

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

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AGENDA—COMMON COUNCIL MEETING

Monday, March 27, 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. Consent Agenda:
 - a) Adoption of Minutes: Meeting held on March 13th, 2023
 - b) Approval: Monthly Reports
4. Old Business
 - a) Discussion: We Energies Infrastructure and Proposed Infrastructure Improvements
5. New Business: (The public may speak to the Council prior to the beginning of deliberations on these items, provided they have notified their respective Alderperson or the Mayor in advance of this meeting).
 - a) Review and Approval: Resolution – No Mow Mother's Day
 - b) Review and Approval: Proclamation – Designating March as "Women's History Month" in the City of Glendale
 - c) Review and Approval: Revised Release and Settlement Agreement Between the City of Glendale, Milwaukee School of Engineering, Nicolet High School and Kummrow Automotive, LLC Regarding Foul Balls at Richard E. Maslowski Park
 - d) Review and Approval: Agreement to Provide Interim Finance Director Consulting Services with Public Administration Associates
 - e) Review and Approval: Professional Services Agreement with Zimmerman for a Police Station Utility and Space Study, not to Exceed \$20,200
 - f) Review and Approval: Agreement with Stark Pavement Corporation, not to Exceed \$212,397 for Various Pavement Repairs
 - g) Review and Approval: Budget Amendment for the Purchase of Brine Equipment, not to Exceed \$75,000
 - h) Review and Approval: Authorization to Submit Cost Participation Letter to the City of Milwaukee for the Installation of LED Lighting Fixtures on Good Hope Road, not to Exceed \$299,500
 - i) Review and Approval: Wisconsin Department of Transportation Traffic Mitigation Grant/Agreement for State Project ID: 1228-22-86 (I 43 Brown Street to Capitol Drive Rehabilitation) for signal timing improvements associated with the detour for this project for \$30,000

Upon reasonable notice, efforts will be made to accommodate the needs of
persons with disabilities.

- j) Review and Project Schedule: Highway Safety Improvement Program (HSIP) Grant for Improvements to Intersection of N. Green Bay Avenue and Good Hope Road
- 6. 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)
- 7. Adjournment.

3A-3B
3/27/2023

CONSENT AGENDA

- a) [Adoption of Minutes: Meeting held on March 13, 2023](#)
- b) [Approval: Monthly Reports](#)

SUBJECT: Discussion on We Energies Infrastructure

FROM: Karl Warwick, City Administrator

MEETING DATE: March 27, 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:

The City of Glendale continues to experience natural gas and electrical outages, after the City filed for a hearing with the Public Service Commission. A representative from WE Energies will field questions from the City Council and provide information on their infrastructure, including possible improvements to the system.

RECOMMENDATION:

For discussion purposes only.

ACTION REQUESTED:

No action required.

ATTACHMENTS:

None.

SUBJECT: No Mow Mother’s Day

FROM: Karl Warwick, City Administrator

MEETING DATE: March 27th, 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:

The City Council has been reviewing options this year for opportunities to create or expand pollinator-friendly habitats in the City. The City Council has discussed this item at several Council meetings, held a public forum and gathered input from residents. Based on this data, and as requested by the City Council, staff drafted a Resolution to establish an annual policy regarding pollinator friendly habitats.

The enclosed Resolution, if adopted, would suspend enforcement of Section 8.1.9(D)(11) of the City Code from May 1 to Mother’s Day (May 14) in 2023. Staff feels that “No Mow Mother’s Day” still creates a pollinator-friendly habitat for bees, but shortens the no mow time, which was a concern for some residents. It would also provide a little more flexibility to allow residents to become compliant with the City’s requirements on the length of grass. The Resolution also limits participation to residentially zoned properties and publicly owned as determined by the Director of Public Works. Staff feels that expanding the No Mow policy to non-residential areas could reflect negatively on the City as these properties are viewed by many driving through the City who may not be aware of our No Mow Policies. The Resolution also discourages the use of pesticides, herbicides that can have an effect on bee’s reproduction. It further encourages residents to obtain a permit to maintain up to two honeybee hives.

RECOMMENDATION:

Consider adopting the Resolution adopting “No Mow Mother’s Day” policies in the City of Glendale.

ACTION REQUESTED:

Motion to adopt a Resolution adopting “No Mow Mother’s Day” policy in the City of Glendale.

ATTACHMENTS:

1. [Resolution Regarding No Mow Mother’s Day](#)

SUBJECT: A Proclamation Designating the Month of March as “Women’s History Month” in the City of Glendale

FROM: Bryan Kennedy, Mayor

MEETING DATE: March 27, 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:

The attached proclamation is to acknowledge and celebrate the contribution of women and this proclamation calls upon the people of the City of Glendale to observe March as Women’s History Month with appropriate programs, ceremonies, and activities.

RECOMMENDATION:

Approve the proclamation.

ACTION REQUESTED:

Motion to approve the proclamation designating the month of March as “Women’s History Month” in the City of Glendale

ATTACHMENTS:

1. [Proclamation](#)

SUBJECT: Settlement and Release Agreement Regarding Foul Ball Issues at Richard E. Maslowski Park

FROM: Karl Warwick, City Administrator

MEETING DATE: March 27, 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:

In 2021, the City of Glendale was part of a settlement agreement with Kummrow Automotive, the Milwaukee School of Engineering (MSOE) and Nicolet High School. In that agreement, Kummrow agreed to release the City, MSOE, and Nicolet of liability from future claims if MSOE and Nicolet equally contributed towards improvements that would obstruct foul balls from hitting cars parked for repair or waiting for pick-up in their parking lot. The estimated cost for the improvements in 2021 were \$45,000 or \$22,500 for each MSOE and Nicolet. While the City was part of this Release and Settlement Agreement, the City was not part of the financial consideration.

The improvement has not been completed because the environmental factors were not taken into consideration when developing the costs for the improvement. Now, factoring in the environmental factors, the cost of the improvement is \$68,000. The new agreement would split the cost of the improvement by three, with a maximum cost to each party of \$22,666.66 (Section 3). This formula factors the City of Glendale into the financial share of the improvement. The agreement also binds Kummrow into completing the improvement within 120 days of the execution of the agreement by all parties (Section 4 & 5).

All parties have reviewed and generally approved the terms of the revised agreement and the timeline.

This was not a budgeted expenditure as the request for a revised agreement arose after the budget was adopted by the City Council.

RECOMMENDATION:

Approve the revised Release and Settlement Agreement regarding foul balls at Maslowski Park.

ACTION REQUESTED:

Motion to approve the Release and Settlement Agreement - Richard E. Maslowski Community Park – Foul Ball Issue as presented.

ATTACHMENTS:

1. [Release and Settlement Agreement](#)
2. [Kummrow Estimate](#)
3. [Plans for Improvement](#)

SUBJECT: Agreement to Provide Interim Finance Director Consulting Services with Public Administration Associates

FROM: Karl Warwick, City Administrator

MEETING DATE: March 27, 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:

The City of Glendale desires to enter into a consulting agreement for Interim Finance Director Services. Staff has reviewed various options for these professional services and recommends entering into a consulting agreement with Public Administration Associates (PAA). The City has previously entered into professional service agreements with PPA for Interim City Administrator and City Administrator Recruitment services.

RECOMMENDATION:

Authorize the execution of a Consulting Services Agreement with Public Administration Associates for Interim Finance Director Services.

ACTION REQUESTED:

Motion to authorize the City Administrator to execute an agreement with Public Administration Associates for Interim Finance Director Services.

ATTACHMENTS:

1. [Agreement to Provide Interim Finance Director Consulting Services](#)

SUBJECT: Police Station Renovation Architectural Work Scope Proposal
FROM: Mark Ferguson, Police Chief
MEETING DATE: March 27, 2023

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$20,200.00
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

The Police Station remodel is scheduled for architecture review/planning in 2023 with construction scheduled to commence in 2024. The City allocated \$150,000 for the cost of architecture review in the 5-Year Capital Improvement Program. The Police Station construction has also been included in the adopted 5-Year Capital Improvement Program for construction in 2024. To meet this objective and maximize the funds for this project, staff is asking the City Council to approve an agreement with Zimmerman Architectural Studios to conduct an initial study of the building systems and perform a space analysis. The systems study will help identify the location and costs of relocating the buildings utility systems that will be necessary with a re-designed building. The space analysis will help determine the highest and best use for the existing spaces and whether any building expansions are necessary. Based on preliminary discussions, it appears that the existing building can be repurposed, with maybe an exterior expansion to accommodate better workflow.

Zimmerman Architectural Studios designed the City Hall and the recently renovated areas of the Police Station. Zimmerman had preliminary designs developed for the Police Station prior to the complete station remodel being removed from the project. They have provided a proposal to update and complete a work scope study for the building renovation at a cost of \$20,200.

RECOMMENDATION:

Recommend approving Zimmerman Architectural Studios work scope proposal.

ACTION REQUESTED:

Motion to approve the Zimmerman Architectural Studios work scope proposal.

ATTACHMENTS:

1. [Zimmerman Architectural Studios Work Scope Proposal](#)

SUBJECT: Review and Approval of Bid for the 2023 Various Pavement Repair Program

FROM: Charlie Imig, Director of Public Works

MEETING DATE: March 27, 2023

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$225,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

Please find listed below the bid results for the 2023 Various Pavement Repair Program. The estimated construction engineering costs are \$45,000 for this project.

- | | |
|---------------------------|---------------|
| 1. Stark Pavement Corp.: | \$ 212,397.00 |
| 2. Wolf Paving Co., Inc.: | \$ 217,402.90 |
| 3. Payne & Dolan, Inc.: | \$ 320,540.85 |

The Capital Improvement Plan budgeted \$225,000 for Various Pavement Repairs in 2023. This project will repair various areas throughout the City that were identified to have compromised conditions that require permanent repairs. The sections have been combined into one bid.

The cost estimate includes construction, design engineering and construction inspection services.

In addition to the capital budget, Local Roads Improvement Program (LRIP) funding secured by the City is expected to be \$69,318.13. This amount will be used to assist in the construction costs for the 2023 Pavement Repair Program. The total cost of the project, including the low bidder and engineering services is \$257,397.

The allowable construction period for this project runs until September 1, 2023. Construction is expected to start in late June and continue until September 1st, 2023.

RECOMMENDATION:

Staff recommends awarding the 2023 Various Pavement Repair Program contract to Stark Pavement Corporation in the amount of \$212,397.00. Stark Pavement Corporation is an established contractor in the area and has performed well on other similar pavement repair construction projects in the City.

ACTION REQUESTED:

Motion to accept the low bid and award of contract to Stark Pavement Corporation for the base bid amount of \$212,397.00 for the 2023 Various Pavement Repair Program.

ATTACHMENTS:

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

SUBJECT: Review and Approval: Budget Amendment for Equipment Purchase in the 2023 Capital Improvement Program Budget – Brine Maker.

FROM: Charlie Imig, Director of Public Works

MEETING DATE: March 27, 2023

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$75,800
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

The 2023 Annual Program Budget was adopted on November 14, 2022. In 2022, the Common Council approved the purchase of two Plow Trucks with Wings for \$450,000. This equipment was to be purchased and delivered in 2023. Unfortunately, as part of ongoing supply chain issues, the City will only receive one cab and chassis in 2023 and the other, hopefully in 2024. The cost of one truck is estimated to be \$250,000, leaving \$200,000 available in the 2023 Budget.

Staff is asking the City Council to allocate \$75,000 from the unused Budget for the Plow Trucks to purchase new brine equipment that will reduce downtime, allow staff to make more brine and will reduce the staff time necessary to make brine. The current brine maker is limited in its production capacity, which affects performance because there is significant downtime to clean and maintain the current equipment.

Since the City purchased a brine maker in March of 2020, DPW has increased brine usage as part of our anti-icing program. The addition of brine has led to significant savings in labor hours, equipment usage and salt purchases. Since 2020, DPW has made over 155,980 gallons of brine. Glendale typically purchased 1,650 tons of salt and with the brine we anticipate purchasing 1,000 tons for 2023/2024, an estimated annual savings of \$46,800 (\$72/ton). This does not factor in the savings from labor and equipment usage and fuel.

After considering these limitations and reviewing options for a higher-level brine maker, staff is asking the City Council to approve a budget amendment to purchase a higher capacity, self-cleaning brine maker.

Additionally, the monies approved for the plow trucks with wings for 2023 (\$450,000) would then be used to purchase this unit. The remaining monies (\$125,000) would be carried to 2024 to purchase the other patrol truck, spreader box, plow, and wing.

The brine maker is a brand-new unit and would be purchased through a State bid, allowing for the lowest pre-bid price.

All totaled, if approved, staff would purchase the cab and chassis, spreader box, plow, wing, and brine maker for the amount of \$325,000 in 2023. This is the City's best estimate as staff will not know the actual

price of the plow truck until 120 days short of its build. The remaining \$125,000 of the already approved \$450,000 would then be carried over to 2024 for another plow truck with spreader, plow, and wing.

RECOMMENDATION:

Staff is recommending Review and Approval Change of Equipment Purchase in the 2023 Capital Improvement Program Budget – Brine Maker and Carry Over of Approved Monies into 2024.

ACTION REQUESTED:

Motion to approve the 2023 Budget Amendment for the purchase of a Brine Maker not to exceed \$75,000.

ATTACHMENTS:

None.

SUBJECT: Consideration of Cost Participation with the City of Milwaukee for the Installation of Permanent Lighting with LED Fixtures along the Segment of West Good Hope Road between the Railroad Crossing and West Range Line Road

FROM: Charlie Imig, Director of Public Works

MEETING DATE: March 27, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	\$163,000.00
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

As part of a Milwaukee County Bridge Replacement at Good Hope Road over the Milwaukee River (adjacent to Strattec, 3333 West Good Hope Road), there was required removal of eight streetlight poles, concrete bases, conduit, and cable in the median island. The impacted streetlight poles were in both the City of Milwaukee and City of Glendale.

To avoid the area becoming dark, the City of Milwaukee is proposing to relocate the poles from the median island to the north and south terrace area permanently and run new underground infrastructure prior to the construction in 2022. The original amount that the Common Council approved for this project at the June 28, 2021, meeting was \$136,500. At that time, Milwaukee did not anticipate the high inflation rates seen in the last several years. The project is now anticipated to cost Glendale \$299,500, an increase of \$163,000.

To start the design process to meet the construction schedule, the City of Milwaukee is asking the City of Glendale to provide a commitment letter as soon as possible for the additional expenses related to the project.

Without cost participation from City of Glendale, the City of Milwaukee has previously written that they may choose to remove the lighting from the segment on West Good Hope Road between the railroad crossing and West Range Line Road. As a result, the remaining streetlights on the south side of West Good Hope Road will remain unlit as the existing underground conduit and cable will not be reconnected during the construction phase.

RECOMMENDATION:

Staff is recommending that the City of Glendale agree to cost participate with the City of Milwaukee for the installation of permanent lighting with led fixtures on West Good Hope Road between the railroad crossing and West Range Line Road.

The additional commitment of \$163,000 for the installation of the permanent lighting is not budgeted. However, there are three major Glendale businesses that rely on that lighting for the safety of their employees and patrons. Previously, staff received several calls from the Aurora Medical Complex expressing concern that the area was dark.

ACTION REQUESTED:

Motion to authorize the Director of Public Works issue a cost participation letter to the City of Milwaukee for the installation of permanent lighting with LED fixtures on West Good Hope Road between the railroad crossing and West Range Line Road, not to exceed \$299,500. The exact cost will be determined by bidding and the City's share will be adjusted based on the bid price. With that, the City's share cannot exceed the amount listed in the memorandum.

ATTACHMENTS:

1. [City of Milwaukee Engineer's Letter](#)

SUBJECT: Review and Approval of Wisconsin Department of Transportation Traffic Mitigation Grant/Agreement for State Project ID: 1228-22-86 (I 43 Brown Street to Capitol Drive Rehabilitation) for signal timing improvements associated with the detour for this project for \$30,000

FROM: Charlie Imig, Director of Public Works

MEETING DATE: March 27, 2023

FISCAL SUMMARY:

Budget Summary:	Mitigation Grant
Budgeted Expenditure:	\$30,000
Budgeted Revenue:	\$30,000

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

The Wisconsin Department of Transportation would like to enter into an agreement with the Department of Public Works (DPW) to provide funds for traffic mitigation impacts related to the I-43 Brown Street to Capitol Drive Rehabilitation Project. Funds will be used to reimburse DPW for signal timing improvements associated with the detour for this project. Funding amount is \$30,000 for 2023-2024. The Common Council has already approved similar agreements for other WisDOT projects.

RECOMMENDATION:

Staff recommends approval of the Agreement between the Wisconsin Department of Transportation and the Glendale Department of Public Works for 2023-2024 Traffic Mitigation related to the I-43 Brown Street to Capitol Drive Rehabilitation Project.

ACTION REQUESTED:

Motion to approve the Wisconsin Department of Transportation Traffic Mitigation Grant/Agreement for State Project ID: 1228-22-86 (I 43 Brown Street to Capitol Drive Rehabilitation).

ATTACHMENTS:

- [Agreement between the Wisconsin Department of Transportation and the Glendale Department of Public Works for 2023-24 Traffic Mitigation related to the I-43 Brown Street to Capitol Drive Rehabilitation Project](#)
- [Agreement for Engineering Services](#)
- [Detour Route Maps](#)

SUBJECT: Review of Wisconsin Department of Transportation North Green Bay Avenue Intersection Improvement Project Costs (ID 265-02-71)

FROM: Charlie Imig, Director of Public Works

MEETING DATE: March 27, 2023

FISCAL SUMMARY:

Budget Summary:	
Budgeted Expenditure:	\$530,083.60
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

In July of 2019, the City Council reviewed and approved a general grant award for Highway Safety Improvements (HSIP) for three improvement projects to Good Hope Road and Green Bay Avenue, the Silver Spring Corridor and the I-43 Silver Spring and Port Washington Study. These items were presented to the City Council as one item with a local match estimate of \$289,581 for 2.8 million in improvements for all projects.

The Wisconsin Department of Transportation recently bid improvements to the intersection improvements for the portion of the project for the Green Bay Avenue and Good Hope Road Intersection Improvements. The lowest bid for the project was \$1.34 million for a total project cost of \$1,560,417.60, including design and construction engineering. Glendale’s local share of this project is \$530,083.60. In 2022, WISDOT indicated that the City’s local share was estimated at \$331,655.

The agreement for this grant and the funding commitment for these projects was executed in 2019. Because of this previous commitment by the City to these projects, we were required to move forward with this project, despite the increased local share from what was provided to the City Council in 2019 and further increased from the estimate provided to staff in 2022.

The project is scheduled to commence on April 15th and construction is expected to conclude September 15th.

The purpose of this agenda item is to inform the City Council of the increased cost to the City and to inform the City Council of the construction schedule.

RECOMMENDATION:

Discuss and review the data provided for the project cost and schedule.

ACTION REQUESTED:

No action required.

ATTACHMENTS:

1. [Map of Improvements](#)
2. [Division of Transportation Letter, February 2023](#)
3. [Division of Transportation, Estimate of Costs, March 2023](#)
4. [Division of Transportation, Project Agreement Acceptance](#)