

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

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AGENDA—COMMON COUNCIL MEETING

Monday, December 9, 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. Consent Agenda:
 - a) Adoption of Minutes: Meeting held November 25, 2024
 - b) Approval: Accounts Payable
 - c) Approval: *Payment 1* - LaLonde Contractors, Inc. in the amount of \$637,647.79 for work completed on the 2024 ARPA Sidewalks Project.
 - d) Approval: *Payment 1* - MJ Construction Inc. in the amount of \$577,914.45 for work Completed on the 2024 Private Property Inflow and Infiltration (PPII) Reduction Program.
4. Public Hearing
 - a) Review and Possible Action: *Ordinance* - Amending Section 13.1.92 Regarding Parking Restrictions
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) Review: 2025 Organizational Goals
 - b) Review and Possible Action: *Approval* – Unintended Water Use Policy
 - c) Review and Possible Action: *Approval* – Winter Newsletter
 - d) Review and Possible Action: *Appointments* - Citywide and Richard E. Maslowski Community Park Activities Committee
 - e) Review and Possible Action: *Setting a Public Hearing* – Ordinance Regarding a Zoning Text Amendment for Section 13.2.142, "Fences, Wall, Windbreaks and Hedges" for January 27th, 2025.
 - f) Review and Possible Action: *Authorization to Execute* – Milwaukee Metropolitan Sewage District (MMSD) Funding Agreement M10005GL03 not to Exceed \$222,500 for Private Property Infiltration and Inflow Lateral Replacement Program (PPII)

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

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- g) Review and Possible Action: *Authorization to Execute* - Cost Sharing Agreement with the City of Milwaukee for Silver Spring Drive Between North 27th Street to the Milwaukee River
 - h) Review and Possible Action: *Authorization to Execute* – Professional Services Agreement for Comprehensive Outdoor Recreation Plan (CORP) with Vandewalle & Associates, INC., not to Exceed \$30,000
 - i) Review and Possible Action: *Resolution* – Directing the City Attorney to seek legal action barring child sex offenders from being housed on Silver Spring Drive in Milwaukee across the street from Glendale
 - j) Review and Possible Action: *Ordinance* – Amending Subsection (8) of Schedule A. – Speed Limits Increased As Part of Section 10.1.12 to Reduce the Speed Limit on North Jean Nicolet Road, between the north City limits and West Bender Road to 30 MPH
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
- k) Review and Possible Action: *Approval* – Multi-Year Agreement with the Glendale Police Officers Association Local 212 of The Labor Association of Wisconsin, INC.
 - l) Review and Possible Action: *Approval* – Employee Salary Adjustments and Payout of up to 80 hours of Unused Paid Time Off for Administrator Warwick
9. Adjournment.

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3A-3B
12/9/2024

CONSENT AGENDA

1. Adoption of Minutes: Meeting held November 25, 2024
2. Approval: Accounts Payable
3. Approval: Payment 1 - LaLonde Contractors, Inc. in the amount of \$637,647.79 for work completed on the 2024 ARPA Sidewalks Project.
4. Approval: Payment 1 - MJ Construction Inc. in the amount of \$577,914.45 for work Completed on the 2024 Private Property Inflow and Infiltration (PPII) Reduction Program.

SUBJECT: Ordinance Repealing and Replacing Section 13.1.92 "Parking Regulations"
FROM: Karl Warwick, City Administrator
MEETING DATE: November 12, 2024
MEETING: Planning and Architectural Review Commission (PARC)

BACKGROUND/ANALYSIS: Section 13.1.92 "Parking Regulations" includes various regulations for off street parking, including parking space size, lighting requirements, landscaping, surfacing, location versus the principal building, and signage. The current code also includes minimum parking standards based on use. In reviewing the Parking Regulation requirements versus recently adopted local standards and the list of permitted uses, staff is recommending amending "Parking Regulations" to:

1. Establish parking standards specific to motor vehicle sales.
2. Match parking standards "uses" to the City's current list of "permitted uses"
3. Generalize the parking "uses" to be more adoptable.
4. Amend the minimum parking standards for "uses".
5. Establish maximum parking standards to limit the amount of parking permitted.
6. Establish lighting standards to requirement minimum lighting throughout the parking areas and maximum levels at the property line.
7. Allows for a reduction of parking standards for mixed use or shared "uses"
8. Creates regulations for bike parking.
9. Amends the parking regulations to require additional parking for multi-family developments with units with higher bedroom counts.

Staff worked with the City's contractual Planning Firm, Vandewalle and Associates, to review recent trends in parking standards and our permitted use table to development this proposed amendment to the Zoning Code.

RECOMMENDATION: Hold a required public hearing and consider adoption of an ordinance amending the zoning text amendment whether to repeal and replace Section 13.1.92 "Parking Regulations"

ACTION REQUESTED: Hold a required public hearing and consider adoption of an ordinance amending the zoning text amendment whether to repeal and replace Section 13.1.92 "Parking Regulations"

ATTACHMENTS:

1. [Ordinance Repealing and Replacing Section 13.1.92 "Parking Regulations"](#)

SUBJECT: 2025 Organizational Goals
FROM: Karl Warwick, City Administrator
MEETING DATE: December 9th, 2024

BACKGROUND/ANALYSIS: The City Administrator implements the priorities of the Common Council. Some of these priorities are established in the adopted budget annually. A list and description of the proposed 2025 goals is enclosed.

RECOMMENDATION: Review 2025 proposed Organizational Goals.

ACTION REQUESTED: Adopt 2025 Organizational Goals

ATTACHMENTS:

1. [2025 Proposed Organizational Goals](#)

SUBJECT: Unintended Water Use Policy
FROM: Karl Warwick, City Administrator
MEETING DATE: December 9, 2024

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The Wisconsin Public Service Commission regulates the Glendale Water Utility. Under their governing Statutes, utilities are encouraged to adopt an unintended use into the utility's PSC approved tariff. Unintended use policies govern water lost resulting from an unknown situation such as a running toilet, water leak or a hose left running. These policies permit the utility to provide financial relief resulting from lost water, under certain situations. This policy cannot reduce fees for unintended water use below the utility's cost of providing water.

The Glendale Municipal Sewer Utility is governed locally by the municipality and may adopt standards as it sees fit to establish guidelines to provide financial relief to customers for the unintended use of wastewater services

Some utility customers may face extraordinarily large utility bills due to the unintended use of water services due to plumbing or equipment failures, for which some financial relief may be warranted.

These standards are designed in a manner that provides relief under only the most clearly extenuating and extreme unintended usage circumstances. They are not intended to be used for the more frequent irregularities in water usage that occur on an ongoing basis.

This policy is consistent with other municipal guidelines.

RECOMMENDATION:

Consider approval of an Unintended Use Policy governing unintended use billing credits for customers for water and sanitarily sewer usages under these circumstances:

Unintended use credit - Eligibility Guidelines

1. Customer's quarterly usage must be at least 4 times the average usage for the property, or 75,000 gallons, whichever is greater.
2. Average usage will be evaluated based on the most recent 4 quarters of billing for which the property was occupied, evidenced by usage of at least 5,000 gallons per quarter.
3. In the event of a change in use or occupancy for commercial properties, the utility may defer the eligibility determination for credits until 4 quarters of billing information for the current use or occupancy is available.
4. These credits are not applicable to irrigation or seasonal usage consumption.
5. These credits are not applicable for estimate to actual reading adjustments, or any other billing adjustments based on inaccurate historical meter reading information.
6. A property is only eligible for one credit within any 5-year period.
7. The owner must provide evidence of the cause of the unintended use and proof of repair (i.e. toilet leak or water leak)

Unintended Use - Billing Credits **As Part of the Utility's PSC Tariff**

Water Use credit:

1. The Glendale Water Utility uses a flat rate volume charge for water consumption, the rate established by the PSC is designed to reflect the utility's actual cost of providing water, plus the rate of return approved by the PSC.
2. The unintended water use credit will be calculated based on the volume of unintended water used in the quarter multiplied by 50% of the Tier 1 billing rate.

Local Sewer Use credit:

1. The Glendale Municipal Sewer Utility uses a flat rate volume charge for wastewater services based upon the customer's water consumption.
2. The unintended sewer use credit will be calculated based on the volume of unintended water used in the quarter multiplied by 50% of the flat rate volume charge for local sewer volume.

Metro Sewer Use credit:

1. The Milwaukee Metropolitan Sewerage District (MMSD) uses a flat rate volume charge for wastewater services based upon the customer's water consumption.
2. The unintended sewer use credit will be calculated based on the volume of unintended water used in the quarter multiplied by 50% of the MMSD flat rate volume charge for metro sewer volume.

ACTION REQUESTED:

Approved the Unintended use policy for the water and sewer utilities. Billing credits are eligible to be applied against the utility bill issued after July 1, 2024, when the new water utility billing rates were implemented.

ATTACHMENTS:

1. [Sample Credit for customers who qualify for the unintended use policy.](#)

SUBJECT: Review and Approval of Winter Newsletter

FROM: Megan Humitz, City Clerk

MEETING DATE: December 9th, 2024

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

Annually, the City publishes the City Newsletter three times a year, Spring, Fall and Winter. Staff is asking the Common Council to review and approve the Winter Newsletter for publication. In addition, the newsletters are posted on the City's website and copies are available at the City Hall. Due to selling ad space, the newsletter printing and mailing does not cost the City money, except for staff time to prepare it.

The City also sends an electronic newsletter to recipients enrolled in this subscription through our website monthly.

RECOMMENDATION:

Once approved, the newsletter will be printed and mailed to Glendale businesses and residents.

ACTION REQUESTED:

Motion to approve the 2024 Winter Newsletter as presented.

ATTACHMENTS:

1. [Winter Newsletter](#).

SUBJECT: Appointments to the Citywide and Richard E. Maslowski Community Park Activities Committee.

FROM: Bryan Kennedy, Mayor

MEETING DATE: December 9, 2024

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	2.4

BACKGROUND/ANALYSIS:

Please find enclosed a letter from Mayor Kennedy recommending appointments to the Richard E. Maslowski Community Park Activities Committee.

RECOMMENDATION: Review letter and take requested action.

ACTION REQUESTED: Confirm Mayor Kennedy's appointments to the Citywide and Richard E. Maslowski Community Park Activities Committee

ATTACHMENTS:

1. [Letter from Mayor Kennedy](#)

SUBJECT: Public Hearing for Amendments to the City's Fence Regulations
FROM: Mayor Bryan Kennedy
MEETING DATE: December 9th, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	13.1.142

BACKGROUND/ANALYSIS: In 2023, the Common Council approved a zoning text amendment to the section on fences, hedges and windbreaks. The text amendments cover several items which include:

- Removal of the requirement for "waivers" to be submitted from neighbors.
- Clarification regarding height restrictions in certain subdivisions and incorporating such requirements into the Ordinance, thus eliminating the need for reference to documents that are difficult to obtain.
- Specifying that hedges and windbreaks do not require a permit.
- Clarifying requirements for commercial and industrial vs. single-family residential districts.
- Providing a maintenance requirement within Title 8 of the Municipal Code.

The City has recently received feedback regarding fence regulations, particularly front yard residential fences and landscaping.

RECOMMENDATION: Motion to hold a public hearing on January 27th to obtain feedback on the City's fence and front yard landscaping requirements.

ATTACHMENTS:

1. [Ordinance, Amending the City's Fence Regulations](#)

SUBJECT: 2025 Glendale PPII Lateral Replacement Design with Clark Dietz not to exceed \$222,500 which is fully funded by MMSD Funding Agreement M10005GL03 at no cost to the City.

FROM: Karl Warwick, City Administrator

MEETING DATE: December 9, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

On behalf of the City of Glendale, Clark Dietz coordinated with Milwaukee Metropolitan Sewerage District (MMSD) to secure \$222,500 in Private Property Infiltration and Inflow Reduction Program (PPII) funding for the design phase of the City's 2025 Sanitary Lateral Replacement Program. The funds will be utilized to design up to 70 sanitary laterals within the Crestwood Subdivision during the 2025 calendar year as listed in MMSD funding agreement M10005GL03.

To secure the funding, the City must approve the City-MMSD Funding Agreement (received December 4th, 2024) and return to MMSD by December 16th, 2024. The funding agreement is consistent with previous agreements the City has executed for other PPII projects and will utilize Clark Dietz, Inc as the designer. All costs incurred by the City for Clark Dietz services will be reimbursed by MMSD through Funding Agreement M10005GL03 resulting in no cost to the City.

RECOMMENDATION:

Staff recommend approving the MMSD Funding Agreement M10005GL03 and the Professional Services Agreement for Clark Dietz not to exceed \$222,500 which is fully funded by MMSD for the 2025 Glendale PPII Lateral Replacement Design.

ACTION REQUESTED:

Authorize the execution of the MMSD Funding Agreement M10005GL03 and Professional Services Agreement for Clark Dietz not to exceed \$222,500 for the 2025 Glendale PPII Lateral Replacement Design.

ATTACHMENTS:

1. [MMSD Funding Agreement](#)
2. [Design Engineering Agreement with Clark Dietz](#)
3. [Professional Services Agreement for Clark Dietz](#)

SUBJECT: Cost Sharing Agreement for Silver Spring Drive Reconstruction with the City of Milwaukee

FROM: Karl Warwick, City Administrator

MEETING DATE: December 9th, 2024

BACKGROUND/ANALYSIS: The City of Glendale has been planning for improvements to Silver Spring Drive from 27th Street to the Milwaukee River with the City of Milwaukee. The City of Milwaukee covers 30% of the project area. The enclosed agreement pledges that Glendale would be responsible for 70% of the project costs and Milwaukee would be responsible for 30% of the project costs, after subtracting the \$7.98 million in federal funds. The funding percentage includes design engineering, construction and construction engineering.

RECOMMENDATION: Consider approval of the Silver Spring Drive North 27th Street to the Milwaukee River Cost Sharing Agreement.

ACTION REQUESTED: Consider approval of the Silver Spring Drive North 27th Street to the Milwaukee River Cost Sharing Agreement.

ATTACHMENTS:

1. [Cost Sharing Agreement](#)
2. [Cost Tracking Summary](#)

SUBJECT: Approval, Comprehensive Outdoor Recreation Plan (CORP), with Vandewalle & Associates, INC., not to Exceed \$30,000

FROM: Karl Warwick, City Administrator

MEETING DATE: December 9th, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	\$30,000
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	Chapter NR 50
Municipal Code:	

BACKGROUND/ANALYSIS: A prerequisite to participation in outdoor recreation grant programs is the adoption and subsequent Department of Natural Resources acceptance of a local comprehensive outdoor recreation plan (CORP). This requirement can be found in Chapter NR 50, Wisconsin administrative code for the following programs; Wisconsin Stewardship Program, Federal Land and Water Conservation Fund Program (LWCF), Aids for the Acquisition and Development of Local Parks (ADLP), Urban Green Space Program (UGS) and Urban Rivers Grant Program (URGP).

A CORP Plan is required to be completed and adopted by the Common Council every five years. The City's CORP Plan expires in 2024 and the agreement with Vandewalle would allow of the completion of a new five-year CORP Plan. The agreement would complete the State required comprehensive outdoor recreation plan, including a recreation plan for certain properties purchased under the floodway acquisition program with the Milwaukee Metropolitan Sanitary Sewage District (MMSD).

Vandewalle is currently the contractual planning firm and recently completed the City's 2040 Comprehensive Plan and 2020 Bike and Pedestrian Plan. The City also received a quote for this work from MSA in the amount of \$44,800.

RECOMMENDATION: Consider approval of an agreement with Vandewalle & Associates, INC., not to Exceed \$30,000.

ACTION REQUESTED: Consider approval of an agreement with Vandewalle & Associates, INC., not to Exceed \$30,000.

ATTACHMENTS:

1. [Professional Services Agreement](#)

SUBJECT: Directing the City Attorney to seek legal action barring child sex offenders from being housed on Silver Spring Drive in Milwaukee across the street from Glendale

FROM: Mayor Bryan Kennedy

MEETING DATE: December 9th, 2024

BACKGROUND/ANALYSIS: Please see enclosed the Resolution directing the City Attorney to seek legal action barring child sex offenders from being housed on Silver Spring Drive in Milwaukee across the street from Glendale.

RECOMMENDATION: Adopt the enclosed Resolution.

ACTION REQUESTED: Adopt the enclosed Resolution.

ATTACHMENTS:

1. [Resolution](#)

SUBJECT: Amending Subsection (8) of Schedule A. – Speed Limits Increased As Part of Section 10.1.12 to Reduce the Speed Limit on North Jean Nicolet Road, between the north City limits and West Bender Road to 30 MPH

FROM: Karl Warwick, City Administrator

MEETING DATE: December 9th, 2024

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	\$1,000
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS: Alderman Gelhard has requested that the speed limit on North Jean Nicolet Drive from the North City limits to Bender Road from 35 MPH to 30 MPH. There are nine (9) signs at a total replacement cost of \$1,000. The enclosed ordinance would reduce the speed in this section to 30 MPH.

RECOMMENDATION: Approve Ordinance amending Subsection (8) of Schedule A. – Speed Limits Increased As Part of Section 10.1.12 to Reduce the Speed Limit on North Jean Nicolet Road, between the north City limits and West Bender Road to 30 MPH

ACTION REQUESTED: Approve Ordinance amending Subsection (8) of Schedule A. – Speed Limits Increased As Part of Section 10.1.12 to Reduce the Speed Limit on North Jean Nicolet Road, between the north City limits and West Bender Road to 30 MPH

ATTACHMENTS:

1. [Ordinance](#)

SUBJECT: Multi-Year Agreement with the Glendale Police Officers Association Local 212 of The Labor Association of Wisconsin, INC.

FROM: Karl Warwick, City Administrator

MEETING DATE: December 9th, 2024

BACKGROUND/ANALYSIS: The City has negotiated a four-year extension to the Local 212 Police Officers Association Agreement through 2028. The agreement includes the following amendments:

1. Wage increases of 3.0%, 3.25% and 3.5% in 2025, 2026 and 2027, respectively. Wage reopener for 2028 with an increase of between 3% and 4% to be negotiated.
2. Additional one day off annually, with no payout option.
3. Addition of an additional holiday.
4. Modifies Martin Luther King Jr. Birthday to Martin Luther King Jr. Day.
5. Provides one day of bereavement leave for nieces and nephews. Current agreement allows for one bereavement day for aunts and uncles.
6. Modifies the requirement that officers cannot be compelled to work two consecutive shifts to a requirement that they cannot be compelled to work 14.5 consecutive hours.
7. Modification to the manner in which an arbitrator is designated for the purposes of grievance arbitration.

RECOMMENDATION: Consider approval of a Multi-Year Agreement with the Glendale Police Officers Association Local 212 of The Labor Association of Wisconsin, INC.

ACTION REQUESTED: Consider approval of a Multi-Year Agreement with the Glendale Police Officers Association Local 212 of The Labor Association of Wisconsin, INC.

ATTACHMENTS:

1. [Redlined Agreement](#)
2. [Agreement with the Glendale Police Officers Association Local 212 of The Labor Association of Wisconsin, INC.](#)

SUBJECT: Base Pay Adjustments
FROM: Karl Warwick, City Administrator
MEETING DATE: December 9th, 2024

FISCAL SUMMARY:

Budget Summary:	NA
Budgeted Expenditure:	NA
Budgeted Revenue:	NA

STATUTORY REFERENCE:

Wisconsin Statutes:	NA
Municipal Code:	NA

BACKGROUND/ANALYSIS: The Employee Handbook states that *“Adjustments (upward or downward) in base pay shall be granted to all eligible employees based on allocated by the Common Council for employee compensation”*. The Handbook also states that, *“All employees whose January 1st salary is below the mid-point of their pay grade may be eligible for an adjustment in base pay on their original anniversary date, up to 2%”*

The adopted budget includes a 3% increase in base salaries for all non-bargained employees, plus 2% increases on an employee’s anniversary date for employees below their mid-point in their salary range. The adopted 2025 budget also includes funds for several other upward adjustments in pay based on performance.

RECOMMENDATION: Approve the following staff pay items:

1. 3.0% pay adjustment for all non-collective bargained employees effective January 1, 2025.
2. Up to 2.0% adjustment for all non-collective bargained employees effective on the employee’s anniversary date.
3. Salary adjustments and promotions as approved by the City Administrator, provided the adjustments are within the approved budget and within the employee’s salary range.
4. Payout of up to 80 hours of unused paid time off for City Administrator, Karl Warwick.

ATTACHMENTS: None.