

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

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AGENDA—COMMON COUNCIL MEETING

Monday, November 13, 2023

6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Public Comment. Glendale residents, business owners, and property owners are invited to speak to the Council on items that are not on tonight's agenda but are within the City's ability to regulate or control.
3. Public Hearing: 2024 Annual Program Budget
 - a) Review and Possible Action: Resolution Adopting the 2024 City Budget and Establishing the 2023 City Tax Levy
4. Consent Agenda:
 - a) Adoption of Minutes: Meeting held on October 23, 2023
 - b) Approval: Accounts Payable
5. Old Business:
 - a) Review and Possible Action: Authorization to Bid Capital Improvement Projects Funded by ARPA
6. 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: Appointment of Nicole Ford to the Glendale Police Commission
 - b) Review and Possible Action: 2023 Winter Newsletter
 - c) Review and Possible Action: Consideration of a recommendation from the Planning and Architectural Review Commission and consideration of scheduling a public hearing for a Planned Development District at 4160 N Port Washington Road, in a PD Planned Development District, Planned Mixed Use land use classification, Tax Key Numbers 242-1198-004 and 242-1198-003.
 - d) Review and Possible Action: Amending the Snow & Ice Control Policy
 - e) Review and Possible Action: K-9 Transition Plan
 - f) Review and Possible Action: Flock Safety Camera Subscription

- g) Review and Possible Action: Ordinance - Amending Title 13, Chapter 1, "Zoning Code," Section 13.1.34 "B-1 Business and Commercial District"
- h) Review and Possible Action: Ordinance Amending Title 2, Chapter 1, Section 6, "Appointment of Election Officials"
- 7. 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)
- 8. Closed Session: The Common Council will convene in Closed session pursuant to Wis. Stat. Sec. 19.85(1)(g), to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved, more specifically, the case Glendale vs. WE Energies, Public Service Commission Docket 6630-CC-237934
- 9. Reconvene to Open Session and Regular Order of Business.
- 10. Possible Action on Closed Session Items
- 11. 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 citizens, Council meetings will also be made available live on the Zoom virtual platform for viewing and possible participation. However, the City cannot guarantee the technology supporting the virtual viewing option will operate perfectly and continuously. The only way to guarantee the ability to offer public comment, or view the meeting uninterrupted, is to appear in person. If the Zoom platform fails, the meeting will continue as scheduled.

SUBJECT: Public Hearing: 2024 Annual Program Budget
Resolution Adopting the 2024 City Budget and Establishing the 2023 City Tax Levy

FROM: Karl Warwick, City Administrator

MEETING DATE: November 13, 2023

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 2024 Proposed Annual Program Budget and previously reviewed it at the October 9, 2023, Common Council meeting.

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

1. Refinement of the property tax levy amount for the 2024 Budget
2. Miscellaneous adjustments to various line items based on a final review of the entire budget.
3. Reallocation of certain salary amounts between the General Fund and Water/Storm/Sanitary Funds to ensure accurate allocation of these amounts for the 2024 Budget.
4. Refinement of projected water revenue for the 2024 Budget.

RECOMMENDATION:

The Common Council must hold a public hearing on the 2024 City Budget. It is recommended that the Council adopt a resolution approving the 2024 City Budget and Establish the 2023 Tax Levy as presented.

ACTION REQUESTED:

Motion to adopt a Resolution Adopting the 2024 City Budget and Establishing the 2023 City Tax Levy, as presented.

ATTACHMENTS:

1. [Resolution Adopting the 2023 Tax Levy and 2024 Budget](#)
2. [2024 Proposed Budget](#)

4A-4B
11/13/2023

CONSENT AGENDA

- a) [Adoption of Minutes: Meeting held on October 23, 2023](#)
- b) [Approval: Accounts Payable](#)

SUBJECT: Review of Potential Uses ARPA Funds

FROM: Karl Warwick, City Administrator

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

Budget Summary:	Capital Projects Fund
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

Glendale staff previously presented options for the use of the \$1,324,059 million in remaining ARPA funds. Based on the information provided to the Council at its meeting on October 27th, staff were directed to provide cost estimates and additional projects approved in the Connecting Glendale 2020 Bicycle and Pedestrian Plan. Based on this, staff has compiled a priority list of bike and pedestrian projects, and the concept for a riverfront park in Kletzsch Park.

Bike/Pedestrian Plan Proposed Improvements

These projects were prioritized because staff considered these improvements major gaps in the City's Bike and Pedestrian infrastructure that would connect to existing and/or planned bike and pedestrian improvements, thereby connecting neighborhoods, connecting bike paths and sidewalks, and connecting residents to businesses and religious institutions.

Recommended Base Bid

Location	From	To	Cost Estimate	Type	Notes
Milwaukee Rv. Prkwy.	Sunny Point	Silver Spring	550,000	10 Ft. Asphalt	Within middle parkway
Civic Drive	Green Bay	Existing Ped.	190,000	5 Ft. Sidewalk	South Side of Civic
Good Hope	Milwaukee Rv. Prkwy.	Green Bay	475,000	10 Ft. Asphalt	South Side of Street
Green Tree	Melissa Court	Crestwood	140,000	5 Ft. Sidewalk	South Side of Street
Lydell	Target Property		30,000	5 Ft. Sidewalk	Grass area behind curb
Lydell	Henry Clay	Marne	110,000	5 Ft. Sidewalk	West Side, Intermittent Infill
Port Washington	Green Tree	Sugar Lane	35,000	5 Ft. Sidewalk	West Side
Port Washington	Hampton Inn	Good Hope	75,000	5 Ft. Sidewalk	East Side
BASE BID ESTIMATE			1,605,000		

Based on the cost estimates, these bike/pedestrian improvements could be completed slightly over the amount of ARPA funds received by the City.

If the Common Council elects to, there are several “gaps” that staff would recommend completing, however all ARPA Funds were consumed with the projected listed above. Based on the discussion at the Council Meeting, staff considered the projects listed above as a higher priority.

These projects could be listed as an alternative and selected (1) if the base bid amounts are lower than anticipated and ARPA funds are available (2) cost savings can be achieved by completing these segments with the ones listed above that could not be achieved by completing these projects in future years. Any of these projects could be selected as part of the base bid if the Common Council elects to do this.

Possible Alternative Bid

Location	From	To	Cost Estimate	Type	Notes
Lydell	Silver Spring	School	115,000	5 Ft. Sidewalk	West Side
Green Tree	Crestwood	Range Line	100,000	5 Ft. Sidewalk	South Side of Street
Green Tree	Range Line	Oak Leaf	110,000	5 Ft. Sidewalk	South Side of Street
ALTERNATIVE BID ESTIMATE			325,000		

Riverfront Park Improvements at Kletzsch Park

The Common Council also asked staff to present an option for a riverfront park in Kletzsch Park. Enclosed is a rendering of an option for this park. The cost estimate is \$800,000.

Other Considerations

Staff proposes to bid these projects with other 2024 Community Improvement Projects, such the traffic calming improvements and/or the road resurfacing projects. By combining the bid, it could lower the total cost of these improvements. No action is necessary here; this is for informational purposes.

RECOMMENDATION: Direct staff to prepare a bid for Council selected capital improvement projects for use of ARPA Funds.

ACTION REQUESTED: Provide further direction to staff on the use of ARPA Funds.

ATTACHMENTS:

[Parks Improvements](#)

[Bike/Pedestrian Bike Plan Gap Analysis](#)

[Bike/Pedestrian Plan 2020](#)

EXHIBIT 1 – Project Description

Recommended Base Bid

- 1. Milwaukee River Parkway from Sunny Point to Silver Spring**
 - a. Crossing at Sunny Point to the boulevard in the middle of Milwaukee river Parkway.
 - b. 10-foot asphalt bike path to Kendall.
 - c. Crossing on the north side of Kendall, east and west.
 - d. 5-foot sidewalk on both sides of Milwaukee River Parkway to Silver Spring.
 - e. Benches placed near the path on the boulevard.
- 2. Civic Drive, from Breen Bay to Existing Sidewalk, near little league fields on the south side.**
 - a. 5-foot sidewalk on the south side.
 - b. The connection is east of Glen Park, between the two baseball fields.
- 3. Good Hope, from Milwaukee River Parkway to Green Bay**
 - a. No further description necessary
- 4. Green Tree from Melissa Court to Crestwood**
 - a. 5-foot sidewalk on the south side.
- 5. Lydell, Target Property**
 - a. 5-foot sidewalk on the west side of the street.
 - b. Placed in the grass area behind the curb.
 - c. From Fountainview to the Parking garage
- 6. Lydell from Henry Clay to Marne**
 - a. 5-foot sidewalk on the west side of the street.
 - b. Complete gap on from Henry Clay to Lancaster.
 - c. Complete connection to Marne from south end of the Sun Beam Plan
- 7. Port Washington from Green Tree to Sugar Lane**
 - a. 5-foot sidewalk on the east side of the street.
 - b. Connects to existing sidewalk on the Mobile station property.
- 8. Port Washington from Hampton Inn to Good Hope**
 - a. 5-foot sidewalk on the west side of the street.
 - b. Connects to existing sidewalk near the Hampton Inn property.

Possible Alternative Bid

- 1. Lydell from Silver Spring to the School property**
 - a. 5-foot sidewalk on the west side of the street.
 - b. Runs from Silver Spring to just south of Lexington.
- 2. Green Tree from Crestwood to Range Line**
 - a. 5-foot sidewalk on the south side.
- 3. Green Tree from Range Line to Oak Leaf Trail**
 - a. 5-foot sidewalk on the south side.



City of Glendale
5909 N. Milwaukee River Pkwy
Glendale, WI 53209
(414) 228-1700

SUBJECT: Appointment to Police Commission

FROM: Bryan Kennedy, Mayor

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	2.4

BACKGROUND/ANALYSIS:

Nany Yarborough offered her resignation from the Police Commission.

RECOMMENDATION: Mayor Kennedy recommends the following appointment:
Police Commission expiring April 2027 – Nicole Ford

ACTION REQUESTED: Motion to confirm the appointment as presented.

ATTACHMENTS:

None.

SUBJECT: Review and Approval of Winter Newsletter

FROM: Megan Humitz, City Clerk

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

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

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

RECOMMENDATION:

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

ACTION REQUESTED:

Motion to approve the 2023 Winter Newsletter as presented.

ATTACHMENTS:

1. [Winter Newsletter](#).

SUBJECT: Consideration of a recommendation from the Planning and Architectural Review Commission and consideration of scheduling a public hearing for a Planned Development District at 4160 N Port Washington Road, in a PD Planned Development District, Planned Mixed Use land use classification, Tax Key Numbers 242-1198-004 and 242-1198-003.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

Meeting: Common Council

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	§§ 5.4.2 , 13.1.39 ; Title 13, Article D – PD Planned Unit Development District

BACKGROUND

The Common Council at its [meeting on April 10, 2023](#) approved a general development agreement and rezoning of this parcel to a PD Planned Development District for prospective property buyer, Meta House, a 501(c)(3) nonprofit dedicated to treating women with substance abuse. The Planning and Architectural Review Commission at its [meeting on May 2, 2023](#) recommended the Common Council approve Meta House's Development Agreement with the City. The Common Council, at its [May 22, 2023 meeting](#), postponed consideration for the Development Agreement pending a payment in lieu of taxes (PILOT) agreement with Meta House. Meta House later requested a delay of Common Council consideration of the Development Agreement until July 24, 2023. Finally, on July 19, 2023, a Meta House representative informed the City it was no longer pursuing purchase of the subject property due to a breakdown in negotiations with the property owner.

Due to the way Article D – PD Planned Development District is written within Title 13 - Zoning, the property has a PD zoning classification without any uses allowed due to the lack of an approved Specific Development Plan and a Development Agreement. To enable land uses, the property owner, Beerline Crossing LLC, seeks to have the Plan Commission and Common Council approve a revised General Development Plan, Specific Development Plan and then enter into a Development Agreement to reenale uses on the property.

For General and Specific Development Plans, the applicant desires to leave the building, site, and landscaping unchanged. Note the applicant has indicated that some exterior remodeling will occur in the future based upon the future projected uses. Specifics of these changes are not being presented at this

time. The applicant is aware that no exterior changes are being granted at this time. The applicant is aware that an amendment to the PD and Development agreement will need to occur in the future of any site changes, new buildings, exterior renovations and similar.

The Planning and Architectural Review Commission requested a public hearing to be schedule for November 7, 2023.

The applicant is requesting the following uses:

Warehouse tenant: First Stage Milw. Construction of stage sets. 8-12 employees M-F 7:00am-6:00pm

2nd Floor tenant: Health & Performance Collaborative, LLC. Exercise and physical therapy. 10-20 therapists and clients it varies on days and times 7 days a week 6:00am-7:00pm

1st Floor building space: Proposed Office use for Milwaukee Police Department's Command Headquarters for the RNC October '23-July '24. 200+ officers at any time to accommodate the rotation of 4,000 visiting officers. 24-7, 7 days/week. The applicant requested to modify this request after the October PARC meeting to be just offices.

1st Floor building space: Proposed Climate controlled storage after July'24. 1-3 employees from 7:00am-7:00pm. 24hr access 365 days.

1st Floor Building space: Proposed EV (Electric Vehicle) Factory repair center after July'24. 5-15 employees M-F 7:00am-6:00pm

The proposed uses will not generate any noise, odors, glare, potential fire hazards, or smoke. The current fire sprinkler is set up for office use in the vacant space. Other proposed uses will require a sprinkler system designed for their different use(s).

No proposed food services.

Maximum Facility use: The Milwaukee Police Command Headquarters may exceed 200+ based on specific need. Other users and uses will not exceed current, or proposed employee or clients.

The applicant requests the following signage. Current Multi-tenant monument. Additional signage requests would follow City of Glendale sign application and codes.

The application is requesting the following temporary fencing: The Milwaukee Police Department will require temporary fencing and it will be removed by July'24.

The applicant is proposing the following on site security. Each tenant and business are required to have their own monitored security systems.

The applicant is proposing the following timetable for space modification for use of vacant space and Lot 2:

- Milwaukee Police Department will require 1-2 months to reconfigure space for their temporary command headquarters. Ready for occupation 1 January '24 . Revised to just offices.
- Climate Controlled Storage would require selective demo and compartmentalization based on approved plans. 6-9 months anticipated operational by early '25.
- EV Factory service center would require selective demo and remodeling based on approved plans. 6-9 months anticipated operational by early '25.
- Lot 2 new construction 9-12 months based on approved plans late '25 or early '26.
- Vacant Lot 2: To remain vacant. The applicant will return to amend the general and specific development plan and development agreement if they decide to move forward with such a project.

REVIEW PROCESS:

The process for approvals will be as follows: (subject to modifications depending upon actions)

October 3 rd	PARC Initial Review – schedule Public Hearing
November 7 th	PARC – Public Hearing
November 7 th	PARC – Recommendation to Common Council
November 13 th	Common Council – Schedule Public Hearing
January 8 th	Common Council – Public Hearing
January 8 th	Common Council – Action PD District
January 8 th	Common Council – Action – Development Agreement
January	Document Recording

PLANNING AND ARCHITECTURAL REVIEW COMMISSION RECOMMENDATION:

On November 7, 2023, the PARC recommended approval of the application as submitted with uses and timeframes.

ANALYSIS:

Adoption of the General and Specific Development Plans and a corresponding development agreement with the above indicated uses would allow the indicated uses. Other uses not listed would need be required to return to the Planning and Architectural Review Board and possibly Common Councils for approval. Note plans and specifications for the temporary fence will need to be provided prior to the recommendation of the specific development plan by the Planning and Architectural Review Commission.

RECOMMENDATION:

Staff recommends Common Council Direct Staff to Schedule a public hearing for January 8th, 2023. Note the delay in the hearing date is due to only having one Council meeting in December.

ACTION REQUESTED:

Motion: To direct staff to schedule a public hearing at the earliest opportunity.

ATTACHMENTS:

[Attachment – 4160-4190 N. Port Washington Road.](#)

SUBJECT: Review and Approval of the Updated Snow and Ice Control Policy

FROM: Charlie Imig, Director of Public Works

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

Budget Summary:	General/Capital/Utility
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The Common Council previously approved the City's Snow and Ice Control Policy in 1989 meeting. The Policy has not been updated or amended since. Since 1989, the City has made significant enhancements to the snow and ice control operations and is recommending modifications to the policy to be consistent with these new operational improvements.

Below is general list of topics modified in the revised policy:

1. General
2. Street, Highways, Roads and Public Areas
3. Equipment
4. Personnel
5. Brining
6. Salting
7. Plowing
8. Sidewalks
9. Fire Hydrants

RECOMMENDATION:

Staff recommends approval of the 2023 Snow and Ice Control Policy.

ACTION REQUESTED:

Staff recommends approval of the 2023 Snow and Ice Control Policy.

ATTACHMENTS:

[Snow and Ice Control Policy – Revised 11-13-2023](#)

SUBJECT: K-9 Transition Plan

FROM: Mark Ferguson, Police Chief

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

Budget Summary:	205-520-21-55051
Budgeted Expenditure:	\$110,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

The Glendale Police K-9 Unit has been in existence for 24 years and has been a successful program at meeting its objectives. Staff has begun to commence the transition plan for the next K-9 due to the age of the current K-9 (dog, not officer). The average work life of a K-9 is 7-9 years. Our current K-9, Brix, is 6 years old. Our plan is to purchase a new K-9 in 2025. This would allow us to have the next K-9 in place before Brix's retirement. Brix would be 8 years old but will continue to work until he is physically unable to do so. The overlap in having both K-9s allows us to provide uninterrupted K-9 service and has the added benefit of allowing for training and mentoring of the new handler/K-9 by Officer Bechler and Brix.

The first step would be to purchase a new K-9 squad. Estimated total cost for a new squad and associated K-9 equipment is around \$85,000. Due to supply issues, it has been taking 6-12 months to receive new squads. We would order/purchase the new K-9 squad in 2024. The estimated cost for a new K-9, training, and associated equipment is \$25,000.

All costs will be paid through the Department's K-9 fund which is completely funded through community donations and fundraisers. There are sufficient funds in this account to cover the entire expenses for the K-9 Transition Plan and all associated costs. Funds were not budgeted in 2024 for any of these costs, assuming the costs will occur in 2025. If the vehicle arrives early, there may be a cost for that in 2024.

RECOMMENDATION:

Staff recommends approval of the K-9 Transition Plan.

ACTION REQUESTED:

Motion to approve the K-9 Transition Plan.

ATTACHMENTS:

SUBJECT: Flock Safety Camera Subscription

FROM: Mark Ferguson, Police Chief

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

Budget Summary:	101-518-19-3055
Budgeted Expenditure:	\$7,500 per year
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

In July 2022, the City purchased a two-year lease for 3 Flock Safety Cameras to monitor the area for stolen vehicles, missing persons and wanted subjects. The subscription was paid for through a ARPA grant through the State. The lease agreement for each camera is \$2,500 per year. The current subscription expires in August 2024, and we have budgeted money to continue the subscription, if approved as part of the 2024 Budget.

On April 1, 2023, the cost of a camera increased to \$3,000 per year. Flock Safety is offering a promotion that will lock in the current price of \$2,500 per camera with a 5-year subscription if the contract is signed by the end of the year. This would save the City \$7,500 over the 5-year period.

The Flock Safety Cameras have been a very successful in identifying and securing stolen vehicles, and it would be proposed that the program continue.

In the 13 months since we had Flock Cameras, 328 stolen hits were made and 163 stolen vehicles were located, a 50% locate rate. We recovered 111 vehicles, 79 of the incidents resulted in the arrest of a suspect(s), 15 incidents resulted in the recovery of a firearm, and 27 incidents resulted in the recovery of illegal drugs.

The department is currently looking at community-based funding opportunities to cover subscription costs, but if these efforts are not successful, the City would be required to cover the lease agreements.

RECOMMENDATION:

Staff recommends approval of a 5-year subscription with Flock Safety Cameras.

ACTION REQUESTED:

Motion to approve a 5-year subscription with Flock Safety Cameras.

ATTACHMENTS:

1. [Flock Safety Agreement](#)

SUBJECT: An Ordinance Amending Title 13, Chapter 1 “Zoning Code,” Section 13.1.34 “B-1 Business and Commercial District”

FROM: John Fellows, Community Development Director
Ken Smith, Planner

MEETING DATE: November 13, 2023

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(c)(20)

BACKGROUND:

The B-1 Zoning District dates to at least as early as 1951. It dates to 2002 in its current form when the Community Development Department drafted its various subdistricts. The Plan Commission approved creation of the 23 subdistricts named “A” through “P” in August 2002 and revised that December. The impetus for the change occurred shortly after the 2000 Decennial Census and the then-community visioning project, “Glendale 2021 – Our Vision.” The City at the time wanted to terminate its image as merely a place for fast food. Staff and policymakers scrutinized Glendale’s business districts and wanted to overhaul the commercial zoning codes. It appears as if the B-1 District has not changed since.

The various B-1 subdistricts each reflect individual commercial districts within the City. The B-1 M subdistrict, described in Section 13.1.34(c)(20) of the Glendale Code of General Ordinances, consists of three parcels along the southern boundary of Glendale with the City of Milwaukee, just north of the Capitol Drive right-of-way. Those parcels have structures which cross the municipal boundary and reside in both municipalities. As can be seen on Glendale’s [Zoning Map](#), within Glendale the B-1 M area is surrounded by parcels zoned M-1.

Much of Capitol Drive to the east and west of Glendale’s portion within the City of Milwaukee allow for restaurants, as do portions of the E. Capitol Drive business district in the Village of Shorewood. A tenant at 100 E. Capitol Drive is interested in opening a sit-down restaurant concept which as previously stated is currently not allowed in the B-1 M subdistrict.

ANALYSIS:

Glendale’s B-1 M subdistrict does not permit any restaurants, putting those commercial parcels at a competitive disadvantage with neighboring City of Milwaukee parcels in the broader Capitol Drive business district.



For the structure containing Outpost Foods at 100 E. Capitol Drive, the southern-most 15 feet of the structure reside in Milwaukee, and the remainder in Glendale. This has created confusion whereby tenants believe certain uses are acceptable based on the City of Milwaukee's zoning but they may not be in the City of Glendale. The parcels at 208 and 230 E. Capitol Drive have their structures and majority-tax increment in the City of Milwaukee with their rear parking lots in Glendale.

RECOMMENDATION:

Staff recommend policymakers allow sit-down restaurants in the B-1 M subdistrict through a Zoning Text Amendment, adding the same use language for sit-down restaurants as in the B-1 B subdistrict which is along N. Port Washington Road from W. Silver Spring Drive to W. Henry Clay Street ([Section 13.1.34\(c\)\(3\)](#)). This additional use would be more consistent with uses in the broader business district along Capitol Drive in the City of Milwaukee and Village of Shorewood.

As there already is a tenant with a signed lease, staff recommend policymakers amend the zoning text as quickly as possible under Wisconsin Statutes and the Glendale Code of General Ordinances.

- November 13 – Common Council – Initial Review and Referral
- December 5 – Planning and Architectural Review Commission – Recommendation to Common Council (Anticipating the PARC will not request a public hearing)
- January 8 – Common Council Public Hearing and Legislative Determination

ACTION REQUESTED:

- Motion to refer the zoning text amendment to the Planning and Architectural Review Commission.
- Motion to direct staff to schedule a public hearing as soon as practicable.

ATTACHMENTS:

1. [Ordinance – Zoning Text Amendment](#)
2. [Attachment – B-1 M Zoning Subdistrict](#)

SUBJECT: Review and approval of Ordinance Amending 2.1.6 of the Code of Ordinances of the City of Glendale Pertaining to Appointment of Election Officials

FROM: Megan Humitz City Clerk

MEETING DATE: November 13, 2023

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	2.1.6

BACKGROUND/ANALYSIS:

In review of this ordinance, it was discovered there was a need for revision to the language to be in compliance with Wisconsin State Statutes and the guidance from the Wisconsin Election Commission.

RECOMMENDATION:

Attached is an ordinance that revises the language regarding the minimum requirements for election inspectors at polling places for each election, as well as allowing for election inspectors to work either a full-day or half day shift on Election Day.

ACTION REQUESTED:

Motion to approve the Ordinance Amending Section 2.1.6 of the Code of Ordinances of the City of Glendale Pertaining to Appointment of Election Officials.

ATTACHMENTS:

1. [Ordinance.](#)