

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

*Join Zoom Meeting

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Meeting ID: 954 5991 3672

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AGENDA—COMMON COUNCIL MEETING

Monday, June 26, 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 June 12, 2023
 - b) Approval: Monthly Reports
 - c) Approval: 2023 Used Vehicle Dealer's and Secondhand/Pawnbroker's License Applications
4. 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 Ethan Zentner for being awarded the prestigious US Presidential Scholars award.
 - b) Review and Possible Action: Proclamation recognizing Debesh Mazumdar for 27 Years of Service to the City of Glendale as the Glendale Board of Health Representative.
 - c) Review and Possible Action: National League of Cities Out of State Travel Request for Tomika Vukovic, not to exceed \$2,500.
 - d) Review and Possible Action: National League of Cities Out of State Travel Request for Mayor Kennedy, not to exceed \$2,500.
 - e) Review and Possible Action: Confirmation of Executed Letter of Engagement with Lauterbach and Amen for Financial Management Services.
 - f) Review and Possible Action: Alcohol Beverage License Applications for the period July 1, 2023 through June 30, 2024.
5. 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)
6. 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.

3A-3C
6/26/2023

CONSENT AGENDA

- a) [Adoption of Minutes: Meetings held on June 12, 2023](#)
- b) [Approval: Monthly Reports](#)
- c) [Approval: 2023 Used Vehicle Dealer's and Secondhand/Pawnbroker's License Applications](#)

SUBJECT: A Proclamation Recognizing Ethan Zentner for Being Awarded the Prestigious U.S. Presidential Scholars Award.

FROM: Bryan Kennedy, Mayor

MEETING DATE: June 26, 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 recognizes and Ethan Zentner for his exceptional academic accomplishments and his recent honor of receiving the U.S. Presidential Scholars award.

RECOMMENDATION:

Approve the Proclamation.

ACTION REQUESTED:

Motion to approve the Proclamation recognizing Ethan Zentner for Being Awarded the Prestigious U.S. Presidential Scholars Award.

ATTACHMENTS:

1. [Proclamation.](#)

SUBJECT: A Proclamation Recognizing Dr. Debesh Mazumdar for his 27 Years of Service to the City of Glendale.

FROM: Bryan Kennedy, Mayor

MEETING DATE: June 26, 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 recognizes and thanks Dr. Debesh Mazumdar for his 27 years of exceptional service to Glendale.

RECOMMENDATION:

Approve the Proclamation.

ACTION REQUESTED:

Motion to approve the Proclamation recognizing Dr. Debesh Mazumdar for his 27 Years of Service to the City of Glendale.

ATTACHMENTS:

1. [Proclamation.](#)

SUBJECT: Out-of-State Travel Request – Tomika Vukovic
FROM: Karl Warwick, City Administrator
MEETING DATE: June 26, 2023

FISCAL SUMMARY:

Budget Summary:	Council Allowances
Budgeted Expenditure:	\$2,500.00
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

Out-of-State travel for staff and Alderpersons on City time or with City funding is approved by the Council. Tomika Vukovic is requesting to attend the National League of City Convention in Atlanta, GA.

RECOMMENDATION:

There is sufficient funding in the Mayor/Council Allowances budget for 2023.

ACTION REQUESTED:

Motion to authorize Alderperson Tomika Vukovic to attend the National League of Cities Convention, at a cost not to exceed \$2,500.

ATTACHMENTS:

None.

SUBJECT: Out-of-State Travel Request – Mayor Kennedy
FROM: Karl Warwick, City Administrator
MEETING DATE: June 26, 2023

FISCAL SUMMARY:

Budget Summary:	Council Allowances
Budgeted Expenditure:	\$2,500.00
Budgeted Revenue:	

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

Out-of-State travel for staff and Alderpersons on City time or with City funding is approved by the Council. Mayor Kennedy is requesting to attend the National League of City Convention in Atlanta, GA.

RECOMMENDATION:

There is sufficient funding in the Mayor/Council Allowances budget for 2023.

ACTION REQUESTED:

Motion to authorize Mayor Kennedy to attend the National League of Cities Convention, at a cost not to exceed \$2,500.

ATTACHMENTS:

None.

SUBJECT: Financial Management Service Letter of Engagement

FROM: Karl Warwick, City Administrator

MEETING DATE: June 26, 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 has been going through the process to fill the vacant Finance Director position. The recruitment has not fielded a candidate for this position. Concurrently, the City has been discussing a contractual arrangement for these duties. As a result of these conversations, the City identified Lauterbach and Amen is an independent accounting and management consulting firm that perform financial management services for both public and private entities.

The attached Letter of Engagement provides an hourly rate for services. Under this agreement, Lauterbach and Amen and the City will be implementing a plan to create structures for financial management processes. We will also identify the appropriate level of services to bring back a more defined agreement for consideration in the future.

RECOMMENDATION:

Confirm the City Administrator's execution of the Letter of Engagement with Lauterbach and Amen for Financial Management Services.

ACTION REQUESTED:

Confirm the City Administrator's execution of the Letter of Engagement with Lauterbach and Amen for Financial Management Services.

ATTACHMENTS:

1. [Executed Letter of Engagement](#)

SUBJECT: Renewal Alcohol Beverage License Applications for the period July 1, 2023, through June 30, 2023.

FROM: Megan Humitz, City Clerk

MEETING DATE: June 26, 2023

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	Chapter 125
Municipal Code:	7.2

BACKGROUND/ANALYSIS:

The State of Wisconsin requires all Alcohol Beverage Licenses be renewed every year prior to July 1. All licenses before the Council have been approved for location, and all background checks have been concluded by the City of Glendale Police Department.

The following applicants currently have unabated issues with the NSFD. If the issues are not corrected by midnight on June 30, 2023, the business will not be allowed to sell alcohol and the Glendale Police Department will enforce this restriction.

Everest Café, LLC	206 W Silver Spring Drive
Bayshore Entertainment, LLC	5800 N Bayshore Drive
Buchanan’s Entertainment MKE, LLC	5750 N Bayshore Drive

RECOMMENDATION:

Staff recommends approval of the 2023 Renewal Alcohol Beverage Licenses applications, contingent on all outstanding NSFD issues being abated by June 30, 2023.

ACTION REQUESTED:

Motion to approve the 2023 Renewal Alcohol Beverage Licenses applications as presented.

ATTACHMENTS:

- [List of Alcohol License Renewal Applicants.](#)
- [License Type Explanation.](#)