



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final with recommendation:

Building and Grounds

Monday, February 1, 2016

7:00 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call to Order

2. Approval of Minutes

A. [ID#16-104](#) Approve the January 4, 2016 Buildings & Grounds Meeting Minutes.

Attachments: [Building and Grounds Minutes 01-04-2015 - DRAFT](#)

3. Discussion and Recommendation re:

A. [ID#16-106](#) Request by the House of Guinness to close a portion of Municipal Lot 3 on March 17, 2016 for an event.

Recommendation: The House of Guinness establishment is requesting to close a portion of Parking Lot 3 to set up accommodations for extension of premises for a St. Patrick Day celebration. Establishment owner has filed for extension of premises with the City Clerks office and approval from the Buildings and Grounds Committee is needed to be granted extension. This establishment has requested to close a portion of the parking lot behind their building. They intend to close 4 stalls directly behind the building and 4 stalls north of the building in the center of the lot. Public Works does not have any issues with the request and recommends approval.

Sponsors: Public Works

Attachments: [Item 16-106 Admin Review House of Guinness Request](#)

B. [ID#16-132](#) Request of Waukesha Downtown Business Association to close Municipal Parking Lot 1 for the Farmers Market every Saturday May 7, 2016 to Saturday October 29, 2016 from 5:00 am to 2:00 pm. This closing would include permission to tow vehicles from the area.

Recommendation: Each year the Downtown Business Association (DBA) makes a request to Buildings & Grounds to close Municipal Lot 1 to host the Farmers Market on Saturdays in May through October. The DBA has filled out a Special Event Application with the City Clerk and approval is sought from the Buildings & Grounds Committee to approve the parking lot closure.

Some issues with the closure have arisen at the time of publication of this agenda and public works is requesting the committee to place this item on hold. Some businesses have raised concern about closure of the lot and the reconstruction of W. Main Street. Public Works and city administration will need more time to review this.

Sponsors: Public Works

Attachments: [Item 16-132 Admin Review Close Lot 1 for Farmers Market](#)

- C. [ID#16-107](#) Approve the installation of a stop sign on Dreger Drive for the eastbound and westbound approaches to Rivers Crossing Drive.

Recommendation: Concerned residents on Dreger Drive have contacted Ald. Perry to have two stop signs installed at the intersection of Rivers Crossing Drive & Dreger Drive. This existing intersection has no traffic control at all. Public Works staff has reviewed this request and supports installing stop signs on the eastbound and westbound approaches of Dreger Drive at the intersections. This will reduce a potential safety hazard by assigning stop to Dreger Drive. Staff recommends approval.

Sponsors: Perry

Attachments: [Item 16-107 Admin Review Stop Signs on Dreger at River's Crossing](#)

- D. [ID#16-111](#) Rescind the following No Parking Zones on Summit Avenue:

1. South side of Summit Avenue from 210 feet west to 70 feet east of N. Washington Avenue
2. North side of Summit Avenue from 150 feet west to 150 feet east of N. Washington Avenue
3. North side of Summit Avenue from 800 feet west to 600 feet southeast of Spring Street

Recommendation: Items 16-111, 16-112 and 16-113 are all related to the same two city streets, Summit Avenue and Delafield Street. Summit Avenue and Delafield Street will be reconstructed in 2016 and, as a result, existing parking zones will be rescinded and new parking zones established.

The City will be reconstructing Summit Avenue from Moreland Blvd. to Spring Street and Delafield Street from Spring Street to Madison Street. The street has been redesigned and existing parking zones will not be applicable to the new design. Therefore, existing parking zones will need to be rescinded and new parking zones established.

This item covers rescinding existing parking zones on Summit Avenue. One of the zones is actually extends to Delafield Street to the east of Spring Street. Removal of the existing parking zones will not go into affect until after the construction begins in March of 2016. Staff recommends approval of this item.

Sponsors: Public Works

Attachments: [Item 16-111 Admin Review Parking Zone Rescind on Summit Avenue](#)

- E. [ID#16-112](#) Approve installation of No Parking Any Time at the following locations on Summit Avenue:
1. South side of Summit Avenue from 100 feet west to 50 feet east of N. Cumberland Drive
 2. South side of Summit Avenue from 100 feet west to 100 feet east of N. Hine Avenue
 3. South side of Summit Avenue from 100 feet west to 100 feet east of N. Washington Avenue
 4. South side of Summit Avenue from 80 feet west of Hyde Park Avenue to 400 feet southeast of Spring Street
 5. North side of Summit Avenue from 100 feet west to 80 feet east of N. Cumberland Drive
 6. North side of Summit Avenue from 90 feet west to 110 feet east of N. Hine Avenue
 7. North side of Summit Avenue from 100 feet west to 120 feet east of N. Washington Avenue
 8. North side of Summit Avenue from 80 feet west to 80 feet east of Hyde Park Avenue
 9. North side of Summit Avenue from 275 feet west of Spring Street to 400 feet southeast of Spring Street

Recommendation: Items 16-111, 16-112 and 16-113 are all related to the same two city streets, Summit Avenue and Delafield Street. Summit Avenue and Delafield Street will be reconstructed in 2016 and, as a result, existing parking zones will be rescinded and new parking zones established.

The City will be reconstructing Summit Avenue from Moreland Blvd. to Spring Street and Delafield Street from Spring Street to Madison Street. This item covers approving new No Parking zones Summit Avenue. The new parking zones will not go into affect until after the completion of construction in November of 2016. Staff recommends approval of this item.

Sponsors: Public Works

Attachments: [Item 16-112 Admin Review Establish New Parking Zones on Summit Ave](#)

- F. [ID#16-113](#) Approve installation of No Parking Any Time at the following locations on Delafield Street:

1. West side of Delafield Street from 600 feet north to 350 feet south of Buena Vista Avenue
2. East side of Delafield Street from 150 feet north to 425 feet south of Buena Vista Avenue

Recommendation: Items 16-111, 16-112 and 16-113 are all related to the same two city streets, Summit Avenue and Delafield Street. Summit Avenue and Delafield Street will be reconstructed in 2016 and, as a result, existing parking zones will be rescinded and new parking zones established.

The City will be reconstructing Summit Avenue from Moreland Blvd. to Spring Street and Delafield Street from Spring Street to Madison Street. This item covers approving new No Parking zones Delafield Street. The new parking zones will not go into affect until after the completion of construction in November of 2016. Staff recommends approval of this item.

Sponsors: Public Works

Attachments: [Item 16-113 Admin Review Establish New Parking Zones on Delafield Street](#)

- G. [ID#15-3902](#) Approve installation of two surface mounted crosswalk paddle type signs on S. Grand Avenue at Carroll Street

Recommendation: Ald. Helgestad has requested for this item to be withdrawn.

Staff recommends unanimous approval from Committee to withdraw this item.

Sponsors: Helgestad

Attachments: [Item 15-3902 Admin Review Crosswalk Paddles on Grand](#)

4. Communications and Referrals

- A. [ID#16-105](#) Current Buildings & Grounds Budget = \$5,100

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.