

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.

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Meeting ID: 975 9968 6909

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AGENDA—COMMON COUNCIL MEETING

Monday, September 12, 2022

6:00 p.m.

1. 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.
2. Consent Agenda:
 - a) Adoption of Minutes: Meeting held on August 22, 2022.
 - b) Approval: Accounts Payable.
3. 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) Appointments:
 - a) Suzanne Hotz on the Fire Commission with the term expiring April 30, 2025
 - b) Maria Rozek on the Police Commission with the term expiring April 30, 2025
 - b) Receive Recommendation on Requested Zoning Change for 6100 North Green Bay Avenue, Tax Key Number 161-803-5000 and Recommendation to Direct Staff to Hold the Required Public Hearing Pursuant to 13.1.128©(1)(a), and accordance with State Statue 62.23(7)(d)(2)
 - c) Review and Approval: Approval of the Nicolet High School Homecoming Bonfire on Thursday, October 13 and Homecoming Parade on Friday, October 14.
 - d) Review and Approval: Agreement for the Purchase of 6130 N. Sunny Point Road in an amount not to Exceed \$360,000.
 - e) Review and Approval: Agreement for the Purchase of 6379 N. Sunny Point Road in an amount not to Exceed \$316,000.
 - f) Review and Approval: Lifetime Occupancy Agreement with Kermit Crain for 6379 N. Sunny Point Road
 - g) Review and Approval: A Multi-Year Agreement with Civic Plus for Codification services.

- h) Resolution: Honoring LWM Members Curt Witynski and Gail Sumi
 - i) Resolution: Approving the 2023 North Shore Fire Department Fees for Service Schedule.
 - j) Resolution: Authoring an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484.
4. 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.)
5. Adjournment.

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

2A-2B
9/12/2022

CONSENT AGENDA

- a) [Adoption of Minutes: Meeting held on August 22, 2022.](#)
- b) [Approval: Accounts Payable](#)



SUBJECT: Confirmation Appointments to Police & Fire Commission
FROM: Bryan Kennedy, Mayor
MEETING DATE: September 8, 2022

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:

Elliott Moeser recently resigned from the North Shore Fire Commission. His term expired April 30, 2025.

Joe Zancanaro recently passed away and he served on the City’s Police Commission. His term expired April 30, 2025.

RECOMMENDATION:

I recommend the appointment of Suzanne Hotz, of 1218 Silver Spring, to fill the remainder of Elliott Moeser’s term on the North Shore Fire Commission, until April 30, 2025.

I recommend the appointment of Maria Rozek, of 6959 N. Green Bay Avenue, to fill the remainder of Joe Zancanaro’s term on the City’s Police Commission, until April 30, 2025.

ACTION REQUESTED: Approval of recommended appointments.

ATTACHMENTS:



SUBJECT: City Council
 Receive Recommendation on Requested Zoning Change for 6100 North Green Bay Avenue, Tax Key Number 161-803-5000 and Recommendation to Direct Staff to Hold the Required Public Hearing Pursuant to 13.1.128(c)(1)(a), and accordance with State Statute 62.23(7)(d)(2)

FROM: John S. Fellows, Community Development Director

MEETING DATE: September 6, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Ch 13, Zoning Ordinance

BACKGROUND/ANALYSIS:

Attached is a request from David Hobbs Honda (owners) to rezone the property from PD to B-4 Office Research – Service Business District. This property prior to 2017 was zoned S-1 Special Institutional District. In 2017 the property was rezoned in conjunction with the housing development at 1633 W Bender which was converting from a senior housing facility to market rate housing. The PD district allows this subject parcel to be used for automobile parking in association with the auto dealership located at 6100 N Green Bay Avenue, parcel number 1618-024-002.

The applicant is requesting to rezone the property to B-4 to allow for a future expansion of the dealership. Their first step will be to rezone the property, followed by a CSM to combine lots, and then Site and Architectural approvals for a new dealership building and remodeling of the exiting dealership. The applicant has met with staff multiple times to discuss zoning options, the proposed CSM, and the site design, building design and other elements of development/redevelopment. Attached are supporting documents for the rezoning. The CSM, site design and building design will be submitted at a future time for review and consideration.

On September 6, 2022, the Plan Commission recommend approval of the rezoning request.

RECOMMENDATION:

Staff recommends City Council review the recommendation from the Planning Commission and direct staff to schedule a public hearing.

ACTION REQUESTED:

Possible Motion to direct staff to schedule a public hearing at the earliest opportunity.

ATTACHMENTS:

[6100 North Green Bay Avenue - Attachments](#)



SUBJECT: Review and approval of the request from Nicolet High School, re: Homecoming Bonfire and Parade

FROM: Karl Warwick, City Administrator

MEETING DATE: September 12, 2022

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:

Nicolet High School has requested permission to facilitate a Homecoming Bonfire and Parade. The Bonfire would be held Thursday, October 13 from 6:00 p.m. until 8:00 p.m. As in the past, the bonfire will commence at the center of the junior varsity softball diamond.

The Homecoming Parade set-up will commence at 5:00 p.m. on Friday, October 14. The parade would begin at 5:00 p.m. and last until 6:00 p.m. The parade start and end on W. Daphne Road.

RECOMMENDATION:

The Fire Department and Police Department have reviewed the request and have no concerns.

ACTION REQUESTED:

Motion to approve the Nicolet High School Homecoming Bonfire and Parade as requested.

ATTACHMENTS:

1. [Letter from Nicolet High School.](#)



SUBJECT: Agreement for the Purchase of 6130 N. Sunny Point Road in an amount not to Exceed \$360,000.

FROM: Karl Warwick, City Administrator

MEETING DATE: September 8, 2022

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:

Pursuant to the Intergovernmental Cooperation Agreement between the City of Glendale and the Milwaukee Metropolitan Sewerage District (MMSD) for the Voluntary Acquisition of Properties within the Milwaukee River Floodplain, the purchase of 6130 North Sunny Point Road property will facilitate the accomplishment the flood risk reduction and related habitat improvement. The City Council previously authorized the appraisal of the property. The appraisal returned a value of \$360,000, the agreed to purchase price.

MMSD will reimburse the City of Glendale for all costs associated with the acquisition of the property pursuant to the Intermunicipal Cooperation Agreement and MMSD verbal commitment.

RECOMMENDATION: Authorize Mayor Kennedy to execute the purchase agreement for 6130 North Sunny Point Road.

ACTION REQUESTED: Authorize Mayor Kennedy to execute the purchase agreement for 6130 North Sunny Point Road.

ATTACHMENTS:

- [Agreement for the Purchase of the Property](#)
- [Property Appraisal](#)



SUBJECT: Agreement for the Purchase of 6379 N. Sunny Point Road in an amount not to Exceed \$316,000.

Lifetime Occupancy Agreement with Kermit Crain for 6379 N. Sunny Point Road

FROM: Karl Warwick, City Administrator

MEETING DATE: September 8, 2022

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 March 14, 2022, the City Council authorized the City Administrator to proceed with a property appraisal, leading to the acquisition of 6379 North Sunny Point. Enclosed is the Purchase Agreement and the Life Tenancy Agreement that was generally authorized at this meeting. The Life Tenancy Agreement permits Kermit Crain’s mother to live in the residence for the remainder of her life. The agreements also grant ownership of the property to the City and provides use of the property to Milwaukee Metropolitan Sewerage District (MMSD) for construction access, and operation and maintenance access easement across the property to provide access to the fish ladder.

Pursuant to the Intergovernmental Cooperation Agreement between the City of Glendale and MMSD for the voluntary acquisition of properties within the Milwaukee River Floodplain, MMSD will reimburse the City of Glendale for all costs associated with the acquisition of the properties.

Acquisition of this property will both reduce flood risk and the improve habitat related to the construction of the fish ladder.

RECOMMENDATION:

Authorize Mayor Kennedy to Execute a Purchase Agreement with Kermit Crain for the purchase of 6379 N. Sunny Point Road.

Authorize Mayor Kennedy to Execute a Lifetime Occupancy Agreement with Kermit Crain for 6379 N. Sunny Point Road.

ACTION REQUESTED:

ATTACHMENTS:

- [Appraisal for 6379 N. Sunny Point](#)
- [Agreement for the Purchase for 6379 N. Sunny Point](#)
- [Lifetime Occupancy Agreement for 6379 N. Sunny Point](#)



SUBJECT: Municode, Codification Services
FROM: Karl Warwick, City Administrator
MEETING DATE: September 8, 2022

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:

Funds were budgeted in 2022 for the Codification of the City Code with Municode. Municode is a company that provides codification services to units of local government. Municode is part of CivicPlus, the company who designed and currently hosts the City’s website.

Codification services converts the existing PDF version of the City Code into an electronic format. Codifying the City Code allows the entire Code to be easily searched. Currently each chapter must be searched, separately in a PDF. The search is currently word based. To be effective, searches currently include one word, such as “appeal”, “setback”, or “speed”.

Codification allows searches to encompass the entire City Code and be more complex, such as searches on Google. Searches can include complex phrases like “administrative appeal hearing”, “building line setback”, “speed limits Green Bay Road”.

The cost in the agreement for the first year is \$3,700, which matches the budgeted amount. \$1,195 is the set cost for the online codification and other supplemental services. \$2,505 is the set cost for updating the online code. With this service, Municode reviews the ordinance for code conflicts, whether any other sections of the code should be updated to match the amendment, and will proofread the ordinance.

With the general services, the City will have availability to compare the current Code to previous supplements, and to search other codes within the Wisconsin or across the country to find comparable language.

RECOMMENDATION:

Approve a multi-year contract with Civic Plus for codification services.

ACTION REQUESTED:

Approve a multi-year contract with Civic Plus for codification services.

ATTACHMENTS:

- [Agreement with CivicPlus](#)
- [CivicPlus Municode Proposal](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Resolution in Honor of Curt Witynski and Gail Sumi
FROM: Bryan Kennedy, Mayor
MEETING DATE: September 12, 2022

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 Resolution is to express gratitude for the service of the League of Wisconsin Municipalities Deputy Director Curt Witynski and Communications Director Gail Sumi. The League is honoring them for their 50+ years of combined service to local government as they are both retiring this year.

RECOMMENDATION:

Approve the Resolution.

ACTION REQUESTED:

Motion to approve the Resolution in Honor of Curt Witynski and Gail Sumi.

ATTACHMENTS:

1. [Resolution.](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Resolution Approving the 2023 North Shore Fire Department Fees for Service Schedule.

FROM: Karl Warwick, City Administrator

MEETING DATE: September 12, 2022

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 North Shore Fire Department annually adjusts their fees for service. Is it required that at least five of the seven municipalities approve the new fee schedule.

RECOMMENDATION:

Attached are the Resolution and the fee schedule for approval.

ACTION REQUESTED:

Motion to adopt the Resolution Approving the 2023 North Shore Fire Department Fees for Service Schedule.

ATTACHMENTS:

1. [Resolution](#)
2. [Fee Schedule](#)
3. [Memorandum from Fire Chief](#)



5909 North Milwaukee River Parkway
Glendale, WI 53209

SUBJECT: Resolution Authoring an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484.

FROM: Karl Warwick, City Administrator

MEETING DATE: September 12, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	§66.0602(3)(h)
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The Wisconsin State Statutes allows for the communities with a joint fire department to increase their tax levy equal to the expenditure increase for any given year. In order to be able to utilize this option, all seven municipalities would have to approve a resolution.

The Wisconsin Department of Revenue stated a resolution must be passed annually for any of the communities to utilize the option.

RECOMMENDATION:

Several of the communities, including Glendale anticipate using this option for the 2023 tax year.

ACTION REQUESTED:

Motion to adopt the Resolution Authoring an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484.

ATTACHMENTS:

- [Resolution](#)
- [Memorandum from Chief Whitaker](#)