



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, July 21, 2026

6:00 PM

Council Chambers, City Hall

1. Roll Call

The meeting was called to order at 6:00PM.

Present: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

2. Pledge of Allegiance

3. Public Comment

There were no speakers present.

4. Approval of Minutes

A. [ID#26-04059](#) Approval of minutes from July 7th meeting

Attachments: [CCmn070726.pdf](#)

A motion was made by Ald. Moltzan, seconded by Ald. Micklitz, to approve the minutes from July 7, 2026 meeting. The motion carried by the following vote:

Aye: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

Consent Agenda

The Consent Agenda passed by unanimous consent with no items removed.

1. Other Boards and Commissions

2. Plan Commission

3. Standing Committees

A. Finance Committee - Ald. Pieper

B. Building & Grounds Committee - Ald. Moltzan

- A. [ID#25-02827](#) Review and possible action on a traffic study on Rivers Crossing Drive and Tanglewood Drive.

Sponsors: Matthews

Attachments: [B&G-25-02827_1a_Rivers Crossing at Tanglewood Traffic Study](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- B. [ID#26-03972](#) Review and possible action on establishing no parking zones on both sides of Gascoigne Drive off of Pewaukee Road.

Sponsors: Evert

Attachments: [B&G-26-03972_10a_Gascoigne at Pewaukee no parking zones](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- C. [ID#26-03966](#) Review and possible action on installing "Cross Traffic Does Not Stop" warning signs to supplement stop signs on Spring City Drive at Chapman Drive.

Sponsors: Wells

Attachments: [B&G-26-03966_4a_Spring City at Chapman cross traffic does not stop signs](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- D. [ID#26-03967](#) Review and possible action on removal of the 1-hour parking restriction on West Newhall Avenue between Walton Avenue and South West Avenue.

Sponsors: Manion

Attachments: [B&G-26-03967_5a_Newhall - Walton to West 1-hr parking removals](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- E. [ID#26-03968](#) Review and possible action on installing advance "No Trucks 3 Tons and Over" signs for southbound River Valley Road.

Sponsors: Matthews

Attachments: [B&G-26-03968_6a_River Valley at Elkhart no trucks over 3 tons ahead signs](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- F. [ID#26-03970](#) Review and possible action on installing NO ENGINE BRAKING signs from the intersection of Interstate I-94 Southbound to the intersection of US Highway 18/State Highway 59, as well as the Northbound traffic between these two points along the Waukesha Bypass.

Sponsors: Van Trieste

Attachments: [B&G-26-03970 8a STH 318 engine brake mufflers required sign](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- G. [ID#26-03971](#) Review and possible action on extending the existing no parking zone on the west side of North Hartwell Avenue in front of 530 North Hartwell Avenue to 30' south.

Sponsors: Helgestad

Attachments: [B&G-26-03971 9a Hartwell at Fulton no parking zone extension](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- H. [ID#26-03979](#) Review and possible action on installing "Caution Children with Disabilities Area" warning signs for northbound and southbound Meadow Lane.

Sponsors: Van Trieste

Attachments: [B&G-26-03979 11a Meadow caution children with disabilities area signs](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- I. [ID#26-03980](#) Review and possible action on installing either a stop sign or yield sign for northbound Winterberry Drive at Tallgrass Circle.

Sponsors: Lemke

Attachments: [B&G-26-03980 12a Winterberry at Tallgrass control sign](#)
[B&G Resolution for the 7-21-2026 Consent](#)

- J. [ID#26-03709](#) Please investigate possible pedestrian accommodations and speed reducing measures on Michigan Avenue between Mackenzie Drive and Greenmeadow Drive.

Sponsors: Micklitz

Attachments: [B&G-26-03709 2a Michigan \(Mackenzie to Greenmeadow\) Traffic Study](#)

C. Ordinance & License Committee - Ald. Wuteska

1. Licenses

- A. [ID#26-03997](#) Invited Bartender Applications

Attachments: [Invited Bartender License Applications Coversheet](#)

- B. [ID#26-03998](#) Other Applications

Attachments: [Other Applications Coversheet](#)

D. Human Resources - Ald. Anderson

- A. [ID#26-04032](#) Review and possible action on proposed Volunteer Time Off (VTO) Program

Attachments: [Volunteer Time Off Program](#)
[Volunteer Policy 3-23-26](#)
- B. [ID#26-04033](#) Review and possible action on revisions to City HR Policy B19 Telecommuting/Remote Work

Attachments: [B19 Telecommuting-Remote Work](#)
[B19 Telecommuting Policy_6.2026 draft](#)
- C. [ID#26-04034](#) Possible action on revision to C2 Vacation Leave policy.

Attachments: [C2 Vacation Leave 07-2026](#)
[C2 Vacation Leave 6.2026](#)
- D. [ID#26-04036](#) Review and possible action on revisions to City HR Policy E8A Driving City or Personally Owned Vehicle Vehicles to Conduct City Business (Non-CDL).

Attachments: [E8A Driving City or Personally Owned Vehicle Vehicles to Conduct City Business \(Non-CDL\)](#)
[E8A Driving City or Personally Owned Vehicles to Conduct City Business \(Non-CDL\) 2026](#)
- E. [ID#26-04037](#) Review and possible action on revisions to City HR Policy F2 Salary Plan and Administration.

Attachments: [F2 Salary Plan Administration](#)
[F2 Salary Plan and Administration 7.15.2026](#)

E. Board of Public Works - Alex Damien

- A. [ID#26-03994](#) Review and possible action on Contract Change Order No. 1 with Advance Construction, Inc. for the South Side Pump Station Consolidation project.

Sponsors: Public Works

Attachments: [BPW_26-03994-Cvr-CO1-Advance-South Side Pump Station Consolidation](#)
- B. [ID#26-03991](#) Review and possible action on the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Carroll University, for the property located at 245 N. Barstow St.

Sponsors: Public Works

Attachments: [BPW_26-03991-Cvr-Carroll University-245 N Barstow St SWMA](#)

- C. [ID#26-03992](#) Review and possible action on the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Innio Waukesha Gas Engines, Inc., for the property located at 1101 W. St. Paul Ave.

Sponsors: Public Works

Attachments: [BPW_26-03992-Cvr-Innio 1101 W St Paul Ave SWMA](#)

- D. [ID#26-03993](#) Review and possible action on the Developer's Agreement between the City of Waukesha and Skyline Waukesha, LLC, for Phase Two of the Skyline subdivision located north of Summit Avenue and west of STH 318.

Sponsors: Public Works

Attachments: [BPW_26-03993-Cvr-Skyline Phase 2 Developers Agreement](#)

- E. [ID#26-04004](#) Review and possible action on the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Bielinski Homes, Inc., for the Waypoint Villas Development.

Sponsors: Public Works

Attachments: [BPW_26-04004-Cvr-Bielinski Waypoint Villas SWMA](#)

- F. [ID#26-04005](#) Review and possible action on the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and ProHealth Care for their development at the Meadowbrook Rd. site.

Sponsors: Public Works

Attachments: [BPW_26-04005-Cvr-Pro Health Care Meadowbrook SWMA](#)

- G. [ID#26-04006](#) Review and possible action on the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Carol O. Smart Survivor's Trust, by Carol O. Smart, Trustee; and Robert F. and Carol O. Smart Family Trust, by Carol O. Smart and Brian F. Smart, Co-Trustees for the Country Crest Lane Development.

Sponsors: Public Works

Attachments: [BPW_26-04006-Cvr-Smart Property Country Crest Lane](#)

- H. [ID#26-04007](#) Review and possible action on the Developer's Agreement between the City of Waukesha and Smart Realty, for the Country Crest Lane development located north of Summit Avenue and west of Torhorst Road.

Sponsors: Public Works

Attachments: [BPW 26-04007-Cvr-Smart Property Country Crest Lane Developers Agreement](#)

End of Consent Agenda

5. New Business

- A. [ID#26-04068](#) Possible Acceptance of donation from GD Process Design, LLC

Attachments: [City Council Fire Department Donation 7-21-2026.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. Micklitz, to approve the acceptance of donation from GD Process Design, LLC. The motion carried by the following vote:

Aye: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

Reports

7. Other Boards and Commissions

- A. Transit Commission Report - Alex Damien
 - B. Water Utility Commission - Ald. Matthews
 - C. Information Technology Board Report - Ald. Manion
 - D. Landmarks Commission Report - Ald. Chrisien
 - E. Redevelopment Authority Report - Ald. Lemke
 - F. Parks, Recreation & Forestry Board Report - Ald. Wells
 - G. Library Board Report - Ald. Helgestad
 - H. Cemetery Commission Report - Ald. Chrisien
 - 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**
- #### **9. Standing Committees**

- A. Finance Committee Report - Ald. Pieper
- B. Building & Grounds Committee Report - Ald. Moltzan
- C. Ordinance & License Committee Report - Ald. Wuteska

- A. [ID#26-03953](#) Proposal to amend Mun Code 9.115 to allow temporary extensions of licensed premises onto Municipal Lot 13.

Attachments: [Memo-Lot 13 Extension of Premises-with Attachments](#)
[Discussion and Recommendation Updates for Council 6-22-26](#)

A motion was made by Ald. Wuteska, seconded by Ald. Camacho, to approve proposal to amend Mun Code 9.115 to allow temporary extensions of licensed premises onto Municipal Lot 13. The motion carried by the following vote:

Aye: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

- D. Human Resources Committee Report - Ald. Anderson

- A. [ID#26-04035](#) Review and possible action on revisions to City HR Policy E2 Motor Vehicle Use (Formerly Vehicle Collision Control and Accident Reporting).

Attachments: [E2 Motor Vehicle USe 7-2026](#)
[E2 Motor Vehicle Use Fleet Guidelines Policy DRAFT 7.15.2026](#)

A motion was made by Ald. Chrisien, seconded by Ald. Wuteska, to approve revisions to City HR Policy E2 Motor Vehicle Use (Formerly Vehicle Collision Control and Accident Reporting). The motion carried by the following vote:

Aye: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

10. Board of Public Works Report - Alex Damien

- A. [ID#26-04000](#) Bids Received: Friday, June 26, 2026, at 11:00 am.
Luke Avenue, Born Place and Walton Avenue Utility and Street Improvements

The Board of Public recommends that the low base bid from Musson Bros., Inc., in the amount of \$1,418,655.50 be awarded.

Sponsors: Public Works

Attachments: [Luke Born and Walton Reconstruction-BT](#)

A motion was made by Ald. Pieper, seconded by Ald. Wuteska, to approve the low base bid from Musson Bros., Inc., in the amount of \$1,418,655.50 for Luke Avenue, Born Place, and Walton Avenue Utility and Street Improvements. The motion carried by the following vote:

Aye: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

qB. [ID#26-04010](#) Bids Received: Friday, June 26, 2026, at 11:00 a.m.
Greenway Terrace Playground Resilient Surface-Rebid

The Board of Public recommends that the low base bid from Bluemel's Maintenance Service, Inc., in the amount of \$112,800.00 be awarded.

Sponsors: Public Works

Attachments: [Greenway Terrace Playground Resilient Surface-BT](#)

A motion was made by Ald. Pieper, seconded by Ald. Wuteska, to approve the low base bid from Bluemel's Maintenance Service, Inc., in the amount of \$112,800.00 for Greenway Terrace Playground Resilient Surface. The motion carried by the following vote:

Aye: 14 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Steve Van Trieste, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Absent: 1 - Dale Matthews

C. [ID#26-04011](#) Bids Received: Friday, June 26, 2026, at 11:00 a.m.
Grede Park Irrigation Installation-Rebid

The Board of Public Works recommends approval of the only bid from All-Ways Contractors, Inc., with the condition that additional funding is approved from the Waukesha Community Foundation.

Sponsors: Public Works

Attachments: [Grede Park Irrigation Install-REBID](#)

A motion was made by Ald. Pieper, seconded by Ald. Camacho, to approve the rejection of the bid from All-Ways Contractors, Inc., for Grede Park Irrigation Installation. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Jim Evert, Doreen Wigderson, Joe Pieper, Jack Wells, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Erik Helgestad, Eileen Micklitz, Rick Lemke and Rico Camacho

Nay: 1 - Steve Van Trieste

Absent: 1 - Dale Matthews

11. Director of Public Works Report

12. City Attorney's Report

13. City Administrator's Report

A. [ID#26-04060](#) City Administrator's Report

14. Mayor's Report & Referrals

A. [ID#26-04061](#) Demise for David Stearns

Attachments: [Dave Stearns - Demise - 2026.pdf](#)

There were no referrals. 15. Referrals

There were no referrals.

16. Adjournment

The meeting adjourned at 6:16PM.

Alicia Halvensleben, 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).