



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

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

Join Zoom Meeting

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Meeting ID: 975 9968 6909

+1 312 626 6799 US (Chicago)

AGENDA-COMMON COUNCIL MEETING

Monday, April 28, 2025
6:00 PM

1. Roll Call and Pledge of Allegiance

2. Annual Organizational Meeting (Wis. Stat. §62.09)

- a. Annual Review of Council Operational Procedures (Ordinance 2.2.16(f))
- b. Election of Common Council President
- c. 2025/2026 Common Council Standing Committee Appointment
- d. Appointments to Various City Committees, Commissions and Boards
- e. Appointment of Timothy Krystyn as the City Forester for 2025

3. 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.

4. Consent Agenda

- a. Approval: March Monthly Reports
- b. Approval: Change Order 1 and Payment 1 and FINAL to M&M Tree Care LLC for work completed as part of the 2025 Silver Spring Tree Removal Project

- c. Approval: Payment 2 to LaLonde Contractors, Inc. for work completed on the 2024 ARPA Sidewalks Project
- d. Approval: Resolution Authorizing the Director of City Services to Sign and Submit the Recycling Grant Application and Annual Reports to the Wisconsin Department of Natural Resources (WDNR)
- e. Cancellation: May 26th Common Council Meeting
- f. Approval: Minutes from April 14, 2025 Common Council Meeting

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 and Possible Action: *Proclamation*: Declaring May as Bike Month, May 12 - 18 as Bike to Work Week, and May 16th as Bike to Work Day in the City of Glendale
- b. Review and Possible Action: *Proclamation*: Designating May 4 to May 10, 2025 as "The 56th Annual Professional Municipal Clerks Week"

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. Adjournment

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 residents, Council meetings will also be made available live on 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.

2.2.16 Introduction of business, resolutions and ordinances; disposition of communications.

- (a) *Ordinances to be in writing.* All ordinances submitted to the council shall be in writing and shall begin with a title. Any written material introduced may be referred to the appropriate committee pursuant to section 2-2-5. Any member of the council may require the reading in full of any ordinance or resolution at any time it is before the council.
- (b) *Subject and numbering of ordinances.* Each ordinance shall be related to no more than one subject. Amendment or repeal of ordinances shall only be accomplished if the amending or repealing ordinance contains the number and title of the ordinance to be amended or repealed, and title of amending and repealing ordinances shall reflect their purpose to amend or repeal.
- (c) (1) The common council may take action on an ordinance only if it appears on the written agenda for the meeting at which action is requested.
 - (2) Ordinances will be placed on the agenda for council action only if they are submitted to the city clerk in written form a minimum of five days prior to the meeting at which action is requested.
- (d) *Disposition of petitions, communication, etc.* Every petition or other writing of any kind, addressed to the council, the clerk or other city officer for reference to the common council shall be delivered by the clerk or such other city officer to the mayor and aldermen as soon as convenient after receipt of the same and, in any event, prior to or at the opening of the next meeting of the council following the receipt of the same. Every such petition or other writing, and every paper, communication or other proceeding which shall come before the council for action may be referred by the mayor or presiding officer, unless objected to by a member of the council.
- (e) *Fiscal impact and strategic planning requirements.*
 - (1) All matters of business, resolutions, and ordinances to be considered by the common council, as a condition precedent to consideration if such impact in any way on the city's budget, tax rate, fiscal obligations, or costs, shall be accompanied by a statement of fiscal impact. Such statement shall be prepared by the administrator or his designee, and shall advise the council of the specific fiscal or monetary impact or requirements attendant with the matter to be considered. A matter presented without the requisite fiscal impact statement shall be laid over, except that such a matter may be considered upon a determination of the council by two-thirds vote that there exist emergency or extraordinary exigent circumstances which require immediate action in the interests of the public health, welfare or safety.
 - (2) All matters of business, resolutions, or ordinances submitted to the council for consideration shall be accompanied by a statement pertaining to strategic planning, and consistency with such goals and objectives, and mission statements as from time to time shall have been adopted by the council. Such statements shall be prepared by the administrator or his designee. Approval or passage of any matter of business, resolution, or ordinance submitted as being in conflict with the city's goals and objectives, or mission statements, shall be passed or adopted only upon a legislative finding by the council that such action is in the public interest and upon a two thirds vote of the council.
- (f) *Council operational procedures.*
 - (1) *Council agenda items.*
 - a. Only items which the city has jurisdiction over, or which may affect the city can be placed on the agenda.
 - b. The mayor and aldermen shall have authority to place matters on the agenda through submission for placement to the city administrator. Staff member requests shall be referred to their

respective department heads, and a request for placement of an item on the agenda shall proceed through the department head to the city administrator. Citizen requests and concerns shall be referred to the alderman of the citizen's district, for consideration for disposition or consideration for placement on the agenda by the respective alderman.

(2) *Council standing committees.*

- a. All items for committee consideration must be referred by the common council to the committee for consideration, and committees shall limit their consideration of matters, recommendations, and items to only such matters as properly before them on deferral or authority of the common council.
- b. The legislative and judiciary committee shall review applications and appeals as authorized by the applicable state and local laws without specific referral to them by the common council.
- c. Since time is of the essence in many reviews and appeals, the legislative and judiciary committee is not required to reduce recommendations to writing in advance if they have not been determined at the time of placement on the agenda.

(3) *Council agenda items.* For items placed on the common council agenda, written supporting data must be provided to reasonably apprise all interested parties of the matters under review or appeal.

(4) *Citizen committees.*

- a. Committees have no authority to bind or commit the city to any course of action. Committees have no authority to expend any city funds without the prior approval of the council. Adoption of a budget is not a license to spend.
- b. Alderman liaisons to committees are responsible to keep the council and staff informed of all committee recommendations, and to keep the committee members informed of council actions, policies and directives.

(5) *Staff assistance.* All requests for routine staff assistance or response to citizen complaints may be directed to the appropriate department head. A request for staff assistance shall be deemed routine if it relates, in the alderperson's judgment, to the ministerial functions of the department head's duties. Such requests shall not be deemed to abrogate the department head's discretion in prioritizing the work load and function of his/her department. All other requests for staff assistance or response to citizen complaints of a serious nature shall be routed through the city administrator or his/her designee, who shall then report as soon as reasonably practical the resolution or disposition of the complaint to the alderperson of the district.

(6) *Council information.* All committee, commission and board agendas and minutes which are public records shall be distributed to all council members.

(7) *Proceedings.* The agenda shall proceed as called by the mayor, and subsequent to the clerk announcing the agenda item discussion shall proceed by the council and members of the public, under the authority of the mayor as presiding chair, and followed by such dispositive motion as shall be appropriate within the authority of the council.

(Ord. No. 23-03, § I, 2-27-2023)

May 2025–April 2026

COMMON COUNCIL STANDING COMMITTEES

PUBLIC SAFETY/PUBLIC WORKS COMMITTEE

Jim Daugherty, Chair

Phillip Bailey

JoAnn Shaw

1. Emergency Government
2. Emergency Medical Services
3. Fire Protection
4. Police Protection
5. Public Works
6. Storm Water Management
7. Traffic Safety
8. Utilities (Water, Sanitary)

LEGISLATIVE, JUDICIARY & FINANCE COMMITTEE

Tomika Vukovic

Steve Schmelzling

John Gelhard

1. City Budget
2. City Ordinance Recommendations
3. City Personnel
4. City Policy Matters
5. City Property
6. Common Council Rules and Regulations
7. Consideration of Claims against City
8. Licenses and Permits

April 28, 2025

Common Council
City of Glendale

Dear Common Council Members:

Pursuant to City ordinances and applicable State Statutes, I hereby appoint the following to the various City committees, commissions, and boards.

North Shore Water Commission

I hereby reappoint Charlie Imig, Public Works Director, for a one-year term. In addition, I hereby reappoint Karl Warwick, City Administrator, as Alternate for a one-year term.

Planning & Architectural Review Commission

I hereby reappoint Shawn Storey and Shauntay Nelson for a three-year term expiring in 2028.

Board of Appeals

I hereby appoint Steve McGaver, Jon Janowski, and Molly Collins for three-year terms expiring in 2028.

North Shore Library Board

I hereby reappoint Lyndsay Smanz and Dr. Greg Kabara, Nicolet Superintendent, as the Nicolet designee for a three-year term expiring in 2028.

Community Development Authority

I hereby reappoint Tomika Vukovic and Jim Daugherty for a four-year term expiring in 2029.

Board of Review

I hereby appoint Mayor Bryan Kennedy, Ald. Jim Daugherty, Ald. John Gelhard, Ald. Steve Schmelzling and Lee Carey for a four-year term expiring in 2029.

North Shore Fire Commission

I hereby reappoint Suzanne Hotz for a five-year term expiring in 2030

Police Commission

I hereby reappoint Maria Rozek for a five-year term expiring in 2030.

I request your confirmation of these appointments.

Sincerely,

CITY OF GLENDALE

Bryan Kennedy
Mayor

SUBJECT: Review and Appointment of Timothy Krystyn as the City Forester for 2025

FROM: Charlie Imig, Director of Public Works

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	Chapter 27
Municipal Code:	6.4.3(a)

BACKGROUND/ANALYSIS:

Per City Code, the City Forester shall annually be appointed by the Mayor, subject to Council confirmation, at the Council's organizational meetings.

It is the policy of the City to regulate and establish policy for the control of planting, removal, maintenance and protection of trees and shrubs in or upon all areas of the City to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks or any public or private areas; to promote and enhance the beauty and general welfare of the City; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs located in the City; and to guard all trees and shrubs both public and private within the City against the spread of disease, insects or pests.

The Common Council designates as the City Forester under Wis. Stats. Ch. 27, who may authorize such designee to perform the duties and exercise the powers granted by the Common Council herein.

RECOMMENDATION:

Recommend appointment of Timothy Krystyn as the City Forester for 2025.

ACTION REQUESTED:

Motion to appoint Timothy Krystyn as the City Forester for 2025.

ATTACHMENTS:

None.



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Approval: March Monthly Reports

FROM: Karl Warwick, City Administrator

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary:

Budgeted Expenditure:

Budgeted Revenue:

STATUTORY REFERENCE:

Wisconsin Statutes:

Municipal Code:

BACKGROUND & ANALYSIS: Please find attached the monthly reports for your review and approval. Here is a list of the monthly reports provided to the Council. At times, circumstances may prevent the City from being able to present various reports.

1. Building Inspections Report
2. Financial Report
3. Police Report
4. Library Report
5. Service Request Report
6. Water Utility Report (Quarterly)
7. North Shore Water Commission Minutes

RECOMMENDATION: None

ACTION REQUESTED: Review and approve the Monthly Reports as part of the consent agenda.

ATTACHMENTS:

Building Inspection Report - March 2025, North Shore Library Statistics Update for Municipalities March 2025, 2025 NSFR Strategic Plan Update, Police Report - March 2025 (PD), North Shore Health Report - March 2025, North Shore Water Commission Minutes, Service Request Report March 2025



Business Review

Glendale, WI

April 4, 2025

Our Partnership

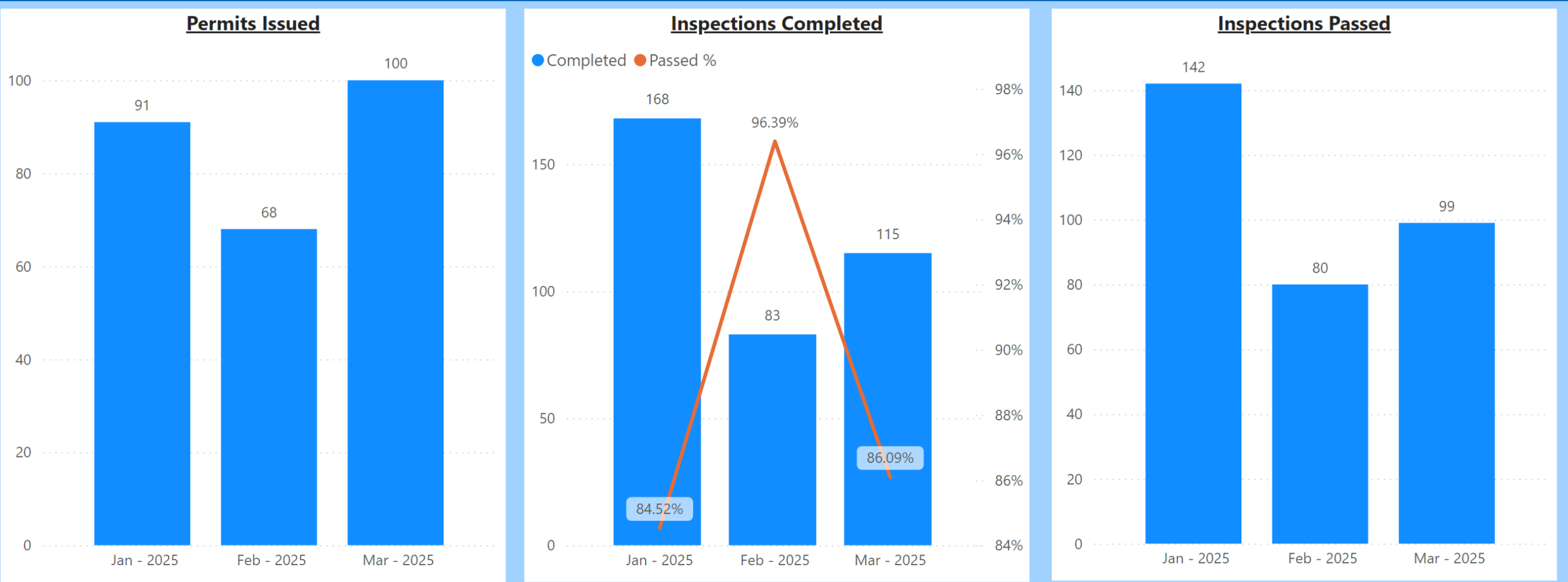
We currently provide the following services to City of Glendale

- Building, Electrical, Mechanical and Plumbing Inspections
- Permit Technician Services
- Plan Review Services
- Zoning Services



Account Manager	Account Name	Month	Source	Service Category	Book of Business
Alan David Greene	Glendale, WI, City of	Multiple selectio...	All	All	☒ True

Permits Issued	Inspections Completed	Inspections Passed	Inspections Passed %
259	366	321	87.70%



Account Manager

Alan David Greene

Account Name

Glendale, WI, City of

Month

Multiple sele...

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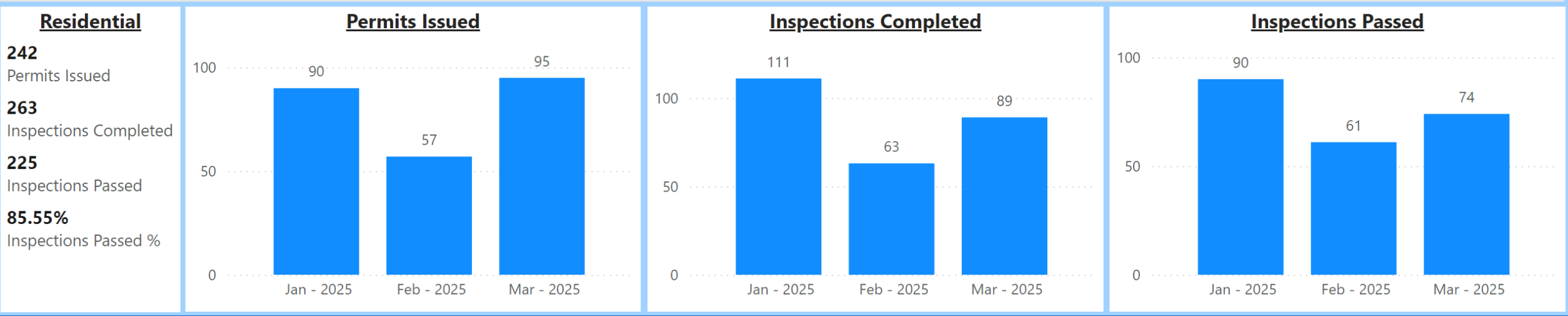
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Service Category

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Book of Business

☒ True



Account Manager

Alan David Greene

Account Name

Glendale, WI, City of

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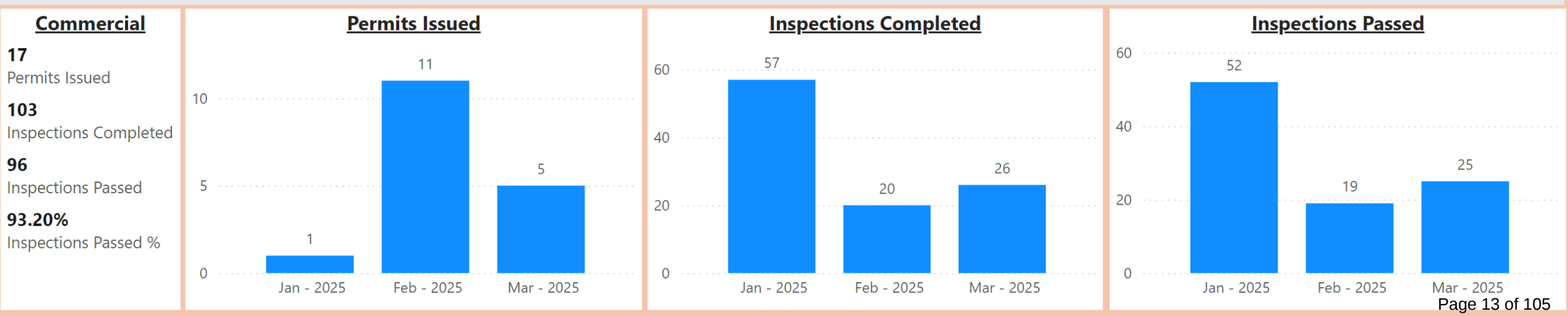
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Service Category

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Book of Business

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Account Manager

Alan David Greene

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Glendale, WI, City of

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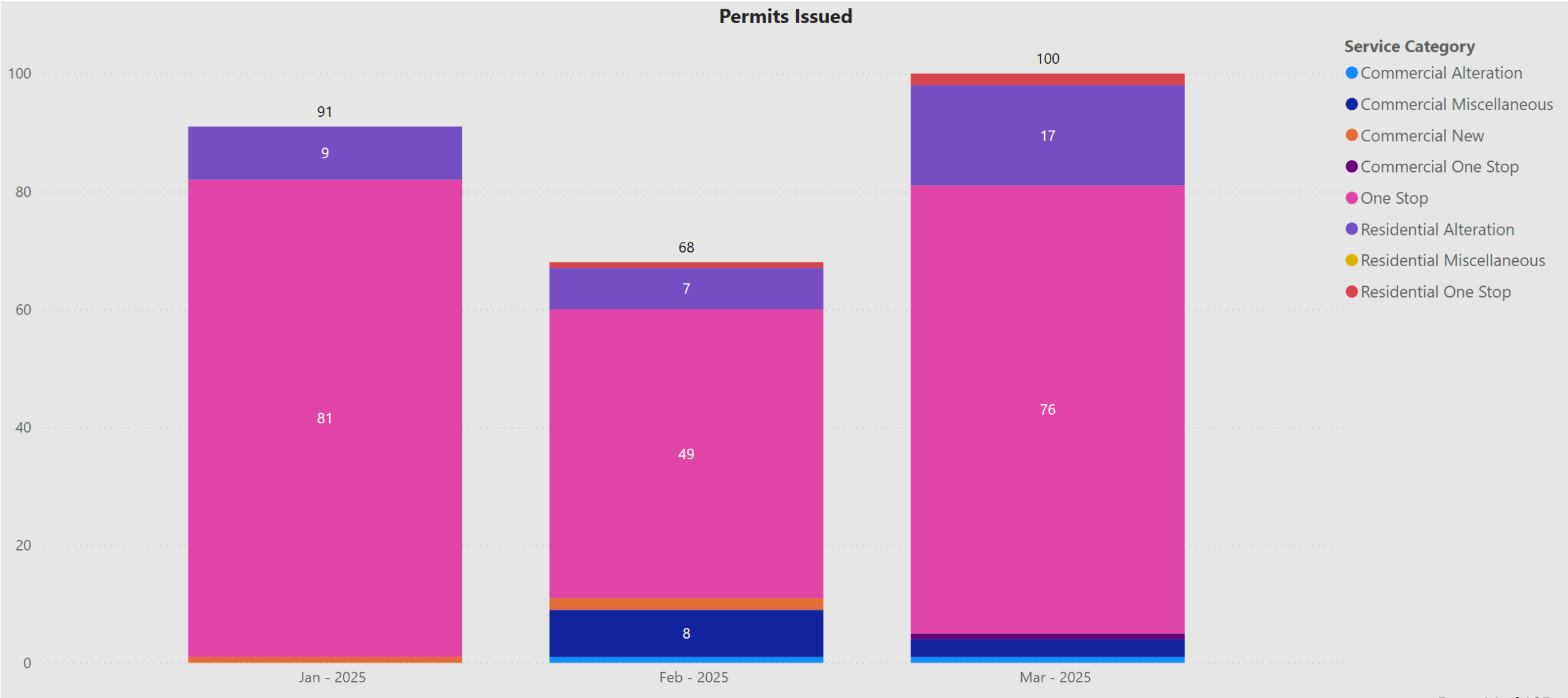
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Alan David Greene

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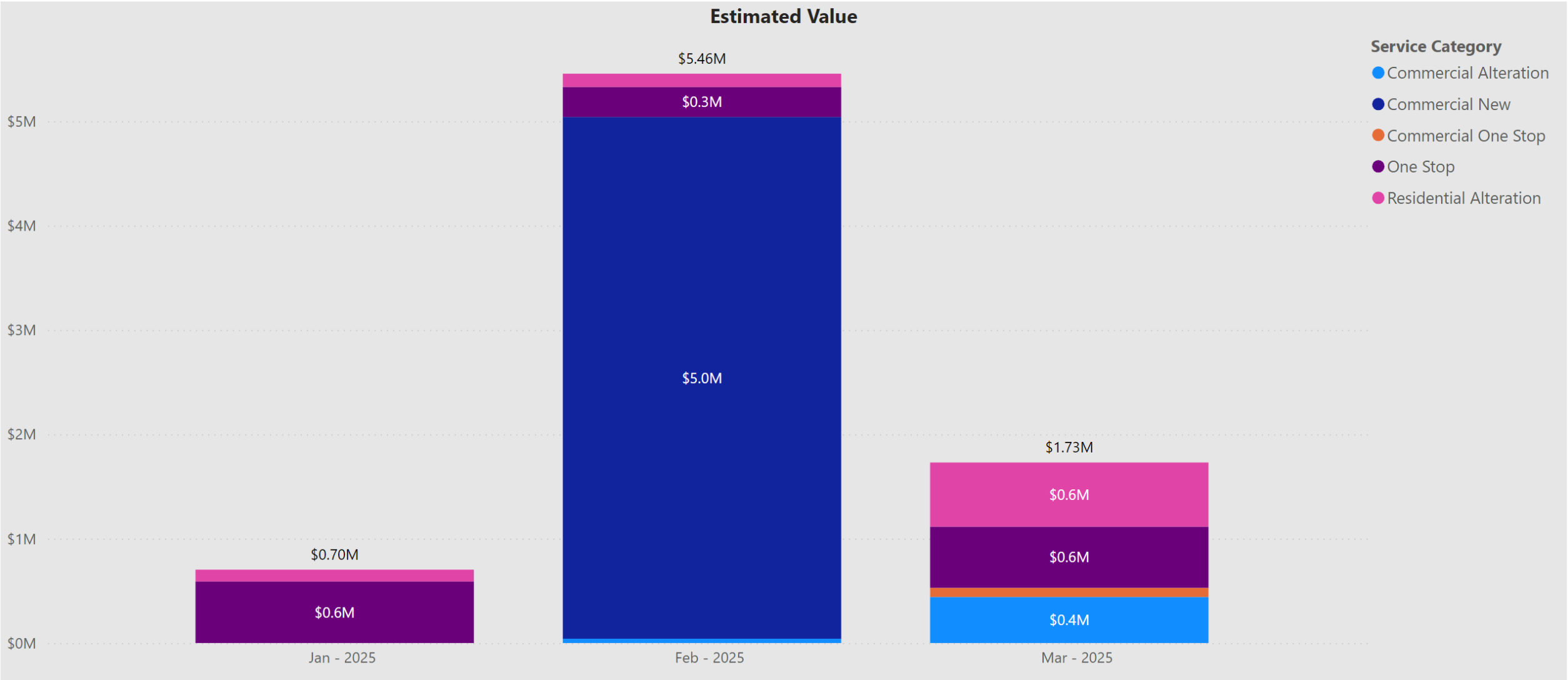
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Account Manager

Alan David Greene

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Glendale, WI, City of

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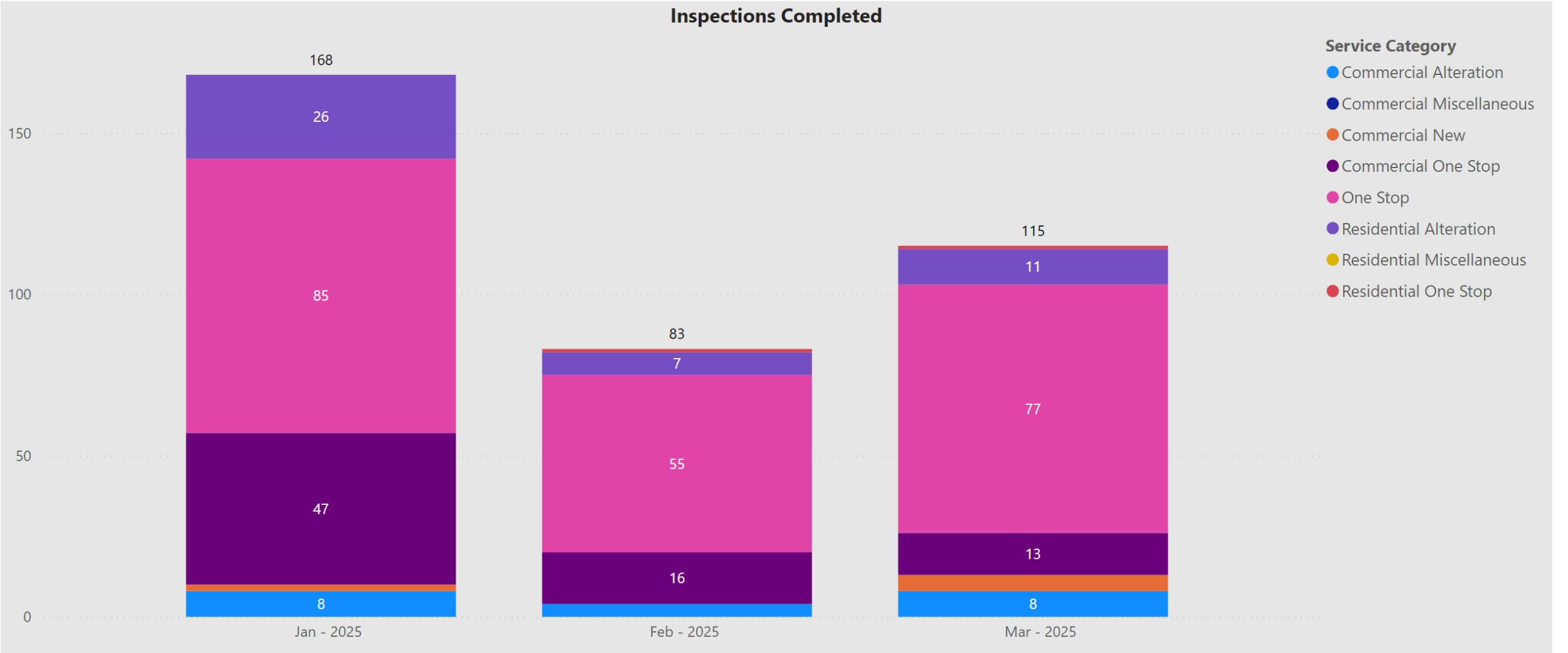
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Account Manager

Alan David Greene

Account Name

Glendale, WI, City of

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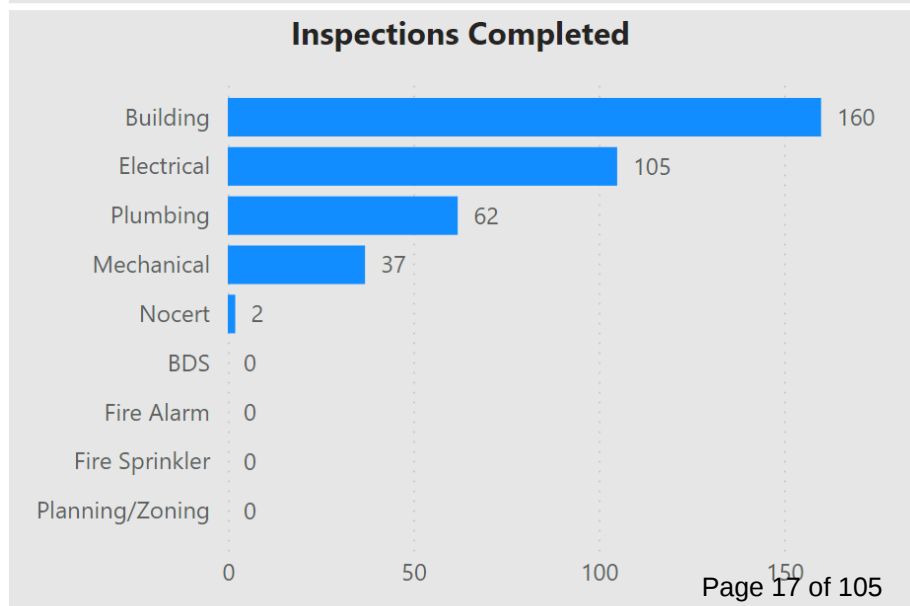
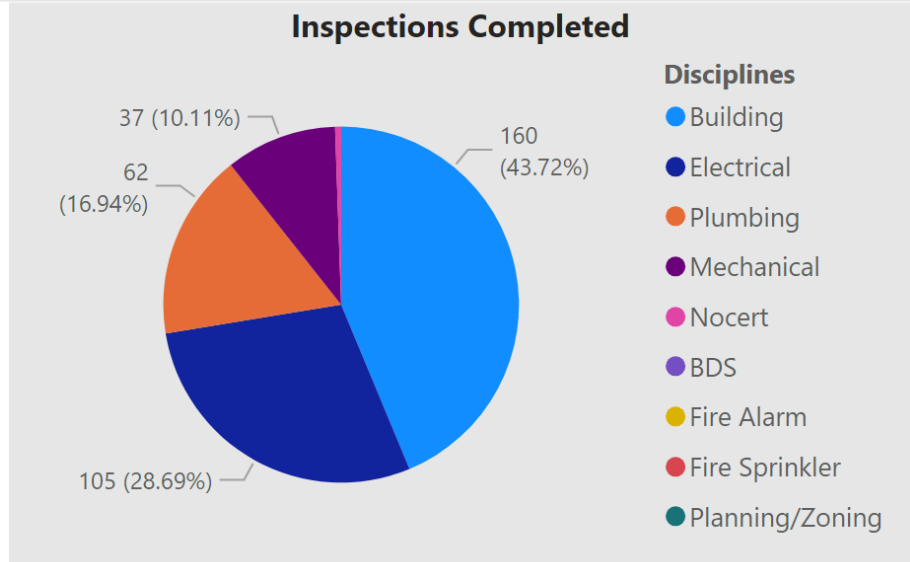
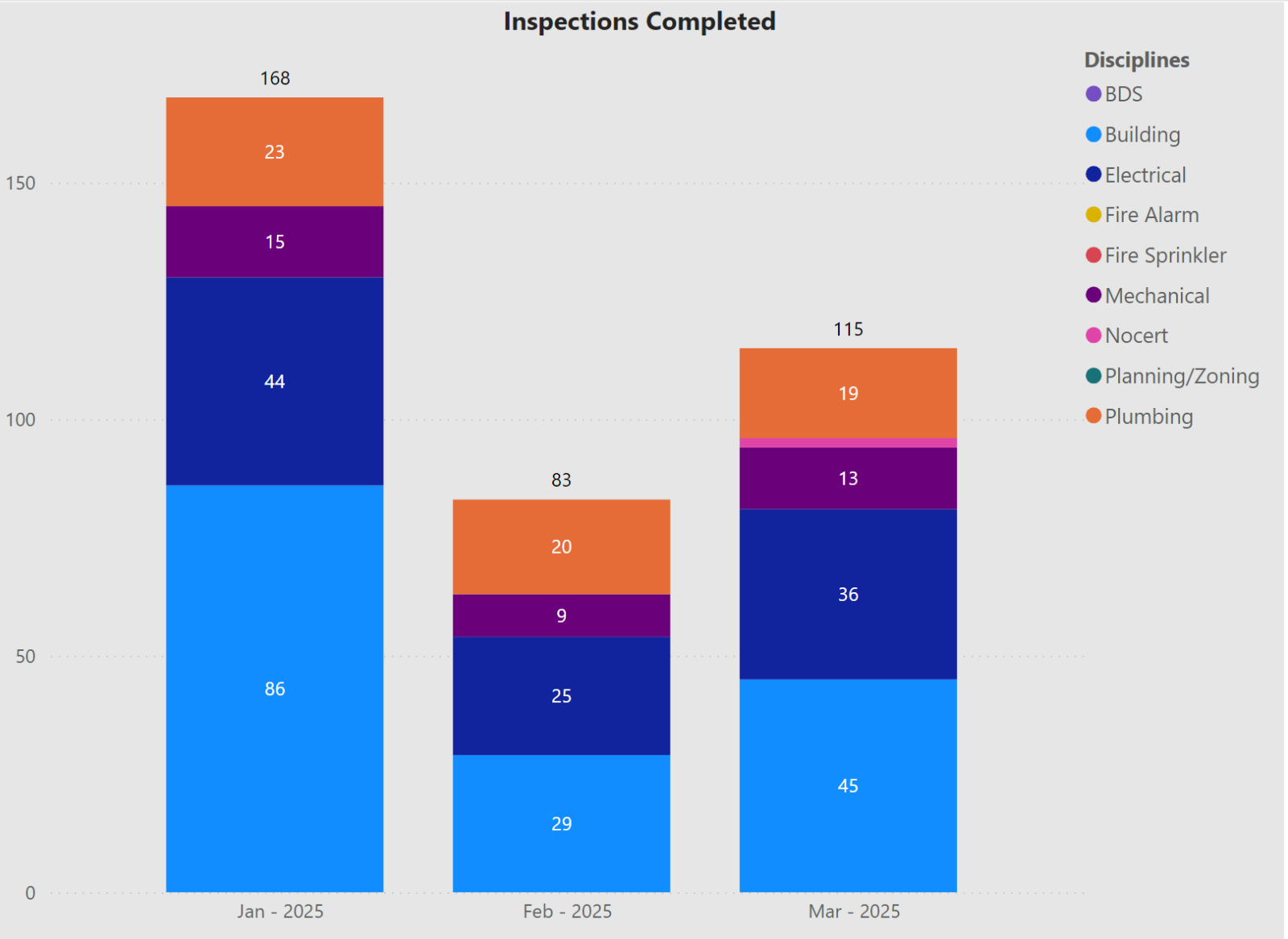
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Service Category

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Book of Business

☒ True



Account Manager

Account Name

Month

Source

Service Category

Book of Business

Alan David Greene

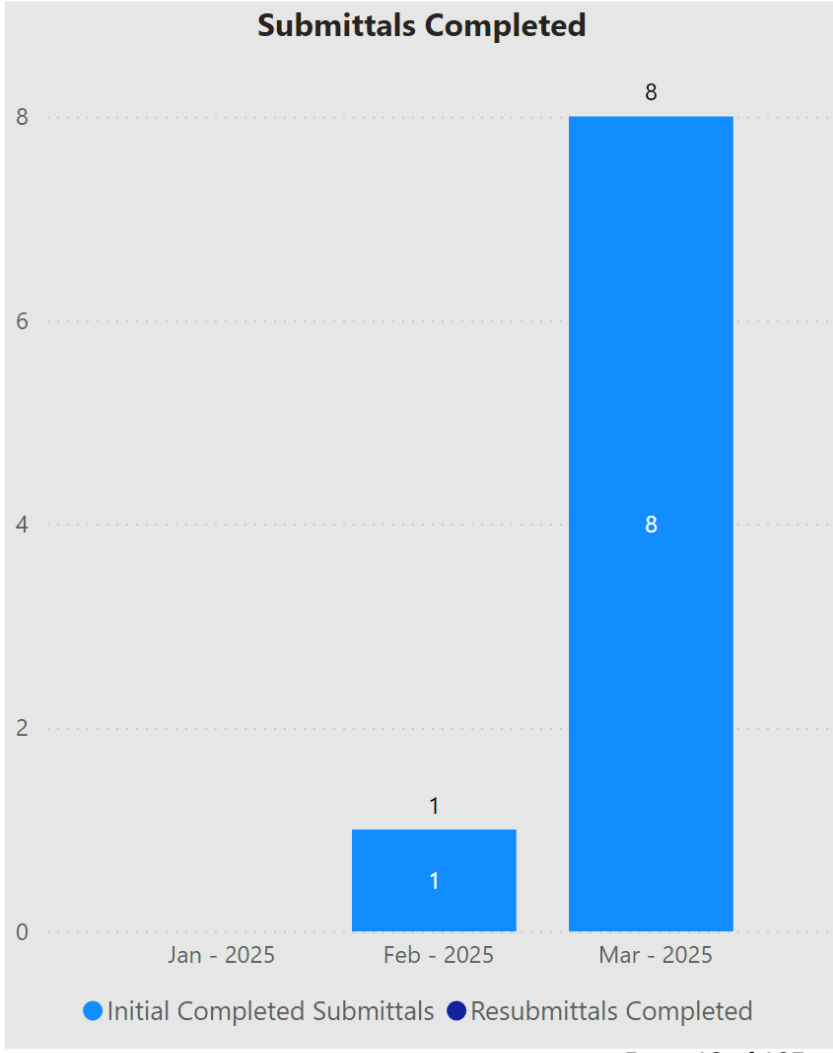
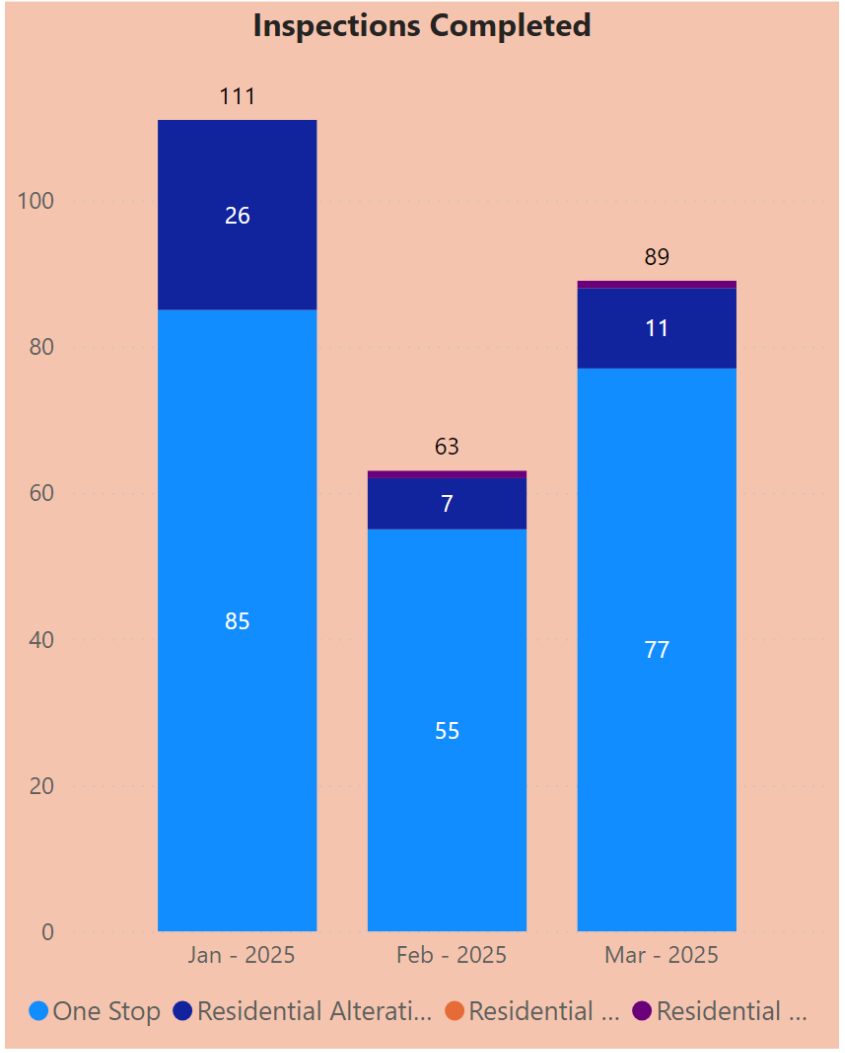
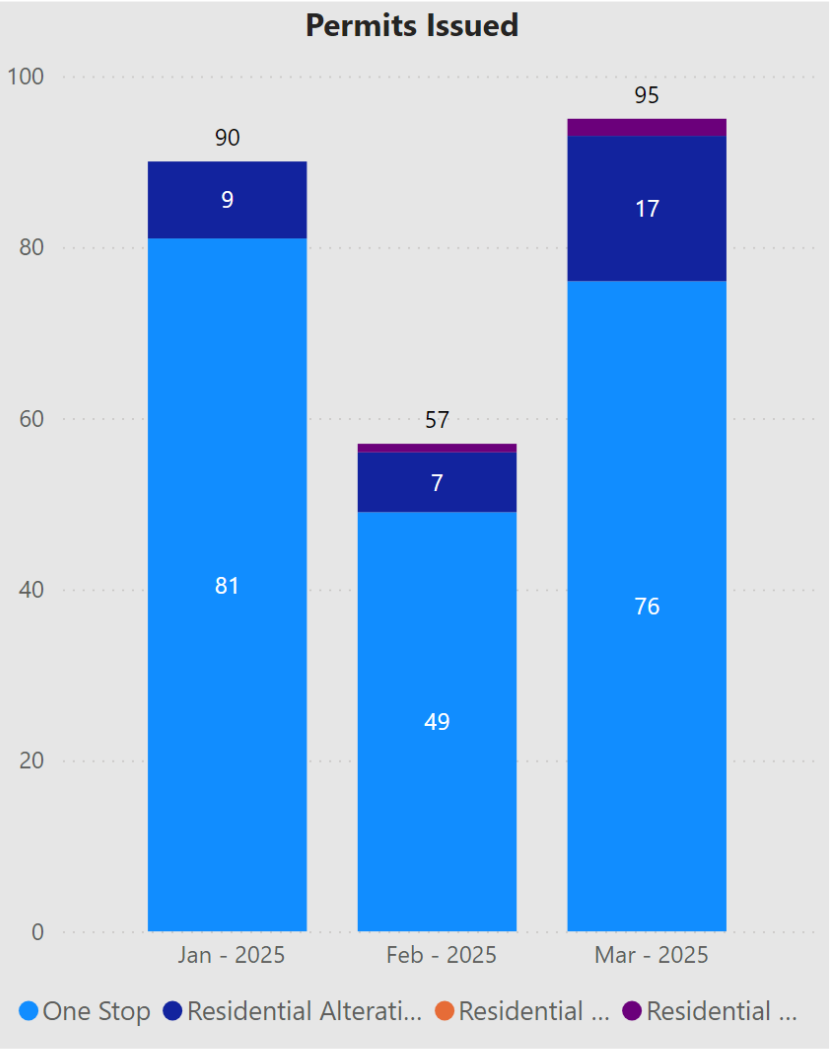
Glendale, WI, City of

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Multiple selections

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Account Manager

Alan David Greene

Account Name

Glendale, WI, City of

Month

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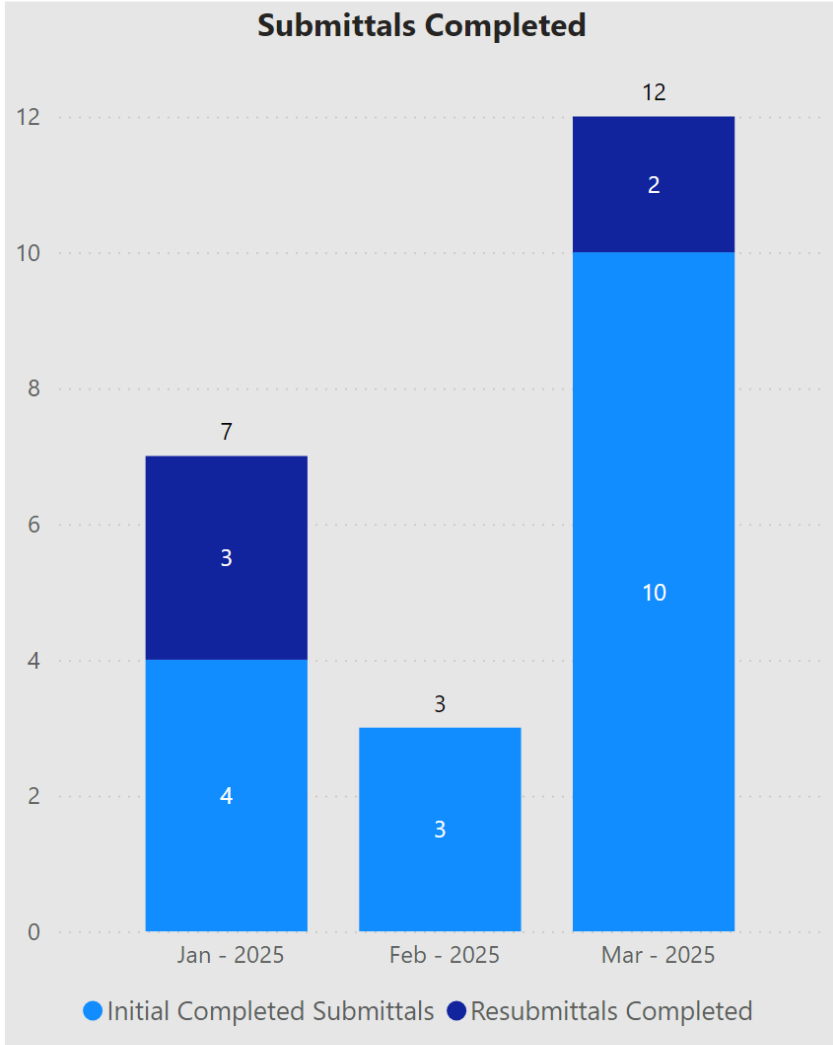
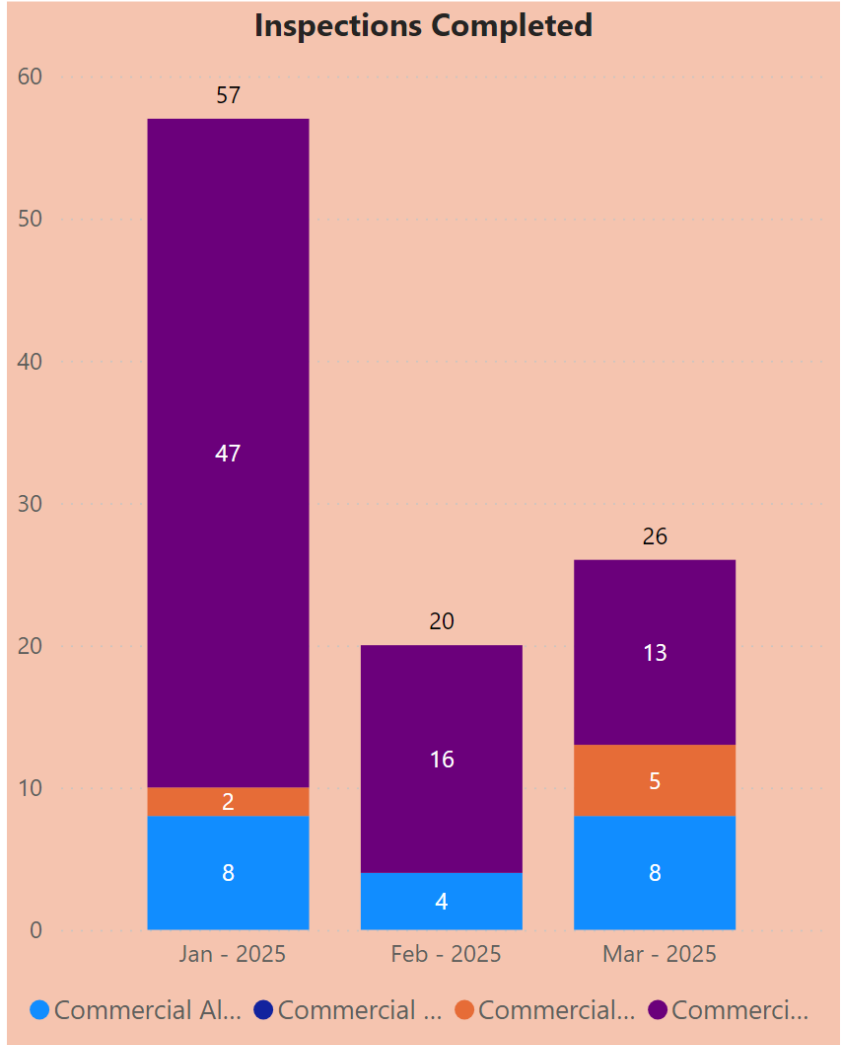
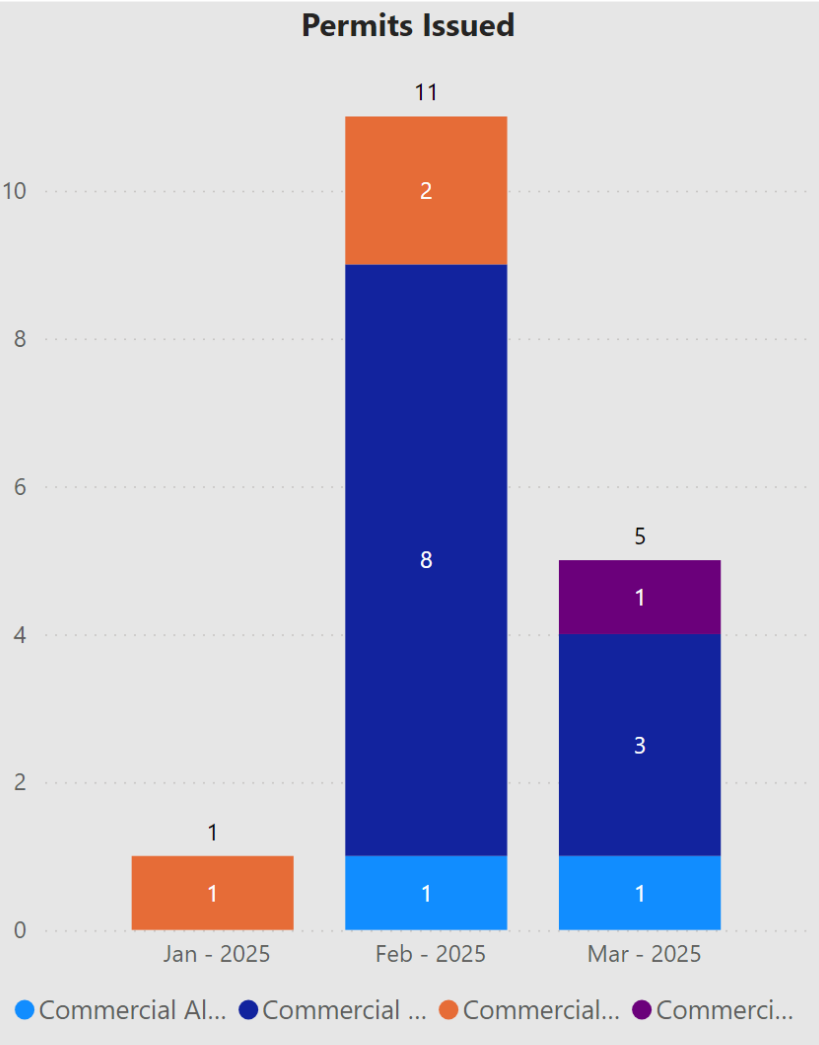
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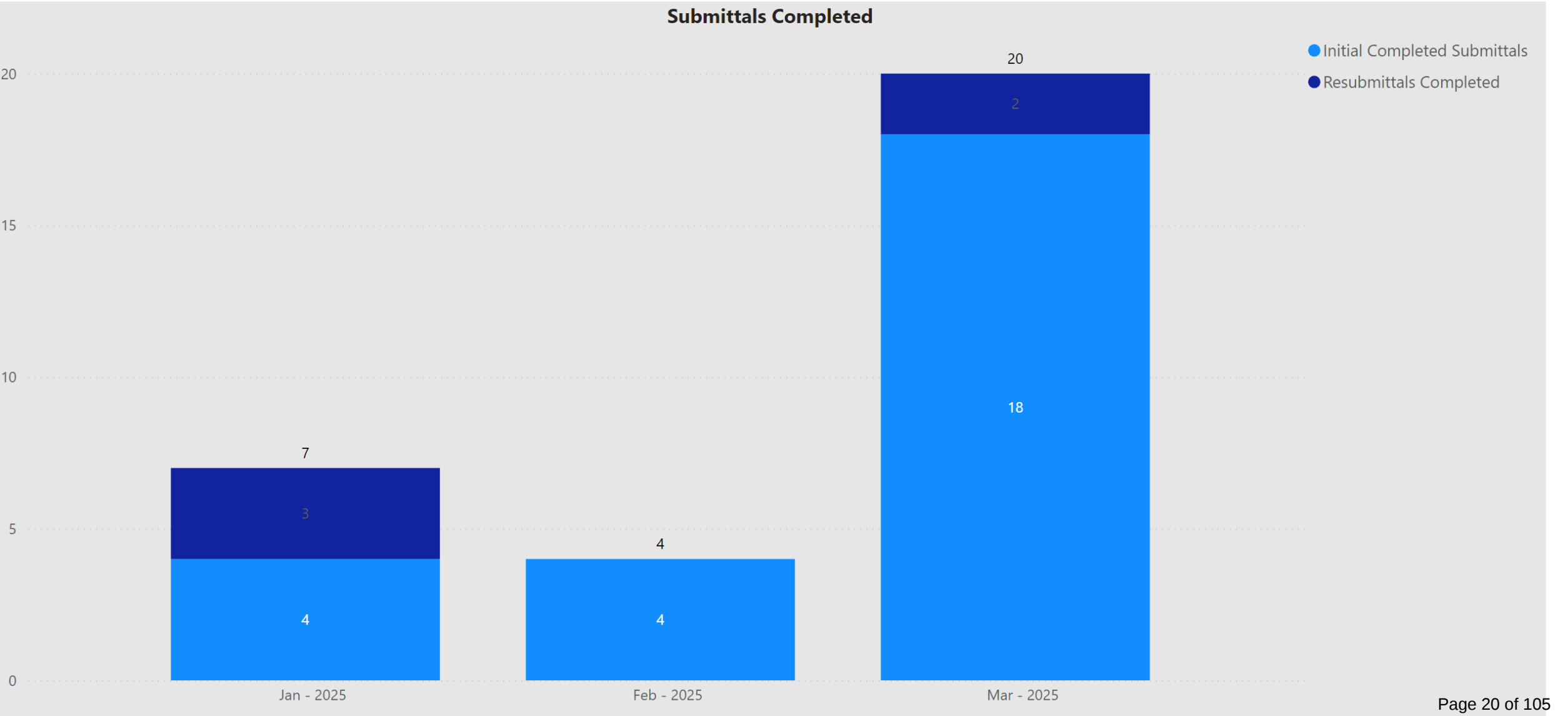
Multiple selections

Book of Business

☒ True



Account Manager	Account Name	Month	Source	Service Category	Book of Business
Alan David Greene	Glendale, WI, City of	Multiple sele...	All	All	☒ True





		January	February	March	April	May	June	July	August	September	October	November	December	YTD
Library Activity	Checkouts	15091	13356	15570										44017
	Checkins	11384	9526	11569										32479
	Patron Count	7128	6367	7554										21049
Patron Activity by Community (daily patron use)	Bayside	3885	3296	3624										10805
	Fox Point	7654	6588	7549										21791
	Glendale	11357	9994	10901										32252
	River Hills	1072	907	1085										3064
Curbside		20	10	11										41
Study Room(s) Usage	Uses per month	133	110	128										371
	Hours per month	287.93	238	235.65										761.58
Community Room Usage	Library program	18	18	18										54
	Outside group	6	6	3										15
	Total uses	24	24	21										69
Community Room Hours	Library program	22	26	27										75
	Outside group	13	10	11.5										34.5
	Total hours	35	36	38.5										109.5
Kanopy	Film	345	223	266										834
Overdrive	Audio	2844	2571	2834										8249
	E-book	2470	2202	2276										6948
	Magazine	1701	1477	1737										4915
	Total	7021	6250	6847										20118
Hoopla* ended 1/1/25	Digital collections	59												59
Filled holds		4454	3799	3981										12234
New patrons		72	42	85										199
New items		450	343	462										1255
Wifi access		1710	1457	1400										4567
Website visits		3565	2868	4024										10457
Programs offered: in person	Young child (0-5)*	7	10	9										26
	Child (6-11)	4	5	3										12
*compiled with children if not shown	Young adult (12-18)	1	0	0										1
	Adult (19+)	5	9	7										21

	General interest (all ages)		1	0										1
Total		17	25	19										61
Programming attendance: in person	Young child (0-5)*	251	267	297										815
	Child (6-11)	106	433	0										539
*compiled with children if not shown	Young adult (12-18)	2	0	0										2
	Adult (19+)	73	152	191										416
	General interest (all ages)			0										0
Total		432	852	488										1772
Reference questions		1232	844	1031										3107



NORTH SHORE

19 FIRE RESCUE 95

— EDUCATE — SERVE — PROTECT —

2020-2025 Strategic Plan

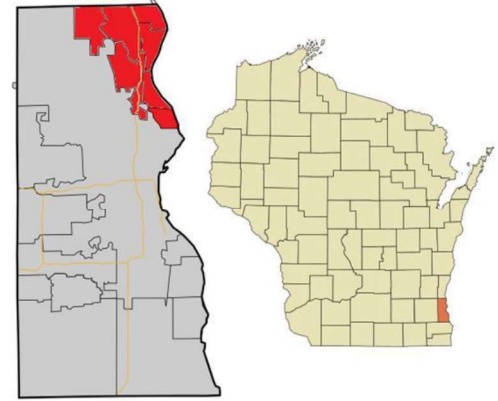
2025 Update





Community Profile

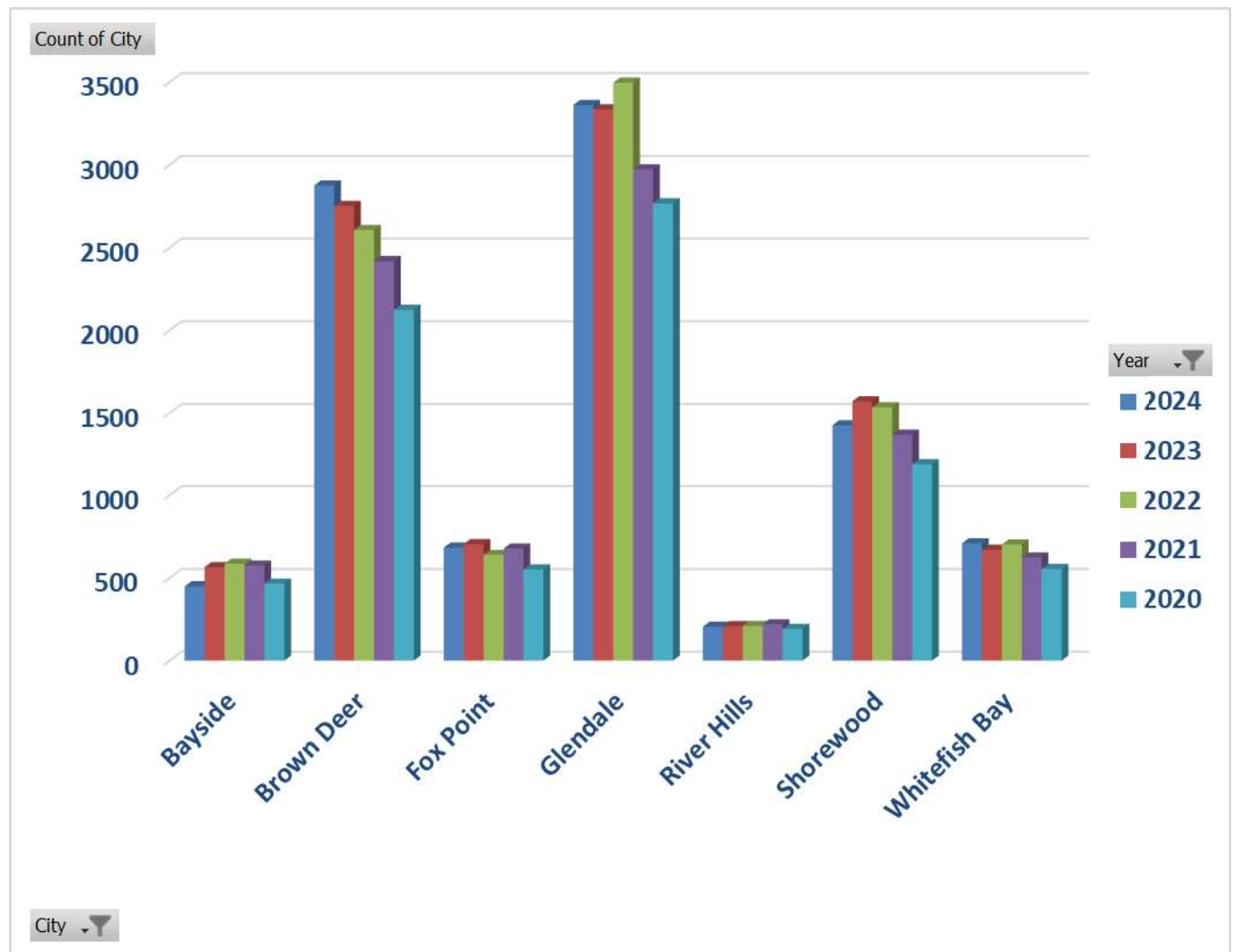
North Shore Fire/Rescue protects the City of Glendale and the Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay. All seven of these municipalities are in the northeast section of Milwaukee County and have a population of approximately 67,000. Collectively, these communities are very diverse. Spanning 25 square miles, the area of protection includes Bayshore Shopping Mall, a large, regional shopping destination, the corporate headquarters campus of Johnson Controls and residential areas that span from the most densely populated community in the State to a community with large estates on multi-acre lots. The area of protection is split by Interstate Highway 43 which is a major north-south expressway that runs from the City of Milwaukee to all of the northern suburbs of Milwaukee County. Ultimately, this Interstate leads to the City of Green Bay, thus making it a major transportation route for the region. The entire eastern border of the area of protection consists of Lake Michigan shoreline. The City of Milwaukee runs the entire western border of the area of protection, while the City of Mequon abuts the entire northern border.



The housing stock in the area spans from apartments to condominiums and from starter homes to some of the largest single-family homes in the State of Wisconsin on five acre lots. The population also varies in age. The Village of Shorewood abuts the University of Wisconsin-Milwaukee Campus and has a significant amount of rental housing for college age students. Other areas of the protection district have large retirement type communities that also offer assisted living facilities.



Calls for Service by Community





Organizational Background

North Shore Fire/Rescue was created in 1995 by an Intergovernmental Agreement between the seven current member communities. The Department is overseen by a Board of Directors that consists of the chief elected official or his/her appointee of each member community. The North Shore Fire Department Board of Directors is responsible for performing the following functions:

- Setting policies
- Approving annual budgets
- Long range planning
- Negotiating contracts

The Fire Commission also consists of one appointee from each of the member communities. The North Shore Fire Commission is responsible for performing the following functions:

- Firefighter recruitment
- Promotions of sworn staff
- Discipline of sworn staff
- Terminations of sworn staff

The Fire Chief/Administrator is the chief executive officer of the agency. The Chief is responsible for implementing the policies of the Board of Directors and Fire Commission and making recommendations to both bodies on policy matters. The Chief serves as the political liaison to the seven-member communities and their administrators/managers and also oversees one division within the agency.

The Department consists of three divisions: the Administrative Division, the Operations Division and the Support Services Division. The Administrative Division consists of the Fire Chief, the Finance Director, an Accounting Assistant and the Administrative Coordinator. The Division is responsible for the administrative functions of the Department and the financial management of the organization.

The Support Services Division is overseen by an Assistant Chief. The Division manages the Department's accreditation program, community risk reduction, fire and life safety plan reviews/inspections, oversees community relations and public education programs and manages Department facilities. The Division also oversees special assembly situations such as temporary tents and buildings.

Managed by an Assistant Chief, the Operations Division is the largest division in the organization. It provides:

- Staffing for the five fire/rescue stations.
- Responds to emergent and non-emergent requests for service.
- Management and maintenance of Department Fleet.
- Continuing education and training for the organization.
- Fire Cause and Origin Investigation.



The Operations Division consists of thirty-one positions on each of the three shifts. The Department's normal daily minimum staffing is twenty-four personnel on duty per day. Personnel are assigned five ranks within the Operations Division. Minimum staffing is flexed based on call volume and special assignments.

- A Battalion Chief functions as the shift commander for each of the three shifts.
- Captains and Lieutenants are responsible to manage their shifts in each of the fire stations. They also supervise crews assigned to ambulances, fire engines and fire trucks.
- Heavy Equipment Operators drive and operate Fire Engines and Trucks.
- Firefighter/Paramedics and Firefighter/EMTs provide response to emergencies.

All members of the Operations Division also provide non-emergent services to the North Shore Communities including fire inspection services and life safety education to the public. They are also responsible for day-to-day maintenance of the fire/rescue stations, equipment and apparatus.

	2024	2023	2022	2021	2020
Fire	269	264	166	202	180
Overpressure Rupture, explosion, overhear - no fire	18	11	8	24	18
Rescue & Emergency Medical Service Incidents	9,369	8,890	8,792	7,850	6,386
Hazardous Conditions (No fire)	267	334	298	370	246
Service Call	272	234	222	242	185
Good Intent Call	1,058	690	520	495	380
False Alarm & False Call	1,619	1,420	1,220	1,176	1,001
Severe Weather & Natural Disaster	0	0	3	5	0
Special Incident Type	23	59	88	76	75
TOTAL	12,895	11,902	11,317	10,440	8,471

While the Department has a large variety of mandates and responsibilities, one of the most visible is the provision of emergency services. Approximately 75% of emergency responses are emergency medical in nature. The remaining 25% of emergency responses consist of fire and service-related type calls. All sworn members of the Department are licensed to provide emergency medical care in the State of Wisconsin at either the Emergency Medical Technician-Basic or Emergency Medical Technician-Paramedic level. The Department operates five front-line ambulances which provide primary response to emergency medical incidents. All Engines and Trucks are also equipped and staffed to provide emergency medical responses allowing the Department to send the closest available unit to any type of emergency.



The Department staffs two types of ambulances; Advanced Life Support and Basic Life Support. Both types of ambulances are generally staffed by a minimum of two personnel. Advanced Life Support Ambulances must have at least two State of Wisconsin Licensed Paramedics assigned while Basic Life Support Ambulances must have at least two State of Wisconsin Licensed Emergency Medical Technician

Basics assigned. Medical Direction for the Department's emergency medical services is provided under contract by Milwaukee County Emergency Medical Services. Milwaukee County also provides on-going training for emergency medical service providers, quality assurance review of patient care provided by the Department and maintenance and support for related emergency medical equipment.

Fire Engines and Trucks are generally staffed by three or four personnel; a Captain or Lieutenant, a Heavy Equipment Operator and a Firefighter/Paramedic and/or Firefighter/EMT. Fire Engines carry 750 gallons of on-board water and are generally used for fire suppression operations. Trucks have aerial ladders and a large complement of ground ladders. Trucks operated by North Shore Fire/Rescue also carry water and hose and function as a fire suppression unit, similar to a Fire Engine, which allows for the greatest operational flexibility.

All Fire Engines and Trucks carry emergency medical equipment similar to equipment ambulances carry and are prepared and staffed to respond to all emergency medical responses. Commonly, Fire Engines and Trucks respond to medical emergencies if they are the closest North Shore Fire/Rescue vehicle or are needed to provide additional support to the responding ambulance.

Tenders are used to carry water for fire suppression operations in areas of the communities that do not have fire hydrants. River Hills and parts of Bayside are not protected by fire hydrants and require water to be tanked to the scene for fire suppression. The Department has two 3,000-gallon water Tenders. A well involved fire in a structure generally requires more water than the 6,000 gallons that the two Tenders carry, so the Department commonly requests mutual aid with tenders for fires in these communities.





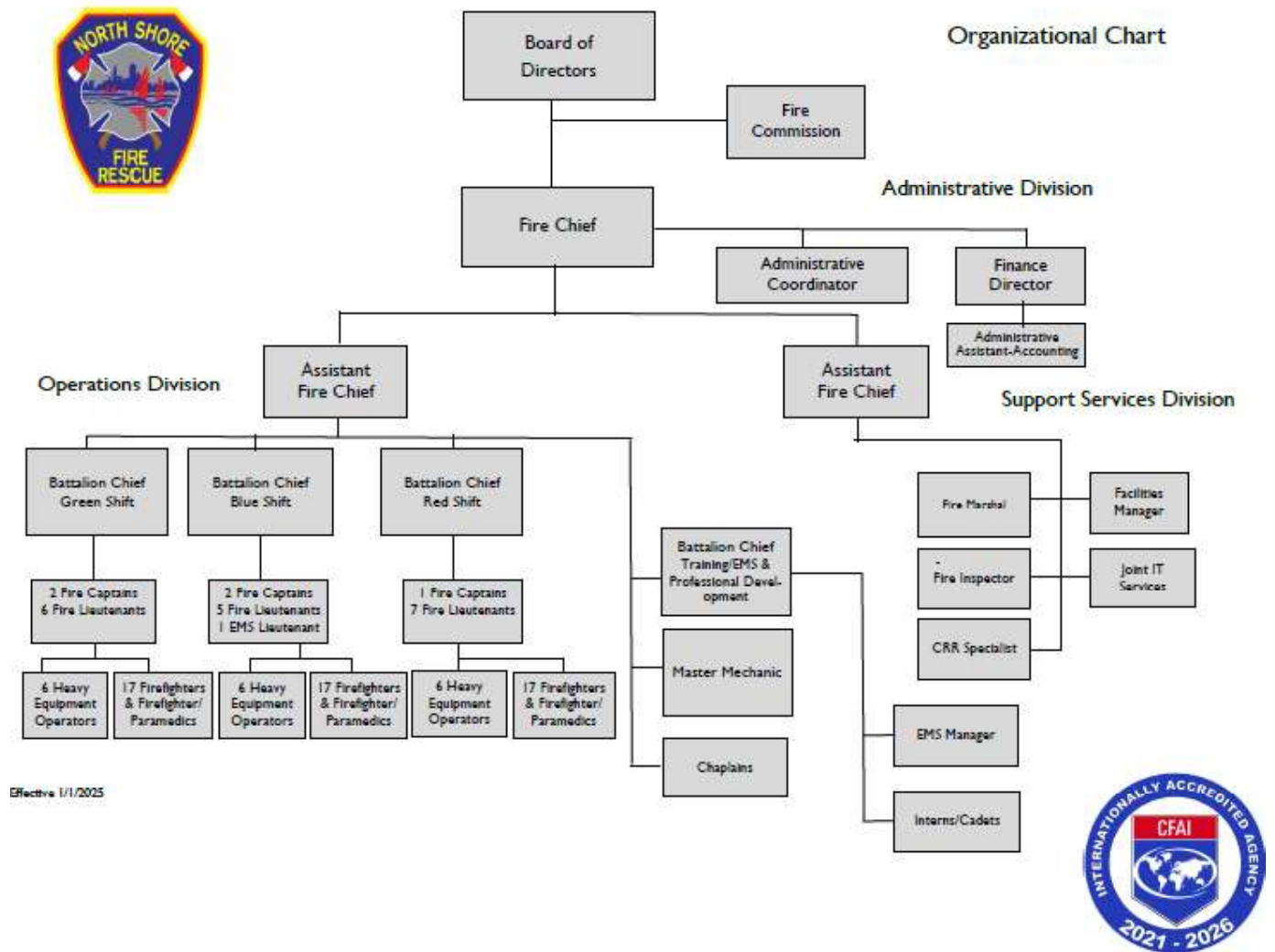
The Department also has the following special equipment available to respond to emergencies:

- Zodiac Boat for water rescue
- Two Reserve Fire Engines
- Reserve Fire Truck
- Two Reserve Ambulances





Organizational Chart



Effective 1/1/2025





Stations/Facilities

Station 81

4401 W. River Lane
Brown Deer, WI 53223
414-357-0113, option 1
Front Line Apparatus:
Engine 81
Med 81
Tender 81



Station 82/Administration

5901 N. Milwaukee River Parkway
Glendale, WI 53209
414-357-0113, option 2
Front Line Apparatus:
Truck 82
Tender 82
Med 82
Ambulance 82
Battalion 8



Station 83

3936 N. Murray Avenue
Shorewood, WI 53211
414-357-0113, option 3
Front Line Apparatus:
Engine 83
Ambulance 83
Med 83





Station 84

825 E. Lexington Boulevard
Whitefish Bay, WI 53217
414-357-0113, option 4
Front Line Apparatus:
Engine 84



Station 85/Community Risk Reduction Bureau

665 E. Brown Deer Road
Bayside, WI 53217
414-357-0113, option 5
Front Line Apparatus:
Engine 85





Responses by Unit



NORTH SHORE FIRE RESCUE
EDUCATE. PROTECT. SERVE.

Unit Activity - 2024 vs 2023

	2024 Responses	2024 Responses Per Day		2023 Responses	2023 Responses Per Day
Ambulance 82*	534	5.9		0	0.0
Ambulance 83	1,400	3.8		1,281	3.5
Ambulance 85*	1,141	4.1		1,674	4.6
Battalion 8	720	2.0		770	2.1
Engine 81	2,621	7.2		2,494	6.8
Engine 83	558	1.5		690	1.9
Engine 84	1,558	4.3		1,428	3.9
Engine 85	1,028	2.8		1,005	2.8
Med 81	3,241	8.9		2,781	7.6
Med 82	2,779	7.6		2,679	7.3
Med 83	1,783	4.9		1,601	4.4
Tender 81	3	0.0		3	0.0
Tender 85	2	0.0		9	0.0
Truck 82	3,017	8.3		3,350	9.2



Organizational Values

We value having pride in the organization, the service we provide, the communities we serve, and the stations and equipment we use.

We value the honor of being part of an organization and profession that is trusted by the community.

We value the integrity and honesty of our members and what upholding these values means to our customers and other members.

We value committing to excellence and reliability in everything we do.

We value leadership, teamwork, innovation, labor-management collaboration, respect and tolerance in our organization.

We value cooperation and region-wide planning with neighboring responders so that great service and efficiency are never hampered by territorialism or parochialism.

We value the social good in what we do as an organization and as individuals.





Vision Statement

It is the vision of North Shore Fire/Rescue to be nationally recognized as an all-hazards, all-risk service provider by developing and maintaining strategic community partnerships, hiring and training exceptional people, developing efficiencies in service provision to ensure fiscal sustainability for the entire organization and maintaining our core infrastructure.





Mission Statement

To provide a range of programs designed to educate and protect the lives and property of all North Shore residents from adverse effects of fires, sudden medical emergencies, or exposure to dangerous conditions created by either man or nature.





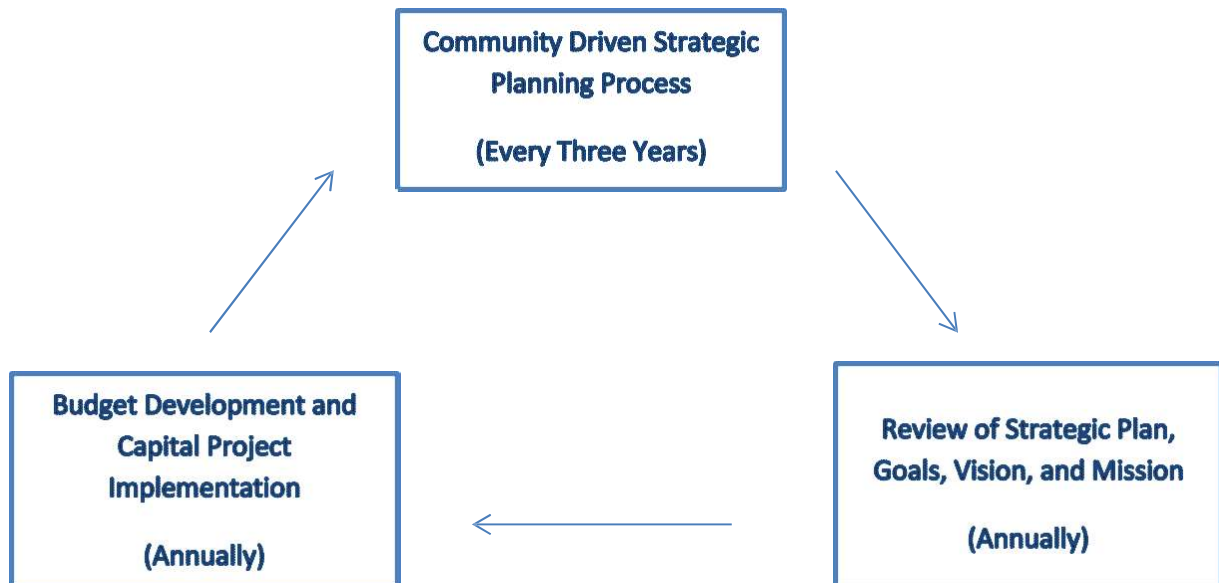
The Strategic Planning Process

North Shore Fire/Rescue values both internal and external input throughout the strategic planning process. In order for the process to be effective, it needs to be embraced by the organization and its stakeholders. This continuous process is constantly fluctuating and evolving as the Department changes, as well.

The first North Shore Fire/Rescue Strategic Plan was developed in 2012 and was designed to offer guidance for the Department for the next five years. It was updated annually with developed objectives that fit the budget and priorities of the Department.

As with the Department's initial plan in 2012, the Department again pursued input from Department members and community stakeholders to assist in the development of this document. Department members reviewed the Values and Mission Statements of the Department and conducted a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis. External Stakeholders and community members participated in a survey using an online survey tool to gauge community perception of the organization.

The Strategic Plan will offer guidance for the Department through 2025. It will continually be reviewed by Staff and stakeholders to ensure that the vision, values and mission has not substantially changed.





Participation in the Strategic Planning Process

The development of the Department's Strategic Plan took place throughout 2019 using Department members, external stakeholders and community members.

Department members were allowed to provide input to the strategic planning process either in person or via a series of electronic surveys. Members were first asked to review the current Department Values Statements and provide feedback as to whether they felt the value statements were applicable to the Department.

Subsequently, an evaluation of the Department's Strengths, Weaknesses, Opportunities and Threats was conducted. A "in-person" session was held. Additionally, an electronic survey of all members was also conducted.

The community input survey was developed using an online survey tool. A link to the survey was sent to all elected officials throughout the North Shore, to each municipality with the suggestion to forward to their key employees, and to contacts the Department has obtained through various community programs. A link to the survey was also posted on municipal websites and included in community newsletters. The Department was pleased to receive 365 responses from External Stakeholders. This level of responses was a 207% increase over the online survey for external stakeholders conducted in 2016.



Internal Stakeholder Feedback

Department members came together in mid-2019 and spent time reviewing the Department's current Strategic Plan and conducting a SWOT analysis. In addition, members were asked to evaluate the Department's current Mission and Values Statements.

North Shore Fire/Rescue realizes the importance of identifying its strengths in order to assure that it is capable of providing the services requested by the community and to ensure that strengths are consistent with the issues facing the organization. Often, identification of organizational strengths leads to the channeling of efforts toward primary community needs that match those strengths. Programs that do not match organizational strengths, or the primary function of the organization, should be seriously reviewed to evaluate the rate of return on staff time. Through a consensus process, the Internal Stakeholders identified the strengths of the organization as follows:

Strengths:

- Accredited Department
- Supportive, proud community
- Social media engagement
- Innovative, technology driven Department
- Vehicle maintenance on preventative track/not reactive track
- Shared Services has assisted in support coverage/staff
- Joint Fire Academy
- Using trends to deploy programs in CRR
- Decisions backed by data
- Training Schedule
- Budgeting process
- Efforts to go paperless
- Operative IQ allows for data tracking on fleet/inventory
- Apparatus/Equipment is up to date
- Crewsense Scheduling
- Overall operations of department responses, incident mitigation
- Transparency to members of Department with vehicle maintenance
- Training of members
- EMS Services
- Adapting and overcoming
- Response Times are good
- Cadet/Intern Programs
- Training of members



Keeping up with technology/advancements

Public Education

Adapt and change to threats

Go above and beyond on safety

Equipment is current and reliable

Training

Department is beginning to listen to members more (ideas, thoughts, Dept goals)

On and off duty training opportunities

Technology

Joint Fire Academy

Shared Services has assisted in support coverage/staff

Internal Competitiveness

Mentoring Programs

Its Members

Ability to adapt to change

Customer Care goes above and beyond what is expected regularly

EMS and Fire Protection Services

Training

Inclusion of members interested in getting involved

Response Times are good

JFTA

Community involvement

Leader in North Shore Emergency Planning/threats

Peer Fitness Program

Peer Support/Mental Health Programs for members



Performance or lack of performance within an organization depends greatly on the identification of weaknesses and how they are confronted. While it is not unusual for these issues to be at the heart of the organization's overall concerns, it is unusual for organizations to be able to identify and deal with these issues effectively on their own.

North Shore Fire/Rescue realizes that to continue to move progressively forward, it must not only be able to identify its strengths, but also those areas where it functions poorly or not at all. These areas of needed enhancements are not the same as threats to be identified later in this document, but rather those day-to-day issues and concerns that may slow or inhibit progress. The following items were identified by the Internal Stakeholders as weaknesses:

Weaknesses

- Diversified workforce
- Communication with Line Workforce
- Improve communication with retirees
- Need to improve Open Enrollment Process for employee health insurance
- Strained union/management relationship
- Vehicle maintenance shop facility
- Inability to maintain full staffing through hiring processes
- Technology support
- Inability for Department to take on its own debt
- Current use of EMS Lieutenant position
- Use and structure of CRRB
- Use of A85 Personnel
- Code enforcement process presents public perception challenges
- OPEB Liability challenges
- Succession Planning for Chief Officers
- Over triaging calls for service
- Shared Services at times drains resources
- Dispatch
- No Emergency Medical Dispatch (EMD)
- Mobile computer hardware needs updating
- Young/less experienced staff in promoted positions
- Limitations on service/future due to contract with Milwaukee County for EMS
- Negative impact of increased training on response times due to staffing limitations
- Lack of centralized administrative office
- Priorities create additional staffing needs
- Building Maintenance needs staff support



Need to have Operations BCs to do administrative staff support
Lack of callback when needed
Training Captain position
Training Facility access
Security of spare turnout gear storage
Station/building security
Lack of clearly defined method to include represented workforce when considering changes in employee benefits
Limitations on use of dual role paramedics
Staffing MOU is burdensome and not what members want
Too many mutual aid calls
Internal communication
"We've always done it this way" thinking of members
Inconsistency in knowledge of inspectors
Station Captains
Underutilization of senior and experienced personnel
Too many policies.
Too much department level training
Too much enabling of new firefighters
Employee health insurance
Mandating Captain Station Assignments
Lack of formal training facility in our area
Employee development
Two-way communication
Training Model Development
Consistency in company officer ranks
EMS
Lack of post incident analysis
Use of SOPs rather than SOGs
Too many company officers
Too many captains - get rid of training captain role
Department doesn't have loud enough voice in the community - why did we agree to remodel an old station in Shorewood?
Too little hands-on training
Need more staff to facilities training
Lack of funding to maintain services
Members don't have two sets of turnout gear
Member complaints about apparatus assignments



Things take too long to accomplish

Follow-up on projects

Attitude of Local 1440 Leadership of any success of "the Department" is negative

Some firefighters view themselves as "responders only" and not here to prevent emergencies

Focus of some chief officers on "fire", not EMS/all hazards

Negatively of some members towards EMS

Station 82 condition



North Shore Fire/Rescue understands that the opportunities for the Department depend on the identification of strengths and weaknesses and how they can be enhanced. The focus of opportunities is not solely on existing service, but on expanding and developing new possibilities both inside and beyond the traditional service area. The Internal Stakeholders identified the following potential opportunities:

Opportunities

Younger, fresher workforce allowing new ideas and attitudes
Contract negotiations that could potentially allow changes to outdated practices
Remodel of stations
ISO review
Mentor program developed for Internship
In process of updating website
Use of EMS Lieutenant position
Improve training/mentoring with newly promoted HEOs during training/pump testing to increase education on apparatus function
Outsource inspections
Restructure CRRB
Community Paramedic/MIH use/services
Non-emergent responses for BLS level calls for service
Increase training/call scope/purchasing cooperative through Shared Services Departments
Strengthen future leaders through staff development
Build new shop facility with future use in mind
Better communication with current employees and retirees
Global information sharing/transparency with employees
Information sharing with Shared Services Shops
Improve relationship with union/management with potential changes in union leadership
Diversify work force
Deploy Emergency Medical Dispatch (EMD) to better utilize resources currently available
Implementing Ambulance 84
Shared Services/shared resources in MIH/CRR resources
Evaluate flexible staffing models (alternatives to 24 hours shifts, time of day-based staffing changes)
Health living initiatives for members
Start to increase staffing/funding
Members want to be more involved
Improve training facilities
Outsource hose testing and inspections to free up more time for training
Train more with MFD including their special teams, and other county departments



Utilize members who take outside courses to train our own people

Educational incentives

Company level inspection improvements

Paramedic Rotation on/off transport units

Community Involvement/engagement

NSFD Identity

Give Captains more responsibility

Promote the right people that guys on the line will respect and follow

Reduce labor/management disagreements

Improve number of civilian staff in Community Risk Reduction Bureau - use sworn staff to respond to calls for service

Board of Director Ride Along

Expand Shared Services initiatives, more standardization of policies, procedures among departments

Change skill pay for paramedics to reflect daily assignments

Expand involvement/responsibility of Captains

Shared Services should include all calls for service types

County wide fire/ems dispatch

Evaluate new positions scheduled during high activity hours to relieve load/allow for additional day-time training

Improve internal QA processes for calls for service



To draw strength and gain full benefit of any opportunity, the threats to the organization, with their new risks and challenges, must also be identified in the strategic planning process. By recognizing possible threats, an organization can greatly reduce the potential for loss. Fundamental to the success of any strategic plan is the understanding that threats are not completely and/or directly controlled by the organization. Some of the current and potential threats identified by the Internal Stakeholders were as follows:

Threats

The Department will be planning for several key retirements in the next few years in both the line and command staff.

Recruitment challenges to fill open positions. Hard to keep up hiring for the vacancies

Determining dispositions for low priority EMS patients and communicating those with the patient (transport/no transport)

Interaction with other medical professionals on EMS calls for service

Board of Director turnover

Dealing with seven communities with multiple priorities in each community

Ongoing issues relating to cost distribution between member communities

Member communities needing to reevaluate limits on increase to annual budgets

Expenditure Restraint/Levy Limits

Pool of candidates for firefighter positions

Current federal political climate (tariffs) will threaten ability to purchase within budget for apparatus, etc.

Annual funding changes are based on the status of the economy

Rising EMS costs with no changes in reimbursement levels

Increase in call volume

Limitations from State on alternative EMS destinations

Growth in the number of assisted living/care facilities mean increasing demand in service demands

Too much of focus on higher education rather than time on job/experience

Workers Compensation Claims

Employment turnover by millennials

Training being conducted by inexperienced firefighters - Officers are left out of these opportunities

Firefighters who feel officers are incompetent makes discipline impossible

How to make the younger generation happy?

Employee negativity

Micromanagement by Battalion Chiefs

Labor/Management relationship



High mutual aid calls
Management/Labor Disconnect
Oversight of BCC
Lack of IT Support
Limited live fire training
Lack of funding to maintain services
Will lack of proper funding lead members to move on to other organizations?
Lack of transparency/understanding of what the "final end game or goal is".
Member attitudes
Ability to maintain/update facilities
Negative public/business community perception of Fire Marshal
Ongoing commitment of Milwaukee County to EMS Program



Review of the Mission Statement

To provide a range of programs designed to educate and protect the lives and property of all North Shore residents from adverse effects of fires, sudden medical emergencies, or exposure to dangerous conditions created by either man or nature.

The Internal Stakeholders were asked to evaluate the current Mission Statement in relation to the following questions that a mission statement should answer:

- Who are we?
- Why do we exist?
- What do we do?
- Why do we do it?
- For whom?

Stakeholder comments:

- Consider a marketing statement in addition to the Mission Statement: “Assuring Safety for our family and yours”
- Address why we do what we do: Assure safe communities/families/firefighters and responders.
- The statement is antiquated. The public determines what their emergency is – we respond to the communities needs as they are identified.
- Change “North Shore residents” to read “general public”
- “Who are we”: Professional emergency services organization
- Missing word prevent or prevention

The Department will continually evaluate the Mission Statement to determine if updates need to be made and to ensure the focus and core of the organization is represented in the statement.



Review of the Organization's Values

We value having pride in the organization, the service we provide, the communities we serve, and the stations and equipment we use.

We value the honor of being part of an organization and profession that is trusted by the community.

We value the integrity and honesty of our members and what upholding these values means to our customers and other members.

We value committing to excellence and reliability in everything we do.

We value leadership, teamwork, innovation, labor-management collaboration, respect and tolerance in our organization.

We value cooperation and region-wide planning with neighboring responders so that great service and efficiency are never hampered by territorialism or parochialism.

We value the social good in what we do as an organization and as individuals.

Eighty-one percent (81%) of respondents indicated they liked the current format of the organization's value statement.

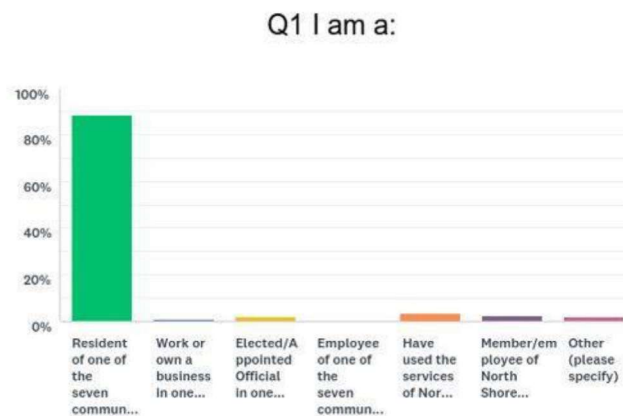
The Department realizes that Value Statements are a key foundational element to the organization, and as such, will frequently evaluate to make sure the statements clearly define the Department's top priorities and beliefs.



External Stakeholder Feedback

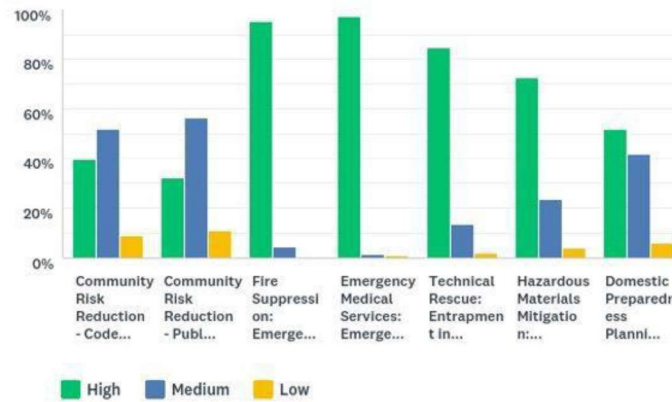
The Department realizes that a key to its success depends on the contribution and satisfaction from members of the community it serves. External Stakeholders were asked to complete a brief online survey relating to their perception of the Department. Results from the survey are used to help the Department focus on the organization from a new perspective.

Results from the External Stakeholder's findings are found below:





Q2 North Shore Fire/Rescue provides an array of services to ensure public safety in our communities. Please rank the priority of these services in order of your opinion of their importance to the communities we serve using the rating scale.



Answers Choices:

Fire Suppressions Response
Emergency Medical Services Response
Hazardous Mitigation
Domestic Preparedness Planning
Technical Rescue
Public Education
Fire Code Enforcement

Priority:

High
High
High
High
High
Medium
Medium



Question 3: Please list the expectations you have of North Shore Fire/Rescue.

A summary of frequent responses is below:

- *Rapid response*
- *Protect community*
- *Well trained personnel*
- *Professionalism*
- *Fiscal responsibility*
- *Educate the community*
- *Code compliance*
- *Courteous members*

Question 4: What are areas of concern you may have about North Shore/Fire Rescue?

A summary of frequent responses is below:

- *How to maintain high level of service with tight budgets*
- *Increasing mutual aid responses*
- *Lack of funding for facilities*
- *Ability to attract and retain highly qualified people*
- *Diversity of workforce*

Question 5: Please provide any positive feedback/strengths that you would like to share about North Shore Fire/Rescue:

A summary of frequent responses is below:

- *Quick to respond*
- *Responders are professional*
- *Efficiencies gained through consolidation/cooperation*
- *Community education*



Budgetary Considerations

Costs rising faster than revenue has continued to challenge the Department and has pushed our personnel to find new, more efficient and effective ways to provide service to the citizens and communities we serve. Revenue increases from the member municipalities are restricted under the North Shore Fire Services Agreement to annual increases of the Consumer Price Index (CPI) plus .5% over the previous year. The costs required to maintain current salary, benefit, operational and staffing levels of the Department have risen quicker than the municipal increases and increases in revenues from other sources can support, thus forcing reductions in total staff.

The Board of Directors undertook a long-term financial planning process in late 2016 in an effort to further evaluate the impact of the reductions and create a long-term financial plan. The Board has evaluated at all aspects of the organization and created a long-term financial plan that is based on service levels desired by the community and also what is deemed affordable for the community.

While the Department has been forced to reduce its on-duty force over the past several years, further reductions in service have been prevented through increasing EMS transport and fee revenue as a result of an increased call volume. Additionally, cooperative agreements with neighboring fire departments for not only operational responses, but support services have allowed North Shore Fire/Rescue to continue to deliver effective fire and emergency medical services while controlling cost increases to the taxpayers.

Government at all levels will continue to be crunched as the public's expectation for services rises yet the money isn't there to support the desired level of service. North Shore Fire/Rescue continues to be open to creative discussions on providing service to our citizens and communities in more cost-effective methods while maintaining the level of public safety desired in the communities we serve.



Strategic Goals and Objectives

Strategic goals and objectives are based on strengths, weaknesses, opportunities, and challenges, affecting the Department's mandates, vision, mission and values. They outline strengths and weaknesses in service levels, finance, and management structure. These strategic goals and objectives provide a vehicle to take advantage of current opportunities and to build challenges into future opportunities.

Strategic goals are organization-wide benchmarks that detail the issues identified through the Department's stakeholders who include the Board of Directors, citizens and employees. Working toward these goals is the basis of becoming a world-class leader in the fire and emergency service field.

Objectives are more specific components of the strategic goal and outline the more detailed actions or tasks that support the strategic goals. They are the basis of strategic management and are performance measurements that focus the Department on its strategic goals. Objectives and their performance outcomes should not be confused with effort or activity that relate to the action plans. For example, hours of training or other actions or tasks that are completed in order to achieve objectives are measures of activity, not outcomes. The speed and quality of emergency response, or the numbers of trainees who act differently in a positive way, are measures of performance outcomes.

The Department's strategic goals and objectives are further integrated into the Long-Term Fiscal Plan, as well as into the current Annual Operating Budget and Capital Improvement Plan. The outline below includes a series of critical tasks or actions that are used as the benchmarks in which to measure the progress towards the completion of the Goals and Objectives and (Performance measurements) for the year.



Strategic Goal #1 – *Provide service that meets or exceeds the communities' expectations as North Shore Fire/Rescue's contribution towards public safety's overall mission of keeping communities safe.*

Strategic Goal #2 – *Develop and maintain partnerships within the community as a means to educate the public on how to keep their communities safe and receive feedback on the service provided by North Shore Fire/Rescue.*



Strategic Goal #3 – *Ensure North Shore Fire/Rescue is a fiscally sound organization.*

Strategic Goal #4 – *Recruit and maintain well trained and educated employees dedicated to providing service to the North Shore Communities.*

Strategic Goal #5 – *Facilities, apparatus and equipment will be maintained and replaced to the efficiencies and limits of available resource allocations.*



Strategic Goal #1	Provide service that meets or exceeds the communities' expectations as North Shore Fire/Rescue's contribution towards public safety's overall mission of keeping communities safe.
Objective 1A	Add one to two firefighter positions to begin adding capacity to the Department's daily minimum staffing to support increased call volume and paramedic training opportunities.
Objective 1B	Update the North Shore Fire Department Standards of Cover document.
Objective 1C	Completed update of all performance indicators for Commission on Fire Accreditation International process in preparation for 2026 re-accreditation
Objective 1D	Provide training and equipment for tactical emergency medical service providers and water rescue capabilities.
Objective 1E	Gain support and develop plan to formalize Station 82 as the North Shore Emergency Operations Center.
Objective 1G	Update municipal fire prevention ordinances.



Strategic Goal #2	Develop and maintain partnerships within the community as a means to educate the public on how to keep their communities safe and receive feedback on the service provided by North Shore Fire/Rescue.
Objective 2A	Update Department's Strategic Plan for 2026 –2031
Objective 2B	Evaluate methods to conduct customer service surveys for patients treated by North Shore Fire/Rescue.



Strategic Goal #3	Ensure North Shore Fire/Rescue is a fiscally sound organization.
Objective 3A	Receive GFOA Distinguished Budget Presentation Award
Objective 3B	Receive GFOA Annual Comprehensive Financial Report Certificate
Objective 3C	Update the Department's Long Range Financial Plan
Objective 3D	Create a Popular Annual Financial Report to pursue the Triple Crown through GFOA.
Objective 3E	Implement new Enterprise Resource Planning Solution for the Department that provides a cloud-based software solution.
Objective 3F	Implement NICE Healthcare to provide additional healthcare options for employees and to control health care costs for the organization.



Strategic Goal #4	Recruit and maintain well trained and educated employees dedicated to providing service to the North Shore Communities.
Objective 4A	Explore options for additional human resources support.
Objective 4B	Update policies/programs for continuing education/reimbursement.
Objective 4C	Create a mentoring program for Battalion Chief ranks.
Objective 4D	Review and evaluate updates to current internship programs made in 2024.



Strategic Goal #5 Infrastructure	Facilities, apparatus and equipment will be maintained and replaced to the efficiencies and limits of available resource allocations.
Objective 5A	Update procedures and equipment for storage of and administration of narcotics used in EMS patient care.
Objective 5B	Manage financing for and replacement of major building systems that are coming to end of life at Station 85 (Bayside).



Considerations for Next Five Years

Strategic planning is crucial to ensuring the organization focuses on its core services and has a roadmap for the future. A roadmap is key to ensuring the organization's vision is followed leading to future success. While this edition of the Department's Strategic Plan has been designed for the next five years, there are items that should be considered for close evaluation in future updates of the Department's Strategic Plan.

- Prepare for additional demand on the Department for emergency medical services.
- Identify future regional fire and emergency medical service partnerships that can be created to reduce cost and increase efficiency through functional consolidation.
- Continue proactive adoption of technological solutions to ensure the Department is on the cutting edge and maintaining desired service levels to the communities and its members.

Staffing of fire apparatus should also be closely evaluated as the Department relies on mutual aid more often and provides reciprocal aid to other departments. The Mutual Aid Box Alarm System (MABAS) and the Shared Services/Automatic Aid Agreements require staffing of four personnel on engines and trucks. Currently, the Department staffs all engines and trucks with three personnel when at minimum staffing. If a North Shore apparatus responds to another municipality for mutual aid, a fourth person is taken off another piece of equipment resulting in it being taken out of service due to less than adequate staffing. As the number of vehicles staffed on a daily basis has decreased over the last several years, the impact of taking two vehicles out of service for a mutual aid incident has impacted the ability of the Department to serve the customers that continue to call for emergency services while the mutual aid call for service is ongoing.

Over the next five years, the Department will remain to be an agency focused on continuous improvement. By setting annual goals and objectives the Department can focus on the items identified through SWOT analysis and perform at a standard expected by both internal and external stakeholders. Through data collection, the Department will continue to evaluate and measure the performance and strive to meet and exceed the benchmarks currently in place.



CITY OF GLENDALE
POLICE DEPARTMENT

5909 North Milwaukee River Parkway
Glendale, Wisconsin 53209-3815
(414) 228-1753
Fax (414) 228-1707
Email: police@glendale-wi.org

April 2nd, 2025

Mayor and Common Council
City of Glendale
5909 N. Milwaukee River Pkwy.
Glendale, Wisconsin 53209

Dear Mayor and Common Council,

Attached is the Glendale Police Department monthly report for March 2025. This report tabulates the total number of calls handled and provides an overview of our monthly activity.

Officers responded to a total of 1265 calls for service in this period. There were 11 Crime Against Persons reported, 49 Crimes Against Property investigated, 66 Crimes Against Society and 7 Flock Alerts.

Should you have any questions regarding this report, or additional suggestions, please don't hesitate to call on me.

Sincerely,

Rhett Fugman
Chief of Police



Monthly Activity Overview Report

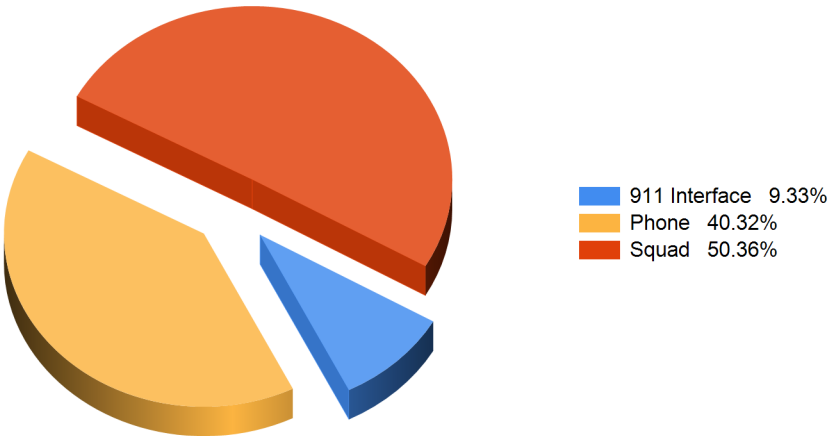
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For Reporting Period: 03/01/2025 - 03/31/2025

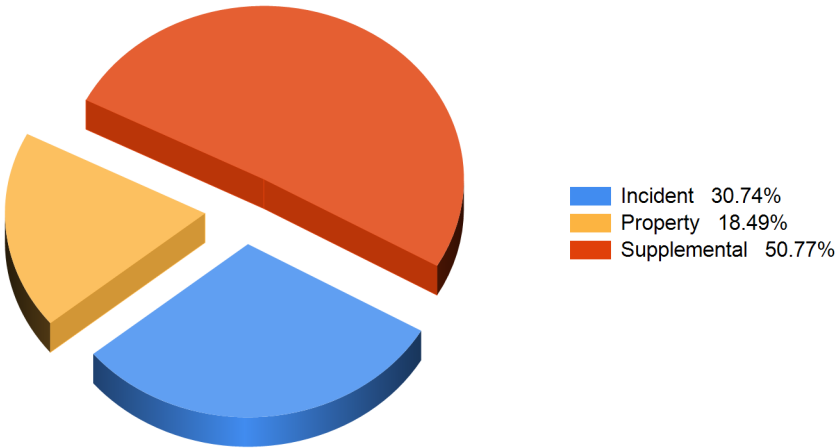
Patrol Area: NULL,FS,G1,G2,G3,G4,G5,RS,SW,WN,WW

NOTE: This report cannot be run based on individual officer - it is based on unique Incident. This report is for specific overview purposes & counts. For individual Officer activities, please refer to Officer Activity Count reports.

Calls



Reports



Reports are selected based upon Dttm report is written and selected if Dttm falls within date range above-specified.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Total		1,265	312	425	528
Calls	911 Interface	118	22	42	54
	Phone	510	92	210	208
	Squad	637	198	173	266

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Total		849	192	329	328
Reports	Incident	261	72	80	109
	Property	157	50	35	72
	Supplemental	431	70	214	147



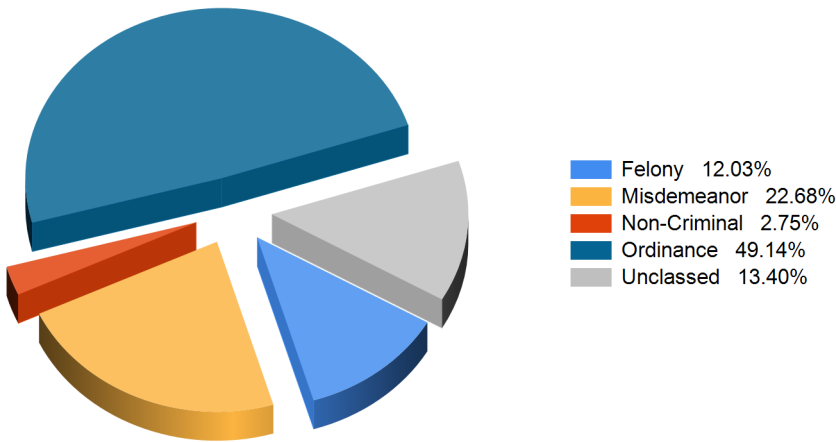
Monthly Activity Overview Report

Printed On: 04/02/25 10:17

For Reporting Period: 03/01/2025 - 03/31/2025

Patrol Area: NULL,FS,G1,G2,G3,G4,G5,RS,SW,WN,WW

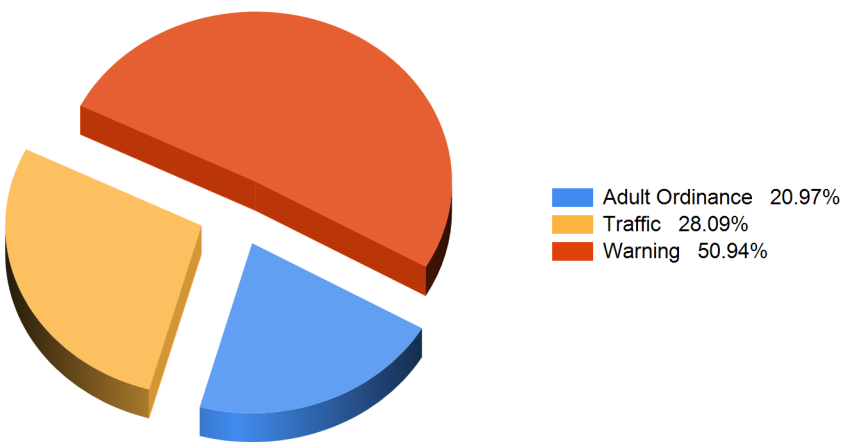
Arrests



Arrests are selected based upon the charge type. Therefore if an arrest was made wherein three charges with different types are noted, the arrest will count under Each charge type.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Total		291	90	58	143
Arrests	Felony	35	8	7	20
	Misdemeanor	66	28	13	25
	Non-Criminal	8	8	0	0
	Ordinance	143	30	34	79
	Unclassed	39	16	4	19

Citations



Citations are counted by Citation Type alone.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Total		502	164	121	217
Citations	Adult Ordinance	112	21	23	68
	Traffic	150	72	28	50
	Warning	240	71	70	99



Monthly Activity Overview Report

Printed On: 04/02/25 10:17

For Reporting Period: 03/01/2025 - 03/31/2025

Patrol Area: NULL,FS,G1,G2,G3,G4,G5,RS,SW,WN,WW

Field Interview Stops

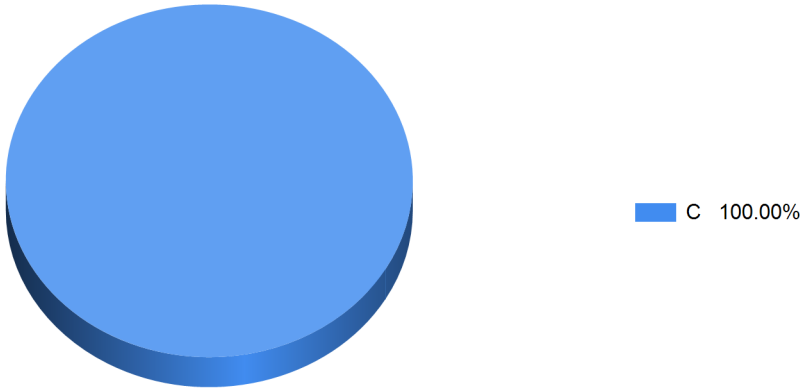
No Data Available



Field Interview Stops are counted by reason for stop.

	Total
Total	0

Crash



Crashes are counted by Crash type alone.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Total		37	2	20	15
crash	C	37	2	20	15



CFS Tally by Hours

Printed On: 04/02/25 10:16

Reporting Period: 03/01/2025 - 03/31/2025

Hourly Breakdown

City of Glendale

	Total	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Total	1,265	72	63	42	34	24	25	24	28	33	40	64	61	64	56	52	55
911 - 911 Hang up/error	73	4	3		3	1	5	2	3	2	3	2	3	5	2	2	2
AC - Animal Complaints	18	1					1	1	1	1		1	2	2		2	2
ACPD - Accident - PDO	35								1	3	3	1	1	4	6	1	1
AOA - Assist Other Agency	20	2	2			1		1							1		1
ASBT - Assault/Battery	3						1									1	1
AV - Abandoned Vehicle	9			1						1		1			1	1	1
BA - Burglar Alarm	42	1	3	4	1	2	3		1	1	2	2	2	4	1		2
BURG - Burglary	1								1								
CDTP - Property Damage	4	1													1		
CFR107 - SUAS Utilization - GLPD only	1				1												
CHAP - Chapter 51 Commitment	3																1
CHECK - Vacation/Business Checks	40	1	3	6	5	2	1			2	5	4	2			1	2
CODE - Code Violations	5							2					1				
DC - Disorderly Conduct	27	1		1					1		1	2	3	1	1	4	
DIST - Disturbance	1															1	
DISV - Disabled Vehicle	22					1							1	1	2	2	1
DRIVE - Driving Complaint	17	2										2			1	2	2
DRUG - Controlled Substance	10	1		1	3										1	1	
DV - Domestic Violence	6				1						1						1
EIP - Entry in Progress	1					1											
ESC - Escort	2																
EV - Entry to Vehicle	1									1							
FDCALL - Fire Call - PD	10				1							1	1		1		1
FI - Subject Stop for FI	7	2	1	1		1											



CFS Tally by Hours

Printed On: 04/02/25 10:16

Reporting Period: 03/01/2025 - 03/31/2025

Hourly Breakdown

	16	17	18	19	20	21	22	23
Total	79	90	84	38	39	72	80	46
911 - 911 Hang up/error	4	3	3	6	5	6	1	3
AC - Animal Complaints	3			1				
ACPD - Accident - PDO	3		6	1	2		2	
AOA - Assist Other Agency	3	1	2		2	2	1	1
ASBT - Assault/Battery								
AV - Abandoned Vehicle	2						1	
BA - Burglar Alarm	1	1	4			4		3
BURG - Burglary								
CDTP - Property Damage		1					1	
CFR107 - SUAS Utilization - GLPD only								
CHAP - Chapter 51 Commitment			1			1		
CHECK - Vacation/Business Checks	1	1	1			1	1	1
CODE - Code Violations		1	1					
DC - Disorderly Conduct	1	1	5		1	3		1
DIST - Disturbance								
DISV - Disabled Vehicle	2	5	1	2		1	3	
DRIVE - Driving Complaint	1	2	1				2	2
DRUG - Controlled Substance	1	1				1		
DV - Domestic Violence		1			1			1
EIP - Entry in Progress								
ESC - Escort		1	1					
EV - Entry to Vehicle								
FDCALL - Fire Call - PD	3	1	1					
FI - Subject Stop for FI	1						1	



CFS Tally by Hours

Printed On: 04/02/25 10:16

Reporting Period: 03/01/2025 - 03/31/2025

Hourly Breakdown

	Total	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Fight - Fight	9	1									1			1			1
FLOCK - Flock Camera Safety System	7								1					2		1	1
FPROP - Found Property	5	1									1	1		1			
FRAUD - Fraud	6												3			2	
FT - Family Trouble	10	1								2		1		2			
GUN - Armed/Shooter/Weapon	2			1													
HALM - Hold Up Alarm	3															1	2
HAZ - Road Hazard - PD	10		1			1					1	1	2		1		1
HR - Hit and Run	8													1	1	1	1
JUV - Juvenile Complaint	16								1				1				
LOCKOUT - Auto Lockout	8					2							1	1			1
LPROP - Lost Property	1																1
MISSING - Missing	2									1							
MVT - Motor Vehicle Theft	9									1			1			1	
NOISE - Noise Complaint	5		2					1									
NT - Neighbor Trouble	3											1		1			
OPEN - Open Door	4																
OWI - Operating While Intoxicated	2	1	1														
PARK - Parking Complaint	16	1						1	1		1			2	2		1
PI - Accident/PI	6									1		2					
PRIS - Prisoner Transport	1														1		
RECV - Recovered Stolen Veh	1							1									
REPO - Repossess A Vehicle	7		1		1								1	1		1	
RFP - Request for Police	68	2	1		2	3		4	2	5	3	4	3	5	5	5	4
ROBB - Robbery	1							1									
RORD - Restraining Order	1																
RTHFT - Retail Theft	36							1				2	2	1	5	1	5



CFS Tally by Hours

Printed On: 04/02/25 10:16

Reporting Period: 03/01/2025 - 03/31/2025

Hourly Breakdown

	16	17	18	19	20	21	22	23
Fight - Fight	1			3	1			
FLOCK - Flock Camera Safety System				2				
FPROP - Found Property				1				
FRAUD - Fraud	1							
FT - Family Trouble			1	3				
GUN - Armed/Shooter/Weapon						1		
HALM - Hold Up Alarm								
HAZ - Road Hazard - PD	1			1				
HR - Hit and Run		3				1		
JUV - Juvenile Complaint		4	4	2	2	1	1	
LOCKOUT - Auto Lockout		1				2		
LPROP - Lost Property								
MISSING - Missing	1							
MVT - Motor Vehicle Theft	1	4	1					
NOISE - Noise Complaint						1	1	
NT - Neighbor Trouble					1			
OPEN - Open Door				1	1	1	1	
OWI - Operating While Intoxicated								
PARK - Parking Complaint	4	1	1					1
PI - Accident/PI	2		1					
PRIS - Prisoner Transport								
RECV - Recovered Stolen Veh								
REPO - Repossess A Vehicle					1		1	
RFP - Request for Police	5	3	5	2	3	1	1	
ROBB - Robbery								
RORD - Restraining Order	1							
RTHFT - Retail Theft	11	2	4	1		1		



CFS Tally by Hours

Printed On: 04/02/25 10:16

Reporting Period: 03/01/2025 - 03/31/2025

Hourly Breakdown

	Total	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
SEX - Sex Offense / Assault	1														1		
SHOTS - Shots Fired	3				1											1	1
SMART - Smart Call Up	1														1		
SOLIC - Solicitor Complaint	8								3	1			1		1	1	
SPAS - Special Assignment	11						1			1	1			1		1	1
STAT - STAT Alert	1																1
SUSP - Suspicious Activity	31	2	1		3	2	2					2	2		1		2
TELE - Telephone Complaint	1																
THEFT - Theft Complaint	15								1			2	2	1	2		2
TRES - Trespassing	10									2			1	1	2		
TS - Traffic Stop	486	44	42	27	12	6	9	8	9	5	14	28	21	24	14	11	9
UTIL - Utilities	3											1					
WEAP - Weapons Complaint	6								1			2		1			
WELF - Welfare Check	52	3	2			1	2	1	1	3	3	1	4	1	1	7	3
ZRIDESCH - *Ride Schedule-GLPD ONLY*	31																



CFS Tally by Hours

Printed On: 04/02/25 10:16

Reporting Period: 03/01/2025 - 03/31/2025

Hourly Breakdown

	16	17	18	19	20	21	22	23
SEX - Sex Offense / Assault								
SHOTS - Shots Fired								
SMART - Smart Call Up								
SOLIC - Solicitor Complaint			1					
SPAS - Special Assignment		5						
STAT - STAT Alert								
SUSP - Suspicious Activity	3	3	1	1	2	2	1	1
TELE - Telephone Complaint	1							
THEFT - Theft Complaint	2			2		1		
TRES - Trespassing		2	1	1				
TS - Traffic Stop	18	35	32	7	14	37	36	24
UTIL - Utilities						1		1
WEAP - Weapons Complaint		1	1					
WELF - Welfare Check	1	6	4	1	3	2	1	1
ZRIDESCH - *Ride Schedule-GLPD ONLY*						1	24	6

READ THE

NORTH SHORE HEALTH DEPARTMENT

MONTHLY REPORT

MARCH 2025

THIS REPORT HIGHLIGHTS THE WORK DONE IN EACH OF OUR FOUR PRIORITY AREAS OVER THE PAST MONTH, AS WELL AS OTHER IMPORTANT WORK AND ACTIVITIES DONE BY OUR DEPARTMENT.

OUR 4 PRIORITY AREAS



MENTAL & EMOTIONAL WELLBEING
for a Healthy North Shore



SUBSTANCE-FREE LIVING for a Healthy North Shore



INJURY PREVENTION
ACROSS THE LIFESPAN
for a Healthy North Shore



PHYSICAL ACTIVITY and NUTRITION
for a Healthy North Shore

The goal of these monthly reports is to showcase the work being done at the North Shore Health Department and to increase transparency with community leaders, partners, elected officials, and the public.



Serving the communities of Bayside, Brown Deer, Fox Point, Glendale, River Hills, Shorewood, and Whitefish Bay in Wisconsin

NORTH SHORE HEALTH DEPARTMENT

Monthly Report



MONTHLY REPORT — MARCH 2025

NSHD Priority Areas

The goal of these monthly reports is to showcase the work being done at the North Shore Health Department and to increase transparency with community leaders, partners, elected officials, and the public.



We align our work with our department's four priority areas that were established in the last Community Health Improvement Plan (CHIP) published in 2020. The monthly report highlights the work done in each of our four priority areas over the past month, as well as other important work and activities done by our department. We completed our 2022-26 Community Health Assessment (CHA) which will lead into the development of a new CHIP with updated priority areas.

March Highlights

- Our Maternal Child Health team had an amazing time hosting a table at the Black Family Wellness Expo in Milwaukee! This event brought together organizations and experts from across the county to share valuable resources on keeping families safe at every stage of life. We connected with local partners, shared information about our programs, and demonstrated how to create a safe sleep environment for babies. We also had the exciting opportunity to live-stream a safe sleep demonstration for the Links Incorporated organization nationwide!
- Our team met with our local Representatives to discuss what our role in public health is as a local health department and educate them on the work we hope to do in the future.
- Our team attended at least one community event every week in the month of March, which has been great for our community engagement and relationship building.

Updates from the Health Officer

Worked on the 2025 Community Health Improvement Plan (CHIP) with our CHIP strategy team.

Joined the North Shore Emergency Planning Team.

Attended the South East Wisconsin Association of Local Health Departments and Boards (WALHDAB) Meeting.

Attended the Wisconsin State Lab of Hygiene Board Meeting.



Monthly Report

MONTHLY REPORT — MARCH 2025

1 MENTAL HEALTH

Attended SafeTALK (suicide alert training), as well as the Child Death and Homicide Review Meeting. These both serve to educate us on better practices for injury prevention and mental health awareness.

8 Social Media Posts about mental health

We held our first action team meeting for this cycle of the Community Health Improvement Plan (CHIP). This first action group is focused around Mental Health. It was a very successful and productive meeting to kick things off.

Hosted three Parent/Caregiver Social Groups at libraries in the North Shore and continued planning for the upcoming groups.

2 SUBSTANCE USE

74 Boxes (148 doses) of Narcan throughout the North Shore

Trained UWM School of Nursing Clinical Group students in Overdose Education & Naloxone Distribution (OEND) and held two OEND trainings in Shorewood.

Attended Overdose Public Health and Safety Team (OD-PHAST) and Overdose Fatality Review meetings.

14 People trained in overdose response using Narcan

Attended Milwaukee County Harm Reduction Vending Machine Summit.

3 INJURY PREVENTION

Provided pedestrian safety education and fitted two kiddos for bike helmets at the office.

6 Car seat fittings with education provided to parents/caregivers

Our Case Manager attended the North Shore Dementia Initiatives meeting, as well as Stepping On training. She is also planning to host a Fall Prevention Summit here at NSHD.

Met with Greenfield Fire Dept to discuss Community Paramedic/Mobile Integrated Health programs.

4 PHYSICAL ACTIVITY & NUTRITION

Provided five home visits, including a few where lactation support and education was given.

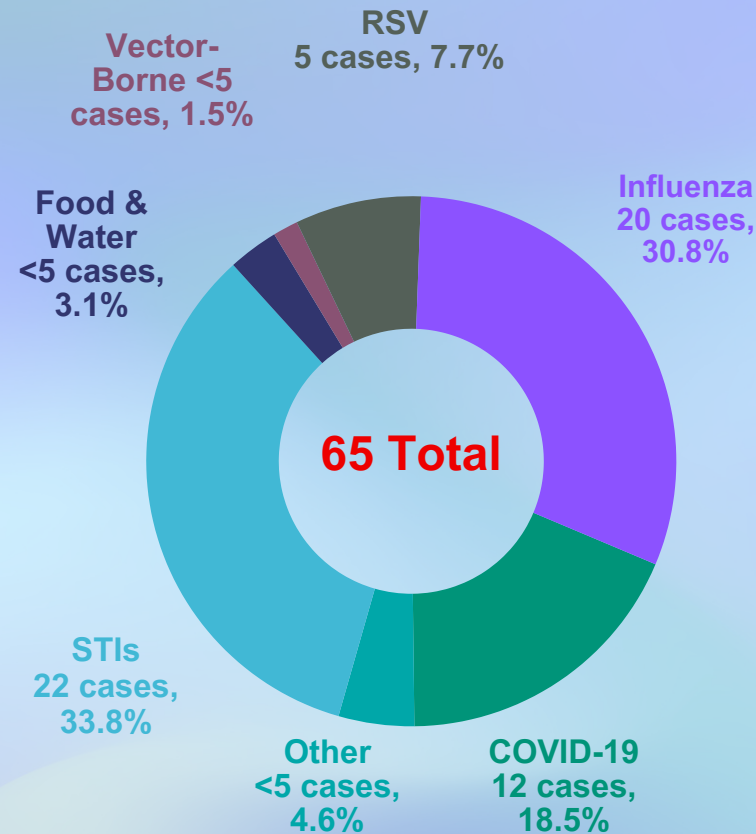
17 Social media posts on nutrition and healthy living

Began planning for our Ruby Bridges Day StoryWalk, which will take place in November this year and will, hopefully, span the North Shore and involve more community members.



Communicable Diseases

Probable + Confirmed Cases



8

**Vaccine appointments
with PHNs**

Case Management & Environmental Health

CASE MANAGEMENT UPDATES

5	Fall-specific calls dispatched, all of which were contacted
6	Referrals received and followed up on
15	Home visits
0	EMS consultations/trainings
0	Responses to overdoses
4	Community agency site visits

NORTH SHORE ENVIRONMENTAL HEALTH CONSORTIUM

48

Inspections

0

**New
Licenses**

3

**Animal Bite
Follow-Ups**

Workforce Development

- Our Senior Environmental Health Specialist attended a week-long plan review course with the FDA, which allows him to improve and update the North Shore's plans for food inspections and licensing.
- Our Emergency Preparedness Coordinator attended a training on Campus Emergencies Prevention, Response, and Recovery, as well as a day-long tabletop exercise on Radiation Emergency Preparedness and Response.
- Two of our PHNs led the first 2025 South East Region PHN Network Meeting as co-chairs.
- One of our Interns will be working through the summer and discussed plans for mosquito and tick surveillance with our PH Specialist and DHS, who will be helping with this awesome project.

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF WEDNESDAY, APRIL 9, 2025**

The North Shore Water Commission held a meeting on Wednesday, April 9, 2025, using an internet-based conferencing platform called Zoom.

The meeting was called to order at 8:00 A.M. by Mr. Imig.

Present:

Scott Botcher, Member (Fox Point)
Charlie Imig, Chair (Glendale)
Matthew Collins, Secretary (Whitefish Bay)

Also Present:

Below are other individuals that attended the meeting.

Eric Kiefer, Plant Manager & Recording Secretary
Duane Ziege, Maintenance Supervisor
Brooks Angell, Operations Supervisor

MINUTES

It was moved by Mr. Collins, seconded by Mr. Botcher, and unanimously carried to approve the minutes for the meeting held March 12, 2025.

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer presented the monthly report of plant operations. He noted that production is up from last year by approximately 3%.

Below are the items that were submitted to the Commission in the operations and maintenance report prior to the meeting.

1. Plant staff are installing the new air compressor.
2. Plant staff are continuing to paint and label chemical feed piping to meet Wisconsin Department of Natural Resource color code.
3. Plant staff are working on annual safety training using resources from the League Of Wisconsin Municipalities Mutual Insurance.
4. Plant Staff are in the process of renewing their American Red Cross CPR and AED certificates.
5. Plant staff have distributed all lead and copper testing kits to the communities and are processing samples as they are returned.
6. Plant staff ordered a Badger Meter/ATI direct fluoride analyzer as a replacement for the failed Prominent fluoride analyzer.
7. Plant staff are in the process of re-wiring RTU3 control cabinet.
8. Plant staff cleaned up and attempted to contain multiple roof leaks at the Bender plant.
9. Plant staff concluded the winter flushing of the Veligon feed line at the Klode pumping station.

10. Plant staff contacted CTW about the leaking mechanical seal on high service pump #4, currently awaiting a quote to replace the seal.

The report was placed on file without any motion.

ANNUAL OPERATING BUDGET

The budget reports were submitted ahead of the Commission meeting. As of February 28, the Commission is under budget by approximately \$27,000.

The reports were put on file without motion.

REVIEW OF APPROVED PAYMENTS AND APPROVAL OF PAYMENT REQUESTS

Using the resolution approved by the Commission on July 10, 2024, plant staff approved the following payments prior to the Commission meeting.

- \$46,220.94 of payments were approved for 3/13/2025
- \$18,055.14 of payments were approved for 3/19/2025
- \$9,866.48 of payments were approved for 4/4/2025

The corresponding payment reports were provided ahead of the meeting.

It was moved by Mr. Botcher, seconded by Mr. Collins, and unanimously carried to approve the payment requests listed below.

Project 2025-1 (Basin #5 Renovation Project)

Capital Expenditures

Reference#: 485040 | SEH

Basin #5 Renovation Engineering \$9,232.59

Allocation to Members

<i>Fox Point (18.61%)</i>	\$1,718.18
<i>Glendale (49.90%)</i>	\$4,607.06
<i>Whitefish Bay (31.49%)</i>	\$2,907.34

SUB-TOTAL \$9,232.58

Project 2025-2 (Unattended Operations Project)

Labor Charged to the Project

\$1,228.82

Allocation to Members

<i>Fox Point (18.61%)</i>	\$228.68
<i>Glendale (49.90%)</i>	\$613.18
<i>Whitefish Bay (31.49%)</i>	\$386.96

SUB-TOTAL \$1,228.82

TOTAL \$10,461.40

UPDATE REGARDING CAPITAL PROJECTS

Mr. Kiefer provided the Commission with an update of the Basin 5 Rehabilitation Project. Due to the delays of SEH, the Commission should expect to award a bid during the month of September. The project would potentially start in the fall of 2025 and end late 2026. If that is the case, the capital projects planned for 2026 and beyond would get pushed back by a year.

Mr. Kiefer noted that the tariffs could impact this project; especially the portion of the project dealing with the replacement of the flocculation equipment. Although costs could be effected, Mr. Kiefer is anticipating delays; especially if there are supply chain disruptions.

No action was taken by the Commission regarding this matter.

NEXT MEETING

The next regular meeting was scheduled for 8:00 A.M. on Wednesday, May 14, 2025, via the online platform called Zoom.

ADJOURNMENT

It was moved by Mr. Collins, seconded by Mr. Botcher, and unanimously carried to adjourn at 8:12 A.M.

Submitted by:

Eric Kiefer, Plant Manager and Recording Secretary

Date

Service Requests - March 2025

Request Category	Created in period	Closed in period	Average days to close	Percentage of requests closed
Animal Concern	2	2	3.3	50%
Utility Billing Questions	0	0		0%
Property Maintenance and Building Code Violations	4	0		0%
Speeding & Traffic Enforcement	0	0		0%
Storm Drainage/Standing Water	0	0		0%
Snow & Ice Control Service Request	0	0		0%
Request for Information	0	0		0%
Public Works Maintenance	0	0		0%
Illegal Dumping	0	0		0%
Water Quality Issues	0	0		0%
Abandoned Vehicle	0	0		0%
Miscellaneous Police	0	0		0%
Parks Maintenance	0	0		0%
Pothole	0	0		0%
Restoration of City Work	0	0		0%
Right-of-Way Damage (From City Snow Control Operations)	0	0		0%
Sidewalk Repair	0	0		0%
Miscellaneous Sanitary Sewer	0	0		0%
Miscellaneous	0	0		0%
Street Light	0	0		0%
Miscellaneous Storm Sewer	1	1	5.3	0%
Damage to City Property	0	0		0%
Street Sign	0	0		0%
Traffic Signal	2	2	5.4	0%
Garbage and Recycling Collection	1	0		0%
Tree Maintenance	1	0		0%
Sink Hole/Ground Settling	0	0		0%
Street Maintenance General	4	4	5.8	25%
General & Other	2	2	4.4	100%
Dead Animal on City Property	0	0		0%
Total	17	11	4.84	

SUBJECT: Approval: Change Order 1 and Payment 1 and FINAL to M&M Tree Care LLC for work completed as part of the 2025 Silver Spring Tree Removal Project

FROM: Charlie Imig, Director of City Services

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary: Capital Improvement
Budgeted Expenditure: \$22,960.74
Budgeted Revenue: N./A

STATUTORY REFERENCE:

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

BACKGROUND & ANALYSIS:

The 2025 Silver Spring Tree Removal Project was completed in advance of the Silver Spring Reconstruction Project. The contract quantities included a total of 1,550 diameter inches of tree removal. The project was awarded to M&M Tree Care LLC as the lowest bidder. As part of the final layout, the scope of work was reduced to 687 diameter inches based on an updated roadway design.

- Per the contract section 13.03, the contractor is entitled to a unit price adjustment when the quantity of work is adjusted by more than 15%.
- Change Order 01 incorporates the unit price adjustment for the modified scope of work for a total of \$22,960.74

The quantity reduction did not result in similar reductions to traffic control and mobilization efforts. The cost of work was based on actual efforts of the contractor and reflects actual costs incurred. The contractor has completed the work and submitted a final pay application for the total of

\$22,960.74.

RECOMMENDATION: Staff recommends accepting the 2025 Silver Spring Tree Removal Change Order 1 for adjusted unit prices and approving Payment 1 and FINAL to M&M Tree Care LLC in the amount of \$22,960.74.

ACTION REQUESTED: Motion to approve the 2025 Silver Spring Tree Removal Change Order 1 for adjusted unit prices and approving Payment 1 and FINAL to M&M Tree Care LLC in the amount of \$22,960.74.

ATTACHMENTS:

2025 M&M Tree Care LLC 2025 Silver Spring Tree Removal - App and Cert for Final Payment, Change Order 1 - Silver Spring Tree Removal



April 21, 2025

Mr. Charlie Imig
Director of City Services
City of Glendale
5909 N Milwaukee River Pkwy
Glendale, WI 53209

Re: Silver Spring Tree Removal - Recommendation for Change Order 1 and Pay Application Approval

Dear Charlie,

The 2025 Silver Spring Tree Removal Project was publicly bid for a total of 1,550 Inch Diameter of Tree Removal along Silver Spring Dr in the City of Glendale. The project was awarded to M&M Tree Care as the lowest bidder. After the project was awarded and before the work was performed, the scope of work was reduced to 687 Inch Diameter of Tree Removal based on an updated roadway design. Work needed to be complete prior to April 1, 2025.

Section 13.03 in the General Conditions of the contract allows a unit price adjustment when the quantity of work is reduced by more than 15%. M&M Tree care has provided an updated unit price based on the time and effort involved with the work they completed onsite. This pricing is based on actual production costs incurred, as provided by M&M and confirmed by Clark Dietz. The unit price adjustment from the contractor resulted in a final total cost of \$22,960.74, justified by the contractor's standard rates and time spent onsite. The contractor has submitted a change order as well as a pay application for the total of \$22,960.74.

We recommend the approval of the Silver Spring Tree Removal project Change Order 01 and Pay Application for the total contract amount of \$22,960.74. This reflects full payment for the subject project.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Clark Dietz, Inc.
Brandon Flunker, PE, CFM
Project Engineer

cc: Mr. Karl Warwick - City of Glendale, City Administrator
Mr. Mustafa Emir - Clark Dietz, City Engineer
encl: Bid Tabulation



M&M Tree Care LLC
8844 W Calumet Rd
Milwaukee WI 53224
414-355-3420
office@mmtreecare.com

Invoice #48900
Date: 03/31/2025
From: Zach Miller

Invoice For

City of Glendale- Charlie Imig
5909 N. Milwaukee River Pkwy
Glendale, WI 53209

Location

5909 N Milwaukee River Pkwy
Glendale, WI 53209

Customer Contact
main: 414-228-1710
c.imig@glendale-wi.gov

Silver Spring Tree Removal 2025

Terms
Net 30

ITEM DESCRIPTION	COMPLETION DATE	AMOUNT
1 Tree Removal Clearing and Grubbing of Trees and Stumps (1350 I.D.) on W. Silver Spring Dr in the City of Glendale, Wisconsin.	Mar 31, 2025	\$ 24,486.50
2 Job Discount Per change order		(\$ 1,525.76)

Include the invoice number with your payment and mail checks to 8844 W Calumet Road, Milwaukee WI 53224. Or you are welcome to pay with credit card will be a 3% service fee per transactions or pay with ACH with a 1% service fee per transactions.

Please use the contact information below for inquiries about this invoice. Thank you for your business.

SUBTOTAL	\$ 22,960.74
SALES TAX	\$ 0.00
INVOICE TOTAL	\$ 22,960.74
DUE DATE	04/30/2025

Amount Enclosed: _____	Check #: _____	Date: _____
------------------------	----------------	-------------

Date of Issuance: 04/17/2025 Effective Date: 04/17/2025
 Owner: City of Glendale Owner's Contract No.:
 Contractor: M&M Tree Care, LLC Contractor's Project No.:
 Engineer: Clark Dietz, Inc. Engineer's Project No.: G05825001
 Project: Silver Spring Tree Removal Contract Name: Silver Spring Tree Removal

The Contract is modified as follows upon execution of this Change Order:

Description:

- Changed Quantities and updated prices

Attachments: Unit price summary

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>24,486.50</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>24,486.50</u>	Contract Times prior to this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Decrease of this Change Order: \$ <u>1,525.76</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: \$ <u>22,960.74</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>Brandon Flunker</u>	By: _____	By: _____
Engineer (if required)	Owner (Authorized	Contractor (Authorized
Title: <u>Project Engineer</u>	Title _____	Title _____
Date: <u>04/17/2025</u>	Date _____	Date _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Payment 2 to LaLonde Contractors, Inc. for work completed on the
2024 ARPA Sidewalks Project

FROM: Charlie Imig, Director of City Services

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary: Capital Improvement
Budgeted Expenditure: \$1,365,000
Budgeted Revenue: N/A

STATUTORY REFERENCE:

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

BACKGROUND & ANALYSIS: Contract amount for the project is \$1,223,249.16. LaLonde Contractors, Inc. submitted their second pay application for the subject project, requesting payment in the amount of \$410,146.77. This amount reflects withholding \$21,586.67 of retainage (5%) for this payment, or \$55,147 for the project in accordance with the contract. The amount reflects withholding payment for liquidated damages (\$22,500) and additional construction engineering fees (\$57.676).

The contractor has earned \$1,102,941.64 to date.

RECOMMENDATION: Staff recommends payment #2 to LaLonde Contractors, Inc., in the amount of \$410,146.77 which reflects withholding liquidated damages (\$22,500) and additional construction engineering fees (\$57.676).

Original Contract:	\$1,223,249.16
Change Orders:	<u>\$0.00</u>
Revised Contract:	\$1,223,249.16

Work Completed to Date: \$1,102,941.64

Less Payment 1: \$637,647.79

Less Payment 2: \$410,146.77

Less Retainage (5.0%): \$55,147.08

Payment 2: \$410,146.77

ACTION REQUESTED: Motion to approve Payment 2 to LaLonde Contractors, Inc. in the amount of \$410,146.77 for work completed on the 2024 ARPA Sidewalks Project.

ATTACHMENTS:

2024 LaLonde Inc. 2024 ARPA Sidewalks Project - App and Cert for Payment 2



April 21, 2025

The City of Glendale
ATTN: Charlie Imig, Director of City Services
5909 N. Milwaukee River Parkway
Glendale, WI 53209

Re: Glendale 2024 ARPA Sidewalk Improvements
Pay Application 2

Dear Mr. Imig:

Pay Application 2 for the 2024 ARPA Sidewalk Improvements project submitted by LaLonde Contractors Inc. for work completed through December 27th, 2024. We have reviewed the pay application, reviewed the completed work, and concur with their total value of work completed of \$1,102,941.64. Retainage for this contract is 5.0% of the completed work, therefore \$55,147.08 will be withheld. We recommend payment in the amount of \$410,146.77 for Pay Request 2.

Work under this pay request includes remaining, sidewalk, paving, and restoration performed in the fall of 2024. It also includes withholding additional payment for liquidated damages (\$22,500) and additional construction engineering fees (\$57,676).

The contractor will complete outstanding restoration work and address issues that appeared over the winter this spring.

The engineering fees for construction through February 12th total \$205,843.40. Please let me know if you have any questions.

Sincerely,

Clark Dietz, Inc.

Aaron P Poster
Construction Manager
E-mail: aaron.poster@clarkdietz.com

cc: Mr. Karl Warwick - City Administrator
Mr. Mustafa Emir, PhD, P.E. - Clark Dietz, City Engineer

APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER:
City of Glendale

2024 GLENDALE ARPA
SIDEWALK
PROJECT: IMPROVEMENTS

FROM CONTRACTOR:
LALONDE CONTRACTOR INC.

VIA ENGINEER: Clark Dietz, Inc.
759 N Milwaukee St
Milwaukee, WI 53202

AIA DOCUMENT G702

PAGE 1 OF 2 PAGES

APPLICATION NO: 2
DATE: 4/17/2025

PAY PERIOD TO: 12/27/2025

PROJECT NOS: G0580591

Distribution to:

X	OWNER
X	ENGINEER
X	CONTRACTOR

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	1,223,249.16
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	1,223,249.16
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	1,102,941.64
5. RETAINAGE:		
a. 5.0% of Completed Work (Column D + E on G703)	\$	55,147.08
b. 0% of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column J of G703)	\$	55,147.08
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	1,047,794.56
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	637,647.79
8. CURRENT PAYMENT DUE	\$	410,146.77
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	175,454.60

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$ -
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$	-

The undersigned Contractor certifies that to the best of the Contractor's knowledge,
information and belief the Work covered by this Application for Payment has been
completed in accordance with the Contract Documents, that all amounts have been paid by
the Contractor for Work for which previous Certificates for Payment were issued and
payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: _____ Date: _____

State of: _____ County of: _____
Subscribed and sworn to before me this _____ day of _____
Notary Public:
My Commission expires: _____

ENGINEERS'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data
comprising the application, the Engineer certifies to the Owner that to the best of the
Architect's knowledge, information and belief the Work has progressed as indicated,
the quality of the Work is in accordance with the Contract Documents, and the Contractor
is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 410,146.77

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this
Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the
Contractor named herein. Issuance, payment and acceptance of payment are without
prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET									
AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.					2 OF		2		
					APPLICATION NO: 2				
					APPLICATION DATE: 4/17/2025				
					PERIOD TO: 12/27/2024				
					ENGINEER'S PROJECT NO: G0580591				
A	B	C	D	E	F	G	H	I	J
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
201.012	Clearing	\$ 1,560.00	\$ 780.00	\$ 780.00		\$ 1,560.00			
201.011	Clearing	\$ 2,160.00	\$ 1,080.00	\$ 1,080.00		\$ 2,160.00			
201.022	Grubbing	\$ 240.00	\$ 120.00	\$ 120.00		\$ 240.00			
204.0100.1*	Removing Pavement, Driveway (PCC)	\$ 8,211.00	\$ 8,211.00	\$ 833.46		\$ 9,044.46			
204.0100.2*	Removing Pavement, Driveway (HMA)	\$ 10,848.00	\$ 8,014.27	\$ 1,318.56		\$ 9,332.83			
204.0215	Removing Catch Basins	\$ 2,250.00	\$ 1,500.00	\$ 750.00		\$ 2,250.00			
204.0245	Removing Storm Sewer, 6-Inch	\$ 5,750.00	\$ 4,875.00	\$ -		\$ 4,875.00			
205.01	Excavation Common	\$ 153,475.00	\$ 106,274.42	\$ 51,234.78		\$ 157,509.20			
305.012	Base Aggregate Dense 1 1/4"	\$ 112,320.00	\$ 81,095.04	\$ 47,806.76		\$ 128,901.80			
460.5524*	HMA Pavement 4 LT 58-28 S	\$ 77,470.00	\$ -	\$ 32,007.81		\$ 32,007.81			
465.0120*	Asphaltic Surfaces Driveways and Field Entrances (4 LT 58-28 S)	\$ 31,220.00	\$ -	\$ 32,523.11		\$ 32,523.11			
601.06	Concrete Curb Pedestrian	\$ 44,160.00	\$ 18,216.00	\$ 20,565.22		\$ 38,781.22			
602.0410*	Concrete Sidewalk 5-Inch	\$ 275,961.00	\$ 225,922.59	\$ 38,053.20		\$ 263,975.80			
602.0420*	Concrete Sidewalk 7-Inch	\$ 67,200.00	\$ 42,377.84	\$ 19,136.56		\$ 61,514.40			
602.0515	Curb Ramp Detectable Warning Field Natural Patina	\$ 15,912.00	\$ 3,182.40	\$ 12,093.12		\$ 15,275.52			
602.0815*	Concrete Driveway 7-Inch	\$ 74,748.20	\$ 59,347.76	\$ 33,411.67		\$ 92,759.43			
628.7010*	Inlet Protection Type B	\$ 1,346.40	\$ 3,141.60	\$ -		\$ 3,141.60			
628.7015*	Inlet Protection Type C	\$ 6,375.00	\$ 3,060.00	\$ 1,020.00		\$ 4,080.00			
634.0812	Posts Tubular Steel 2x2-Inch x 12-FT	\$ 1,530.00	\$ -	\$ 1,530.00		\$ 1,530.00			
637.221	Signs Type II Reflective H	\$ 2,103.75	\$ -	\$ 2,103.75		\$ 2,103.75			
643.5000*	Traffic Control (Includes Contractor Provided Plan)	\$ 67,691.81	\$ 40,615.09	\$ 27,076.72		\$ 67,691.81			
646.102	Marking Line Epoxy 4-Inch	\$ 1,916.00	\$ -	\$ 1,904.00		\$ 1,904.00			
646.7505	Marking Crosswalk Epoxy Transverse Line 6-Inch	\$ 15,330.00	\$ -	\$ 15,218.00		\$ 15,218.00			
SPV.0035.01*	Excavation Below Subgrade (EBS)	\$ 17,090.50	\$ -	\$ -		\$ -			
SPV.0060.01*	Moving Sign or Mailbox	\$ 1,912.50	\$ 1,683.00	\$ 153.00		\$ 1,836.00			
SPV.0060.02*	Tree Relocation (Less than 6" Diameter)	\$ 612.00	\$ -	\$ -		\$ -			
SPV.0060.03*	Relocate Sign (Special)	\$ 255.00	\$ -	\$ 255.00		\$ 255.00			
SPV.0090.01*	Remove and Replace Concrete Curb and Gutter, Match Existing Dimensions	\$ 72,408.20	\$ 36,563.06	\$ 42,546.75		\$ 79,109.81			
SPV.0090.02*	Storm Sewer Pipe, 8-Inch SDR-26	\$ 3,445.00	\$ 3,445.00	\$ -		\$ 3,445.00			
SPV.0090.03*	Storm Sewer Pipe, 12-Inch SDR-26	\$ 3,025.00	\$ 2,557.50	\$ -		\$ 2,557.50			
SPV.0105.01*	Construction Staking	\$ 20,487.00	\$ 15,365.25	\$ 5,121.75		\$ 20,487.00			
SPV.0165.01*	Modular Block Retaining Wall	\$ 15,034.80	\$ -	\$ 36,762.14		\$ 36,762.14			
SPV.0180.01*	Topsoil, 4" and Sod Restoration (Undistributed)	\$ 68,850.00	\$ -	\$ 50,144.45		\$ 50,144.45			
Alternate #1 - Bender Bridge									
SPV.0006.04*	Remove and Replace Sidewalk Cover Plate and Screws with Anchor Bolt Replacement	\$ 15,125.50	\$ 1,890.69	\$ 28,360.31		\$ 30,251.00			
SPV.0006.05*	Remove and Replace Sidewalk Cover Plate and Screws	\$ 15,125.50	\$ 1,890.69	\$ (1,890.69)		\$ -			
SPV.0165.02*	Repair Concrete Under Sidewalk Cover Plates	\$ 5600	\$ -	\$ 5,120.00		\$ 5,120.00			
SPV.0165.03*	Remove and Replace Concrete Deck Raised Sidewalk, Partial Depth	\$ 4,500.00	\$ -	\$ 4,770.00		\$ 4,770.00			
Change Orders									
#01	Sump Line repairs	\$ 6,142.50	\$ -			\$ -			
#01	Hauling Contaminated Soils	\$ 1,103.43	\$ -	\$ -		\$ -			
#01	Additional Arborvitae	\$ 8,683.60	\$ -	\$ -		\$ -			
Liquidated/Other Damages									
	Liquidated Damages	\$ (500.00)		\$ (22,500.00)		\$ (22,500.00)			
	Mailbox Replacement	\$ (50.00)		\$ -		\$ -			
	Additional Engineering Costs			\$ (57,676.00)		\$ (57,676.00)			
	Rounding Error								
PAGE TOTALS		\$ 1,238,628.69	\$ 671,208.20	\$ 431,733.44	\$ -	\$ 1,102,941.64		\$ -	\$0.00



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Approval: Resolution Authorizing the Director of City Services to Sign and Submit the Recycling Grant Application and Annual Reports to the Wisconsin Department of Natural Resources (WDNR)

FROM: Charlie Imig, Director of City Services

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary: Recycling Fund
Budgeted Expenditure: N/A
Budgeted Revenue: \$61,500 Grants

STATUTORY REFERENCE:

Wisconsin Statutes: Chapters NR 542, 544, and 549 §287.11(2)a to (h)
Municipal Code: N/A

BACKGROUND & ANALYSIS: Updated resolution required prior to submittal of the 2024 WDNR Recycling Grant Application.

RECOMMENDATION: Staff recommends approval of the updated resolution.

ACTION REQUESTED: Motion to approve the updated resolution authorizing the Director of City Services to sign and submit the recycling grant application and annual reports to the WDNR.

ATTACHMENTS:

Resolution No. 25-XX Authorizing Director of CS to Sign and Submit the Recycling Grant App Annual Reports to the WDNR

RESOLUTION NO. 25 -

**A RESOLUTION AUTHORIZING THE DIRECTOR OF CITY SERVICES
TO SIGN AND SUBMIT THE RECYCLING GRANT APPLICATION
AND ANNUAL REPORTS TO THE WISDNR**

WHEREAS, the Common Council of the City of Glendale hereby requests financial assistance under Wis. Stats. §287.23, Chapters NR 542, 544 and 549, Wisconsin Administrative Code, for the purpose of planning, constructing or operating a recycling program with one or more components specified in Wis. Stats. §287.11(2)(a) to (h).

THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Glendale, Milwaukee County, Wisconsin, that the City of Glendale authorizes Charlie Imig, Director of City Services, an official or employee of the responsible unit, to act on its behalf to submit an Application to the Department of Natural Resources for financial assistance under Wis. Stats. §287.23, Chapter NR 542, 544 and 549, Wisconsin Administrative Code; sign necessary documents, and submit a final report.

PASSED AND ADOPTED by the Common Council of the City of Glendale, this 28th day of April, 2025.

Bryan Kennedy, Mayor

Countersigned:

Megan Humitz, City Clerk



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Cancellation: May 26th Common Council Meeting

FROM:

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary:

Budgeted Expenditure:

Budgeted Revenue:

STATUTORY REFERENCE:

Wisconsin Statutes:

Municipal Code:

BACKGROUND & ANALYSIS: Memorial Day is May 26, 2025, and City Offices will be closed in observance of Memorial Day. The second Common Council meeting is scheduled for Monday, May 26, 2025.

It is recommended that the May 26th, 2025, Common Council meeting, as prescribed by City Ordinance, shall not be held and the Mayor and City Administrator have the ability to call a second meeting in May on another date, if necessary.

RECOMMENDATION: Motion to cancel the May 26, 2025 Common Council meeting.

ACTION REQUESTED: Motion to cancel the May 26, 2025 Common Council meeting.

ATTACHMENTS:

None



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT:

FROM:

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary:

Budgeted Expenditure:

Budgeted Revenue:

STATUTORY REFERENCE:

Wisconsin Statutes:

Municipal Code:

BACKGROUND & ANALYSIS:

RECOMMENDATION:

ACTION REQUESTED:

ATTACHMENTS:

4:14 Minutes



CITY OF GLENDALE
5909 North Milwaukee River Parkway
Glendale, WI 53209
MINUTES- Common Council

Monday, April 14, 2025

6:00 PM

1. Roll Call and Pledge of Allegiance

Other Officials Present: Karl Warwick, City Administrator; Rhett Fugman, Chief of Police; Nathan Bayer, City Attorney; Charlie Imig, Director of Public Works; Megan Humitz, City Clerk.

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.

No public comment.

3. Consent Agenda

Adoption of Minutes From Meeting held March 24, 2025, Approval of Accounts Payable, and Approval of Denial of Claim - Alexander Janke.

Motion made by Alderperson Daugherty and Seconded by Alderperson Gelhard to Approve Consent Agenda was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

- a. Adoption of Minutes: Meeting held March 24th, 2025
- b. Approval: Accounts Payable
- c. Denial of Claim – Alexander Janke

4. Public Hearing

- a. Zoning Text Amendment - 13.1.142, Fences and Hedges

Mayor Kennedy opened the public hearing. Mayor Kennedy called three times for anyone on the Zoom call or in the Council chambers that wished to speak for public comment. Council heard public comment from Kathleen Carey, 5711 N Crestwood Boulevard, who stated she is concerned with enforcement of the permit requirement for fences. Administrator Warwick stated it is largely enforced on a complaint basis, and encourages residents to contact the City if work is being done and they need confirmation of a permit being completed.

Motion made by Alderperson Daugherty and Seconded by Alderperson Gelhard to Close the Public Hearing Zoning Text Amendment - 13.1.142, Fences and Hedges was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

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 and Possible Action: Waiver of City Code Requirement – Section 13.1.210 Distance Requirements for Drive-Through Facility Located at 5256 Port Washington Road

City Code does not permit drive-through facilities within 250 feet of another drive-through facility on the same side of Port Washington Road, from property line to property line. The Common Council may waive the 250-foot minimum distance requirement for properties abutting I-43 and if the developer produces a long-term lease or easement demonstrating permanent access to a neighboring property permitting the drive-through to allow additional vehicle queuing and parking. 7 Brew requests this waiver for the 5265 North Port Washington Road property since it is closer than 250 feet to the Chick-fil-A and Cousin Subs restaurants. 7 Brew is a drive-through-only business that serves various coffees and other beverages at a drive-through-only facility. The property is currently a sit-down restaurant with a total square footage of less than 5,000 square feet. 7 Brew is proposing to construct a 530-square-foot building after demolishing the existing building. The property is currently zoned B-1, B, with permitted Restaurant and Drive-Through uses. The 2040 Comprehensive Plan designated this property's future land use as "Commercial." The current assessed value is approximately \$1.1 million. Wisconsin's three 7 Brew locations have assessed values between \$1.6 and \$1.85 million. To permit a drive-through facility at this location, the Common Council must approve the waiver of the 250-foot distance requirement. The property is located in an area with similar uses, and if the waiver is approved, 7 Brew would be required to perform traffic analysis to provide evidence that "the drive-through facility shall be designed so as to not impede or impair vehicular and pedestrian traffic movement or exacerbate the potential for pedestrian/vehicular conflicts." If waiver is approved by Council, the 7 Brew restaurant use is permitted in the B-1 B zoning district by right. Additional review will include site plan, architecture, and engineering. The applicant acquired the property at 5265 North Port Washington Road. While it is anticipated that property taxes will slightly increase due to this development, the size of the building proposed would underutilize the property. The existing building takes approximately 18% of the parcel, the proposed building would reduce the built area of the site to approximately 1.8%. The Glendale Zoning Code does not set a minimum building area standard for the B1 zoning district. However, the Code does require that a parcel with at least 100 feet lot width have a minimum 1,350 square feet in building floor area. This standard does not directly apply for the B1 district and would not be grounds for denial at the site plan and architectural review stage, but is a reference to other urban design standards in the City. Low building utilization of the site can be an interruption in the existing urban form and built environment and be a step away from the design goals of the City to make its commercial corridors less auto-oriented in design and have a more dense, urban, character. This project as proposed would also significantly exceed the permitted number of parking spaces permitted for a building with such a low capacity. According to the Zoning Code parking regulations, a building with a maximum capacity of 12 employees, as presented by the applicant, would require between 5 and 7 parking stalls. The proposed project currently includes 33 parking stalls with access to 8 additional stalls on WIS DOT land at the rear of the site. If approved, they plan on "sharing" around 30 parking spaces via a lease agreement with a neighboring business that is looking for additional parking. Staff recommend consideration of waiving the

requirement that a drive-through be 250 feet from another drive-through for 7 Brew, located at 5265 North Port Washington Road as required in Section 13.1.210. Representatives from 7 Brew were present to answer questions and provide an explanation of their intended development. Glendale resident Robert Cronwell, 7530 N Applewood Lane, raised concerns regarding the passage of this ordinance in 2024, which limited the congestion of the drive-throughs with stricter limits and reduced the likelihood of traffic concerns. Additionally, Mr. Cronwell does not believe the applicant qualifies for the waiver because they would be giving up their parking and access, not acquiring additional space. He also indicated he does not believe the ordinance was published and therefore believes the City would not be able to operate under the guidance of the ordinance change passed in July 2024.

Motion made by Alderperson Daugherty and Seconded by Alderperson Bailey to Approve Review and Possible Action: Waiver of City Code Requirement – Section 13.1.210 Distance Requirements for Drive-Through Facility Located at 5256 Port Washington Road was Failed. Ayes: Phillip Bailey, James Daugherty Noes: Tomika Vukovic, John Gelhard, Steven Schmelzling, JoAnn Shaw Abstain: None

b. Review and Possible Action: Approval - Outdoor Burn Permit for 5757 North Green Bay Avenue, Johnson Controls

David J. Frank is seeking approval from the Common Council for an outdoor burn permit at Johnson Control located at 5757 North Green Bay Avenue for dried vegetation control. They plan to perform the work between 4/26/2025 and 5/10/2025 and between the times of 9:00 a.m. and 4:00 p.m. North Shore Fire has approved the permit. City Code requires that the Council determine whether to waive the requirements of section 5.2.7 to permit open burning. The North Shore Fire Department will issue Permit Number: F27E24T1 for the approved location of 5757 N Green Bay Ave from 04/26/2025 to 05/10/2025 between 09:00 to 16:00, for the burning of dried vegetation. David J. Frank must follow the safety information and guidelines provided: Supervision: An adult must always supervise the burn until it is fully extinguished; Fire Control: Keep a sufficient supply of water, shovels, or fire extinguishers nearby to control the fire if necessary; Weather Conditions: Do not conduct the burn during windy conditions. Burning when wind speeds are above ten (10) mph is not allowed. Monitor local weather forecasts and adhere to any burn bans or air quality warnings; Proximity: Maintain a minimum safe distance of fifty (50') feet from structures, trees, and other flammable materials; Smoke Management: Ensure that smoke does not obstruct roadways or pose a health risk to nearby residents. Should the wind direction propagate smoke and embers in the direction of occupied structures the controlled burn is to be postponed or means established to eliminate hazards to life and property; Extinguishing: Make sure the fire is entirely out by soaking with water and stirring the ashes before leaving the site; Plan Changes: Use of any hazardous applications, processes or changes to the burn plan must be reviewed for substantial compliance with the intent of the code and the Village/City ordinance prior to commencement of the controlled burn. It is the responsibility of the permit holder to notify Bayside Dispatch (414) 351-9900 and the shift Battalion Chief (414) 312-6182 before the start of each burn. It is the permit holder's responsibility to follow all local, state, and federal regulations pertaining to outdoor burning. In accordance with State Statues, the applicant is taking full financial responsibility for any damages to adjacent structures, property or life should the control burn become uncontrolled. Staff recommends approval of the 2025 Outdoor Burn Permit for Johnson Control located at 5757 North Green Bay.

Motion made by Alderperson Schmelzling and Seconded by Alderperson Bailey to Approve Review and Possible Action: Approval - Outdoor Burn Permit for 5757 North Green Bay Avenue, Johnson Controls was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

c. Review and Possible Action: Revised State/Municipal Funding Agreement (SMFA) - State-Let Highway Project ID: 2565-03-03/2373, STH 57 from 0.1 MI S OF

FAIRLANE TO TEUTONIA

In 2026, the Wisconsin Department of Transportation (WisDOT) is proposing a resurfacing project on STH 57 (N Green Bay Avenue), from 0.1 mi S of W Fairlane Avenue to W Teutonia Avenue. The project's scoping involves WisDOT working with the City of Glendale to provide a shared-use path/sidewalk for pedestrians and bicycles on the east side of STH 57 from W Good Hope Road to N Range Line Road. Staff also worked with WisDOT to include intersection improvements at W Hemlock Road and W Wending Drive. These improvements will include curb ramps and a crosswalk for pedestrian crossings at both intersections. There is a connection to a curb ramp on the NE corner of N Green Bay Avenue and W Good Hope Road, which was previously installed as part of a HSIP project. Additionally, the City will install a sidewalk connection along the west side of N Green Bay Avenue from W Bernard Lane to W Good Hope Road. This agreement covers (80% State/20% Local) the sidewalk construction and any non-participating construction items. The state covers preliminary engineering, plan development, real estate acquisition, and participating construction items 100%. The Council previously approved the initial SMFA and SMMA documents for this proposed WisDOT project, for a total of \$137,000. The revised 20% local match, in today's dollars, is \$166,000, previously \$137,000. The State Municipal Financial Agreement (SMFA) is written with an 80/20 cost share, so both parties carry the burden of costs increasing or decreasing at the time the project is LET for construction. Currently, this is not a budgeted item, so funding would need to be committed next year but will not be due, at least, until 2026. Staff recommends authorization of the execution of the Revised State/Municipal Funding Agreement (SMFA).

Motion made by Alderperson Schmelzling and Seconded by Alderperson Bailey to Approve Review and Possible Action: *Revised State/Municipal Funding Agreement (SMFA)* - State-Let Highway Project ID: 2565-03-03/2373, STH 57 from 0.1 MI S OF FAIRLANE TO TEUTONIA was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

- d. Review and Possible Action: *Approval* - Flock Safety Camera Subscription for Good Hope Road, not to Exceed \$4,250

Since July 2022 the police department began a lease for 3 Flock Safety Cameras. The Flock Safety Cameras have been very successful for the department, and we would like to add another camera on the northwest side of the city. Since July 2022 we received over 600 hits and located 294 vehicles, a 48% locate rate. 157 of the incidents resulted in the arrest of a suspect(s). The annual cost of an additional camera is \$3,000 per year. Once the location is confirmed there is a \$1250 setup charge if a pole needs to be installed for the new camera. If the camera can be mounted to an existing pole, the charge is \$150. The area on the northeast portion of the City is the only major area without a flock camera and this additional would greatly assist the Police Department in identifying stolen vehicles entering the City here. Staff recommends approval of adding a Flock Safety Camera.

Motion made by Alderperson Shaw and Seconded by Alderperson Daugherty to Approve Review and Possible Action: *Approval* - Flock Safety Camera Subscription for Good Hope Road, not to Exceed \$4,250 was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

- e. Review and Possible Action: *Resolution* – Accepting Dedication of a Public Right of Way Extension on Braeburn Lane

Prior to 2018, the dedicated right of way for Braeburn Lane extended a significant distance past the end of the paved area of Braeburn. This GIS map shows how it existed at the time, with the parcel with the address 7340 Braeburn highlighted on the CSM. As you can see, the right of way extended significantly into the 7340 property, somewhat hindering development on that parcel. To accommodate construction, in 2018 a

significant portion of the right of way was abandoned, which resulted in a new configuration as shown on the later GIS map. For the residents at 7345 Braeburn to enter their property, they must cross what was now the property of 7340 Braeburn. Also, the existing paved area of Braeburn extended past the new property line as well. The City has worked with the owner of 7340 to provide ownership of the right-of-way back to the City of Glendale. Adoption of the Resolution would provide this property (public rod) back to the City of Glendale. Staff recommend approving the Resolution dedicating a portion of Braeburn Lane as right of way to the City of Glendale.

Motion made by Alderperson Gelhard and Seconded by Alderperson Bailey to Approve Review and Possible Action: Resolution – Accepting Dedication of a Public Right of Way Extension on Braeburn Lane was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

f. Review and Consideration: Ordinance - Repealing and Replacing Section 13.1.142, Fences and Hedges

Section 13.1.142 of the City Code includes various regulations permitting, designing, and constructing fences and hedges in residential, commercial, and industrial-zoned areas. Staff reviewed the regulations and drafted the following modifications based on feedback from the Council and Planning and Architectural Review Commission (PARC): Updated the definition of “fence” to include permanent and temporary structures that are erected for security, privacy, and decoration; Updated the fence regulation to require a permit for all fences 3 feet or less in height and in excess of 20 linear feet. This differs from the existing regulation that only requires a permit for fences in excess of 3 feet in height; Updated regulations require all front yard fences in a residential zoned area must extend the length of the property frontage and enclose the full area of the front yard while allowing for required breaks such as driveways and easements; Enclosed fences, defined as fences on at least 3 sides of an open area, may not enclose an area less than the full front yard, including fencing areas such as gardens, play areas, and pet areas; Updated regulations to allow fence structures that identify a corner with a center fence post with up to two sides of fence segments no greater than 20 linear feet; Eliminated regulations specifying different side and rear yard height requirements for various "subdivisions" based on expired covenants or deed restrictions; Included a requirement that a fully fenced area includes an ingress/egress (PARC Public Hearing). The PARC held a public hearing on March 4, 2025, to review the proposed text amendment and hear public comments. It was recommended that the Common Council adopt the ordinance. The Common Council is hosting a public hearing because the City Code states, "The Common Council, following receipt of the recommendation from the Plan Commission, shall hold a public hearing upon each proposed change or amendment." Before this meeting, the Common Council reviewed proposed amendments and referred these to the PARC. The proposed zoning text amendment has been reviewed at three public hearings. If the Common Council desires to amend the Zoning Code regarding fences, the opportunity for public opinion and previous review by the PARC and Common Council has occurred. Staff recommend considering creation of a Zoning Text Amendment to section 13.1.142, Fences and Hedges, regarding front yard fences.

Motion made by Alderperson Bailey and Seconded by Alderperson Vukovic to Approve Review and Consideration: Ordinance - Repealing and Replacing Section 13.1.142, Fences and Hedges was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard Noes: Steven Schmelzling, JoAnn Shaw Abstain: None

g. Review and Possible Action: Ordinance – Amending Section 7.15.4 Retail Business Hours

Section 7.15.4 of the City Code requires that all retail establishments within 500 feet of residential zoning

districts close for business by 10:00 PM daily. The drive-through part of the business may be open until 11:00 PM on weekdays and midnight on the weekends. Establishments with an on-premise consumption liquor license may be open as the State permits. Establishments may apply to the Plan Commission to stay open for two additional hours for the purpose of making deliveries. The Code also permits the Common Council to extend retail business hours for special events. Certain retail establishments, such as fuel stations and hotels, are exempt. The operational hours of retail businesses were recently reviewed. During this review, it was observed that many businesses have been open longer than the permitted hours in the City Code. Many of these businesses expressed concern that reducing their hours to become compliant would impact their business. Enclosed is a review of most businesses that offer extended hours. Based on the review of retail operational hours, discussions between City Staff, and discussions with business owners, it is recommended that the required closures be: Sunday-Thursday 11:00 PM; Friday -Saturday Mid-Night; Drive-Throughs 2:00 AM; Delivery or Pick-Up Only 2:00 AM. Exemptions for hotels, fueling stations, and animal boarding. Maintains the ability of the Common Council to further extend retail hours. Enclosed is a buffer map that shows the areas within 500 feet of the residential zoning districts. The City's permitted retail hours for businesses within 500 feet of residential zoning districts appears to be restrictive versus the current operational hours of existing businesses. Providing further flexibility to drive-through and delivery/carryout options is consistent with current business practices. Staff recommend adopting the Ordinance Repealing and Replacing Section 7.15.4 - Retail Business Closing Hours. Motion was made to amend the Ordinance Repealing and Replacing Section 7.15.4(a)(1)(c) to state "Restaurants not licensed for sale and on-premise consumption of beer and liquor may take and deliver orders until 2:00 AM, provided the business is closed and locked, and precludes entry by the public, as required in Subsection (A) 1. Orders are not to be taken in person at the business location past when the business is open to the public."

Motion made by Alderperson Vukovic and Seconded by Alderperson Bailey to Amend the Ordinance - Amending Section 7.15.4 Retail Business Hours was Passed. Ayes: Phillip Bailey, Tomika Vukovic, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: James Daugherty Abstain: None. Motion made by Alderperson Vukovic and Seconded by Alderperson Shaw to Approve the *Ordinance* – Amending Section 7.15.4 Retail Business Hours was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

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.

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.

7. Adjournment

There being no further business, the motion carried and adjournment of the Common Council was ordered at 7:42 p.m., until Monday, April 28, 2025, at 6:00 p.m.

Motion made by Alderperson Gelhard and Seconded by Alderperson Schmelzling to Adjourn. Adjournment was Passed. Ayes: Phillip Bailey, Tomika Vukovic, James Daugherty, John Gelhard, Steven Schmelzling, JoAnn Shaw Noes: None Abstain: None

[MIN_SIGNATURES]



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Proclamation Honoring National Bike Month in the City of Glendale

FROM: Karl Warwick, City Administrator

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary: NA

Budgeted Expenditure: NA

Budgeted Revenue: NA

STATUTORY REFERENCE:

Wisconsin Statutes: NA

Municipal Code: NA

BACKGROUND & ANALYSIS: The attached proclamation celebrates all the ways people bike during National Bike Month: whether they commute during Bike to Work Day, go for a recreational bike ride around the block, or bike to improve health and well-being. This proclamation encourages everyone to be part of a movement for safer streets, connected communities, a healthier planet, and happier people.

RECOMMENDATION: Approve the Proclamation regarding National Bike Month.

ACTION REQUESTED: Motion to approve the proclamation designating the month of May as “National Bike Month” in the City of Glendale.

ATTACHMENTS:

Proclamation National Bike Month 2025

**PROCLAMATION
HONORING NATIONAL BIKE MONTH**

WHEREAS, the bicycle is an economical, healthy, convenient, and environmentally sound form of transportation and an excellent tool for recreation and enjoyment of Glendale’s scenic beauty; and

WHEREAS, throughout the month of May, the residents of Glendale and its visitors will experience the joys of bicycling through educational programs, commuting events, or by simply getting out and going for a ride; and

WHEREAS, Glendale’s road and trail system attracts bicyclists each year, providing economic health, transportation, tourism, and scenic benefits; and

WHEREAS, creating a bicycling-friendly community has been shown to improve residents’ health, well-being, and quality of life, growing the economy of Glendale, improving traffic safety, supporting student learning outcomes, and reducing congestion, and wear on our streets and roads; and

WHEREAS, the League of American Bicyclists, schools, parks and recreation districts, police departments, public health districts, hospitals, companies, and civic groups will be promoting bicycling during the month of May 2025; and

WHEREAS, these groups are also promoting bicycle tourism year-round to attract more visitors to enjoy our local restaurants, hotels, retail establishments, and cultural and scenic attractions; and

WHEREAS, these groups are also promoting greater public awareness of bicycle operation and safety education in an effort to reduce collisions, injuries, and fatalities and improve health and safety for everyone on the road; and

WHEREAS, the City of Glendale declares Friday, May 18th to be Bike to Workday and May 12 – 18 as Bike to Work Week; and

WHEREAS, the Common Council sets the City’s “Walk, Bike, Run Glendale” event for Saturday May 17th to provide public information on the newly constructed bike and pedestrian paths in the City; and

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Common Council of the City of Glendale, that May 2025 be observed in the City as NATIONAL BIKE MONTH, and we urge all residents to join us in this special observance.

Dated this 28th day of April 2025.

Bryan Kennedy, Mayor



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Proclamation: Designating May 4 to May 10, 2025 as "The 56th Annual Professional Municipal Clerks Week"

FROM: Bryan Kennedy, Mayor

MEETING: 04/28/2025

MEETING DATE: April 28, 2025

FISCAL SUMMARY:

Budget Summary:

Budgeted Expenditure:

Budgeted Revenue:

STATUTORY REFERENCE:

Wisconsin Statutes:

Municipal Code:

BACKGROUND & ANALYSIS: May 4 through May 10, 2025 will be the 56th Annual Professional Municipal Clerks Week. Initiated in 1969 by IIMC and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office. In 1984, President Ronald Reagan signed a proclamation that officially declared Municipal Clerks Week the first full week of May. In 1994 and 1996, President Bill Clinton also signed proclamations confirming Municipal Clerks Week.

RECOMMENDATION: Adopt the Proclamation honoring Professional Municipal Clerks Week.

ACTION REQUESTED: Adopt the Proclamation honoring Professional Municipal Clerks Week.

ATTACHMENTS:

PROCLAMATION - MUNICIPAL CLERKS WEEK

A PROCLAMATION DESIGNATING

**MAY 4 to MAY 10, 2025 AS “THE 56TH ANNUAL
PROFESSIONAL MUNICIPAL CLERKS WEEK”**

WHEREAS, on behalf of the International Institute of Municipal Clerks and the City of Glendale, would like to extend a heartfelt invitation to Mayors and City Managers to join us in celebrating the 56th Annual Professional Municipal Clerks Week May 4 to May 10, 2025; and

WHEREAS, this annual observance offers a special opportunity to recognize and honor the critical role municipal clerks play in our communities. They are essential in ensuring transparency, efficiency, and the smooth operation of local government; and

WHEREAS, municipal clerks are the backbone of local government operations, often working behind the scenes to oversee key functions like recordkeeping, election management, legislative documentation, and maintaining public trust through transparency and accountability. Their dedication is vital to the effective functioning of our municipalities; and

WHEREAS, we believe your recognition of municipal clerks would be a meaningful way to show appreciation for their hard work and commitment. Additionally, your participation will provide an opportunity to connect with clerks from across the region, exchange best practices, and explore ways to further support local governance; and

WHEREAS, we sincerely hope you can take part in this week of celebration. Your involvement will help highlight the invaluable contributions of municipal clerks to the communities they serve; and

NOW, THEREFORE, I, Bryan Kennedy, Mayor of Glendale, do hereby proclaim May 4th to May 10th, 2025, Annual Professional Municipal Clerk’s Week in the City of Glendale.

Dated this 14th day of April 2025.

Bryan Kennedy, Mayor