



## Common Council Meeting Agenda

October 16, 2023

7:00 PM

**\*\*CITY HALL COMMON COUNCIL CHAMBERS\*\***

**500 Genesee Street, Delafield, WI 53018**

*Mayor: Kent Attwell*

*Council President: Alderperson Tim Aicher*

*Alderspersons: Matt Grimmer, Danielle Henry, Paul Price, Mark Schaefer, Dirk Wilken, Jackie Valde*

1. Call To Order
2. Pledge Of Allegiance
3. Roll Call
4. Approval Of The Following Meeting Minutes:
  - A. October 2, 2023 Regular Meeting  
[OCTOBER 2, 2023 MEETING MINUTES](#)
5. City Of Delafield Citizen Comments
6. Consent Agenda

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.

  - A. Approval Of The Badger Book Memorandum Of Understanding Between The City Of Delafield And The Wisconsin Elections Commission

Documents:  
[CONSENT - BADGER BOOK MOU.PDF](#)
  - B. Approval Of The 2022 Waukesha County Tax Collection Agreement

Documents:  
[CONSENT - 2023 TAX COLLECTION AGREEMENT.PDF](#)
  - C. Adoption Of Resolution No. 2023-17: A Resolution To Set The 2024 Impact Fees Schedule For The City Of Delafield

Documents:  
[CONSENT - 2023-17 RES - 2024 IMPACT FEE SCHEDULE.PDF](#)

7. Boards, Committees, And Commission Reports

Reports by Council Members on discussion and action taken at previous meetings, future agenda items, and upcoming scheduled meetings. No discussion or action on these reports, unless specifically listed on this notice.

A. Licenses

- i. Discussion And Possible Action Regarding Approval Of The Appointment Of Successor Agent, Mark A. Peterson, Sr., Brown Deer, WI, For Hillside Cinema, 2950 Hillside Dr, Delafield, WI 53018

Documents:

[COMMITTEES - LICENCES - CHANGE OF AGENT - HILLSIDE.PDF](#)

B. Plan Commission

Commission Report by Ald. Aicher

- i. Discussion And Possible Action Regarding The Following Item(S):
  - a. Ordinance No. 818: An Ordinance To Amend Sections Of Article I Of The City Of Delafield Zoning Ordinance, Including Section 52-16(D) Yard Projections And Section 52-21 Street Access Requirements And By Amending The Text Of Article III Of The City Of Delafield Zoning Ordinance, Including Section 52-89(A) Through (D) Plans Of Operation.

*Note: The Plan Commission recommended approval of the revised ordinance on September 27, 2023.*

Documents:

[COMMITTEES - PC - ORD 818 FINAL ORD TEXT AMENDMENTS AUGUST 2023 ARTICLE 1 AND 3.PDF](#)

- b. St. John's Estates Subdivision Development

Documents:

[COMMITTEES - PC - 1 ST JOHNS MVK MEMORANDUM TO COMMON COUNCIL RE. ST. JOHNS ESTATES SUBDIVISION DEVELOPMENT.PDF](#)

- i. DELC0792990 & DELC0793997, Oakwood Drive. Owner: Hendricks Commercial Properties LLC. Applicant: George Erwin III. Applicant Is Requesting Approval Of A Final Plat For A Single-Family Conservation Design Subdivision Known As St. John's Estates.

*Note: The Plan Commission recommended approval on September 27, 2023.*

Documents:

[COMMITTEES - PC - 2 FINAL PLAT ST JOHNS ESTATES.PDF](#)

- ii. DELC0792990 & DELC0793997, Oakwood Drive. Owner: Hendricks Commercial Properties LLC. Applicant: George Erwin III. Applicant Seeks Approval Of A Storm Water Maintenance Agreement, Which Is Inclusive Of Drainage Easements, For St. John's Estates.

*Note: Common Council approved a previous version on July 17, 2023.*

Documents:

[COMMITTEES - PC - 3 SWMA ST JOHNS ESTATES.PDF](#)

- III. DELC0792990 & DELC0793997, Oakwood Drive. Owner: Hendricks Commercial Properties LLC. Applicant: George Erwin III. Applicant Seeks Approval Of A Public Access Easement For St. John's Estates.  
*Note: Common Council approved a previous version on July 17, 2023.*

Documents:

[COMMITTEES - PC - 4 PUBLIC ACCESS AGREEMENT ST JOHNS ESTATES.PDF](#)

- IV. DELC0792990 & DELC0793997, Oakwood Drive. Owner: Hendricks Commercial Properties LLC. Applicant: George Erwin III. Applicant Seeks Approval Of A Riverwalk Easement For St. John's Estates.  
*Note: Common Council approved a previous version on July 17, 2023.*

Documents:

[COMMITTEES - PC - 5 RIVERWALK EASEMENT ST JOHNS ESTATES.PDF](#)

- V. DELC0792990 & DELC0793997, Oakwood Drive. Owner: Hendricks Commercial Properties LLC. Applicant: George Erwin III. Applicant Seeks Approval Of A Storm Sewer Easement For St. John's Estates.

Documents:

[COMMITTEES - PC - 6 STORM SEWER EASEMENT ST. JOHNS ESTATES.PDF](#)

- VI. DELC0792990 & DELC0793997, Oakwood Drive. Owner: Hendricks Commercial Properties LLC. Applicant: George Erwin III. Acknowledge Modifications To The Declaration Of Restrictions For St. John's Estates.  
*Note: Common Council approved a previous version on July 17, 2023 as part of the SIP, subject to staff review and approval.*

Documents:

[COMMITTEES - PC - 7 DECLARATION OF RESTRICTIONS ST JOHNS ESTATES.PDF](#)

c. Divine Redeemer Lutheran Church Daycare Facility Development

- I. DELC0733994001, DELC0733994, And DELC0733995, 31385 Hill Road. Owner: Divine Redeemer Lutheran Church. Applicant: Matthew Merhing. Applicant Seeks Approval A Conditional Use Amendment And Site Plan And Appearance Review For A Daycare Facility  
*Note: The Plan Commission recommended approval on June 28, 2023.*

Documents:

[COMMITTEES - PC - DIVINE REDEEMER PERM SIGN CUPH SITE](#)

[PLAN.PDF](#)

- II. DELC0733994001, DELC0733994, And DELC0733995, 31385 Hill Road. Owner: Divine Redeemer Lutheran Church. Applicant: Matthew Merhing. Applicant Seeks Approval Of A Developer's Agreement For A Daycare Facility.

Documents:

[COMMITTEES - PC - DIVINE REDEEMER - DEVELOPMENT AGREEMENT.PDF](#)

- III. DELC0733994001, DELC0733994, And DELC0733995, 31385 Hill Road. Owner: Divine Redeemer Lutheran Church. Applicant: Matthew Merhing. Applicant Seeks Approval Of A Watermain And Sanitary Sewer Easement For A Daycare Facility.

Documents:

[COMMITTEES - PC - DIVINE REDEEMER - WATERMAIN AND SANITARY SEWER EASEMENT.PDF](#)

- C. Lake Welfare Committee  
Committee Report by Ald. Price

- D. Park & Recreation Commission/Tree Board  
Board Report by Ald. Schaefer

- i. Discussion And Possible Action Regarding The Village Of Hartland's Action To Renegotiate The Existing Recreation Contract Between The Village Of Hartland And The City Of Delafield.

Documents:

[COMMITTEES - PR - 2020 HARTLAND RECREATION AGREEMENT - UPDATE.PDF](#)

- E. Public Works Committee  
Committee Report by Ald. Grimmer

- F. Del-Hart Commission  
Commission Report by Ald. Aicher

- G. Police Commission  
Commission Report by Ald. Valde

- H. Library Board  
Board report by Ald. Henry

- i. Library Director's Report

Documents:

[COMMITTEES - LIB - SEP OCT 2023.PDF](#)

- I. Zoning Board Of Appeals  
Board report by Ald. Valde

J. Promotion & Tourism Commission  
Commission Report by Ald. Schaefer

K. Lake Country Fire & Rescue Commission

L. Lake Country Fire & Rescue Board  
Board Report by Ald. Grimmer

M. Deer Management Committee  
Committee Report by Ald. Wilken

N. Other Committees, Commissions, & Boards

8. Unfinished Business

Discussion and Possible Action Regarding the Following Item(s):

A. Discussion And Possible Action Regarding Approval Of Ordinance No. 821, An Ordinance To Repeal And Recreate Section 2-165 Of The Delafield Municipal Code To Amend The City Of Delafield Polling Location.

Documents:

[UNFIN BUS - ORD 821- POLLING LOCATION.PDF](#)

9. Mayor's Report

Report by the Mayor to the public regarding recent events attended, awards and commendations, and upcoming events. No discussion or action shall take place by members of the Council unless otherwise listed below.

10. New Business

Discussion and Possible Action Regarding the Following Item(s):

A. Discussion And Possible Action Regarding Ordinance No. 822, An Ordinance Repealing And Recreating Section 18-1(A) And Creating Section 18-1(C) Of The Municipal Code, Relating To Lake Country Fire And Rescue And Allowing For An Annual Fire Protection And Emergency Medical Service Fee

Documents:

[NEW BUS - ORD 822 - RECREATING 18\(A\) AND CREATING 18\(C\) ESTABLISHING FIRE FEE.PDF](#)

B. Approval Of Vouchers Payable Report For Reporting Dates Of 10/4/2023 – 10/17/2023 In The Amount Of \$83,881.80 For Accounts Payable And \$116,324.99 For Payroll

Documents:

[NEW BUS - VOUCHER APPROVAL.PDF](#)

11. Report Of City Officials

A. City Administrator

- i. Update Regarding Mayor McAleer Memorial
- ii. Budget Meetings Reminder

- Budget Workshop - Tuesday, October 24, 2023 (6 pm in Common

Council Chambers)

- Budget Public Hearing - Monday, November 6, 2023 (7 pm Common Council Chambers)
- Budget Approval - Monday, November 20, 2023 (7 pm Common Council Chambers)

B. City Clerk

C. City Treasurer

D. Council Requests For Future Agenda Items

Note: No discussion on requested items

12. Correspondence

13. Adjournment

All meetings of the Common Council are public meetings. The meeting of the Council is a working session for the Council itself, and, outside of Public Hearings and the Citizens Comments section, discussion by those in attendance is limited to Council members, staff and others that may be a party to the matter being discussed.

AMERICANS WITH DISABILITIES ACT NOTICE: Upon reasonable notice (at least 72 hours in advance) the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

NOTICE OF POSSIBLE QUORUM: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information: no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.