



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Thursday, November 5, 2020

6:30 PM

Virtual Meeting

<https://waukesha.legistar.com/Calendar.aspx> or

Call:877-853-5247 Webinar ID:925 27966319

Passcode:165944 Public Comment is virtual only, register by 4
pm on 11-05-20

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

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1. Roll Call

Present: 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

2. Pledge of Allegiance

3. Public Comment

John Thomas, 134 Douglass Avenue, commented via email about stop signs.

4. Approval of Minutes

A. [ID#20-1326](#) Minutes from October 20, 2020

Attachments: [ccmn 201020 draft.pdf](#)

A motion was made by Ald. Miller, seconded by Ald. Johnson, to approve the Minutes from October 20, 2020. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke and Browne

Absent: 2 - E. Payne and C. Payne

Consent Agenda

Ald. Manion removed Information Technology Board Item #20-1337. The remainder of the items on Consent passed by unanimous consent.

1. Other Boards and Commissions

A. [ID#20-1285](#) Review and act on proposed contract between Colonial Flag Foundation and City of Waukesha benefiting The Moving Wall public event (Spring 2021).

Attachments: [Council Agenda Cover Sheet-Colonial Flag Foundation- 2020](#)
[Fillable - WI Waukesha 20 - Event License Agreement 2020](#)

- B.** [ID#20-1286](#) Review and act on proposed contracts with Clearwing, Inc. to provide digital signage for PRF Department Building and Schuetze Recreation Center.

Attachments: [Council Agenda Cover Sheet-Digital Signage](#)
[Draft Contract.Aviation Digital Signage.20201014 \(002\)](#)
[Draft Contract.Schuetze Rec Center Digital Signage.20201014](#)

- C.** [ID#20-1337](#) Review and Act on a request to amend the agreement with Windstream.

Attachments: [Cover Sheet -Amendment to Windstream Agreement](#)
[City of Waukesha - 2126774 - v1](#)

This item was removed from the Consent Agenda by Ald. Manion and will return to the IT Board for further consideration before moving to Council.

- ID#20-1373** D. ID#20-1218 Review and act on Developer's Agreement between City of Waukesha and Howell Oaks Development LLC for property located along Madison Street and west of both S. Prairie Song Drive and Prairie Song Drive.

2. Plan Commission

- A.** [PC20-0086](#) Sorce Services LLC, 220 S. Prairie Avenue - Certified Survey Map. Propose to add approximately 2.4 acres of land to the parcel at 220 S. Prairie Ave. creating a new 4.4123 acre lot.

Attachments: [138-005-003-SWMP \(2020-09-28\) - COMPILED](#)
[20200825 Endpoint 220 Prairie Avenue Wetland Screening_final](#)
[20200922CSM3586-Sheet 1-3](#)
[City Transmittal - Sorce Services - 200928](#)
[Sorce Expansion - Legal Description](#)
[Sorce Expansion - Plat of Survey](#)
[Sorce Waukesha - Civil Plans - Municipal Review Set \(2020-09-28\)](#)
[Sorce Services CSM Dept. Comments](#)
[Sorce Services CSM Cover Sheet](#)

- B.** [PC20-0090](#) Howell Oaks Addition No. 3, Phase 4, Madison Street, west of intersection with Prairie Song Drive - Final Plat. 29 single-family lots from 12,000 to 21,000 square feet along Madison Street and one 25,000 sq. ft. outlot at the NW corner of Madison Street and Prairie Song Dr. to be dedicated to the City as a small pocket park.

Attachments: [Howell Oaks Add No 3 - Attachment D - Stormwater Management Plan](#)
[Howell Oaks Add No 3 - Attachment G - Final Plat Checklist](#)
[Howell Oaks Add No 3 - Final Plat Review Cover Letter \(2020-09-28\)](#)
[Howell Oaks Add No 3 - Phase 4 - Final Plat \(Development-Review-Application-Oct-1-Version\) 2020-09-10 - EXECUTED](#)
[Howell Oaks Addition No 3](#)
[Howell Oaks Addn No 3 - WI DOA Plat review Form-signed](#)
[Certification of No Objection Howell Oaks No 3 10 16 20](#)
[Howell Oaks Dept. Comments](#)
[Howell Oaks Addition No. 3 Cover Sheet](#)

- C. [PC20-0093](#) Prairie Song Villas, Prairie Song Drive and Prairie Song Court - Certified Survey Map

Attachments: [Development Handbook 2019](#)
[PRAIRIE SONG CSM 7-30-20](#)
[Attachment A Dev Review Checklist](#)
[Attachment E Certified Survey Map checklist](#)
[Prairie Song Villas Cover Sheet.docx](#)
[Prairie Song Villas Dept. Comments](#)

- D. [ID#20-1208](#) The Retreat, Town of Delafield - Consultation, Extra-Territorial Certified Preliminary Plat consisting of 8 single family lots and 3 outlots on 49.5 acres of land in the town of Delafield.

Attachments: [Description & Survey](#)
[The Retreat Dept. Comments](#)
[The Retreat Cover Sheet](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#20-1329](#) Review and Act on a request to create a new special revenue fund (Stabilization Fund) for the purpose of establishing a fund that can assist in stabilizing naturally fluctuating balances in the General Fund and City's TID Funds.

Attachments: [Creation of Stabilization Fund updated](#)

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

C. Ordinance & License Committee - Ald. Johnson

D. Human Resources - Ald. Wells**E. Board of Public Works - Dr. Fred Abadi****End of Consent Agenda**

5. Public Hearing

- A. [ID#20-1352](#) Public hearing on the 2021 Operating Budget

The City Administrator gave a brief overview and presentation of the 2021 Operating Budget. The public hearing was opened. There was no one to speak. The public hearing was closed.

6. Action on Public Hearing

- A. [ID#20-1353](#) Public hearing on the 2021 Operating Budget (action)

A motion was made by Ald. Pieper, seconded by Ald. Perry to approve the 2021 Operating Budget in the amount of \$72,175,079 to include all other funds as presented and tax levy in the amount of \$67,423,007. The motion carried with the following vote:

Aye: 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

7. New Business

- A. [ID#20-1263](#) Review and Act on a recommendation by the Finance Committee to the City Council to adopt the 2021 Operating Budget.

Sponsors: Finance and City Administrator

Indexes: operating budget; Budget

Attachments: [2021 EXECUTIVE OPERATING BUDGET BOOK - FINAL](#)
[2021 Operating Changes from Executive to Adopted - Finance Final](#)

See Item #20-1353 above.

- B. [ID#20-1354](#) Review and act on 2021 Tax Levy Ordinance.

Attachments: [APPROPRIATION ORDINANCE - 2021](#)

Res. #2020-49

A motion was made by Ald. Pieper, seconded by Ald. R. Lemke, to approve the 2021 Tax Levy Ordinance in the amount of \$67,423,007. The motion carried by the following vote:

Aye: 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

- C. [ID#20-1299](#) Approve Purchase of Property Located at 5733 W. Oakwood Road, Franklin Wisconsin to Common Council, pending Plan Commission Approval

Attachments: [Approve 5733 Oakwood Purchase](#)

A motion was made by Ald. Pieper, seconded by Ald. D. Lemke, to approve Purchase of Property Located at 5733 W. Oakwood Road, Franklin Wisconsin subject to approval by the Plan Commission recommendation to approve the purchase of the property. The motion carried by the following vote:

Aye: 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

Reports

8. Other Boards and Commissions

- A. Transit Commission Report - Dr. Fred Abadi
- B. Water Utility Commission - Ald. Bartels
- C. Information Technology Board Report - Ald. Manion

Item #20-1337 was put on hold at the Board meeting and will return to the Board to revisit and have a recommendation for the next Council meeting.

- D. Landmarks Commission Report - Ald. Miller
 - E. Redevelopment Authority Report - Ald. Perry
 - 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
9. Plan Commission - Jennifer Andrews
10. 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. Wells

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

A. [ID#20-1274](#) Review and act on the proposed 2021 Sewer Connection Charge Schedule.

Sponsors: Public Works

Attachments: [20-1274 BPW Agenda Cover-2021 Connection Charge Schedule](#)
[20-1274_1_Memo - Annual Connection Charge Review 2021](#)
[20-1274_2 Waukesha 2021 Connection Charge Update Presentation](#)
[20-1274_3 2021 Sewer Connection Charge Schedule](#)
[20-1274_4 Connection Charge Resolution 2021](#)

A motion was made by Ald. Perry seconded by Ald. Pieper to approve the proposed 2021 Sewer Connection Charge Schedule. The motion carried by the following vote:

Aye: 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

B. [ID#20-1275](#) Review and act on the proposed 2021 Sanitary Sewer Rates.

Sponsors: Public Works

Attachments: [20-1275 BPW Agenda Cover-2021 Sanitary Sewer Rates](#)
[20-1275_1 2021 Sewer Rate Model](#)
[20-1275_2 2021 Sewer Service Charge & Fee Schedule](#)
[20-1275_3 Sewer Rates Resolution 2021](#)
[20-1275_4 Waukesha 2021 User Rate Presentation - 10 14 20](#)
[20-1275_5 Return Flow Rates Presentation - BPW 10 22 2020](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne to approve proposed 2021 Sanitary Sewer Rates. The motion carried by the following vote:

Aye: 15 - Pieper, Bartels, Cummings, Perry, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne and Browne

12. Director of Public Works Report

13. City Attorney's Report

14. City Administrator's Report

15. Mayor's Report & Referrals

16. Referrals

No referrals.

17. Closed Session

There was no closed session held.

18. Adjournment

Adjourned at 7:39 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.