



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

*Mayor Shawn Reilly, Dist. 1 - Ald. Terry Thieme  
Dist. 2 - Ald. Eric Payne, Dist. 3 - Ald. Cassandra Rodriguez  
Dist. 4 - Ald. Joe Pieper, Dist. 5 - Ald. Peter Bartels  
Dist. 6 - Ald. Jack Wells, Dist. 7 - Ald. Daniel Manion  
Dist. 8 - Vance Skinner, Dist. 9 - Kathleen Cummings  
Dist. 10 - Ald. Steve Johnson, Dist. 11 - Ald. Erik Helgestad  
Dist. 12 - Ald. Aaron Perry, Dist. 13 - Ald. Dean Lemke  
Dist. 14 - Ald. Bill Boyle, Dist. 15 - Ald. Cory Payne*

---

Thursday, April 5, 2018

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

---

#### 1. Roll Call

**Present:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells  
**Absent:** 4 - Bartels, Skinner, Perry and Lemke

#### 2. Pledge of Allegiance

#### 4. Public Comment

*Charlie Betker spoke regarding Park Rec project and DNR approval.*

#### 5. Approval of Minutes

[ID#18-0496](#) Minutes from March 20, 2018

**Attachments:** [ccmn180320draft](#)

**A motion was made by Ald. Thieme, seconded by Ald. Johnson, to approve the Minutes of March 20, 2018. The motion carried by the following vote:**

**Aye:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

### **Consent Agenda**

*Ald. Rodriguez removed Item #PC18-0002. The remainder of the Consent Agenda passed by unanimous consent.*

### **1. Other Boards and Commissions**

[ID#18-0440](#) To recommend to approve proposed 2018 Springs Park usage Contract with the Waukesha YMCA.

**Attachments:** [Cover Sheet-YMCA Springs Park Usage Contract 2018.pdf](#)  
[YMCA Proposed Tent Location-2017-18.pdf](#)  
[YMCA-Springs Park Contract 2018.pdf](#)

[ID#18-0443](#) To recommend approval of proposed contract with The Park Foundation of Waukesha, Inc. for Beverage Services at Cutler Park for the 2018 Tribute Tuesday Concert Series.

**Attachments:** [Council Agenda Cover Sheet-Tribute Tuesday beverage sales-2018.pdf](#)  
[Park Foundation-Tribute Tuesday 2018 \(002\).pdf](#)

[ID#18-0446](#) Recommendation to approve 2018 Fourth of July Fireworks Show services contract.

**Attachments:** [Fireworks Contract 2018.pdf](#)  
[2018 City of Waukesha Fireworks Vendor List RESULTS.pdf](#)  
[2018 Fireworks Bid WPRF.pdf](#)  
[Waukesha Fireworks Bid Speilbauer 2018.pdf](#)  
[Cover Sheet-2018 Fireworks Vendor.pdf](#)

[ID#18-0450](#) Recommendation to approve Youth Sports Photography services contract.

**Attachments:** [Council Agenda Cover Sheet-Youth Sports Photography Contract-2018.pdf](#)  
[2018 Photography for Youth Sports - bidder list.pdf](#)  
[2018 Youth Photo Contract.pdf](#)

[ID#18-0452](#) To recommend to approve proposed WE Energies Staging Area Agreement associated with the Meadowview Park site (corner of Meadowbrook & Northview Roads) with proceeds allocated to Meadowview Park development.

**Attachments:** [Cover Sheet-WE Energies Staging Area Lease-Meadowview Pk-2018.pdf](#)  
[Meadowview Exhibit A.pdf](#)  
[WE Energies Staging Area Agreement-Meadowview Park 2018.pdf](#)

## **2. Plan Commission**

[PC18-0002](#) Sievenpiper, Fountain Avenue - Certified Survey Map

**Attachments:** [CSM.pdf](#)  
[Sievenpiper CSM Cover Sheet \(003\).pdf](#)  
[Hartman Proposal.pdf](#)  
[Sievenpiper CSM Cover Sheet \(3-28-18\).pdf](#)

*This Item was removed from the Consent Agenda by Ald. Rodriguez and handled under the Plan Commission Report.*

[PC18-0032](#) Linden Grove, 425 N. University Drive - Certified Survey Map

**Attachments:** [Linden Grove CSM Cover Sheet.pdf](#)  
[653.00 CSM.pdf](#)

### **3. Standing Committees**

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

[ID#18-0456](#) Review and Act on a request to amend the 2018 budget to add 2 City Garage Vehicles as described.

**Sponsors:** Public Works

**Indexes:** Amend; CIP; City Garage; vehicle

**Attachments:** [Cover Sheet - 2018 CIP City Garage - Fleet BUA.pdf](#)  
[Garage vehicles documentation.pdf](#)

[ID#18-0457](#) Review and Act on a request to purchase MBS cemetery software, amend the 2018 budget and authorize the Mayor to sign the contract, pending review of ITB on 4/11/2018.

**Sponsors:** Cemetery

**Indexes:** software; Cemetery

**Attachments:** [Cover sheet - Cemetery MBS.pdf](#)  
[Cemetery MBS Technical Assessment](#)

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

[ID#18-0387](#) Rescind resolution from July 17, 2007, establishing valet parking on the north side of W. Main Street in front of the Clark Hotel.

**Sponsors:** ADHOC Downtown Parking Committee

**Attachments:** [18-0387 Admin Review Rescind Valet Parking on W Main to 4-5-2018 CC Meeting - Consent.pdf](#)  
[B&G Resolution RTC for the 4-5-18 CC Meeting CONSENT AGENDA.pdf](#)

The Ad Hoc Downtown Parking Committee had reviewed this item at their March 5, 2018, meeting. They determined that valet parking is no longer needed on Main Street in front of the hotel. A representative from the hotel was present at the meeting and confirmed that valet parking stalls are not used for valet purposes anymore. They have a need for parking to load / unload guests but only for a short period of time. The hotel representative and committee agreed upon a 30 minute parking designation for the 3 stalls. The following item, ID#18-0388 addresses the approval of 30 minute parking. The Ad Hoc Parking

Committee recommends rescinding the previous designation for valet parking.

[ID#18-0388](#) Please establish 30 Minute Parking for stalls on the north side of W. Main Street from 130 feet to 170 feet east of centerline of Clinton Street.

**Attachments:** [18-0388 Admin Review 30 Min Parking on W Main to 4-5-2018 CC Meeting - Consent.pdf](#)  
[B&G Resolution RTC for the 4-5-18 CC Meeting CONSENT AGENDA.pdf](#)

The Ad Hoc Downtown Parking Committee had reviewed this item at their March 5, 2018, meeting. They determined that Valet parking is no longer needed on Main Street in front of the hotel. A representative from the hotel was present at the meeting and confirmed that valet parking stalls are not used for valet purposes anymore. They have a need for parking to load / unload guests but only for a short period of time. The hotel representative and Committee agreed upon a 30 minute parking designation for the 3 stalls. The Ad Hoc Committee recommends approval of this item.

[ID#18-0389](#) Rescind resolution from July 17, 1962, establishing a westbound yield sign on Motor Avenue at Greenwood Avenue.

**Sponsors:** Public Works and E. Payne

**Attachments:** [18-0389 Admin Review Rescind Yield Sign on Motor to 4-5-2018 CC Meeting - Consent.pdf](#)  
[B&G Resolution RTC for the 4-5-18 CC Meeting CONSENT AGENDA.pdf](#)

This item was brought forward by the Department of Public Works and endorsed by Ald. Eric Payne. In 2018, the City will reconstruction Motor Avenue and Fairview Avenue. During the design process, the City plans to realign the intersection of Greenwood Avenue at Motor Avenue and make it more perpendicular. In 1962, a yield sign was established on westbound Motor Avenue at Greenwood. In the proposed reconstructed condition, a yield sign on Motor does not work well for traffic control. Instead, a stop sign on southbound Greenwood is a better traffic control solution. The Department of Public work recommends approval of this item to rescind the yield sign designation.

[ID#18-0390](#) Approve a stop sign on southbound Greenwood Avenue at Motor Avenue.

**Sponsors:** Public Works and E. Payne

**Attachments:** [18-0390 Admin Review Approve Stop on Greenwood to 4-5-2018 CC Meeting - Consent.pdf](#)  
[B&G Resolution RTC for the 4-5-18 CC Meeting CONSENT AGENDA.pdf](#)

This item was brought forward by the Department of Public Works and endorsed by Ald. Eric Payne. In 2018, the City will reconstruction Motor Avenue and Fairview Avenue. During the design process, the City plans to realign the intersection of Greenwood Avenue at Motor Avenue and make it more perpendicular. Staff is recommending a stop sign be placed on southbound Greenwood Avenue at Motor Ave. The Department of Public work recommends approval of this item.

[ID#18-0391](#) Rescind resolution from August 16, 1966, establishing 4 hr parking, 8am to 8pm, on the south side of Motor Avenue from Washington Ave to Greenwood Ave. Said area will revert back to open parking.

**Sponsors:** Public Works and E. Payne

**Attachments:** [18-0391 Admin Review Rescind Parking on Motor to 4-5-2018 CC Meeting - Consent.pdf](#)  
[B&G Resolution RTC for the 4-5-18 CC Meeting CONSENT AGENDA.pdf](#)

This item was brought forward by the Department of Public Works and endorsed by Ald. Eric Payne. In 2018, the City will reconstruction Motor Avenue and Fairview Avenue. During the design process, staff noticed that many existing parking signs on Motor Avenue are in very poor condition and would need to be replaced. However, as staff researched the resolutions behind the parking zone, it was discovered that some zones date back to the 1960's and are no longer valid. This item is to rescind the 1966 resolution and to allow the area to revert back to open parking. The Department of Public work recommends approval of this item.

[ID#18-0392](#) Rescind resolution from August 3, 1993, establishing 2 hour parking, 7am to 4pm on the north side of Motor Avenue from Mountain Avenue to Alley #007 and from Fairview Avenue to Greenwood Avenue. Said area will revert back to open parking.

**Sponsors:** Public Works and E. Payne

**Attachments:** [18-0392 Admin Review Rescind Parking on Motor to 4-5-2018 CC Meeting - Consent.pdf](#)  
[B&G Resolution RTC for the 4-5-18 CC Meeting CONSENT AGENDA.pdf](#)

This item was brought forward by the Department of Public Works and endorsed by Ald. Eric Payne. In 2018, the City will reconstruction Motor Avenue and Fairview Avenue. During the design process, staff noticed that many existing parking signs on Motor Avenue are in fair to poor condition and would need to be replaced. However, as staff researched the resolutions behind the parking zone, it was discovered that the zones date back many years and are no longer valid. This item is to rescind the 1993 parking restriction and to allow the area to revert back to open parking. The Department of Public work recommends approval of this item.

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

### 1. Licenses

[ID#18-0458](#) INVITED Bartender Applications- March 26, 2018

**Attachments:** [Bartenders 2018.03.26.pdf](#)

[ID#18-0459](#) Bartender Applications - March 26, 2018

**Attachments:** [Bartenders 2018.03.26.pdf](#)

[ID#18-0461](#) Other Applications - March 26, 2018

**Attachments:** [Other Licenses 2018.03.26.pdf](#)

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

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

[ID#18-0422](#) Review and act on a contract with Strand Associates for Bio-gas Utilization Study.

**Sponsors:** Public Works

**Attachments:** [18-0422\\_BPW\\_Agenda Cover-CWP-Strand-Bio-Gas Study 3-22-18.pdf](#)

[18-0422 Focus on Energy Feasibility Study Guidelines 0.pdf](#)

[18-0422\\_Strand Proposal-Waukesha Bio-Gas Study\\_Final.pdf](#)

[18-0422\\_Strand-CoW Contract-City Review 02212018.pdf](#)

[ID#18-0423](#) Review and act on the matching grant from Focus on Energy for a Bio-gas Utilization Study and amend the 2018 Budget as needed for the grant.

**Sponsors:** Public Works

**Attachments:** [18-0423\\_BPW\\_Agenda Cover-CWP Focus Grant 3-22-18.pdf](#)

[18-0423 Focus on Energy Feasibility Study Application completed.pdf](#)

[18-0423-Waukesha - biogas study grant- approval letter - 3-5-18.pdf](#)

[ID#18-0427](#) Establish Street Opening Prices for the Year 2018.

**Sponsors:** Public Works

**Attachments:** [18-0427\\_BPW-Agenda Cover-Street Opening Prices 2018.pdf](#)

[18-0427\\_Proposed\\_Excavation Prices 2018.pdf](#)

[ID#18-0435](#) Resolution to Authorize the Participation in the Department of Natural Resources Municipal Dam Grant Program.

**Sponsors:** Public Works

**Attachments:** [18-0435\\_BPW\\_Agenda Cover-Resolution-DNR Muni Dam Grant.pdf](#)

[18-0435\\_BPW-Resolution DNR Muni Dam Grant.pdf](#)

#### **End of Consent Agenda**

#### **6. New Business**

[ID#18-0411](#) Proposed addition to Common Council rules regarding election of the

Common Council President (see attached document).

**Sponsors:** Cummings, Rodriguez and Lemke

**Attachments:** [Proposed addition to Common Council Rules](#)  
[Council Rules 6-6-17](#)

A motion was made by Ald. Cummings, seconded by Ald. Rodriguez, to approve the proposed addition to Common Council rules regarding election of the Common Council President (see attached document). The motion failed by the following vote:

**Aye:** 4 - Cummings, C. Payne, Rodriguez and E. Payne

**Nay:** 7 - Pieper, Manion, Thieme, Johnson, Helgestad, Boyle and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

[ID#18-0512](#) Approve stipulation for dismissal of Friends of Frame Park v. City of Waukesha lawsuit.

**Attachments:** [Stip for Dismissal-Partially Executed.pdf](#)  
[Cover Sheet-Dismissal of Frame Park Lawsuit.pdf](#)

A motion was made by Ald. Thieme, seconded by Ald. Johnson, to approve the Stipulation for Dismissal of Friends of Frame Park v. City of Waukesha lawsuit. The motion carried by the following vote:

**Aye:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

[18-0513](#) To approve TIF developer agreement with Mad Dog Properties, LLC.

**Sponsors:** Community Development

**Attachments:** [Supplemental TIF Developer Agreement-Final.pdf](#)  
[Cover Sheet-Mad Dog Developer Agreement.pdf](#)

A motion was made by Ald. Helgestad, seconded by Ald. Boyle, to approve TIF Developer Agreement with Mad Dog Properties, LLC. The motion carried by the following vote:

**Aye:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

## **Reports**

### 7. Other Boards and Commissions

#### A. Transit Commission Report - Dr. Fred Abadi

## B. Water Utility Commission - Ald. Thieme

[ID#18-0504](#) March 15 Commission Meeting Summary

**Attachments:** [03 15 2018 Meeting update to Council](#)

## C. Information Technology Board Report - Ald. Skinner

[ID#18-0311](#) Discussion & approval of contract for the Information Security Incident Response Plan from Halock Security Labs

**Attachments:** [Cover Sheet -Information Security Incident Response Plan](#)

[Incident Response Plan Summary.pdf](#)

[Halock - Master Services Agreement City of Waukesha - Final.pdf](#)

**A motion was made by Ald. Manion, seconded by Ald. Helgestad, to approve the contract for the Information Security Incident Response Plan from Halock Security Labshat. The motion carried by the following vote:**

**Aye:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

## D. Landmarks Commission Report - Ald. Boyle

## E. Redevelopment Authority Report - Ald. Skinner

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

## G. Library Board Report - Ald. Helgestad

## H. Cemetery Commission Report - Ald. Bartels

## I. Waukesha Housing Authority Report - Ald. Rodriguez

## J. Community Development Block Grant Committee Report - Jennifer Andrews

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

## 8. Plan Commission - Jennifer Andrews

[PC18-0002](#) Sievenpiper, Fountain Avenue - Certified Survey Map

**Attachments:** [CSM.pdf](#)

[Sievenpiper CSM Cover Sheet \(003\).pdf](#)

[Hartman Proposal.pdf](#)

[Sievenpiper CSM Cover Sheet \(3-28-18\).pdf](#)



A motion was made by Ald. Rodriguez, seconded by Ald. Hegestad to approve the Sievenpiper, Fountain Avenue - Certified Survey Map. The motion carried unanimously.

## 9. 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. Thieme

## 10 Board of Public Works Report - Dr. Fred Abadi

[ID#18-0321](#) Bids Received: Friday, March 2, 2018, at 11:00 A.M.  
Construction of Dumpster Enclosure in City Owned Parking Lot No. 3  
(Clock Tower)

The Board of Public Works recommends that the low bid from Ray Stadler Construction Company, Inc., in the amount of \$57,688.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [dumpster memo](#)  
[18-0321\\_Bid Tab\\_Dumpster Enclosure.pdf](#)

A motion was made by Ald. Helgestad, seconded by Ald. Manion, to approve the bid award for construction of a Dumpster Enclosure in City Owned Parking Lot No. 3 (Clock Tower) to Ray Stadler Construction Company, Inc., on their low bid in the amount of \$57,688.00. The motion carried by the following vote:

**Aye:** 10 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Rodriguez, E. Payne and Wells

**Nay:** 1 - Boyle

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

[ID#18-0421](#) Bids Received: Friday, March 16, 2018 at 11:00 A.M.  
2018 Asphalt Street Repairs

The Board of Public Works recommends that the low bid from Parking Lot Maintenance in the amount of \$84,145.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Asphalt Repairs.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the bid award for 2018 Asphalt Street Repairs to Parking Lot Maintenance on their

low bid in the amount of \$84,145.00. The motion carried by the following vote:

**Aye:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

11. Director of Public Works Report

12. City Attorney's Report

13. City Administrator's Report

[ID#18-0497](#) Report from the City Administrator

**Attachments:** [Admin Report 3-30-18](#)

14. Mayor's Report & Referrals

[ID#18-0498](#) Board and Commission Appointments

**Attachments:** [Letter for Council, April 5, 2018](#)

**A motion was made by Ald. E. Payne, seconded by Ald. Johnson, to approve Board and Commission Appointments, Steve Martin to the the Board of Zoning Appeals and Catherine Jorgens to the Police and Fire Commission. The motion carried by the following vote:**

**Aye:** 11 - Pieper, Cummings, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, E. Payne and Wells

**Absent:** 4 - Bartels, Skinner, Perry and Lemke

[ID#18-0499](#) Elected Officials Day with local Fire and EMS

**Attachments:** [Elected Officials Day at WCTC Invitation 2018](#)

15. Referrals

*Ald. Cummings New Business Item: discuss the Welcome Sign being painted so it can be seen by all with all letters being beige instead of black.*

16. Adjournment

*Adjourned at 7:46 p.m.*

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, FAX 524-3898, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.

