

CITY OF GLENDALE COMMON COUNCIL

Meeting Minutes

May 9, 2022

Regular meeting of the Common Council of the City of Glendale held in City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin and via Zoom conference call.

The meeting was called to order by Mayor Bryan Kennedy at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Ald. Tomika Vukovic, Jim Daugherty, John Gelhard, Phillip Bailey, and Steve Schmelzling. Absent: Ald. JoAnn Shaw.

Other Officials Present: Darrell Hofland, Interim City Administrator; Nathan Bayer, City Attorney; Mark Ferguson, Police Chief; John Fellows, Director of Community Development; Mustafa Emir, City Engineer; John Fuchs, CDA Counsel; Karl Warwick, Incoming City Administrator; and Megan Humitz, City Clerk.

PLEDGE OF ALLEGIANCE.

The members of the Common Council, City staff, and all those present pledged allegiance to the flag of the United States of America.

OPEN MEETING NOTICE.

Interim City Administrator Hofland advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, May 5, 2022, of the date of this meeting; that the Agenda was posted on the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the Agenda were made available to the general public in the Municipal Building and the Police Department; and those persons who requested, were sent copies of the Agenda.

PUBLIC HEARING: REQUEST TO REZONE 5812 (TAX PARCEL NUMBER 168-9981-000) AND 5820 (TAX PARCEL NUMBER 168-9980-001) NORTH GREEN BAY AVENUE FROM B-4 OFFICE-RESEARCH-SERVICE BUSINESS DISTRICT TO M-1 WAREHOUSE, LIGHT MANUFACTURING, OFFICE AND SERVICE DISTRICT.

Mayor Kennedy stated rezoning the 5812 and 5820 North Green Bay Avenue properties from B-4 Office-Research-Service Business District to M-1 Warehouse, Light Manufacturing, Office and Service District will provide for a uniform zoning classification for all of the lands located at the southeast corner of North Green Bay Avenue and West Civic Drive (refer to Aerial Photographic Exhibit Map), including the 1717 West Civic Drive property, and will provide for uniform zoning for a prospective redevelopment use of some of the lands. The Plan Commission voted to recommend the Common Council approve the zoning.

Mayor Kennedy opened the public hearing. Mayor Kennedy called three times for anyone on the Zoom call that wished to speak for public comment. Hearing no public comment, Ald. Gelhard made the motion to close the public hearing, seconded by Ald. Vukovic. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

Motion by Ald. Daugherty, seconded by Ald. Schmelzling, to approve the Ordinance to Rezone 5212 (Tax Parcel 168-9981-000) and 5820 (Tax Parcel Number 168-9980-001) North Green Bay Avenue from B-4 Office-Research-Service Business District

to M-1 Warehouse, Light Manufacturing, Office and Service District. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

PUBLIC COMMENT.

Rabbi Menachem Deren of the Chabad of River Hills spoke briefly on the Acts of Kindness Initiative, including the Resolution marking the April 12, 2022 Education and Sharing Day. The Rabbi spoke of the impact of education and our impact on others around us, as well as acts of random kindness becoming acts of routine kindness. Mayor Kennedy extended his appreciation for the work of the Chabad in the North Shore and Glendale..

CONSENT AGENDA.

I. File No.

Adoption of Minutes of Meeting held of April 25, 2022 and Approval of Accounts Payable.

Motion by Ald. Bailey, seconded by Ald. Vukovic, to adopt the Minutes of Meeting held on April 25, 2022 and approve Accounts Payable. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

NEW BUSINESS.

II. File No.

Discussion regarding participation in Milwaukee's Juneteenth Parade.

Mayor Kennedy stated Alderwoman Vukovic is requesting Common Council's consideration regarding the upcoming City of Milwaukee Juneteenth Observation/Celebration. This year is the 50th anniversary of the observation/celebration. Juneteenth is observed on June 19 each year commemorating the emancipation of enslaved African Americans back in 1865. Part of the Milwaukee observation/celebration is a parade (starting at 8 a.m.). In the past, Glendale officials have participated in the parade.

Ald. Vukovic stated in 2021, she walked the parade with Ald. Schmelzling and Mayor Kennedy. This year they would like to see an increase in participation from residents and extend the invitation to all members of the community and have invited the school board, as well. Mayor Kennedy will post the invitation on social media sites to encourage participation. Once the parade organizers have held their informational meeting in early June, Ald. Vukovic will share information related to parade date.

This item was for discussion purposes only. No action was taken.

III. File No.

Recommendation from Legislative, Judiciary & Finance Committee to approve the Application for Class "B" (beer) Retailer License, and "Class C" (wine) Retailer License Filed by Three Flags Bayshore LLC for Flip Flop Tiki Bar, located at 5715 North Bayshore Drive.

Mayor Kennedy stated the State of Wisconsin requires any business selling alcohol to have an Alcohol Beverage License. All other licenses have been approved for the current location and all background checks have been concluded by the City of Glendale Police Department. The

Legislative, Judiciary & Finance Committee held a meeting on May 9, 2022. The Legislative, Judiciary & Finance Committee recommended the approval of a Provisional Class “B” (beer) Retailer License, and Provisional “Class C” (wine) Retailer License filed by Three Flags Bayshore, LLC for Flip Flop Tiki Bar located at 5715 N. Bayshore Drive. The license area is the former Devon restaurant’s outdoor patio plus The Yard area. Three Flags Bayshore, LLC for Flip Flop Tiki Bar, meets all the statutory requirements to be issued a Provisional Class “B” and “Class C” license. Proposed agent, M. Eitel, was approved by the Police Department.

Motion by Ald. Schmelzling, seconded by Ald. Gelhard, to approve the Provisional Class “B” (beer) Retailer License, and Provisional “Class C” (wine) Retailer License Filed by Three Flags Bayshore, LLC for Flip Flop Tiki Bar, located at 5715 N. Bayshore Drive. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: Ald. Vukovic. Motion carried.

IV. File No.

Review and Action on Resolution to Create Tax Incremental District No. 9, Approving Its Project Plan and Establishing Its Boundaries.

Todd Taves, representative from Ehlers, gave a brief presentation and stated in late 2021, the City of Glendale was approached by a developer, Weas Development Company, who was interested in the redevelopment of several blighted properties at the southeast corner of North Green Bay Avenue and West Civic Drive. Weas Development Company has entered into agreements to purchase 6.37 acres for the planned 2022-2023 construction of a 109,000 square foot office and research building. The development is expected to result in the employment of 200 new employees in Glendale at this new building. A Tax Incremental District (TID) No. 9 Project Plan has been created by Ehlers, Waukesha, WI. The Project Plan identifies that the estimated taxable value (land and improvements) of the project is \$21.8 million.

The estimated total TID No. 9 project cost expenditures are approximately \$4.25 million of which:

- \$945,000 in public infrastructure projects
- \$3,100,000 in development incentives,
- \$80,000 in interest on long-term debt, and
- \$123,000 in administrative cost related to the creation and administration of the TID

The \$3.1 million in development incentives is intended to offset extraordinary costs associated with the impact of the site’s contaminated and unstable soils. The extraordinary costs involve the building construction, parking lot construction, stormwater management facilities, and removal and property management of contaminated soils. Without the TID projects and related costs including development incentives, the development would not occur. The economic benefits of the development are sufficient to compensate for the estimated project cost expenditures. The benefits outweigh the anticipated tax increments to be paid by the property owner in the district. At their meeting on April 20, the Joint Review Board reviewed the Project Plan. The Community Development Authority, at its April 20 meeting, held a public hearing and approved a Resolution Establishing the Boundaries of and Approving the Project Plan for TID No. 9. The Joint Review Board, at their May 26 meeting, are scheduled to review and take action on the TID No. 9 Project Plan.

Ald. Schmelzling questioned if the key factor is assessed value at end of construction period, how is that determined. Mr. Taves clarified that will be determined by the city assessor by law and assessment rule. The development agreement has a provision that if the value is less than agreed, there is a supplemental payment to be made to the City.

Ald. Daugherty questioned what the projected interest rate is anticipated to be. Mr. Taves clarified it is 4%.

Motion by Ald. Vukovic, seconded by Ald. Daugherty, to approve Resolution To Create Tax Incremental District No. 9, Approving Its Project Plan And Establishing Its Boundaries.. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

V. File No.

Review and Action on a Certified Survey Map for 1717 West Civic Drive and 5820 North Green Bay Avenue.

Interim City Administrator stated a Certified Survey Map (CSM) is proposed for the lands that include 1717 West Civic Drive and 5820 North Green Bay Avenue, comprising a total of 16.6263 acres or 724,246 square feet of land, in order to create two parcels of land. Proposed Lot 1 will include the existing Visa Lighting facility that will be 10.1617 acres or 442,643 square feet, and Lot 2 will be essentially vacant land that will be 5.8633 acres or 255,407 square feet. The Plan Commission recommended approval on March 1, 2022.

Motion by Ald. Bailey, seconded by Ald. Gelhard, to approve Certified Survey Map with requirements of payment of the \$205 administrative fee, making any required technical corrections to the document, and payment of City Engineer CSM technical review fees, and other required fees, if any, and recording of the document. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

VI. File No.

Review and Action on Development Agreement with Weas Development Company for the planned development of a 109,000 square foot office and research building at the intersection of W. Civic Drive and N. Green Bay Avenue.

Interim Administrator Hofland stated Weas Development Company has requested City approval of a planned development of a 109,000 square foot office and research building at the intersection of W. Civic Drive and N. Green Bay Avenue. The Community Development Authority, at its May 9 meeting, approved the site plan for the development. As part of the development approval, the Community Development Authority and the Common Council reviews and considers action on a development agreement. The development agreement was drafted by Redevelopment City Attorney John Fuchs.

Motion by Ald. Daugherty, seconded by Ald. Schmelzling, to approve the development agreement with Weas Development Company for the property located at the intersection of W. Civic Drive and N. Green Bay. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

VII. File No.

Review and Action on Purchase of Property at 4118 North Hubbard Street.

Interim Administrator Hofland stated at the February 21 Common Council meeting, the Council discussed negotiation strategies for the possible purchase of the property at 4118 N. Hubbard Street. The current residential property owner has reached out to the City as he is contemplating the sale of the property. Over the past several decades, the City has been acquiring property along N. Hubbard Street with the goal to reduce blight through redevelopment of the area consistent with the zoning district and consolidate/assemble small parcels into larger parcels to attract new development investment. The current Zoning District for the parcels on N. Hubbard Street is M-1 Warehouse, Light Manufacturing, Office and Service District.

The City Attorney was directed to follow up with the property owner for possible City purchase. The owners are willing to sell to the City on the following terms:

- \$135,000
- City covering closing costs, and
- City assuming responsibility for the full 2022 property tax bill.

The tax bill for 2021 was \$2,617.63. Factoring the anticipated time of closing, the City would essentially be forfeiting about half that amount. Closing costs are estimated at no more than \$3,000-4,000. Like other properties purchased by the City on N. Hubbard Street, the City will demolish all structures on the 4118 N. Hubbard Street property. Consequently, City Attorney Bayer is not recommending the need for any inspections. Also, as this is a residential property and not a former industrial site, no environmental concerns exist. Funding for this purchase would be allocated from the Capital Projects Funds – Property Acquisition (420-540.40-58097). No property acquisition expenditures (except for floodplain purposes) were budgeted in 2022. Sufficient fund balance exists in the Capital Projects Fund for this expenditure.

Motion by Ald. Vukovic, seconded by Ald. Gelhard, to approve the Authorization of City Attorney Bayer to proceed with the purchase of 4118 N. Hubbard Street for \$135,000 and the City cover closing costs.. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: None. Abstain: Ald. Shaw. Motion carried.

VIII. File No.

Review and Action on Diversity, Equity, and Inclusion Statement.

Mayor Kennedy stated one of Glendale 2040 Vision’s (Comprehensive Master Plan) core values is to “Promote Inclusion, Diversity, and High Quality of Life” by being “stronger and more resilient in 2040, the City of Glendale must promote diversity and inclusion in all areas of the community. From celebrating diversity through community events to promoting local businesses to expanding participation in the political process, the City of Glendale aims to be a more inclusive place in the future, whereas residents, regardless of background or neighborhood, enjoy high quality of Life.” As a follow-up, it is important for the City to advance this core value by approving a statement which addresses it. The Council was provided with the diversity, equity, and inclusion statement.

Ald. Bailey requested the addition of the word “expression” in addition to “gender identity” in both the Inclusion and Respect Statement and the Equity Statement, to appropriately represent the LGBT community.

Motion by Ald. Bailey, seconded by Ald. Schmelzling, to approve the Diversity, Equity and Inclusion Statement. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

IX. File No. _____

Discussion regarding Beekeeping within the City of Glendale.

John Fellows, Community Development Director, stated Staff has been requested to facilitate a discussion regarding the keeping of bees in the community. Beekeeping can occur at both a profession and hobbyist levels. In most urbanized areas, beekeeping occurs at a hobbyist level. To prepare for the discussion, staff provided a summary of a quick summary of a variety of communities’ status with regard to beekeeping, a summary of common best practices, as well as helpful links for more information.

Ald. Daugherty requested City staff bring forward an ordinance for review and approval. Mr. Fellows requested guidance from the Council for the direction of the ordinance, and has reached out to the Milwaukee Beekeepers Association who would be happy to speak at a future Council meeting on the topic.

Ald. Vukovic and Ald. Schmelzling stated a public hearing or opportunity for the public to comment on the topic would be recommended, in order to respond to feedback regarding the possibility of allowing beekeeping in the City and remaining transparent.

This item was for discussion purposes only. No action was taken.

X. File No. _____

Review and Approval of Bid for the 2022 Crestwood Drainage Program.

Dr. Mustafa Emir stated the bid results for the 2022 Crestwood Drainage Program came in with All-Ways Contractors, Inc. at \$156,934.00 and Zignego Company, Inc. at \$328,700.00. The estimated construction engineering costs are \$32,000 for this project. All-Ways Contractors, Inc is an established contractor in the area and has performed well on other similar construction projects in the City. All-Ways Contractors, Inc completed the 2021 Drainage Program for the City.

Motion by Ald. Daugherty, seconded by Ald. Bailey, to accept the low bid and award of contract All-Ways Contractors Inc for the base bid amount of \$156,934.00 for the 2022 Crestwood Drainage Program. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XI. File No. _____

Review and Approval of Bid for the 2022 Sidewalk Program.

Dr. Mustafa Emir stated the bid results for the 2022 Sidewalk Program Crestwood Drainage Program came in with the total base bids at: Primoris Electric, Inc. at \$31,975.00; Beardsley Concrete at \$32,375.00; DC Burbach, Inc. at \$40,865.00; and LaLonde Contractors at

\$62,854.50. The estimated construction engineering costs are \$7,500 for this project, and \$5,500 has been spent on project document and bid services. Primoris Electric, Inc may be new to the City of Glendale; however, has satisfactorily performed similar work. Past projects include WE Energies restoration repairs and work in local municipalities, such as in the City of West Allis. Additionally, Primoris Electric, Inc has received the 2022 Sidewalk program for the City of Port Washington. Upon review of their references, Primoris Electric, Inc. has been given satisfactory reviews from local municipalities and WE Energies for their communication and quality of work.

Mayor Kennedy clarified the recommendation is only for the base bid and not the base plus alternates. Dr. Emir stated only the base bid is needed at this time.

Motion by Ald. Gelhard, seconded by Ald. Schmelzling, to accept the low bid and award of contract to Primoris Electric, Inc. for the total base bid in the amount of \$31,975.00 for the 2022 Sidewalk Program project. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XII. File No.

Review and Approval Bid for the Interstate 43 Segment Watermain Replacement Project.

Dr. Mustafa Emir stated the bid results for the Interstate 43 Segment Watermain Replacement Project came in with total base bids at: UPI, LLC at \$2,336,957.00; American Sewer Services at \$2,405,712.00; Vinton Construction Co. at \$3,031,878.05; PTS Contractors, Inc. at \$3,179,000.00; Globe Contractors, Inc. at \$3,413,957.50; and Mid City Corporation at \$3,653,280.00. The estimated construction engineering costs are \$240,000.00 for this project. Part of this project is eligible for funding by the State. It is estimated that the State will reimburse \$807,487.65 of the project. UPI, LLC. is an established contractor in the area and has performed well on other similar construction projects in Glendale. UPI, LLC. completed the 2019 and 2020 Watermain Replacement projects for the City.

Ald. Daugherty questioned how likely it will be to get money reimbursed from the State. Dr. Emir stated if the project is approved, the reimbursement will be approved.

Ald. Schmelzling questioned the age of the current watermain line. Dr. Emir stated it is from approximately 1961, and is close to the end of the lifespan. With nearly 40% of the line being relocated because the surface is being changed, the recommendation is to do the watermain if the road is being affected.

Mayor Kennedy raised the question if the City is locked into the rates once approved. Dr. Emir clarified the unit prices are locked in, and the final price is determined at the end of the project.

Motion by Ald. Gelhard, seconded by Ald. Daugherty, to accept the low bid and award of contract to UPI, LLC. for the total bid base bid in the amount of \$2,336,957.00 for the Interstate 43 Segment Watermain Replacement project. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XIII. File No.

Review and Approval Bid for the 2022 Good Hope Road Watermain Replacement Project.

Dr. Mustafa Emir stated the bid results for the 2022 Good Hope Road Watermain Replacement Project came in with bid amounts of: Vinton Construction at \$93,905.00; Globe Contractors, Inc. at \$106,600.00; American Sewer Services at \$111,500.00; and Mid City Corporation at \$137,500.00. The estimated construction engineering costs are \$13,000 for this project. Vinton Construction is an established contractor in the area and has performed well on other similar construction projects in Glendale. Vinton Construction completed the 2019 Green Bay Avenue Watermain project for the City.

Ald. Schmelzling questioned if there could be cost sharing with the County because the work is being done at the same time. Dr. Emir clarified this project is not required and nothing is being done by the County to affect the watermain, therefore this is more of a preventative maintenance project being done in conjunction with a road closure.

Motion by Ald. Daugherty, seconded by Ald. Schmelzling, to accept the low bid and award of contract to Vinton Construction for the bid base in the amount of \$93,905.00 for the 2022 Good Hope Rd Watermain Replacement project. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XIV. File No.

Review and Approval of Revised State/Municipal Financial Agreement (SMFA) for a State-Let Highway Project ID: 1229-04-02/04/24/71/72/73/77 (I-43 North-South Freeway Corridor Project).

Dr. Mustafa Emir stated The Common Council originally approved a State/Municipal Agreement (SMA) for a State-Let Highway Project (I-43 North-South Freeway Corridor Project) at the July 13, 2020 meeting. Since then, there have been revisions and additions to that document. The Revised State/Municipal Financial Agreement (SMFA) for the aforementioned project was provided. This indicates the total cost distribution and the City responsibility of \$4,024,201. This is/was included in the 5-year CIP program for 2021 through 2023.

Ald. Gelhard requested clarification if the City responsibility could potentially be lower than anticipated. Dr. Emir stated that is a possibility.

Motion by Ald. Gelhard, seconded by Ald. Bailey, to approve Revised State/Municipal Financial Agreement (SMFA) for a State-Let Highway Project ID: 1229-04-02/04/24/71/72/73/77 (I-43 North-South Freeway Corridor Project) as presented.. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XV. File No.

Review and Approval of Revised State/Municipal Maintenance Agreement (SMMA) for a State-Let Highway Project ID: 1229-04-71/73/77 (I-43 North-South Freeway Corridor Project).

Dr. Mustafa Emir stated this State/Municipal Maintenance Agreement (SMMA) for a State-Let Highway Project (I-43 North-South Freeway Corridor Project) is a guarantee that the Municipality (Glendale) shall at its own cost and expense maintain all portions within the specified limits of this agreement that lie within its jurisdiction for such maintenance through statutory requirements in a manner satisfactory to the State and shall make ample provision for such maintenance each year. Upon completion of construction project, 1229-04-71, 1229-04-73, & 1229-04-77 the Municipality (Glendale) will assume all aforementioned maintenance responsibilities. This SMMA is tied to the State/Municipal Financial Agreement (SMFA), Project ID: 1229-04-02/04/24/71/72/73/77.

Motion by Ald. Gelhard, seconded by Ald. Schmelzling, to approve the State/Municipal Maintenance Agreement (SMMA) for a State-Let Highway Project ID: 1229-04-71/73/77 (I-43 North-South Freeway Corridor Project) as presented. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XVI. File No.

Review and Approval of Revised State/Municipal Quit Claim Deed by Utility (DT1661), Statement of Non-Reimbursement by Utility (DT2245) and Temporary Construction Easement Agreement (DT2216) for WisDOT I-43 North-South Project ID 1229-04-71.

Dr. Mustafa Emir stated There is a City of Glendale water easement on Parcel 16 at the corner of N Port Washington Road and W Bender Road/W Devon Street. The easement does not have facilities in it. The Wisconsin Department of Transportation (WisDOT) has purchased an area adjacent to and has obtained a temporary limited easement. The DT1661 – Quit Claim Deed by Utility will remove the easement from the WisDOT purchased area (now public right of way). The DT2216 – Temporary Construction Easement is an acknowledgement for Glendale that WisDOT will be performing work in an area that Glendale has an existing easement. The DT2245 – Statement of Non-Reimbursement by Utility document acknowledges that the City of Glendale will not be requesting compensation for Utility Parcel 541 Glendale Water Utility. The other Utility Agreement that is part another SMFA references a Utility Parcel of 641 representing the City of Glendale’s water facility that exists in the right-of-way and is eligible for compensation under state statute ss 84.295. Because this is an easement it follows a different state statute ss 84.09. Additionally, the City’s watermain that used to be within this easement, is being relocated and will be placed at another location as part of another project.

Ald. Daugherty requested clarification that this is the City of Glendale vacating the easement. Dr. Emir stated that is the purpose of the agreement.

Motion by Ald. Daugherty, seconded by Ald. Gelhard, to approve State/Municipal Quit Claim Deed by Utility (DT1661), Statement of Non-Reimbursement by Utility (DT2245) and Temporary Construction Easement Agreement (DT2216) for WisDOT I-43 North-South Project ID 1229-04-71 documents as presented. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XVII. File No.

Review and Approval of a Wisconsin Department of Transportation State/Municipal Finance Agreement (SMFA) with the City of Glendale (Sewer Municipal Utility

Agreement UA647 Utility ID 1229-04-49) for work associated with the relocation of existing City of Glendale sewer main facilities impacted by the proposed construction of the IH 43 North South Freeway Projects.

Dr. Mustafa Emir stated this agreement covers the compensable (90% State/10% Local) design, relocation, inspection, construction management, and City operations of work associated with the relocation of existing City of Glendale water main facilities impacted by the proposed construction of the following IH 43 North South Freeway Projects:

- 1229-04-71
 - City Glendale, N Port Washington Road (W Bender Road to W Daphne Road)
- 1229-04-73
 - I-43 North South Freeway (W Bender Road to W Brown Deer Road)
- 1229-04-77
 - City Glendale, N Green Bay Road (STH 57 Intersection with N Range Line Road)

Work performed under the above projects consists of pavement reconstruction and expansion of IH 43; reconstruction and expansion of North Port Washington Road, reconstruction of Jean Nicolet Road, reconstruction, and a traffic mitigation project at STH 57 and Range Line Road. All phases of the projects are being performed as one Let project to stage construction in a manner that will alleviate traffic congestion and perform the reconstruction work in a means that is most beneficial to the traveling public. All City of Glendale sewer design, main relocation, inspection, construction management, and City operations of work associated with the relocation of existing City of Glendale sewer main facilities impacted by the proposed construction of the IH 43 North South Freeway Projects listed above will be coordinated under Construction ID 1229-04-73. A State/Municipal Finance Agreement (SMFA) will be implemented to allow the Wisconsin Department of Wisconsin's (WisDOT) contractor to perform work for the City of Glendale during construction of the IH 43 projects listed above. The typical work to be performed during construction is sewer main relocation, sewer manhole adjustments and reconstruction of sewer manholes. The Utility Agreement will reimburse work performed by the City of Glendale or their agents for sewer design, inspection, and construction management. This work will be reimbursed 10% Local Share / 90% State Share per ss.84.295.

Motion by Ald. Bailey, seconded by Ald. Vukovic, to approve the Wisconsin Department of Transportation State/Municipal Finance Agreement (SMFA) with the City of Glendale (Water Municipal Utility Agreement UA647 Utility ID 1229-04-49) for work associated with the relocation of existing City of Glendale sewer facilities impacted by the proposed construction of the IH 43 North South Freeway Projects. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XVIII. File No.

Review and Approval of a Wisconsin Department of Transportation State/Municipal Finance Agreement (SMFA) with the City of Glendale (Water Municipal Utility Agreement UA646 Utility ID 1229-04-48) for work associated with the relocation of existing City of Glendale water main facilities impacted by the proposed construction of the IH 43 North South Freeway Projects.

Dr. Mustafa Emir stated This agreement covers the compensable (90% State/10% Local) design, relocation, inspection, construction management, and City operations of work associated

with the relocation of existing City of Glendale water main facilities impacted by the proposed construction of the following IH 43 North South Freeway Projects:

- 1229-04-71
 - City Glendale, N Port Washington Road (W Bender Road to W Daphne Road)
- 1229-04-73
 - I-43 North South Freeway (W Bender Road to W Brown Deer Road)
- 1229-04-77
 - City Glendale, N Green Bay Road (STH 57 Intersection with N Range Line Road)

Work performed under the above projects consists of pavement reconstruction and expansion of IH 43; reconstruction and expansion of North Port Washington Road, reconstruction of Jean Nicolet Road, reconstruction, and a traffic mitigation project at STH 57 and Range Line Road. All phases of the projects are being performed as one Let project to stage construction in a manner that will alleviate traffic congestion and perform the reconstruction work in a means that is most beneficial to the traveling public. All City of Glendale sewer design, main relocation, inspection, construction management, and City operations of work associated with the relocation of existing City of Glendale sewer main facilities impacted by the proposed construction of the IH 43 North South Freeway Projects listed above will be coordinated under Construction ID 1229-04-73. A State/Municipal Finance Agreement (SMFA) will be implemented to allow the Wisconsin Department of Wisconsin's (WisDOT) contractor to perform work for the City of Glendale during construction of the IH 43 projects listed above. The typical work to be performed during construction is sewer main relocation, sewer manhole adjustments and reconstruction of sewer manholes. The Utility Agreement will reimburse work performed by the City of Glendale or their agents for sewer design, inspection, and construction management. This work will be reimbursed 10% Local Share / 90% State Share per ss.84.295.

Motion by Ald. Gelhard, seconded by Ald. Daugherty, to approve the Wisconsin Department of Transportation State/Municipal Finance Agreement (SMFA) with the City of Glendale (Water Municipal Utility Agreement UA647 Utility ID 1229-04-49) for work associated with the relocation of existing City of Glendale sewer facilities impacted by the proposed construction of the IH 43 North South Freeway Projects. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XIX. File No. _____

Initial Review of the 2023-2027 Five Year Capital Improvement Program.

Interim City Administrator Hofland stated a copy of the planned Capital Improvement Program (CIP) for the years 2023 through 2027 was provided. It was requested that Council review the projects, particularly for the year 2023, in order that the final approval can be made and included in the projections for the 2023 Annual Program Budget. The overall requested 2023-2027 CIP has a total revenue and expenditure amount of \$28.6 million as compared to the approved 2022-2026 CIP amount of \$26.7 million.

Ald. Schmelzling questioned if there were things that fell off from year to year. Interim Administrator Hofland stated he was unaware of any items, only additions to the CIP.

This item was for discussion purposes only. No action was taken.

XX. File No.
Resolution Amending the 2022 Annual Program Budget.

Interim City Administrator Hofland stated since 2018, Welcome To Glendale Executive Director had been involved with the 4th of July Celebration and Music in the Glen events. Starting in 2021, the City's plan was for Welcome to Glendale to take the lead in fundraising and promoting these community events. Consequently, there was no 2021 or 2022 tax levy allocation, nor budgeted activity for these events in the City Budget. Discussions between the Mayor and Welcome to Glendale have resulted in the request to have the responsibility (including accounting) for 4th of July Celebration and Music in the Glen events moved back to the City of Glendale. The provided budget amendment would transfer \$40,000 of General Fund contingency funds to the Events Fund. The amendment will also provide the Events Fund with budgeted revenues and expenditures of \$53,500 to financially account for the 4th of July Celebration and Music in the Glen events in 2022. These changes make it necessary for the Council to approve a resolution amending the budget.

Motion by Ald. Gelhard, seconded by Ald. Daugherty, to adopt a Resolution Amending the 2022 Annual Program Budget. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

XXI. File No.
Review and Authorize filling of Human Resources Director position.

Interim City Administrator Hofland stated prior to the promotion of Rachel Safstrom to the City Administrator position, she served the Human Resources Director. Following her promotion, the position of Human Resource Director position was not refilled (since Ms. Safstrom held those skills and was able to continue to perform many of these responsibilities) but instead the City created the Payroll Benefit Specialist position. Since January 2022 when Ms. Safstrom left employment with the City, the Payroll Benefit Specialist has performed many of the Human Resources Director duties. Discussions have occurred between the Interim City Administrator, Deputy City Administrator and the future City Administrator regarding the needs of the city organization for human resources activities. The recommendation is to refill the Human Resources Director position. The current Payroll Benefit Specialist would be offered the Human Resources Director position.

The Payroll Benefits Specialist position is currently assigned to Pay Grade 10 and the vacant Human Resources Director position is assigned to Pay Grade 13 of the Classification Structure. In reviewing external salary survey information and reviewing internal comparables for the Human Resources Director position's responsibility, Pay Grade 13 is appropriate. The current Payroll Benefits Specialist's salary is \$68,028 (Step 4 of Pay Grade 10) and has held this position since February 2017. It is anticipated that the promotion would result in an assignment to Step 5 of Pay Grade 13 (\$79,974), effective January 1, 2022 when she took on the additional duties and responsibilities. The budgetary impact in 2022 for the change is \$13,636 including salary and benefits.

Ald. Daugherty questioned if the City is adding a new position. Interim Administrator Hofland clarified a new staff member will not be added to any position, the Human Resources Director will be upfilled by current staff and the Payroll Benefit Specialist position will be left vacant.

Motion by Ald. Schmelzling, seconded by Ald. Vukovic, to authorize the Interim City Administrator to fill the Human Resources Director position with retroactive pay to January 1, 2022. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried.

COMMISSION, COMMITTEE, BOARD, AND STAFF REPORTS.

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 Administrator update.

ADJOURNMENT.

There being no further business, motion was made by Ald. Vukovic, seconded by Ald. Daugherty, to adjourn the meeting. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried and adjournment of the Common Council was ordered at 7:27 p.m., until Monday, May 23, 2022, at 6:00 p.m.

Megan Humitz
City Clerk