



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### City Council

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Tuesday, November 1, 2022

6:30 PM

Council Chambers, City Hall

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#### 1. Roll Call

*Ald. Bartels arrived at 7:59pm during Item #PC22-0305.*

**Present:** 15 - Joe Pieper, Peter Bartels, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

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

*Donald Richmond, 2133 Rambling Rose Rd., spoke on dispatch services tax.*

6. Approval of Minutes

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

**Attachments:** [ccmn221018 draft.pdf](#)

**A motion was made by Ald. E. Payne, seconded by Ald. D. Lemke, to approve the Minutes from October 18, 2022. The motion carried by the following vote:**

**Aye:** 14 - Joe Pieper, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Absent:** 1 - Peter Bartels

### Consent Agenda

*The Consent Agenda passed unanimously with no items removed.*

### 1. Other Boards and Commissions

- A. [ID#22-4994](#) Review and Act on Request to Purchase of Automatic Passenger Counters from GMV Syncromatics  
**Attachments:** [Automatic Passenger Counters](#)
- 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](#)
- 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](#)
- D. [ID#22-4997](#) Review and act on Proposed Bus Stop Eliminations  
**Attachments:** [Elimination of Bus Stops](#)

## **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 \(Development-Review-Application-Oct-1-Version\) 2022-05-23](#)  
[Howell Oaks Addition No 5 \(004\)](#)  
[Howell Oaks Addn No 5 \(Phase 6\) - Final Plat Review Submittal ltr 2022-07-27](#)

## **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](#)

**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](#)

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

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

**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 Mindiola.pdf](#)  
[22-5000 CONTRACT Amendement No 2-JSD Professional Services-Frame and Mindiola Parks.pdf](#)

- 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](#)

**End of Consent Agenda**

## 7. Public Hearing

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

*The Public Hearing was Opened. No speakers were present. The Public Hearing was Closed.*

- 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 r.pdf - Adobe Acrobat](#)  
[Dept. review comments - Rezoning Springs at Meadowbrook](#)

*The Public Hearing was Opened. Doug Koehler, Principle Planner, gave a presentation. No speakers were present. The Public Hearing was Closed.*

- 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 Standard DC \(32-bit\) 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](#)

*The Public Hearing was Opened. No speakers were present. The Public Hearing was Closed.*

*Ordinance #2022-16, #2022-17, #2022-18*

## 8. Action on Public Hearing

- A. [ID#22-5153](#) Public hearing on the 2023 Operating Budget (action).

**A motion was made by Ald. Pieper, seconded by Ald. McElderry, to approve the 2023 Operating Budget in the amount of \$77,625,666. The motion carried by the**

**following vote:**

**Aye:** 14 - Joe Pieper, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Absent:** 1 - Peter Bartels

- 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 r.pdf - Adobe Acrobat](#)  
[Dept. review comments - Rezoning Springs at Meadowbrook](#)

**A motion was made by Ald. R. Lemke, seconded by Ald. Chrisien, to approve the 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. The motion carried by the following vote:**

**Aye:** 10 - Joe Pieper, Daniel Manion, Steve Johnson, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike M. Payne and Mike Chrisien

**Nay:** 4 - Cassandra Rodriguez, Eric E. Payne, Cory C. Payne and Alicia Halvensleben

**Absent:** 1 - Peter Bartels

- 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 Standard DC \(32-bit\) 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](#)

*Ordinance #2022-16, #2022-17, #2022-18*

A motion was made by Ald. R. Lemke, seconded by Ald. D. Lemke, to approve the 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. The motion carried by the following vote:

**Aye:** 10 - Joe Pieper, Daniel Manion, Steve Johnson, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike M. Payne and Mike Chrisien

**Nay:** 4 - Cassandra Rodriguez, Eric E. Payne, Cory C. Payne and Alicia Halvensleben

**Absent:** 1 - Peter Bartels

## 9. New Business

- 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](#)

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

**Attachments:** [APPROPRIATION ORDINANCE - 2023](#)

A motion was made by Ald. Pieper, seconded by Ald. McElderry, to approve the 2023 Tax Levy Ordinance for \$75,501,900. The motion carried by the following vote:

**Aye:** 14 - Joe Pieper, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Absent:** 1 - Peter Bartels

- 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](#)

**A motion was made by Ald. Pieper, seconded by Ald. R. Lemke, to approve the Narcotic and Vice Unit (NAVU) contract with City of Brookfield for cooperation between police departments in investigations of narcotic and vice matters. The motion carried by the following vote:**

**Aye:** 14 - Joe Pieper, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Absent:** 1 - Peter Bartels

- D. [ID#22-5157](#) Permits for installation of license-plate-reading cameras on County rights-of-way.

**Attachments:** [Cover Sheet-Flock Installation Permits.pdf](#)

**A motion was made by Ald. M. Payne, seconded by Ald. E. Payne, to approve the Permits for installation of license-plate-reading cameras on County rights-of-way. The motion carried by the following vote:**

**Aye:** 14 - Joe Pieper, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Absent:** 1 - Peter Bartels

- E. [ID#22-5158](#) Intergovernmental Agreement for Waukesha County Drug Task Force.

**Attachments:** [Cover Sheet-County Drug Task Force MOU.pdf](#)  
[WCDF MOU 2022 - Draft 2.pdf](#)

**A motion was made by Ald. M. Payne, seconded by Ald. McElderry, to approve the Intergovernmental Agreement for Waukesha County Drug Task Force subject to the final changes and review of the City Attorney's office. The motion carried by the following vote:**

**Aye:** 13 - Joe Pieper, Daniel Manion, Steve Johnson, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Nay:** 1 - Cassandra Rodriguez

**Absent:** 1 - Peter Bartels

- 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](#)

**A motion was made by Ald. Rodriguez, seconded by Ald. Moltzan, to approve the temporary loading zone for Chef Pam's Kitchen on Main Street during the Winter Farmers Market 6am to 9am 1st and 3rd Saturdays through April starting this weekend. The motion carried by the following vote:**

**Aye:** 13 - Joe Pieper, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Nay:** 1 - Rick R. Lemke

**Absent:** 1 - Peter Bartels

## **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](#)

*Ald. Bartels arrived before the vote.*

**A motion was made by Ald. R. Lemke, seconded by Ald. Manion, to approve the 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. The motion carried by the following vote:**

**Aye:** 11 - Joe Pieper, Peter Bartels, Daniel Manion, Steve Johnson, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike M. Payne and Mike Chrisien

**Nay:** 4 - Cassandra Rodriguez, Eric E. Payne, Cory C. Payne and Alicia Halvensleben

- 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](#)

**A motion was made by Ald. R. Lemke, seconded by Ald. Manion, to approve the 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. The motion carried by the following vote:**

**Aye:** 11 - Joe Pieper, Peter Bartels, Daniel Manion, Steve Johnson, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike M. Payne and Mike Chrisien

**Nay:** 4 - Cassandra Rodriguez, Eric E. Payne, Cory C. Payne and Alicia Halvensleben

## 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 &amp; Referrals

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

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

**A motion was made by Ald. Johnson, seconded by Ald. Wells, to approve the Board and Committee Appointment, Erica Yoss to the Park, Rec & Forestry Board. The motion carried by the following vote:**

**Aye:** 15 - Joe Pieper, Peter Bartels, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

## 18. Referrals

*Ald. Rodriguez to Building and Grounds:*

- 1. Please conduct a traffic study of Perkins Ave, with an emphasis on how we can curtail traffic by trucks over 5 ton, with specific attention paid near Arcadian Ave in both directions.*
- 2. Consider and act on creating updated semi-truck routes in the City.*

*Ald. McElderry to Building and Grounds requesting a 3-way stop at Wyngate Way on River Valley Rd. Also, an evaluation for a speed feedback sign on River Valley Rd at Fox Ridge Dr.*

## 19. Closed Session

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.

*The meeting went into Recess.*

**A motion was made by Ald. Pieper, seconded by Ald. Rodriguez, to approve going into 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. The motion carried by the following vote:**

**Aye:** 15 - Joe Pieper, Peter Bartels, Daniel Manion, Steve Johnson, Cassandra Rodriguez, Dean D. Lemke, Eric E. Payne, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Cory C. Payne, Frank McElderry, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

20. Reconvene in Open Session

*The meeting reconvened at 8:50pm.*

- 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.

**A motion was made by Ald. R. Lemke, seconded by Ald. Johnson, to approve the salary recommendation of 2% on Jan 1, 2023 and 1% on July 1, 2023. The motion carried by the following vote:**

**Aye:** 10 - Joe Pieper, Peter Bartels, Daniel Manion, Steve Johnson, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Mike M. Payne, Alicia Halvensleben and Mike Chrisien

**Nay:** 4 - Cassandra Rodriguez, Dean D. Lemke, Cory C. Payne and Frank McElderry

**Absent:** 1 - Eric E. Payne

21. Adjournment

*The meeting Adjourned at 8:53pm.*

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.