



Wauwatosa, WI

Board of Public Works

Meeting Minutes

7725 W. North Avenue
Wauwatosa, WI 53213

Wednesday, June 18, 2025

8:30 AM

Zoom Only:
<https://servetosa.zoom.us/j/89415047159>,
Meeting ID: 894 1504 7159

Regular Meeting

CALL TO ORDER

City Clerk Steven Braatz called the meeting to order at 8:35 am.

ROLL CALL

Excused 1 Member - Finance Director John Ruggini
Remote 5 Member - City Clerk Steven Braatz
Member - Alderperson Melissa Dolan
Member - Development Director Mark Hammond
Member - Building & Safety Manager Stefanie Escobedo
Member - City Attorney Jennifer Tate

Also present: Maggie Anderson, Senior Civil Engineer; Jim Archambo, City Administrator; Mary Boettcher, Admin Support Staff; Valeria Breimon-Flores, Civil Engineer; Nick Deming, Construction Manager; Sarah Grimalkin, Parks & Landscape Manager; Chris Jain, Senior Civil Engineer; Mike Steiner, Assistant City Engineer; Jennifer Stilling, Senior Civil Engineer; all appeared remotely and represented the City of Wauwatosa.

APPROVAL OF MINUTES

1. Approval of minutes of the May 14, 2025 regular meeting [25-0998](#)
RESULT: APPROVED
MOVER: Stefanie Escobedo
SECONDER: Melissa Dolan
Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate
Excused: 1 Ruggini

NEW BUSINESS

1. Election of Officers - Chairperson and Vice-Chairperson [25-0863](#)
Following a conversation prior to the meeting between Ruggini and Hammond, Ruggini is nominated as chair and Braatz is nominated as vice-chair.
RESULT: APPROVED
MOVER: Mark Hammond
SECONDER: Jennifer Tate
Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate
Excused: 1 Ruggini

2. Consideration of request by Sarah Hillenbrand, Mandel Group for an interior landscaping code exemption for the proposed Harlow and Hem redevelopment at 7470 Blanchard Street [25-0971](#)

Jennifer Stilling, Senior Civil Engineer, presented. Sarah Hillenbrand from Mandel Group also present. Alder Makhoul spoke in opposition of the item being passed.

RESULT: APPROVED

MOVER: Stefanie Escobedo

SECONDER: Jennifer Tate

Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate

Excused: 1 Ruggini

3. Request by Sarah Hillenbrand, Mandel Group for encroachments within the public right-of-way adjacent to the proposed Harlow and Hem redevelopment at 7470 Blanchard Street [25-0974](#)

Recommendation: Common Council

Jennifer Stilling, Senior Civil Engineer, presented. Sarah Hillenbrand from Mandel Group also present. Alder Makhoul spoke in opposition of the item being passed. Jim Archambo, City Administrator, also spoke to provide context with the item at hand.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Melissa Dolan

SECONDER: Stefanie Escobedo

Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate

Excused: 1 Ruggini

4. Consideration of request by Engineering Division for approval of the MMSD Green Solutions Funding Agreement and Green Infrastructure Partnership Program for porous pavement used in the Watertown Plank Road project, Contract 25-07 / Proj 1025 [25-0923](#)

Recommendation: Common Council

Maggie Anderson, Senior Civil Engineer, presented.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Mark Hammond

SECONDER: Jennifer Tate

Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate

Excused: 1 Ruggini

5. Consideration of a request by Engineering Division for approval of a Relocation Order and Acquisition Plat for the Wisconsin Avenue Multi-Use Path Project, CIP #2309 [25-0970](#)

Recommendation: Common Council

Mike Steiner, Assistant City Engineer, presented.

RESULT: RECOMMENDED FOR APPROVAL

- MOVER:** Melissa Dolan
SECONDER: Mark Hammond
Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate
Excused: 1 Ruggini
6. Consideration of request by the Engineering Division for approval of plans and specifications for Contract 25-09 / Projects 3025 & 7001, 2025 Sanitary Sewer Improvements on Diane Drive and Discovery Parkway [25-0975](#)
- Chris Jain, Senior Civil Engineer, presented. Questions were raised by Alder Makhoulf. Jim Archambo, Mike Steiner and Jennifer Stilling all provided historical context for the project at hand.*
- RESULT:** APPROVED
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate
Excused: 1 Ruggini
7. Consideration of request by the Engineering Division for approval of plans and specifications for Contract 25-21 / Project 2307, Swan Boulevard Bridge Deck Sealing [25-0995](#)
- Jessica Henderson, Civil Engineer, presented.*
- RESULT:** APPROVED
MOVER: Mark Hammond
SECONDER: Melissa Dolan
Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate
Excused: 1 Ruggini
8. Consideration of acceptance of WDNR 2024 Compliance Maintenance Annual Report (CMAR) [25-0993](#)
- Recommendation:* Common Council
Mike Steiner, Assistant City Engineer, presented.
- RESULT:** RECOMMENDED FOR APPROVAL
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 5 Braatz, Dolan, Hammond, Escobedo, and Tate
Excused: 1 Ruggini
9. Monthly Pumpage Report April 2025 [25-0821](#)
- RESULT:** RECEIVED AND PLACED ON FILE
10. Project Updates [25-0999](#)
- RESULT:** INFORMATIONAL ONLY
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ADJOURNMENT

The meeting was adjourned at 9:29 am.