

CITY OF GLENDALE
5909 North Milwaukee River Parkway
Glendale, Wisconsin 53209

This meeting is in person, but will be broadcast over Zoom

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AGENDA—COMMON COUNCIL MEETING

Monday, November 25, 2024

6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Public Comment. Glendale residents, business owners, and property owners are invited to speak to the Council on items that are not on tonight's agenda but are within the City's ability to regulate or control.
3. Public Hearing: 2025 Annual Program Budget
 - a) Review and Possible Action: Resolution - Adopting the 2025 City Budget and Establishing the 2024 City Tax Levy
4. Consent Agenda:
 - a) Adoption of Minutes: Meeting held September 23, 2024
 - b) Approval: Payment 1 to Aqualis in the amount of \$96,818.06 for work completed on the 2024 Glendale Sanitary Sewer Cleaning and Televising Project
 - c) Approval: Payment 3 to UPI, LLC. In the amount of \$321,257.39 for work completed on the 2024 Watermain Replacement Project
 - d) Approval: Payment 4 to UPI, LLC. In the amount of \$56,521.82 for work completed on the 2024 Watermain Replacement Project
 - e) Approval: Accounts Payable
 - f) Approval: Monthly Reports
5. New Business: (The public may speak to the Council prior to the beginning of deliberations on these items, provided they have notified their respective Alderperson or the Mayor in advance of this meeting).
 - a) Discussion: Procedures for Distribution of Refuse & Recycling Bin
 - b) Discussion: Glendale Legislative Priorities
 - c) Discussion: Open Meetings Act, Records Retention and Best Practices for Social Media
 - d) Review and Possible Action: Cancellation – December 23rd Common Council Meeting
 - e) Review and Possible Action: Ordinance – Repealing and Replacing Section 7.4 – “Regulation of Transient Merchants, Permanent Merchants and Charitable Organizations”

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.

*The Common Council of Glendale currently holds meetings in person at City Hall, or an alternative physical location as allowed by the City Ordinance. As a courtesy to citizens, Council meetings will also be made available live on the Zoom virtual platform for viewing and possible participation. However, the City cannot guarantee the technology supporting the virtual viewing option will operate perfectly and continuously. The only way to guarantee the ability to offer public comment, or view the meeting uninterrupted, is to appear in person. If the Zoom platform fails, the meeting will continue as scheduled.

f) Review and Possible Action: Ordinance – Repealing and Replacing Section 2.2.9 – Salaries to Include salaries for the Mayor and Common Council in the City Code

6. Commission, Committee, Board and Staff Reports: (This is an Opportunity for Council Members to Report on their Respective Committees, Commissions, Boards of which they serve as a Member and for Staff and Administrator updates)
7. Closed Session: The Common Council will convene in Closed Session per Wis. Stat. § 19.85(1)(c) to review a proposal for a four-year agreement with Labor Association of Wisconsin, INC for and on Behalf of the Glendale Professional Police Association, Local 212 and to discuss compensation, wage ranges or performance evaluation data of public employees over which the Council has jurisdiction or exercises responsibility.
8. Return to Open Session
9. Adjournment.

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SUBJECT: Public Hearing: 2025 Annual Program Budget
Resolution Adopting the 2025 City Budget and Establishing the 2024 City Tax Levy

FROM: Karl Warwick, City Administrator

MEETING DATE: November 25, 2024

FISCAL SUMMARY:

Budget Summary:	Enclosed
Budgeted Expenditure:	Enclosed
Budgeted Revenue:	Enclosed

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	3.1

BACKGROUND/ANALYSIS:

The Council received the 2025 Proposed Annual Program Budget and previously reviewed it at the October 11, 2024, Common Council meeting.

Since this review several modifications to the Budget occurred, including:

1. Refinement of the property tax levy amount for the 2025 Budget to remove the Personal Property Tax amount (\$451,461) and place it in a separate State Aid line item in the General Fund.
2. Inclusion of a \$50,000 General Fund Contribution to the 75th Anniversary Fund
3. Creation of a 75th Anniversary to fund the printing of the book and special events (\$100,000).
4. Amendment to General Fund Revenue for the Squad/Body Camera Grant (\$90,663) and the City's matching amount (\$181,226). This increases expenses in 2025, however lowers annual expenses hereafter and lowers the total five-year cost.
5. Addition of \$7,000 in the Utility Accounts for Lockbox Service. In reviewing security protocols with our bank, lockbox service is a recommend security method where all bills are mailed and processed at a third-party secure location. In 2025, includes costs for utility bills. Future years may include costs for lockbox services for property taxes.

RECOMMENDATION:

Hold a public hearing on the 2025 City Budget. Adopt a Resolution approving the 2025 City Budget and Establish the 2024 Tax Levy as presented.

ACTION REQUESTED:

Motion to approve a Resolution Adopting the 2025 City Budget and Establishing the 2024 City Tax Levy, as presented.

ATTACHMENTS:

1. [Resolution Adopting the 2025 Budget and 2024 Property Tax Levy](#)
2. [2025 Proposed Budget](#)

3A-3B
11/25/2024

CONSENT AGENDA

- a) Adoption of Minutes: Meeting held November 11, 2024
- b) Approval: Payment to Aqualis for the 2024 Glendale Sanitary Sewer Cleaning and Televising Project
- c) Approval: \$321,257.39 Payment to UPI, LLC. for the 2024 Watermain Replacement Project
- d) Approval: \$56,521.82 Payment 4 to UPI, LLC. for the 2024 Watermain Replacement Project
- e) Approval: Accounts Payable
- f) Approval: Monthly Reports

SUBJECT: Procedures for Distribution of Refuse & Recycling Bin
FROM: Karl Warwick, City Administrator
MEETING DATE: November 25th, 2024

BACKGROUND/ANALYSIS: From around Dember 9th to the 16th, John's Disposal will delivery refuse and recycling bins. This delivery will include only the 95-gallon (large) bins. GFL will begin collection of resident's bins their last week of collection in December for refuse and recycling. Residents will be asked to keep their bins at the curb after their final collection with GFL. Residents must place their old bins for retrieval from GFL as John's will not collect from refuse/recycling the old GFL bin. If a resident does not place their GFL bin for retrieval during this period, the resident may be responsible for disposal.

Residents requesting a small refuse and/or recycling bin (48 gallons) from John's can call 262-473-4700. The delivery of the smaller bins (48-gallons) in anticipated prior to a resident's first collection. After the smaller bin is collected, John's will collect the larger bin.

Residents requesting walk-up services for pick-up will be required to complete a form with John's to obtain approval. The form will be placed on the City's website.

RECOMMENDATION: Discussion information on regular bin collection and distribution procedures.

ATTACHMENTS:

1. None

SUBJECT: Discussion: Legislative Priorities

FROM: Bryan Kennedy, Mayor

MEETING DATE: November 25, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

Our state legislators have reached out to discuss any priorities that the city might have. Before the Mayor and City Administrator meet with them, the Common Council should have a discussion about items that we would like to see addressed at the state level. The following are items that we might discuss. The Council Members should feel free to bring additional items to the discussion.

1. Align the expenditure restraint exemptions with levy limit exemptions so that funds raised outside the levy limit can be spent outside of the expenditure restraint limits.
2. Consideration of a municipal sales tax for municipalities other than just the City of Milwaukee.

RECOMMENDATION: No requested motion. This item is discussion only.

SUBJECT: Open records and Social Media
FROM: Karl Warwick, City Administrator
MEETING DATE: November 11, 2025

BACKGROUND/ANALYSIS: I asked Attorney Bayer to draft a memo regarding social media activities, public records and open meetings.

RECOMMENDATION: Review the memo for discussion.

ATTACHMENTS:

1. [Memorandum from Attorney Bayer](#)

SUBJECT: Cancellation of December 23rd Common Council Meeting

FROM: Karl Warwick, City Administrator

MEETING DATE: November 25th, 2024

BACKGROUND/ANALYSIS:

Due to the proximity of the Christmas holiday to the December 23rd Common Council Meeting and all year-end Council items will be completed prior to this meeting.

RECOMMENDATION:

It is recommended that the December 23rd, 2024, Common Council, as prescribed by City Ordinance, shall not be held and the Mayor and City Administrator can call a second meeting in August on another date, if necessary.

ACTION REQUESTED:

Motion to cancel the December 23rd, 2024, Common Council meeting.

ATTACHMENTS:

1. None.

SUBJECT: Ordinance Repealing and Replacing Section 7.4.8 – “Regulation of transient merchants, permanent merchants and charitable organizations”

FROM: Karl Warwick, City Administrator

MEETING DATE: November 25, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	7.4.8

BACKGROUND/ANALYSIS: The City of Glendale’s City Code includes regulations for transient merchants, permanent merchants and charitable organizations. Within these regulations, includes certain restrictions on solicitors. This section was modified to now include additional solicitor regulations, including:

1. Prohibiting hours for these activities between the hours of 7:00 PM to 9:00 AM or one hour after sunset. Current regulations prohibit these activities after 9:00 PM but doesn’t include a starting time.
2. Prohibits soliciting to anyone under the age of 18 or anyone who appears to have mental or cognitive issues to make sound decisions.
3. Using any permit provided by the City after the expiration or revocation of the permit.
4. Knowingly provide false information in the submission of any application or registration under this article.
5. Not allowing solicitation on a dwelling registered with the City as a no soliciting location.
6. Increases the bond from \$500 to \$1,000 for companies required to secure a bond for these activities.
7. Includes a definition of “solicitor”.
8. Reduced the area in which people could be “disturbed” by sound of these organizations to 50 feet from 100.
9. Deletes section 7.4.12, “Personal Property Taxes; Penalty for Late Filing” since this is not related to the section and Personal Property Taxes do not exist anymore.
10. In 7.4.3, “Exemptions” add exemptions for religious organizations, charitable organizations, and for kids under 18 raising funds for school/scouting (called the “girl scout cookie” exemption).
11. There were to terms of art that were never defined, internal cross references to wrong sections of the ordinance, and an overall progression and structure that did not comport with usual code construction
12. Provisions that related to the same topic (such as the application process) were strewn around different parts of the overall code and now are placed in similar sections.

13. “Transient merchants” were, and remain, the only individuals who must register with and obtain a permit from the city to go door to door. As before, those solicitating on behalf of a political candidate or a religious organization, which involves types of speech afforded greater protections than commercial speech, need not formally register. However, anyone going door to door is still bound by the regulations found in 7.4.8.

RECOMMENDATION: Adopt Ordinance, amending section 7.4.8 regarding regulations of transient merchants, permanent merchants and charitable organization.

ACTION REQUESTED: Motion to adopt Ordinance, amending section 7.4.8 regarding regulations of transient merchants, permanent merchants and charitable organization.

ATTACHMENTS:

1. [Ordinance for Adoptions](#)
2. [Redlined Code of Section 7.4](#)

SUBJECT: Ordinance Amending 2.2.9, "Salaries", Adjusting the salaries for the Mayor, Common Council President, and Alderpersons

FROM: Karl Warwick, City Administrator

MEETING DATE: November 25, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	\$64,800
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS: The Mayor and Common Council salaries were last updated in 2019 via motion by the Common Council. The enclosed ordinance amends the City Code to place these salaries within section 2.2.9 of the City Code. The Ordinance would also place the Municipal Judge's salary within this Code Section too.

Per State Law, the new salary amount would not take effect until the earlier of either 1) the beginning of the next new term of that office, or 2) when said office is occupied by an individual not currently serving on the City Council or as Mayor.

These adjustments have been accounted for the in the Budget.

RECOMMENDATION: Motion to adopt the Ordinance placing the Mayor, Common Council and Municipal Judge's salaries within the City Code and adjusting the salaries.

ACTION REQUESTED: Adopt the Ordinance placing the Mayor, Common Council and Municipal Judge's salaries within the City Code and adjusting the salaries.

ATTACHMENTS:

1. [Ordinance](#)