



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, April 19, 2022

6:30 PM

Council Chambers, City Hall

3. Pledge of Allegiance

1. Administration of the Oath of Office - Mayor, City Attorney and Aldermanic Districts
1,4,5,8,9,11,12,14,15

2. Roll Call

Present: 14 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Absent: 1 - Bartels

4. Public Comment

There were no speakers present for Public Comment.

5. Approval of Minutes

A. [ID#22-4014](#) Minutes from April 7, 2022

Attachments: [ccmn220407 draft](#)

A motion was made by Ald. E. Payne, seconded by Ald. Manion, to approve Minutes from April 7, 2022. The motion carried by the following vote:

Aye: 14 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Absent: 1 - Bartels

Consent Agenda

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

1. Other Boards and Commissions

A. [ID#22-3873](#) Review and act on edits to the Change Management Policy

Attachments: [Change Management-2022-redline](#)
[Change Management-2022-Clean](#)

B. [ID#22-3897](#) Review and act on the edits to the B-20 Software Usage Policy

Attachments: [Cover Sheet B-20 Software Usage Policy](#)
[2010 B20 - Software Usage and Standardization](#)
[B20 Software Usage Policy](#)

2. Plan Commission

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#22-3874](#) Review and act on a recommendation to approve the early purchase of a fire engine and advance payment of the purchase price of \$896,469 before April 30, 2022, to avoid a seven percent increase effective May 1, 2022, and due to a 22-month lead time for delivery. The fire engine is slated to be replaced as part of the 2023 CIP.

Sponsors: Fire Department

Attachments: [Cover Sheet - Early Purchase of Fire Engine](#)
[2022 CIP Request Engine Replacement](#)
[Waukesha Pricing Detail](#)
[Waukesha WI Contract](#)

- B. [ID#22-3987](#) Review and act on a recommendation to approve an AT&T Switched Ethernet Service Contract upgrade from one location to two dispatch center locations

Sponsors: Police Department

Attachments: [Cover Sheet - Fiber Optic Ethernet Upgrade](#)
[ATT Switched Ethernet \(ASE\) Contract](#)

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

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#22-3943](#) Other Applications

Attachments: [Other Applications O&L 4-11-22](#)

- B. [ID#22-3942](#) Bartenders

Attachments: [Bartenders O&L 4-11-22](#)

D. Human Resources - Ald. Manion

E. Board of Public Works - Alex Damien

- A. [ID#22-3893](#) Review and act on Contract Change Order No. 5 with J.P. Cullen & Sons, Inc., for the Waukesha Police Department Addition and Renovation project
- Sponsors:** Public Works
- Attachments:** [22-3893_BPW_Agenda_Cvr-CO5-Cullen-PD Addition and Renovation](#)
[22-3893_CCO5 JP Cullen-WPD](#)
- B. [ID#22-3898](#) Review and act on Contract Change Order No. 4 with Absolute Construction Enterprises, Inc., for the Waukesha Public Library Renovation and Addition project.
- Sponsors:** Public Works
- Attachments:** [22-3898_BPW_Agenda_Cvr-CO4 Absolute-WPL](#)
[22-3898_CCO4 Absolute Construction WPL](#)
- C. [ID#22-3911](#) Review and act on the Developer's Agreement between the City of Waukesha and Habitat for Humanity, Inc. for the Prairieville Village development for the property located southeast of Whiterock Avenue, north of N. Hartwell Avenue, north of E. Main Street, and west of the Canadian National Railroad railroad right-of-way.
- Sponsors:** Public Works
- Attachments:** [22-3911_BPW_Agenda_Cvr-Prairieville Village Development by Habitat for Humanity, Inc. Prairieville Village DA](#)
- D. [ID#22-3913](#) Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and General Capital Acquisition, LLC for property located at the intersection of Bank Street and Brehm Street.
- Sponsors:** Public Works
- Attachments:** [22-3913_BPW_Agenda Cover Sheet -General Capital Acquisition, LLC](#)
[2022-02-11 19754 - Storm Water Management Report](#)
- E. [ID#22-3914](#) Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and Bielinski Homes, Inc. for property located west of Tallgrass Subdivision, south of Northview Road, and east of Patrick Lane.
- Sponsors:** Public Works
- Attachments:** [22-3914_BPW_Agenda Cr-Tallgrass Villas SW Agreement](#)
[DRAFT City Maintenance Agreement - Tallgrass Villas](#)

- F. [ID#22-3929](#) Establish Street Opening Prices for the Year 2022.

Sponsors: Public Works

Attachments: [22-3929 2022 Street Opening Prices](#)
[2022 Street Opening Prices](#)

End of Consent Agenda

6. New Business

- A. [ID#22-3997](#) Election of Council President

A motion was made by Ald. D. Lemke, seconded by Ald. C. Payne, to approve Election of Council President by secret ballot. The motion carried by the following vote:

Aye: 10 - Pieper, Manion, D. Lemke, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Nay: 4 - Johnson, Rodriguez, E. Payne and Wells

Absent: 1 - Bartels

A motion was made by Ald. E Payne, seconded by Ald. R. Lemke, to elect Steve Johnson as Council President. There were 13 votes in favor of Steve Johnson and 1 vote blank. Steve Johnson was elected Council President.

- B. [ID#22-4002](#) Presentation of National Community Survey Results

Kevin Lahner, City Administrator, provided a presentation on the Nation Community Survey Results.

7. Public Hearing

- A. [PC22-0215](#) Rezoning Petition - 2315 Badger Dr. - Request to amend the zoning district at 2315 Badger Dr. from M-2 General Manufacturing District to the MM-1 Mixed Use Manufacturing District.

Attachments: [Cover Sheet - 2315 Badger Dr. Rezoning M-2 to MM-1](#)
[Re-Zoning Ordinance - 2315 Badger Dr](#)
[Correspondence from Petitioner - 2315 Badger Dr.](#)
[Petition for Rezoning 2315 Badger Dr.](#)
[Project Reviews RZ22-00002 2315 Badger Dr. - 3-15-22](#)

The Public Hearing was opened. Doug Koehler, Principal Planner, provided a presentation. Mike Borshinger, President of the Condo Association for this building, provided information on the request for changes to the space. The Public Hearing was closed.

Ordinance #2022-4

- B. [PC22-0218](#) PUD, Final Site Plan and Architectural Review – Tallgrass Villas, Northview Road - Proposed two-family condominium development consisting of 48 units in 24 ranch style buildings on 16.36 acres of land.

Attachments: [Cover Sheet -PUD Final SPAR Tallgrass Villas Northview Road](#)
[WIC_SE_2017_68_03019_Wetland Delineation Confirmation Letter 20171117_Siepmann Tallgrass_City Waukesha Department Review Comments Final SPAR Tallgrass Villas](#)
[DRAFT_City Maintenance Agreement - Tallgrass Villas Summary Tallgrass Villas 2-Fam. Ranch Style Condos, Waukesha](#)
[SWMP_Tallgrass_COMPLETE_2022-02-18](#)
[TALL GRASS LANDSCAPEPLAN-3-16-2022-colored](#)
[Tallgrass Villas Resonse Letter #1 2-21-22](#)
[Tallgrass Villas Storm Sewer Design 2-21-22](#)
[Tallgrass Villas_Civil Plan Set_2021-02-21](#)
[TGMF Soil Borings 2005 8-25-17](#)
[TGMF Stantec Wetland Delineation 8-4-2017](#)
[Tallgrass Application Final Site & Bldg.](#)
[Sabrina 1600 at Tallgrass - Evening Blue res](#)
[Sabrina 1600 - 8 ft exposure 2-21-22](#)
[Sabrina 1600 - no exposure 2-21-22](#)
[Sabrina 1600 at Tallgrass - Boothbay Blue res](#)
[Sabrina 1600 at Tallgrass - Deep Ocean res](#)
[TALL GRASS-foundation plans-south face-tallgrass.2-19-22 bandw](#)
[TALL GRASS LANDSCAPEPLAN-1-31-22 BandW](#)
[TALL GRASS-foundation plans-north face-tallgrass.2-19-22 bandw](#)
[WE_Tallgrass Street Lighting Plan](#)
[Coach Black led-post-top](#)
[PUD -Tallgrass Villas duplex condos Draft](#)
[Sabrina 1600 - 8 ft exposure 4-5-22](#)
[Sabrina 1600 - no exposure 4-5-22](#)

The Public Hearing was opened. Doug Koehler, Principal Planner provided a presentation. No speakers present for comment. The Public Hearing was closed.

- C. [PC22-0206](#) Land Use Plan Amendment - ProHealth Care, Inc., Waukesha Memorial - Request to amend the Land Use Plan on approximately 4.147 acres east and west of the Fairview Avenue ROW from high density residential use to government and institution use

Attachments: [Cover Sheet - Land Use Plan Amendment ProHealth WMH entrance drive](#)
[20411 CSM-Rezoning Exhibit](#)
[Colored Site Plan and Views](#)
[Petition for Amending Zoning Ordinance, Waukesha Memorial](#)
[Waukesha.Cover.Letter.Boulevard.1.19.2022](#)

The Public Hearing was opened. Doug Koehler, Principal Planner, gave a presentation for both Waukesha Memorial Hospital items. John Thomas, 134 Douglass Ave. gave comment on WMH. Public Hearing was closed.

- D. [PC22-0202](#) Rezoning - ProHealth Care, Inc., Waukesha Memorial - Proposed Boulevard - Request to rezone 4.147 acres of land east and west of Fairview Avenue ROW from R-M1 Multifamily District to I-1 Institutional District

Attachments: [Cover Sheet - Rezoning ProHealth WMH entrance drive](#)
[Petition for Amending Zoning Ordinance, Waukesha Memorial](#)
[Petition for rezoning.signed notarized.01212022](#)
[REZONING LEGAL DESCRIPTION](#)
[20411 CSM-Rezoning Exhibit](#)

The Public Hearing was opened. Doug Koehler, Principal Planner, gave a presentation for both Waukesha Memorial Hospital items. John Thomas, 134 Douglass Ave. gave comment on WMH. Public Hearing was closed.

8. Action on Public Hearing

- A. [PC22-0215](#) Rezoning Petition - 2315 Badger Dr. - Request to amend the zoning district at 2315 Badger Dr. from M-2 General Manufacturing District to the MM-1 Mixed Use Manufacturing District.

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[Re-Zoning Ordinance - 2315 Badger Dr](#)
[Correspondence from Petitioner - 2315 Badger Dr.](#)
[Petition for Rezoning 2315 Badger Dr.](#)
[Project Reviews RZ22-00002 2315 Badger Dr. - 3-15-22](#)

Ordinance #2022-4

A motion was made by Ald. Wells, seconded by Ald. M. Payne, to approve Rezoning Petition - 2315 Badger Dr. - Request to amend the zoning district at 2315 Badger Dr. from M-2 General Manufacturing District to the MM-1 Mixed Use Manufacturing District. The motion carried by the following vote:

Aye: 13 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, McElderry, M. Payne, Halvensleben and Chrisien

Nay: 1 - C. Payne

Absent: 1 - Bartels

- B.** [PC22-0218](#) PUD, Final Site Plan and Architectural Review – Tallgrass Villas, Northview Road - Proposed two-family condominium development consisting of 48 units in 24 ranch style buildings on 16.36 acres of land.

Attachments: [Cover Sheet -PUD Final SPAR Tallgrass Villas Northview Road](#)
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[DRAFT_City Maintenance Agreement - Tallgrass Villas](#)
[Summary Tallgrass Villas 2-Fam. Ranch Style Condos, Waukesha](#)
[SWMP Tallgrass COMPLETE 2022-02-18](#)
[TALL GRASS LANDSCAPEPLAN-3-16-2022-colored](#)
[Tallgrass Villas Resonse Letter #1 2-21-22](#)
[Tallgrass Villas Storm Sewer Design 2-21-22](#)
[Tallgrass Villas_Civil Plan Set 2021-02-21](#)
[TGMF Soil Borings 2005 8-25-17](#)
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[TALL GRASS-foundation plans-north face-tallgrass.2-19-22 bandw](#)
[WE Tallgrass Street Lighting Plan](#)
[Coach Black led-post-top](#)
[PUD -Tallgrass Villas duplex condos Draft](#)
[Sabrina 1600 - 8 ft exposure 4-5-22](#)
[Sabrina 1600 - no exposure 4-5-22](#)

All Engineering Department comments and concerns must be addressed.

A motion was made by Ald. R. Lemke, seconded by Ald. Moltzan, to approve PUD, Final Site Plan and Architectural Review - Tallgrass Villas, Northview Road - Proposed two-family condominium development consisting of 48 units in 24 ranch style buildings on 16.36 acres of land. The motion carried by the following vote:

Aye: 14 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Absent: 1 - Bartels

- C. [PC22-0206](#) Land Use Plan Amendment - ProHealth Care, Inc., Waukesha Memorial - Request to amend the Land Use Plan on approximately 4.147 acres east and west of the Fairview Avenue ROW from high density residential use to government and institution use

Attachments: [Cover Sheet - Land Use Plan Amendment ProHealth WMH entrance drive](#)
[20411 CSM-Rezoning Exhibit](#)
[Colored Site Plan and Views](#)
[Petition for Amending Zoning Ordinance, Waukesha Memorial Waukesha.Cover.Letter.Boulevard.1.19.2022](#)

A motion was made by Ald. Wells, seconded by Ald. Manion, to approve Land Use Plan Amendment - ProHealth Care, Inc., Waukesha Memorial - Request to amend the Land Use Plan on approximately 4.147 acres east and west of the Fairview Avenue ROW from high density residential use to government and institution use. The motion carried by the following vote:

Aye: 12 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, R. Lemke, McElderry, M. Payne, Halvensleben and Chrisien

Nay: 2 - E. Payne and C. Payne

Absent: 1 - Bartels

- D. [PC22-0202](#) Rezoning - ProHealth Care, Inc., Waukesha Memorial - Proposed Boulevard - Request to rezone 4.147 acres of land east and west of Fairview Avenue ROW from R-M1 Multifamily District to I-1 Institutional District

Attachments: [Cover Sheet - Rezoning ProHealth WMH entrance drive](#)
[Petition for Amending Zoning Ordinance, Waukesha Memorial](#)
[Petition for rezoning.signed notarized.01212022](#)
[REZONING LEGAL DESCRIPTION](#)
[20411 CSM-Rezoning Exhibit](#)

A motion was made by Ald. Wells, seconded by Ald. Manion, to approve Rezoning - ProHealth Care, Inc., Waukesha Memorial - Proposed Boulevard - Request to rezone 2.491 acres of land east and west of Fairview Avenue ROW from R-M1 Multifamily District to I-1 Institutional District. The motion carried by the following vote:

Aye: 12 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, R. Lemke, McElderry, M. Payne, Halvensleben and Chrisien

Nay: 2 - E. Payne and C. Payne

Absent: 1 - Bartels

Reports

9. 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. Johnson
- G. Library Board Report
- H. Cemetery Commission Report - Ald. McElderry
- I. Waukesha Housing Authority Report - Ald. Pieper
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. Moltzan

- A. [ID#22-4012](#) City Hall Gallery Art Presentation

Attachments: [Mary C. Weber- Gallery Art](#)

Mary C. Weber provided a presentation of her artwork displayed at City Hall.

10. Plan Commission - Jennifer Andrews

11. Standing Committees

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

12. Board of Public Works Report - Alex Damien

- A. [ID#22-3889](#) Bids Received: Friday, April 1, 2022, at 11:00 a.m.
Tenny Avenue, Newhall Avenue, and Pilot Court Utility and Street Improvements

The Board of Public Works recommends that the low bid from Musson Bros. Inc. in the amount of \$2,448,703.68, be awarded.

Sponsors: Public Works

Attachments: [Bid Tab-Tenny Newhall Pilot-Concrete 4-1-22](#)
[Bid Tab-Tenny Newhall Pilot-HMA 4-1-22](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve Tenny Avenue, Newhall Avenue, and Pilot Court Utility and Street Improvements with the low bid from Musson Bros. Inc. in the amount of \$2,448,703.68, be awarded. The motion carried by the following vote:

Aye: 14 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Absent: 1 - Bartels

- B.** [ID#22-3892](#) Bids Received: Friday, April 1, 2022, at 11:00 a.m.
2022 Asphalt Street Utility Repairs - City Wide

The Board of Public Works recommends that the low bid from All-Ways Contractors, Inc., in the amount of \$90,685.00, be awarded.

Sponsors: Public Works

Attachments: [Bid Tab-2022 Asphalt Street Patching-4-1-22](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the low bid from All-Ways Contractors, Inc., in the amount of \$90,685.00 for the 2022 Asphalt Street utility Repairs - City Wide. The motion carried by the following vote:

Aye: 14 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Absent: 1 - Bartels

13. Director of Public Works Report

14. City Attorney's Report

15. City Administrator's Report

- A.** [ID#22-3998](#) Report from the City Administrator

Attachments: [2022.04.19 Presentation](#)

Sam Walker, City Assessor, provided a presentation on assessments and tax rate.

16. Mayor's Report & Referrals

- A.** [ID#22-3999](#) Council Committee Assignments

Attachments: [Council Appointments 2022 - 2023](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve Council Committee Assignments and Council Seating Chart. The motion carried by the following vote:

Aye: 14 - Pieper, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, R. Lemke, C. Payne, McElderry, M. Payne, Halvensleben and Chrisien

Absent: 1 - Bartels

B. [ID#22-4000](#) Council Seating Chart

Attachments: [City Council Seating Chart- April 2022](#)

This item was approved with item ID#22-3999.

C. [ID#22-4001](#) State of the City Message

Attachments: [2022 State of the City- Final](#)

17. Referrals

From Ald. Rodriguez to Building & Grounds: Please consider and act on implementing one way, eastbound only traffic in front of Hadfield School from Bell St. to Oakland Ave from 8am to 9am on school day mornings to begin the upcoming new school year (2022/2023).

From Ald. Pieper to Building & Grounds: Please review parking restrictions on Sylvan Terrace.

From Ald Cory Payne to Board of Public Works: "Initially it's probably going to have to start at the City Attorney's office in regards to looking at and first finding the ordinance and then it's probably going to get shipped over to Public Works in regards to finding out another method or just disposing it all, or whatever it might come up with as far as sidewalks, because right now if you want to repair your sidewalk you have to pay \$400 some dollars and so I'm going to start that process of finding out an alternative method of payment or whatnot."

18. Adjournment

The meeting adjourned at 8:41pm.

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.