



Wauwatosa, WI

Board of Public Works

Meeting Minutes

7725 W. North Avenue
Wauwatosa, WI 53213

Wednesday, December 10, 2025

8:30 AM

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

Regular Meeting

CALL TO ORDER

Chairperson Ruggini called the meeting to order at 8:32 am.

ROLL CALL

Remote 6

- Member - Alderperson Melissa Dolan
- Member - Development Director Mark Hammond
- Member - Finance Director John Ruggini
- Member - Building & Safety Manager Stefanie Escobedo
- Member - City Attorney Jennifer Tate
- Member - City Clerk Deyanira Nevarez

Member Nevarez arrive prior to item 3 and Member Hammond arrived prior to item 5.

Also present: Mary Boettcher, Admin Support Specialist; Jess Henderson, Civil Engineer; Mahmoud Jassar, Assistant Construction Manager; Jennifer Schroeder, Senior Civil Engineer; Mike Steiner, Assistant City Engineer; Jennifer Stilling, Senior Civil Engineer; Boris Veleusic, City Engineer; all appeared remotely and present the City of Wauwatosa.

APPROVAL OF MINUTES

1. Approval of Minutes from the November 12th, 2025 Regular Meeting [25-2118](#)
RESULT: APPROVED
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 4 Dolan, Ruggini, Escobedo, and Tate
Excused: 2 Hammond, and Nevarez
2. Approval of Minutes from the November 14th, 2025 Special Meeting [25-2255](#)
RESULT: APPROVED
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 4 Dolan, Ruggini, Escobedo, and Tate
Excused: 2 Hammond, and Nevarez
3. Approval of Minutes from the November 21st, 2025 Special Meeting [25-2256](#)

RESULT: APPROVED
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 4 Dolan, Ruggini, Escobedo, and Tate
Excused: 2 Hammond, and Nevarez

NEW BUSINESS

1. Request by Caroline Spongberg for a retaining wall encroachment within the public right-of-way at 6128 Wells Street [25-2258](#)

Recommendation: Common Council

Jennifer Stilling, Senior Civil Engineer presented.

RESULT: RECOMMENDED FOR APPROVAL
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 4 Dolan, Ruggini, Escobedo, and Tate
Excused: 2 Hammond, and Nevarez

2. Approval of Relocation Order and Plat for Blue Mound Road (N. 106th to N. 68th St.) - WisDOT Project I.D. 2200-10-21/22 [25-2266](#)

Recommendation: Common Council

Boris Veleusic, City Engineer, presented.

RESULT: RECOMMENDED FOR APPROVAL
MOVER: Melissa Dolan
SECONDER: Jennifer Tate
Aye: 4 Dolan, Ruggini, Escobedo, and Tate
Excused: 2 Hammond, and Nevarez

3. Request for approval of the proposed 2026 Paving Assessment Resolution. [25-2271](#)

Recommendation: Common Council

Jennifer Schroeder, Senior Civil Engineer, presented.

RESULT: RECOMMENDED FOR APPROVAL
MOVER: Melissa Dolan
SECONDER: Stefanie Escobedo
Aye: 4 Dolan, Ruggini, Escobedo, and Tate
Excused: 2 Hammond, and Nevarez

4. Approval of Final Payment for Contract 24-91 Street Light Conversion [25-2279](#)

Recommendation: Common Council

Nick Deming, Construction Manager, presented.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Jennifer Tate

SECONDER: Stefanie Escobedo

Aye: 4 Dolan, Ruggini, Escobedo, and Tate

Excused: 2 Hammond, and Nevarez

5. Consideration of Award of Contract 26-19, Concrete Sidewalk Repair [25-2270](#)

Recommendation: Common Council

Jennifer Schroeder, Senior Civil Engineer, presented. Motion includes a Level 3 Fund Transfer.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Mark Hammond

SECONDER: Jennifer Tate

Aye: 4 Hammond, Ruggini, Escobedo, and Tate

Excused: 1 Nevarez

Abstain: 1 Dolan

6. Consideration of declaring the City's intent to perform street and alley improvements during the 2026 construction season and to assess neighboring property owners. [25-2272](#)

Recommendation: Common Council

Jennifer Schroeder, Senior Civil Engineer, presented.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Mark Hammond

SECONDER: Jennifer Tate

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

Excused: 1 Nevarez

7. Request to set a public hearing date of January 27th, 2026 for proposed assessments for 2026 street and alley improvements. [25-2273](#)

Recommendation: Council

Jennifer Schroeder, Senior Civil Engineer, presented.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Melissa Dolan

SECONDER: Stefanie Escobedo

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

Excused: 1 Nevarez

8. Consideration of 2026 Board of Public Works meeting calendar [25-2260](#)

Deyanira Nevarez, City Clerk, presented. Motion amended to change start time to 9 am in 2026.

RESULT: APPROVED

MOVER: John Ruggini

SECONDER: Jennifer Tate

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

Excused: 1 Nevarez

9. Monthly Pumpage Report Oct 2025

[25-2174](#)

RESULT: RECEIVED AND PLACED ON FILE

ADJOURNMENT

Meeting adjourned at 8:56 am.