



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2914

www.cityofmequonwi.gov

Office of the City Clerk
Taped and Televised

COMMITTEE OF THE WHOLE
Regular Meeting
Tuesday, May 12, 2026 – 6:45 PM
Christine Nuernberg Hall

Agenda

- 1) Call to Order and Roll Call**
- 2) Approval of Meeting Minutes**
 - a) April 14, 2026
- 3) Discussion Item**
 - a) Discussion Regarding the Reallocation of Funds Received Through the American Rescue Plan Act (ARPA)
- 4) Resolution**
 - a) **RESOLUTION 4287** – A Resolution Authorizing an Amendment to the Professional Services Agreement Previously Executed with the Lakota Group of Chicago, Illinois for Development of a Civic Campus Master Plan, in the Amount of \$10,000
- 5) Discussion Item**
 - a) Annual Update – Southern Ozaukee Fire and EMS Department
- 6) Informational Item**
 - a) Committee of the Whole Planning Calendar
- 7) Adjourn**

DATED: May 7, 2026

/s/ Andrew Nerbun, Mayor

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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 Clerk's Office at 262-236-2914, Monday through Friday, 8:00 AM – 4:30 PM



DRAFT

11333 N. Cedarburg Road
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**COMMITTEE OF THE WHOLE
Regular Meeting
Tuesday, April 14, 2026 - 6:30 PM
Christine Nuernberg Hall**

Minutes

1) Call to Order and Roll Call

The meeting was called to order by Mayor Nerbun at 6:30 p.m.

Present:

Mayor Nerbun, Alderman Strzelczyk, Alderman Tolocko (attended virtually), Alderman Mayr, Alderman Hansher, Alderman Bach, Alderman Parrish, Alderman Bratt, Alderman Gebhardt

Also present: City Administrator William Jones, City Clerk Caroline Fochs, City Attorney Brian Sajdak, Director of Community Development Kim Tollefson, City Engineer Kristen Lundeen, and Assistant Director of Community Development Jac Zader.

The meeting was suspended following roll call due to inclement weather alerts. The Committee reconvened at 6:47 p.m. with the all-clear.

2) Approval of Meeting Minutes

a) Meeting Minutes of March 10, 2026

MOTION:	Meeting minutes of February 10, 2026
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman Jeffrey Hansher
AYES:	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
RESULT:	Approved by Voice Acclamation

3) Resolutions

a) RESOLUTION 4279 - A Resolution Adopting the Mequon Commons Master Plan

Representatives from the Lakota Group presented the modified plan as suggested at the last Committee meeting. The revisions include a versatile oval-shaped green space with band shell, an additional restroom facility on the bike path, and expanded pool elements. The group detailed the implementation procedures which are organized into three phases for cost-effectiveness and allow the ability to continue utilizing spaces near renovation areas. Phase 1, with expected completion within three years, will include construction of the pool and aquatic center, city hall entrance, and redbud plaza. Phase 2, with expected completion within six years, will include the green space lawn and stage, bike path restroom, and additional parking. Phase 3, with expected completion within eight years, will include construction of the playground and library lot upgrades. Cost estimates were discussed encouraging funding options such as grants, private and public donors, and referendums.

Committee dialogue included concerns over the lengthy timeline of the project, inflation cost factors and fiscal responsibilities of the Committee, moving the bike trail bathroom closer to the main campus, and security cameras. Overall, the Committee showed positive support for the project and look forward to implementation.

Director Tollefson reviewed the next steps of the process, citing that the community has been looking forward to this type of enhancement since 2002. She reiterated that Phase 1 will prioritize the aquatic facility. There will be a separate discussion on the future of high school baseball, but there is a commitment for regular seasons through 2027. City staff is requesting approval from the Common Council to move forward and begin the process of RFP rewards and hiring design consultants by the June meeting.

MOTION:	To recommend Resolution 4279 to Common Council
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt
AYES:	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
RESULT:	Approved by Roll Call Vote

4) Discussion Items

a) FEMA Floodplain Map Amendment Update

Assistant Director Zader provided an overview of the maps adopted in 2024, explaining the issues found in the modeling and flow rate. M Squared Engineering (NKA, DB Sterling) was hired for the LOMR (Letter of Map Revision) to FEMA in Spring 2025 and has been working

alongside the DNR on revisions. Several flow rate technical issues were identified, and new maps for the Milwaukee River portion have been completed with continuing research on Trinity Creek. City staff expressed the beneficial impact this new data will provide to residents.

Following the finalization of each model, the consultant will submit the LOMR to DNR within a month, and once approved, the DNR will submit to FEMA.

5) Informational Items

- a) Committee of the Whole Planning Calendar

6) Adjourn

MOTION:	Adjourn at 8:12 p.m.
MOVER:	Alderman William Gebhardt
SECONDER:	Alderman Gregg Bach
AYES:	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
RESULT:	Approved by Voice Acclamation

Respectfully Submitted,
Janet Meyer, Deputy Clerk



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Administration

TO: Committee of the Whole
FROM: William Jones, City Administrator
DATE: May 12, 2026
SUBJECT: Discussion Regarding the Reallocation of Funds Received Through the American Rescue Plan Act (ARPA)

Background

On March 11, 2021, former President Biden signed into law the American Rescue Plan Act (ARPA), a \$1.9 trillion economic stimulus bill that provided \$350 billion for states, municipalities, counties, tribes and territories, including \$130 billion for local governments split evenly between municipalities and counties. With the passage of this bill, the City received a total of \$2.55 million in two equal payments that were delivered in mid-2021 and again in mid-2022.

Originally, these one-time proceeds were to be used to offset unforeseen expenses attributable to COVID-19, or spending directly related to water, sewer or broadband infrastructure projects. In follow-up guidance provided by the U.S. Treasury Department in early 2022, a 'Standard Deduction' was established in the amount of \$10 million. This allowed governments of any size to forego the process of calculating COVID-related revenue losses below \$10 million, and to more freely utilize ARPA proceeds to fund general government services and/or projects.

Accordingly, the City worked to develop a proposed spending plan for the use of Mequon's ARPA proceeds through 2026. The plan, which was approved by the Common Council in 2022, and subsequently amended in 2023, contains funding for several one-time projects intended to further the City's pursuit of five key focus areas identified during development of its inaugural strategic plan. Attached for reference is a copy of the most recent spending plan approved by the Common Council in 2023.

Analysis

As of April 30, 2026, the City has expended \$2,285,763 of the \$2,552,029 (89.6%) of the funds originally allocated to the City. Additionally, the City expended a portion of the \$257,060 in accumulated interest income to pay for a City-wide revaluation last year.

As the City moves closer to the mandatory deadline for expending all ARPA by the end of 2026, staff is seeking to engage the Council in a discussion regarding the reallocation of approximately \$180,000 in residual funds that have either not been spent, were more recently reimbursed to the

City, or are the result of additional interest earnings. As the Common Council will recall, Mayor Nerbun was able to negotiate a cost-sharing arrangement last year with the Wisconsin Department of Transportation for installation of the new traffic signal at the intersection of Port Washington and County Line Roads. Originally, this was identified as an ARPA-funded project in the amount of \$325,000. Since receiving reimbursement from WISDOT in late 2025, the City has approximately \$182,500 in unassigned funds which are now available for reallocation.

Per guidance from the U.S. Treasury Department, any reassignment of unspent or reimbursed funds not otherwise allocated by December 31, 2024, must adhere to the identified spending categories contained within the City’s original ARPA spending plans. Accordingly, City staff will be present at Tuesday evening’s Committee of the Whole meeting to present recommendations regarding the planned expenditure of these proceeds prior to December 31, 2026.

Fiscal Impact

As noted, most funds received under ARPA have already been spent in accordance with identified projects and/or spending categories approved by the Common Council in 2022 and again in 2023. While a few deviations from the original plan have occurred since that time (e.g., community survey, FEMA floodplain mapping, etc.), contracts for such work have nevertheless been approved by the Common Council via separate award, prior to December 31, 2024. Accordingly, any further allocations agreed to on May 12 should align with City expenditures or projects either already identified (e.g., 5-year capital improvement plan), or currently underway (e.g., civic campus master planning, speed deterrence, etc.), so that these funds can be fully expended over the next seven months.

Recommendation

Pending the Committee’s concurrence on a proposed plan to reallocate approximately \$182,500 in otherwise available ARPA funding, staff will prepare an updated ARPA Spending Plan to reflect said amendments, and place such on the Council’s June meeting agenda for formal adoption, via resolution.

Attachments:
ARPA 8.0

AMERICAN RESCUE PLAN ACT

CAPITAL/ INFRASTRUCTURE		IT/CUSTOMER SERVICE		FINANCIAL STEWARDSHIP		QUALITY OF LIFE	
ITEM	COST	ITEM	COST	ITEM	COST	ITEM	COST
County Line Traffic Signal	\$325K	Land Mgmt. System	\$425K	2022 Budget	\$200K	Lemke Park Pavilion	\$350K
Space Needs Assessment	\$25K	Central Database	\$100K	2023 Budget	\$200K	Brush Site	\$250K
		MUNIS Modules (4)	\$100K	2024 Budget	\$65K	Civic Campus Plan	\$75K
		MUNIS Training	\$50K	Library	\$150K	Parks Plan Update	\$40K
		Police Phone Recorder	\$15K	Covid/Staff/ Other	\$72K	Speed Deterrence	\$20K
		E-Poll Books	\$90K				
TOTAL	\$350K	TOTAL	\$780K	TOTAL	\$687K	TOTAL	\$735K

GRAND TOTAL: \$2,552,000



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Community Development

TO: Committee of the Whole
FROM: Kim Tollefson, Director Community Development
DATE: May 12, 2026
SUBJECT: RESOLUTION 4287 - A Resolution Authorizing an Amendment to the Professional Services Agreement Previously Executed with the Lakota Group of Chicago, Illinois, for Development of a Civic Campus Master Plan, in the Amount of \$10,000

Background

A professional services agreement for development of a Civic Campus master plan is complete with adoption of the Mequon Commons Master Plan adopted by the Common Council on April 14. Completion of this project offers the City the opportunity to develop a design for Phase One of the Master Plan, including a community aquatics complex, shared support building, redbud plaza and outdoor terrace and plaza space. During the latter stages of this engagement, additional services were requested by the City, resulting in work being done that was not included in the original work plan submitted by the Lakota Group.

Analysis

The Lakota Group implemented the master planning process through three (3) phases, including a series of community engagement sessions, targeted focus group sessions, the identification of core amenities and visual preferences, the development of a series of concept plans, conducting engineering analyses and calculating cost estimates, and establishment of a final refined plan. The work required to achieve the final plan resulted in three (3) additional concept plans, one (1) additional community engagement session, the calculation of cost estimates for all concept plans, seven (7) additional steering committee meetings and two (2) additional Common Council meetings.

Fiscal Impact

The cost of the additional services is \$10,000, which, as noted, is beyond the original contract that was for an amount not-to-exceed \$60,000. The original scope of work was funded through ARPA, and these additional services are also an ARPA-eligible expense. As indicated in the

attached contract amendment submitted by the Lakota Group, the total cost for the additional services performed equals \$11,900. However, 3D modeling of the final master plan was not pursued, and therefore, this figure has been reduced by \$2,000 (\$1,990), resulting in a net additional cost of \$10,000.

Recommendation

A recommendation is forthcoming from the Committee of the Whole on May 12, 2026.

Attachments:

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COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION - 4287

RESOLUTION 4287 - A Resolution Authorizing an Amendment to the Professional Services Agreement Previously Executed with the Lakota Group of Chicago, Illinois, for Development of a Civic Campus Master Plan, in the Amount of \$10,000

RECITALS

A. City staff prepared a Request for Qualifications (RFQ) for work related to the creation of a Civic Campus Master Plan in which multiple proposals were received, and The Lakota Group was selected as the most qualified firm.

B. Resolution 4163 was approved on December 10, 2024, awarding the contract to The Lakota Group, with the use of Federal ARPA funds for the project, in an amount not-to-exceed \$60,000.

C. The Lakota Group implemented the approved proposal and contract with the City through a three-phased approach, including a series of community engagement sessions, targeted focus group sessions, the identification of core amenities and visual preferences, development of a series of concept plans, preparation of engineering analyses and cost estimates, and development of a final refined plan that was approved by the Common Council on April 14, 2026.

D. The work required to achieve the final Mequon Commons Master Plan resulted in additional services provided by The Lakota Group including three (3) additional concept plans, one (1) additional community engagement session, the development of cost estimates for all concept plans, seven (7) additional steering committee meetings, and two (2) additional Common Council meetings.

E. The additional cost of services rendered total \$10,000, and is considered to be an eligible ARPA project and shall be funded through remaining ARPA funds.

F. The Common Council Committee of the Whole recommended the additional ARPA expenditure of \$10,000 at its meeting on May 12, 2026.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that the City Administrator is authorized to expend an additional \$10,000 of ARPA funds to account for additional services provided by The Lakota Group in developing the City of Mequon Civic Campus Master Plan adopted on April 14, 2026.

Approved by: Andrew Nerbun, Mayor

Date Approved: May 12, 2026

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on May 12, 2026.

Caroline Fochs, City Clerk

LAKOTA ADDITIONAL SERVICES CONFIRMATION

PROJECT NAME: Mequon Civic Campus Master Plan
CLIENT: City of Mequon
DATE: March 31, 2026

The City of Mequon has requested an amendment to the Lakota Professional Services Agreement dated November 22, 2024 for the project team to complete the following services:

Additional Tasks:

- Developed 6 Preliminary Civic Commons Concepts (2-3 scoped)
- Facilitated/Organized/Attended 3 public engagement events, including Redbud Festival (2 open houses scoped)
- Prepared cost estimates for all 6 preliminary concepts (cost estimate for Preferred Concept scoped)
- 11 Steering Committee/staff meetings (4 scoped)
- Two rounds of concept refined...6 concepts refined to 3, then down to a Preferred Concept per City direction (1 concept refinement scoped)
- Presentations at 3 Common Council meetings, including preparation and presentations (1 Council meeting scoped)

Additional Professional Fees: \$11,490

ADDITIONAL PROFESSIONAL SERVICES:


The following not-to-exceed amount is an amendment to the original agreement for additional professional services.

Additional Professional Fees: \$11,490

Additional Reimbursable Expenses: 500

Total Additional Services Fees: \$11,990

Please confirm/approve the above amendment by signing one copy and returning it to our office.



Scott Freres, President
The Lakota Group
1 E. Wacker Dr., Floor 27
Chicago, Illinois 60601
312.467.5445 / 312.467.5484 (fax)

Printed Name

Title

Signature

Date

COMMITTEE OF THE WHOLE PLANNING CALENDAR - 2026

ITEM	PRINCIPAL	TIME
January 13		
Civic Campus Master Plan	Tollefson	60
Hotel/Motel Tax Proposal	Tollefson	15
February 10		
Traffic Calming/Speed Deterrence	Lundeen/Riley	60
Brush Site Improvements	Lundeen	15
March 10		
Joint Extraterritorial Zoning Commission Determination	Tollefson	30
Miller Marriot Development Consultation	Tollefson	30
April 14		
Civic Campus Master Plan	Tollefson	45
FEMA Floodplain Map Amendment	Zader	30
May 12		
ARPA Expense Reallocation(s)	Jones	30
SOFD Annual Update	Bialk	30
June 9		
Port Washington Road Rezoning	Zader	45
Rotary Park Playground	Lundeen	30
ITEM	PRINCIPAL	TIME

COMMITTEE OF THE WHOLE PLANNING CALENDAR - 2026

July 14		
Road Program/ROW Asset Prioritization	Lundeen	75
August 11		
Legal Compliance/New Legislation Update	Sajdak	45
New Land Management System Demonstration	Wolff	30
September 8		
Speed Deterrence	Riley/Lundeen	60
October 13		
Emerald Ash Borer Policy	Lundeen	30
Specimen Tree Ordinance	Lundeen	30
November 10		
Personnel Handbook Update	Wolff	75
December 8		
Future/Other Policy Items for Discussion/Consideration/Analysis		
JCC Redevelopment Consultation; SW Industrial Re-Zoning; ADA Compliance; Mequon Nature Preserve Facility Project; Deer Management; Facilities Study Update; Fleet Study Update; Opitz Cemetery		