



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final

### City Council

Tuesday, September 5, 2023

6:00 PM

Council Chambers, City Hall

1. Roll Call
2. Pledge of Allegiance
3. Announcement of closed session to Wis. Stats. 19.85(1)(c), to consider the final candidate for the position of City Administrator and his compensation. A proposed employment agreement shall be presented to the Common Council for its consideration and approval at a later meeting.
4. Public Comment

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

#### 5. Approval of Minutes

- A. [ID#23-7487](#) Minutes from August 15, 2023

**Attachments:** [ccmn230815 draft.pdf](#)

### 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

- A. [ID#23-7461](#) Review and act on (recommendation to Common Council) termination of easement agreement regarding pedestrian walkway on Bryant property (parcel number 32361) adjacent to Cardinal Ridge Park.

**Attachments:** [Common Council Cover Sheet - Bryant Property Walkway Easement Termination](#)  
[Byrant Easement Walkway - Recorded](#)  
[Termination of Bryant Walkway Easement](#)

**Legislative History**

8/14/23	Parks, Recreation and Forestry Board	approved
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- B.** [ID#23-7462](#) Review and act on (recommendation to Common Council) proposed vendor agreement with Bo's Schnitzelbunker, LLC to sell non-competing food/beverage items at 2023 Oktoberfest community event.
- Attachments:** [Common Council Cover Sheet - Oktoberfest 8.2023](#)  
[Bo's Schnitzelbunker Oktoberfest Agreement-2023](#)
- Legislative History**
- |         |                                      |          |
|---------|--------------------------------------|----------|
| 8/14/23 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- C.** [ID#23-7463](#) Review and act on (recommendation to Common Council) proposed vendor agreement with The Elliott Organization to participate as a glass blowing performer and sell custom glassware at 2023 Oktoberfest community event.
- Attachments:** [Common Council Cover Sheet - Oktoberfest 8.2023](#)  
[The Elliott Group.Glass Blowers Oktoberfest Agreement 2023](#)
- Legislative History**
- |         |                                      |          |
|---------|--------------------------------------|----------|
| 8/14/23 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- D.** [ID#23-7464](#) Review and act on (recommendation to Common Council) proposed contract with The Decade to provide July 3, 2024 Independence Day Event Neighborhood Beer Garden music entertainment.
- Attachments:** [Common Council Cover Sheet -The Decade 7.3.24](#)  
[Performance Agreement for July 4th Fireworks - The Decade 7.3.24](#)
- Legislative History**
- |         |                                      |          |
|---------|--------------------------------------|----------|
| 8/14/23 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- E.** [ID#23-7465](#) Review and act on (recommendation to Common Council) proposed contract with Waukesha County to provide the Stepping On program.
- Attachments:** [Common Council Cover Sheet - Waukesha County Stepping On Program Contr](#)  
[Waukesha County Recreation Services Contract - Stepping On 2023](#)
- Legislative History**
- |         |                                      |          |
|---------|--------------------------------------|----------|
| 8/14/23 | Parks, Recreation and Forestry Board | approved |
|---------|--------------------------------------|----------|
- F.** [ID#23-7467](#) Review and act on (recommendation to Common Council) approval of a contract amendment with BerryDunn to provide strategic planning services for the Parks, Recreation & Forestry Department.
- Attachments:** [Common Council Cover Sheet - BerryDunn Strategic Planning Amendment](#)  
[BerryDunn\\_Waukesha\\_WI\\_StrategicPlan Dept of Parks Rec and Forestry Revis](#)  
[BerryDunn Contract WI City of Waukesha Strategic Planning and Goal Setting F](#)
- Legislative History**

8/14/23 Parks, Recreation and Forestry Board approved

## **2. Plan Commission**

## **3. Standing Committees**

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

- A. [ID#23-7457](#) Review and act on an amendment to the Development Agreement with JPD GC Waukesha, LLC and JPD GC Waukesha 2, LLC.

**Attachments:** [Cover Sheet - JPD](#)  
[Amendment to TIF Development Agreement v3](#)

**Legislative History**

8/29/23 Finance Committee approved

- B. [ID#23-7500](#) Review and act on an agreement for crossing guard services

**Attachments:** [Cover Sheet - 2023-2024 Crossing Guard Contract](#)  
[Waukesha WI 2023-2024 Services Contract](#)  
[Waukesha WI 2023-2024 Worksheet](#)

**Legislative History**

8/29/23 Finance Committee approved

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

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

#### 1. Licenses

- A. [ID#23-7491](#) Invited Bartenders

**Attachments:** [Invited Bartender Applications - 0828](#)

**Legislative History**

8/28/23 Ordinance & License Committee recommended for approval to the City Council

- B. [ID#23-7492](#) Invited Other Applications

**Attachments:** [Invited Other Applications - 828](#)

**Legislative History**

8/28/23 Ordinance & License Committee recommended for approval to the City Council

C. [ID#23-7493](#) Other Applications

**Attachments:** [Other License Applications - 828 \(1\)](#)

**Legislative History**

8/28/23	Ordinance & License Committee	recommended for approval to the City Council
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**D. Human Resources - Ald. Rodriguez**

**E. Board of Public Works - Alex Damien**

- A. [ID#23-7445](#) Review and act on Contract Change Order No. 1 with Ford Construction Company, Inc., for the Parks Recreation and Forestry Cold Storage Building, 1900 Aviation Drive project.

**Sponsors:** Public Works

**Attachments:** [23-7445 BPW Agenda Cvr Ford Construction-CCO1 Park Rec Storage Building](#)  
[23-7445 CCO1-Ford Construction-Park Recreation Storage Building.pdf](#)

**Legislative History**

8/17/23	Board of Public Works	recommended for Council Consent to the City Council
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- B. [ID#23-7446](#) Review and act on Contract Change Order No. 1 with Garland/DBS, Inc., for the 2023 Waukesha Public Library Roof Replacement Project.

**Sponsors:** Public Works

**Attachments:** [23-7446 BPW Agenda Cvr Omnia-Garland-CCO1 2023 Wauk Library Roof.pdf](#)  
[23-7446 CCO1-Garland-DBS-2023 Wauk Library Roof Replacement.pdf](#)

**Legislative History**

8/17/23	Board of Public Works	recommended for Council Consent to the City Council
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- C. [ID#23-7447](#) Review and act on Contract Change Order No. 1 with Wolf Paving Co, Inc., for the Lowell Tennis Court Reconstruction and Lighting Upgrades-Base Bid and Alternates No. 1 and No. 2 project.

**Sponsors:** Public Works

**Attachments:** [23-7447 BPW Agenda Cvr-CCO1-Wolf Paving-Lowell Park Tennis Courts.pdf](#)  
[23-7447 CCO1-Wolf Paving Lowell.pdf](#)

**Legislative History**

8/17/23	Board of Public Works	recommended for Council Consent to the City Council
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- D. [ID#23-7448](#) Review and act on Contract Change Order No. 2 with Ford Construction Company, Inc. for the Fire Department Training Facility Restroom Addition -900 Sentry Drive project
- Sponsors:** Public Works
- Attachments:** [23-7448 BPW Agenda Cvr-CCO2-Ford Construction Fire Dept Training Facility](#)  
[23-7448 -CCO2-Ford Construction-FD Training Facility Restroom.pdf](#)
- Legislative History**
- 8/17/23 Board of Public Works recommended for Council Consent to the City Council
- E. [ID#23-7449](#) Review and act on the contract amendment for On-Call Engineering and Operation Support Services with Jacobs Engineering Group, Inc. on a time and material basis for services related to the recent improvements at the Clean Water Plant.
- Sponsors:** Public Works
- Attachments:** [23-7449 BPW Agenda Cover Sheet - Jacobs Contract Amend, On-Call & Oper](#)
- Legislative History**
- 8/17/23 Board of Public Works recommended for Council Consent to the City Council
- F. [ID#23-7450](#) Approve access easement between 707 Executive Place Holdings LLC and the City of Waukesha at 707 Executive Place LLC
- Sponsors:** Public Works
- Attachments:** [23-7450 BPW Agenda Cvr - Access Easement through SkyHigh Property.pdf](#)  
[Access easement Agreement - 707 Executive Place Waukesha\\_partially execu](#)
- Legislative History**
- 8/17/23 Board of Public Works recommended for Council Consent to the City Council

### End of Consent Agenda

## 6. New Business

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

### **Reports**

## 7. 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
8. Plan Commission - Jennifer Andrews

- A. [PC23-0425](#) Zoning Code Amendment - Section 22.70 Floodplain Zoning - Repeal Section 22.70 and create Chapter 24 Floodplain Ordinance in the Municipal Code to incorporate updates by FEMA to the Flood Insurance Rate Maps and Flood Insurance Study for Waukesha and provide the City the opportunity to participate on Act 175 and the Floodplain CRS Program.

**Attachments:** [Cover Sheet - Zoning Code Amendment - Floodplain Ordinance](#)  
[Floodplain-CRS\\_011223](#)  
[6\\_08\\_2023\\_DraftFPOrd\\_CityofWaukesha](#)  
[ACT 175 guidance Final](#)  
[Draft Chapter 24 Floodplain Ordinance](#)  
[Final Draft Chapter 24 Floodplain Ordinance](#)

**Legislative History**

7/26/23	Plan Commission	recommended for approval
8/15/23	City Council	recommended for approval to the City Council
8/15/23	City Council	second reading approved

- B. [ID#23-7488](#) Building Code Amendment – Section 16.09 Certificate of Occupancy – proposed changes to clarify when a Certificate of Occupancy is required.

**Attachments:** [16.09 Certificates of Occupancy Final](#)

**Legislative History**

8/23/23	Plan Commission	recommended for approval
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## 9. Standing Committees

- A. Finance Committee Report - Ald. Pieper
- B. Building & Grounds Committee Report - Ald. E. Payne
- C. Ordinance & License Committee Report - Ald. R. Lemke
- D. Human Resources Committee Report - Ald. Rodriguez

## 10. Board of Public Works Report - Alex Damien

- A. [ID#23-7444](#) Bids Received: Friday, August 11, 2023, at 11:00 a.m.  
Demolition and Asbestos Abatement of 315 N. West Ave.

The Board of Public Works recommends that the low bid from The MRD Group in the amount of \$873,000.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Demolition and Asbestos Abatement 315 N West Ave BT.pdf](#)

**Legislative History**

8/17/23	Board of Public Works	recommended for approval to the City Council
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## 11. Director of Public Works Report

## 12. City Attorney's Report

## 13. City Administrator's Report

## 14. Mayor's Report &amp; Referrals

- A. [ID#23-7517](#) Proclamation for National Rail Safety Week

**Attachments:** [Rail Safety Week 2023 Proclamation](#)

## 15. Referrals

## 16. Closed Session

*Motion will be made to go into closed session pursuant to Wis. Stats. 19.85(1)(c), to consider the final candidate for the position of City Administrator and his compensation. A proposed employment agreement shall be presented to the Common Council for its consideration and approval at a later meeting.*

- A. [ID#23-7521](#) Consider and approve the final candidate for the position of City Administrator and his compensation.

Attachments: [City Administrator Finalist - Anthony Tony Brown August 2023](#)

17. Reconvene in Open Session

*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 discussion and/or action on matters discussed in closed session*

- A. [ID#23-7525](#) Possible discussion and/or action on matters discussed in closed session.

18. 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.