



Wauwatosa, WI

Government Affairs Committee

Meeting Agenda - Final

7725 W. North Avenue
Wauwatosa, WI 53213

Tuesday, November 12, 2024

6:30 PM

Council Chambers and Zoom:
<https://servetosa.zoom.us/j/82923188685>,
Meeting ID: 829 2318 8685

Regular Meeting

HYBRID MEETING INFORMATION

Members of the public may observe and participate in the meeting in-person or via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

CALL TO ORDER

ROLL CALL

GOVERNMENT AFFAIRS COMMITTEE ITEMS

1. Consideration of request by Mayor McBride to amend Sec. 24.17.010(D) (2) of the Wauwatosa Municipal Code relative to the composition of the Historic Preservation Commission [24-1577](#)
2. Request by Mayor McBride for communication to the Office of Governor regarding State funding of lead lateral line replacements [24-1576](#)
3. Review and consideration of approval of the 2025 Common Council Meeting Calendar [24-1555](#)
4. City Clerk debrief of the November 5, 2024 General Election [24-1539](#)
5. Discussion and consideration of Common Council compensation for 2026 and 2028 [24-1414](#)
6. Consideration of request from Police Department to amend section 7.60.010 of the Wauwatosa Municipal Code related to disorderly conduct and fraudulent renters of hotels [24-1471](#)
7. Police and Fire Commission Annual Report [24-1536](#)

ADJOURNMENT

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to tclerk@wauwatosa.net, with as much advance notice as possible.



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 24-1577

Agenda Date: 11/12/2024

Agenda #: 1.

Consideration of request by Mayor McBride to amend Sec. 24.17.010(D)(2) of the Wauwatosa Municipal Code relative to the composition of the Historic Preservation Commission

Memo attached



CITY OF WAUWATOSA
7725 WEST NORTH AVENUE
WAUWATOSA, WI 53213
www.wauwatosa.net

Dennis R. McBride
Mayor

To: Community Affairs Committee of the Wauwatosa Common Council
From: Dennis R. McBride, Mayor
Date: September 19, 2024
Subject: **AGENDA ITEM MEMO** – Wauwatosa Historic Preservation Commission

A. Background/Rationale

Presently, the Wauwatosa Historic Preservation Commission is comprised of seven members, one of whom must be an alderperson and six of whom must be citizens, appointed by the Mayor. (See Wauwatosa Municipal Code § 24.17.010(D)(2).) One of the current citizen members is the former Executive Director of the Wauwatosa Historical Society (WHS), who was first appointed to the Commission while she was the WHS's Executive Director.

The intention has always been to have current WHS representation, but, after the former Executive Director retired from the WHS, that representation has not continued. It would be beneficial to the functioning of the Historic Preservation Commission and of the WHS for the current WHS Executive Director to participate in Commission functions as a voting member.

B. Key Issues for Consideration

None.

NOTE: Most of the enabling ordinances for City commissions are found in Chapter 2 of the Wauwatosa Municipal Code. The reason that the enabling ordinance for the Historic Preservation Commission is found in Chapter 24 is that the Wisconsin Statutes require that enabling ordinances for historic preservation commissions be located in a city's zoning code. (See Wis. Stat. § 62.23(em).)

C. Fiscal Impact: None.

D. Requested Action

Amend Wauwatosa Municipal Code § 24.17.010(D) to expand the roster of the Wauwatosa Historic Preservation Commission by one position and state that the Executive Director of the Wauwatosa Historical Society shall be a voting member of the Commission without necessity of appointment by the Mayor.

E. Attachments: None.

A handwritten signature in blue ink that reads "Dennis R. McBride".

Amendment to 24.17.010(D)(2)

Part I. The “Review and Decision -Making Bodies” portion of the “Administration and Enforcement” portions subsection of Wauwatosa Code Section 24.17.010(D)(2) is hereby amended to read in its entirety as follows:

Composition. The historic preservation commission consists of eight (8) members, one (1) of whom must be an alderperson, one of whom shall be the Executive Director of the Wauwatosa Historical Society or that person’s designee, and six (6) of whom must be citizens.

Part II. This ordinance shall take effect on and after its date of publication.



Wauwatosa, WI

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Staff Report

File #: 24-1576

Agenda Date: 11/12/2024

Agenda #: 2.

Request by Mayor McBride for communication to the Office of Governor regarding State funding of lead lateral line replacements



Staff Report

File #: 24-1555

Agenda Date: 11/12/2024

Agenda #: 3.

Review and consideration of approval of the 2025 Common Council Meeting Calendar

Submitted by:

Steven Braatz, City Clerk

Department:

City Clerk's Office

A. Background/Rationale

Pursuant to Sec. 2.02.070 of the Municipal Code, the attached proposed 2025 Common Council and Council Committee meeting calendar is presented for the Government Affairs review, consideration, and recommendation to the full Common Council.

B. Key Issues for Consideration

1. The proposed 2025 calendar continues the new format of one Council meeting per month on the fourth Tuesday and Committee meetings on the first and third Tuesdays, with exceptions noted below.
2. April, July, September and December are all 5-Tuesday months.
3. In February, the second set of Committee meetings has been moved to the second Tuesday to accommodate the possible Spring Primary.
4. In March, the Common Council meeting has been moved to the third Tuesday to accommodate Spring Break.
5. In April, the first set of Committee meetings has been moved to the second Tuesday to accommodate the Spring Election.
6. In May, the Common Council meeting has been moved to the third Tuesday to accommodate Memorial Day.
7. In September, the first set of Committee meetings has been moved to the second Tuesday to accommodate Labor Day.
8. In October, there is an additional Financial Affairs Committee meeting on the second Tuesday to accommodate budget review.
9. In November and December, the Common Council meetings have been moved to the third Tuesday to accommodate Thanksgiving and Christmas weeks.

C. Fiscal Impact

N/A

D. Requested Action

If acceptable or including any changes after Committee review, recommend to the Common Council the approval of the 2025 Common Council meeting calendar.

E. Attachments

- 2025 Proposed Calendar



City of Wauwatosa – Proposed Common Council Calendar

2025

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
		11				
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
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	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Common Council Meetings - 6:30 PM

Standing Committee Meetings
 Community Affairs Committee – 6:30 PM
 Financial Affairs Committee – 6:30 PM
 *Times are subject to Change

Standing Committee Meetings
 Government Affairs Committee – 6:30 PM
 Transportation Affairs Committee – 6:30 PM
 Community Affairs Committee – 7:30 PM
 Financial Affairs Committee – 7:30 PM
 *Times are subject to Change

Holidays – City Offices Closed

Election Days

Special Financial Affairs Committee – 6:30 PM



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 24-1539

Agenda Date: 11/12/2024

Agenda #: 4.

City Clerk debrief of the November 5, 2024 General Election

Submitted by:

Steven Braatz, City Clerk
Zachary Kessler, Deputy City Clerk

Department:

City Clerk

A. By the Numbers

Totals

- Total Absentees Processed Successfully: 21,521
- Total In-Person Voters: 10,695
- **Total Voters: 32,216**
- **Total turnout: 92.49%**

Totals by Polling Sites - In-Person Voters

- Wauwatosa City Hall - Lower Civic Center (Wards 1, 2A, 2B, 3): 1,236
- St. Matthews Evangelical Lutheran Church (Wards 4A, 4B, 6B): 557
- Trinity Episcopal Church (Wards 5, 6A): 507
- St. Camillus (Wards 7, 8, 9A, 9B): 1,560
- Honey Creek Church (Wards 10, 11, 12A, 12B): 1,407
- Wauwatosa Library - Firefly Room (Wards 13, 14, 15): 1,171
- Mt. Mary University (Wards 16, 17, 18): 1,189
- Mt. Zion Lutheran Church (Wards 19, 20A, 20B, 21A, 21B): 1,601
- Annunciation Greek Orthodox Church (Wards 22, 23, 24A, 24B): 1,467

Absentees

- Total absentees mailed: 8,878
- Total absentees emailed: 197
- Total absentees Special Voting Deputy: 238
- Total absentees online: 23
- Total IPAV: 12,869
- **Total Absentees Issued: 22,205**
- Total absentees returned and counted: 21,521
- Total mailed ballots returned via the absentee drop box: 2,702

- Total absentees rejected: 10
- Total absentees voter refused: 12
- Total absentees returned after the deadline (as of 11-8-24): 31
- **Total absentees returned (in some manner): 21,574**
- Percentage returned vs. issued: 97.16%
- Percentage returned and counted vs. rejected: 0.0005%

Voter Registration Applications

- Late Registrations (from October 17-November 1): 896
- Election Day Registrations: 1,898

Workforce

- Clerk's Office:
 - Zach Kessler, Deputy City Clerk
 - Misty Richey, Office Assistant
 - Emma Rose, Office Assistant
 - Ying Xiong, Office Assistant
 - Jill Kenda-Lubetski, Temporary Office Assistant
 - Nick Carleton, Election Tech - from DPW
 - David Gil, Election Tech - from Engineering
 - Tony Schallitz, Election Tech - from DPW
 - Jonah Wormington, Election Tech - from DPW
- Special Voting Deputies: 24, 8 qualified care facilities, 2 visits each
- In-Person Absentee Workers: 48, 10 days
- Polling Place Poll Workers: 223, 9 polling sites, including 13 High School students
- Central Count Workers: 39
- Other: A variety of City Staff and poll workers assisted with mailing absentee ballots, balancing and sorting absentee ballots, and coordinating polling site supplies

B. Other Information

Polling Sites

The City approved five new polling sites at the beginning of the year. Despite the mailings earlier in the year, using the sites for the April and August elections, and various communications, some voters were still unsure of their polling site. Overall, the setup and flow of each polling site worked out well. Since so many voters voted ahead of Election Day, most polling sites experienced little to no lines after the morning rush.

In-Person Absentee Voting (IPAV)

IPAV moved to the Lower Civic Center beginning in August. Due to the location change, a member of the Clerk's Office was stationed at the site at all times. The setup worked well, with many compliments from voters. The first two days were marred by slowdowns of the State voter database system, which led to long lines - but this issue was corrected by the third day. IPAV was open on Saturday, October 26, and we had extended hours the last week of IPAV. Overall, we averaged 1,430 voters each day, factoring out the Saturday shift, which was only five hours.

Poll Worker Trainings

There were many opportunities for training, including:

- Poll worker, Central Count, and IPAV training videos
- In-person Badger Book and scenarios training
- In-person Chief training
- Election equipment training
- In-person Greeter training
- Election Tech training
- Pre-Election Briefing meetings - one specific to the Chief Inspectors and one with all Election Day Workers

Intergovernmental and Interdepartmental Preparation

In preparation for a Presidential election, the Clerk's Office met and coordinated with the Police Department, Fire Department, Health Department, Department of Public Works, IT, Communications, and City Attorney's Office. Together we prepared contingency plans, including responses to threats, medical issues, emergency polling site changes, legal challenges, technical needs, weather-related scenarios, and more. The Clerk's Office also met with County, State, and Federal Officials to prepare for similar issues regionally and nationally, as well as the Wauwatosa School District to identify additional backup polling sites.

Other Preparations and Challenges

As with any big election, many third-party organizations send out mailings, e-mails, text messages, and phone calls. We received several calls from voters concerned about these communications and/or think they are coming from the City Clerk's Office.

The Clerk's Office spent time preparing for a variety of electioneering-related issues, including signs, IPAV and polling-place distance requirements, messaging from the State regarding voters wearing clothing at the polling place, and similar matters.

We also spent time preparing for the swath of observers we anticipated during IPAV, Central Count, and at the polling sites. During IPAV, we had an average of three observers each day. Central Count had 14 observers. Each polling site had between 2 and 13 observers. There were no issues.

During IPAV, we assisted many voters in canceling their mailed absentees so they could vote IPAV. This process requires a higher level of Wisvote (voter database) access, which could only be done by Clerk's Office staff. Some voters brought their mailed ballot in with them and were sent to the Clerk's Office to vote on and return their mailed ballot. Staff spent considerable time explaining that both IPAV and mailed absentees were forms of absentee voting.

C. Upcoming 2025 Elections

- Spring Primary - Tuesday, February 18
- Spring Election - Tuesday, April 1



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 24-1414

Agenda Date: 11/12/2024

Agenda #: 5.

Discussion and consideration of Common Council compensation for 2026 and 2028

Memo attached



ADMINISTRATION DEPARTMENT MEMO

To: Government Affairs Committee

From: Administration – Human Resources

Meeting Date: November 12, 2024

Subject: Discussion and Consideration of Common Council Compensation for 2026 and 2028

A. Issue

The compensation for the Common Council, Mayor and Alderpersons, is only periodically adjusted and may only be adjusted in advance of a succeeding term of office. It is NOT legal for an elected body to grant themselves as incumbents an increase in compensation. In this instance any modification can and would be effective with the next term of office. In the case of Alderpersons, April of 2026 and, Mayor, in April of 2028. In terms of budgetary impact that will be adjusted with the 2026 and 2028 budgets, respectively.

The purpose of this report is only to begin a discussion as to how the body wants to look at the issue. Herein I have not attempted to suggest the positions have changed in the fundamental nature of what the roles entail or to reconsider the attraction to the position. Instead, I have left those consideration to the body and relied on simply bringing current the compensation based on an inflation adjustment as is often the baseline of compensation review. In addition, for comparative review is an attachment of compensation in several other municipalities.

B. Background/Options

The most recent two adjustments to the Aldermanic 'stipend' were an increase to \$350 per month in 1982 and \$450 in 2018. The current cumulative budget amount is \$86,400. In adopting the modification pay associated with the referendum creating 12 aldermanic seats; the Common Council set in policy that the cumulative pay to the 16 Alders would be divided by 12 once that change takes place. This change will bring the Aldermanic pay to \$600 per month. If one adjusts for inflation from 1982; the monthly stipend would be \$1,166 or from 2018 calculates to \$576 per month.

The pay for the position of Mayor was most recently adjusted in 2012 to a monthly amount of \$2,500 per month. Brining this current to 2024 would be an adjustment to \$3,477 per month or \$41,724 annually.

C. Strategic Plan (Area of Focus)

This issue most closely aligns with the overall Vision, Mission, and Values of the organization.

D. Fiscal Impact

The fiscal impact is quite varied depending on the approach one takes. For descriptive purposes, \$1,166 per month for 12 Alders is a budgetary increase of \$81,504 annually and about $\frac{3}{4}$ of that in



ADMINISTRATION DEPARTMENT MEMO

2026 as a partial year. Likewise, if you use the adjustment from 2018 but then divide by 12 instead of 16 you arrive at an annual adjustment of \$24,192 (partial in 2026).

In the case of the position of Mayor; simply adjusting for inflation is an adjustment of \$11,724 in 2028 and beyond.

E. Recommendation

First, I would suggest taking time over the next couple months to consider the soundness of our current structure and if resolved that it preserves the functions as it has for many years the issue becomes quickly one of how to adjust to bring forward the compensation. In this instance, and from among other questions the committee may have, staff can be responsive with an explicit recommendation. Last, each of these inflation adjustments brings the number to 2024. We would prefer adjusting forward to 2026 and 2028 so that value is not 'outdated' upon adoption.

Municipality	Population	Monthly Pay: Alders	Annual Pay: Alders	Hours Worked: Alders (note: this can be an estimate, i.e., 3 hours per week, etc.)
Appleton	74,511	\$563	\$6,750	5 hours
Bayside	4,384	\$100	\$1,200	unknown
Beloit	36,449	\$208	\$2,500	
Brookfield	41,958	\$826	\$9,911	15+ hours
Brown Deer	12,609	\$400	\$4,800	
Cedarburg	12,421	\$200	\$2,400	
Cudahy	17,796	\$650	\$7,800	
Delafield	7,181	\$313	\$3,750	1-10 hours
Eau Claire	69,737	\$250	\$3,000	
Fond du Lac	44,339	\$417	\$5,000	
Fox Point	6,643	\$0	\$0	3 hours per month
Franklin	36,066	\$600	\$7,200	~10
Greendale	14,540	\$599	\$7,193	5-7 hours
Greenfield	37,071	\$575	\$6,900	15 hours
Hartford	15,829	\$333	\$4,000	30 mins per week
Kenosha	94,484	\$500	\$6,000	10 plus
La Crosse	51,380	\$575	\$6,900	
Manitowoc	34,570	\$450	\$5,400	2-3 hours
Menomonee Falls	39,246	\$458	\$5,500	unknown
Mequon	25,337	\$400	\$4,800	1-2 hours
Milwaukee	563,305	\$7,017	\$84,206	40 hours plus
Muskego	25,150	\$636	\$7,638	7 hours
Neenah	27,361	\$440	\$5,280	
New Berlin	40,315	\$508	\$6,100	3-5 hours /week
Oak Creek	36,087	\$600	\$7,200	Varies
Oconomowoc	16,847	\$591	\$7,093	20-25 hours
Oshkosh	65,948	\$417	\$5,000	10 hours
Pewaukee	16,169	\$542	\$6,500	
Racine	76,462	\$575	\$6,900	
River Hills	1,571	\$0	\$0	Under 5 hours
Sheboygan	49,773	\$507	\$6,084	
Shorewood	13,526	\$83	\$1,000	Varies
South Milwaukee	20,309	\$725	\$8,700	Varies
Waukesha	70,454	\$584	\$7,000	20 hours
Wausau	39,833	\$446	\$5,355	
Wauwatosa	47,289	\$450	\$5,400	
West Allis	58,950	\$900	\$10,800	20
West Bend	31,604	\$352	\$4,235	20 per week
West Milwaukee	4,019	\$300	\$3,600	10 hours per month



Wauwatosa, WI

7725 W. North Avenue
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Staff Report

File #: 24-1471

Agenda Date: 11/12/2024

Agenda #: 6.

Consideration of request from Police Department to amend section 7.60.010 of the Wauwatosa Municipal Code related to disorderly conduct and fraudulent renters of hotels

Memo attached

GAC Proposal by Wauwatosa Police Department
Ordinance/Language Proposal
10/17/24

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7.60 Hotel Registration and Security

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7.60.010 Written Register

1. Every owner, keeper or proprietor of any lodging house, rooming house, motel or hotel shall keep a register wherein all guests, roomers or lodgers shall inscribe their names and permanent address upon their procuring lodging, a room or accommodations. ~~The owner, keeper or proprietor shall verify the credit card signature of each guest, roomer or lodger making payment by way of credit card, with the signature inscribed upon the hotel register. If the signature as inscribed on the register does not appear to reasonably match the signature on the credit card, further identification shall be requested of the type requested of persons paying in cash.~~The owner, keeper or proprietor shall require identification of any guest, roomer or lodger ~~paying in cash,~~ at the time of registration, and in a valid and current format showing the person's name, ~~and~~ date of birth ~~and~~ address, and may be, but is not limited to, a driver's license, state-issued picture identification card, or such other form as will reasonably assure that the registrant is, in fact, the person under whose name such lodging, room or accommodation is, in fact, being procured, and shall maintain a photo ~~or digital~~ copy of such identification ~~or transpose the identifying information in the registration ledger.~~ For any guest, roomer or lodger taking occupancy through a prearranged reservation in the name of a corporation, business, association or any other entity, the owner, keeper or proprietor shall request identification of the specific guest, roomer or lodger at the time of registration as will reasonably assure such person to be the person for whom the lodging, room or accommodations have been procured.
2. Before furnishing any lodging for hire to any person in any lodging house, or before furnishing any accommodations to any guest of any motel or hotel, the proprietor, manager or owner thereof shall require the person to whom such lodgings are furnished, or room is rented or accommodations furnished, to inscribe his or her name and permanent address in such register, kept for that purpose as heretofore provided, and shall set opposite the name the time that said name was so inscribed and the room occupied by such lodger, roomer or guest.
- ~~2-3.~~ Any guest, roomer or lodger required to provide identification under sub. (1) shall be presumed liable for any violations of the Wauwatosa Municipal Code that occur in such lodging, room or accommodation.

(Ord. O-97-8 § 1 (part), 1997)



Wauwatosa Police Department

Departmental Correspondence

DATE: 10/17/24
TO: Government Affairs Committee (GAC)
FROM: Capt. Luke Vetter and Sgt. Kurt Svatek
SUBJECT: Proposal to amend and add to Ordinance 7.60 - Hotel Registration and Security
ATTACHED: Proposed ordinance language

Timeline

- Present to GAC on 11/12
- If approved, present to Council on 11/19

Background

Currently, Wauwatosa Ordinance 7.60.010 requires all hotels and motels in the City to identify any renters paying by cash. As evidenced by COVID in 2020, cash has been and is being phased out throughout the country, including no longer being accepted by hotels and motels.

The Police Department responds to hotels in the City of Wauwatosa regularly for juveniles in rooms either violating hotel policy, being disorderly, or smoking in the rooms. The juveniles are not the renters of these rooms and the hotel often does not have a record of the adult who rented the room. Unfortunately, often the renter is not on premise supervising the large group of juveniles at the hotels.

One of the most egregious incidents of this occurred at one of our hotels where Officers responded for several rooms full of juveniles being disorderly in the hotel and disrupting other guests. The adult who rented the rooms was not on premise. In this case, over the span of eight hours, the Officers responded to this hotel eight (8) separate times. Officers removed dozens of juveniles from the hotel. These calls took up a considerable amount of police resources. In order to appropriately handle the first call for service alone, the entire second shift staff of ten (10) Officers was held past their shift on over-time to clear out approximately eight different rooms of juveniles within the hotel.

Hotel staff advised that in one of these rented rooms, Officers removed twelve (12) juveniles in violation of Ordinance 7.60.070, and learned the absent renter provided a fictitious address to the hotel.

Wauwatosa Police Department

Departmental Correspondence

Proposed Ordinance Addition

This proposal is seeking two (2) changes to ordinance 7.60. This addition would allow hotel management and police to contact responsible party/renter of a room, and would also allow police to issue municipal citations to the absent renters if violations occur. This proposal has been discussed and reviewed with our City Attorney's Office.

- 1) **Adjust 7.60.010(2):** The first proposal is to require all hotels and motels to keep on file (for a period of the time the room is rented) a copy of a valid form of identification for any adult renter of a room, regardless of whether payment is made by cash or card.
 - a. Allows for accountability of guests at hotels
 - b. Allows hotel management and police to contact the responsible party/renter when problems arise

- 2) **Add 7.60.010(3):** The second proposal is to add language that holds the renter liable for incidents of disorderly conduct or large groups causing disruptions within the hotel, especially when the renters are not present.
 - a. This addition would be added as "Renter's liability" clause
 - b. Allows hotel staff to be a complainant, and police to issue municipal citations if violations occur

See proposed language for 7.60 on the attached document. Thank you for considering these changes to make our City's visitors at our hotels more pleasant, safe and secure.

Respectfully,
Captain Luke Vetter & Sergeant Kurt Svatek.



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 24-1536

Agenda Date: 11/12/2024

Agenda #: 7.

Police and Fire Commission Annual Report

Report attached

2023 Annual Report
Wauwatosa Police & Fire Commission

PFC Members

- Danielle Long, President
- Greg Leahy, Vice President
- Stan Stojkovic, Secretary
- Phillip Morris
- Victor Plantinga

Mission

The Police and Fire Commission is required by state statute 62.13 to fulfill certain functions in Wauwatosa. The Commission consists of 5 unpaid, volunteer Wauwatosa residents, appointed by the Mayor and approved by the Common Council to five-year rotating terms.

PFC Responsibilities under 62.13

1. The PFC shall appoint the chiefs of the police and fire departments who shall hold their offices during good behavior, subject to suspension or removal by the PFC for cause.
2. Establish qualifications for candidates for each department, including physical, educational, prior experience and testing.
3. Oversee the recruitment, testing and hiring process for the departments.

PFC Responsibilities under 62.13

4. Interview candidates for each department.
5. Certify a list of candidates for hire by each department, maintained by the City Clerk.
6. Approve the Chiefs' appointments of subordinates.

PFC Responsibilities under 62.13

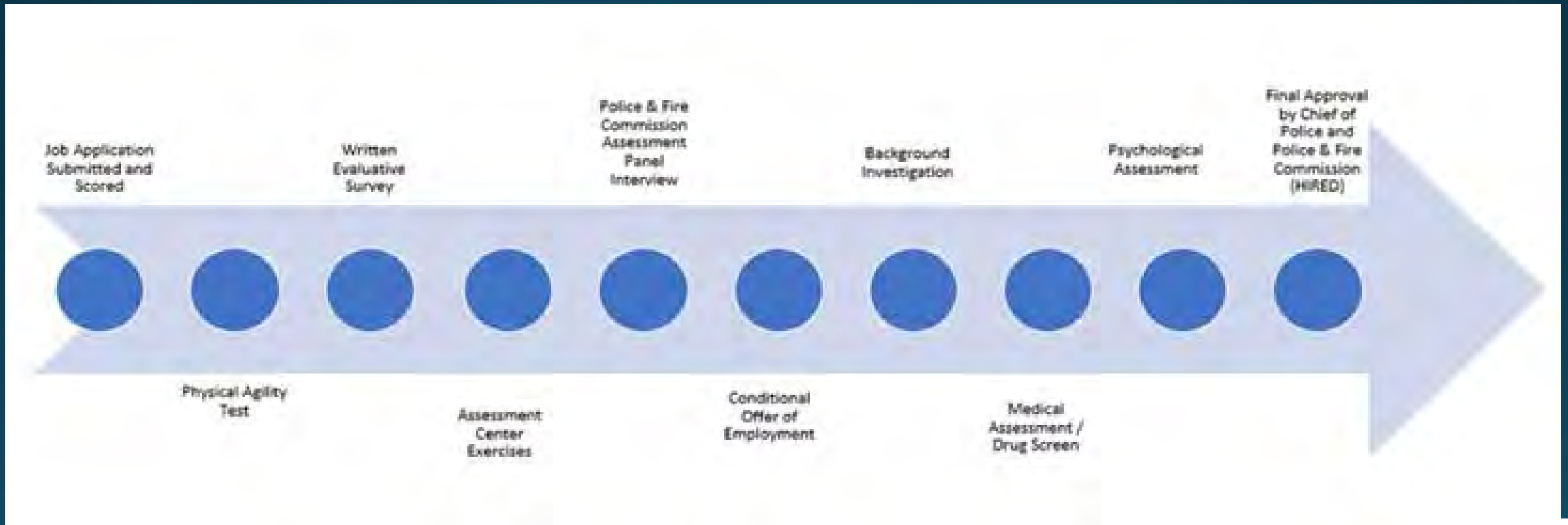
7. Conduct disciplinary hearings on charges that may result in suspension, demotion, or termination of an employee if the employee requests a hearing. The Commission is required to address specific standards for whether just cause exists to sustain disciplinary charges.

PFC Meetings

- The PFC meets on the 3rd Wednesday of each month with the exception of July, August and December unless a special meeting (often interviews).
- Meetings are held at 4:30 pm at City Hall.

Police Hiring Process Timeline

The time from application opening date to hire date is 17-18 weeks, or about four and a half months.



Police Officer Interviews and Hiring 2023

Number of Police Officer Candidate Interview

Events: 4 (down 2 from 2022)

- January 11, 2023
- April 27, 2023
- June 28, 2023
- October 3, 2023

Police Officer Hiring 2023

**Number of Police Officer Candidates Interviewed: 21
(down from 28)**

- January: 6 candidates
- April: 10 candidates
- June: 3 candidates
- October: 2 candidates

Police Officer Hiring 2023

Number of Candidates Put on Eligibility List: 21 (100%)

- January: 6 candidates
- April: 10 candidates
- June: 3 candidates
- October: 2 candidates

Police Officer Hiring Statistics 2023

Number of Candidates Hired: 13

- January: 4 candidates
- April: 4 candidates
- June: 3 candidates
- October: 2 candidates

Police Officer Hiring Statistics

Number of Candidates Retained (as of
September 11, 2024): 13

Firefighter Hiring and Interview Information

- Fire Department posting for Firefighter: 10/2/2023 – 12/23/2023
- Open process with North Shore, West Allis and St. Francis fire departments
- Received 79 applicants - disqualified 24 for various reasons (most didn't meet minimum standards for education)

Firefighter Interviews and Hiring 2023

1 firefighter interview session was held in February

- All departments interviewed – 55 applicants
- Top 9 interviewed by PFC
- Hired 6 hired (May, 2023)
 - 4 interns
 - 2 off eligibility list

Firefighter Interns 2023

- 31 applied
- PFC interviewed 20 applicants
- 10 placed into the program in 2023
- As of September, 2024 we currently have 13 in the intern program

Promotions

Police Department Promotions

- Officer Jacob Grosenick was promoted to the rank of sergeant on January 1, 2023.
- Officer Jordan Yandre was promoted to the rank of sergeant on October 9, 2023.
- Patrol Specialist Beth Itnyre was promoted to the rank of detective on October 9, 2023.

Firefighter Lieutenant Promotional Process 2023

- 9 eligible firefighters applied
- 7 passed the process and placed on eligibility list
- 1 promoted to lieutenant

Fire Lieutenant Promotional Process

- 10 eligible firefighters applied
- 9 passed the process and placed on eligibility list
- 3 promoted to lieutenant

Citizen Police Academy

- Attended by Commissioner Long in 2022
- Commissioner Plantinga in 2023
- Commissioner Leahy attended in 2024

Questions?