



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final

### City Council

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Tuesday, October 3, 2023

6:00 PM

Council Chambers, City Hall

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1. Roll Call
2. Pledge of Allegiance
3. Public Comment

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

4. Approval of Minutes

- A. [ID#23-7765](#) Minutes from September 19, 2023

**Attachments:** [ccmn230919 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**

- A. [PC23-0440](#) Certified Survey Map - 378 & 380 W. Main Street - A request to combine two lots, creating one 3,754 square foot lot.

**Attachments:** [Cover Sheet - 378 W. Main St. CSM](#)  
[Project Reviews - CSM23-00008](#)  
[Certified Survey Map](#)

#### **3. Standing Committees**

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

- A. [ID#23-7677](#) Consider approval of lighting, stage and sound contract for Night of Lights ceremony

**Attachments:** [Cover Sheet - Night of Lights Staging and Sound](#)  
[Contract for Night of Lights Staging and Sound](#)

**Legislative History**

9/26/23 Finance Committee approved

- B. [ID#23-7678](#) Consider approval of lighting, stage and sound contract for Main Street Parade Memorial Dedication & Remembrance Ceremony

**Attachments:** [Cover Sheet - Memorial Dedication Staging and Sound](#)  
[Contract for Memorial Dedication Staging and Sound](#)

**Legislative History**

9/26/23 Finance Committee approved

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

**C. Ordinance & License Committee - Ald. R. Lemke**

1. Licenses

- A. [ID#23-7726](#) Invited Bartenders

**Attachments:** [Invited Bartenders License Letter](#)

*The bartender application for Rebecca K. Finn is being held to the next O&L meeting on 10/09/23.*

**Legislative History**

|         |                               |   |
|---------|-------------------------------|---|
| 9/25/23 | Ordinance & License Committee | held  |
| 9/25/23 | Ordinance & License Committee | denied  |
| 9/25/23 | Ordinance & License Committee | approved  |
| 9/25/23 | Ordinance & License Committee | recommended for Council Consent to the City Council |
| 9/25/23 | Ordinance & License Committee | recommended for Council Consent to the City Council |
| 9/25/23 | Ordinance & License Committee | recommended for Council Consent to the City Council |

- B. [ID#23-7727](#) Invited Other Applications

**Attachments:** [Invited Other Applications License Letter 9-25.pdf](#)

**Legislative History**

9/25/23 Ordinance & License Committee approved

C. [ID#23-7728](#) Other ApplicationsAttachments: [Other License Applications 09-25](#)Legislative History

|         |                               |   |
|---------|-------------------------------|---|
| 9/25/23 | 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#23-7695](#) Review and act on Contract Change Order No. 1 with Primoris Electric, Inc., for the 2023 Asphalt Street Utility Repairs project.Attachments: [23-7695 BPW Agenda Cvr-Primoris Electric-2023 Asphalt Street Utility Repairs CCO1 Primoris Electric-2023 Asphalt Street Utility Repairs.pdf](#)Legislative History

|         |                       |   |
|---------|-----------------------|---|
| 9/21/23 | Board of Public Works | recommended for Council Consent to the City Council |
|---------|-----------------------|---|

**End of Consent Agenda**

## 5. New Business

*Format - Introduction by Professional Staff/Hearing/Comments by Council/Official*A. [ID#23-7740](#) Presentation about the Public Policy Forums Waukesha County housing report, "Building Blocks"B. [ID#23-7744](#) Disallowance of claim for tire damage, Briana MonsivaisAttachments: [Claim for Property Damage - Briana Monsivais \(002\)](#)  
[Re Your Claim for Tire Damage 2](#)  
[Re Your Claim for Tire Damage](#)  
[Cover Sheet-Monsivais Claim](#)

- C. [ID#23-7750](#) Discussion and Recommendation: The Charitable Campaign Committee recommends approval of the application of the Waukesha County Community Foundation Parade Memorial Fund pursuant to Human Resources Policy H-8 (Payroll Deductions for Charitable Purposes).

**Attachments:**

[Cover Sheet- Application for Waukesha County Community Foundation Parade Charitable Giving Application- Parade Memorial Fund](#)  
[Letter for Charitable Giving Application](#)  
[501c3 determination tax exempt docs](#)  
[2021 990](#)  
[2023.3.7 Waukesha County Community Foundation - Amended and Restated B](#)  
[2023-24 WCCF BOD List](#)  
[Bd policy-nondiscrimination 10.6.2020](#)

## **Reports**

### 6. 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. Wells
- 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

### 7. Plan Commission - Jennifer Andrews

- A. [ID#23-7675](#) Declaration of Surplus Land – SE corner of the intersection of Buena Vista Ave. and Pewaukee Road – Staff is recommending that Lot 63 of Griffin Heights Subdivision, a 0.15 acre vacant City owned parcel of land, be declared surplus and considered for disposition.

**Attachments:** [Cover Sheet Declaration of Surplus- Vacant lot Buena Vista-Pewaukee](#)  
[Surplus Land SE corner of Buena Vista Ave Pewaukee Rd](#)

**Legislative History**

9/27/23 Plan Commission recommended for approval

- B. [ID#23-7523](#) Code Amendments – Chapter 21 Fire Prevention

**Attachments:** [Cover Sheet-Fire Code Amendments](#)  
[Fire Code Revision Adopting 2021 IFC and amending codes adopted by referer](#)

**Legislative History**

9/27/23 Plan Commission recommended for approval

- C. [ID#23-7714](#) Code Amendments – Chapter 20 Heating, Ventilating and Air Conditioning

**Attachments:** [Cover Sheet - Chapter 20 Code Amendments](#)  
[20.03 20.04 HVAC Rev 9-20-23](#)

**Legislative History**

9/27/23 Plan Commission recommended for approval

8. Standing Committees

A. Finance Committee Report - Ald. Pieper

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

C. Ordinance & License Committee Report - Ald. R. Lemke

*A motion was made to approve the denial for the bartender application for Jennette A. Hepp. The motion passed 4-1*

*A motion was made to approve the bartender application for Ashley H. Schroeder. The motion passed 4-1*

- A. [ID#23-7726](#) Invited Bartenders

**Attachments:** [Invited Bartenders License Letter](#)

**Legislative History**

9/25/23 Ordinance & License Committee held

9/25/23 Ordinance & License Committee denied

|         |                               |   |
|---------|-------------------------------|---|
| 9/25/23 | Ordinance & License Committee | approved  |
| 9/25/23 | Ordinance & License Committee | recommended for Council Consent to the City Council |
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- B. [ID#23-7729](#) Revision to Sec. 1.03 Polling Places for Aldermanic Districts 4, 6, 8, 12 and 13

**Attachments:** [Council Agenda Cover Sheet - 1.03 Polling Places 9-25-23](#)  
[Ordinance 1.03-9-22-23 Amendment.pdf](#)

**Legislative History**

|         |                               |          |
|---------|-------------------------------|----------|
| 9/25/23 | Ordinance & License Committee | approved |
|---------|-------------------------------|----------|

- D. Human Resources Committee Report - Ald. Rodriguez

9. Board of Public Works Report - Alex Damien

10. Director of Public Works Report

11. City Attorney's Report

- A. [ID#23-7754](#) Appeal of decision in City of Waukesha v. Village of Waukesha, filing of petition for review before Supreme Court.

- B. [ID#23-7673](#) Discuss sale of 200 Delafield St. Recommendation from the City Attorney, Mayor, and Community Development Director.

**Legislative History**

|         |              |          |
|---------|--------------|----------|
| 9/19/23 | City Council | approved |
|---------|--------------|----------|

12. City Administrator's Report

- A. [ID#23-7755](#) Report from City Administrator

**Attachments:** [Admin Report September 27 2023](#)

13. Mayor's Report & Referrals

- A. [ID#23-7756](#) Proclamation for Manufacturing Day

**Attachments:** [2023 Proclamation - Manufacturing Day](#)

**B.**     [ID#23-7757](#)     Proclamation for White Cane Safety Day

**Attachments:**     [2023 Proclamation - White Cane Safety Day](#)

## 14. Referrals

## 15. 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. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).