



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Building and Grounds

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Monday, February 1, 2021

5:30 PM

Virtual Meeting. Public can view the meeting:  
<https://waukesha.legistar.com/Calendar.aspx> or  
by calling 1-888-788-0099 and using Webinar  
ID: 948 8419 8783 Passcode: 445707  
Register by 1/29/2021 at 4pm

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#### 1. Call to Order

**Present** 4 - E. Payne, Cummings, Rodriguez, and Moltzan

**Absent** 1 - C. Payne

*Others present:*

*Mayor Shawn Reilly*

*Ald. Daniel Manion*

*Ald. Leonard Miller*

*Brandon Schwenn, City Engineering*

*Keith Kucharski, House of Guinness*

*Brian and Pam Dennis, Chef Pam's Kitchen*

*Frank Greguska, Discount Liquor*

*Bob Baudo, resident in the 12th Aldermanic District*

#### 2. Public Comment

*No Public Comment.*

#### 3. Approval of Minutes

A. [ID#21-1679](#) Approve the November 30, 2020, Building and Grounds Meeting Minutes.

**Attachments:** [B&G Minutes November 30 2020 - final](#)

A motion was made by Kathleen Cummings, seconded by Cassandra Rodriguez, that the Minutes of November 30, 2020, be approved. The motion carried by the following vote:

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

**Absent:** 1 - C. Payne

#### 4. Discussion and Recommendation re:

A. [ID#21-1681](#) Allow the House of Guinness to occupy several parking stalls in Municipal Lot 3 (Clinton St Lot) for March 17, 2021, St. Patrick's Day.

**Attachments:** [21-1681 Guinness for St Patricks Party](#)

[B and G Resolution RTC for the 02-18-21 CC Meeting CONSENT AGENDA](#)

*Mike Grulke, P.E., presented this item with a photo of the parking stalls. Mr. Kucharski spoke to the need for the parking stalls by House of Guinness. Ald. Cummings asked how they are addressing the traffic flow. Ald. Payne stated there is not an issue with in or out.*

**A motion was made by Kathleen Cummings, seconded by Eric Payne, to approve the application for House of Guinness to occupy several parking stalls in Municipal Lot 3 (Clinton St Lot) for March 17, 2021, St. Patrick's Day. The motion carried by the following vote:**

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

**Absent:** 1 - C. Payne

- B.** [ID#21-1682](#) Please approve the owners of Chef Pam's Kitchen to utilize one of the two Farmers Market signs from the old bus depot on Riverfront Street. Said sign will be used by Chef Pam's to advertise a Winter Farmers Market that they will host.

**Attachments:** [21-1682 Chef Pam Utilize Farmers Sign](#)

[21-1682 Memo-Disposal of Farm Market Sign](#)

*Ald. Cory Payne arrived.*

*Guests present were Mayor Shawn Reilly, Brian Dennis and Chef Pam of Chef Pam's Kitchen Cooking School. The cooking school is relocating next door and envision adding a winter farmer's market. They would like to use the City Farmer's Market sign currently hanging from the old bus depot platform on Riverfront Street. They would hang the sign on their wall. Chef Pam's Kitchen would remove the sign and would continue to use the sign as long as there is a winter farmer's market. The Mayor supports the project and stated it is a great to bring business to the downtown. He stated the BID provided the sign to the City. Ald. Miller has no issue with it. The sign is sitting there doing nothing and hasn't been used in 4-5 years. Let them use. If the City wants it back they will give it back.*

*Ald. Moltzan made a motion to approve item #21-1682 to allow Chef Pam's Kitchen to utilize the subject sign and will return the sign when they cease to use it for the winter's farmer's market. Motion was seconded by Ald. Eric Payne.*

*Ald Rodriguez stated she has a conflict of giving City property without a procedure. She likes the idea but doesn't know if the City could accommodate any other requests like this.*

*Ald. Cory Payne asked if the City Attorney was consulted on this. The Mayor didn't think he was.*

*The Committee is looking for advise from the City Attorney.*

*The motion was made to modify the motion to include pending City Attorney's approval.*

*Ald Rodriguez still not approving until she has the City Attorney opinion. The Dennis'*

were okay waiting.

*Ald. Moltzan agreed to withdraw her motion and is hopeful the City could do this for the downtown winter's market. The item will be held until March 1.*

**Elizabeth Moltzan withdrew her motion.**

**Present** 5 - E. Payne, Cummings, C. Payne, Rodriguez, and Moltzan

**Motion was made by Eric Payne, seconded by Elizabeth Moltzan to hold this item until the next meeting, March 1, 2021.**

**The motion carried by the following vote:**

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

**Nay:** 1 - C. Payne

- C. [ID#21-1683](#) Please change the parking time for parking spots at 919 N. Barstow Street from 2 hour parking to ½ hour parking.

**Attachments:** [21-1683 Change Parking Spots at 919 N Barstow 2 to Half Hour](#)

*Guest present for this item, Frank Greguska, owner of Discount Liquor. Ald. Miller spoke to the parking on Barstow Street and is asking the City to approve 1/2 hour parking in front of Discount Liquor. Mike Grulke presented a slide of the parking on Barstow and stated the current 2 hour parking zones were approved in August (2020) but was originally requested by staff to be 1/2 hour parking. The Committee changed the parking to 2 hour to reflect uniformity of zones on Barstow. Ald Miller stated the business across the street from Discount Liquor is parking their vans in front of Discount Liquor for 2 hours at a time and delivery to Discount Liquor cannot be made without blocking off the street on Barstow. He is asking the Committee to revisit this parking for safety reasons. Frank Greguska addressed the Committee and the need to look at the safety on Barstow St. Trucks are creating a hazard by double parking on Barstow. Mr. Greguska stated that Discount Liquor has been scheduling trucks for delivery on the Riverfront side where possible. The Discount Liquor parking lot has limitations due to soft soils. When the old house was torn down on that site, the foundation wasn't filled correctly and trucks can break through some soft spots. Mr. Greguska stated was not told about a parking time change and would have been there if he knew about it. Ald. Cummings is supportive of 1/2 hour parking or a loading zone to make deliveries work for the businesses because the street has been narrowed and the neighborhood meeting feedback was lost during the previous Committee review process. This business worked with staff for months and thought it was going to be one thing and then the Committee changed the outcome.*

*Mike Grulke asked if there were specific times where the loading zone could be more effective and split the parking between 2 hour and 1/2 hour increments. Recommends the Alderman and owner discuss some times for loading and unloading to compromise.*

*Ald. Miller asked to withdraw the item and will bring forward when he gets some more information.*

*Ald. Rodriguez would support a narrow, useful period of time for a loading zone.*

*Ald. Cummings is supportive of a loading zone or 1/2 hour parking. This City has given millions of dollars to businesses to come in. She's trying to make this work for a business that has been in the community for 60 years. She believes it is a safety*

*hazard to have a truck doubled parked. Not an ideal situation. This business worked with staff over a period of months and thought it was going to be one thing and then later it turned out to be something else.*

*Ald. Payne reminded everyone that we have done this in the past to change the parking for other businesses in the area.*

**Alderman Miller requested that this item be withheld pending more information.**

- D. [ID#21-1684](#) Please approve No Trucking over 3 ton on Center Road from CTH I (Lawnsdale Road) to Corporate Drive.

**Attachments:** [21-1684 No Truck Over 3 Ton on Center Rd](#)

*Guest present, resident Robert Baudo. Mike Grulke presented this item. Ald. Manion was present and stated the corporate business park GPS is routing people to Lawnsdale which is residential. There has been a lot of large trucks going down the residential road. Ald. Rodriguez asked where is the new truck route plan. Mike Grulke stated the use plan for routing trucks is on hold and two signs for a cost of \$200 would give the neighbors relief.*

*The Committee inquired about the new alderman's feedback. Staff will contact the new alderman and will bring the item back for the March meeting.*

**A motion was made by C. Payne, seconded by Cummings, that this item be held. The motion carried by the following vote:**

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

**Nay:** 1 - Moltzan

- E. [ID#21-1685](#) Modify posted speed limit on S. Prairie Avenue to be 25 MPH from Luke Avenue to W. College Avenue.

**Attachments:** [21-1685 Modify Speed Limit on S Prairie to 25 Luke To W College B and G Resolution RTC for the 02-18-21 CC Meeting CONSENT AGENDA](#)

*Mike Grulke presented this item and stated Items E, F, G, H, I, J and K are all related. The two Items E and F changes the speed limits; Items G, H and I changes the parking zones. Item E change is requested for safety reasons. Item F changes Sentry Dr. with the sharp curve to W. College. Engineering staff has concerns about the sharp curve at 25mph. This project includes four aldermanic districts: Ald. Wells, Ald. Miller, Ald. Eric Payne and Ald. Cory Payne. No comments were received back from Ald. Wells.*

**A motion was made by Elizabeth Moltzan, seconded by Cory Payne, to approve modifying the speed limit on S. Prairie Avenue to be 25 MPH from Luke Avenue to W. College Avenue. The motion carried by the following vote:**

**Aye:** 5 - E. Payne, Cummings, C. Payne, Rodriguez and Moltzan

- F. [ID#21-1686](#) Modify the posted speed limit on W. College Avenue / Sentry Drive to be 25 MPH from Phillip Drive to S. Prairie Avenue.

**Attachments:** [21-1686\\_Modify Sped Limit on W College and Sentry To Be 25 B and G Resolution RTC for the 02-18-21 CC Meeting CONSENT AGENDA](#)

A motion was made by Cory Payne, seconded by Elizabeth Moltzan, to approve modifying the speed limit on W. College Avenue/Sentry Drive to be 25 MPH from Phillip Drive to S. Prairie Avenue. The motion carried by the following vote:

**Aye:** 5 - E. Payne, Cummings, C. Payne, Rodriguez and Moltzan

- G.** [ID#21-1687](#) Install No Parking Any Time on the east and west sides of S. Prairie Avenue from the center of W. College Avenue to 50 feet south of the center of Phillip Drive.

**Attachments:** [21-1687\\_No Paarking Any Time On E and W side of S Prairie B and G Resolution RTC for the 02-18-21 CC Meeting CONSENT AGENDA](#)

*Mike Grulke presented this item. Item G is related to the parking zone on Prairie Ave on the east and west sides between Phillip Dr. and W. College Ave.*

A motion was made by Elizabeth Moltzan, seconded by Cassandra Rodriguez, to approve No Parking Any Time on the east and west sides of S. Prairie Avenue form the center of W. College Avenue to 50 feet south of the center of Phillip Drive. The motion carried by the following vote:

**Aye:** 5 - E. Payne, Cummings, C. Payne, Rodriguez and Moltzan

- H.** [ID#21-1688](#) Install No Parking Any Time on east side of N. Prairie Avenue from center of W. College Avenue to 240 feet north and from 100 feet south of Marshall Street to W. St. Paul Avenue.

**Attachments:** [21-1688 No Pakring Any Time on E Side of N Prairie B and G Resolution RTC for the 02-18-21 CC Meeting REPORT AGENDA](#)

*Mike Grulke presented this item. Item H is the section of Prairie from College Avenue allow unrestricted parking from 117 to 219 lots. Brandon Schwenn talked about the minimum taper ratio needed for safety which is why there is no parking on 115. Some concern about loss of parking was raised by the alderman.*

A motion was made by Cory Payne, seconded by Elizabeth Moltzan, to approve No Parking Any Time on the east side of N. Prairie Avenue from center of W. College Avenue to 240 feet north and from 100 feet south of Marshall Street to W. St. Paul Avenue. The motion carried by the following vote:

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

**Nay:** 1 - Cummings

- I.** [ID#21-1689](#) Install No Parking Any Time on west side of N. Prairie Avenue from the center of W. College Avenue to W. St. Paul Avenue. (corrected)

**Attachments:** [21-1689\\_Parking Any Time on W Side of N Prairie](#)

[B and G Resolution RTC for the 02-18-21 CC Meeting CONSENT AGENDA](#)

*Mike Grulke presented this item. Item I is a No Parking Any Time on the west side of N. Prairie Avenue from the center of W. College Ave. to W. St. Paul Ave. Noted the title was incorrect, it should read 'No Parking'. Ald. Eric Payne made the amendment.*

**A motion was made by Eric Payne, seconded by Kathleen Cummings, to approve No Parking Any Time on west side of N. Prairie Avenue from the center of W. College Avenue to W. St. Paul Avenue. The motion carried by the following vote:**

**Aye:** 5 - E. Payne, Cummings, C. Payne, Rodriguez and Moltzan

- J. [ID#21-1690](#) Install No Parking Any Time on south side of W. College Avenue from 350 feet west to 400 feet east of center of N. Prairie Avenue.

**Attachments:** [21-1690 No Parking Any Time on S Side of W College](#)

[B and G Resolution RTC for the 02-18-21 CC Meeting REPORT AGENDA](#)

*Mike Grulke presented this item. Item J and K are related. No Parking Any Time on the north and south side of W. College from the EB Schurtz building to the east of the intersection.*

**A motion was made by Elizabeth Moltzan, seconded by Eric Payne, to approve the No Parking Any Time on south side of W. College Avenue from 350 feet west to 400 feet east of center of N. Prairie Avenue. The motion carried by the following vote:**

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

**Nay:** 1 - C. Payne

- K. [ID#21-1691](#) Install No Parking Any Time on north side of W. College Avenue from 150 feet west to 400 feet east of center of N. Prairie Avenue.

**Attachments:** [21-1691 No Parking Any Time on N Side of W College](#)

[B and G Resolution RTC for the 02-18-21 CC Meeting CONSENT AGENDA](#)

*Ald. Cory Payne was concerned about the loss of parking on the north side of W. College east of Prairie. He questioned why the turn lanes are needed for the intersection and why a traffic signal is needed. He indicated that he did not support the loss of parking and the formation of westbound turn lanes for the intersection.*

**A motion was made by Elizabeth Moltzan, seconded by Eric Payne, to approve No Parking Any Time on north side of W. College Avenue from 150 feet west to 400 feet east of center of N. Prairie Avenue. The motion carried by the following vote:**

**Aye:** 5 - E. Payne, Cummings, C. Payne, Rodriguez and Moltzan

- L. [ID#21-1700](#) Please allow the group Youth Movement permission to use Municipal Lot 11 to host a food collection drive on Sunday, February 7, 2021, from 9:00

am to Noon.

**Attachments:** [21-1700 Youth Movement to use Municipal Lot 11](#)

*Ald. Miller has withdrawn this item. It is no longer needed.*

5. Communications and Referrals

A. [ID#21-1692](#) Current Building and Grounds Budget.

*Mike Grulke presented the budget.*

6. Adjournment

**Meeting was adjourned by unanimous consent.**

"A majority of the Council members may be in attendance"

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