



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final

### City Council

*Mayor Shawn Reilly, Dist. 1 - Ald. Terry Thieme  
Dist. 2 - Ald. Eric Payne, Dist. 3 - Ald. Chris Hernandez  
Dist. 4 - Ald. Joe Pieper, Dist. 5 - Ald. Peter Bartels  
Dist. 6 - Ald. Adam Jankowski, Dist. 7 - Ald. Daniel Manion  
Dist. 8 - Vance Skinner, Dist. 9 - Kathleen Cummings  
Dist. 10 - Ald. Steve Johnson, Dist. 11 - Ald. Erik Helgestad  
Dist. 12 - Ald. Aaron Perry, Dist. 13 - Ald. Andy Reiland  
Dist. 14 - Ald. Joan Francoeur, Dist. 15 - Ald. Cory Payne*

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Tuesday, February 2, 2016

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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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#16-129](#) Minutes for January 19, 2016

**Sponsors:** Clerk/Treasurer

**Attachments:** [ccmn160119draft](#)

5. Correction of final form of ordinances passed at previous meetings.

### **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 considered under one motion, second and a roll call vote. 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#16-137](#) Alderman Thieme update to Council on Water Utility

**Attachments:** [01 21 2016 Meeting update to Council.pdf](#)

## 2. Plan Commission Report - Jennifer Andrews

### 3. Standing Committees

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

1. [ID#16-083](#) Approve Authorization of a Reimbursement Resolution allowing the City to declare its official intent to reimburse expenditures for water system improvements on Main Street, Clinton to Barstow

**Attachments:** [Main St. Reimbursement Resolution.pdf](#)

**Legislative History**

|         |                           |          |
|---------|---------------------------|----------|
| 1/21/16 | Waukesha Water Commission | approved |
| 1/26/16 | Finance Committee         | approved |

2. [ID#16-094](#) Review and act on approval of contract with SAFEbuilt Wisconsin, LLC for supplemental building inspection services for 2016 following a final review by the City Attorney's office.

**Sponsors:** Community Development

**Attachments:** [Cover Sheet - SAFEbuilt contract](#)  
[SAFEbuilt contract](#)

**Legislative History**

|         |                   |          |
|---------|-------------------|----------|
| 1/26/16 | Finance Committee | approved |
|---------|-------------------|----------|

3. [ID#16-095](#) Review and act on a request to authorize the Community Development and Attorney's Office to subordinate mortgages securing City rehabilitation loans when the circumstances warrant, and to execute all required paperwork without further Common Council approval.

**Sponsors:** Community Development

**Attachments:** [Cover Sheet- Subordination Approval](#)

**Legislative History**

|         |                   |          |
|---------|-------------------|----------|
| 1/26/16 | Finance Committee | approved |
|---------|-------------------|----------|

4. [ID#16-108](#) Review and act on a request to approve a contract with Deltawrx, LLC. for the completion of the City of Waukesha Public Safety Answering Point (PSAP) Study in the amount of \$67,906.

**Sponsors:** City Administrator

**Attachments:** [Cover Sheet - Dispatch Study](#)  
[Deltawrx Contract](#)

**Legislative History**

|         |                   |          |
|---------|-------------------|----------|
| 1/26/16 | Finance Committee | approved |
|---------|-------------------|----------|

**B. Ordinance & License Committee - Ald. Johnson**

## 1. Licenses

- A. [ID#16-066](#) Bartenders 1 25 16
- Sponsors:** Clerk/Treasurer
- Attachments:** [Bartenders 01 25 16](#)
- Legislative History**
- |         |                               |   |
|---------|-------------------------------|---|
| 1/25/16 | Ordinance & License Committee | recommended for Council Consent to the City Council |
|---------|-------------------------------|---|
- B. [ID#16-068](#) Other Applications for licenses considered by Ordinance & License Committee on January 25, 2016
- Sponsors:** Clerk/Treasurer
- Attachments:** [Other Licenses 1 25 16](#)
- Legislative History**
- |         |                               |   |
|---------|-------------------------------|---|
| 1/25/16 | Ordinance & License Committee | recommended for Council Consent to the City Council |
|---------|-------------------------------|---|

**C. Board of Public Works - Dr. Fred Abadi**

1. [ID#15-3861](#) Approve Storm Water Management Practice Maintenance Agreement between Kwik Trip, Inc and the City of Waukesha
- Sponsors:** Public Works
- Attachments:** [Agenda Cover Sheet - Form Kwik Trip Gold Rd](#)  
[City Maintenance Agreement - 184 2016 01-18](#)
- Legislative History**
- |         |                       |   |
|---------|-----------------------|---|
| 1/7/16  | Board of Public Works | held  |
| 1/21/16 | Board of Public Works | recommended for Council Consent to the City Council |
2. [ID#15-3862](#) Approve Storm Water Management Practice Maintenance Agreement between HSA PrimeCare and the City of Waukesha
- Sponsors:** Public Works
- Attachments:** [Agenda Cover Sheet - Form 901 Northview](#)  
[Storm Water Maintenance Agreement 901 northview](#)
- Legislative History**
- |         |                       |   |
|---------|-----------------------|---|
| 1/7/16  | Board of Public Works | held  |
| 1/21/16 | Board of Public Works | recommended for Council Consent to the City Council |

3. [ID#15-3863](#) Approve Storm Water Management Practice Maintenance Agreement between Metal Era, Inc and the City of Waukesha
- Sponsors:** Public Works
- Attachments:** [Agenda Cover Sheet - Form Metal Era](#)  
[City Maintenance AgreementR2 - metal era](#)
- Legislative History**
- |         |                       |   |
|---------|-----------------------|---|
| 1/7/16  | Board of Public Works | held  |
| 1/21/16 | Board of Public Works | recommended for Council Consent to the City Council |
4. [ID#16-058](#) Approve Resolution to prepare plans and specifications and to advertise for Bids for the construction of:
- 2016 Concrete Street Repairs
  - 2016 Asphalt Street Repairs
  - 2016 Sidewalk Repairs
  - W. Main St. Utility and Street Improvements
  - Schuetze Bldg. Window Replacement
  - E. Moreland Blvd. Sanitary Sewer Rehabilitation
  - E. Sunset Dr. Roadway Widening
- Sponsors:** Public Works
- Legislative History**
- |         |                       |   |
|---------|-----------------------|---|
| 1/21/16 | Board of Public Works | recommended for Council Consent to the City Council |
|---------|-----------------------|---|
5. [ID#16-069](#) Approve Contract Amendment with R.A.Smith National for the Madison St. Structure Replacement
- Sponsors:** Public Works
- Attachments:** [Agenda Cover Sheet for Approval of Amendment to RA Smith National for Madi](#)
- Legislative History**
- |         |                       |   |
|---------|-----------------------|---|
| 1/21/16 | Board of Public Works | recommended for Council Consent to the City Council |
|---------|-----------------------|---|
6. [ID#16-070](#) Approve contract with GRAEF USA- Inc. for 2016 Construction Inspection Services.
- Sponsors:** Public Works
- Attachments:** [2016 Construction Inspection Services](#)
- Legislative History**
- |         |                       |   |
|---------|-----------------------|---|
| 1/21/16 | Board of Public Works | recommended for Council Consent to the City Council |
|---------|-----------------------|---|

### End of Consent Agenda

### 6. New Business

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

A. [ID#16-103](#) Appointment - Board of Public Works - Rolando De Leon

**Sponsors:** Mayor

**Attachments:** [Board of Public Works - Rolando De Leon Resume](#)  
[Board of Public Works - Rolando De Leon Questionnaire](#)  
[Appointment Letter 2 2 16](#)

7. Public Hearing

A. [ID#15-3864](#) Action on Resolution for the Partial Vacation of Dopp Street

**Attachments:** [S7332 SE CHILLER ROOM SE POS \(1\)](#)  
[S7332 St Vac Exhibit EXHIBIT \(1\)](#)  
[pc151209 - Eng. Dept. Comments](#)  
[S7332\\_EXHIBIT\\_rev2](#)  
[S7332\\_LEGAL\\_DESC](#)  
[S7332\\_PLAT OF SURVEY\\_rev2](#)  
[pc151209 - Water Utility Comments](#)  
[pc151209 - Fire Dept. Comments](#)  
[Dopp St \(Agenda Map\)](#)  
[Dopp Street Vacation](#)  
[S7332\\_EXHIBIT\\_8x11](#)  
[S7332\\_EXHIBIT\\_rev4](#)  
[S7332\\_LEGAL\\_DESC\\_rev4](#)  
[S7332\\_PLAT OF SURVEY\\_rev4](#)  
[Draft Resolution to vacate a portion of Dopp Street](#)

**Legislative History**

|          |                 |          |
|----------|-----------------|----------|
| 12/9/15  | Plan Commission | approved |
| 12/15/15 | City Council    | approved |

8. Action on Public Hearing

A. [ID#15-3864](#) Action on Resolution for the Partial Vacation of Dopp Street

**Attachments:**

[S7332 SE CHILLER ROOM SE POS \(1\)](#)

[S7332 St Vac Exhibit EXHIBIT \(1\)](#)

[pc151209 - Eng. Dept. Comments](#)

[S7332\\_EXHIBIT\\_rev2](#)

[S7332 LEGAL DESC](#)

[S7332\\_PLAT OF SURVEY\\_rev2](#)

[pc151209 - Water Utility Comments](#)

[pc151209 - Fire Dept. Comments](#)

[Dopp St \(Agenda Map\)](#)

[Dopp Street Vacation](#)

[S7332\\_EXHIBIT\\_8x11](#)

[S7332\\_EXHIBIT\\_rev4](#)

[S7332 LEGAL DESC\\_rev4](#)

[S7332\\_PLAT OF SURVEY\\_rev4](#)

[Draft Resolution to vacate a portion of Dopp Street](#)

**Legislative History**

|          |                 |          |
|----------|-----------------|----------|
| 12/9/15  | Plan Commission | approved |
| 12/15/15 | City Council    | approved |

**Reports**

9. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

C. Information Technology Board Report - Ald. Jankowski/Ald. Manion

D. Landmarks Commission Report - Ald. Francoeur

E. Redevelopment Authority Report - Jennifer Andrews

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

G. Library Board Report - Ald. Reiland

H. Cemetery Commission Report - Ald. Jankowski

- I. Waukesha Housing Authority Report - Ald. Hernandez
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. C Payne
10. Plan Commission - Jennifer Andrews

- A. [ID#16-093](#) Proposed modification to Eales Avenue at the intersection of E. Moreland Boulevard and White Rock Avenue.

**Attachments:** [Eales Ave CDS Exhibit](#)  
[Eales Ave CDS](#)  
[Engineering Dept. Comments - No Comments](#)  
[Eales - Cover Sheet](#)  
[Water Utility Dept. Comments - No Comments](#)

**Legislative History**

|         |                 |          |
|---------|-----------------|----------|
| 1/27/16 | Plan Commission | approved |
| 1/27/16 | Plan Commission | approved |

11. Standing Committees

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

1. [ID#16-119](#) Consider amendments to Mun. Code sec. 3.08, the Cemetery Commission ordinance, and make recommendation to Common Council.

**Attachments:** [3.08-Draft to OL-Redline](#)  
[3.08-Draft to O&L](#)  
[O&L Memo](#)  
[3.08-Draft to Council](#)

**Legislative History**

|         |                               |  |
|---------|-------------------------------|--|
| 1/25/16 | Ordinance & License Committee | recommended for approval to the City Council |
|---------|-------------------------------|--|

- D. Human Resources Committee Report - Ald. Francoeur

1. [ID#16-143](#) Review and act on a request to accept the Final Report of the City of Waukesha 2016 Classification and Compensation Study.

**Sponsors:** Human Resources Committee

**Attachments:** [HR Committee Agenda 1 20 16](#)  
[HR Committee Agenda 1 20 16 - Employee Classification and Compensation St](#)  
[HR Committee Agenda 1 20 16 Cover Sheet](#)  
[GOV HR Definitions of Director, Manager and Supervisor](#)

2. [ID#16-144](#) Review and act on a request to approve the Classification System and Job Descriptions, effective immediately.

**Sponsors:** Human Resources Committee

**Attachments:** [HR Committee Agenda 1 20 16](#)  
[HR Committee Agenda 1 20 16 - Employee Classification and Compensation St](#)  
[HR Committee Agenda 1 20 16 Cover Sheet](#)  
[GOV HR Definitions of Director, Manager and Supervisor](#)

3. [ID#16-145](#) Review and act on implementing the City of Waukesha compensation model on January 1, 2017.

**Sponsors:** Human Resources Committee

**Attachments:** [HR Committee Agenda 1 20 16](#)  
[HR Committee Agenda 1 20 16 - Employee Classification and Compensation St](#)  
[HR Committee Agenda 1 20 16 Cover Sheet](#)  
[GOV HR Definitions of Director, Manager and Supervisor](#)

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

- A. [ID#16-074](#) Bids Received: Friday January 15, 2016 at 11:00 am  
 a. W. Main Street Utility and Street Improvements  
 The Board of Public Works recommends that the low bid of \$2,498,614.58 from Advance Construction be approved

**Sponsors:** Public Works

**Attachments:** [Bid Tabs FINAL W Main Improvements](#)

**Legislative History**

1/21/16 Board of Public Works recommended for approval to the City Council

13. Director of Public Works Report

14. City Attorney's Report

15. City Administrator's Report



**A.**     [ID#16-149](#)     City Administrator's Report 2 2 16**Sponsors:**     City Administrator**Attachments:**     [Admin Report 1.29.2016](#)  
                              [Econ Develop Finance Team Report final](#)  
                              [Econ Develop Strat Structure Team Report final](#)  
                              [WaukeshaCountyEDOSurveyExecSummary](#)  
                              [Business Growth Strategy for Waukesha County 2016-2018 final](#)

## 16. Mayor's Report &amp; Referrals

**A.**     [ID#16-136](#)     Mayor's Schedule and Events 2 2 16**Attachments:**     [SR160129](#)

## 17. Referrals

## 18. 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 Fred Abadi, 48 hours prior to the meeting at 524-3600, FAX 524-3898, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.