



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Thursday, April 8, 2021

6:30 PM

Common Council: Council Chambers

Public: In Person (Limited Capacity) or Virtual

https://waukesha-wi.zoom.us/webinar/register/WN_creTEXS_S0uUtr90mF00jw

Web ID: 989 6885 1071

Passcode: 262435

Phone: 877-853-5247

Register for Public Comment by 4 pm

1. Roll Call

Present: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

2. Pledge of Allegiance

3. Public Comment

Chris Bauman, 1800 block Tall Grass Circle, spoke with concerns about procedures on appointments.

Ron Kading, 3921 Oxbow Dr, spoke regarding the salary of the Cemetery Director.

4. Presentation of Waukesha South High School Mock Trial Team Proclamation

A. [ID#21-2019](#) Mock Trial Team Proclamation

Attachments: [Proclamation](#)

5. Approval of Minutes

A. [ID#21-2027](#) Minutes from March 16, 2021

Attachments: [ccmn 210316 draft](#)

A motion was made by Ald. Miller, seconded by Ald. Eric Payne to approve the Minutes from March 16, 2021. The motion passed with the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

Consent Agenda

The Consent Agenda passed as presented with no additions or removals by unanimous

consent.

1. Other Boards and Commissions

- A. [ID#21-1703](#) Overview of the Vulnerability Management Program
Attachments: [Vulnerability Management Program.Secured](#)
- B. [ID#21-1880](#) Review and Approve ITCM-0.2 Change Management Policy
Attachments: [ITB CM Cover Sheet - 2021](#)
[IT-CM 0.2 ChangeManagementPOLICY](#)
- C. [ID#21-1999](#) Consider and act on approving a contract with AT&T regarding moving dispatch center Viper 911 phone system to a "hosted" (cloud-based) system.
Sponsors: Police Department
Indexes: AT&T Contract; dispatch
Attachments: [Cover Sheet - Hosted Viper 911 Phone System Contract](#)
[WaukHoster911 Contract - 2021](#)
- D. [ID#21-1934](#) Review and act on proposed Recreation Services contract with Christina P. Hampe (Aqua Zumba).
Attachments: [Cover Sheet_Recreation Services Contract](#)
[Christina P. Hampe](#)
- E. [ID#21-1935](#) Review and act on proposed Recreation Services contract with Julie Toman (Adult Enrichment).
Attachments: [Cover Sheet_Recreation Services Contract](#)
[Julie Toman](#)
- F. [ID#21-1936](#) Review and act on proposed Recreation Services contract with Sandy Kellar (Dance).
Attachments: [Cover Sheet_Recreation Services Contract](#)
[Sandy Kellar](#)
- G. [ID#21-1937](#) Review and act on proposed Recreation Services contract with Dave Galewski (Tae Kwon Do).
Attachments: [Cover Sheet_Recreation Services Contract](#)
[Dave Galewski](#)
- H. [ID#21-1938](#) Review and act on proposed Recreation Services contract with Treetop

Explorer, LLC.

Attachments: [Cover Sheet Recreation Services Contract](#)
[Treetop Explorer, LLC](#)

- I. [ID#21-1946](#) Review and act on proposed contract with School and Sport Pics to provide Youth Sports Photography Services.

Attachments: [Council Agenda Cover Sheet- Youth Sports Photography 2021](#)
[2021 Youth Photo Contract-School and Sport Pics](#)

- J. [ID#21-1947](#) Review and act on proposed contract with Spielbauer Fireworks Co., Inc., to provide 2021 Independence Day Fireworks Show.

Attachments: [Cover Sheet-2021 Fireworks Vendor](#)
[Fireworks Contract 2021](#)

- K. [ID#21-1948](#) Review and act on proposed contract with The Happy Mower LLC to provide 2021 Street/Highway Median Island Mowing and Trimming Services.

Attachments: [Council Agenda Cover Sheet - Street Median Mowing 2021](#)
[Street Median Mowing - Happy Mower LLC Contract 2021](#)

2. Plan Commission

- A. [PC21-0021](#) Esitec LLC - Certified Survey Map - Proposed CSM to include one lot and two outlots at 1915 Macarthur Road. The two outlots, as well as the southerly 125 feet of Lot 1, are in the Village of Waukesha.

Attachments: [Esitec Cover Sheet](#)
[Certified Survey Map](#)
[Bledsoe 20210205 ESITEC CSM Review](#)
[RPT-2021-0204-Esitec CSM Staff Review](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#21-1891](#) Review and act on an Intergovernmental Agreement between the City of Waukesha and the City of Greenfield for Pulsepoint and Data Sharing.

Sponsors: Fire Department

Indexes: Fire Dept.; Agreement; Intergovernmental

Attachments: [Cover Sheet - Pulsepoint Intergovernmental Agreement](#)
[Fire Department- PulsePoint Intergovernmental Cooperation Agreement](#)

- B.** [ID#21-1915](#) Review and act on a contract between the City of Waukesha and Waukesha County for operating vaccination clinics.
- Sponsors:** Fire Department
- Indexes:** Fire Dept.; contract; Covid 19
- Attachments:** [Cover Sheet - Waukesha County Covid Clinic](#)
[Clinic Cooperation Agreement City of Waukesha](#)
[Department of Health and Human Service letter](#)
[EX A Mass Clinic Job Action Sheets](#)
[EX B FEMA Required Provisions](#)
- C.** [ID#21-1971](#) Review and act on approval of a developer agreement between the City of Waukesha and The Glen at Standing Stone, LLC for TIF assistance.
- Sponsors:** Community Development
- Indexes:** TIF; Glen at Standing Stone
- Attachments:** [Cover Sheet - Glen at Standing Stone Development Agreement](#)
[Glen at Standing Stone TIF Development Agreement](#)
- D.** [ID#21-1983](#) Review and act on a request to go outside the formal bid process to purchase a new Breathing Air Compressor that was approved as part of the 2021 CIP.
- Sponsors:** Fire Department
- Indexes:** Breathing Air Compressor
- Attachments:** [Cover Sheet - Breathing Air Compressor](#)
[Breathing Air Compressor - CIP Sheet](#)

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

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A.** [ID#21-1973](#) Bartender/Operator
- Attachments:** [Bartender Applications 3-22-21](#)
- B.** [ID#21-1974](#) Other Licenses
- Attachments:** [Other Applications 3-22-21](#)
- C.** [ID#21-1975](#) Other Licenses Invited

Attachments: [Other Applications 3-22-21](#)

D. Human Resources - Ald. Manion

E. Board of Public Works - Dr. Fred Abadi

- A. [ID#21-1924](#) Review and act on Developer's Agreement between the City of Waukesha and the Waukesha Parkway LLC for the property located at the southwest corner of the future intersection of the River Valley Road and Les Paul Avenue (Bypass).

Sponsors: Public Works

Attachments: [21-1924 BPW Agenda Cover-The Village at Fox River Developer's Agreement v1](#)
[21-1924 Developers Agreement-The Village at Fox River 3-18-21](#)

- B. [ID#21-1925](#) Approve Storm Water Management Practice Maintenance Agreement between the City of Waukesha and the Waukesha Parkway, LLC for the property located at the southwest corner of the future intersection of River Valley Road and Les Paul Avenue (Bypass).

Sponsors: Public Works

Attachments: [21-1925 BPW Agenda Cover-Waukesha Parkway, LLC SW Agreement](#)
[21-1925 Signed City Maintenance Agreement](#)

- C. [ID#21-1970](#) Review and act on the Contract for Professional Services for 2021 Road Management with Ayres Associates, Inc..

Sponsors: Public Works

Attachments: [21-1970 BPW Agenda Cvr-Road Management 13 CONTRACT Renewal-Ayres Associates-Road Management Consultant Contract Ayres Assoc Professional Services 2017 Road Management-X](#)

End of Consent Agenda

6. New Business

7. Public Hearing

- A. [PC20-0127](#) Aspen Overlook, Tenny Avenue – PUD Final Site Plan & Architectural Review – Proposed 36 unit condo development along the east side of Tenny Avenue.

Attachments: [Aspen Overlook PUD SPAR Cover Sheet](#)
[Aspen Overlook - Write Up](#)
[2021-02-22 Development Review Checklist - Attachment A](#)
[2021-02-22 Fee Checklist - Aspen Overlook](#)
[2021-02-22 Landscape Plan Checklist - Attachment I](#)
[CDW Aspen Overlook Lplan Set 20210218](#)
[2021-02-19 CIVIL PLANS ASPEN OVERLOOK](#)
[2021-02-22 Engineering Plan Checklist - Attachment B](#)
[2021-02-22 Sewer Plan Checklist Attachment H - Aspen Overlook](#)
[2021-02-22 Response Letter Aspen Overlook](#)
[2021-02-22 Stormwater Management Plan - Attachment D](#)
[Preliminary Stormwater Aspen Overlook 2020-12-15 \(1\)](#)
[CDW Aspen Overlook Rendering - Color](#)
[ASPEN OVERLOOK PHOTOMETRIC PLAN](#)
[2021320 Aspen Overlook Elevations](#)
[Aspen Overlook Exterior Materials Design](#)
[PUD Agreement -Aspen Overlook DRAFT](#)

Charlie Griffith, City Associate Planner, gave a project overview presentation of the PUD Final Site Plan and Architectural Review and the Rezoning. The Public Hearing was Opened. Alan Peters with the project commented he was looking forward to a great project. John Whalen of Cornerstone also commented that he is excited about the project. There were no other speakers. The Public Hearing was Closed.

- B.** [PC20-0128](#) Aspen Overlook, Tenny Avenue – Rezoning – Proposal to rezone 10.9 acres of land from T-1 to Rm-1, Multi-family zoning with a PUD overlay.

Attachments: [Aspen Overlook Rezoning Cover Sheet](#)
[Aspen Overlook Rezoning Exhibit + Legal-121720](#)
[Rezoning Petition.3.1.21](#)
[PUD Agreement -Aspen Overlook DRAFT](#)

See PC20-0127 for combined Public Hearing.

- C.** [PC21-0017](#) Sunset Crossings, 120 E. Sunset Drive – Minor Site Plan & Architectural Review with PUD Amendment – New store front features on the south facade and a PUD amendment to allow 53,500 sq. ft. of Self Storage.

Attachments: [120 E SUNSET PC SUBMITTAL 02-25-2021](#)
[Sunset DE-2 2021-03-15](#)
[Sunset-Storage-Perspective-1](#)
[Sunset-Storage-Perspective-2](#)
[Revised - Sunset DE-1 2021-03-30](#)
[Revised - Sunset DE-2 2021-03-30](#)
[Sunset Crossings Dept. Comments](#)
[Sunset Crossings Cover Sheet](#)
[SS - 120 Sunset - Mock Pack](#)
[DRAFT PUDAmendment-Sunset Crossings](#)

Doug Koehler, City Principle Planner, gave an overview of the PUD Amendment and front features on the south facade. The Public Hearing was Opened. Randy Roth, the Developer, was present for any questions and indicated he was looking forward to getting started. The Public Hearing was Closed.

8. Action on Public Hearing

- A. [PC20-0127](#) Aspen Overlook, Tenny Avenue – PUD Final Site Plan & Architectural Review – Proposed 36 unit condo development along the east side of Tenny Avenue.

Attachments: [Aspen Overlook PUD SPAR Cover Sheet](#)
[Aspen Overlook - Write Up](#)
[2021-02-22 Development Review Checklist - Attachment A](#)
[2021-02-22 Fee Checklist - Aspen Overlook](#)
[2021-02-22 Landscape Plan Checklist - Attachment I](#)
[CDW Aspen Overlook Lplan Set 20210218](#)
[2021-02-19 CIVIL PLANS ASPEN OVERLOOK](#)
[2021-02-22 Engineering Plan Checklist - Attachment B](#)
[2021-02-22 Sewer Plan Checklist Attachment H - Aspen Overlook](#)
[2021-02-22 Response Letter Aspen Overlook](#)
[2021-02-22 Stormwater Management Plan - Attachment D](#)
[Preliminary Stormwater Aspen Overlook 2020-12-15 \(1\)](#)
[CDW Aspen Overlook Rendering - Color](#)
[ASPEN OVERLOOK PHOTOMETRIC PLAN](#)
[2021320 Aspen Overlook Elevations](#)
[Aspen Overlook Exterior Materials Design](#)
[PUD Agreement -Aspen Overlook DRAFT](#)

A motion was made by Ald. Johnson, seconded by Ald. Dean Lemke to approve Aspen Overlook, Tenny Avenue - Rezoning and PUD Final Site Plan and Architectural Review (PC20-0127 & PC20-0128) subject to recommendations by staff for the proposed 36 unit condo development along the east side of Tenny

Avenue. The motion passed by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

- B.** [PC20-0128](#) Aspen Overlook, Tenny Avenue – Rezoning – Proposal to rezone 10.9 acres of land from T-1 to Rm-1, Multi-family zoning with a PUD overlay.

Attachments: [Aspen Overlook Rezoning Cover Sheet](#)
[Aspen Overlook Rezoning Exhibit + Legal-121720](#)
[Rezoning Petition.3.1.21](#)
[PUD Agreement -Aspen Overlook DRAFT](#)

- C.** [PC21-0017](#) Sunset Crossings, 120 E. Sunset Drive – Minor Site Plan & Architectural Review with PUD Amendment – New store front features on the south facade and a PUD amendment to allow 53,500 sq. ft. of Self Storage.

Attachments: [120 E SUNSET PC SUBMITTAL 02-25-2021](#)
[Sunset_DE-2_2021-03-15](#)
[Sunset-Storage-Perspective-1](#)
[Sunset-Storage-Perspective-2](#)
[Revised - Sunset_DE-1_2021-03-30](#)
[Revised - Sunset_DE-2_2021-03-30](#)
[Sunset Crossings Dept. Comments](#)
[Sunset Crossings Cover Sheet](#)
[SS - 120 Sunset - Mock Pack](#)
[DRAFT PUDAmendment-Sunset Crossings](#)

A motion was made by Ald. Johnson, seconded by Ald., Dean Lemke to approve Sunset Crossings, 120 E. Sunset Drive - Minor Site Plan & Architectural Review with PUD Amendment - New store front features on the south facade and a PUD amendment to allow 53,500 sq. ft. of Self Storage with Plan Commission conditions and staff recommendations. The motion passed by the following vote:

Aye: 12 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, Browne and McElderry

Nay: 2 - Cummings and C. Payne

Absent: 1 - Rodriguez

Reports

9. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

- B. Water Utility Commission - Ald. Bartels
- C. Information Technology Board Report - Ald. Manion
- D. Landmarks Commission Report - Ald. Miller
- E. Redevelopment Authority Report - Ald. R. Lemke
- F. Parks, Recreation & Forestry Board Report - Ald. Johnson
- G. Library Board Report - Ald. Miller
- H. Cemetery Commission Report - Ald. Cummings
- I. Waukesha Housing Authority Report - Ald. Miller
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. Moltzan
- 10. Plan Commission - Jennifer Andrews
- 11. Standing Committees
 - A. Finance Committee Report - Ald. Pieper
 - B. Building & Grounds Committee Report - Ald. E. Payne
 - C. Ordinance & License Committee Report - Ald. Johnson

- A. [ID#21-1901](#) Amend Municipal Code sec. 9.115 to allow delivery of packaged alcohol beverages to pick-up area in parking lot.

Attachments: [Cover Sheet-Amend WMC 9.115.pdf](#)
[9.115\(2021\) Memo with Ordinance.pdf](#)

A motion was made by Ald. Johnson, seconded by Ald. Manion to approve Amend Municipal Code sec. 9.115 to allow delivery of packaged alcohol beverages to pick-up area in parking lot. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

- B. [ID#21-1987](#) Bartender License - Dezeræ Cahill

A motion was made by Ald. Johnson, seconded by Ald. Manion to approve Bartender License - Dezeræ Cahill. The motion carried by the following

vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

D. Human Resources Committee Report - Ald. Manion

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

- A.** [ID#21-1921](#) Bid Received: Friday, March 12, 2021, at 11:00 a.m.
Alley #42 (Grand, Frame, Garfield, Wabash)
Reconstruction

The Board of Public Works recommends that the low bid from D.C. Burbach, Inc., in the amount of \$168,115.00 be awarded.

Sponsors: Public Works

Attachments: [Bid Tab Alley 42 bpw](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper to approve the low bid from D.C. Burbach, Inc. in the amount of \$168,115 be awarded for Alley #42 (Grand, Frame, Garfield, Wabash). The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

- B.** [ID#21-1922](#) Bid Received: Friday, March 12, 2021, at 11:00 a.m.
Fire Station No. 4 Renovation and Addition 1700 Northview Rd.

The Board of Public Works recommends that the low base bid from Ford Construction Company, Inc., in the amount of \$216,373.00 be awarded.

Sponsors: Public Works

Attachments: [Bid Tab FS No 4 Addition](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper to approve the low base bid from Ford Construction Company, Inc., in the amount of \$216,373.00 for Fire Station No. 4 Renovation and Addition 1700 Northview Rd. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

- C.** [ID#21-1923](#) Bid Received: Friday, March 12, 2021, at 11:00 a.m.
Installation of Poured-In-Place Resilient Surfacing for Dopp, Priedeman and Howell Oaks Subdivision Park Playgrounds

The Board of Public Works recommends that the low bid from Perfect Turf LLC in the amount of \$211,680.00 be awarded.

Sponsors: Public Works

Attachments: [Bid Tab Resilient Surface for Dopp Preideman and Howell Oaks bpw](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the low bid from Perfect Turf LLC in the amount of \$211,680.00 for the Installation of Poured-In-Place Resilient Surfacing for Dopp, Priedeman and Howell Oaks Subdivision Park Playgrounds. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 1 - Rodriguez

13. Director of Public Works Report

14. City Attorney's Report

15. City Administrator's Report

A. [ID#21-2020](#) Report from the City Administrator

Attachments: [Admin Report 4-2-21](#)

16. Mayor's Report & Referrals

A. [ID#21-2034](#) Appointment of Samuel Walker as Assessor for the City of Waukesha

Attachments: [Letter to Common Council Regarding Assessor Appointment](#)
[Samuel Walker Resume](#)

A motion was made by Ald. Pieper, seconded by Ald. Manion to approve Appointment of Samuel Walker as Assessor for the City of Waukesha. The motion carried by the following vote:

Aye: 10 - Pieper, Bartels, Manion, Johnson, E. Payne, Wells, Moltzan, Miller, R. Lemke and Browne

Nay: 4 - Cummings, D. Lemke, C. Payne and McElderry

Absent: 1 - Rodriguez

17. Referrals

There were no referrals.

18. Adjournment

The meeting adjourned at 8:02 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 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.