Letter - 20241017](#)

Chris Nestigan Palm, 625 Chicago Avenue, Spoke.

Lisa Salb, 434 Madison Street, Spoke.

- B.** [PC24-0613](#) Rezoning – 1052 White Rock Avenue – Trinity Lutheran Church – A request to approve rezoning approximately 3.62 acres of land from Rm-3 Multi-Family residential to I-1 Institutional Zoning district at 1052 Whiterock Avenue.

Attachments: [Cover Sheet - Trinity Lutheran Rezoning](#)
 [Trinity Lutheran CSM - Recorded Copy - 10-23-24](#)
 [Chain Link Fence Picture - Trinity Lutheran - 10-23-24](#)
 [Church Site Plan, Fence Location - Trinity Lutheran - 10-23-24](#)
 [Notarized Petition for Amending - Trinity Lutheran - 09172024](#)
 [Re-Zoning Ordinance - Trinity Lutheran](#)

7. Action on Public Hearing

- A.** [PC24-0516](#) Rezoning – 130 Delafield Street including Parcels WAKC1306990, WAKC1305461, WAKC1305460 and WAKC1305459 - A request to rezone approximately 5.247 acres of City owned land from I-1 Institutional District and B-3 General Business District to Rm-3(PUD) Multifamily residential planned unit development in anticipation of a multifamily residential development.

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[Mandel](#)
[RETAINING WALL WITH PEDESTRIAN GUARDRAIL](#)
[Delafield St. Corner Rendering](#)

[02. Final Site & Arc Review Cover Letter - 20241017](#)

A motion was made by Ald. Wells, seconded by Ald. Moltzan, to approve request to rezone approximately 5.247 acres of City owned land from I-1 Institutional District and B-3 General Business District to Rm-3(PUD) Mult-family residential planned unit development in anticipation of a multifamily residential development. The motion carried by the following vote:

Aye: 12 - Mike Chrisien, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke and Doreen Wigderson

Nay: 3 - Eric E. Payne, Dean D. Lemke and Cory C. Payne

- B.** [PC24-0613](#) Rezoning – 1052 White Rock Avenue – Trinity Lutheran Church – A request to approve rezoning approximately 3.62 acres of land from Rm-3 Multi-Family residential to I-1 Institutional Zoning district at 1052 Whiterock Avenue.

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 [Church Site Plan, Fence Location - Trinity Lutheran - 10-23-24](#)
 [Notarized Petition for Amending - Trinity Lutheran - 09172024](#)
 [Re-Zoning Ordinance - Trinity Lutheran](#)

A motion was made by Ald. Pieper, seconded by Ald. Wells, to approve Rezoning - 1052 White Rock Avenue - Trinity Lutheran Church - A request to approve rezoning approximately 3.62 acres of land from Rm-3 Multi-Family residential to I-1 Institutional Zoning district at 1052 Whiterock Avenue. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

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. Moltzan
 - E. Redevelopment Authority Report - Ald. R. Lemke

F. Parks, Recreation & Forestry Board Report - Ald. Wells

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

9. Plan Commission - Jennifer Andrews

10. Standing Committees

A. Finance Committee Report - Ald. Pieper

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

C. Ordinance & License Committee Report - Ald. P. Wuteska

A. [ID#24-11199](#) Invited Application

Attachments: [Cue Club of Wisconsin](#)

A motion was made by Ald. Wuteska, seconded by Ald. Halvensleben, to approve the "Class B" Beer and Liquor License Application for Cue Club of Wisconsin. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

D. Human Resources Committee Report - Ald. Chrisien

11. Board of Public Works Report - Alex Damien

A. [ID#24-11019](#) Bids Received: Friday, November 1, 2024, at 11:00 a.m.
2024 Area 7 Flood Mitigation Storm Sewer Improvements

The Board of Public Works recommends that the low bid from Willkomm Excavating & Grading, Inc., in the amount of \$2,435,158.83 be awarded.

Sponsors: Public Works

Attachments: [2024 Area 7 Flood Mitigation Storm Sewer Improvements-BT.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the low bid from Willkomm Excavating & Grading, Inc., in the amount of \$2,435,158.83 for Area 7 Flood Mitigation Storm Sewer Improvements. The motion carried by the following vote:

Aye: 15 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Dean D. Lemke, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

12. Director of Public Works Report

13. City Attorney's Report

14. City Administrator's Report

[ID#24-11231](#) City Administrator's Report

Attachments: [Admin Report November 14, 2024](#)

15. Mayor's Report & Referrals

16. Referrals

17. Closed Session

18. Adjournment

Meeting adjourned at 7:55pm.

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).