

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

This meeting is in person, but will be broadcast over Zoom to  
accommodate residents with COVID concerns.

Join Zoom Meeting

<https://us02web.zoom.us/j/82781177295?pwd=S1djdzlRNGJPC0pgMERiMXREZjJWZz09>

Meeting ID: 827 8117 7295

Passcode: 703651

+1 312 626 6799 US (Chicago)

AGENDA—COMMON COUNCIL MEETING

Monday, December 6, 2021  
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 the agenda and are within the City's ability to regulate or control.
3. Presentation. North Shore Library Foundation for funding of a North Shore Library in the Village of Bayside.
  - a) Resolution Amending the Conditional Approval of Amended and Re-Stated Joint Library Agreement for the North Shore Library.
4. Consent Agenda:
  - a) Adoption of Minutes of Meeting held on November 22, 2021.
  - b) Approval of Accounts Payable.
  - c) Appointment of Election Inspectors.
  - d) Pay Application First and FINAL to MJ Construction for Payment on Lead Service Lateral Program.
5. Unfinished 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) Discussion on Potential Referendum for a possible Glendale Library.
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) Discussion and possible action for directing the City Attorney to file suit regarding 6801 N Ironwood Lane – Public Nuisance.
  - b) Discussion and possible action on proposal from Wisconsin Policy Forum for a study on Joint North Shore Police Services.
  - c) Review and Acceptance of the Wisconsin Department of Natural Resources Urban Forestry Grant (Glendale Ash Tree Management: Treatment, Replanting & Education Project).
  - d) Review and Possible Action on Consultant Agreement for City Administrator Recruitment.

- e) Discussion and possible action on potential Common Council meeting for December 20, 2021.
- 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 Administrator update.)
- 8. The Common Council will convene in Closed Session per Wis. Stats. §19.85(1)(c) to consider the employment, promotion, compensation, or performance evaluation data (Interim City Administrator Interviews) and Wis. Stats. §19.85(1)(e) to consider potential purchase of property (6373 N. Jean Nicolet Rd. – Glendale Library).
- 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.



5909 North Milwaukee River Parkway  
Glendale, WI 53209

---

**SUBJECT:** Resolution Amending the Conditional Approval of Amended and Re-Stated Joint Library Agreement for the North Shore Library.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 6, 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

**ATTACHMENTS:**

1. [Resolution Amending the Conditional Approval of Amended and Re-Stated Joint Library Agreement for the North Shore Library](#)

4A-4D  
12/6/2021

CONSENT  
AGENDA

- a) [Adoption of Minutes of Meetings held on November 22, 2021.](#)
- b) [Approval of Accounts Payable.](#)
- c) [Appointment of Election Inspectors.](#)
- d) [Payment 1 and FINAL to MJ Construction for the 2021 Lead Service Line Replacement Program.](#)



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:** December 6, 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 programming and expenses. The Council requested additional information on a what a tax rate increase looks like for operating and debt. Attached is an additional chart that shows the Operating and Debt Service.

Attached with this memorandum are two resolutions. The resolutions are consistent with the information provided from the League of WI Municipalities for formatting. They have also been reviewed by the City Attorney and Deputy Administrator. The increased requested for operational is 4.32% and for capital costs is 5.99% for a total of 10.31% increase in tax levy.

**RECOMMENDATION:**

For discussion only.

**ACTION REQUESTED:**

For discussion and informational purposes only.

**ATTACHMENTS:**

- [Resolution to exceed the levy limit for Construction of a Glendale Library](#)
- [Resolution to exceed the levy limit for Operation of a Glendale Library](#)
- [Taxation FAQ 8 from the League of WI Municipalities](#)
- [Draft Operational Budget](#)
- [Tax Rate Chart – Debt and Operational](#)



5909 North Milwaukee River Parkway  
Glendale, WI 53209

---

**SUBJECT:** Discussion and possible action for directing the City Attorney to file suit regarding 6801 N Ironwood Lane – Public Nuisance.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 6, 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 Attorney will provide information regarding 6801 N Ironwood Lane, and the potential for litigation as a public nuisance.

**RECOMMENDATION:**

Council will discuss and give City Attorney direction on moving forward.

**ACTION REQUESTED:**

**ATTACHMENTS:**

1. [Memo to Council from City Attorney](#)



5909 North Milwaukee River Parkway  
Glendale, WI 53209

**SUBJECT:** Discussion and possible action on proposal from Wisconsin Policy Forum for a study on Joint North Shore Police Services.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 6, 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:**

For many years that has been various discussions related to Joint North Shore Police Services. Though there has been some opposition, there are some benefits that could be attained with joint services including social services department, enhanced emergency response plans, additional resources for crime prevention, and ease of procedures (1 set of processes instead of 7) for North Shore Dispatch.

**RECOMMENDATION:**

Attached is a proposal from Wisconsin Policy Forum to conduct a study for consolidating the North Shore Police Departments.

**ACTION REQUESTED:**

Motion to approve staff working with Wisconsin Policy forum on a study at a cost not to exceed \$19,350.

**ATTACHMENTS:**

1. [Proposal from Wisconsin Policy Forum](#)



**SUBJECT:** Review and Acceptance of the Wisconsin Department of Natural Resources Urban Forestry Grant (Glendale Ash Tree Management: Treatment, Replanting & Education Project)

**FROM:** Charlie Imig, Director of Public Works

**MEETING DATE:** December 6, 2021

**FISCAL SUMMARY:**

Budget Summary:	Urban Forestry Grant
Budgeted Expenditure:	\$12,500
Budgeted Revenue:	\$12,500

**STATUTORY REFERENCE:**

Wisconsin Statutes:	§23.097(1g) and (1r)
Municipal Code:	N/A

**BACKGROUND/ANALYSIS:**

At the September 13, 2021 Common Council meeting, City Staff was authorized to submit an Urban Forestry Grant application to the Wisconsin Department of Natural Resources in the amount of \$25,000.

On November 18, 2021, City Staff was notified that the application for the “Glendale Ash Tree Management: Treatment, Replanting & Education” project has been selected to receive a 2022 Urban Forestry grant for \$12,500.00. This is a 50/50 cost-share grant.

Competition was high again this year. The WDNR received 59 grant applications totaling \$871,762.49. The Department has \$519,680.00 available for the 2022 Urban Forestry grant, allowing 42 grants to be awarded, covering 59.6% of the dollars requested.

The WDNR will continue to process the application with plans to provide a grant agreement on or before December 20, 2021. The project components and proposed budget will be reviewed for eligibility. Any necessary adjustments will be shared prior to drafting the agreement.

Additionally, the WDNR asks that Glendale please hold any news release related to this grant award until after; 1) you have received and signed your agreement, and 2) the DNR has issued, and shared with you, the statewide press release, which is scheduled for December 2021. Also, City Staff cannot make any purchases or start work related to this project until after the grant start date, January 1st, 2022, which will be noted the agreement.

**RECOMMENDATION:**

Staff recommends Acceptance of the Wisconsin Department of Natural Resources Urban Forestry Grant (Glendale Ash Tree Management: Treatment, Replanting & Education Project).

**ACTION REQUESTED:**

Motion to accept the Wisconsin Department of Natural Resources Urban Forestry Grant (Glendale Ash Tree Management: Treatment, Replanting & Education Project).

**ATTACHMENTS:**

- [WDNR 2022 Urban Forestry Grant Proposal Selection Letter](#)





**SUBJECT:** Review and possible action on Consultant Agreement for City Administrator Recruitment.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 6, 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 2016, the Common Council utilized GovHR for recruitment of City Administrator.

**RECOMMENDATION:**

Attached is information on two recruitment firms including pricing. Representatives from both firms will be available for questions at the meeting.

**ACTION REQUESTED:**

Motion to approve \_\_\_\_\_ to complete the recruitment process for City Administrator.

**ATTACHMENTS:**

1. [Proposal from GovHR](#)
2. [Proposal from Public Administration Associates](#)