

CITY OF GLENDALE COMMON COUNCIL

Meeting Minutes
September 9, 2024

Regular meeting of the Common Council of the City of Glendale held in City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin and via Zoom conference call.

The meeting was called to order by Mayor Bryan Kennedy at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Ald. Tomika Vukovic, Jim Daugherty, John Gelhard, Phillip Bailey, Steve Schmelzling, and JoAnn Shaw. Absent: None.

Other Officials Present: Karl Warwick, City Administrator; Rhett Fugman, Police Chief; Jessica Ballweg, Deputy City Administrator; Charlie Imig, Director of Public Works; and Megan Humitz, City Clerk.

PLEDGE OF ALLEGIANCE.

The members of the Common Council, City staff, and all those present pledged allegiance to the flag of the United States of America.

OPEN MEETING NOTICE.

City Administrator Warwick advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, September 5, 2024, of the date of this meeting; that the Agenda was posted on the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the Agenda were made available to the general public in the Municipal Building and the Police Department; and those persons who requested, were sent copies of the Agenda.

PUBLIC COMMENT.

No public comment.

CONSENT AGENDA.

I. File No. _____

Approval of Accounts Payable.

Motion by Ald. Daugherty, seconded by Ald. Bailey, to Approve Accounts Payable was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

NEW BUSINESS.

II. File No. _____

Quarterly Water Usage Report

Administrator Warwick stated the provided report is for review purposes only. With the water utility billing now on the same billing cycle, we can now produce a report for water usage, unbilled water and other fact related to the water utility. In the future, this report will be included with the monthly reports, but on a quarterly basis. One item to review is the total percentage of water loss. The water loss in quarter 1 and 2 is 5.70% and 5.69%. Prior to 2024, the water loss was reported above 12%. With aligning the billing cycles and with work to identify and fix water leaks, we have significantly reduced our lost water, which provides for a better financial position for the City. The report also includes water usage by type, and number of watermain breaks.

This item is for informational purposes only. No action is required.

III. File No. _____

Compressed Work Schedule

Deputy Administrator Ballweg stated the Common Council previously approved an amendment to the Employee Handbook permitting condensed schedules for appropriate positions. This was implemented this summer and staff will be reviewing compressed work schedules that were implemented from Memorial Day to Labor Day this past summer for City Hall and Department of Public Works staff. The compressed work schedule for the Department of Public Works included the ability to leave early on Fridays by adding an hour of work from Monday to Thursday. The compressed work schedule for City Hall staff included the same schedule compression as Public Works with the City Hall building closed to the public at Noon on Fridays.

This item is for informational purposes only. No action is required.

IV. File No.

Citywide and Richard E. Maslowski Community Park Community Events

Administrator Warwick stated as requested, by Alderwoman Shaw, several documents were provided summarizing the revenue and expenses for special events in 2023 and 2024. Included were the following: 2023 sales by date, including event; 2024 sales by date, including event; 2023 versus 2024 revenue and expenses for Music in the Glen and Live at the Oasis; and 2023 versus 2024 revenue and expenses for the Live unplugged series.

This item is for informational purposes only. No action is required.

V. File No.

Review and Approval: 2025, 10-Year Capital Improvement Plan

Administrator Warwick stated after a lengthy review of the Capital Improvement plan by City Staff and our consulting engineers, staff is presenting a 2025, 10-year Capital Improvement Plan for review and possible adoption. The presented Capital Improvement Plan generally includes the following:

1. Modification to a 10-year plan. There are significant capital improvement projects beyond the traditional five-year mark that will impact the City's overall spending, mill rate, and debt load. As a result, the CIP plan now includes a 10-year projection. Also included is a year-by-year anticipated debt schedule and mill rate for a \$400,000 home for this period.
2. Annual Inflationary Increases. The CIP plan for all projects/vehicles/equipment now includes inflationary increases so that the same amount of work can be completed year to year. In prior years, the amount of work was reduced to maintain a consistent dollar amount for roads, water mains and other projects. Inflationary increases were also added to vehicle/equipment replacements to provide more accurate projections.
3. Watermain replacement program was moved to a every other year program. By doing this, the size and scope of the project is larger and the City will hopefully achieve better bids. Furthermore, there is significant time/money involved annually in planning a watermain replacement program. By doing this bi-annually, it will reduce time/money spent managing these improvements.
4. The road resurfacing program was slightly modified. In water main replacement years, the road resurfacing program will only include streets where water mains are replaced. The other years will only include roads not linked to watermain replacements. In 2029, funds will increase to approximately \$750,000 per the 2024 adopted CIP Plan.
5. Design engineering for watermain replacements, road resurfacing, and alleys were included in the year prior to the work. This allows for staff to plan and design the project in the previous year so early bidding and construction can occur. Earlier bidding projects typically leads to more competitive pricing.
6. Capital investments for software and technology are becoming a large annual cost and is now included in the CIP Plan. Specific investments are listed in the next several years and anticipated costs were placed in the CIP Plan in future years.

7. \$500,000 was included bi-annually for community enhancements such as park, bike, pedestrian or other community enhancements. Those years, the Council would be asked to select projects or defer for a larger project in future years.
8. The Supplemental Capital Improvement Plan includes a description of all projects, and a list of possible future projects not included in the proposed plan.

Motion by Ald. Daugherty, seconded by Ald. Vukovic, to approve the adoption of the 2025, 10-Year Capital Improvement Project as amended was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

VI. File No.

Rate Plan for Refuse, Recycling, Yard Waste and Environmental Charges

Administrator Warwick stated the City's agreement with Advanced Disposal (GFL) for refuse, recycling and yard waste collection expires December 31st. Staff has negotiated an agreement with John's Disposal for a 5- or 7-year agreement for these services. This item is a review of the current and possible future rates and charges, and no formal action is being asked of the Common Council at this time. Staff will take the information collected from the Common Council and develop a 5- or 7-year rate schedule to be adopted at a future meeting with the rates and charges effective January 1, 2025. Refuse collection for single-family residential is exclusively funded by the Environmental charges on the utility bill. The Environmental quarterly charges are \$12 per residential equivalent. Based on these calculations, single-family residential charges funds 33% of single-family refuse collection, with all other uses funding 66% of the single-family refuse collection. Per the enclosed, staff recommends reducing the quarterly fee from \$12 to \$1.55 per quarter, excluding single-family residential. Per the calculations, the Environmental charges would collect \$51,615 annually to fund environmental remediation efforts at Richard E. Maslowski Community Park.

In lieu of the Environmental charges, a Refuse, Recycling and Yard Waste collection charge would be placed on the utility bill, per the enclosed fee schedule if approved by the Common Council. Property tax (\$90,000) and the recycling grant (\$61,500) funds the recycling charges for bi-weekly single-family collection. The total recycling charges in the new agreement would increase from \$151,500 to \$335,294. Recycling costs have increased substantially due to stricter regulations on recycling items and fewer places to take these items. The fee schedule for the Recycling charges on the residential bill covers the difference between the current property tax pledge and the new rates, minus the recycling grant. The 2025 rate for recycling would be \$5.59 per month. Over the seven-year period of the agreement, the rate schedule proportionally reduces the property taxes pledged towards recycling to zero. As a result, the rate would increase to \$7.41 in 2031. This frees up funds to pledge towards necessary municipal services such as police, fire and other administrative costs that cannot continue to be covered by the City's current funding. The City's property taxes funds the bi-weekly, seasonal collection of yard waste. The total 2024 cost for this is approximately \$131,000. Based on the new agreement, this cost would increase to \$139,502 in 2025, with 4% annual increases for the term of the agreement. The 2025 rate for yard waste would be \$0 per month. Over the seven-year period of the agreement, the rate schedule proportionally reduces the property taxes pledged towards recycling to zero. As a result, the rate would increase from \$0 to \$3.61 in 2031. This frees up funds to pledge towards necessary municipal services such as police, fire and other administrative costs that cannot continue to be covered by the City's current funding. If the Common Council elect to adopt a 5-year agreement with John's, below is the comparison of the 2025 rates. Both include a 4% annual increase. The 5-year agreement is more expensive because it condenses the cost of new carts and other fixed assets in a shorter period. In the fifth year of the agreement the 5-year (2029) total cost would be \$24.74 versus \$23.27 or \$1.47 per month greater (\$17.64 annually). If the Common Council select the 5-year agreement, staff will prepare a rate plan for this option for consideration. The fees for charges for this option are enclosed, but not a rate plan.

This item is for informational purposes only. No action is required.

VII. File No.

Multi-Year Agreement for Solid Waste and Recyclables Collection with John's Disposal Service, Inc.

Administrator Warwick stated on December 31, 2024, the 10-year agreement with Green for Life (GFL) for the collection of solid waste, recyclables, and yard waste will terminate. Earlier this year, city staff issued a Request for Proposals (RFP) for a new Waste and Recycling contract. We received four proposals and selected the two lowest-cost providers for interviews and negotiations. Staff interviewed our current provider GFL and John's Disposal Service, Inc. The proposals included options for both 5-year and 7-year contracts. For a 5-year contract, as detailed in Attachment Exhibit A, both John's Disposal and GFL would have a higher starting rate-per-household (RPH) compared to their rates under a 7-year contract. Consequently, the rate in the fifth year of a 5-year contract would be comparable to the rate in the sixth year of a 7-year contract. A five-year contract would be more expensive due to the shorter amortization period for new carts and other fixed assets from both providers. GFL's 7-year contract proposal includes a starting combined rate of \$19.63, and John's combined proposal is \$19.95 per month. John's offers a fixed annual price increase of 4%. GFL's contract includes an inflation-adjusted rate, with a maximum annual increase of 6% based on the Consumer Price Index (CPI). Based on an annual 6% increase in the GFL contract and the set 4% increase in the GFL agreement, the cost of both agreements is comparable for the 5-year agreement. The John's Disposal agreement for a 7-year agreement is \$364,438 less expensive. The agreement with John's offers similar services to our current agreement, including weekly refuse collection, bi-weekly recycling collection, bi-weekly yard waste collection, bulk item collection, free dumpsters for municipal facilities and events. John's agreement provides for unlimited yard waste collection, while GFL limits the amount collected bi-weekly. Staff interviewed representatives from River Hills, Greenfield, Franklin, and other municipalities that contract with John's, and we received a favorable reference in all cases. John's Disposal Services, Inc. provides a competitive agreement for waste, recycling and yard waste disposal services with a fixed 4% annual rate adjustment. Based on the fixed rate increase and the reference from other municipalities, staff recommends approval of a multi-year agreement with John's Disposal Services. The Common Council would need to determine whether to approve a five- or seven-year agreement.

Motion by Ald. Shaw, seconded by Ald. Daugherty, to approve the adoption of a 7-Year Agreement with John's Disposal Service, Inc. to provide curbside collection of solid waste, recyclables, and yard waste for the City of Glendale was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

COMMISSION, COMMITTEE, BOARD, AND STAFF REPORTS.

There were several updates from Council members on the activities of the various Commissions, Committees and Boards on which they serve as a Member and an Administrator update.

ADJOURNMENT.

There being no further business, a motion was made by Ald. Gelhard, seconded by Ald. Bailey, to adjourn the meeting. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried and adjournment of the Common Council was ordered at 7:44 p.m., until Monday, September 23, 2024, at 6:00 p.m.

Megan Humitz
City Clerk