

CITY OF DELAFIELD COMMON COUNCIL MINUTES

CALL COMMON COUNCIL MEETING TO ORDER

Mayor Schuman called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Mayor Phil Schuman
Jeff Krickhahn, Ald.
Beth Leonard, Ald.
Erv Sadowski, Ald.
Michele DeYoe, Ald.
Gerald MacDougall, Ald.
Marilyn Czubkowski, Administrator
Gina C. Gresch, Clerk/Treasurer

Absent

Lynn Morrison, Ald.
Ron Miskelley, Ald.

Items listed under the Consent Agenda are considered in one motion unless a Common Council Member requests that an item be removed from the Consent Agenda.

1. Approve minutes of February 18, 2008 Common Council meeting & February 23, 2008 Special Common Council meeting.

E. SADOWSKI MOTIONED TO APPROVE THE FEBRUARY 18, 2008 COMMON COUNCIL MEETING MINUTES AS PRESENTED. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

M. DEYOE MOTIONED TO APPROVE THE FEBRUARY 23, 2008 SPECIAL COMMON COUNCIL MEETING MINUTES AS PRESENTED. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

P. Schuman stated he would like to move up an item on the agenda, #6b - Presentation of Wisconsin QBS Manual Qualification Based Selection by William Babcock, Executive Director of AIA Wisconsin. He stated the Common Council will then, later on in the meeting, discuss establishing a committee to hire an architect and construction manager, but will not appoint anyone to the committee tonight. He stated he would like to model this committee after the Plan B Committee and have two alderpeople, the Administrator, DPW Director and two citizens on this limited duration committee.

- #6b Presentation of Wisconsin QBS Manual Qualification Based Selection by William Babcock, Executive Director of AIA Wisconsin.

William Babcock, Executive Director of AIA, Wisconsin was present. He introduced himself, stated he has been the Executive Director since 1986, which is when the QBS Manual was created. He stated the QBS Manual is a step by step guide to the process for selecting architects. He stated AIA has helped over 1,000 entities set up projects processes. He stated he is here to review the process, help the City set up a process and to help the City make the best decisions. He also congratulated the City for passing both referendums. He stated he has also visited the City's website and reviewed all of the Plan B Committee reports. He reviewed the QBS Manual with the Common Council. **Clerk's Note: This manual is on file in the Clerk's Office.** He further

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reviewed the sample worksheets and checklists to document the process. He stated these are helpful so that the City knows they are making the right choices. He stated he will be available throughout the process to help them make the right decisions. P. Schuman stated the Plan B Committee recommended having a Construction/Project Manager. He stated he spoke with the City Engineer, Administrator and Attorney if "Design Build" is legal. He stated it is not permitted in Wisconsin and everything needs to be bid out. M. Babcock stated an architect's main job is to protect the health, safety and welfare of the public. They represent the City throughout the process and have the City's best interest in mind. He stated the Construction Manager often is the person that helps coordinate the multiple contracts and contractor that are involved with the project. There are two kinds of Construction Managers. The one he just described and one "At Risk", where they perform some of the work themselves. He stated the City would like the first type of Construction Manager referred to, and how much the City wants them to do is up to the City.

E. Sadowski stated the referendum has a cap and most projects he has seen have been bid over. He stated we are most concerned with how much this will cost; the City cannot afford overruns. W. Babcock stated these criteria should be included in the selection criteria when the bids go out, so the cost is very clear. E. Sadowski stated the Plan B Committee people would be the best people for this committee since they worked with all of the numbers about this. P. Schuman stated there are many different ways of doing this and we need to have some new people look at this. M. DeYoe stated before we appoint people to a committee, per the QBS Manual, the first person that is hired is the Construction Manager. She asked what is the most prudent way to move forward with this; hire the Construction Manager first or appoint a committee to hire a Construction Manager. E. Sadowski stated he feels strongly that we need the best people we can get on this committee, which would be the Plan B Committee people. G. MacDougall stated he agrees with E. Sadowski. He stated there were three people on the Plan B Committee that work in construction and understand this process. He stated these people should be utilized because they know how they came up with these numbers. B. Leonard stated a company she works with also uses the QBS Manual. The Construction Manager was hired first because that person participates in the review of the bids and the design process. She stated this process works very well; however you have to carefully watch the Architect and Construction Manager fees. W. Babcock stated the QBS process was set up so you don't have to be an expert in construction to be comfortable with the selection process. He further reviewed the complexity of having multiple construction contracts and how a construction manager makes that process less complex.

B. Leonard stated she feels the referendum passing was a clear mandate that the Plan B people be a part of the next process. E. Sadowski stated the citizens and Common Council deserve to have the best people on this initial team. P. Schuman asked about a time frame for selecting the architect and construction manager. W. Babcock stated this could be done in four to six weeks and gave a brief overview of that process of selecting an Architect and Construction Manager. He stated if the firms are aware that something other than a standard agreement, which could speed up the process.

M. Czubkowski stated the City had a project where a small committee was formed to select the Architect and it worked very well. P. Schuman asked that citizens who want to be involved should submit the volunteer application. He stated he would like some new faces on the committee for objectivity. He stated he feels there will be a role for the Plan B Committee members in the future. He stated the appointments will be per the Common Council's approval. M. Czubkowski stated the QBS Manual has been a great help. She also noted that municipal bids are subject to the Prevailing Wage laws, which the City will have to apply for. W. Babcock brought an Architect Directory for the Common Council to review. He further reviewed with the Common Council how quickly this process can be done. He stated if you have an existing relationship with an architect or engineer, then you wouldn't have to go through the selection process. P. Schuman stated he wants this process to be very open because there are many people that expressed interest in this project. He stated he would like people on the committee that will not be bidding on the project to

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maintain integrity because that is what the people deserve. W. Babcock thanked the Common Council for their time and wished the City the best of luck on pursuing this project.

2. Citizen's comments for items not on the agenda.

No comments for items not on the agenda.

Citizen's comments for items on the agenda.

Jenny Pope, 1236 Mill Road, stated she is a member of One Delafield. She thanked the Mayor for recognizing the efforts of One Delafield publicly. One Delafield has worked extremely hard to get the referendum passed and hopes the Common Council will give the appointment to this committee a slow and careful deliberation. She recommends Kean Kemnitz be appointed to the committee because he has the first hand knowledge and professional qualifications in construction management to help this project be completed on time and under budget. She stated his experience would be a benefit and an added value.

Ed McAleer, 3413 Lake Drive, stated forming a citizen's committee is an important milestone in this process. People that are appointed should be familiar with Plan B and writing RFPs. The people have an expectation that this project will be done right, on time and within the dollar amounts approved. He asked the Common Council to find the highest qualified people to get this done. After hearing the QBS Manual presentation, he feels the Common Council will do a fine job with this process. P. Schuman stated this committee will be as non-political as possible. He stated there will be many roles for people to play in this process.

Noel Aicher, 211 E. Laurel Circle, stated she was a member of Plan B, is currently on the Library Board, is a member of One Delafield, and a proud City resident. She thanked the citizens for supporting the referendum questions. The Common Council and citizens need to capitalize on the inside knowledge of the Plan B members. This is what Mayor Schuman did when he appointed her to the Library Board. As a citizen, this consistency is mandatory. There are other Plan B members that have valuable insight that should not be lost. A Plan B member should be appointed to the committee.

J. Krickhahn asked if anyone has even asked the Plan B members if they want to be a part of this project. He doesn't want anyone to be under the assumption that we expect them to give more time. M. DeYoe stated we shouldn't tell them we don't want them to step forward, because we do want them to come forward.

Pat Hawley, 359 Stocks Drive, stated he is a member of the Public Works Committee and wants to speak about the Nagawicka Road Path. Since he has been on the committee, he has been hearing about how much we need a pedestrian/bike path on that road. He stated he is also a traffic engineer and there is much misinformation about this path. He also bicycles and runs alone and with his kids. He stated it's very important to look at how we can provide these facilities that are safe. He stated we need to look at this as the long term benefit and something should be done along this part of the road.

Louise Sausen 2835 Ridley Road, stated she supports the Nagawicka Road Path, both as a driver and a pedestrian/biker. She stated it's hard to bike along that road and to drive with the curves in the road. Sometimes it's hard to swerve around a pedestrian because the road has a no passing zone. She stated there are more traffic and more people that would like to be out walking and biking. The path is a great idea.

Kent Atwell, 2816 Ridley Road, stated he is here for the safety on that road and hopes the Common Council can make a decision on this. We need a safe alternative for people to be able to

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use that road. He stated elevated crosswalks to control speed should be used. For example, he was coming home from work today and saw three girls pulling a wagon delivering Girl Scout cookies on the road. It wasn't safe.

Jim McCallum, 2760 Nagawicka Road, stated he has been a resident for 21 years and is here against any kind of widening the road. He stated he doesn't feel the City needs to spend money because some people want to go for a walk. He and his family have walked along the lake and have done so, safely. He stated he still has not seen any more enforcement of the speeding. He stated speeds needs to be controlled first.

Tracy Heubner, 2711 Ridley Road, stated she whole-heartedly supports the plan to add two four foot walking paths to both sides of the road. She's a biker, runner, walks with her kids that also like to ride bikes. The current width of road is seriously unsafe. She continues to hear about speeding being an issue. The proposed plan will have a negligible effect on speeding. Also, the proposed plan meets all engineering standards, it's consistent with City's Master Plan, and it will be an asset the to community and will create a safer environment.

Tracy Eynon, 3200 Sylvester Drive, stated she has three boys that go to Lake Country School. She bikes, runs, walks dog, stays safe while on the road, but the road is dangerous with the curves. It will be a short path. She believes going all the way to the school and then to the park will be important to consider and we have to start somewhere. This is the first step. The walker/bikers/runners deserve to be on the road and the widening is very important. She sees teenagers on the road and they need their space whether they are driving or they are walking.

Charles Hall 3019 Sylvester Drive, stated he has lived here for 35 years, loves to get out and bike ride bike and walk regularly. He encouraged the Common Council to vote for the bike path. It will be a fine addition to the neighborhood and would appreciate it.

Mark Heubner, 2711 Ridley Road, stated he has lived in this area his entire life. This is a safety concern. He stated he does a lot of biking/running too on that road. He's always watching for traffic. Creating this path is the right thing to do. When he runs by Lake Country School, he feels safer on Vettleson Road because he has a four foot path to run on. He encouraged the Common Council to approve the path.

Caroline O'Brien, 2307 Nagawicka Road, stated many people who don't live on Nagawicka Road have an area for them to run/bike on. This road is not a road for younger people to be on. She stated the speed is ridiculous. She stated her grandchildren play on the lake side of her property because she feels safer. She also stated the Common Council has the petition against the path.

E. SADOWSKI MOTIONED TO CLOSE CITIZEN'S COMMENTS AT 8:08 P.M. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. Consent Agenda
 - a. Ordinance 584, An Ordinance Updating the City of Delafield Municipal Code.

M. DEYOE MOTIONED TO APPROVE THE ITEMS ON THE CONSENT AGENDA. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Committee Reports
 - a. Licenses
 1. Bartender license – 2 Year Licenses to expire June 30, 2008.
 - a. Colby Coates, Big Bend; Twist 'n Olive

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J. KRICKHAHN MOTIONED TO APPROVE THE TWO-YEAR BARTENDER LICENSE(S). B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. Plan Commission – (Minutes of February 27, 2008)
1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

P. Schuman stated the Plan Commission minutes from the last meeting are in the packet.

2. Discussion, action and recommendation from Plan Commission for the minor change to the Conditional Use for Site Plan modification for architectural and communication utility antennas for Cricket Communication, located at 3822 Kettle Court East, Delafield, WI 53018.

E. SADOWSKI MOTIONED TO APPROVE THE RECOMMENDATION FROM PLAN COMMISSION TO APPROVE THE MINOR CHANGE TO THE CONDITIONAL USE FOR SITE PLAN MODIFICATION FOR ARCHITECTURAL AND COMMUNICATION UTILITY ANTENNAS FOR CRICKET COMMUNICATION, LOCATED AT 3822 KETTLE COURT EAST, DELAFIELD, WI 53018, SUBJECT TO THE PLANNER'S RECOMMENDATION AND CHANGES MADE AT THE PLAN COMMISSION MEETING. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. Discussion, action and recommendation from Plan Commission to approve the zoning text amendment, an Ordinance adding "Purpose and Intent", amending Sections 17.65 – Permit Required and 17.76 - Definitions of the Municipal Code relating to Signs and Exterior Lighting, subject to City Attorney review and Staff recommendation.

B. Leonard asked if backlit signs are a part of this. M. Czubkowski stated that there has not been a public hearing on that yet.

E. SADOWSKI MOTIONED TO APPROVE THE RECOMMENDATION FROM PLAN COMMISSION TO APPROVE THE ZONING TEXT AMENDMENT, AN ORDINANCE ADDING "PURPOSE AND INTENT", AMENDING SECTIONS 17.65 – PERMIT REQUIRED AND 17.76 - DEFINITIONS OF THE MUNICIPAL CODE RELATING TO SIGNS AND EXTERIOR LIGHTING, SUBJECT TO CITY ATTORNEY REVIEW AND STAFF RECOMMENDATION, AND COMING BACK TO COMMON COUNCIL IN DRAFT ORDINANCE FORM. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Discussion, action and recommendation from Plan Commission to amend Sections 17.28 - Required Form of and Information on Site Plan and Appearance Approval Applications; 17.32(2)(e) - Plan Commission meeting; 17.32(2)(j) - As built plans; 18.27 - Final Plat Review Within the City; 18.28 - Final Plat Approval Within the City and 18.31 - Minor Subdivision of the Municipal Code of the City of Delafield.

P. Schuman stated this is to add digital submittals to the code. M. Czubkowski stated the amendment to Section 18.31 is to conform to State Statutes. B. Leonard asked if a minor project not using a cad system to do drawings has to submit digitally. M. Czubkowski stated this will come back in ordinance form and will check on the wording and intent. G. MacDougall asked about the final plat time frame. M.

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Czubkowski stated the State Statutes state we cannot sign the plat until after the roads are completed.

J. KRICKHAHN MOTIONED TO APPROVE THE RECOMMENDATION FROM PLAN COMMISSION TO AMEND SECTIONS 17.28 - REQUIRED FORM OF AND INFORMATION ON SITE PLAN AND APPEARANCE APPROVAL APPLICATIONS; 17.32(2)(E) - PLAN COMMISSION MEETING; 17.32(2)(J) - AS BUILT PLANS; 18.27 - FINAL PLAT REVIEW WITHIN THE CITY; 18.28 - FINAL PLAT APPROVAL WITHIN THE CITY AND 18.31 - MINOR SUBDIVISION OF THE MUNICIPAL CODE OF THE CITY OF DELAFIELD, AND THAT IT COME BACK TO COMMON COUNCIL IN DRAFT ORDINANCE FORM. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. Discussion, action and recommendation from Plan Commission to adopt Resolution 2008-09, Smart Growth Public Participation Plan.

M. Czubkowski stated the Plan Commission reviewed the Public Participation Plan and Chapter 1. She reviewed the highlights of the plan. The purpose is to give citizens the opportunity to participate via Waukesha County meetings, public meetings, news releases, citizen's surveys, open houses and through the City's website. The City will have a Smart Growth section of the website and questions will be considered. P. Schuman stated they have a scheduled date for an open house. M. Czubkowski stated we have to adopt this plan by resolution. B. Leonard asked how long the public participation plan is. She also stated she has not had time to read this. M. DeYoe stated the Open House is Wednesday, April 16 at the Fish Hatchery. G. Gresch stated since the resolution was not ready at the time the packets were made, the Public Participation Plan was not included in the packets. P. Schuman stated we can put this off to the next agenda so people have time to read it. P. Schuman stated the Plan Commission also reviewed the boathouse ordinance and it is going back to staff and the Lake Welfare Committee.

- c. Lake Welfare Committee
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

There was nothing to report at this time.

- d. Park and Recreation Commission – (Minutes of February 25, 2008)
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

E. Sadowski stated "The Colonies of Delafield" subdivision was discussed and the two parks that will be developed from donated land. The Park and Recreation Committee member are very excited about this. They also discussed the Nagawicka Road Path and made comments in favor of the path. P. Schuman stated the Vietnam Veteran Moving Memorial Wall will be in the City of Delafield in the fall, hopefully at the Fish Hatchery. E. Sadowski stated if they cannot get the Fish Hatchery, they will try to get it at the Legion Hall.

- e. Public Works Committee – (Minutes of February 25, 2008)
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 2. Discussion and action on PWC recommendation for Nagawicka Road path.

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G. MacDougall stated the Public Works Committee special meeting was held on February 25, 2008 to discuss the Nagawicka Road Path. He stated the committee discussed the five foot path, which does not meet safety standards. The best way is to have off road paths, which is difficult, because the City doesn't own that land. The two four foot paths that were previously recommended, are still recommended by the Public Works Committee. He stated there are two options: 1 - do the four foot paths on either side; 2 - don't do anything at all. He stated the driving lanes will decrease by a half of a foot to a foot and there will be raised intersection for traffic calming. The biggest thing he heard comments on is the need for speed enforcement.

T. Hafner, DPW Director and Dan Jashinsky, Public Works Committee Chair was present. D. Jashinsky stated the committee is made up of transportation engineers, who are recommending the four foot wide paths on either side. T. Hafner stated the road will be increased to 29 feet in some areas; however the driving lanes will be decreased too. B. Leonard stated this has been discussed at length since October 2007. She asked what the traffic volume is. T. Hafner stated about 1,500 cars per day travel Nagawicka Road. 2,000 cars would require a bypass lane. There was discussion about what a state collector road is and what a country trunk road is. B. Leonard stated Nagawicka Road does not meet state trunk highway codes. G. MacDougall stated we are not widening the road; we are narrowing the driving lanes. B. Leonard stated she feels this is a widening of the road because there will be more pavement. T. Hafner stated yes it's true when you widen pavement, speeds go up, but by decreasing driving lane, speeds will go down. G. MacDougall stated if we do this, this will make the road safer. B. Leonard stated her concern is this is not a separated path. The people walking/biking may get the perception that they are safer because they have a stripe on the road. This is not the preferable way to solve this. P. Schuman stated the speed has been recommended to stay the same. He asked if traffic calming devices are used, would this work better than narrowing the lanes. D. Jashinsky stated traffic calming efforts are not used on collector roads. He stated it can be done, but you have to be careful. Putting up one may not be effective; it can be done, but it has pros and cons. He stated giving people a four foot lane will eliminate the need for drivers to pull over and move around.

J. Krickhahn asked if we have any plans for a path along Bark River Road. T. Hafner stated we have a plan that states collector streets have safe pedestrian access and this should be looked at when the repaving comes up. B. Leonard stated this is not a suitable right of way for this path. She stated this doesn't seem to be the right place for this. She stated Smart Growth will help the City to plan where these types of paths should go. She stated there is no public support from those that live on the road. She stated this is the straightest portion of the road; it's not that hazardous as other parts of the road. She stated the speeding on the road should be addressed.

E. Sadowski stated in the past he has supported the alderperson in the district where the decision is being made, and he supports B. Leonard. B. Leonard stated she very much supports bike paths, but this is not the place to do this. G. MacDougall stated he feels the same way E. Sadowski does. He asked if the speed limit was enforced, would that make a difference in approving the path. B. Leonard stated it would be a much safer area, but wouldn't need four feet, maybe two feet. G. MacDougall stated the City is going to resurface the road and now is the time to do this. If the speed was enforced, would it be more feasible. B. Leonard stated no, since this is a straight part of the road. J. Krickhahn stated 38 people who live on Nagawicka Road stated they don't want it, versus seven who do want it, but don't live on that road.

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B. LEONARD MOTIONED TO APPROVE THE RESURFACING OF NAGAWICKA ROAD WITHOUT THE ADDITIONAL 7' WIDENING FOR THE BIKE PATH. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

f. Del-Hart Commission – (Minutes of February 19, 2008)

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

M. DeYoe stated T. Hafner and M. Czubkowski were at the last meeting and discussed cold storage for the Public Works Department. There are a number of issues concerning types of the materials stored on facility and another appraisal will need to be done. She also stated the Hydrogen Sulfide Mitigation project is still going on and weather played a factor in completion. This project should be done by March 8, weather permitting. She stated the residents in that area have been notified and any problems that have arisen have already been addressed. E. Sadowski asked if they are going down Milwaukee Street all the way to downtown. B. Leonard stated it is only going to Fireman's Park. M. DeYoe also stated many people are being very tolerant; some residents had to be moved to hotels and have put up with a lot of inconvenience. G. MacDougall asked if one of the appraisers was picked by Del-Hart. M. DeYoe stated that is correct.

g. Police and Fire Commission – (Minutes of February 21, 2008)

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

J. Krickhahn stated it was a very good, interesting meeting. M. DeYoe did have some concerns about Police Chief Taubel's memo, which the Commission did receive a legal opinion that the Police Chief did not break the law. He stated Chief Taubel was exercising this right to free speech.

2. Promotions to Lieutenant – Nick Heltemes, Brian Dobratz, Nick Ryan & Eric Straus.

J. Krickhahn stated four people were recommended for promotions. J. Krickhahn congratulated those four people. He stated there are no other meetings scheduled.

h. Library Board

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

J. Krickhahn stated the next meeting of the Library Board will be held on March 11, 2008 at 7:00 P.M.

2. Fundraising Report.

There was nothing to report at this time.

i. Finance Advisory Board

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

There was nothing to report at this time.

j. Board of Zoning

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1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

There was nothing to report on at this time.

k. Promotional and Tourism Committee

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

There was nothing to report at this time.

2. Update from subcommittee for St. John's Northwestern Military Academy 125th Anniversary.

There was nothing to report at this time.

l. Sign Review Committee – (Minutes of February 21, 2008)

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

P. Schuman stated the Common Council has already acted on the sign issue earlier in the meeting.

5. Old Business

6. Mayor's Report

a. One Delafield Thank You.

P. Schuman stated he had dinner at Five Guys Restaurant during the Library Donation period. He also thanked the members of One Delafield for their support of the referendum. One Delafield members stood up to be recognized. Marty Wiley stated she hopes the group will grow and be around for a long time. She thanked the Common Council for recognizing their efforts. One Delafield was formed a short time ago to actively support projects that will benefit the citizens of Delafield and the timing was right to vote YES YES on the referendum. She stated as One Delafield looks ahead, they want to continue to focus on issues and projects that will benefit the entire City. This will include making sure the city keeps their commitment to the voters by having citizen input and also work on issues to unify all districts in the City. She encouraged everyone to visit onedelafield.org to see what they are all doing. She stated she thinks the reason Delafield is a great place to live and raise a family is because of the diversity we have. One Delafield looks forward to building an even better community.

P. Schuman stated the Plan B Committee and One Delafield are a textbook case of getting a community together. He stated he has been trying to do this for a number of years. He stated we need to honor each other's opinions and how they express them. He thanked One Delafield again. E. Sadowski stated One Delafield was around for about three weeks before the referendum and made about 1,000 phone calls. Everyone worked with their heart and souls. He thanked them and said it is great to hear that the Common Council will be supported by One Delafield.

b. Presentation of Wisconsin QBS Manual Qualification Based Selection by William Babcock, Executive Director of AIA Wisconsin.

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Please see the above verbiage for the presentation earlier in the meeting. P. Schuman stated this process makes a lot of sense to him.

- c. Committee establishment and appointments for Architect and Construction Manager Committee.

P. Schuman stated he feels we need a committee to pick the Architect and Construction Manager. He feels we need some space between now and when we need the Plan B Committee member's insight in the future. He stated if anyone wants to be on the committee, they should submit a volunteer application to him. He wants to do this on a professional basis and is open to suggestion. M. DeYoe encouraged people to submit an application for this committee or any future committee. She asked people to submit their application within the next two weeks, to be appointed at the next Common Council meeting. E. Sadowski stated he saw a record turnout at the last election and has seen five referendums fail in the past. He stated he doesn't see any animosity and the healing took place at the referendum vote. He stated he can't think of anyone better than Plan B members to be on this committee. He stated we need the best team out there and the sub-committees can be created. P. Schuman stated he will look at everyone's application. He stated once this committee is established, it will be on each Common Council agenda under "Committee Reports". E. Sadowski stated he would like to consider J. Krickhahn to be on this committee because he is on the Police and Fire Commission and the Library Board. There was further discussion of who should be on the committee. J. Krickhahn stated this is just to get the ball rolling in the process. P. Schuman stated this is not THE committee; it's a starter committee to bring professionals on board. He asked the Common Council to think about the scope of the committee and to bring it back to the next Common Council meeting. J. Krickhahn stated we shouldn't wait to create the committee until after the election.

7. New Business

8. Administrator's Report

- a. Report of City Officials
 - i. Administrator
 - a. Distribution of TID District.

M. Czubkowski reviewed with the Common Council how the TID District revenues will be distributed. The following entities will receive the listed amounts of money: Waukesha County \$71,975; City of Delafield \$177,813; Kettle Moraine School District \$377,135; WCTC \$43,076; Total \$670,000. She stated this is a onetime payment. The City of Delafield money is going into the General Fund.

- b. PAR Group Council & Department Head Interviews – Monday, March 10 & Tuesday, March 11.

M. Czubkowski stated the PAR Group will be interviewing the Council and Department Heads for what they would like to see in the new Administrator. Interviews will be on Monday, March 10 at 10 a.m. and will do evening appointments. Tuesday, March 11 at 10 a.m and will leave when they are done. Deputy Clerk Ellen O'Brien will be coordinating the appointments, which will be 30 minutes each.

- ii. Clerk-Treasurer
 - a. Tuesday, February 19, 2008 Voter Turnout – 2,704 Voters = 53.22%

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G. Gresch stated the Tuesday, February 19, 2008 had a 53.22% voter turnout, with 2,704 voters.

- b. Tuesday, April 1, 2008 Election Reminders.

G. Gresch reviewed the important dates relating to the Tuesday, April 1, 2008 Spring election. She stated these dates are on the website.

- c. Calendar Year & Permanent Voter Absentee Ballot Sign-up.

G. Gresch reviewed with the Common Council how calendar year and permanent absentee ballot signup works. She stated this information is also on the website and will be in the next newsletter.

- iii. Council requests of future agenda items.

P. Schuman stated this is the item on the agenda that will allow alderpeople to request items to be placed on the agenda. Two alderpeople need to support the item.

J. Krickhahn stated he would like to see discussion of a traffic study on Vetteson Road and Nagawicka Road. G. MacDougall supported the request. There was a very brief discussion about how the study should be done. P. Schuman stated there should not be any discussion on this topic. This is only a means to get items on the agenda.

9. Financial Report

- a. Approve voucher list.

E. SADOWSKI MOTIONED TO APPROVE THE VOUCHER LIST AS PRESENTED. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

10. Correspondence

- a. Letter from Beverly Freiberg regarding Plan B.
- b. Nagawicka Road Pedestrian Pathway Petition.
- c. Email from Kevin Fitzgerald regarding Nagawicka Road Pedestrian Pathway.

P. Schuman reviewed the correspondence items with the Common Council.

11. Adjournment

E. SADOWSKI MOTIONED TO ADJOURN THE MARCH 3, 2008, COMMON COUNCIL MEETING AT 9:16 P.M. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Minutes Prepared By:

Gina C. Gresch, MMC/WCMC
City Clerk/Treasurer