

**CITY OF GLENDALE COMMON COUNCIL**

Meeting Minutes

April 24, 2023

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, Steve Schmelzling, and JoAnn Shaw. Absent: None.

Other Officials Present: Karl Warwick, City Administrator; Nathan Bayer, City Attorney; John Fellows, Community Development Director; Mark Ferguson, Police Chief; 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.

City Administrator Warwick advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, April 20, 2023, 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.

ANNUAL ORGANIZATIONAL MEETING (WIS. STAT. §62.09).

I. File No. \_\_\_\_\_

Annual Review of Council Operation Procedures (Ordinance 2.2.16(f)).

The Council reviewed Ordinance 2.2.16(f). This item was for informational purposes only.

II. File No. \_\_\_\_\_

Election of Common Council President.

State Law requires the members of the Common Council to elect one of their members as Council President. The Council President acts in the absence of the Mayor, however the position has no appointive or veto authority.

Ald. Gelhard nominated Ald. Daugherty, who accepted the nomination. Mayor Kennedy asked three times if there were any other nominations. No other nominations were received.

Motion was made by Ald. Gelhard, seconded by Ald. Schmelzling to close nominations. In a roll call vote, there were six votes for Ald. Daugherty. Ald. Daugherty was elected Council President for 2023-2024 by open vote.

III. File No. \_\_\_\_\_

2022-2023 Common Council Standing Committee Appointments.

Motion was made by Ald. Gelhard, seconded by Ald. Bailey, to approve the appointments submitted by the Mayor. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried unanimously.

IV. File No. \_\_\_\_\_

Appointments to Various City Committees, Commissions and Boards.

Mayor Kennedy stated the Architectural Review Board was dissolved, and he reappointed all members who were

interested in continuing to serve to different committees. The other committees, commissions and boards have remained largely the same from the previous appointments.

Motion was made by Ald. Gelhard, seconded by Ald. Bailey, to confirm the appointments to the various City committees, commissions and boards as submitted. Ayes: Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried unanimously.

PUBLIC COMMENT.

No public comment.

CONSENT AGENDA.

V. File No.

Adoption of Minutes from Meeting held on April 10, 2023, Approval of Monthly Reports, and Approval of Resolution Setting the Time and Date of the First 2023 Board of Review Meeting.

Motion by Ald. Schmelzling, seconded by Ald. Daugherty, to Adopt Minutes from Meeting held on April 10, 2023, Approval of Monthly Reports, and Approval of Resolution Setting the Time and Date of the First 2023 Board of Review Meeting was approved. Ayes: Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried unanimously.

NEW BUSINESS.

VI. File No.

Editors for the 75<sup>th</sup> Anniversary Book

Mayor Kennedy stated as we prepare to celebrate our 75<sup>th</sup> Anniversary as a city in 2025, the city has held two community meetings. There are many groups and representatives that are working to gather photos, documents, and other historical items. The recommended individuals will oversee the compiling of the histories into a new 75<sup>th</sup> anniversary history of Glendale.

Motion by Ald. Gelhard, seconded by Ald. Bailey, to appoint Amanda Seligman, Kim Hernandez, Martha Bergland, and Nancy Herrick as the Editors of the 75<sup>th</sup> Anniversary Book was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

IV. File No.

Acceptance of donation of a Utility Terrain Vehicle (UTV) from Port Yamaha for the Glendale Police Department

Chief Ferguson stated the police department has received an offer from Port Yamaha for a Utility Terrain Vehicle (UTV) at no cost. The dealership is offering a Yamaha Wolverine RMAX2 XT-R, through the Yamaha Loan Program. The UTV would be loaned to the police department for one year. Each year the program is reviewed by the police department and the dealership. If both parties want to continue the partnership the old UTV is returned and a new UTV is loaned for another year. In return for the UTV loan, they request that we attach two decals recognizing Port Yamaha's donation. The UTV is valued at \$25,199. The department is responsible for any damage beyond normal wear and tear and for providing insurance. The UTV can be insured under the City's existing policy at no additional cost. Expected expenditures for the UTV would be approximately \$630 - \$250 for maintenance, \$325 for three helmets, and \$55 for police graphics. All costs would be covered under the current police department budget. Officers selected to operate the UTV would be required to take an on-line safety course. The safety course costs \$36 per operator and would be covered under our training budget. We do not anticipate adding any additional equipment. Some of the uses for the UTV would be to access remote areas to reach victims or crime scenes, patrol the Oak Leaf Trail and park trails, special events and community relations. We would review the program annually to determine its value to the police department and community. Glendale Ordinance 10.4 adopts State Statute 23.33 governing all-terrain vehicles. The City is exempt from any registration requirements. Should the Council approve the loan program, we would need to amend ordinance 10.4.4(c)(2) to include public safety vehicles for exception to off-road operation prohibition. Currently the ordinance only allows exception for authorized maintenance vehicles. This UTV is considered one of the quieter UTV's available.

Motion by Ald. Daugherty, seconded by Ald. Gelhard, to accept the donation of a Utility Terrain Vehicle (UTV) from Port Yamaha for the Glendale Police Department was approved. Ayes: Ald. Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: Ald. Vukovic. Absent: None. Abstain: None. Motion carried.

VIII. File No.  
Approval of Bid for the 2023 Sidewalk Program

Administrator Warwick stated the bid result for the 2023 Sidewalk Program were provided and estimated engineering design and construction inspection costs are \$8,500 for this project. Primoris Electric, Inc. had a total bid of \$58,120.00; LaLonde Contractors, Inc. had a total bid of \$134,824.00. Staff recommends awarding the contract to Primoris Electric, Inc., which is an established contractor in the area and completed the 2022 Sidewalk Program for the City of Glendale last year.

Motion by Ald. Vukovic, seconded by Ald. Schmelzling, to accept the low bid and all alternates and award of contract to Primoris Electric, Inc. in the amount of \$58,120.00 for the 2023 Sidewalk Program was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

IX. File No.  
Resignation Agreement and Release Between the City of Glendale and Shawn Lanser

Administrator Warwick stated the City Council is being presented with a Resignation and Release agreement with former Deputy City Administrator Shawn Lanser. The terms of the agreement have been reviewed and approved by Labor Attorney, Brian Waterman.

Motion by Ald. Vukovic, seconded by Ald. Daugherty, to authorize the City Administrator to execute the Resignation and Release Agreement with Shawn Lanser was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

X. File No.  
Finance Director Executive Search Agreement with Public Administration Associates

Administrator Warwick stated Public Administration Associates has presented the City a professional services agreement for an executive search for a Finance Director. The agreement provides executive search services for a cost of \$12,900 with an anticipated ninety-day recruitment process. PAA has performed similar services for the City of Glendale and many other municipalities in the State of Wisconsin.

Motion by Ald. Gelhard, seconded by Ald. Schmelzling, to authorize the City Administrator to execute the Municipal Executive Search Services Agreement with Public Administration Associates, not to exceed \$12,900, was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

XI. File No.  
Discussion and consideration of a recommendation from the Planning Commission regarding a certified survey map (CSM) for the proposed Johnson Controls Engineering Center, to be owned and developed by Weas Development, at 2100 W. Florist Ave. and 6100 N. Baker Rd., with a future address of 2022 W. Florist Ave, in an M-1 Warehouse, Light Manufacturing, Office and Service District, Tax Key Numbers 160-9017-000, 160-9022-001.

Director of Community Development, John Fellows, stated Weas Development was founded in 1997 by Douglas Weas and is headquartered in the City of Milwaukee's Historic Third Ward. The firm advertises it has developed 2.2 million square feet of real estate worth more than \$330 million in real estate value. In the City of Glendale, a recent facility Weas Development has overseen is the 4644 N. Port Washington Rd. medical facility occupied by Ascension Medical Group. Johnson Controls International (JCI) was founded as the Johnson Electric Service Company in

Milwaukee in 1885. For much of its history it was known as the Johnson Service Company and rebranded as Johnson Controls in 1974. The firm specializes in climate control, facility management, and fire alarms and suppression. Johnson Controls has had a campus in Glendale since the completion of its facility at 5757 N. Green Bay Ave. in 1967. It is presently headquartered in Cork, Ireland. Weas Development proposes developing the JCI Engineering Center. Weas Development's 2022 Florist, LLC would own the property with JCI becoming a long-term tenant at the three parcels presently addressed as 2100 W. Florist Ave. and 6100- 6120 N. Baker Rd., and will be assigned an address of 2022 W. Florist Ave. Weas Development is working toward merging the two parcels of 2100 W. Florist Ave and 6100 N Baker Rd. 6120 N Baker (TMN 1609024000) will remain at this time a separate parcel.

Motion by Ald. Daugherty, seconded by Ald. Shaw, to approve a Certified Survey Map for the proposed Johnson Controls Engineering Center, to be owned and developed by Weas Development, at 2100 W. Florist Ave. and 6100 N. Baker Rd., with a future address of 2022 W. Florist Ave., in an M-1 Warehouse, Light Manufacturing Office and Service District, Tax Key Numbers 160-9017-000, 160-9022-001, subject to the applicant addressing the concerns of the City Engineer prior to signature and recording, was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

XII. File No.

Discussion and consideration of a recommendation from the Planning Commission regarding a Certified Survey Map, for Glendale Partners, LLC (Brian Monroe), 4205 North Port Washington Road, M-1 Warehouse, Light Manufacturing, Office, and Service zoning District, Industrial Land Use Classification, Tax Key Number 243-90002-000.

Director of Community Development, John Fellows, stated Glendale Partners, LLC, returned to the Plan Commission with a request for multiple refinements to the previously approved Certified Survey Map (CSM). The requested changes included adding a nominal land area from the property to the north, allowing an ingress-egress easement over the Glendale Partners ingress-egress lane, and two Outlots, one of which is contemplated to provide for a mobile wireless antenna structure, the other which is contemplated as a billboard placement. The proposal for the two Outlots has been framed as future site elements that the property owner will come back to the City of Glendale in the future for City of Glendale reviews and approvals. Staff do not object to the proposed addition of a nominal land area to the Glendale Partners, LLC, property from the property to the north. The proposed ingress-egress easement is not anticipated to be problematic in terms of the overall functionality of either of the two properties or in relation to North Port Washington Road. In addition, the CSM notes an easement area for the Beer Line Trail. A future easement to allow for the alignment from the southern property boundary to the DOT tunnel will need to be coordinated in the near future once the location of the trail and the wireless communication structure has been determined.

Motion by Ald. Bailey, seconded by Ald. Gelhard, to approve a Certified Survey Map for Glendale Partners, LLC (Brian Monroe), 4205 N. Port Washington Rd., M-1 Warehouse, Light Manufacturing, Office, and Service zoning District, Industrial Land Use Classification, Tax Key Number 243-90002-000, with the requirement of making all corrections requested by the City Attorney and/or Engineer prior to recording, was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

XIII. File No.

Discussion and consideration of an ordinance amending Title 15, Chapter 6 "Regulation of Signs, Billboards, and other Advertising Media" and Creating Title 7, Chapter 23 "Bill Posting Business License" of the Code of General Ordinances of the City of Glendale.

Glendale resident Robert Cronwell, 7530 N. Applewood Lane, brought concerns regarding Scribner's errors to the amended ordinance. Attorney Bayer clarified these errors will be resolved by Municode during their codification process. Mr. Cronwell also raised concerns regarding the political sign section of the ordinance, and the lack of a limitation on the size or number of signage, not only on residential properties but commercial properties as well. Mayor Kennedy stated the Wisconsin state statutes prohibit municipalities from placing restrictions on election signage. Lastly Mr. Cronwell raised concerns regarding the residential message sign section of the ordinance, and the size requirements stated, which appear to be smaller than typical signage and wondered if this was the intended restriction. Mayor Kennedy

stated City staff will verify the size requirements are as they should be, and reminded everyone that concerns are brought to the staff on a complaint basis.

Director of Community Development, John Fellows, stated City Staff have been reviewing various ordinances and processes. Title 16, Chapter 6, regulates signs, while Title 7 chapter regulates licenses.

The proposed text amendments cover several items which include:

- Correction of the title from medium to media.
- Amending the definitions section of Title 16 to add digital or electronic billboards.
- Adding a reference for licensing in Title 16.
- Adding other references within Title 16 related to electronic billboards.
- Creation of Section 15.6.10(o) to address electronic billboards specifically. Note this Section contains best practices from the Cities of Milwaukee, Wauwatosa, Waukesha, and other communities which allow such billboards.
- Updating and reorganizing the temporary sign section in Section 15.6.11.
- Increasing the allowable area of temporary signs and longer timeframes.
- Creation of a Section 7.23 relating to a bill posting license in Title 7.
- Correction and clarification of the permit fee. The original text stated 0.7% of the sign cost for signs over 500 square feet and should have just read 7% of the sign's cost.

Motion by Ald. Daugherty, seconded by Ald. Gelhard, to approve Ordinance amending Title 15, Chapter 6 "Regulation of Signs, Billboards, and other Advertising Media" and Creating Title 7, Chapter 23 "Bill Posting Business License" of the Code of General Ordinances of the City of Glendale was approved as amended. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. 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 an Administrator update.

#### ADJOURNMENT.

There being no further business, a motion was made by Ald. Gelhard, seconded by Ald. Daugherty, to adjourn the meeting. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried. Motion carried and adjournment of the Common Council was ordered at 6:45 p.m., until Monday, May 8, 2022, at 6:00 p.m.

Megan Humitz  
City Clerk