



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes

### 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. Bill Boyle, Dist. 15 - Ald. Cory Payne*

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Tuesday, May 17, 2016

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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#### 1. Roll Call

**Present:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

#### 2. Pledge of Allegiance

#### 3. Public Comment

#### 4. Approval of Minutes

##### A. [ID#16-0815](#) Minutes for May 5, 2016

**Sponsors:** Clerk/Treasurer

**Attachments:** [ccmn160503 draft](#)

**A motion was made by Ald. Thieme, seconded by Ald. Perry, that the Minutes of May 5, 2016 be approved. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

#### **Consent Agenda**

*Item #16-0817 was removed from the Consent Agenda. Hearing no objections, the remaining Consent Agenda passed by unanimous consent.*

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

##### A. [ID#16-0746](#) Approval of Elimination of Bus Stops on Routes 4, 7, and 9

**Attachments:** [Agenda Cover Sheet -Elimination of Bus Stops Routes 4, 7 & 9](#)  
[Proposed Elimination of Route 4, 7 & 9 Bus Stops](#)

- B. [ID#16-0747](#) Approval of Resolution Authorizing the Filing of the 2016 Federal Program of Projects Grant

**Attachments:** [Agenda Cover Sheet -Approval of Resolution to Authorize Filing of Program of Projects \(5307\) Grant hearing notice program of projects 2016 city county resolution 2016 formula grant-final](#)

*Resolution #51-16*

## **2. Plan Commission**

- A. [PC16 -0034](#) Hickory Highlands Out Lot - Extra-Territorial Certified Survey Map

**Attachments:** [20160412155321423](#)  
[pcom160511 - Water Utility Dept. Comments - No Comment](#)  
[pcom160511 - Fire Dept. Comments - No Comment](#)  
[Hickory Highlands Cover Sheet](#)  
[pc160511 - Engineering Dept. Comments](#)

## **3. Standing Committees**

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

1. [ID#16-0765](#) Review and act on a request by the Fire Department to renew a contract with the State of Wisconsin for storage tank system inspections.

**Sponsors:** Fire Department

**Attachments:** [Cover Sheet - Storage Tank Inspection Contract Renewal](#)  
[Storage Tank Inspection contract letter](#)  
[2016 Storage Tank Inspection contract \(draft\)](#)

2. [ID#16-0766](#) Review and act on a request by the Fire Department to create a Special Revenue Fund for donations to the City of Waukesha for the preservation of the Fire Department's history and heritage.

**Sponsors:** Fire Department

**Attachments:** [Cover sheet - Historic Preservation spec rev fund](#)  
[Spec Rev Fund letter - Fire Historic Preservation](#)

3. [ID#16-0817](#) Review and Act on a request to consider approval of an Economic Development Cooperation Contract with the Waukesha County Business Alliance for the procurement of Economic Development activities for the

City of Waukesha.

**Sponsors:** City Administrator

**Attachments:** [Cover Sheet - Econ Dev Coop Contract](#)  
[WCBA-City Econ Dev Contract](#)

*This item was removed from the Consent Agenda and handled under Finance Committee Report.*

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

1. [ID#16-328](#) Approve a No Parking zone on the west side of Baxter Street from the southern most Schuetze Center parking lot driveway to 120 feet south. - (item amended to be 160 feet south).

**Sponsors:** Public Works and Police Department

**Attachments:** [B&G Resolution RTC for the 05-17-2016 CC Meeting CONSENT AGENDA.pdf](#)  
[Item 16-328 Admin Review No Parking Any Time on Baxter to CC.pdf](#)

*Resolution #52-16*

Referral was made by Public Works and the Parking Agents. PD Parking Agents are concerned about vehicles parking too close to a crosswalk on Baxter Street. This crosswalk goes from the Sheutze area near the river to White Rock school. Existing No Parking zones on the west side of Baxter Street do not adequately prevent parking too close to the crosswalk, bus stop and a nearby fire hydrant. The No Parking zone requested in this item will provide a clearer curbside area in this busy location.

This item was placed on hold from previous meeting. Committee felt that the no parking zone requested will remove too many parking spaces. The police department reviewed this request and took measurements in the field and they agree with the proposed No Parking zone from the driveway to 120 feet south.

Public Works staff and Police Department recommends approval of this request.

2. [ID#16-0729](#) Modify parking restriction in Alley 18 off South St. to be the following: Sign 1 – “No Parking Any Time Except for Loading Zone” and Sign 2 – “1 Hour Loading Zone, MON – FRI 8AM-5PM, SATURDAY 8AM TO 12PM”

**Sponsors:** Helgestad

**Attachments:** [B&G Resolution RTC for the 05-17-2016 CC Meeting CONSENT AGENDA.pdf](#)  
[Item 16-0729 Admin Review Parking Change in Alley 18.pdf](#)

*Resolution #52-16*

Referral was made by Ald. Helgestad on behalf of a nearby business owner who uses Alley 18 to move supplies in and out of the business. Alley 18 is a very narrow alley currently posted No Parking Any Time. The request is to provide a way for the business owner to legally park in the alley way for a period of time to

load and unload. The proposed changes would be installed on two signs. Sign 1 - "No Parking Any Time Except for Loading Zone" and Sign 2 - "1 Hour Loading Zone, MON - FRI 8AM-5PM, SATURDAY 8AM TO 12PM". Staff supports this change and recommends approval.

3. [ID#16-0730](#) Modify parking restrictions in Parking Lot 8 to create 8 parking spaces on west side of the lot, behind 403 and 407 N. Grand Avenue to be 3 Hour Parking, Monday through Saturday, No Permit Parking Allowed.

**Sponsors:** Helgestad

**Attachments:** [B&G Resolution RTC for the 05-17-2016 CC Meeting CONSENT AGENDA.pdf](#)  
[Item 16-0730 Admin Review Permit Parking Change in Lot 8.pdf](#)

*Resolution #52-16*

Referral was made by Ald. Helgestad on behalf of businesses at 403 and 407 N. Grand Avenue who have patrons that utilize Municipal Lot 8 to park for access to the businesses. Converting the 8 stalls to be "no permit" stalls would allow for a 3 hour parking period but not have permit parkers using the stall all day. Staff supports this change and recommends approval.

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

#### 1. Licenses

- A. [ID#16-0863](#) INVITED Bartender Applications May 9, 2016

**Attachments:** [Bartenders 2016.05.09](#)

- B. [ID#16-0783](#) Bartender Applications May 9, 2016

**Attachments:** [Bartenders 2016.05.09](#)

- C. [ID#16-0864](#) INVITED Other Applications May 9, 2016

**Attachments:** [Other Licenses May 9 2016](#)

- D. [ID#16-0786](#) Other Applications for licenses considered by Ordinance & License Committee on May 9, 2016

**Attachments:** [Other Licenses May 9 2016](#)

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

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

- A. [ID#16-0709](#) Approval of Storm Water Management Practice Maintenance Agreement between Hall Automotive and City of Waukesha

**Attachments:** [Agenda Cover Sheet - Form\\_Hall Automotive](#)  
[Stormwater Maint Agreement 2015-05-18](#)  
[Stormwater Maint Agreement As Built Cert 2016-03-11](#)

- B.** [ID#16-0758](#) Approve Change Order No. 1 with Milwaukee General Construction for Reconstruction of Alleys - 2015

**Sponsors:** Public Works

**Attachments:** [Change Order No 1\\_Reconstruction of Alley 2015.docx](#)

- C.** [ID#16-0760](#) Be it Resolved that the Board of Public Works be and it hereby is authorized and directed to prepare plans and specifications and to advertise for bids for the construction of:

- a. Big Bend Rd. Paving
- b. Alley #65 (Adjacent to S Hartwell at E Newhall) & Alley #78 EW (Adjacent to Arcadian at Aurora) Reconstruction
- c. Frame Park Baseball Fencing

**Sponsors:** Public Works

*Resolution # 53-16, 54-16 & 55-16*

## 5. New Business

- A.** [ID#16-0844](#) Presentation of the 2016 Landmarks Commission Awards.

- B.** [ID#16-0840](#) Proclamation - Kids to Parks Day

**Sponsors:** Mayor

**Attachments:** [Kids to Parks Day](#)

- C.** [ID#16-0856](#) Board and Commission Appointment

**Sponsors:** Mayor

**Attachments:** [ap160517](#)  
[Schmitzer Qual](#)

**A motion was made by Ald. E. Payne, seconded by Ald. Pieper, that the appointment of Thomas C. Schmitzer to the Ethics Board be approved. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

## 6. Public Hearing

- A. [PC16 -0013](#) Fox Lake Circle Condominiums, Fox Lake Circle - PUD Amendment and Final Site Plan & Architectural Review

**Attachments:** [FOX LAKE CONDO 4 FAMILY UNIT](#)  
[FoxLake\\_Base\\_UTILTY PLAN\\_C2](#)  
[JPD Fox Lake Condos Landscape Set 20160211](#)  
[JPD Fox Lake Rendering - Color Landscape Plan](#)  
[FOX LAKE 3 FAMILY UNIT](#)  
[FLV Gold and Taupe Color](#)  
[pcom160427 - Fire Dept. Comments - No Comment](#)  
[pc160427 - Engineering Dept. Comments](#)  
[pcom160427 - Water Utility Dept. Comments](#)

*The public hearing was opened. The resident at 2852 Fox Lake Circle spoke during the public hearing asking to have the building across from their home on the plan, labeled #2, moved and also more division or shrubbery around the buildings.*

*Another resident at 3852 Fox Lake Circle, Unit #31 spoke during the public hearing asking for more space also.*

*With no further public wishing to speak, the public hearing was closed.*

- B. [PC16 -0027](#) South Big Bend Road - Rezoning

**Attachments:** [20160329082400310](#)  
[Big Bend Road Cover Sheet](#)  
[pcom160427 - Fire Dept. Comments - No Comment](#)  
[pc160427 - Engineering Dept. Comments](#)  
[pcom160427 - Water Utility Dept. Comments](#)

*The public hearing was opened. The public hearing was closed with no comment.*

## 7. Action on Public Hearing

- A. [PC16 -0013](#) Fox Lake Circle Condominiums, Fox Lake Circle - PUD Amendment and Final Site Plan & Architectural Review

**Attachments:** [FOX LAKE CONDO 4 FAMILY UNIT](#)  
[FoxLake Base UTILITY PLAN C2](#)  
[JPD Fox Lake Condos Landscape Set 20160211](#)  
[JPD Fox Lake Rendering - Color Landscape Plan](#)  
[FOX LAKE 3 FAMILY UNIT](#)  
[FLV Gold and Taupe Color](#)  
[pcom160427 - Fire Dept. Comments - No Comment](#)  
[pc160427 - Engineering Dept. Comments](#)  
[pcom160427 - Water Utility Dept. Comments](#)

**A motion was made by Ald. Reiland, seconded by Ald. Cummings to Approve sending the Fox Lake Circle Condominium plan back to Plan Commission to review the layout and the landscape changes or designs with respect to buildings 88, 89 & 90 . The motion carried by the following vote:**

**Aye:** 12 - Pieper, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Nay:** 1 - Bartels

**Absent:** 2 - Skinner and Jankowski

**B.** [PC16 -0027](#) South Big Bend Road - Rezoning

**Attachments:** [20160329082400310](#)  
[Big Bend Road Cover Sheet](#)  
[pcom160427 - Fire Dept. Comments - No Comment](#)  
[pc160427 - Engineering Dept. Comments](#)  
[pcom160427 - Water Utility Dept. Comments](#)

**A motion was made by Ald. Johnson, seconded by Ald. Thieme, that the Rezoning Pettition be approved. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

## **Reports**

### 8. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

C. Information Technology Board Report - Ald. Skinner

D. Landmarks Commission Report - Ald. Boyle

- E. Redevelopment Authority Report - Ald. Skinner
- 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

- 1. [ID#16-0753](#) Resolution approving allocation amounts for 2017 grant year.

**Attachments:** [RESOLUTION CDBG 2017](#)

**A motion was made by Ald. Perry, seconded by Ald. Helgestad, to Approve the Resolution allocating 2017 CDBG amounts for 2017 grant year (R# 56-16). The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

- K. Public Art Committee Report - Ald. C Payne

- 9. Plan Commission - Jennifer Andrews

- A. [ID#16-0707](#) Discussion and action regarding a modification to the adopted Integrated Streetscape Plan for Gasper Street.

**Attachments:** [pcom160511 - Water Utility Dept. Comments](#)

[pcom160511 - Fire Dept. Comments - No Comment](#)

[pc160511 - Engineering Dept. Comments](#)

**A motion was made by Ald. Helgestad, seconded by Ald. Bartels, to approve the modification to the adopted Integrated Streetscape Plan for Gasper Street. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

- 10. Standing Committees

- A. Finance Committee Report - Ald. Pieper

- 3. [ID#16-0817](#) Review and Act on a request to consider approval of an Economic Development Cooperation Contract with the Waukesha County



Business Alliance for the procurement of Economic Development activities for the City of Waukesha.

**Sponsors:** City Administrator

**Attachments:** [Cover Sheet - Econ Dev Coop Contract](#)  
[WCBA-City Econ Dev Contract](#)

**A motion was made by Ald. Pieper, seconded by Council President Perry that the Economic Development Cooperaton Contract with the Waukesha County Business Alliance for the procurement of Economic Development activities for the City of Waukesha be approved. The motion carried by the following vote:**

### End of Consent Agenda

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

C. Ordinance & License Committee Report - Ald. Johnson

1. [ID#16-0862](#) Beer/liquor license: D-T Bottle Stop Liquors  
Approved by vote of 3 - 2 on May 9, 2016

**A motion was made by Ald. Johnson, seconded by Ald. Perry, to approve the Beer/liquor license: D-T Bottle Stop Liquors. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Nay:** 1 - Manion

**Absent:** 2 - Skinner and Jankowski

D. Human Resources Committee Report - Ald. Thieme

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

- A. [ID#16-0761](#) Bids Received Friday, April 29, 2016 at 11:00 am  
a. Installation of City Supplied Generator and Transfer Switches.  
The Board recommends that the bid from Circuit Masters Electric in the amount of \$46,900.00 be approved.

**Sponsors:** Public Works

**Attachments:** [Transit Installation Generator & Switches](#)  
[Memo to BPW Vinii Solar Engineering and Electric.docx](#)

**A motion was made by Ald. E. Payne, seconded by Ald. C. Payne, to approve the Installation of City Supplied Generator and Transfer Switches be awarded to Circuit Masters Electric in the amount of \$46,900.00. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

- B.**     [ID#16-0762](#)   Bids Received Friday, April 29, 2016 at 11:00 am  
a. Resurfacing of Asphalt and Concrete Streets - 2016  
The Board of Public Works recommends that Council award the contract to Wolf Paving Co Inc on their low bid of \$1,017,416.42

**Sponsors:** Public Works

**Attachments:** [Resurfacing - 2016](#)

*Ald. Joe Pieper abstains due to relationship with the family and company.*

**A motion was made by Ald. E. Payne, seconded by Ald. C. Payne, that the Resurfacing of Asphalt and Concrete Streets - 2016 contract be awarded to Wolf Paving Co Inc on their low bid of \$1,017,416.42. The motion carried by the following vote:**

**Aye:** 12 - Bartels, Cummings, Perry, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 2 - Skinner and Jankowski

**Abstain:** 1 - Pieper

- 12. Director of Public Works Report
- 13. City Attorney's Report
- 14. City Administrator's Report
- 15. Mayor's Report & Referrals

- A.**     [ID#16-0876](#)   Mayor's Schedule/Events 05 10 2016

**Sponsors:** Mayor

- 16. Referrals
- 17. Adjournment

*Adjourned at 7:52 pm*

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.