



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final-revised

### City Council

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Tuesday, October 2, 2018

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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1. Roll Call
2. Announcement of Closed Session pursuant to Wis. Stats 19.85(1)(e) to deliberate the negotiation of a possible purchase of public property
3. Pledge of Allegiance
4. Public Comment

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

5. Approval of Minutes

[ID#18-1470](#) Minutes from September 18, 2018

**Attachments:** [ccmn 18.09.18 draft](#)

### **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**

### **2. Plan Commission**

[PC18-0124](#) New Perspective Waukesha, SE Corner of E. Broadway and Les Paul Parkway - Certified Survey Map

**Attachments:** [Conditional Use Permit Application..pdf](#)  
[New Perspective of Waukesha - CUP Letter and Existing Licenses.pdf](#)  
[New Perspective Waukesha - ALTA Survey.pdf](#)  
[New Perspective Waukesha - Building & Landscape Plan.pdf](#)  
[New Perspective Waukesha - Preliminary Civils.pdf](#)  
[New Perspective Waukesha - Project Location Map.pdf](#)  
[New Perspective Waukesha - Project Overview.pdf](#)  
[New Perspective Waukesha - Renderings.pdf](#)  
[New Perspective Waukesha - Submission Fee 082718.pdf](#)  
[Plan Commision Application for Review.pdf](#)  
[Preliminary Storm Water Management Report.pdf](#)  
[New Perspective - CSM Draft.pdf](#)  
[CSMs.pdf](#)  
[New Perspective - CSM Draft REVISION 1 - 091218.pdf](#)  
[New Perspective CSM Cover Sheet.pdf](#)

**Legislative History**

9/26/18 Plan Commission approved with conditions

### **3. Standing Committees**

#### **A. Finance Committee - Ald. Pieper**

[ID#18-1459](#) Review and act on a request to acquire land at 823 Woodward St. for the purpose of redevelopment and authorize the use of contingency funds for the purchase in the amount not to exceed \$25,000.

**Sponsors:** Community Development

**Indexes:** land purchase; redevelopment; Contingency

**Attachments:** [Cover Sheet 823 Woodward.pdf](#)

**Legislative History**

9/27/18 Finance Committee approved

[ID#18-1460](#) Review and act on a request to install a snow guard system on the pavilion at riverfront plaza (aka the old bus terminal) and use contingency funds not to exceed \$9,800.

**Sponsors:** Public Works

**Indexes:** bus; Riverfront Plaza

**Attachments:** [Cover Sheet - Snow Guard.pdf](#)

**Legislative History**

9/27/18 Finance Committee approved

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

[ID#18-1309](#) Please approve modifications of the existing Deaf Child signing on S. Grand Ave. to be southbound starting at 1712 S. Grand Ave. and northbound starting at 1827 S. Grand Ave.

**Sponsors:** Manion

**Attachments:** [18-1309\\_Admin Cover-Modify Deaf Child Signing S Grand Ave.pdf](#)  
[B&G Resolution RTC for the October 2 2018 CC Meeting CONSENT AGENDA.](#)

**Legislative History**

9/17/18 Building and Grounds recommended for Council Consent to the City Administrator Annual Review Committee

[ID#18-1310](#) Please approve modifications to existing No Parking Any Time on the west side of N. Grandview Blvd. to be from the northwest corner of Madison Street to 200 feet north.

**Sponsors:** Public Works

**Attachments:** [18-1310\\_Admin Cover-Modify No Parking Any Time ws N Grandview Blvd nw c](#)  
[B&G Resolution RTC for the October 2 2018 CC Meeting CONSENT AGENDA.](#)

**Legislative History**

9/17/18 Building and Grounds recommended for Council Consent to the City Council

[ID#18-1311](#) Please establish No Parking Any Time on the west side of N. Grandview Blvd. from the southwest corner of Madison Street to 150 feet south.

**Sponsors:** Public Works

**Attachments:** [18-1311\\_Admin Cover-Est No Parking Any Time ws N Grandview Blvd sw Mar](#)  
[B&G Resolution RTC for the October 2 2018 CC Meeting CONSENT AGENDA.](#)

**Legislative History**

9/17/18 Building and Grounds recommended for Council Consent to the City Council

[ID#18-1312](#) Please establish No Parking Any Time on the east side of N. Grandview Blvd. from the southeast corner of Madison Street to 200 feet south.

**Sponsors:** Public Works

**Attachments:** [18-1312\\_Admin Cover-Est No Parking Any Time es N Grandview Blvd sw Mad](#)  
[B&G Resolution RTC for the October 2 2018 CC Meeting CONSENT AGENDA.](#)

**Legislative History**

9/17/18 Building and Grounds recommended for Council Consent to the City Council

[ID#18-1313](#) Please establish No Parking Any Time on the south side of Madison Street from the southeast corner of N. Grandview Blvd. to 160 feet east.

**Sponsors:** Public Works

**Attachments:** [18-1313\\_Admin Cover-Est No Parking Any Time ss Madison St from se N Grar B&G Resolution RTC for the October 2 2018 CC Meeting CONSENT AGENDA.](#)

**Legislative History**

9/17/18 Building and Grounds recommended for Council Consent to the City Council

### **C. Ordinance & License Committee - Ald. Johnson**

#### 1. Licenses

[ID#18-1455](#) Bartender Applications - September 24, 2018

**Attachments:** [Bartenders 2018.09.24](#)

**Legislative History**

9/24/18 Ordinance & License Committee recommended for Council Consent to the City Council

[ID#18-1456](#) INVITED Other Applications - September 24, 2018

**Attachments:** [Other Licenses 9.24.18](#)  
[Other Licenses Attachments 2018.09.24](#)

**Legislative History**

9/24/18 Ordinance & License Committee recommended for Council Consent to the City Council

[ID#18-1457](#) Other Applications - September 24, 2018

**Attachments:** [Other Licenses 9.24.18](#)  
[Other Licenses Attachments 2018.09.24](#)

**Legislative History**

9/24/18 Ordinance & License Committee recommended for Council Consent to the City Council

### **D. Human Resources - Ald. Thieme**

[ID#18-1385](#) Request to approve the revisions to HR Policy C-1 - Holidays.

**Attachments:** [C1 Holidays 2019-2020 Draft-7-26-18.doc](#)

**Legislative History**

9/19/18 Human Resources Committee approved

[ID#18-1391](#) Request to approve the revisions to HR Policy F-2 - Salary Plan and Administration.

**Attachments:** [F2 Salary Plan and Administration - 8-6-18 DRAFT.pdf](#)

**Legislative History**

9/19/18 Human Resources Committee approved

[ID#18-1409](#) Request to approve the revisions to HR Policy F-3 - Job Evaluation Plan.

**Attachments:** [F3-Job Evaluation Plan 8-6-18.doc](#)

**Legislative History**

9/19/18 Human Resources Committee approved

[ID#18-1399](#) Request to approve the revisions to HR Policy B-2 - Recruitment, Application, Selection of Applicants for Employment.

**Attachments:** [B2 Recruitment, and Selection of Applicants - DRAFT - 8-6-18.pdf](#)

**Legislative History**

9/19/18 Human Resources Committee approved

## **E. Board of Public Works - Dr. Fred Abadi**

[ID#18-1416](#) Review and act on Change Order No. 2 with MP Systems, Inc., for the N. Grandview Blvd. Signal Communications Improvements.

**Sponsors:** Public Works

**Attachments:** [18-1416\\_Agenda Cover Sheet - Contract Change Order 02\\_MP Systems.pdf](#)  
[18-1416\\_Contract Change Order No. 2\\_MP System.pdf](#)

**Legislative History**

9/20/18 Board of Public Works recommended for Council Consent to the Board of Public Works

[ID#18-1418](#) Review and act on Contract Change Order No. 1 with Crack Filling Service for the 2018 Spot Sealing project.

**Sponsors:** Public Works

**Attachments:** [18-1418\\_BPW\\_Agenda Cover Sheet - Change Order - Spot sealing.pdf](#)  
[18-1418\\_Contract Change Order -Spot Sealing.pdf](#)

**Legislative History**

9/20/18 Board of Public Works recommended for Council Consent to the Board of Public Works

**End of Consent Agenda**

## 6. New Business

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

[ID#18-1454](#)

Disallow claim of Zach Danby for damage allegedly caused to his car by a city forestry crew.

**Sponsors:**

Attorney's Office

**Attachments:**

[Cover Sheet-Z danby Claim for Damages.pdf](#)

[Danby Claim Dated 091318.pdf](#)

[Memo-Danby Disallowance.pdf](#)

[PRF Report of Incident 09-17-18.pdf](#)

[ID#18-1465](#)

Review and approve a contract with Colliers International for real estate consulting and brokerage services.

**Sponsors:**

Community Development

**Attachments:**

[Council Agenda Cover Sheet colliers](#)

[2018 contract](#)

[ID#18-1471](#)

Approval of contract with HAWS (Humane Animal Welfare Society)

**Attachments:**

[HAWS Contract](#)

[ID#18-1463](#)

Presentation by Jennifer Andrews, Community Development Director, on net new construction in the City

**Sponsors:**

Community Development

## 7. Public Hearing

[ID#18-1277](#)

Zoning Code Updates

**Attachments:**

[revised\\_2218-Landscaping-9-2018 redline chages.docx](#)

**Legislative History**

9/12/18          Plan Commission          approved

[ID#18-1485](#)

Determine the assessment for the Fall 2018 Public Tree Planting Program, said cost to be \$220.00 per tree.

**Attachments:**

[Planting Program Memo\(Fall\)](#)

[Planting SummaryFall2018](#)

[Tree Planting Assessment History](#)

[Forestry - Maintenance History 2018](#)

## 8. Action on Public Hearing

[ID#18-1277](#) Zoning Code Updates

**Attachments:** [revised\\_2218-Landscaping-9-2018\\_redline\\_chages.docx](#)

**Legislative History**

9/12/18 Plan Commission approved

[ID#18-1485](#) Determine the assessment for the Fall 2018 Public Tree Planting Program, said cost to be \$220.00 per tree.

**Attachments:** [Planting Program Memo\(Fall\)](#)  
[Planting SummaryFall2018](#)  
[Tree Planting Assessment History](#)  
[Forestry - Maintenance History 2018](#)

## **Reports**

### 9. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

[ID#18-1480](#) Water Utility Commission Meeting Update

**Attachments:** [09 20 2018 Meeting update to Council](#)

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Rodriguez

E. Redevelopment Authority Report - Ald. Skinner

[ID#18-0942](#) Review and discussion on Delafield Street Request for Expressions of Interest responses.

F. Parks, Recreation & Forestry Board Report - Ald. Johnson

G. Library Board Report - Ald. Helgestad

H. Cemetery Commission Report - Ald. Boyle

I. Waukesha Housing Authority Report - Ald. Rodriguez

J. Community Development Block Grant Committee Report - Jennifer Andrews

## K. Public Art Committee Report - Ald. C Payne

## 10. Plan Commission - Jennifer Andrews

## 11. Standing Committees

## A. Finance Committee Report - Ald. Pieper

## B. Building &amp; Grounds Committee Report - Ald. E. Payne

## C. Ordinance &amp; License Committee Report - Ald. Johnson

[ID#18-1301](#) INVITED Bartender Applications - September 24, 2018

**Attachments:** [Bartenders 2018.09.24](#)

**Legislative History**

9/24/18	Ordinance & License Committee	recommended for approval to the City Council
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[ID#18-1372](#) Repeal Municipal Code sec. 11.40, the panhandling ordinance.

**Attachments:** [Cover Sheet-Panhandling.pdf](#)  
[Memo-Panhandling.pdf](#)  
[Ordinance-Repeal 11.40.pdf](#)

**Legislative History**

9/24/18	Ordinance & License Committee	recommended for approval to the City Council
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## D. Human Resources Committee Report - Ald. Thieme

[ID#18-1186](#) Request of City Assessor Paul Klauck to review and act on the staffing and recommendation of funding of the Clerical Assistant position in the Assessor's Office.

**Attachments:** [Assessor - Clerical Assistant Coversheet 8-9-18.pdf](#)  
[Assessor Staffing Resolution.pdf](#)  
[Clerical Assistant-DRAFT - 7-19-18.docx](#)

**Legislative History**

8/15/18	Human Resources Committee	no action taken
8/15/18	Human Resources Committee	tabled
9/19/18	Human Resources Committee	approved



[ID#18-1402](#) Request to approve the revisions to HR Policy D-3 - Employee Performance and Development Appraisals.

**Attachments:** [D3 - Employee Performance - DRAFT - 8-6-18.doc](#)

**Legislative History**

9/19/18 Human Resources Committee approved

12. Board of Public Works Report - Dr. Fred Abadi

[ID#18-1414](#) Bids Received: Friday, September 14, 2018, at 11:00 A.M.  
Pump Station Upgrades at Milky Way Road, Springbrook North, and Pearl Street

The Board of Public Works recommends that the bid from August Winter & Sons, Inc., in the amount of \$1,503,000.00 be approved with the understanding that there will be a change order to remove Item No. 6, 05992, Pearl Street Pump Station Upgrade (amount of \$699,900.00).

**Sponsors:** Public Works

**Attachments:** [Bid Milky Way Pump Sta Upgrades.pdf](#)

**Legislative History**

9/20/18 Board of Public Works recommended for approval to the Board of Public Works

13. Director of Public Works Report

14. City Attorney's Report

15. City Administrator's Report

[ID#18-1469](#) Report from the City Administrator

**Attachments:** [Admin Report 9-28-18](#)

16. Mayor's Report & Referrals

[ID#18-1466](#) Updated Council Committee Appointments and Council Seating Chart

**Attachments:** [Stdcom18-19- updated 10-2-18](#)  
[Council Member Seating Chart 2018-2019](#)

[ID#18-1477](#) Board & Commission Appointment

**Attachments:** [Letter for Council, October 2, 2018](#)

[ID#18-1467](#) Proclamation for Small Business Saturday

**Attachments:** [Small Business Saturday 2018](#)

[ID#18-1468](#) Proclamation for Manufacturing Day

**Attachments:** [Manufacturing Day- 2018](#)

17. Referrals

18. Closed Session

[ID#18-1464](#) A motion will be made pursuant to Wis. Stats 19.85(1)(e) to go into closed session to deliberate the negotiation of a possible purchase of public property.

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 action on matters discussed in closed session.

19. 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 Fred Abadi, 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.