



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. Joan Francoeur, Dist. 15 - Ald. Cory Payne*

Tuesday, March 1, 2016

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Roll Call

Present: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

2. Pledge of Allegiance

3. Announcement of closed session to consider the purchasing of public property (Fire Station) pursuant to Wis.Stats. 19.85(1)(e).

An announcement of the closed session was made.

4. Citizen Award Ceremony

Ald. Cummings arrived during this item.

5. 2016 World Autism Awareness Day & Autism Awareness Month Proclamation

6. Public Comment

Chris Bauman, Cemetery Commission, 1840 Tallgrass, spoke in support of the newly drafted ordinance 3.08 regarding the Cemetery Commission. John Holst, 2051 Highland Avenue, spoke in favor of bees but didn't think an ordinance was necessary.

7. Approval of Minutes

A. [ID#16-358](#) Minutes for February 18, 2016

Sponsors: Clerk/Treasurer

Attachments: [ccmn160218draft](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, that the Minutes for February 18, 2016 be approved. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 3 - C. Payne, Reiland and Thieme

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

A. [ID#16-119](#) Municipal Code sec 3.08, Cemetery Commission.

Attachments: [3.08-Draft to OL-Redline](#)

[3.08-Draft to O&L](#)

[O&L Memo](#)

[3.08-Draft to Council](#)

[Ordinance 3.08](#)

[3.08 Final - Redline 2 29 16](#)

[Ordinance 3.08 2 29 16](#)

A motion was made by Ald. Johnson, seconded by Ald. Skinner, that Ordinance 1-16 (as to final form), Municipal Code sec 3.08, Cemetery Commission be approved. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 3 - C. Payne, Reiland and Thieme

Consent Agenda

Hearing no objection, the consent agenda passed unanimously with no items removed or added.

1. Standing Committees

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

1. [ID#16-167](#) Approve installation of a sign that says "Right Lane Must Turn Right Except for Transit Buses" on westbound Abbot Drive at Parklawn Drive.

Sponsors: Public Works and Transit

Attachments: [Item 16-167 Admin Review Lane Control Sign on Abbott](#)

[B&G Resolution RTC for the 03-01-2016 CC Meeting CONSENT AGENDA](#)

Resolution #27-16

2. [ID#16-171](#) Approve revising the limits of the "No Parking Any Time" zone on east side of E. St. Paul Avenue to be from the corner of NW Barstow Street to 30 feet south of Roberts Street.

Sponsors: Public Works

Attachments: [Item 16-171 Admin Review No Parking Revision on E St Paul Ave](#)
[B&G Resolution RTC for the 03-01-2016 CC Meeting CONSENT](#)
[AGENDA](#)
Resolution #27-16

B. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#16-185](#) INVITED Bartenders 2 22 16

Sponsors: Clerk/Treasurer

Attachments: [Bartenders 02 22 16](#)

- B. [ID#16-186](#) Bartenders 2 22 16

Sponsors: Clerk/Treasurer

Attachments: [Bartenders 02 22 16](#)

2. Ordinances

C. Human Resources Committee

1. [ID#16-193](#) Request of Police Chief Russell Jack to modify Human Resources Policy H-8 - Payroll Deductions for Charitable Purposes.

Attachments: [Agenda Cover Sheet - H-8 Policy Change 01-26-16](#)
[HR Policy H-8 - Payroll Deductions for Charitable Purposes](#)

D. Board of Public Works

1. [ID#16-207](#) Approve Resolution to prepare plans and specifications and to advertise for Bids for the construction of:

- a. Sanitary Manhole Repair
- b. N. Greenfield Ave. Utility and Street Improvements
- c. Pebble Valley Playground Surface

Sponsors: Public Works

Resolution #28-16, #29-16 and #30-16

End of Consent Agenda

9. New Business

- A. [ID#16-315](#) Request to approve a resolution Transferring Interest in Street Reservations to Waukesha County in conjunction with the Waukesha Bypass (USH 18 to Northview Road – ID#2788-00-02/71); Waukesha Bypass (Summit Ave – ID #2788-02-00/70); and West Waukesha Bypass (WIS 59 to I-94 – ID#2788-00-22) projects.

Attachments: [2016-03-01 Resolution for conveyance Agenda Cover Sheet](#)
[Resolution Transferring Interest in Street Reservations](#)
[2015-08-12 PC Agenda](#)

Resolution #31-16

A motion was made by Ald. Francoeur, seconded by Ald. Bartels, to approve a Resolution Transferring Interest in Street Reservations to Waukesha County in conjunction with the Waukesha Bypass (USH 18 to Northview Road - ID#2788-00-02/71); Waukesha Bypass (Summit Ave - ID #2788-02-00/70); and West Waukesha Bypass (WIS 59 to I-94 - ID#2788-00-22) projects.. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 3 - C. Payne, Reiland and Thieme

Reports

10. 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

1. [ID#16-158](#) Approve a request from Parks, Recreation & Forestry to reallocate a portion of their awarded 2016 CDBG funds.

Attachments: [CDBG Reallocation Request.16](#)

A motion was made by Ald. Johnson, seconded by Ald. Helgestad, that a request from Parks, Recreation & Forestry to reallocate a portion of their awarded 2016 CDBG funds be approved. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 3 - C. Payne, Reiland and Thieme

2. [ID#16-161](#) Approve the reallocation of 2015 CDBG funds allocated to homeowner rehab loans to economic development activities downtown.

Attachments: [report on outstanding funding](#)

Ald. Cory Payne arrived during this item.

A motion was made by Ald. Johnson, seconded by Ald. Helgestad, that the reallocation of 2015 CDBG funds allocated to homeowner rehab loans to economic development activities downtown be approved. The motion carried by the following vote:

Aye: 10 - Pieper, Bartels, Skinner, Perry, Francoeur, C. Payne, Manion, Johnson, Hernandez and Helgestad

Nay: 3 - Cummings, E. Payne and Jankowski

Absent: 2 - Reiland and Thieme

3. [ID#16-311](#) Approve resolution to partial allocate 2015 and 2016 CDBG funds.

Attachments: [RESOLUTION_CDBG reallocation 2016 funds](#)

Resolution #32-16

A motion was made by Ald. Johnson, seconded by Ald. Helgestad, that a resolution to partial allocate 2015 and 2016 CDBG funds be approved. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, Johnson, Hernandez, Jankowski and Helgestad

Nay: 1 - E. Payne

Absent: 2 - Reiland and Thieme

K. Public Art Committee Report - Ald. C Payne

11. Plan Commission - Jennifer Andrews

- A. [PC16 -0001](#) Stillwater Villas, PUD Amendment and Preliminary Site Plan and Architectural Review

Attachments: [1-8-2016 submittal](#)
[2015-12-07 SWMP- Stillwater Villas](#)
[2015-12-17 COMPLETE CIVIL PLANS-STILLWATER VILLAS](#)
[Carnation 1452 Arts & Crafts FirPln](#)
[Stillwater Planting Plan 122215_R](#)
[Stillwater Villas submittal pack](#)
[pc160224 - Fire Dept. Comments](#)
[pcom160224 - Water Utility Dept. Comments](#)
[Stillwater Villas - Cover Sheet](#)
[160224 - Engineering Dept. Comments](#)

Approve Stillwater Villas, PUD Amendment and Preliminary Site Plan and Architectural Review

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

12. Standing Committees

A. Finance Committee Report - Ald. Pieper

1. [ID#16-316](#) Review and act on approval of a Resolution Providing for the Sale of Approximately \$18,275,000 General Obligation Promissory Notes.

Sponsors: Finance and City Administrator

Attachments: [GOPNs 2016A- Resolution](#)

Resolution #21-16

A motion was made by Ald. Pieper, seconded by Ald. Bartels, that a Resolution Providing for the Sale of Approximately \$18,275,000 General Obligation Promissory Notes be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

2. [ID#16-318](#) Review and act on approval of a Resolution Providing for the Sale of Approximately \$17,400,000 Note Anticipation Notes.

Sponsors: Finance and City Administrator

Attachments: [NANs - Water Utility 2016B - Resolution \(2\)](#)

Resolution #22-16

A motion was made by Ald. Pieper, seconded by Ald. Bartels, that a Approval

of a Resolution Providing for the Sale of Approximately \$17,400,000 Note Anticipation Notes be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

3. [ID#16-319](#) Review and act on approval of a Resolution Providing for the Sale of Approximately \$10,710,000 Note Anticipation Notes.

Attachments: [NANs 2016C - Sewer Fire Station Police Substation-Resolution](#)

Resolution #23-16

A motion was made by Ald. Pieper, seconded by Ald. Bartels, that a Resolution Providing for the Sale of Approximately \$10,710,000 Note Anticipation Notes be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

4. [ID#16-321](#) Review and act on approval of a Resolution Providing for the Sale of Approximately \$6,640,000 General Obligation Refunding Bonds.

Sponsors: Finance and City Administrator

Attachments: [GORBs 2016D - Resolution \(2\)](#)

Resolution #24-16

A motion was made by Ald. Pieper, seconded by Ald. Bartels, that a Resolution Providing for the Sale of Approximately \$6,640,000 General Obligation Refunding Bonds be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

5. [ID#16-322](#) Review and act on approval of a Resolution Providing for the Sale of Approximately \$1,235,000 Taxable General Obligation Promissory Notes.

Sponsors: Finance and City Administrator

Attachments: [Tax GOPNs 2016E - Resolution](#)

Resolution #25-16

A motion was made by Ald. Pieper, seconded by Ald. Bartels, that a Resolution Providing for the Sale of Approximately \$1,235,000 Taxable General Obligation Promissory Notes be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

6. [ID#16-323](#) Review and act on approval of a Resolution Providing for the Sale of Approximately \$3,705,000 Sewer System Revenue Bonds.

Sponsors: Finance and City Administrator

Attachments: [Sewer Sys Rev Ref Bonds 2016 - Resolution](#)

Resolution #26-16

A motion was made by Ald. Pieper, seconded by Ald. Bartels, that a Resolution Providing for the Sale of Approximately \$3,705,000 Sewer System Revenue Bonds be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

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

C. Ordinance & License Committee Report - Ald. Johnson

1. [ID#16-164](#) Consider and make recommendation to the Common Council on proposed Beekeeping Ordinance.

Sponsors: Hernandez

Attachments: [Beekeeping Ordinance Council Draft](#)

A motion was made by Ald. Johnson, seconded by Ald. Perry, that the proposed Beekeeping Ordinance be approved. The motion carried by the following vote:

Aye: 10 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, Johnson, Hernandez and Helgestad

Nay: 3 - C. Payne, E. Payne and Jankowski

Absent: 2 - Reiland and Thieme

2. [ID#16-195](#) Consider revision to municipal switchblade ordinance and make recommendation to Council.

Sponsors: Attorney's Office

A motion was made by Ald. Johnson, seconded by Ald. Helgestad, that proposed switchblade ordinance be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

3. [ID#16-378](#) Consider amending the City parking ordinance for special cases, specifically reviewing restrictions involving those with disabled license plates.

Approve amending parking ordinance for special cases, specifically reviewing restrictions involving those with disabled license plates.

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

D. Human Resources Committee - Ald. Francoeur

1. [ID#16-254](#) Review and act on revisions to Policy D-3 – Employee Performance and Development Appraisals, approving a Pay-for-Performance Policy and Employee Performance Feedback System.

Attachments: [Cover Sheet-Pay for Performance Policy and Employee Performance Feedback System](#)
[Survey Results Memo 2.12.2016](#)

[Survey Results](#)

[D3 Employee Performance - Feedback Performance Model 2.11.2015 FINAL](#)

[New Employee Performance Model 2.1.2016](#)

A motion was made by Ald. Francoeur, seconded by Ald. Skinner, tha the adoption of revisions to Policy D-3 - Employee Performance and Development Appraisals, Pay-for-Performance Policy and Employee Performance Feedback System be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

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

A. Communications and Referrals

14. Director of Public Works Report

15. City Attorney's Report

16. City Administrator's Report

- A. [ID#16-403](#) City Admin Report 3 1 16

Attachments: [Admin Report 1.29.2016](#)

17. Mayor's Report & Referrals

A. [ID#16-359](#) Mayor's Schedule/Events 3 1 16

Sponsors: Mayor

Attachments: [SR160226](#)

18. Referrals

Ald. Cory Payne to City Attorney and/or Ordinance and License to review the amount of liquor licenses within the City.

19. Closed Session

A. [ID#15-3555](#) A motion will be made to go into closed session pursuant to Wis. Stats 19.85(1)(e) to discuss possible purchase of property for a new fire station.

Sponsors: Mayor

Meeting went into Recess

Meeting Reconvened

A motion was made by Ald. Pieper, seconded by Ald. Manion, to go into closed session pursuant to Wis. Stats 19.85(1)(e) to discuss possible purchase of property for a new fire station. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Reiland and Thieme

20. Reconvene in open session pursuant to Wis. Stats. 19.85(2) for possible additional discussion and/or action concerning any matter discussed in closed session.

The meeting was reconvened in open session and adjourned.

21. Adjournment

The meeting was adjourned at 8:38 p.m.

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.