

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

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AGENDA—COMMON COUNCIL MEETING

Monday, June 10, 2024

6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Swearing In: Chief of Police, Rhett Fugman
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: \$1,000 for Candy for the July 4th Parade
 - b) Approval: Accounts Payable
5. Old 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: Resolution – Requesting a Review from the US Postal Service for Reassignment of Zip Codes in the City of Glendale
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: Proclamation - Recognizing Juneteenth Day
 - b) Review and Possible Action: Proclamation - Recognizing June as Pride Month in the City of Glendale
 - c) Review and Possible Action: Chief of Police Annual Salary, Commencing June 1, 2024, at \$125,000
 - d) Review and Approval: Authorization to Execute - 2024 Glendale Sanitary Sewer Cleaning and Televising Project with Aqualis, not to Exceed \$198,750
 - e) Review and Approval: Authorization to Execute - Clovernook Storm Sewer Replacement Project with UPI, LLC in an Amount not to Exceed \$167,359
 - f) Review and Approval: Authorization to Execute – 2024 Watermain Replacement Program with UPI, not to Exceed \$1,468,620.50
 - g) Review and Possible Action: Authorization to Execute – Professional Services Agreement with Ehlers, not to exceed \$14,000 for Tax Increment Financing Services for the properties generally known as 2510 West good Hope Road, Parcels 100-998-4002, 100-998-4005, 100-998-4004 and 100-998-4003
 - h) Review and Possible Action: Referral to the Community Development Authority for an

amendment to a Planned Development District (PD) zoning at 2510 West Good Hope Road and Waiving the Common Council Public Hearing

- i) Review and Possible Action: Resolution – Authorizing the Submittal of a State Grant Application by the City of Glendale Floodplain Administrator and Subsequent Appropriation of City Funds for a Municipal Flood Control Grant Project Titled Sunny Point Acquisition – Phase IV
- j) Review and Possible Action: Ordinance - Amending Section 7.2.4(b), Retail Class “C”, Removing a Reference to Restaurants

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. 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.

4A-4B
6/10/2024

CONSENT AGENDA

- a) Approval: \$1,000 for Candy for the July 4th Parade
- b) [Approval: Accounts Payable](#)

SUBJECT: Resolution – Requesting a Review from the US Postal Service for Reassignment of Zip Codes in the City of Glendale

FROM: May, Bryan Kennedy

MEETING DATE: June 10th, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	NA
Municipal Code:	NA

BACKGROUND/ANALYSIS: Please find enclosed a letter and a Resolution requesting the United States Postal Service combine the sections 53209 and 53212 ZIP Codes in Glendale into a new 53250 ZIP Code and that the new 53250 Glendale ZIP Code and the current 53217 ZIP Code be jointly serviced by the US Post Office at 5651 N Lydell Avenue in Glendale.

RECOMMENDATION: Adopt the Resolution requesting a Review from the US Postal Service for reassignment of ZIP Codes in the City of Glendale.

ACTION REQUESTED: Adopt the Resolution requesting a Review from the US Postal Service for reassignment of ZIP Codes in the City of Glendale.

ATTACHMENTS:

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

SUBJECT: A Proclamation Declaring June 19, 2024, as Juneteenth Day in the City of Glendale.

FROM: Karl Warwick, City Administrator

MEETING DATE: June 10, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The attached proclamation calls upon the people of the City of Glendale to observe June 19, 2024, as Juneteenth Day.

RECOMMENDATION:

Approve the proclamation.

ACTION REQUESTED:

Motion to approve the proclamation designating June 19, as “Juneteenth Day” in the City of Glendale.

ATTACHMENTS:

1. [Proclamation.](#)

SUBJECT: A Proclamation Declaring the Month of June 2024 as LGBTQ+ Pride Month in the City of Glendale.

FROM: Karl Warwick, City Administrator

MEETING DATE: June 10, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The attached proclamation is to acknowledge and celebrate the contributions of members of the LGBTQ+ community and this resolution calls upon the people of the City of Glendale to observe June as Pride Month and actively promote a welcoming and inclusive community where all people can be their full, authentic selves.

RECOMMENDATION:

Approve the proclamation.

ACTION REQUESTED:

Motion to approve the proclamation designating the month of June as “LGBTQ+ Pride Month” in the City of Glendale.

ATTACHMENTS:

1. [Proclamation.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Review and approval of salary for Police Chief.

FROM: Jessica Ballweg, Deputy City Administrator

MEETING DATE: June 10, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The Police Commission appointed Captain Rhett Fugman as Police Chief effective June 1, 2024. It is appropriate for the Council to approve a salary for the Police Chief.

RECOMMENDATION:

Staff recommend \$125,000 for the Police Chief.

ACTION REQUESTED:

Motion to authorize the salary for the Police Chief to \$125,000 as requested.

ATTACHMENTS:

1. None.

SUBJECT: Authorization to Execute - 2024 Glendale Sanitary Sewer Cleaning and Televising Project with Aqualis, not to Exceed \$198,750

FROM: Charlie Imig, Director of City Services

MEETING DATE: June 10, 2024

FISCAL SUMMARY: STATUTORY REFERENCE:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$500,000
Budgeted Revenue:	N/A

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

BACKGROUND/ANALYSIS:

The City of Glendale budgeted \$500,000 for sanitary sewer repairs. The project scope includes the cleaning and televising 124,500 Linear Feet of sewers in the northern sections of the City.

Please find listed below the bid results for the 2024 Sanitary Sewer Cleaning and Televising. A total of \$50,000 is estimated for engineering contract administration, televising review, analysis, and improvement recommendations report.

<u>Contractor</u>	<u>Base Bid</u>
1. Aqualis – dba (New Restoration and Recovery Services, LLC)	\$198,750.00
2. Visu-Sewer, LLC	\$211,015.00
3. The Expeditors, Inc.	\$238,405.00
4. Pipe View America	\$293,275.00
5. Green Bay Pipe & TV, LLC	\$398,300.00

Based on Article 3 of the Bid Form, the award of the contract was determined by the lowest sum total of the Base Bid.

RECOMMENDATION:

Staff recommends awarding the 2024 Glendale Sanitary Sewer Cleaning and Televising contract to Aqualis in the amount of \$198,750.00 for the base bid. Aqualis, a subsidiary of New Restoration and Recovery Services, LLC, is prequalified with the City of Glendale. Although Aqualis has not performed work in the City of Glendale, their references were checked and verified. The company had strong references and former projects completed in other local municipalities for sewer televising and cleaning as verified by the references called.

ACTION REQUESTED:

Motion to authorize the City Administrator to execute the 2024 Glendale Sanitary Sewer Cleaning and Televising Project with Aqualis, not to Exceed \$198,750

ATTACHMENTS:

1. [Engineer Recommendation Letter](#)
2. [Bid Tab](#)

SUBJECT: Authorization to Execute - Clovernook Storm Sewer Replacement Project with UPI, LLC
in an Amount not to Exceed \$167,359

FROM: Charlie Imig, Director of City Services

MEETING DATE: June 10, 2024

FISCAL SUMMARY: STATUTORY REFERENCE:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$207,369
Budgeted Revenue:	N/A

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

BACKGROUND/ANALYSIS:

The City of Glendale budgeted \$300,000 for storm sewer repairs. These funds are being proposed to be used to replace a portion of the Clovernook Storm Sewer. While funds were budgeted for storm sewer repairs, the specific project was not identified and this portion of the storm sewer is collapsing and is in need of replacement this year.

The project scope includes replacing 418 linear feet of the failing storm sewer from 190 W. Clovernook Lane, west to the northwest corner of W Apple Tree Road and W Clovernook Lane. The storm sewer will be realigned to be closer to Clovernook Lane to allow for easier maintenance in the future, and four structures will be replaced. A total of \$40,000 is estimated is estimated for engineering design and construction.

Please find listed below the bid results for the Clovernook Storm Sewer Replacement Project. The estimated engineering design and construction administration costs are \$40,000 for this project.

<u>Contractor</u>	<u>Base Bid</u>
1. UPI, LLC	\$167,359.00
2. Vinton Construction Company	\$178,784.70
3. Globe Contractors, Inc.	\$187,700.00

Based on Article 3 of the Bid Form, the award of the contract was determined by the lowest sum total of the Base Bid.

RECOMMENDATION:

Staff recommends authorizing the City Administrator to execute an agreement with UPI, LLC for the Clovernook Storm Sewer project, not to exceed \$167,359 with UPI, LLC. They are prequalified with the City of Glendale and have completed similar projects within the City within the past 5 years.

ACTION REQUESTED:

Motion to authorize the City Administrator to execute an agreement with UPI, LLC not to Exceed \$167,359 for the Clovernook Storm Sewer Replacement Project.

ATTACHMENTS:

- [Engineer Recommendation Letter](#)
- [Bid Tab](#)

SUBJECT: Authorization to Execute – Watermain Replacement Agreement with UPI, LLC, Not to Exceed \$1,468,620.50.

FROM: Charlie Imig, Director of City Services

MEETING DATE: June 10, 2024

FISCAL SUMMARY: STATUTORY REFERENCE:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$1,977,500
Budgeted Revenue:	N/A

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

BACKGROUND/ANALYSIS:

The City of Glendale 2024 budgeted \$1,473,500 and \$504,000 for watermain and roadway improvements, respectively. Both funding sources will be utilized to construct water main replacement and pavement improvements along W. Rochelle Avenue, N. Ardara Avenue, and W. Eula Court.

Please find listed below the bid results for the 2024 Glendale Water Main Replacement Project. The estimated engineering design and construction administration costs are \$267,5000 for this project.

	Total Base Bid Plus Awarded Alternates	Base Bid	Awarded Alternates	Rejected Alternates
1. UPI, LLC	\$1,468,620.50	\$1,251,382.00	\$217,238.50	\$270,800.50
2. American Sewer Services	\$1,666,358.00	\$1,427,459.00	\$238,899.00	\$432,500.00
3. Vinton Construction Co.	\$1,954,094.15	\$1,602,174.85	\$351,919.30	\$411,104.45

Based on Article 3 of the Bid Form, the award of the contract will be determined by the lowest sum total of the Base Bid and added Bid Alternates selected for award by the Owner. Alternates 2 and 4 are the most beneficial to the City of Glendale. Alternate 2 consists of open cut installation on private properties between W Eula Court and W River Park Lane. Alternate 4 consists of open cut installation of the water main along W Rochelle Avenue.

RECOMMENDATION:

Staff recommends awarding the 2024 Glendale Water Main Replacement contract to UPI, LLC for the Base Bid and Alternates 2 and 4 in the amount of \$1,468,620.50. UPI, LLC is prequalified with the City of Glendale and has successfully completed similar projects within the City within the past 5 years.

ACTION REQUESTED:

Motion to authorize the execution of an agreement with UPI, LLC for the 2024 Glendale Water Main Replacement project not to exceed \$1,468,620.50.

The project award shall be contingent on contractor submittal of substance abuse prevention program and contractor written safety program per City of Glendale Responsible Bidder Ordinance. Award of project Alternate 2 shall be contingent on the City of Glendale acquiring two required easements on private property.

ATTACHMENTS:

- [Engineer Recommendation Letter](#)
- [Bid Tab](#)

SUBJECT: Authorization to Execute – Professional Services Agreement with Ehlers, not to exceed \$14,000 for Tax Increment Financing Services for the properties generally known as 2510 West Good Hope Road, Parcels 100-998-4002, 100-998-4005, 100-998-4004 and 100-998-4003

FROM: Karl Warwick, City Administrator

MEETING DATE: June 10th, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS: New Land Construction is proposing a multi-family development at 2510 West Good Hope Road. As a result of the extraordinary costs for environmental clean-up, the developer is seeking the use of Tax Increment Finance (TIF) funds.

The agreement with Ehlers would fund the study to create the TIF District and to study whether the project meets the “but for” test. The agreement will be funded by the developer; however the City is the client performing the study. As a result, staff is asking for authorization to execute a professional services agreement with Ehlers, with the costs reimbursed by the developer.

Staff has been in discussion with Milwaukee County about the possibility of completing various public improvements with a portion of the TIF increment. If the County permits the City to complete these improvements, the City would be asked to fund 50% of the TIF Study, excluding the costs for the pro forma analysis. These proposed improvements include installation of a barrier curb to convert a lane of traffic to a bike lane and to replace the existing street lighting that is due for replacement.

RECOMMENDATION: Authorize the City Administrator to execute a professional services agreement with Ehlers for Tax Increment Finance studies, not to exceed \$14,000 with the cost of this agreement being reimbursed.

ACTION REQUESTED: Authorize the City Administrator to execute a professional services agreement with Ehlers for Tax Increment Finance studies, not to exceed \$14,000, with the City covering a portion of the costs if public improvements are funded by the TIF.

ATTACHMENTS:

1. [Professional Services Agreement](#)

SUBJECT: Referral to the Community Development Authority (CDA) of an amendment to a Planned Development District (PD) zoning at 2510 West Good Hope Road.

FROM: Meredith Perks, City Planner, Vandewalle & Associates

MEETING: Glendale Common Council

MEETING DATE: June 10, 2024

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	§§ 13.1.50

LAND DEVELOPMENT REFERENCE:

Land Use:	Multifamily Residential
Zoning:	PD
Target Investment Area:	N/A

BACKGROUND:

In 2019, the City approved a Planned Development District (PD) rezoning at 2510 West Good Hope Road for a multi-family residential project lead by New Land Enterprise. That project was not constructed, and New Land Enterprises has submitted updated project plans to amend/update the PD.

The 2019, the approved PD included a multifamily development of one apartment building of 48 units along the Good Hope Road frontage and 41 townhouse units in eight buildings of four to six townhouse units at the back of the site. In total, the PD approved 89 dwelling units with parking on the first floor of the apartment building as well as a surface lot and attached two-car garage parking for each townhouse unit. Development amenities included a community room,

fitness center, pet spa, on-site management offices, and a ¼ mile pedestrian path. The estimated hard construction costs at that time were \$13.4 million.

New Land Enterprises has reapproached the City with an updated development plan that requires the adoption of a new/amended PD. The current development proposal similar to the approved project from 2019 with a few modifications. The proposal is a multifamily development that consists of an apartment building along the Good Hope Road frontage with townhouse units behind. The current proposal is for 179 total units with 149 units in the apartment building and 30 townhouse units grouped in five buildings of five to eight townhouses each. The apartment building is in an L shape and will provide increased amenities to residents of both the apartments and townhouses, including inground pool, community club room, golf simulator, coworking space, 24-hour fitness center, pet spa, parcel room, bike parking, and on-site management offices. Units will be market driven and have high-end finishes, as outlined in the New Land PARC application narrative.

The proposed development consists of four tax parcels totaling 5.4 acres. No structures currently exist on the site, however its former use as a greenhouse will require environmental remediation of the site. New Land Enterprises is in discussion with the City to create a new Tax Increment Financing District (TID) to address the remediation of the site. The Common Council and the CDA will be required to review the proposed TID project plan and development agreement in the future.

Entry to the site will be from Good Hope and Range Line Road for circulation around and behind the apartment building to provide access to the entrance to the apartment building indoor parking area on the first floor (141 stalls), surface parking lot (74 stalls), and townhouse units (2 spots per unit in attached garages). Townhouse units will be positioned to have their front entrances facing a common walkway with vehicular access and attached garage access around the backsides of the units facing the surface parking and circulation. The on-site circulation roads and access driveways will be privately owned and maintained.

ANALYSIS:

The purpose of the [Planned Development District](#) in the Glendale Zoning Ordinance is “to encourage and provide means for effecting desirable and quality development by permitting greater flexibility and design freedom than that permitted under the basic district regulations and to accomplish a well-balanced, aesthetically satisfying city and economically desirable development of building sites.” The proposed density of this development does not conform with any existing City zoning districts and therefore a PD is required. The proposed update to the PD generally aligns with the previously approved project with an increase in overall units and greater amenities for the residential units. The proposed project generally aligns with the purpose of a PD. The multifamily development proposed is generally consistent with the [2040 Comprehensive Master Plan Future Land Use Map](#) (p. 52), which identifies a future land use of multifamily. A more detailed review is ongoing, and a full staff analysis and recommendation

will be provided at the time of the Community Development Authority (CDA) public hearing. Additionally, the project will require a CSM approval for the new combined parcel.

Proposed Rezoning Schedule

Public Meeting	Date
Common Council referral to CDA and call for Public Hearing	June 10, 2024
CDA Public Hearing and issue recommendation	TBD
Common Council decision on approval	July 22, 2024

The process to approve the TIF, would extend beyond these dates and that schedule would be provided upon the initiation of that process.

RECOMMENDATION:

Staff recommends the Council refer this item to the Community Development Authority for a public hearing regarding the proposed update of the Planned Development District at 2510 West Good Hope Road.

ACTION REQUESTED:

Motion to refer the proposed update of the Planned Development District at 2510 West Good Hope Road to the Community Development Authority and waive the Common Council Public Hearing

ATTACHMENT: [Site Plan](#)

SUBJECT: Resolution Authorizing the Submittal of a State Grant Application for a Municipal Flood Control Grant Project, Titled Sunny Point Acquisition – Phase IV

FROM: Karl Warwick, City Administrator

MEETING DATE: June 10th, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS: This year, the City applied for and has been tentatively awarded a DNR grant for floodplain mitigation to purchase and demolish structures in the floodplain, under a voluntary program. To receive the funds, the City is required to approve the enclosed Resolution, which would designate “City Administrator” as the signatory representative for this DNR Grant. The DNR Grant covers a portion of these project costs, with the Milwaukee Metropolitan Sanitary Sewerage District covering the remaining costs.

RECOMMENDATION: Adopt the enclosed Resolution.

ACTION REQUESTED: Adopt the enclosed Resolution.

ATTACHMENTS:

1. [Resolution](#)

SUBJECT: An Ordinance Allowing for Expanded Issuance of “Class C” Wine Licenses
FROM: Karl Warwick, City Administrator
MEETING DATE: June 10th, 2024

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	Wisconsin Act 73
Municipal Code:	7.2.4(b)

BACKGROUND/ANALYSIS: Wisconsin State Statutes were recently revised to eliminate the requirement that Class “C”, wine licenses require the applicant be a “restaurant” as defined by State Statute. For consistency purposes, staff is proposing an amendment to the City Code to remove a reference to this old State Statute.

RECOMMENDATION: Adopt the Ordinance to amend the City Code to remove a reference to restaurants in the regulations on Class “C” wine licenses.

ACTION REQUESTED: Adopt the proposed Ordinance.

ATTACHMENTS:

1. [Ordinance Amending 7.2.4\(b\)](#)