

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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AGENDA—COMMON COUNCIL MEETING

Monday, December 12, 2022

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. Consent Agenda:
 - a) Adoption of Minutes: Meeting held on November 28th, 2022
 - b) Approval: Accounts Payable
 - c) Approval: Payment 2 to UPI, LLC for work completed on the I-43 Segment Watermain Replacement Project
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: National League of Cities Conference Update/Urban Alliance Update
 - b) Review and Approval: Wisconsin Department of Justice Grant Covering Cloud-Based Storage Migration Costs
 - c) Review and Approval: Agreement with City Water for Water Management Services
 - d) Review and Approval: Ordinance Regulating the Keeping of Honeybees in the City of Glendale
 - e) Review and Approval: North Shore Health Department Agreement
 - f) Review and Approval: Resolution Confirming Glendale's Obligation to contribute to the North Shore Fire Department's budget to pay the debt service on bonds Issued by the City of Glendale on Behalf of the North Shore Fire Department
 - g) Review and Approval: Resolution Approving a Single of Multi-Year Capital Budget for the Glendale Station 82
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 Administrator update.)
6. Adjournment.

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

3A-3C

12/12/2022

CONSENT

AGENDA

- a) [Adoption of Minutes: Meeting held on November 28, 2022.](#)
- b) [Approval: Accounts Payable](#)
- c) [Approval: Payment 2 to UPI, LLC for work completed on the I-43 Segment Watermain Replacement Program](#)

SUBJECT: WI DOJ Grant – WatchGuard Server Migration to Cloud based Storage
FROM: Mark Ferguson, Police Chief
MEETING DATE: December 12, 2022

FISCAL SUMMARY:

Budget Summary:	Grant Funding
Budgeted Expenditure:	
Budgeted Revenue:	\$19,312.50

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

The Common Council recently approved funding for the transition from server to cloud storage for the Department’s Watchguard squad and body camera system. Transition would require a one-time migration fee of \$27,900 and an annual storage fee of \$22,800.

The Department applied for, and received, a WI DOJ grant that covers a portion of the migration fees. The grant award is for \$38,625 which includes State Funds and Local Match. We will receive \$19,312.50 to off-set migration expenses.

The WI DOJ Grant Award for WatchGuard Server Migration to Cloud based Storage requires the Mayor’s signature. WI DOJ requires the award to be signed and returned within 30 days. A copy of the Award is included as an attachment.

RECOMMENDATION:

Recommend approving the WI DOJ Grant Award for WatchGuard Server Migration to Cloud based Storage.

ACTION REQUESTED:

Motion to approve the WI DOJ Grant Award for WatchGuard Server Migration to Cloud based Storage.

ATTACHMENTS:

1. [WI DOJ Grant Award](#)

SUBJECT: Agreement for Professional Water Services

FROM: Charlie Imig, Director of Public Works

MEETING DATE: December 12, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	\$104,440
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS: The City of Glendale is held to certain benchmarking standards as established by the Wisconsin Department of Natural Resources (WDNR) and the Public Service Commission (PSC). The WDNR recently conducted its 2022 Sanitary Survey for Glendale Waterworks. The purpose of a sanitary survey is to evaluate the system’s source, facilities, equipment, operation, maintenance, and management as they relate to providing safe drinking water. The sanitary survey is also an opportunity to update the Department’s records, provide technical assistance, and identify potential risks that may adversely affect drinking water quality.

This report outlines the final findings, discusses problems that need to be addressed, and timelines for corrective action where appropriate. As per this survey, the WDNR highlighted several deficiencies and recommendations that need correction. One of the “significant deficiencies” was that the Utility must hire more staff to ensure the Utility has adequate manpower and training to perform all necessary duties to provide an adequate quantity of safe drinking water to consumers now and in the future per s. NR 810.03, Wis. Adm. Code. This is evident by the deficiencies and recommendations which need to be scheduled and accomplished on a regular basis. The amount of investment in the City drinking water infrastructure was recently commended by the Department (WDNR). However, this investment needs to be maintained to avoid costly problems and disruptions in the City.

As a result, the City is looking to contract, annually, with City Water to provide professional services to ~~meet~~ address the deficiencies and recommendations. Below is a description of the requested tasks for City Water to complete:

1. Interviews and Data Collection. City water would interview staff to gather and examine departmental procedures for the water utility. The cost of this is not to exceed \$3,000.
2. Assessment and Vision. City Water would examine current practice and procedures versus regulatory requirements and industry standards. City Water would also develop a Plan to specifically meet the regulatory requirements and industry standards. This would include both management and operational procedures. The cost of this is not to exceed \$11,500.

3. Summary Report and PIP. City Water would develop a final report detailing the findings and would develop a compliance plan. The cost of this is not to exceed \$1,500.
4. Utility Management. This task would provide the ability for City Water to provide ongoing utility management services, thereby performing the services necessary for the City to maintain compliance with regulatory requirements and industry standards. These services would be billed at an hourly rate as indicated in Appendix C. Under Task 4, the City would be given approval to “purchase” 520 hours from City Water at a maximum of \$88,440 in a year. The actual cost would be based on the number of hours work, multiplied by the hourly rate of the specific contractor. The total cost assumes 520 hours worked at a Principal Engineer rate for all hours. Staff would monitor and evaluate the work being completed here to ensure the least amount of hours are used to accomplish the objectives.

RECOMMENDATION: Approve an annual agreement with City Water for Audit and Utility Management Services

ACTION REQUESTED: Approve an annual agreement with City Water for Audit and Utility Management Services

ATTACHMENTS:

1. [Professional Services Agreement with City Water](#)
2. [Addendum to the Agreement](#)

SUBJECT: Discussion regarding Beekeeping within the City of Glendale

FROM: John S. Fellows, Community Development Director

MEETING DATE: December 12, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Creation of Chapter 7, Section 28 “REGULATING THE KEEPING OF HONEYBEES IN THE CITY.”

BACKGROUND/ANALYSIS:

Staff was directed by Council to create and ordinance that will allow the keeping of honeybees within the Glendale. Beekeeping can occur at both a profession and hobbyist levels. In most urbanized areas, beekeeping occurs at a hobbyist level. The adoption of a beekeeping ordinance would allow residents of Glendale to participate in Beekeeping. Many communities similar to Glendale allow for Beekeeping such as Shorewood, Fox Point, Milwaukee, Wauwatosa, and Mequon.

Staff has been working with the City Attorney, and the Milwaukee Waukesha Beekeepers Association to develop the attached ordinance. This ordinance is similar to that of Shorewood and other suburban communities in the area. The ordinance allows for two hives with the possibility of a third temporary hive. Setbacks and other requirements are similar to those of other communities. This ordinance allows for beekeeping on both residential and properties with other uses.

Typically, Beekeepers will order Bees early in the year, with the passage of this ordinance in early 2023 future Beekeepers of Glendale will be able to prepare for the next season.

RECOMMENDATION:

Staff recommends that City Council approve the following Ordinance which will allow for the keeping of Honeybees in Glendale.

ACTION REQUESTED:

Motion to adopt the Ordinances regulating the keeping of Honeybees in the City of Glendale.

ATTACHMENT:

[Ordinance](#)



NORTH SHORE HEALTH DEPARTMENT

BROWN DEER OFFICE
4800 W. Green Brook Dr.
Brown Deer, WI 53223-2496

SHOREWOOD OFFICE
2010 E. Shorewood Blvd.
Shorewood, WI 53211-2303

(414) 371-2980 • fax (414) 371-2988
nshealthdept.org

To: North Shore Boards of Trustees and Common Council
From: Becky Rowland, North Shore Health Department, Health Officer
Date: December 2022
Subject: North Shore Health Department: Intergovernmental Agreement Revision

The NSHD is moving toward building and co-locating with North Shore Fire/Rescue in Glendale. The current NSHD agreement, which goes through 2023, accounts for rental costs in Brown Deer and Shorewood, thus, it's critical to revise the current agreement in anticipation of a location change for NSHD in 2024. Reconfiguring the agreement now will ensure NSHD's smooth transition from Brown Deer and Shorewood, with the hope of maintaining uninterrupted services in 2024.

For most of 2022, NSHD and NSFR have been strategizing around co-locating our departments. In the month of November, after bids for the construction of Station 82 were received, including an alternate bid for the NSHD space, the NS Managers, NSHD Health Officer, and NSFR Chief collaborated to adjust the NSHD agreement to reflect the best interests of all 7 NS municipalities while supporting the construction and co-location of the 2 departments. As of November 18th, all parties came to a consensus around the changes required to the NSHD agreement.

A summary of the proposed changes to the current agreement, that will begin in 2024:

- Change the term of the agreement from 10 years to 8 years. This will allow for municipal population allocation to be based upon 2030 US Census data once this agreement concludes it 8 years.
- Eliminate Appendix A; make Appendix B the new Appendix A. The required services are written in Wisconsin state statute, thus not necessary to list here.
- Lock in cost allocation percentages share for all 8 years of the agreement. The communicable disease rates for 2018-2022 (30% of the whole) and the US Census data from 2020 (70% of the whole) will be used to determine the cost allocation for utilization for 2024-2031.
- Align the agreement with any changes in statutory references.
- Removal of administrative charge provision for Brown Deer because rent was factored into that total and will no longer be relevant. In its place an MOU between NSHD and Brown Deer will be implemented for future fiscal agency and administrative support.
- Provide a definition for utilization as it relates to communicable disease investigations, so the same comparators are used year over year.
- Removal of the third-party liability clause, as it was found to conflict with the hold harmless clause.



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The 2023 NSHD funding allocations are:

North Shore Health Department Formula				
2023 Dollars				
Current Formula				
Municipality	2020 Population	NSHD Funding	Cost Allocation %	Funding Per Capita
Bayside	4,482	\$ 30,522.00	5.68%	\$ 6.81
Brown Deer	12,507	\$ 121,283.00	22.57%	\$ 9.70
Fox Point	6,934	\$ 50,082.00	9.32%	\$ 7.22
Glendale	13,357	\$ 101,938.00	18.97%	\$ 7.63
River Hills	1,602	\$ 12,144.00	2.26%	\$ 7.58
Shorewood	13,859	\$ 121,283.00	22.57%	\$ 8.75
Whitefish Bay	14,954	\$ 100,057.00	18.62%	\$ 6.69
		\$ 537,309.00		

In 2024, member agencies shall pay the following allocation of the annual budgeted operational charges based on communicable disease (30%) and population (70%):

North Shore Health Department Formula					
2024 Dollars					
Option 2 - Remain with Current Formula, NSHD Moves to Glendale					
Municipality	2020 Population	Commun Disease	NSHD Funding	Cost Allocation %	Funding Per Capita
Bayside	4,482	5.3%	\$ 32,235.62	6.22%	\$ 7.19
Brown Deer	12,507	25.3%	\$ 106,282.49	20.52%	\$ 8.50
Fox Point	6,934	8.6%	\$ 50,493.21	9.75%	\$ 7.28
Glendale	13,357	22.5%	\$ 106,484.17	20.56%	\$ 7.97
River Hills	1,602	2.4%	\$ 12,307.52	2.38%	\$ 7.68
Shorewood	13,859	18.8%	\$ 103,424.01	19.97%	\$ 7.46
Whitefish Bay	14,954	17.1%	\$ 106,646.66	20.59%	\$ 7.13
	67,695		\$ 517,873.68		



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Explanations of the revisions are presented in the table below:

Changes in Expenses for North Shore Health Department			
Shorewood Rental Fee Removed	\$	(17,505.00)	
Brown Deer Admin/Rental Reduced	\$	(19,549.32)	
Facility Capital Expenses	\$	10,000.00	<-- NSHD creates own capital fund or payment goes to NSFD
Utility and Insurance Costs Added	\$	6,500.00	<-- NSHD pays invoices to NSFD
Payment of Borrowing Costs	\$	15,000.00	<-- Based on \$175,000 of borrowing paid through NSHD formula
NSHD Reducing Expenses/Add Grants	\$	(30,000.00)	<-- NSHD moves expenses to grants or reduce expenses
	\$	517,873.68	
Note: Formula adjusted slightly so units for Brown Deer & Shorewood are eliminated; based on 30% usage and 70% per capita			

For any years after 2031, Brown Deer and the member agencies shall recompute the 5-year average for communicable disease based on the years 2026-2030 and the per capita based on the 2030 US Census.

Attached:

[Draft NSHD Agreement 2024-2031 – Usage and Per Capita Version](#)

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: Board of Directors
Date: November 28, 2022
Subject: Resolution #22-03 Member Municipalities Obligation to Contribute

In order to fund the Single/Multi-Year Capital Budget as outlined in the following agenda item, the City of Glendale will borrow on the Department's behalf. Resolution #22-03 recommends the seven member municipalities adopt a resolution confirming the member municipalities obligation to contribute to the NSFD Budget to pay the debt service issued by the City of Glendale. Estimates on those payments are available in the enclosed report from Baird. A template of the resolution for the municipalities (Resolution Confirming Obligation to Contribute to North Shore Fire Department's Budget to Pay Debt Service on Bonds Issued by the City of Glendale on Behalf of the North Shore Fire Department) is enclosed and will be provided to the Managers/Administrator with a signed copy of the NSFD Resolution if it is adopted. This resolution will need to be adopted by all seven municipalities by so they can be provided to the City of Glendale prior to their City Council's approval of the bond sale. Staff will be available to attend any municipal governing meeting as requested.

Attached:

Resolution for Governing Municipalities Borrowing for Station 82
Signed Resolution 22-03 NSFD

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: Board of Directors
Date: November 28, 2022
Subject: Single/Multi Year Capital Budget for Reconstruction of Glendale Fire Station

Adoption of Resolution #22-04, a Single or Multi-Year Capital Budget for the reconstruction of the Glendale Fire Station and office space for the North Shore Health Department, would approve the expenditure of North Shore Fire Department and Health Department Funds for the project. Total costs of the project, including interest and borrowing costs for financing is \$17,681,433.

Fire Department Project Costs to Borrow	\$8,508,987
Interest and Borrowing Costs for Fire Department	5,433,363
Fire Department Funds on Hand	2,433,380
Health Department Project Costs to Borrow	175,000
Interest and Borrowing Costs for Health Department	111,644
Health Department Funds on Hand	1,019,059
	\$17,681,433

The North Shore Fire Services Agreement requires this action be unanimously approved by the Board of Directors and approved by all seven governing bodies of the member communities by resolution. A template of a resolution for the governing bodies is enclosed with the packet and will be provided to the Managers/Administrator with a signed copy of the NSFD Resolution if it is adopted.

While the borrowing for this project will be done in one General Obligation Borrowing the Fire Department and Health Department will pay for their respective portions of debt independently. The following page includes two schedules that outline how the increase in debt will impact the annual debt payment by municipality to the fire department. After the initial increase the Fire Department' debt payments will remain stable around \$930,0000 through 2043.

Attached:

Resolution re: Single/Multi Year Capital Year Capital Budget Station 82
Signed Resolution 22-04 NSFD

NO CHANGE IN DEBT PAYMENT GLENDALE \$4,200,000						
MUNICIPALITY	2024		2025		2026	
PAYMENT		\$ 527,620.00		\$ 528,785.00		\$ 529,590.00
BAYSIDE	6.28%	\$ 33,134.54	6.27%	\$ 33,154.82	6.27%	\$ 33,205.29
BROWN DEER	19.70%	\$ 103,941.14	20.02%	\$ 105,862.76	20.02%	\$ 106,023.92
FOX POINT	8.61%	\$ 45,428.08	8.49%	\$ 44,893.85	8.49%	\$ 44,962.19
GLENDALE	27.51%	\$ 145,148.26	27.38%	\$ 144,781.33	27.38%	\$ 145,001.74
RIVER HILLS	3.16%	\$ 16,672.79	3.15%	\$ 16,656.73	3.15%	\$ 16,682.09
SHOREWOOD	17.39%	\$ 91,753.12	17.35%	\$ 91,744.20	17.35%	\$ 91,883.87
WHITEFISH BAY	17.35%	\$ 91,542.07	17.34%	\$ 91,691.32	17.34%	\$ 91,830.91

CHANGE IN DEBT PAYMENT - PROJECT COSTS \$8,508,987						
MUNICIPALITY	2024		2025		2026	
PAYMENT		\$ 919,909.00		\$ 927,781.00		\$ 928,356.00
BAYSIDE	6.28%	\$ 57,770.29	6.27%	\$ 58,171.87	6.27%	\$ 58,207.92
BROWN DEER	19.70%	\$ 181,222.07	20.02%	\$ 185,741.76	20.02%	\$ 185,856.87
FOX POINT	8.61%	\$ 79,204.16	8.49%	\$ 78,768.61	8.49%	\$ 78,817.42
GLENDALE	27.51%	\$ 253,066.97	27.38%	\$ 254,026.44	27.38%	\$ 254,183.87
RIVER HILLS	3.16%	\$ 29,069.12	3.15%	\$ 29,225.10	3.15%	\$ 29,243.21
SHOREWOOD	17.39%	\$ 159,972.18	17.35%	\$ 160,970.00	17.35%	\$ 161,069.77
WHITEFISH BAY	17.35%	\$ 159,604.21	17.34%	\$ 160,877.23	17.34%	\$ 160,976.93

DIFFERENCE BY YEAR						
MUNICIPALITY	2024		2025		2026	
PAYMENT		\$ 392,289.00		\$ 398,996.00		\$ 398,766.00
BAYSIDE		\$ 24,635.75		\$ 25,017.05		\$ 25,002.63
BROWN DEER		\$ 77,280.93		\$ 79,879.00		\$ 79,832.95
FOX POINT		\$ 33,776.08		\$ 33,874.76		\$ 33,855.23
GLENDALE		\$ 107,918.70		\$ 109,245.10		\$ 109,182.13
RIVER HILLS		\$ 12,396.33		\$ 12,568.37		\$ 12,561.13
SHOREWOOD		\$ 68,219.06		\$ 69,225.81		\$ 69,185.90
WHITEFISH BAY		\$ 68,062.14		\$ 69,185.91		\$ 69,146.02

\$8,508,987	2022 EQUALIZED VALUE LAND AND IMP.	INCREASE ON DEBT PAYMENT TO NSFD	RATE	ADDITIONAL ANNUAL INCREASE FOR A \$250,000 HOME
BAYSIDE	\$ 782,030,400.00	\$ 25,017.05	0.0000319898679	\$ 8.00
BROWN DEER	\$ 1,223,405,300.00	\$ 79,879.00	0.0000652923436	\$ 16.32
FOX POINT	\$ 1,359,086,300.00	\$ 33,874.76	0.0000249246574	\$ 6.23
GLENDALE	\$ 2,159,360,000.00	\$ 109,245.10	0.0000505914275	\$ 12.65
RIVER HILLS	\$ 509,420,400.00	\$ 12,568.37	0.0000246719095	\$ 6.17
SHOREWOOD	\$ 1,935,381,700.00	\$ 69,225.81	0.0000357685546	\$ 8.94
WHITEFISH BAY	\$ 2,859,759,100.00	\$ 69,185.91	0.0000241929142	\$ 6.05