

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

Due to rising cases of COVID-19 this meeting will be conducted via Zoom

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Meeting ID: 827 8117 7295

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AGENDA—COMMON COUNCIL MEETING

Monday, November 8, 2021
6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Public Hearing: 2022 Annual Program Budget and 2021 American Rescue Plan Fund.
 - a) Resolution Adopting the 2021 American Rescue Plan Fund, 2022 City Budget and Establishing the 2021 City Tax Levy.
3. Public Hearing: regarding the Final Resolution for the Outreach Community Health Centers project.
 - a) Final Resolution for the Industrial Revenue Bond - Outreach Community Health Center Project.
4. Presentation. Milwaukee Metropolitan Sewerage District to present information on the Kletzsch Park Dam and Fish Passage project.
5. Public Comment. Glendale residents, business owners and property owners are invited to speak to the Council on items that are not on the agenda and are within the City's ability to regulate or control.
6. Consent Agenda:
 - a) Adoption of Minutes of Meeting held on October 25, 2021 and November 3, 2021.
 - b) Approval of Accounts Payable.
 - c) Payment 1 to Beardsley Concrete for work completed on the 2021 Sidewalk Program.
 - d) Payment 2 and FINAL to Stark Pavement Corporation for work completed on the 2021 Roadway Resurfacing Project.
7. 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 Approval Municipal General Obligation Loan for 2021 Capital Improvements Program.
 - b) Review and approval of Planned Development Agreement –Chick fil A at 5201 N. Port Washington Road.
 - c) Application for change of zoning 1616 West Bend Road from S-1 Special to Planned Unit Development for a Multi-family Residential Facility–Referral to Plan Commission.
 - d) Review and possible approval to begin process to dissolve the Estabrook Corporate Park Owners Association, Inc.

- e) Out-of-State Travel Request – Mayor Kennedy.
 - f) Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement
 - g) Review and approval of Winter Newsletter.
 - h) Approval of Resolution to Divide the City of Glendale into Wards Pursuant to Wisconsin Statutes Section 5.15(4).
 - i) Approval of Ordinance Amending Section 2.1.3 -Aldermanic Districts of the Glendale Municipal Code.
 - j) Discussion on Potential Referendum for a possible Glendale Library.
8. Commission, Committee, Board Reports: (This is an Opportunity for Council Members to Report on their Respective Committees, Commissions, Boards of which they serve as a Member.)
 9. The Common Council will convene in Closed Session per Wis. Stats. 19.85(1)(e) for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Police Union Negotiations) and Wis. Stats. 19.85(1)(e) for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Potential Sale of Property 5335 N. Edgewater Ln).
 10. Reconvene to Open Session and Regular Order of Business
 11. Possible Action on approving the 2022-2024 agreement with the Glendale Professional Police Officers Association Local 212.
 12. Adjournment.
- Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Public Hearing: 2022 Annual Program Budget and 2021 American Rescue Plan Fund

Resolution Adopting the 2021 American Rescue Plan Fund, 2022 City Budget and Establishing the 2021 City Tax Levy

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	3.1

BACKGROUND/ANALYSIS:

The Council received the 2022 Proposed Annual Program Budget and the 2021 American Rescue Plan Fund on October 4, 2021. The Council held a review session of the document on Monday, October 25, 2021.

There have been no revisions to the document since the review session.

RECOMMENDATION:

The Common Council must hold a public hearing on the 2021 American Rescue Plan Fund and 2022 City Budget. It is recommended that the Council adopt a resolution approving the 2021 American Rescue Plan Fund, 2022 City Budget and Establish the 2021 Tax Levy as presented.

ACTION REQUESTED:

Motion to adopt a Resolution Adopting the 2021 American Rescue Plan Fund, 2022 City Budget and Establishing the 2021 City Tax Levy, as presented.

ATTACHMENTS:

1. [Resolution.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Consideration of a Final Resolution Regarding Revenue Bond Financing for Outreach Community Health Centers, Incorporated Project. – 210 W. Capitol Drive

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	66.1103
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The Common Council reviewed the initial request on September 13, 2021. This resolution pertains to the request of Outreach Community Health Centers, Incorporated located at 210 W. Capitol Drive, asking that the City consider the Final Resolution to benefit the Company through a conduit issuance of industrial development revenue bonds to finance the multi-jurisdictional expansion project in the City of Glendale. A portion of the project is in the City of Milwaukee.

RECOMMENDATION:

The City's Bond Counsel, Rebecca Speckhard has reviewed all the documents.

"I have reviewed these documents, and they are in customary form for industrial revenue bond financing documents, with customary provisions regarding limitation of the City's liability on the Bonds (see Resolution section 2(f) and Bond Agreement Section 2.11), indemnification of the City with respect to any claims relating to the Bonds or Project (see Bond Agreement Section 6.09), and payment of all costs incurred by the City in connection with the issuance and administration of the Bonds (see Resolution Section 3.09 and Bond Agreement Section 4.13). Accordingly, if the Council determines as a business and policy matter to incentivize the project through provision of the conduit financing on the terms specified on the documents, the documents are in appropriate form to be considered by the Council."

ACTION REQUESTED:

Motion to adopt the Final Resolution Regarding Industrial Development Revenue Bond Financing for Outreach Community Health Centers Incorporated.

ATTACHMENTS:

1. [Final Resolution Regarding Industrial Development Revenue Bond Financing for Outreach Community Health Centers Incorporated](#)
2. [Promissory Note](#)
3. [Tax Compliance Agreement](#)

6A-6D

11/08/2021

CONSENT

AGENDA

- a) [Adoption of Minutes of Meetings held on October 25, 2021](#)
[Adoption of Minutes of Meetings held on November 3, 2021](#)
- b) [Approval of Accounts Payable](#)
- c) Payment 1 to Beardsley Concrete for work completed on the 2021 Sidewalk Program
- d) Payment 2 and FINAL to Stark Pavement Corporation for work completed on the 2021 Roadway Resurfacing Project



SUBJECT: Payment 1 to Beardsley Concrete for work completed on the 2021 Sidewalk Program

FROM: Charlie Imig, Director of Public Works

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$75,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

Contract amount for the project is \$34,563.75

RECOMMENDATION:

Staff recommends the following Payment 1 to Beardsley Concrete for work completed on the 2021 Sidewalk Program. The engineering, surveying, and inspection costs to date are \$2,910.

Original Contract:	\$34,563.75
Change Orders:	<u>\$4,560.00</u>
Revised Contract:	\$39,123.75

Work Completed to Date:	\$39,123.75
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Less Payment 1:	\$37,167.56
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Less Retainage (0.0%):	<u>\$1,956.19</u>
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Payment 1: \$37,167.56

ACTION REQUESTED:

Motion to approve Payment 1 to Beardsley Concrete in the amount of \$37,167.56.

ATTACHMENTS:

1. [Application and certificate for payment.](#)



SUBJECT: Payment 2 and FINAL to Stark Pavement Corporation for work completed on the 2021 Roadway Resurfacing Project

FROM: Charlie Imig, Director of Public Works

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$405,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

Contract amount for the project is \$305,568.90.

RECOMMENDATION:

Staff recommends the following Payment 2 and FINAL to Stark Pavement Corporation for work completed on the 2021 Roadway Resurfacing Project. The engineering, surveying, and inspection costs to date are \$41,850.

This project has a cost share agreement between the City of Milwaukee and the City of Glendale. As part of the cost share agreement, Milwaukee has agreed to reimburse Glendale \$14,912.50 for the construction inspection to date.

Also, Milwaukee has agreed to reimburse Glendale \$138,807.30 of the total construction completed to date. Glendale is responsible for the remaining \$98,495.97 of the total construction completed to date.

Original Contract:	\$305,568.90
Change Orders:	<u>(\$68,265.63)</u>
Revised Contract:	\$237,303.27
Work Completed to Date:	\$237,303.27
Less Payment 1:	\$99,367.81
Less Payment 2:	\$137,935.46
Less Retainage (0.0%):	<u>\$ 0.00</u>

Payment 2 and FINAL: \$137,935.46

ACTION REQUESTED:

Motion to approve Payment 2 and FINAL to Stark Pavement Corporation in the amount of \$137,935.46.

ATTACHMENTS:

1. [Application and certificate for payment.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Municipal General Obligation Loan for 2021 Capital Improvements Program

FROM: Shawn Lanser, Deputy City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

Budget Summary:	Debt Service/Utility
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The City Capital Projects Fund is funded primarily by debt issuance to fund the approved projects. The total borrowing for 2021 is \$4,625,000. The tax levy portion of this borrowing is \$3,355,000. The remaining portion is to fund Utility projects.

The structure of the borrowing is 10 years of equal debt payments at a 3% interest rate.

RECOMMENDATION:

I recommend the Common Council approve the resolution for the City of Glendale to receive a Wisconsin Board of Commissioners of Public Lands Municipal General Obligation Loan in the amount of \$4,625,000 for the 2021 capital improvement program.

ACTION REQUESTED:

Motion to approve the attached resolution to receive a Wisconsin Board of Commissioners of Public Lands Municipal General Obligation Loan in the amount of \$4,625,000.

ATTACHMENTS:

1. [Wisconsin State Trust Fund Loan resolution](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Review and approval of Planned Development Agreement –Chick fil A at 5201 N. Port Washington Road.

FROM: Rachel Safstrom, City Administrator

MEETING DATE: September 27, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The Plan Commission and Common Council held public hearings to review the rezoning request for 5201 N. Port Washington Road - Planned Unit Development – Chick fil A.

The Plan Commission and Common Council voted to recommend the Common Council approve the rezoning. The Plan Commission reviewed and approved the Specific Implementation Plan at their November 2, 2021, meeting.

RECOMMENDATION:

The final step in the process is for review and approval of the Planned Development Agreement. The attached agreement has been reviewed by the Developer as well as the City Attorney.

ACTION REQUESTED:

Motion to approve the Planned Development Agreement – Chick fil A at 5201 N. Port Washington Road.

ATTACHMENTS:

1. [Planned Development Agreement with attachments](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Application for change of zoning 1616 West Bend Road from S-1 Special to Planned Unit Development for a Multi-family Residential Facility—Referral to Plan Commission.

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	13.1.34

BACKGROUND/ANALYSIS:

Attached is a request from Devo Properties LLC to rezone 1616 West Bend Road to Planned Unit Development for a Multi-family Residential Facility.

Current zoning of the property is S-1 Special District. Attached is the application.

RECOMMENDATION:

Attached is the application.

ACTION REQUESTED:

Motion to refer the application for change of zoning 1616 West Bend Road from S-1 Special to Planned Unit Development for a Multi-family Residential Facility to Plan Commission.

ATTACHMENTS:

1. [Application for rezoning.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Review and possible approval to begin process to dissolve the Estabrook Corporate Park Owners Association, Inc.

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

In 1990, the City developed Estabrook Corporate Park. As a part of the process, there was also an Owner's Association created. Attached are the documents creating the Association as well as the amendments.

RECOMMENDATION:

As the area is fully developed and the City no longer owns any property in the development, the Association usefulness seems to have ended. Staff is recommending that the Common Council authorize the City Attorney to begin the process to dissolve the Estabrook Corporate Park Owners Association, Inc.

ACTION REQUESTED:

Motion to authorize the City Attorney to begin the process to dissolve the Estabrook Corporate Park Owners Association, Inc.

ATTACHMENTS:

1. [Association Documents](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Out-of-State Travel Request – Mayor Kennedy
FROM: Rachel Safstrom, City Administrator
MEETING DATE: November 8, 2021

FISCAL SUMMARY:

Budget Summary:	Council Allowances
Budgeted Expenditure:	\$650.00
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

Out-of-State travel for staff and Alderpersons on City time or with City funding is approved by the Council. Mayor Kennedy has been invited to speak at the ICSC/Centerbuild convention in Scottsdale, AZ December 1-3, 2021. He will be talking about the public-private partnership that enabled Bayshore redevelopment.

RECOMMENDATION:

There is sufficient funding in the Mayor/Council Allowances budget for 2021.

ACTION REQUESTED:

Motion to authorize Mayor Kennedy to expend up to \$650 for travel to Scottsdale, AZ.

ATTACHMENTS:

None



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Resolution Authorizing Execution of the Department of Natural Resources
Principal Forgiven Financial Assistance Agreement

FROM: Charlie Imig, Director of Public Works

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

Budget Summary:	Water Utility
Budgeted Expenditure:	N/A
Budgeted Revenue:	WDNR SDWLP

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

Currently the City has 37 known lead laterals. Each service has a public portion which the City is responsible for and the private portion which is usually the homeowner responsibility.

As was approved by the Common Council at the July 12, 2021 meeting, the City has begun the process for the private portion of the lateral replacement to be funded for these properties by WDNR. These programs would be completed in 2021.

The City has applied to the Safe Drinking Water Loan Program (the "SDWLP") for financial assistance in the form of a loan made by the SDWLP to the Municipality of which all the principal will be forgiven at the time that loan disbursements are made to the City, pursuant to the DNR Financial Assistance Agreement. Additionally, the WDNR SDWLP has determined that it can provide a loan with principal forgiveness in an amount up to \$198,692 that it has identified as being eligible for SDWLP funding.

RECOMMENDATION:

A resolution is required prior to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project. Staff recommends approval of the Resolution.

ACTION REQUESTED:

Motion to approve the Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

ATTACHMENTS:

1. [Resolution Authorizing Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Review and approval of Winter Newsletter

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The City publishes the newsletter three times a year. This is the Winter issue.

RECOMMENDATION:

Once approved, the newsletter will be printed and mailed to Glendale businesses and residents. In addition, the newsletter will be posted on the City's website and additional copies will be available for pickup at City Hall.

ACTION REQUESTED:

Motion to approve the content of the 2021-2022 Winter Newsletter as presented.

ATTACHMENTS:

1. [Winter Newsletter.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Approval of Resolution to Divide the City of Glendale into Wards Pursuant to Wisconsin Statutes Section 5.15(4).

Approval of Ordinance Amending Section 2.1.3 -Aldermanic Districts of the Glendale Municipal Code.

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	5.15
Municipal Code:	2.1.3

BACKGROUND/ANALYSIS:

Common Council held a special meeting on Wednesday, November 3 to adopt the Ward Map and request a minor change to the Milwaukee County tentative Supervisory District Map.

RECOMMENDATION:

In order to finalize the process, the Common Council must approve a Resolution to Divide the City of Glendale into Wards Pursuant to Wisconsin Statutes Section 5.15(4) as well as an Ordinance Amending Section 2.1.3 -Aldermanic Districts of the Glendale Municipal Code. Both are attached for your review.

ACTION REQUESTED:

Motion to approve a Resolution to Divide the City of Glendale into Wards Pursuant to Wisconsin Statutes Section 5.15(4).

Motion to Approve an Ordinance Amending Section 2.1.3 -Aldermanic Districts of the Glendale Municipal Code

ATTACHMENTS:

1. [Resolution.](#)
2. [Ordinance.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Discussion and Review of process for a referendum to fund a Glendale Library

FROM: Rachel Safstrom, City Administrator

MEETING DATE: November 8, 2021

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

On September 29, the Common Council approved a Resolution conditionally approves a new agreement pending further clarification and agreement on the Capital funding and timeline for construction of a facility. If the conditions fail to be met, the Council has stated the necessity for a referendum to allow for a tax levy increase to fund the operations of a Glendale Library. The City is able to increase levy to pay additional debt expenses for the capital costs of the facility.

Attached is information related to referendums from the League of WI Municipalities.

Also attached is a draft operational budget. This is based on the current North Shore Library programing and expenses.

RECOMMENDATION:

For discussion only.

ACTION REQUESTED:

For discussion and informational purposes only.

ATTACHMENTS:

1. [Taxation FAQ 8 from the League of WI Municipalities](#)
2. [Draft Operational Budget](#)