



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final-revised

City Council

Tuesday, November 1, 2022

6:30 PM

Council Chambers, City Hall

1. Roll Call
2. Announcement of Closed Session pursuant to Wis. Stats. 19.85(1)(c) to discuss the 2022 City Administrator Annual Evaluation and City Administrator's Direct Report 360 Feedback Survey Summary.
3. Presentation of the 2022 National Gold Medal Award for Excellence in Park and Recreation Management by the American Academy for Park and Recreation Administration in partnership with the National Recreation and Park Association.
4. Pledge of Allegiance
5. Public Comment

City Residents and Taxpayers Only - Limited to three minutes/speaker, ending 7:00 p.m.

6. Approval of Minutes

- A. [ID#22-5160](#) Minutes from October 18, 2022

Attachments: [ccmn221018 draft.pdf](#)

Consent Agenda

Items under the Consent Agenda have passed unanimously out of committee. Unless a member of the Common Council specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are then approved unanimously by general consent. Any item removed from Consent Agenda will be discussed under the appropriate committee, board or commission on the Regular Agenda.

1. Other Boards and Commissions

- A. [ID#22-4994](#) Review and Act on Request to Purchase of Automatic Passenger Counters from GMV Synchronatics

Attachments: [Automatic Passenger Counters](#)

Legislative History

10/20/22	Transit Commission Meeting	approved
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- B. [ID#22-4995](#) Review and Act on Approval of Waukesha County Transit Gold Line Contract for 2023

Attachments: [2023 Gold Line Contract](#)
[Contract-Transit-Gold Line Contract 2023](#)

Legislative History

10/20/22 Transit Commission approved
 Meeting

- C. [ID#22-4996](#) Review and Act on Approval to Update the Public Transportation Agency Safety Plan and Supporting Resolution

Attachments: [PTASP Updates](#)
[Waukesha Metro PTASP 09-28-2022](#)

Legislative History

10/20/22 Transit Commission approved
 Meeting

- D. [ID#22-4997](#) Review and act on Proposed Bus Stop Eliminations

Attachments: [Elimination of Bus Stops](#)

Legislative History

10/20/22 Transit Commission approved
 Meeting

2. Plan Commission

- A. [PC22-0285](#) Final Plat – Howell Oaks Addition No. 5 – Proposed final plat for the remaining 33 single-family lots and two outlots of the Howell Oaks subdivision, to be located north of Madison Street, south of the Oakmont subdivision and east of Howell Oaks Addition No. 3.

Attachments: [Cover Sheet - Final Plat -Howell Oaks Addition No 5](#)
[Cert of No Objection Final Plat 06 21 22](#)
[Conditional Certification of No Objection-Howell Oaks No.5](#)
[Dept Comments - Howell Oaks No 5](#)
[Howell Oaks - Phase 6 - Final Plat Review \(Development-Review-Application-C](#)
[Howell Oaks Addition No 5 \(004\)](#)
[Howell Oaks Addn No 5 \(Phase 6\) - Final Plat Review Submittal ltr 2022-07-27](#)

Legislative History

8/24/22 Plan Commission approved with conditions

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#22-5128](#) Consider approval of Christmas Parade Float Contract

Attachments: [Cover Sheet - Christmas Parade Float](#)
[202222 City Wauk Christmas Rev 1- Parade Float Contract](#)

Legislative History

10/27/22 Finance Committee approved

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

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#22-5109](#) Invited Bartenders

Attachments: [Invited Bartenders OL 10-24-22](#)

Legislative History

10/24/22 Ordinance & License Committee recommended for Council Consent to the City Council
 10/24/22 Ordinance & License Committee approved

- B. [ID#22-5110](#) Bartenders

Attachments: [Bartenders OL 10-24-22](#)

Legislative History

10/24/22 Ordinance & License Committee recommended for Council Consent to the City Council

D. Human Resources - Ald. Rodriguez

E. Board of Public Works - Alex Damien

- A. [ID#22-5000](#) Review and act on Contract Amendment No. 2 with JSD Professional Services for the Design and Construction Services for the Artificial Turf Installation at Frame Park Baseball Diamond and Mindiola Soccer Field Project

Sponsors: Public Works

Attachments: [22-5000_BPW_Agenda_Cvr-JSD_Amend 2-Artificial Turf Install Frame Park and](#)
[22-5000_CONTRACT Amendement No 2-JSD Professional Services-Frame an](#)

Legislative History

10/20/22 Board of Public Works recommended for Council Consent to the City Council

- B. [ID#22-4913](#) Review and act on the revised Intergovernmental Agreement with Waukesha County regarding the Municipal Recycling Dividend Program.

Sponsors: Public Works

Attachments: [22-4913 Waukesha County Recycling IGA](#)
[22-4913 2022 Recycling Fund IGA](#)

Legislative History

10/20/22 Board of Public Works recommended for Council Consent to the City Council

End of Consent Agenda

7. Public Hearing

- A. [ID#22-5152](#) Public hearing on the 2023 Operating Budget.

- B. [PC22-0308](#) Land Use Plan Amendment - Springs at Meadowbrook/Summit Fields Project (north side of Summit Avenue east of Meadowbrook Road) – Request to amend the Land Use Plan on approximately 63 acres of vacant land from High Density Residential, Park Land, and Commercial Use to approximately 50 acres High Density Residential Use and 13 acres of Secondary Environmental Corridor use.

Attachments: [Cover Sheet - Land Use Plan Amendment Springs at Meadowbrook Summit Fields](#)
[07_18_22 Proposed Land Use Exhibit](#)
[2022-09-21 16 25 10-C665 Concept Review Summit Field - Springs at Meadowbrook](#)
[Dept. review comments - Rezoning Springs at Meadowbrook](#)

Legislative History

9/28/22 Plan Commission recommended for approval

- C. [PC22-0306](#) Rezoning Petition - Springs at Meadowbrook/Summit Fields Project (north side of Summit Avenue east of Meadowbrook Road) – A request to rezone approximately 63 acres of land from T-1 Temporary District to 22.37 acres of Rs-3 Single Family District, 28.48 acres of Rm-3 Multi-Family District, and 13.21 acres of Rm-3(UCO) Multi-family District with and Upland Conservancy overlay district.

Attachments:

[Cover Sheet - Rezoning Springs at Meadowbrook Summit Fields](#)
[2022-09-21 16 19 11-DEVELOPMENT REVIEW SUBMITTAL - Adobe Acrobat](#)
[2827.00 CSM \(1\)](#)
[Dept. review comments - Rezoning Springs at Meadowbrook](#)
[Petition For Amending The City Of Waukesha's Zoning Ordinance\(RM_3\)](#)
[Petition For Amending The City Of Waukesha's Zoning Ordinance\(RM_3_UCO\)](#)
[Petition For Amending The City Of Waukesha's Zoning Ordinance\(RS_1\)](#)
[Re-Zoning Ordinance - Springs at Meadowbrook, Conservancy](#)
[Re-Zoning Ordinance - Springs at Meadowbrook, Single-Family](#)
[Re-Zoning Ordinance - Springs at Meadowbrook, Multi-Family](#)
[Community Development PUD Agreement -Springs at Meadowbrook Draft](#)

Legislative History

9/28/22 Plan Commission approved

8. Action on Public Hearing

- A. [ID#22-5153](#) Public hearing on the 2023 Operating Budget (action).
- B. [PC22-0308](#) Land Use Plan Amendment - Springs at Meadowbrook/Summit Fields Project (north side of Summit Avenue east of Meadowbrook Road) – Request to amend the Land Use Plan on approximately 63 acres of vacant land from High Density Residential, Park Land, and Commercial Use to approximately 50 acres High Density Residential Use and 13 acres of Secondary Environmental Corridor use.

Attachments:

[Cover Sheet - Land Use Plan Amendment Springs at Meadowbrook Summit Fi](#)
[07_18_22 Proposed Land Use Exhibit](#)
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[Dept. review comments - Rezoning Springs at Meadowbrook](#)

Legislative History

9/28/22 Plan Commission recommended for approval

- C. [PC22-0306](#) Rezoning Petition - Springs at Meadowbrook/Summit Fields Project (north side of Summit Avenue east of Meadowbrook Road) – A request to rezone approximately 63 acres of land from T-1 Temporary District to 22.37 acres of Rs-3 Single Family District, 28.48 acres of Rm-3 Multi-Family District, and 13.21 acres of Rm-3(UCO) Multi-family District with and Upland Conservancy overlay district.

Attachments:

[Cover Sheet - Rezoning Springs at Meadowbrook Summit Fields](#)
[2022-09-21 16 19 11-DEVELOPMENT REVIEW SUBMITTAL - Adobe Acrobat](#)
[2827.00 CSM \(1\)](#)
[Dept. review comments - Rezoning Springs at Meadowbrook](#)
[Petition For Amending The City Of Waukesha's Zoning Ordinance\(RM_3\)](#)
[Petition For Amending The City Of Waukesha's Zoning Ordinance\(RM_3_UCO\)](#)
[Petition For Amending The City Of Waukesha's Zoning Ordinance\(RS_1\)](#)
[Re-Zoning Ordinance - Springs at Meadowbrook, Conservancy](#)
[Re-Zoning Ordinance - Springs at Meadowbrook, Single-Family](#)
[Re-Zoning Ordinance - Springs at Meadowbrook, Multi-Family](#)
[Community Development PUD Agreement -Springs at Meadowbrook Draft](#)

Legislative History

9/28/22 Plan Commission approved

9. New Business

Format - Introduction by Professional Staff/Hearing/Comments by Council/Official

- A. [ID#22-5139](#) Review and Act on a recommendation by the Finance Committee to the City Council to adopt the 2023 Operating Budget.

Sponsors:

Finance and City Administrator

Attachments:

[2023 Executive Operating Budget](#)
[2023 Operating Budget - Changes from Executive to Revised](#)

Legislative History

10/27/22 Finance Committee approved

- B. [ID#22-5154](#) Review and act on 2023 Tax Levy Ordinance.

Attachments:

[APPROPRIATION ORDINANCE - 2023](#)

- C. [ID#22-5121](#) Approval of Narcotic and Vice Unit (NAVU) contract with City of Brookfield for cooperation between police departments in investigations of narcotic and vice matters.

Attachments:

[Cover Sheet-NAVU IGA.pdf](#)

- D. [ID#22-5157](#) Permits for installation of license-plate-reading cameras on County rights-of-way.
Attachments: [Cover Sheet-Flock Installation Permits.pdf](#)
- E. [ID#22-5158](#) Intergovernmental Agreement for Waukesha County Drug Task Force.
Attachments: [Cover Sheet-County Drug Task Force MOU.pdf](#)
[WCDTF MOU 2022 - Draft 2.pdf](#)
- F. [ID#22-5165](#) Discussion and action on temporary loading zone for Chef Pam's Kitchen on Main Street during the Winter Farmers Market.
Sponsors: Rodriguez and E. Payne
Attachments: [Email - Temp Loading Parking](#)

Reports

10. 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. Rodriguez
 - E. Redevelopment Authority Report - Ald. R. Lemke
 - F. Parks, Recreation & Forestry Board Report - Ald. Johnson
 - G. Library Board Report - Ald. Halvensleben
 - H. Cemetery Commission Report - Ald. C. Payne
 - I. Waukesha Housing Authority Report - Ald. Pieper
 - J. Community Development Block Grant Committee Report - Jennifer Andrews
 - K. Public Art Committee Report - Ald. Moltzan
11. Plan Commission - Jennifer Andrews

- A. [PC22-0305](#) Certified Survey Map - Springs at Meadowbrook/Summit Fields Project (north side of Summit Avenue east of Meadowbrook Road) – A request to approve a 3 lot CSM over approximately 63 acres of vacant land.

Attachments: [Cover Sheet - CSM Springs at Meadowbrook Summit Fields](#)
[Springs at Meadowbrook Site Plan \(1\)](#)
[Staff Comments - Springs at Meadowbrook CSM](#)
[2827.00 CSM](#)

Legislative History

9/28/22 Plan Commission approved with conditions

- B. [PC22-0307](#) Preliminary Plat – Springs at Meadowbrook – Proposed preliminary plat for 64 single-family lots and one outlot on approximately 22.37 acres of land along the north side of Summit Avenue east of Meadowbrook Road.

Attachments: [Cover Sheet - Preliminary Plat -Springs at Meadowbrook](#)
[Springs at Meadowbrook - Offsite Sanitary Exhibit](#)
[staff comments - Preliminary Plat Springs at Meadowbrook](#)
[2827.00 PRE PLAT update for 10-12-2022 PC](#)
[2827.00 PRE PLAT](#)
[121483 20221017 doa prelim cert letter](#)
[121483 20221017 doa prelim cert plat](#)

Legislative History

9/28/22 Plan Commission held

10/12/22 Plan Commission approved with conditions

12. 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. Rodriguez

13. Board of Public Works Report - Alex Damien

14. Director of Public Works Report

15. City Attorney's Report

- A. [ID#22-5159](#) Brief Ethics Refresher - Gifts

16. City Administrator's Report

17. Mayor's Report & Referrals

A. [ID#22-5151](#) Board and Committee Appointments

Attachments: [Council Letter 11.1.2022](#)
[Erica Yoss's Resume](#)

18. Referrals

19. Closed Session

Announcement of Closed Session pursuant to Wis. Stats. 19.85(1)(c) to discuss the 2022 City Administrator Annual Evaluation and City Administrator's Direct Report 360 Feedback Survey Summary.

A. [ID#22-5071](#) HR Committee to review compiled City Administrator Evaluation and 360 data, make a salary recommendation and establish goals for next year.Legislative History

10/19/22	Human Resources Committee	approved
10/19/22	Human Resources Committee	approved

20. Reconvene in Open Session

Upon conclusion of the closed session, a motion will be made to reconvene in open session, pursuant to Wis. Stats. 19.85(2) for possible discussion and/or action on matters discussed in closed session

A. [ID#22-5161](#) Possible action and/or discussion on City Administrator Evaluation and 360 data, make a salary recommendation and establish goals for next year.

21. Adjournment

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.