

**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.

Join Zoom Meeting

<https://us02web.zoom.us/j/81076432695>

Meeting ID: 810 7643 2695

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AGENDA—COMMON COUNCIL MEETING

Tuesday, December 21, 2021

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 of Meeting held on December 6, 2021.
  - b) Approval of Monthly Reports.
4. Unfinished Business:
  - a) Reconsideration of Resolution Amending the Conditional Approval of Amended and Re-Stated Joint Library Agreement for the North Shore Library.
  - b) Review and Possible Approval of North Shore Library Agreement.
5. New Business:
  - a) Review of potential library locations 6373 N. Jean Nicolet Rd. / 7101 N. Green Bay Ave. including estimated costs.
  - b) Discussion related to social media posts – possible social media policy.
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 Administrator update.)
7. The Common Council may convene in Closed Session per Wis. Stats. §19.85(1)(e) to consider potential purchase of property (6373 N. Jean Nicolet Rd./7101 N. Green Bay Ave. – Glendale Library) and Wis. Stats. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (7113 N Navajo Litigation).
8. Reconvene to Open Session and Regular Order of Business.
9. Adjournment.

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

3A-3B  
12/21/2021  
  
CONSENT  
AGENDA

- a) [Adoption of Minutes of Meetings held on December 6, 2021.](#)
- b) [Approval of Monthly Reports.](#)



5909 North Milwaukee River Parkway  
Glendale, WI 53209

**SUBJECT:** Reconsideration of Resolution Amending the Conditional Approval of Amended and Re-Stated Joint Library Agreement for the North Shore Library.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 21, 2021

**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 September 29, the Common Council approved a Resolution conditionally approves a new agreement pending further clarification and agreement on the Capital funding and timeline for construction of a facility. If the conditions fail to be met, the Council has stated the necessity for a referendum to allow for a tax levy increase to fund the operations of a Glendale Library. The City is able to increase levy to pay additional debt expenses for the capital costs of the facility.

On December 6, 2021, the Council voted on a Resolution to extend deadline to allow for fundraising opportunities to begin. The resolution did not pass. Additional information is now available. Alderman Daugherty has requested a reconsideration of the resolution.

After the last meeting I met with the North Shore Library Foundation and the Library Board President. There was some initial discussions on fundraising. The next day they both met with representatives of the Village of Bayside. Essentially, the Village of Bayside solicited for a professional fundraising organization. That information was presented to the Library Board President and then placed on their agenda for December 16.

The North Shore Library Board voted on Thursday to retain the services of Baker Street Consulting Group for their fundraising. The Library Board has sufficient funds available in operating for the expense.

**RECOMMENDATION:**

The organization has fundraised for 12 libraries. They have presented a timeline to raise \$4 million dollars in 6 months.

The new Library Agreement as written has the ownership of the building as the North Shore Library Board. As such, my counterparts in other communities believe it is the Library Board’s responsibility to come up with the funding for the buildout.

The Glendale Common Council has stated their concerns with the potential of funding not being available and a request ultimately made for the communities to make a substantial contribution. Approving this resolution would give the Library Board and the fundraising organization a chance to reach their goal.

I recommend amending the resolution to state "... the North Shore Library Board needs additional time for capital fundraising". I also recommend the Council request updates from the North Shore Library Board on a monthly basis to identify their progress.

**ACTION REQUESTED:**

Motion to adopt the Resolution Amending the Conditional Approval of Amended and Re-Stated Joint Library Agreement for the North Shore Library

**ATTACHMENTS:**

1. [Resolution for Reconsideration](#)
2. Fundraising Plan
  - a. [Introduction Letter from Baker Street Consulting](#)
  - b. [Campaign Overview](#)
  - c. [Gift Chart](#)



5909 North Milwaukee River Parkway  
Glendale, WI 53209

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**SUBJECT:** Review and Possible Approval of North Shore Library Agreement.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 21, 2021

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**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 December 6, 2021, the Council voted on a Resolution to extend deadline to allow for fundraising opportunities to begin. The resolution did not pass.

**RECOMMENDATION:**

Though the item on the Council agenda prior is a reconsideration of the Resolution to extend the deadline for fundraising, that item may not pass. If the reconsideration does not get approved, it will be necessary for the Council to vote on the approval of the new North Shore Library Agreement.

In the past week, the three other communities signed a Memorandum of Understanding indicating all the conditions have been met. The signed document is attached.

**ACTION REQUESTED:**

**ATTACHMENTS:**

1. [North Shore Library Agreement](#)
2. [Memorandum of Understanding](#)



5909 North Milwaukee River Parkway  
Glendale, WI 53209

**SUBJECT:** Review of potential library locations 6373 N. Jean Nicolet Rd. / 7101 N. Green Bay Ave. including estimated costs.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 21, 2021

**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:**

As discussed at the last Council meeting, resident Josh Wadzinski was contacted regarding the review of two properties within the City for a potential Glendale Library.

6373 N. Jean Nicolet Rd  
7101 N. Green Bay Ave

He was able to do a review of the actual plans for 6373 N. Jean Nicolet. Plans for 7101 N. Green Bay Ave. are not available. You will see his notes attached. We discussed both buildings as he reviewed these plans.

He had stopped at the 7101 N. Green Bay Ave building and stated it is much older than 6373 N. Jean Nicolet. It was visible the age and condition of the HVAC system as well as the condition of the building and parking lot. He believes those would be additional expenses that may not be with 6373 N. Jean Nicolet. These issues do not necessarily rule out the location as an option. Depending on price, location could be desirable for tear down and rebuild.

Additional information on 7101 N. Green Bay Avenue  
Built in 1979

Review of the City's property file indicates this property has a long history of drainage issues.

The focus on the review was 6373 N. Jean Nicolet. Two points that would be very important and Josh asked me to look into are the sound barrier wall and access to MCTS bus line. Attached is the rendering from WDOT on the sound barrier wall. It does in fact extend in front of this building. In our discussions, he indicated this is not only a challenge if the Library were to locate here, it is a challenge for this building in general to be hidden by the wall.

I did contact MCTS to see about a potential stop at the Jean Nicolet location. It would not be possibility as it would miss the service to Cardinal Stritch and the development in that area. There is a stop on route 68 at Bender and Port Washington Road. That is the closest they could get.

Attached is a cost chart. You will see three options: No library, North Shore Library and Glendale Only with the Glendale Only Library have sub-options. Please note, the capital costs are estimates. Following pages are back-up documents to show where numbers came from. In addition, with updated renovation numbers I have re-

calculated the increase in tax levy necessary for debt service. Below is a chart for tax levy as it relates to library services only.

	Current Tax Levy	Glendale Only 6373 N. Jean Nicolet	Glendale Only 7101 N. Green Bay Ave	North Shore Library	No Library
Tax Levy	\$0.268	\$0.844	\$0.802	\$0.268	\$0.497
Tax Amount on \$250,000 home	\$67.00	\$211.00	\$200.50	\$67.00	\$124.25

\*Debt is estimated at 20 years with a 5% interest rate and based on new numbers for renovation.

\*Tax levy for Glendale Only libraries would be reduced in 20 years when debt is paid.

**RECOMMENDATION:**

**ACTION REQUESTED:**

For informational purposes only.

**ATTACHMENTS:**

1. [Email review from Josh Wadzinski](#)
2. [Library Cost Options](#)
3. [Brochure for 6373 N Jean Nicolet Rd](#)
4. [Sound Barrier Wall information](#)
5. [Proposal for 7101 N Green Bay Ave](#)



**SUBJECT:** Discussion related to social media posts – possible social media policy.

**FROM:** Rachel Safstrom, City Administrator

**MEETING DATE:** December 21, 2021

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**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:**

This item was requested by Ald. Wiese and Ald. Daugherty as it relates to social media posts regarding the library options for the City of Glendale. Attached are the social media post/emails regarding the library that prompted this item.

**RECOMMENDATION:**

Ald. Daugherty has requested additional information as it relates to a social media policy. Attached is an example of a policy from the City's insurance company CVMIC.

**ACTION REQUESTED:**

For informational purposes.

**ATTACHMENTS:**

1. [Draft Social Media Policy](#)
2. [Social Media Post Mayor Kennedy](#)
3. [Social Media Post Ald. Wiese](#)
4. [Email – Ald. Gelhard](#)
5. [Email – Ald. Schmelzling](#)