



11333 N. Cedarburg Road
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Office of the City Clerk
Taped & Televised

COMMITTEE OF THE WHOLE
Tuesday, February 11, 2025
7:00 PM
Christine Nuernberg Hall

Agenda

1. Call to Order, Roll Call
2. Approval of Meeting Minutes
 - a. January 14, 2025
3. Discussion
 - a. Civic Campus Master Plan: Phase 1 Work Program
4. Informational Item
 - a. Committee of the Whole Planning Calendar
5. Adjourn

Dated: February 11, 2025

/s/ Andrew Nerbun, Mayor

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM.



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COMMITTEE OF THE WHOLE

Tuesday, January 14, 2025

7:15 PM

Christine Nuernberg Hall

Minutes

1. Call to Order, Roll Call

Mayor Nerbun called the meeting to order at 7:25 PM.

Present:

Mayor Andrew Nerbun
Alderman Robert Strzelczyk
Alderman Kelly Tolocko
Alderman Dale Mayr
Alderman Jeffrey Hansher
Alderman Gregg Bach
Alderman Brian Parrish
Alderman Peter Bratt
Alderman William Gebhardt

Also present: City Administrator Jones, Assistant City Administrator Schoenemann, City Attorney Sajdak, City Clerk Fochs, Finance Director Arnett, Police Chief Pryor, Director of Public Works/City Engineering Lundeen, Deputy Director of Public Works Weyker, Buildings Superintendent Bodoh, Water Utility Supervisor Voigt, Managerial Fellow Randall, press and interested public.

2. Approval of Meeting Minutes

a. December 10, 2024

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Hansher

AYES: Nerbun, Strzelczyk, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt
NOT PRESENT: Tolocko

3. Discussion

a. Policy Discussion Regarding Operation of the Mequon Community Pool in 2025

Attachment: 1.14.25 (10011 : cotw minutes)

Director Lundeen opened the discussion with a brief overview of the topic.

The Committee provided opinions and views in respect to the sensitivity of the subject, future planning, and budget considerations. Deliberation included budget caps for continued maintenance and the longevity of ongoing upkeep of a failing system and safety concerns. Aldermen also voiced concern for the negative impact on the community with the temporary loss of amenity and the disruption of the need for lifeguards. Further discussion included, updating residents on the status of the pool throughout the seasons, investigating an alternative option to residents during closure, and possible subcommittee for future pool planning.

4. Resolution

a. **RESOLUTION 4169** A Resolution Awarding a Contract for the Upgrade of the City of Mequon Community Pool Gutter System to Badger Pools of Prairie du Sac, Wisconsin, in an Amount Not-to-Exceed \$142,365

RESULT: **Approved by Voice Acclamation [8 to 1]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Strzelczyk

AYES: Nerbun, Strzelczyk, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt
NAYS: Tolocko

5. Informational Item

a. Committee of the Whole Planning Calendar

The Mayor mentioned the possibility of bringing a Flood Plain discussion forward and Alderman Parrish requested a meeting with the DOT.

6. Adjourn

Motion to Adjourn at 8:07 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Bach
SECONDED BY: Alderman Gebhardt

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt

Respectfully Submitted,

Janet Meyer
Deputy Clerk



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Office of Community Development

TO: Committee of the Whole
FROM: Kim Tollefson, Director of Community Development
DATE: February 11, 2025
SUBJECT: Civic Campus Master Plan: Phase 1 Work Program

Background

In December of 2024, the Common Council authorized the City Administrator to execute a contract for civic campus planning efforts through ARPA funding. A Request for Qualifications (RFQ) was approved by the Council and resulted in seven qualified proposals. An internal City review committee selected The Lakota Group, located in Chicago, partnering with Kapur, Inc. for engineering services. The RFQ and The Lakota Group proposal is available and on file with the Department of Community Development.

Phase I: Engage | January - March 2025

Since execution of the contract in late December of 2024, staff and the consultant discussed the first phase of work and conducted an on-site organization and fieldwork meeting. The following outlines the tasks forthcoming as part of the first phase of work:

- Organization Meeting with Staff Committee Members: Includes overview of project schedule, issues and opportunities, community engagement needs
- On-Site Fieldwork and Baseline Data Collection: Project team will spend a full day on the civic campus and develop a working base map of the study area and context of surrounding area
- Inventory and Evaluation: Review and evaluate all available data, previous plans, studies and campus features/amenities
- Create a Project Brand, Website and Social Media: Develop streamline and direct communications throughout the entire project including timeline, documents, events
- Stakeholder Focus Group Discussions: The Lakota Group will host two (2) full days of stakeholder focus group sessions
- Visioning Open House Event: The Lakota Group will host an open house with interactive exercises

Phase 2: Envision | April - June/July 2025

Phase 2 will include the envision phase of the project.

Structure

The internal staff committee consists of the Mayor, Alderperson Bratt, Community Development Director and Assistant Director, Public Works Director and designees. The Park and Open Space Committee will provide oversight of the project.

Staff Summary

A summary of the Phase 1 work including results of the focus group discussions and open house event will be provided to the Committee along with the work program related to Phase 2 in April.

COMMITTEE OF THE WHOLE PLANNING CALENDAR - 2025

ITEM	PRINCIPAL	TIME
January 13		
Community Pool Discussion	Lundeen	15
February 10		
Civic Campus Planning	Tollefson	30
March 10		
Floodplain Modeling Review Presentation	Zader	60
Community Survey Discussion	Schoenemann	45
April 14		
Lake Michigan Bluff Text Amendment(s)	Tollefson	60
May 12		
WISDOT Projects Update: Highland Road, I-43, Mequon Road	WISDOT	45
TID #3 Public Improvements - Budget Update	Tollefson	30
June 9		
Forestry Update Emerald Ash Borer/Specimen Tree Ordinance	Lundeen	60
July 14		
SOFD Update	Bialk	30
Water Utility Master Plan Update	Lundeen	45

COMMITTEE OF THE WHOLE PLANNING CALENDAR - 2025

ITEM	PRINCIPAL	TIME
August 11		
2026 Budget Workshop (Early Start)	Jones	90
September 8		
October 13		
November 10		
December 8		
Future/Other Policy Items for Discussion/Consideration/Analysis		
Employee Handbook; Fleet Study Update; SW Industrial; Opitz Cemetery, Facilites Study Update; Long-Range Financial Plan/5-Year CIP		

Attachment: COTW PLANNING CALENDAR (10050 : cotw calendar)