



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Building and Grounds

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Monday, December 14, 2015

7:00 PM

Council Chambers, City Hall  
Use lower level glass door.

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#### 1. Call to Order

**Present** 3 - Reiland, Cummings, and E. Payne

**Absent** 2 - Jankowski, and Hernandez

*Others in Attendance:*

*Katie Jelacic, Public Works*

*An officer from Police Department*

*Ald. Helgestad*

*Ald. C. Payne*

*Jeff Dubrosky of Staff America*

*John Volz from UWW (University of Wisconsin Waukesha)*

Rollcall

**Present** 4 - Hernandez, Reiland, Cummings, and E. Payne

**Absent** 1 - Jankowski

#### 2. Approval of Minutes

**A.**     [ID#15-3841](#)   Approve Buildings & Grounds meeting minutes from November 16, 2015

**A motion was made by Ald. Reiland, seconded by Ald. Cummings, that the Minutes from November 16, 2015 be approved. The motion carried by the following vote:**

**Aye:** 3 - Reiland, Cummings and E. Payne

**Absent:** 2 - Jankowski and Hernandez

#### 3. Discussion and Recommendation re:

- A. [ID#15-3842](#) Establish 1 hour parking, 7am to 4pm, Except Saturday, Sunday, Holiday on E North Street between NW Barstow Street and Madison Street.

**Sponsors:** Helgestad

*A motion was made by Chairman E. Payne, seconded by Ald. Cummings, to approve this item. A friendly amendment was made to amend the original motion to include using existing street lighting poles to keep cost of installation down and be within budget. The committee agreed and proceeded to vote on the original motion.*

**A motion was made by E. Payne, seconded by Cummings, that this item be approved. The motion carried by the following vote:**

**Aye:** 4 - Hernandez, Reiland, Cummings and E. Payne

**Absent:** 1 - Jankowski

- B. [ID#15-3843](#) Establish a Handicap Parking stall in front of Trinity Presbyterian Church at 224 N. Hine Avenue, west side of street.

**Sponsors:** C. Payne

*Ald. Cummings stated that there are 3 options. Approve a Handicap Parking Space and install the required handicap ramp; approve installation of a Reserved Parking Space with permanent sign installed; approve a Reserved Parking Space allowing the Church to use two portable signs that they can set out on Sunday to reserve spots for drop off. These options should be sent to Ald. C. Payne with associated cost for each option. Ald. Cory Payne will review this information with the Church.*

*This item was held and will be brought back to a January Meeting, after estimates can be given for each option is given to Ald. Cory Payne to discuss with the church. The committee requested that a Church representative attend the January 4, 2016 B & G meeting to talk about the need for parking change.*

**A motion was made by E. Payne, seconded by Cummings, that this item be held. The motion carried by the following vote:**

**Aye:** 4 - Hernandez, Reiland, Cummings and E. Payne

**Absent:** 1 - Jankowski

- C. [ID#15-3845](#) Establish No Parking Any Time on the east side of N. University Drive from Sunkist Ave to 340 feet south.

**Sponsors:** Public Works

*This item was motioned and seconded for approval. During discussion, motion was amended to say that UWW or Waukesha County must cover the cost of this signing. The City of Waukesha can manufacture the signs and be reimbursed by the County and the County can install the signing. It is understood that the City will create a signing plan for the County to follow. UWW requested that the signs be installed prior to Jan 24, 2016. Ald. Reiland thinks we can work it out between the county and the city to hand off the signs so they are installed before 2nd semester starts on January 24th*

*Ald. Cummings pointed out that the sidewalk is needed on the east side of University Drive. Currently there is sidewalk on west side but none on the east side where all the parking is still allowed. The issue of icing on University Drive was also mentioned by a representative of UWW. During winter, ice forms on the west side of University Drive and partially freezes over the roadway causing slippery conditions for students. The committee requested a communication be sent to County Public Works to see how to resolve the drainage issue on the entire campus which currently flows out onto University Drive causing icing issues.*

**A motion was made by Ald. Reiland and seconded by Ald. Eric Payne to establish a No Parking Any Time on the east side of N. University Drive from Sunkist Ave to 340 feet south be approved (contingent upon UWW or Waukesha County paying for and installing the signs). The motion passed with the following vote.**

**Aye:** 4 - Hernandez, Reiland, Cummings and E. Payne

**Absent:** 1 - Jankowski

- D. [ID#15-3846](#) Establish No Parking Any Time on the west side of N. University Drive from 570 feet south of Sunkist Ave to the southern most property line of UW Waukesha on the west side of N. University Drive.

**Sponsors:** Public Works

*This item was discussed by the Committee and they recommended that UWW contact the soccer league that uses the soccer fields to see if they would be impacted by removing parking on the west side of University at the southern end of UWW. UWW agreed to make this conversation. The Committee agreed and amended the limits of the approve of this item to be from 570 feet south of Sunkist Avenue to the south side of the water tower driveway. The remaining area of parking from the water tower driveway to the south property line will be brought back to the committee in March 2016. The County can install the signs made by the City of Waukesha prior to Jan 24, 2016. The committee also stated that UWW or Waukesha County must cover the cost of this signing. The City of Waukesha can manufacture the signs and be reimbursed by the County and the County can install the signing. It is understood that the City will create a signing plan for the County to follow.*

**A motion was made by Ald. Reiland and seconded by Ald. Eric Payne to establish No Parking Any Time on the west side of N. University Drive from 570 feet south of Sunkist Ave to the (south side of the water tower driveway) on the west side of N. University Drive be approved contingent upon UWW or Waukesha County paying for the installation.**

**Aye:** 4 - Hernandez, Reiland, Cummings and E. Payne

**Absent:** 1 - Jankowski

#### 4. Communications and Referrals

- A. [ID#15-3847](#) Remaining Buildings & Grounds Budget = \$325

#### 5. Adjournment

"A majority of the Council members may be in attendance"

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 the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.