



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

Office of the City Clerk
Taped and Televised

COMMON COUNCIL
Regular Meeting
Tuesday, July 14, 2026 - 7:30 PM
Christine Nuernberg Hall

Agenda

1) Call to Order

2) Pledge of Allegiance

3) Roll Call

4) Public Hearings: None

5) Personal Appearances and Public Comment:

Citizens wishing to address the Council on any matter **not** on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when that item is considered on the agenda. Please speak into the microphone at the podium. The time limitation is **FIVE** minutes. **To speak or to have your opinion recorded, please complete a registration slip found on the table in the lobby and return it to the bin in the Council Chambers.**

6) Public Officials' Reports:

- a) Mayor
- b) City Administrator

7) Consent Agenda:

- a) Architectural Board meeting minutes of May 11, 2026
- b) Common Council meeting minutes of June 9, 2026
- c) Finance-Personnel Committee meeting minutes of May 12, 2026
- d) Joint Mequon-Thiensville Bike and Pedestrian Way Commission meeting minutes of May 14, 2026
- e) Joint Mequon-Thiensville Bike and Pedestrian Way Commission 2025 Annual Report
- f) **RESOLUTION 4298** - A Resolution Approving a Final Plat for The Enclave at Mequon Preserve - Phase IX, a Thirteen (13)-Lot Single-Family Home Development Located Immediately East of 10662 North Tree Sparrow Drive; **Recommended by Planning Commission June 22, 2026.**
- g) Ordinance First Readings:

NOTE: First reading of Ordinances will not be acted upon unless a suspension of the rules is approved by a recorded vote of two-thirds majority of all aldermen.

- 1) **ORDINANCE 2026-1694** - An Ordinance Amending the City's Zoning Map from B-5, R-1, R-2B, C-2 and OA to R-4, PUD and C-2, and Land Use Plan from Industrial, Residential 5-Acre, Residential 1-1.5 Acre and Critical Environmental to Residential 1-Acre and Critical Environmental, for a Residential Neighborhood Consisting of 87 Single-Family Lots on 107 Acres for the Property Located South of 10303 Baehr Road and North and West of 10007 Baehr Road; **Recommended by Planning Commission June 22, 2026. First Reading.**

8) Ordinances:

- a) **ORDINANCE 2026-1693** - An Ordinance Creating Section 46-4 of the Mequon Municipal Code, Related to the Regulation of Camping Within the City; **Recommended by Public Safety Committee May 12, 2026. First Reading at Common Council June 9, 2026.**

9) Resolutions:

- a) **RESOLUTION 4299** - A Resolution Authorizing the Payment of Interest on Prior Inter-Fund Advances in the Estimated Amount of \$351,014, and the Transfer of \$700,000 from the City's General Fund to the Capital Fund; **Recommendation Forthcoming by Finance-Personnel Committee July 14, 2026.**
- b) **RESOLUTION 4300** - A Resolution Adopting Proposed Amendments to City Financial Policy Statement 9: Debt Management, and City Financial Policy Statement 10: Accounting, Auditing, & Financial Reporting; **Recommendation Forthcoming by Finance-Personnel Committee July 14, 2026.**

10) Specified Unfinished Business From Prior Meetings: None

11) Specified New Business:

- a) Mayoral Appointments - Denise Long, Festivals Committee; Elizabeth Stern, Park & Open Space Board

12) Adjourn

Dated: July 9, 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



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Community Development Department
Inspections Division

**ARCHITECTURAL BOARD
Regular Meeting
Monday, May 11, 2026 - 6:00 PM
Christine Nuernberg Hall**

Minutes

A) Call to Order and Roll Call

The meeting was called to order by Chairman Scott Reed at 6:00 p.m.

Present:

Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade,
Board Member Janet Ehn

[**Absent:** Architect John Mikkelson, Board Ann Scherzinger, Board Member Tom Irvin,
Board Member Anothony LaGalbo, Board Member Curtis Helm]

B) Approval of Meeting Minutes

1) Meeting Minutes — April 13, 2026

MOTION:	Motion to approve April 13, 2026, Minutes
MOVER:	Vice-Chairman Paul Apfelbach
SECONDER:	Chairman Scott Reed
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	Passed

C) Action Items

1) Veridian Homes LLC

New Single-Family Residence at 8273 W. Bluebird Court

Subdivision: The Enclave

Contractor: Veridian Homes LLC / Architect: Veridian Homes LLC

District 3 - 6:00 pm

MOTION:	To Approve
MOVER:	Vice-Chairman Paul Apfelbach
SECONDER:	Board Member Janet Ehn
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	Passed

2) Tim O'Brien Homes

New Single-Family Residence at 9275 W. Huntington Drive

Subdivision: Swan Ridge Farms

Contractor: Tim O'Brien Homes / Architect: Tim O'Brien Homes

District 4 - 6:05 pm

MOTION:	To Approve
MOVER:	Chairman Scott Reed
SECONDER:	Board Member Michael Wade
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	*Approved as submitted with the condition that a window should be added to the garage on the right elevation that matches the window to the right.

- 3) **Tim O'Brien Homes**
New Single-Family Residence at 9333 W. Cob Drive
 Subdivision: Swan Ridge Farms
 Contractor: Tim O'Brien Homes / Architect: Tim O'Brien Homes
 District 4 - 6:10 pm

MOTION:	To Approve
MOVER:	Board Member Michael Wade
SECONDER:	Chairman Scott Reed
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	Passed

- 4) **Garrett & Samantha Brown**
New Single-Family Residence at 10125 N. Tundra Court
 Subdivision: Swan Ridge Farms
 Contractor: Korndoerfer Homes LLC / Architect: SHP
 District 4 - 6:15 pm

MOTION:	To Approve
MOVER:	Chairman Scott Reed
SECONDER:	Board Member Janet Ehn
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	*Plans approved as submitted with the condition that two transom windows are added to each side of the fireplace on the left elevation.

- 5) **Dominik & Bryce Fleifel**
New Single-Family Residence at 10016 N. Cob Court
 Subdivision: Swan Ridge Farms
 Contractor: Kaerek Homes, Inc. / Architect: Kaerek Homes, Inc.
 District 4 - 6:20 pm

MOTION:	To Approve
MOVER:	Board Member Janet Ehn
SECONDER:	Chairman Scott Reed
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	*Plans approved as submitted with the condition that two upper windows are added to bedrooms two and three on the right elevation, which should match all other upper windows.

- 6) **Ann McDonald**
Four-Season Room Addition at 13826 N. Birchwood Lane
 Subdivision: N/A
 Contractor: Callen / Architect: ADS
 District 5 - 6:25 pm

MOTION:	To Approve
MOVER:	Vice-Chairman Paul Apfelbach
SECONDER:	Chairman Scott Reed
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	Passed

- 7) **Miller Marriott Construction Co., LLC**
New Single-Family Residence at 10510 N. Pine Tree Circle
 Subdivision: Eschrich Park
 Contractor: Miller Marriott Const. Co. / Architect: Miller Marriott Const. Co.
 District 6 - 6:35 pm

MOTION:	To Approve
MOVER:	Chairman Scott Reed
SECONDER:	Vice-Chairman Paul Apfelbach
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	*Plans approved as submitted with the condition that stone continues to wrap around the garage on the west and rear elevations.

- 8) **Ben & Jihee Marx**
Second Floor Addition at 1403 W. Bel Mar Drive
 Subdivision: Magnolia Manor
 Contactor: Hawthorne Workshop / Architect: Clay Minser
 District 6 - 6:40 pm

MOTION:	To Approve
MOVER:	Board Member Janet Ehn
SECONDER:	Chairman Scott Reed
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	*Plans approved as submitted with the following conditions: 1. Second floor window on the north (front) elevation should be moved to the left to be in alignment with the first-floor window. 2. Window to be added to the second floor north (front) elevation; centered between existing windows. 3. Window to be added to the second-floor east elevation. 4. Add shutters to all windows to match existing ones.

- 9) **Andy & Lisa O'Connell**
New Single-Family Residence at 9850 N. Range Line Road
Subdivision: N/A
Contractor: Arndorfer Custom Homes, Inc. / Architect: Hom DeSIGN
District 7 - 6:50 pm

MOTION:	To Approve
MOVER:	Chairman Scott Reed
SECONDER:	Board Member Janet Ehn
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	Passed

D) Adjourn

MOTION:	To Adjourn
MOVER:	Chairman Scott Reed
SECONDER:	Board Member Michael Wade
AYES:	Chairman Scott Reed, Vice-Chairman Paul Apfelbach, Board Member Michael Wade, Board Member Janet Ehn
NAYS:	None
RESULT:	Approved

Meeting concluded at 6:35 p.m.

Respectfully submitted,
Karen Heil
Permit Coordinator

*For additional clarification, marked-up Architectural Board plans can be viewed in the Inspections Department during normal business hours; Monday through Friday, 8:00-4:30.



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**COMMON COUNCIL
Regular Meeting
Tuesday, June 9, 2026 - 7:30 PM
Christine Nuernberg Hall**

Minutes

1) Call to Order

Mayor Nerbun called the meeting to order at 7:31p.m.

2) Pledge of Allegiance

3) Roll Call

Present: Mayor Nerbun, Alderman Strzelczyk, Alderman Tolocko, Alderman Meyer, Alderman Hansher, Alderman Bach, Alderman Parrish, Alderman Bratt, Alderman Gebhardt

Also present: City Administrator William Jones, Assistant City Administrator Jessica Wolff, Finance Director Brenda Arnett, City Clerk Caroline Fochs, City Attorney Brian Sajdak, Director of Community Development Kim Tollefson, City Engineer Kristen Lundeen

4) Public Hearings

- a) **ORDINANCE 2026-1691** - An Ordinance Approving the Rezoning of a 35.5-Acre Parcel Located at 997 Lakefield Road in the Town of Grafton from the Town of Grafton's A-1 (Prime Agriculture) Zoning Classification to the Town of Grafton's A-2 (Agriculture) Zoning Classification and R-3 (Urban Single-Family Residential) Zoning Classification, to Allow for a One-Acre Parcel and an Approximate 34.5-Acre Parcel Located within the City of Mequon's Extraterritorial Zoning Area

MOTION:	Motion to Open Public Hearing
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman Dale Mayr
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt

NAYS:	None
RESULT:	Approved by Voice Acclamation

MOTION:	Motion to Close Public Hearing
MOVER:	Alderman Dale Mayr
SECONDER:	Alderman Jeffrey Hansher
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

MOTION:	Motion to approve Ordinance 2026-1691
MOVER:	Alderman Brian Parrish
SECONDER:	Alderman Gregg Bach
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Roll Call Vote

- b) **ORDINANCE 2026-1692** - An Ordinance Approving the Rezoning of the Property Located at 1306 W. Pioneer Road in the Town of Grafton from the Town of Grafton's A-1 (Prime Agriculture) and A-2 (Agricultural/Rural Residential Requiring 20-Acre Minimum Lot Size) Zoning Classifications to the Town of Grafton's R-3 (Urban Single-Family Residential) Zoning Classification, to Allow and Approve a 112 Single-Family Lot Subdivision within the City of Mequon's Extraterritorial Zoning Area

MOTION:	Motion to Open Public Hearing
MOVER:	Alderman Brian Parrish
SECONDER:	Alderman Gregg Bach
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt

NAYS:	None
RESULT:	Approved by Voice Acclamation

MOTION:	Motion to Close Public Hearing
MOVER:	Alderman Dale Mayr
SECONDER:	Alderman Kelly Tolocko
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

Discussion ensued surrounding water access pertaining to use of holding tanks vs. septic systems and concerns with preserving as much of the natural habitat as possible.

Motion to amend the concept plan as presented with a 2.5 acre minimum in the southern section as depicted on the map on page 33 of the packet while maintaining the existing buffer.

Aldermen expressed concerns regarding the sensitive environmental nature of the area. The Applicant also indicated the desire to preserve the area and clarified why it is not feasible to have public sewer and water access due to distance.

Mayor Nerbun indicated his desire to support the Town of Grafton in their endeavors and feels that there is a good plan in place for a development involving single family homes.

Motion to amend the motion to include a 2.5 acre minimum in the southern section 890 feet from the road while maintaining the existing buffer.

MOTION:	Motion to Amend Motion
MOVER:	Alderman Kelly Tolocko
SECONDER:	Alderman Peter Bratt
AYES:	Alderman Dale Mayr, Alderman Gregg Bach, Alderman William Gebhardt
NAYS:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Jeffrey Hansher, Alderman Brian Parrish, Alderman Peter Bratt
RESULT:	Failed

MOTION:	Motion to Approve Ordinance 2026-1692 as Amended
MOVER:	Alderman Kelly Tolocko
SECONDER:	Alderman Peter Bratt
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt
NAYS:	Alderman William Gebhardt
RESULT:	Approved by Roll Call vote

5) Personal Appearances and Public Comment:

Citizens wishing to address the Council on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when the item is considered on the agenda. Please speak into the microphone at the podium. The time limit is FIVE minutes. To speak or to have your opinion recorded, please complete a registration slip found on the table in the lobby and return it to the bin in the Council Chambers.

6) Public Officials' Reports

- a) Mayor
- b) City Administrator

7) Consent Agenda

- a) Architectural Board meeting minutes of April 13, 2026
- b) Common Council meeting minutes of May 12, 2026
- c) Festivals Committee meeting minutes of April 20, 2026
- d) Finance-Personnel Committee meeting minutes of April 14, 2026
- e) Joint Mequon-Thiensville Bike & Pedestrian Way Commission meeting minutes of April 9, 2026
- f) Public Safety Committee meeting minutes of December 9, 2025
- g) Public Welfare Committee meeting minutes of April 14, 2026
- h) Acceptance of the FY2025 Annual Comprehensive Financial Report & Report on Internal Control
- i) **RESOLUTION 4292** - A Resolution Approving a Certified Survey Map for the Property Located at 11713 North Farmdale Road and Accepting the Dedication of 1.21 Acres of Public Right-of-Way Along North Farmdale Road
- j) **Ordinance First Readings:**
NOTE: First reading of Ordinances will not be acted upon unless a suspension of the rules approved by a recorded vote of two-thirds majority of all aldermen.
- 1) **ORDINANCE 2026-1693** - An Ordinance Creating Section 46-4 of the Mequon Municipal Code, Related to the Regulation of Camping Within the City

MOTION:	Motion to Approve the Consent Agenda
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman Kelly Tolocko
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

8) Ordinances - None

9) Resolutions

- a) **RESOLUTION 4293** - A Resolution Approving the Following Items: A) A Land Lease for One Dollar Annually to the Thiensville-Mequon Rotary Foundation for the Construction of the Rotary Park Playground Until June 1, 2028; and B) A Development and Donation Agreement with the Thiensville-Mequon Rotary Foundation for an All-User Inclusive Playground at Rotary Park

MOTION:	Motion to Approve Resolution 4293
MOVER:	Alderman Kelly Tolocko
SECONDER:	Alderman Robert Strzelczyk
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

- b) **RESOLUTION 4294** - A Resolution Awarding the Contract for the Mequon Commons Phase One Design and Development Plan to Williams Architects of North Bay, Wisconsin in the Amount of \$180,325

The Aldermen discussed amending the contingences from 15% to 10%.

MOTION:	Motion to Approve Resolution 4294 with a 10% contingency
MOVER:	Alderman Brian Parrish
SECONDER:	Alderman Peter Bratt
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt

NAYS:	None
RESULT:	Approved by Roll Call Vote with Amendments

- c) **RESOLUTION 4295** - A Resolution Approving an Amendment to a License Agreement with T-Mobile Central LLC, Extending the Term for Cellular Equipment Located on the City's Water Tower at 10817 N. Industrial Drive Through 2055

MOTION:	Motion to Table
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman Gregg Bach
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

- d) **RESOLUTION 4296** - A Resolution Approving a Professional Services Agreement for the Acquisition and Installation of a Replacement Server for the Mequon Police Department with Heartland Business Systems of Pewaukee, Wisconsin in the Amount of \$38,420

MOTION:	Motion to Approve Resolution 4296
MOVER:	Alderman Jeffrey Hansher
SECONDER:	Alderman Dale Mayr
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Roll Call Vote

- e) **RESOLUTION 4297** - A Resolution Authorizing Staff to File the City of Mequon's Compliance Maintenance Annual Report (CMAR) for Calendar Year 2025, in Accordance with Requirements Under Wisconsin Administrative Code NR208

MOTION:	Motion to Approve Resolution 4297
MOVER:	Alderman Dale Mayr
SECONDER:	Alderman Peter Bratt
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale

	Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

10) Specified Unfinished Business from Prior Meetings

11) Specified New Business

12) Adjourn

MOTION:	Motion to Adjourn at 8:25 p.m.
MOVER:	Alderman Jeffrey Hansher
SECONDER:	Alderman Brian Parrish
AYES:	Alderman Robert Strzelczyk, Alderman Kelly Tolocko, Alderman Dale Mayr, Alderman Jeffrey Hansher, Alderman Gregg Bach, Alderman Brian Parrish, Alderman Peter Bratt, Alderman William Gebhardt
NAYS:	None
RESULT:	Approved by Voice Acclamation

Respectfully Submitted,
Aubrey Suppiger, Deputy Clerk



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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE
Regular Meeting
Tuesday, May 12, 2026 - 6:15 PM
North Conference Room

Minutes

1) Call to Order and Roll Call

The meeting was called to order by Mayor Nerbun at 6:15 p.m.

Present: Mayor Nerbun, Alderman Gebhardt and Alderman Strzelczyk. Alderman Parrish arrived at 6:18 p.m. from another City Committee meeting.

Also present: City Administrator William Jones, Assistant City Administrator Jessica Wolff, Finance Director Brenda Arnett, Assistant Finance Director Marie Keyser, City Clerk Caroline Fochs, City Attorney Brian Sajdak.

2) Approval of Meeting Minutes

a) Meeting minutes of April 14, 2026

MOTION:	A Motion to Approve the Meeting Minutes
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman William Gebhardt
NAYS:	Brian Parrish - Absent
RESULT:	Approved by Voice Acclamation

3) License Applications

a) May 2026 Licenses

MOTION:	A Motion to Approve the License Applications
MOVER:	Alderman William Gebhardt

SECONDER:	Alderman Robert Strzelczyk
AYES:	Alderman Robert Strzelczyk, Alderman William Gebhardt
NAYS:	Brian Parrish - Absent
RESULT:	Approved by Voice Acclamation

4) Vouchers Paid

a) April 2026 Vouchers Paid List

MOTION:	A Motion to Approve the Vouchers Paid
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman William Gebhardt
NAYS:	Brian Parrish - Absent
RESULT:	Approved by Voice Acclamation

5) Resolutions

- a) **RESOLUTION 4288** - A Resolution Disallowing the Claim of Samuel T. McMahon dated March 4, 2026, Relating to Injuries Sustained on Mequon Road on November 8, 2025

Alderman Parrish arrived.

Attorney Sajdak gave a brief explanation of the notice of injury the City received.

MOTION:	A Motion to Approve Resolution 4288
MOVER:	Alderman William Gebhardt
SECONDER:	Alderman Robert Strzelczyk
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

- b) **RESOLUTION 4289** - A Resolution Approving a Memorandum of Understanding Between the City of Mequon and the Mequon-Thiensville Community Foundation in Connection with Fundraising for a New Community Pool

Administrator Jones briefed the Committee about the Memorandum of Understanding (MOU)

between the City of Mequon and the Mequon-Thiensville Community Foundation for fundraising efforts for the new Community Pool. The consensus among Committee members was positive.

It was asked at the meeting if there were more opportunities or strategies to create further fundraising for the Community Pool.

MOTION:	A Motion to Approve Resolution 4289
MOVER:	Alderman William Gebhardt
SECONDER:	Alderman Robert Strzelczyk
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

6) Discussion Items

- a) 2026 YTD Budget Report as of March 31, 2026

It was asked at the meeting if there were any areas of concern with the first quarter budget report. Since the price of fuel has increased drastically, that is one budgeted item that staff will monitor as the year progresses.

- b) Cash & Investment Report as of March 31, 2026
c) Finance-Personnel Work Plan

7) Adjourn

A motion to adjourn was made at 6:51 p.m. by Alderman Parrish, seconded by Alderman Gebhardt. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant Finance Director



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Public Works Department

JOINT MEQUON-THIENSVILLE BIKE AND PEDESTRIAN WAY COMMISSION
Regular Meeting
Thursday, May 14, 2026 - 9:00 AM
North Conference Room

Minutes

1) Call to Order and Roll Call

The meeting was called to order by Chair Maciolek at 8:58 a.m.

Present:

Chair Maciolek, Vice Chair Doornek, Alderman Bach, Commissioner Holyoke, Commissioner Sergi, Commissioner Heinritz

Absent:

Commissioner Hall

Also Present:

Assistant City Engineer McCraw, Administrative Assistant Hoeft

2) Chair and Co-Chair Election

Commissioner Maciolek initiated the Chair and Co-Chair elections by nominating Commissioner Doornek for Chair and Commissioner Holyoke for Co-Chair.

MOTION:	Motion to approve Commissioner Doornek as Chair
MOVER:	Commissioner Maciolek
SECONDER:	Commissioner Holyoke
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Heinritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

MOTION:	Motion to approve Commissioner Holyoke as Co-Chair
MOVER:	Commissioner Maciolek
SECONDER:	Commissioner Sergi
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Heinritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

3) Approval of Meeting Minutes

a) Meeting Minutes of April 9, 2026

MOTION:	Motion to approve April 9, 2026, meeting minutes
MOVER:	Commissioner Maciolek
SECONDER:	Alderman Bach
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Ron Heinritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

4) Action Items

a) Approval of the 2025 Joint M-T Bikeway Commission Annual Report

The Commission discussed the drafted version of the annual report. Engineering Administrative Assistant Hoeft updated the newly elected Chair and Co-Chair positions, as well as the amount of time John Liegeois served on the commission before his resignation in August 2025.

5) Discussion Items

a) Discussion on Signage Preference along the West Mequon Neighborhoods Bicycle Route

The Commission discussed the desire to have consistent signage in neighborhoods. The Commission agreed that standard simple signage such as D-11, shown in the Graef Master Plan, is adequate signage to be used in both Mequon and Thiensville. Pavement markings, including the shared lane markings, were not recommended by the commission.

- b) Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River

The Commission discussed the possibility of having an interim solution until a long-term solution is achieved. It was suggested to get signage stating, "Walk Bikes on the Bridge" and yellow road markings. Assistant City Engineer McCraw stated that DOT would have to approve the signage and road markings first.

- c) Joint M-T Bike and Pedestrian Way Work Plan and Discussion Regarding Meeting Schedule

The Commission agreed to meet every other month with the knowledge that an emergency meeting could be added if necessary. The remainder of the year meetings will be July 9th, September 10th, and November 12th. No vote was taken. The Commission was all in agreement.

6) Adjourn

MOTION:	Motion to Adjourn at 10:12
MOVER:	Commissioner Maciolek
SECONDER:	Commissioner Holyoke
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Hritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

Respectfully Submitted,
Kristine Hoeft, Engineering Administrative Assistant



2025 Annual Report

Joint Mequon-Thiensville Bicycle and Pedestrian Way Commission

The mission of The Joint-Mequon-Thiensville Bicycle and Pedestrian Way Commission ("Commission") is to advise the Mequon Common Council and the Thiensville Village Board regarding the creation, revision, and implementation of the Master Plan for bicycle and pedestrian accessibility and safety throughout our communities.

The Commission currently consists of four members from Mequon: Gregg Bach, Jim Doornek, Tim Hall and Ken Maciolek and three members from Thiensville: Rob Holyoke; Clint Sergi and Ron Heinritz. Tim Hall replaced Kristen Wade, who resigned from the Commission February 12, 2026, due to family and business obligations. Kristen served on the Commission for over twenty years and her contributions to the Commission will be missed. John Liegeois also resigned as a Thiensville Commissioner in August 2025 and was replaced by Clint Sergi. John served on the Commission for 15 years and was a valuable member of the Thiensville contingent of the Commission. At the Commission's May 2026 meeting, Jim Doornek was elected Chairman of the Commission and Rob Holyoke was elected Vice-Chairman.

Prioritization of Master Plan Recommendations

The updated Mequon-Thiensville Bike and Pedestrian Master Plan was approved by the Mequon Common Council and the Village Trustees of Thiensville in March 2025. One of the duties of the Commission is to prioritize the recommendations contained in the Master Plan. This process began in April 2025. The factors considered in the prioritization process were:

- Safety
- Corridor improvement
- Public input
- Coordination with road projects
- Connectivity to schools and parks
- Cost/feasibility

The Master Plan contained over forty recommendations for bicycle and pedestrian facilities in the two communities. The Commission determined the top twenty projects based on the factors above and divided the top twenty into short, medium and long-term projects. The Commission presented the prioritization list to the Mequon Common Council on November 11, 2025, and the Thiensville Village Trustees on March 2, 2026. A copy of the prioritization list is attached

Implementation of Master Plan Recommendations

The Commission's Mission includes providing advice to the Council and Village Trustees on the implementation of recommendations contained the Master Plan. During 2025 progress was made on completing several of the recommendations contained in the plan. The Common Council approved the addition of four-foot shoulders on Lakeshore Drive from Zedler to Mequon as part of the repaving work. In August 2025 the Wisconsin Department of Transportation ("Wis.DOT") agreed to include a buffered bike lane on Wauwatosa Road during reconstruction from County Line Road to Mequon Road. Wis.DOT made this change after being shown that the Master Plan called for such improvement to this segment of Wauwatosa Road.

The Commission is awaiting approval of a TAP Grant Application for an engineering study of bicycle and pedestrian improvements to Range Line Road from Mequon to Donges Bay. The study will also include Donges Bay Road from Range Line to Port Washington Road. This area contains three schools and is viewed as a high priority by the Common Council.

The Commission is providing recommendations on the routing and signage of two bike routes recommended in the Master Plan. The West Mequon Bicycle Boulevard will provide a low traffic route from Swan Road east to the Mequon Library and Ozaukee Interurban Trail at Division Road. A 2027 budget request will be made for a design study of a safe bike and pedestrian crossing of Wauwatosa Road at Willowbrook Road. The Riverview Bike Route is a Thiensville project to direct bicyclists and pedestrians to walk or ride on Riverview Road to access the Village Park and the Ozaukee Interurban Trail rather than Freistadt Road. Freistadt from River Road to Main Street does not have sidewalks and the roadway is too narrow for bicyclists or pedestrians.

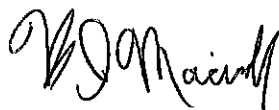
Other Activities

The Commission provided input to the Lakota Group regarding the need for connectivity to from the proposed Mequon Commons to the Ozaukee Interurban Trail and to Mequon Road. The Master Plan does provide a recommended crossing location on Cedarburg Road to enter and exit the Commons. The Commission also mentioned the need for bike paths and bicycle racks within the Commons.

The Commission will continue to pursue solutions to the narrow sidewalks on the Milwaukee River Bridge at Mequon Road. A bicyclist or pedestrian who veers too far to the left is subject to falling into a lane of traffic. A contact was made with the Wis.DOT and while no work is planned on the bridge in the near future, they may consider approving some modifications to the bridge, such as signage, bollards or paint.

Closing

The members of the Commission appreciate the opportunity to serve the City of Mequon and the Village of Thiensville. We look forward to continuing our mission of providing advice to our elected officials on implementation of the Master Plan to improve bicycle and pedestrian travel in our communities.

A handwritten signature in black ink, appearing to read 'Ken Maciolek', written in a cursive style.

Ken Maciolek
Chairman

Mequon Thiensville Joint Bike & Pedestrian Way Commission

Prioritization of Master Plan Short term projects (2025-2027)

1. West Mequon Bicycle Route * - Signage not to be implemented until a safe crossing is installed at Wauwatosa Road – Engineering study is recommended.
2. Riverview Route to OIT and Thiensville Park - Thiensville
3. Lake Shore Drive (Zedler to Mequon Road) and Mequon Road (I-43 to Lake Shore Drive)
4. Wauwatosa Road buffered bike lane (County Line to Mequon Road) *
5. Mequon Road Milwaukee River Bridge Sidewalk (barrier, signage and/or warning stripe)
6. Range Line Road (Mequon to Donges Bay Road) and Donges Bay Road (River Road to Port Washington Road) side path for safe access to schools – Possible TAP/SRTS Grant
7. Buntrock Road sidewalk and shared lane marking from Mequon to Division Road (East side)

Mequon Thiensville Joint Bike & Pedestrian Way Commission

Prioritization of Master Plan Medium term projects

8. Division Road Sidewalk (Buntrock to Cedarburg)
9. Mequon Road side path (Port Washington Road to Cedarburg Road) *
10. OIT crossing redesign at Donges Bay Road
11. Freistadt Road side path (OIT to River Road) – Thiensville
12. Lakeshore Drive (Mequon to Highland)
13. OIT Repaving – (Possible Grant Application) – County or City
14. Redesign of OIT Maze Railroad Crossing
15. Sidewalk on Port Washington Rd from Glen Oaks to Highland – County approval required

Mequon Thiensville Joint Bike & Pedestrian Way Commission

Prioritization of Master Plan Long term projects

16. Highland Road side path (Port Washington Road to Rotary Park)
17. Cedarburg Road side path (Mequon to Division Road)
18. Donges Bay Bicycle/Pedestrian Bridge over Milwaukee River
19. Donges Bay Road side path (Wauwatosa to Cedarburg Road)
20. Completion of Swan Road side path (Davenport Rd to Mequon Rd)*



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262/236-2914
Fax: 262/242-9655

www.cityofmequonwi.gov

Community Development/Engineering

TO: Common Council
FROM: Cole McCraw, Assistant City Engineer
DATE: July 14, 2026
SUBJECT: RESOLUTION 4298 - A Resolution Approving a Final Plat for The Enclave at Mequon Preserve - Phase IX, a Thirteen (13)-Lot Single-Family Home Development Located Immediately East of 10662 North Tree Sparrow Drive

Background

The applicant, Mequon I, LLC, is requesting final plat approval for the Enclave at Mequon Preserve - Phase IX, consisting of 13 lots (Lots 114 to 126) on the property located immediately east of 10662 North Tree Sparrow Drive. The preliminary plat was approved on January 13, 2020. The phase generally includes approximately 450 feet of roadway extension, sewer and water extension, and storm sewer.

Analysis

The developer requests final plat approval for this subdivision, which includes 13 single-family lots. The final plat is consistent with the approved preliminary plat. All of the improvements associated with this phase have been installed in accordance with the development agreement.

Fiscal Impact

The 13-lot phase is estimated to be valued at \$700,000/lot and home package, resulting in estimated annual City tax revenue of approximately \$133,000.

As the City continues to grow through development and contributions of infrastructure assets, the addition of these new assets, including utilities and other public assets, will increase demand on the City's resources. Each new asset requires ongoing maintenance, repairs, and eventual replacement, which must be funded through public resources.

The development included the extension of public assets and utilities including approximately:
480 feet of street with curb and gutter (approximately \$121,000 value)
600 feet of storm sewer main (approximately \$67,000 value)
950 feet of sump collector (approximately \$28,000 value)
430 feet of 8-inch water main (approximately \$40,000 value)
580 feet of 8-inch sanitary sewer (approximately \$145,000 value)

Recommendation

On June 22, 2026, the Planning Commission recommended approval by a vote of 6-0.

Attachments:

Map, 2026-04-20 EMP IX for review

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION - 4298

RESOLUTION 4298 - A Resolution Approving a Final Plat for The Enclave at Mequon Preserve - Phase IX, a Thirteen (13)-Lot Single-Family Home Development Located Immediately East of 10662 North Tree Sparrow Drive

RECITALS

- A. The Common Council granted approval for The Enclave at Mequon Preserve - Phase IX Subdivision, a 13-lot development, on November 11, 2019, and the preliminary plat for the subdivision was approved on January 13, 2020.
- B. The developer has sought approval of the final plat for the development, which consists of thirteen (13) single-family homes.
- C. The Planning Commission granted Final Plat approval for the property on June 22, 2026.
- D. The development agreement provides for the installation of improvements and the payment of fees in accordance with the City Engineer's report.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the Final Plat for the Enclave at Mequon Preserve - Phase IX is approved, that the appropriate City officials are hereby authorized to execute the same, and upon completion of all required conditions of the Planning Commission on June 22, 2026, the Final Plat shall be recorded with the Ozaukee County Register of Deeds.

Approved by: Andrew Nerbun, Mayor

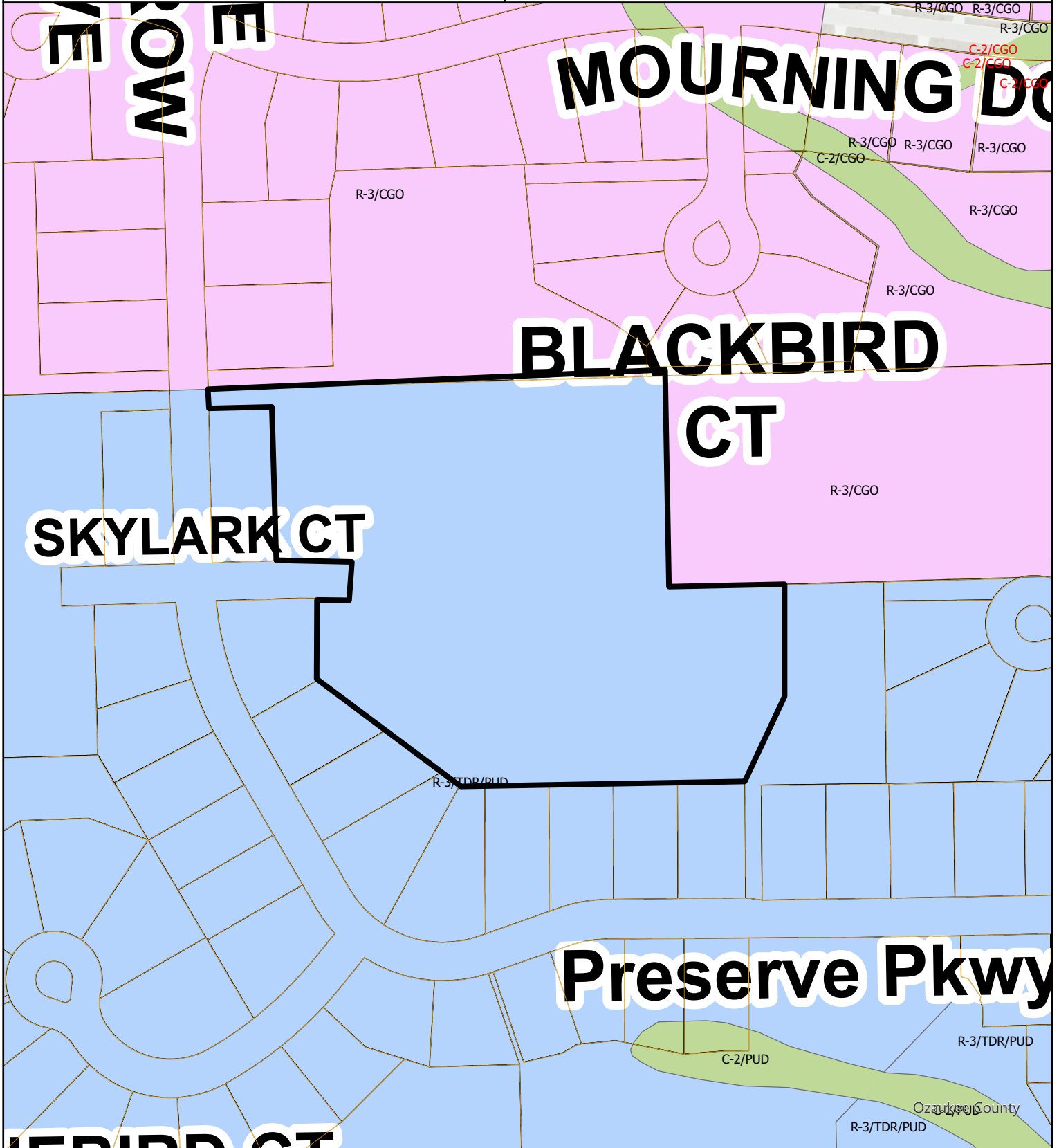
Date Approved: July 14, 2026

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on July 14, 2026.

Caroline Fochs, City Clerk

MEQUON I LLC FOR THE ENCLAVE AT MEQUON PRESERVE PHASE IX

AC	Arrival Corridor	IPS	Institutional & Public Service
A-1	Agricultural Preserve	NC	Neighborhood Commercial
A-2	General Agricultural	OA	Agricultural Overlay
B-1	Neighborhood Business	PUD	Planned Unit Development Overlay
B-2	Community Business	P-1	Park & Recreation
B-3	Office & Service Business	R-1	Single-Family Residential (5 Ac. Min.)
B-4	Business Park	R-1B	Single-Family Residential (2.5 Ac. Min.)
B-5	Light Industrial	R-2	Single-Family Residential (2 Ac. Min.)
B-6	Rural Industrial	R-2B	Single-Family Residential (1.5 Ac. Min.)
B-7	Rural Business	R-3	Single-Family Residential (1 Ac. Min.)
C-1	Shoreland/Wetland Conservancy	R-4	Single-Family Residential (3/4 Ac. Min.)
C-2	General Conservancy	R-5	Single-Family Residential (1/2 Ac. Min.)
CGO	Central Growth Overlay	R-6	Single-Family Residential (4 DU/Ac.)
FFO	Flood Fringe Overlay	RM	Multi-Family Residential
FW	Floodway	TC	Town Center
IPS	Institutional & Public Service	TDR	Transfer of Development Rights

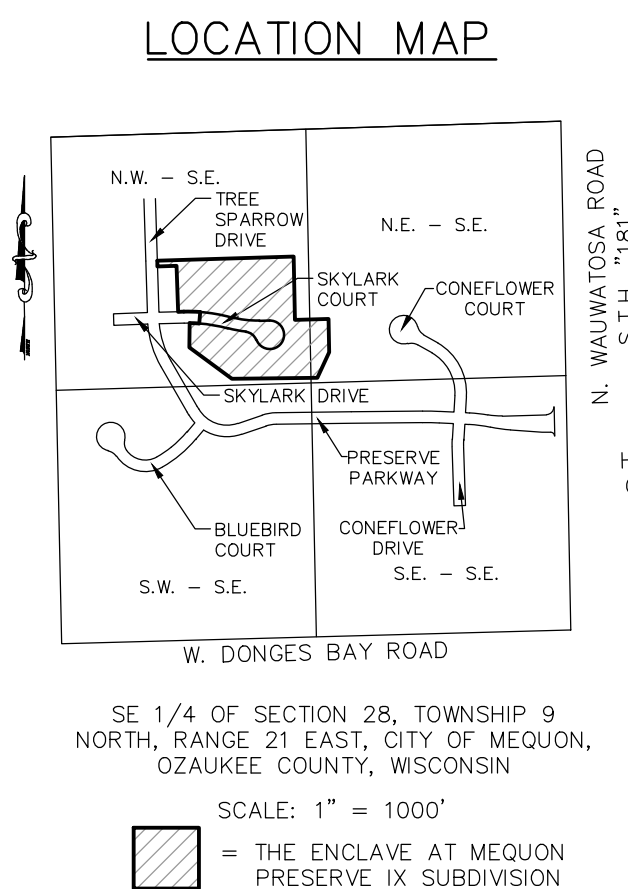


There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

ISSUED DATE: APRIL 20, 2026



TOTAL AREA
392,862 SQ. FT.
9.019 ACRES

Curve Table						
CURVE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH	CENTRAL ANGLE	TANGENT
C1	50.04'	770.00'	S87°43'43"E	50.03'	003°43'23"	S85°52'01"E
C2	84.99'	830.00'	N88°48'02"W	84.95'	005°52'01"	N85°52'01"W
C3	115.90'	830.00'	S85°16'42"E	115.79'	008°37'26"	S80°57'58"E
C4	86.66'	770.00'	S77°44'32"E	86.61'	006°26'53"	S74°31'05"E
C5	152.52'	770.00'	N80°11'33"W	152.27'	011°20'56"	N74°31'05"W
C6	59.47'	830.00'	N89°40'53"W	59.46'	004°06'19"	S88°15'57"W
C7	84.54'	830.00'	N84°42'39"W	84.51'	005°50'10"	N87°37'44"W
C8	105.38'	830.00'	N78°09'20"W	105.31'	007°16'29"	N81°47'34"W
C9	164.40'	830.00'	N80°11'33"W	164.14'	011°20'56"	N74°31'05"W
C10	6.34'	500.00'	N74°52'54"W	6.34'	000°43'37"	N74°31'05"W
C11	97.89'	500.00'	N80°51'13"W	97.73'	011°13'01"	N75°14'42"W
C12	44.96'	500.00'	N89°02'18"W	44.95'	005°09'09"	N86°27'43"W
C13	149.20'	500.00'	N83°03'59"W	148.64'	017°05'47"	N74°31'05"W
C14	14.71'	560.00'	S75°16'14"E	14.71'	001°30'17"	S76°01'22"E
C15	80.39'	560.00'	S80°08'07"E	80.32'	008°13'30"	S84°14'52"E
C16	95.10'	560.00'	S79°22'59"E	94.98'	009°43'48"	S74°31'05"E
C17	38.14'	65.00'	S67°26'12"E	37.60'	033°37'20"	S50°37'32"E
C18	34.41'	65.00'	S35°27'37"E	34.01'	030°19'49"	S20°17'43"E
C19	72.55'	65.00'	N52°16'12"W	68.84'	063°56'59"	N20°17'43"W
C20	64.00'	75.00'	S44°44'24"E	62.07'	048°53'22"	S69°11'04"E
C21	69.17'	75.00'	N84°23'35"E	66.75'	052°50'41"	N57°58'15"E
C22	54.60'	75.00'	N37°06'58"E	53.40'	041°42'34"	N16°15'41"E
C23	54.74'	75.00'	N04°38'50"W	53.53'	041°49'01"	N25°33'20"W
C24	10.01'	75.00'	N29°22'41"W	10.00'	007°38'42"	N25°33'20"W
C25	64.56'	75.00'	N57°51'39"W	62.59'	049°19'14"	N82°31'16"W
C26	11.90'	75.00'	N87°04'04"W	11.89'	009°05'36"	S88°23'07"W
C27	328.98'	75.00'	N34°02'42"E	121.87'	251°19'10"	S20°17'43"E
C28	111.01'	28.50'	S43°31'45"W	53.00'	223°10'28"	N24°53'02"W
C29	34.10'	123.50'	N32°47'40"W	33.99'	015°49'17"	N40°42'19"W
C30	20.28'	9.00'	N23°50'24"E	16.25'	129°05'27"	N88°23'07"E
C31	31.45'	76.50'	S79°50'11"E	31.23'	023°33'23"	S68°03'29"E
C32	14.04'	109.00'	S64°18'41"W	14.03'	007°22'44"	S60°37'19"W
C33	3.09'	99.00'	N61°30'59"E	3.09'	001°47'21"	N62°24'40"E

EXCEL

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THE ENCLAVE AT MEQUON PRESERVE IX

PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3723, BEING PART OF THE NORTHWEST 1/4 AND NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 28, TOWNSHIP 9 NORTH, RANGE 21 EAST CITY OF MEQUON, OZAUKEE COUNTY, WISCONSIN.

SHEET 1 OF 3 SHEETS

VOL.

PG.

D.O.T. HIGHWAY RESTRICTIONS

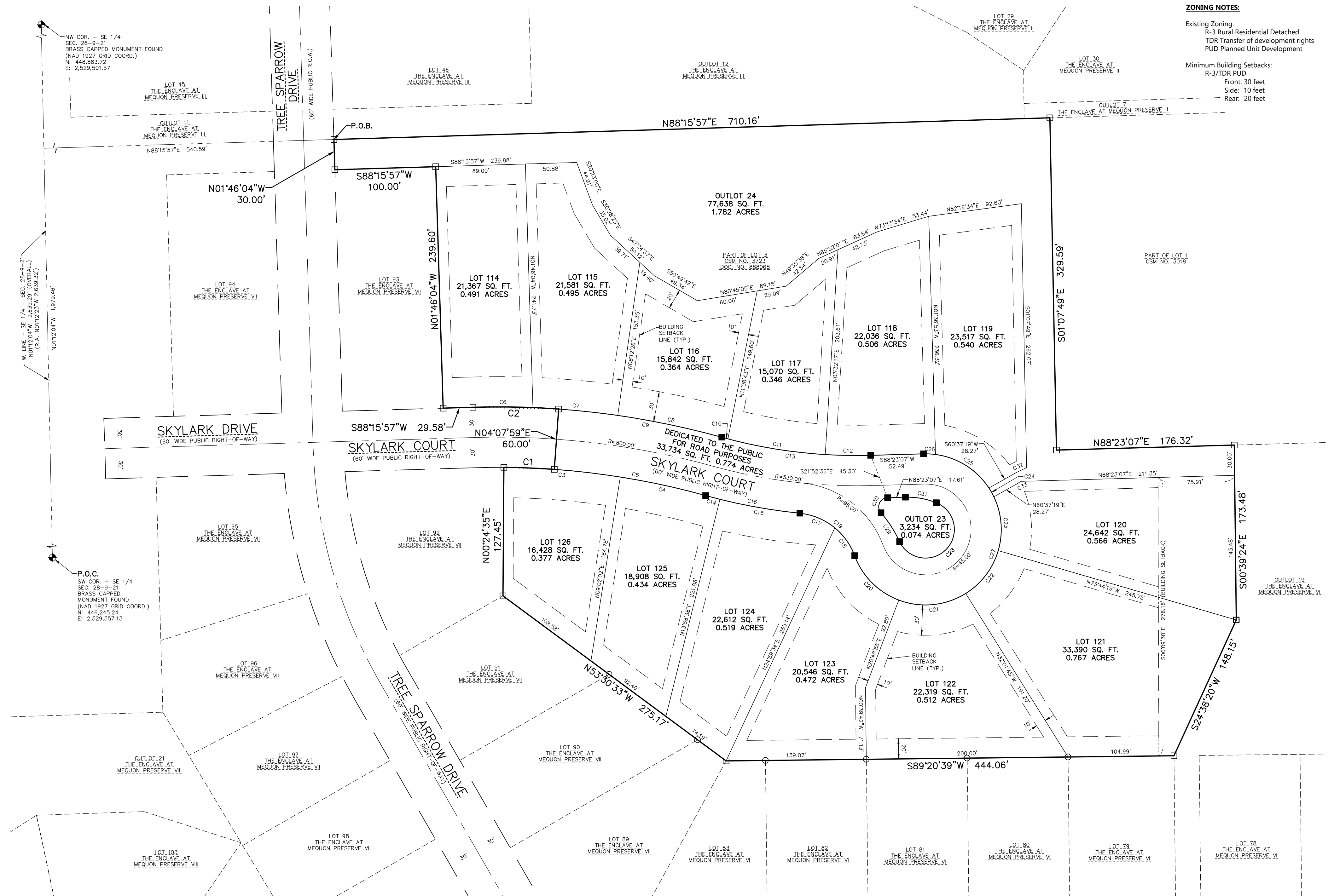
Noise Notes:
The lots of this land division may experience noise at the levels exceeding the levels in §Trans 405.04, Table I. These levels are based on federal standards. The Department of Transportation is not responsible for abating noise from existing state trunk highways or connecting highways, in the absence of any increase by the Department to the highway's through-lane capacity.

Setback Notes:
There shall be no improvements or structures placed between the highway and the setback line.

ZONING NOTES:

Existing Zoning:
R-3 Rural Residential Detached
TDR Transfer of development rights
PUD Planned Unit Development

Minimum Building Setbacks:
R-3/TDR PUD
Front: 30 feet
Side: 10 feet
Rear: 20 feet



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

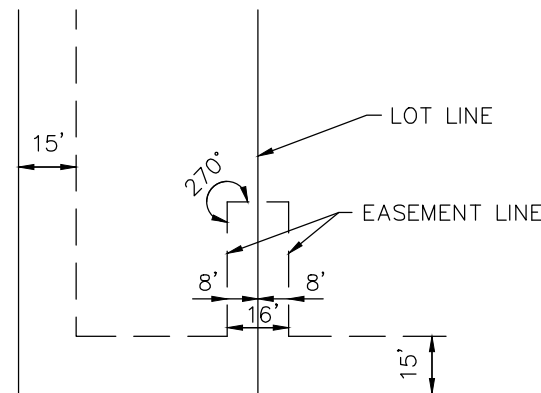


ISSUED DATE: APRIL 20, 2026

D.O.T. HIGHWAY RESTRICTIONS

Noise Notes:
The lots of this land division may experience noise at the levels exceeding the levels in §Trans 405.04, Table I. These levels are based on federal standards. The Department of Transportation is not responsible for abating noise from existing state trunk highways or connecting highways, in the absence of any increase by the Department to the highway's through-lane capacity.

Setback Notes:
There shall be no improvements or structures placed between the highway and the setback line.



TYPICAL UTILITY EASEMENT DETAIL
NO SCALE

Stormwater Management Maintenance Notes
See Sheet 3 for Stormwater Management Notes

Outlot Easement Note
A Public Utility Easement for sanitary sewer, storm sewer and water main blankets the overall limits of Outlot 23.

THE ENCLAVE AT MEQUON PRESERVE IX

PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3723, BEING PART OF THE NORTHWEST 1/4 AND NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 28, TOWNSHIP 9 NORTH, RANGE 21 EAST CITY OF MEQUON, OZAUKEE COUNTY, WISCONSIN.

SHEET 2 OF 3 SHEETS

VOL.

PG.



THE ENCLAVE AT MEQUON PRESERVE IX

PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3723, BEING PART OF THE NORTHWEST 1/4 AND NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 28, TOWNSHIP 9 NORTH, RANGE 21 EAST CITY OF MEQUON, OZAUKEE COUNTY, WISCONSIN.

SHEET 3 OF 3 SHEETS

VOL.

PG.

SURVEYOR'S CERTIFICATE

I, Ryan Wilgreen, Professional Land Surveyor hereby certify that, under the direction of Mequon I, LLC, I have surveyed, divided and mapped a parcel of land described hereon, part of Lot 3 of Certified Survey Map No. 3723, recorded in the Ozaukee County Register of Deeds Office as Document No. 888068, being a part of the Northeast 1/4 and Northwest 1/4 of the Southeast 1/4 of Section 28, Township 9 North, Range 21 East, City of Mequon, Ozaukee County, Wisconsin, being more particularly described as follows:

Commencing at the Southwest corner of the Southeast 1/4 of said Section 28; thence North 01°-12'-04" West along the West line of said Southeast 1/4, a distance of 1,979.46 feet; thence North 88°-15'-57" East along the South line of Outlot 11 of The Enclave at Mequon Preserve III Subdivision (EMP III), recorded in the Ozaukee County Register of Deeds Office as Document No. 1072528, a distance of 540.59 feet to the point of beginning; thence continuing North 88°-15'-57" East along the South line of Outlot 12 of said EMP III and the South line of Outlot 7 of The Enclave at Mequon Preserve II Subdivision (EMP II), recorded in the Ozaukee County Register of Deeds Office as Document No. 1053730, a distance of 710.16 feet; thence South 01°-07'-49" East along an East line of Lot 3 of said Certified Survey Map No. 3723, a distance of 329.59 feet; thence North 88°-23'-07" East along a North line of said Lot 3, a distance of 176.32 feet; thence South 00°-39'-24" East along a West line of The Enclave at Mequon Preserve VI Subdivision (EMP VI), recorded in the Ozaukee County Register of Deeds Office as Document No. 1151354, a distance of 173.48 feet; thence South 24°-38'-20" West along a Westerly line of said EMP VI, a distance of 148.15 feet; thence South 89°-20'-39" West along a North line of said EMP VI, a distance of 444.06 feet; thence North 53°-30'-33" West along an Easterly line of The Enclave at Mequon Preserve VII Subdivision (EMP VII), recorded in the Ozaukee County Register of Deeds Office as Document No. 1164558, a distance of 275.17 feet; thence North 00°-24'-35" East along an East line of said EMP VII, a distance of 127.45 feet; thence Southeasterly 50.04 feet along the South right-of-way line of Skylark Court on a curve to the right having a radius of 770.00 feet, the chord of said curve bears South 87°-43'-43" East, a chord distance of 50.03 feet; thence North 04°-07'-59" East along the East right-of-way line of Skylark Court, a distance of 60.00 feet; thence Northwesterly 84.99 feet along the North right-of-way line of Skylark Court on a curve to the left having a radius of 830.00 feet, the chord of said curve bears North 88°-48'-02" West, a chord distance of 84.95 feet; thence South 88°-15'-57" West along the North right-of-way line of Skylark Court, a distance of 29.58 feet; thence North 01°-46'-04" West along an East line of said EMP VII, a distance of 239.60 feet; thence South 88°-15'-57" West along a North line of said EMP VII, a distance of 100.00 feet; thence North 01°-46'-04" West along the East right-of-way line of Tree Sparrow Drive, a distance of 30.00 feet to the point of beginning and containing 9.019 acres (392,862 sq. ft.) of land more or less.

That such is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Ordinance of the City of Mequon in surveying, dividing, and mapping the same.

Ryan Wilgreen, P.L.S. No. S-2647
ryan.wilgreen@excelengineer.com
Excel Engineering, Inc.
Fond du Lac, Wisconsin 54935
ISSUED DATE: APRIL 20, 2026

UTILITY EASEMENT PROVISIONS (PRIVATE)

An easement for electric, natural gas, and communications service is hereby granted by MEQUON I, LLC, Grantor, to

WISCONSIN ELECTRIC POWER COMPANY and WISCONSIN GAS, LLC,
Wisconsin corporations doing business as We Energies, Grantee,

SPECTRUM MID-AMERICA, LLC, Grantee, and

WISCONSIN BELL, INC. doing business as AT&T Wisconsin, a Wisconsin corporation, Grantee

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "Utility Easement Areas" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Buildings shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

Stormwater Management Maintenance Agreement

- Outlot 24 is to be used for Stormwater Management purposes.
- The lot owner(s) or their successors and/or assigns (herein after referred to as the responsible parties) shall be responsible for maintenance of the stormwater management measures.
- The responsible parties shall maintain the stormwater management measures in accordance with the approved stormwater management plan on file in the offices of the City as required by the City construction, site erosion control and stormwater management ordinance.
- In the event that the stormwater management facilities located on Outlot 21 are not being maintained per the approved stormwater management plan, the City is hereby granted an easement to access the property to complete stormwater management maintenance measures.

OWNER'S CERTIFICATE OF DEDICATION

Mequon I, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

Mequon I, LLC, does further certify that this plat is required by S236.10 or S236.12 Wisconsin Statutes to be submitted to the following agencies for approval or objection:

- Department of Administration
- City of Mequon

In witness whereof, Mequon I, LLC, has caused these presents to be signed by its official officer(s) of said limited liability company at

Madison, Wisconsin this ____ day of _____, 20__.

Mequon I, LLC
By: VH LDV Investments, LLC, its sole member

By: _____

By: Forgewell Building Group, LLC, its sole member

By: _____

STATE OF _____)

COUNTY OF _____) S.S

Personally came before me this ____ day of _____, 20__, the above named officer(s) of the above named Mequon I, LLC to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, _____

My Commission Expires: _____

CONSENT OF CORPORATE MORTGAGEE

Associated Bank N.A., a Corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedication of the land described on this plat, and does hereby consent to the above Owner's Certificate.

In witness whereof, the said Associated Bank N.A. has caused these presents to be signed by Bryan Schreiter, its Vice President, at _____, Wisconsin this ____ day of _____, 20__.

Associated Bank N.A.

Bryan Schreiter, Vice President

STATE OF WISCONSIN)

COUNTY OF _____) S.S

Personally came before me this ____ day of _____, 20__, Bryan Schreiter of the above named banking association to me known to be the person who executed the foregoing instrument, and to me known to be such Vice President of said banking association, and acknowledged that they executed the foregoing instrument as such officer as the deed of said banking association, by its authority.

Notary Public, _____ County, WI
My Commission Expires: _____

COMMON COUNCIL APPROVAL CERTIFICATE:

Resolved, that the plat of THE ENCLAVE AT MEQUON PRESERVE IX SUBDIVISION in the City of Mequon, is hereby approved by the Common Council.

All conditions have been met as of this ____ day of _____, 20__.

Andrew Nerbun, Mayor

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Common Council of the City of Mequon on this ____ day of _____, 20__.

Caroline Fochs, City Clerk

COUNTY TREASURER'S CERTIFICATE

I, Sandra Tretow, being the duly elected, qualified, and acting Treasurer of the County of Ozaukee, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of this ____ day of _____, 20__ affecting the land included in the plat of THE ENCLAVE AT MEQUON PRESERVE IX SUBDIVISION.

Sandra Tretow, Treasurer, Ozaukee County, Wisconsin

CITY TREASURER'S CERTIFICATE

I, Brenda Arnett, being the duly appointed, qualified, and acting Director of Finance of the City of Mequon, do hereby certify that, in accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of this ____ day of _____, 20__ on any of the lands included in the plat of THE ENCLAVE AT MEQUON PRESERVE IX SUBDIVISION.

Brenda Arnett, Director of Finance, City of Mequon

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20__

Department of Administration



OWNER / DEVELOPER:
MEQUON I, LLC
6801 S. TOWNE DR.
MADISON, WI 53713

SURVEYOR:
RYAN WILGREEN
EXCEL ENGINEERING, INC.
100 CAMELOT DR.
FOND DU LAC, WI 54935
920.926.9800



Always a Better Plan

100 Camelot Drive
Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com

JOB NO. 250273000



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262/236-2914
Fax: 262/242-9655

www.cityofmequonwi.gov

Community Development

TO: Common Council
FROM: Jac Zader, Assistant Director Community Development
DATE: July 14, 2026
SUBJECT: ORDINANCE 2026-1694 - An Ordinance Amending the City's Zoning Map from B-5, R-1, R-2B, C-2 and OA to R-4, PUD and C-2, and Land Use Plan from Industrial, Residential 5-Acre, Residential 1-1.5 Acre and Critical Environmental to Residential 1-Acre and Critical Environmental, for a Residential Neighborhood Consisting of 87 Single-Family Lots on 107 Acres for the Property Located South of 10303 Baehr Road and North and West of 10007 Baehr Road

Background

The applicants - Neumann Development and Miller Marriott - are requesting rezoning and concept plan approval for an 87-lot single-family development on 107 acres located immediately north of 10007 N. Baehr Road. The site is currently vacant and is zoned primarily B-5 Industrial with a small area zoned Single-Family 2.5-Acre and 5-Acre Residential. The north portion of the site is in the Sewer Service Area while the central and south sections are outside the Sewer Service Area. The proposed development shows lots served by both sewer and non-sewered means, but the location is not consistent with the current Sewer Service Area boundary, and will require an amendment. In March 2026, the Common Council Committee of the Whole considered a draft concept plan (see attached minutes and March 2026 plan).

Analysis

The concept plan shows 73 single-family homes served by public sewer and water on the north portion of the site and 14 single-family homes served by private systems in the central section. The south portion of the site is primarily open space with walking trails. In totality, the site contains a total of 56 percent open space with a majority of it located in the south portion of the development. In response to the recommendation from the Planning Commission, the applicant has updated the plan to show two new public roads with access to Baehr Road with a connection between the two roads. The plan also shows an emergency access drive connecting the proposed road to Enterprise Drive.

While it is considered one development, the intent is to create two distinct neighborhoods with the north section being developed by Neumann Development and the central and south sections being developed by Miller Marriot.

Based on the recommendation from the Planning Commission, the updated concept plan maintained the minimum lot size in the north section of the development to 13,000 square feet, while still providing a 30-foot open space buffer in an outlot to adjoining parcels. This minimum size is similar to other developments in Mequon, including the Central Growth Area, which allows lots as small as 14,475 square feet, provided that at least half of the lots are ½-Acre (21,780 square feet), and the recently approved UCRC (Ulao Creek Residential Cluster), which allows lots as small as 15,000 square feet. The City's older Huntington Park subdivision, which is also zoned R-4/PUD, has lots as small as 13,068 square feet, while the Lac du Cours subdivision, zoned R-3/PUD, has lots ranging from 9,583 to 75,358 square feet.

Since the lot sizes, and minimum lot width, in the north section of the development preclude the ability to have a side-entry garage, it is likely that most, if not all, of the garage doors will face the street. Of all recent conservation subdivisions approved, the City has required mitigation of the aesthetic of all front-loading garages. As a condition of the PUD, the Planning Commission concurred with staff's recommendation and required the following design requirements for the north section:

- No more than two garage stalls shall be present on the same linear plane.
- All front-loading garage doors shall contain architectural details consistent with the front elevation.
- None of the front-loading garages shall have a consistent setback to that of the habitable portion of the building.
- No more than 30% of the front-loading garages shall project further into the front yard than the habitable portion of the building.

For the central section, at least 50% of the lots shall have side-entry garages, and the remaining lots shall meet the conditions related to front-loading garages of the north section.

Proposed Yield Plan: As part of the Planned Unit Development (PUD) process, a yield plan is required to establish the number of zoning compliant lots that are otherwise achievable. The yield plan shows 90 lots, conforming to the R-4 Zoning District. The proposed number of lots (87) shown the concept plan complies with the yield plan.

Site Conditions: The site is appropriate for a conservation subdivision development in that it contains floodplain and several wetlands. The City Forester has walked the site and has identified numerous specimen trees, including several mature oak trees exceeding 25-inch DBH, and large sugar maples. The site also contains native woodland stands and wooded groves including ironwood trees. Please see the attached specimen location map. Per the Planning Commission's approval conditions, the applicant is required to inventory and map the specimen trees and native woodlands and modify the concept plan if needed for preservation of these significant environmental features within common space (dedicated outlots). The applicants stated that they want to obtain a rezoning determination by the Common Council prior to completing the specimen tree inventory, and incurring additional expense. Staff did explain that the strategy is not without risk, since a major concept plan change may result in the process starting over. The applicant has confirmed that they understand the risk and are okay with moving forward relative to the proposed rezoning requests.

Fiscal Impact

The developer estimates \$57,000,000 in value when the project is completed, which results in annual tax revenue of approximately \$650,000.

Recommendation

The Planning Commission recommended approval of the rezoning by a vote of 4-1-1 on June 22, 2026.

Attachments:

Exhibit A_CC, Exhibit B_CC, Exhibit C_CC, Exhibit D_CC

COMMON COUNCIL
OF THE
CITY OF MEQUON

ORDINANCE 2026-1694

ORDINANCE 2026-1694 - An Ordinance Amending the City's Zoning Map from B-5, R-1, R-2B, C-2 and OA to R-4, PUD and C-2, and Land Use Plan from Industrial, Residential 5-Acre, Residential 1-1.5 Acre and Critical Environmental to Residential 1-Acre and Critical Environmental, for a Residential Neighborhood Consisting of 87 Single-Family Lots on 107 Acres for the Property Located South of 10303 Baehr Road and North and West of 10007 Baehr Road

RECITALS

A. The applicant is seeking rezoning approval for an 87-lot single-family subdivision for the property located immediately south of 10303 Baehr Road and north and west of 10007 Baehr Road.

B. The Planning Commission, by majority vote on June 22, 2026, has recommended approval of a Zoning Map Amendment to designate the property illustrated in Exhibit A as "R-4/PUD" and a Land Use Plan Amendment to Residential 1-Acre and Critical Environmental.

C. Based upon the Planning Commission's recommendation and following a public hearing before the Common Council on the 12th day of August 2026, the Common Council desires to rezone the property consistent with the conditions of the Commission's recommendation.

D. The proposed rezoning is consistent with the City's comprehensive master plan.

BASED UPON THE FOREGOING RECITALS, the Common Council of the City of Mequon, Wisconsin, do ordain as follows:

SECTION I

The existing and official City of Mequon District Zoning Maps are hereby amended so as to change the zoning classification of the property located immediately south of 10303 Baehr Road and north and west of 10007 Baehr Road as further described and illustrated in Exhibit A, to R-4/PUD and the Land-Use Plan to Residential 1-Acre and Critical Environmental subject to the following conditions:

1. The North Section lots shall meet the following criteria:

- a. Lot size minimum = 13,000 square feet
- b. Lot width minimum = 75 feet
- c. Front Setback = 25 feet, Side Offset = 10 feet, Rear Offset = 20 feet

- d. Lot Coverage maximum = 30%
- e. No more than two garage stalls shall be present on the same linear plane.
- f. All front-loading garage doors shall contain architectural details consistent with the front elevation.
- g. None of the front-loading garages shall have a consistent setback to that of the habitable portion of the building.
- h. No more than 30% of the front-loading garages shall project further into the front yard than the habitable portion of the building.

2. The Central Section lots shall meet the following criteria:

- a. Lot size minimum = 32,670 square feet
- b. Lot width minimum = 130 feet
- c. Front Setback = 25 feet, Side Offset = 20 feet, Rear Offset = 20 feet
- d. Lot Coverage = 20%
- e. At least 50% of the lots have side entry garages.
- f. No more than two garage stalls shall be present on the same linear plane.
- g. All front-loading garage doors shall contain architectural details consistent with the front elevation.
- h. None of the front-loading garages shall have a consistent setback to that of the habitable portion of the building.
- i. No more than 30% of the front-loading garages shall project further into the front yard than the habitable portion of the building.

- 3. All existing wetlands shall be contained in a common area.
- 4. All specimen trees and native woodlands shall be inventoried and mapped. All specimen trees on the site shall be saved and protected during the development process. Modifications to the concept plan are subject to staff review and approval, or Planning Commission if considered significant as determined by staff.
- 5. Rezoning is effective upon approval of a Sewer Service Boundary Amendment and Preliminary Plat approval. No Preliminary Plat or Development Agreement shall be applied for until the Amendment is approved.
- 6. An open space plan with neighborhood features, including pedestrian/bicycle paths, natural trails, and common-use amenities shall be submitted for Planning Commission approval and protected through easements and management plans.
- 7. The development shall comply with preliminary condominium plat, development agreement, and final plat requirements.
- 8. Architectural design of residential buildings shall comply with the Architectural Board's publication entitled "Guidelines for Residential Structures" and are subject to the Architectural Review Board.
- 9. Street trees are subject to the approval of the Tree Board and Planning Commission.
- 10. Street lighting, if proposed, is subject to the approval of the Planning Commission.
- 11. Entryway signage and landscaping is subject to the approval of Planning Commission.
- 12. Any substantial change to the general concept plans illustrated in the attached exhibits shall require appropriate amendment to this ordinance.
- 13. The entire property is subject to the City of Mequon Tree Preservation Ordinance and necessary preservation easements, if any.

14. Right-of-way dedication along Baehr Road at the width of the ultimate right-of-way, subject to Common Council acceptance, as part of the preliminary plat.
15. The wetland delineation report with WDNR concurrence should be submitted with the preliminary plat application. The wetland boundaries and protective areas shall be shown on the preliminary plat. If wetland fill is proposed, WDNR permitting shall be submitted at the time of preliminary plat.
16. A development agreement will be required at the time of preliminary plat.

SECTION II

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION III

All other ordinances or parts of ordinances contravening the terms of this ordinance are hereby and to that extent repealed.

SECTION IV

This ordinance shall take effect in full force upon its passage and the day after its publication.

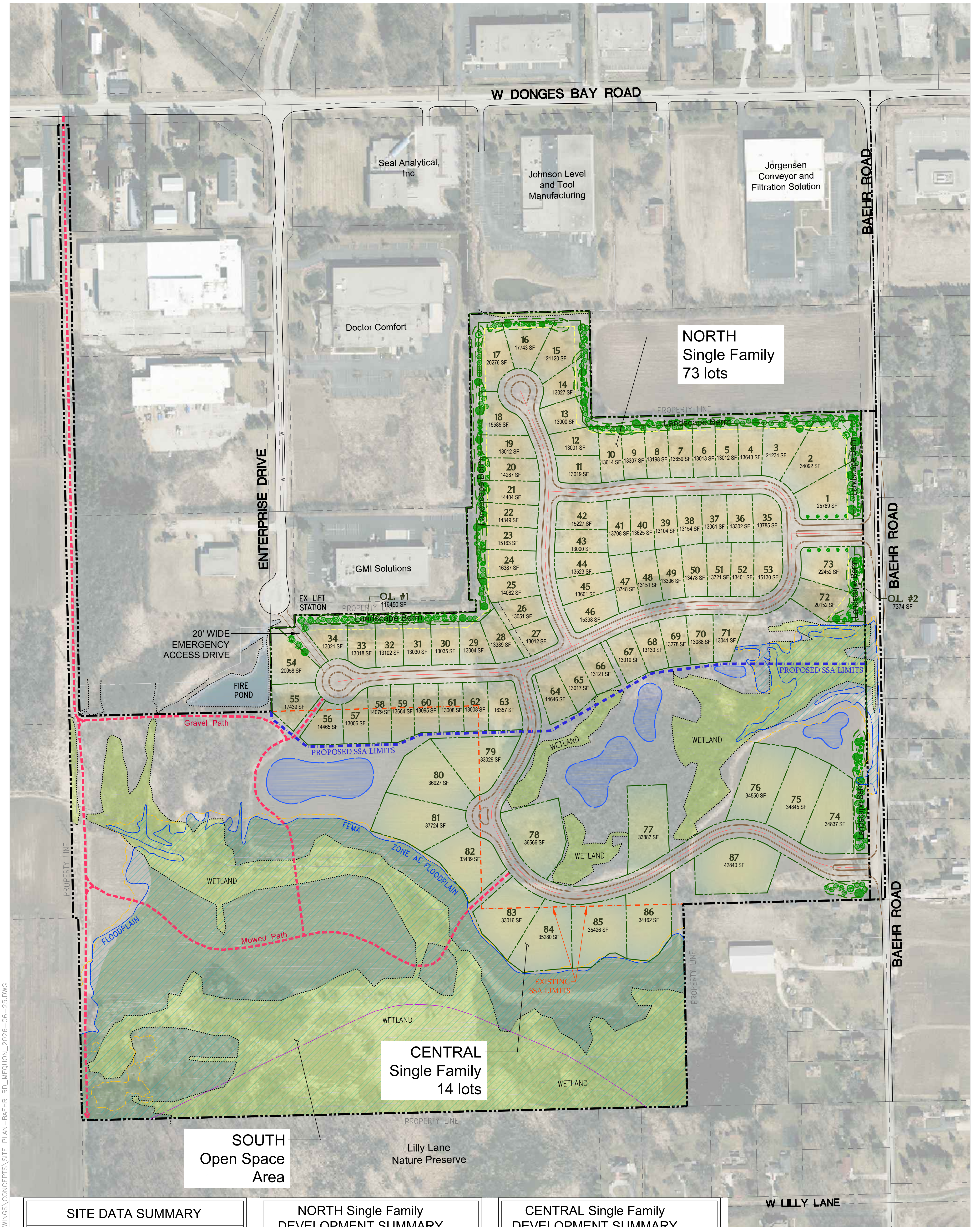
Approved by: Andrew Nerbun, Mayor

Date Approved: July 14, 2026

I certify that the foregoing Ordinance was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on July 14, 2026.

Caroline Fochs, City Clerk

Published: _____



SITE DATA SUMMARY	
TOTAL AREA:	107.1 acres
-Wetland (Assured Delineation):	- 23.7 acres
NET AREA:	83.4 acres
- Floodplain (Zone AE) (upland/non-wetland)	- 15.5 acres
Proposed Development:	
Description	Proposed
NORTH Single Family	73 lots
CENTRAL Single Family	14 lots
Sub-Total Area	107.1 ac 87 lots
Overall Density	107.1 / 87 = 1.23 ac/un

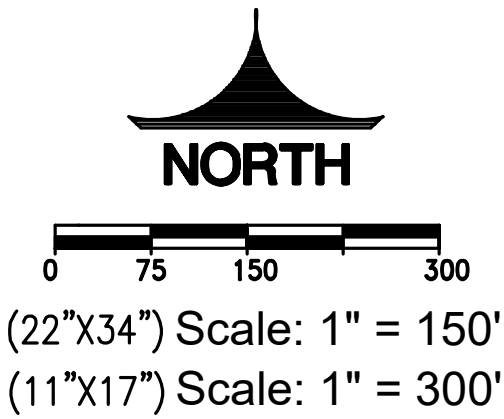
NORTH Single Family DEVELOPMENT SUMMARY	
- PROPOSED SINGLE FAMILY:	73 lots
- PROPOSED ZONING:	Residential PUD
- LOT CHARACTERISTICS:	
- Min. Lot Area =	13,000 sf
- Min. Lot Width =	75'
- Front Yard =	25' Home (30' Garage Door)
- Side Yard =	10'
- Rear Yard =	20'
- Lot Coverage =	30% building/structure
- NORTH STREET LENGTH =	3,950 LF (54.1 LF/LOT)
- Subdivision served by	sanitary sewer to lift station and public water main.

CENTRAL Single Family DEVELOPMENT SUMMARY	
- PROPOSED SINGLE FAMILY:	14 lots
- PROPOSED ZONING:	R-4 PUD
- LOT CHARACTERISTICS:	
- Min. Lot Area =	32,670 sf
- Average Lot Width =	130'
- Front Yard =	30'
- Side Yard =	20'
- Rear Yard =	20'
- Lot Coverage =	20% building/structure
- CENTRAL STREET LENGTH =	1,765 LF (126.1 LF/LOT)
- Subdivision served by	individual septic mounds and well.

SITE COVERAGE CALCULATIONS	
Proposed Single Family Lots:	38.51 acres
Proposed Public Right-of-Way:	8.29 acres
Outlots/Open Space:	60.30 acres
TOTAL AREA:	107.1 acres
Common Open Space: 60.3 / 107.1 = 56.3%	

OVERALL SITE PLAN
Baehr Rd Development
Baehr Road City of Mequon, Wisconsin

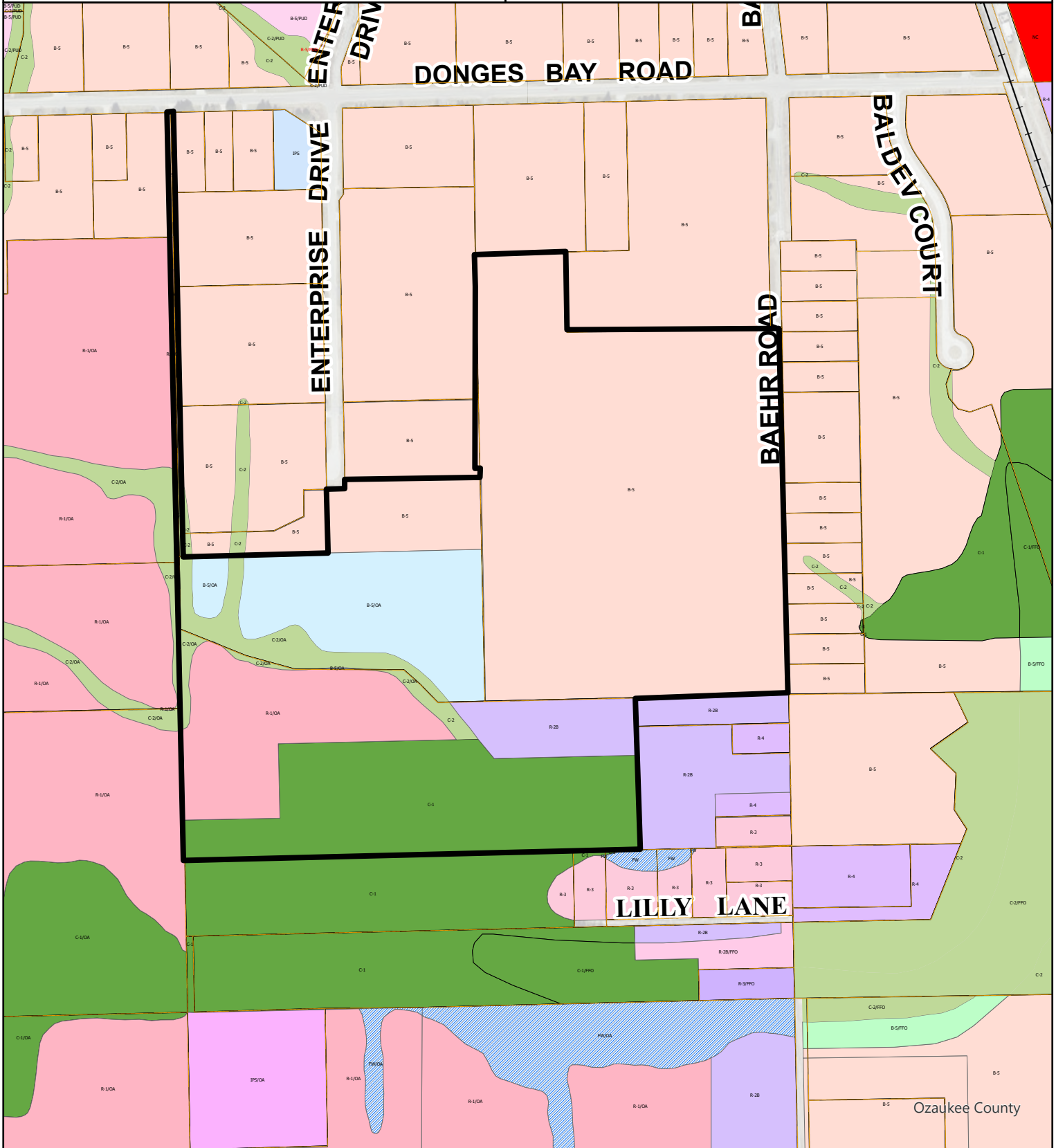
Proposed development by:
miller marriott
ARCHITECTURE • DESIGN • BUILD



DATE: 6/25/2026

MILLER MARRIOTT CONSTRUCTION CO., INC.

AC	Arrival Corridor	IPS	Institutional & Public Service
A-1	Agricultural Preserve	NC	Neighborhood Commercial
A-2	General Agricultural	OA	Agricultural Overlay
B-1	Neighborhood Business	PUD	Planned Unit Development Overlay
B-2	Community Business	P-1	Park & Recreation
B-3	Office & Service Business	R-1	Single-Family Residential (5 Ac. Min.)
B-4	Business Park	R-1B	Single-Family Residential (2.5 Ac. Min.)
B-5	Light Industrial	R-2	Single-Family Residential (2 Ac. Min.)
B-6	Rural Industrial	R-2B	Single-Family Residential (1.5 Ac. Min.)
B-7	Rural Business	R-3	Single-Family Residential (1 Ac. Min.)
C-1	Shoreland/Wetland Conservancy	R-4	Single-Family Residential (3/4 Ac. Min.)
C-2	General Conservancy	R-5	Single-Family Residential (1/2 Ac. Min.)
CGO	Central Growth Overlay	R-6	Single-Family Residential (4 DU/Ac.)
FFO	Flood Fringe Overlay	RM	Multi-Family Residential
FW	Floodway	TC	Town Center
IPS	Institutional & Public Service	TDR	Transfer of Development Rights



3) Discussion Items

a) Common Council Decision to Exercise Extraterritorial Zoning Authority

Assistant Director of Community Development Zader, introduced the item and provided a background. Extraterritorial zoning allows cities to have control outside their corporate boundary and adopt an area to expand an ordinance. A Joint Extraterritorial Zoning Committee (JETZCO) was created made up of three citizen members of the Mequon Planning Commission and three Grafton citizens. This Committee is allowed the ability to form a new zoning district or make amendments to existing districts. Mr. Zader briefly explained the benefits of such a team and how the City has previously adopted ordinances for three areas within the Town of Grafton, most recently in 2008.

The City has received two separate amendment requests within two of the existing areas and City staff is requesting Committee input on their action. Mr. Zader offered the following options:

1. The City can affirm its authority to exercise decisions by reestablishing JETZCO for one or both areas and consider amending the existing zoning.
2. The Committee can adopt an ordinance to terminate the existing ordinance and allow the Town of Grafton all authority.
3. Create an ordinance to update the zoning without reestablishing JETZCO. This does not fully follow statute and allows for possible challenges from a developer. The development decisions would be made by the Planning Commission.

Mr. Zader also offered a hybrid option to #1 that would modify the ordinance from 2008. This would allow future rezoning to single-family residential homes with one unit per acre without JETZCO approval.

Committee discussion ensued with concerns focused primarily on the density of the subdivision and their lack of utilities and how this could affect Mequon residents. Several members voiced their interest in a wide buffer at the shared boundary to preserve and prioritize Mequon residents along Pioneer Road. A straw poll was taken directing City staff to reestablish JETZO with a unanimous result.

b) A Consultation for a Proposed Residential Development and Associated Utility Service for a Property Located on 107 Acres West of Baehr Road, South of Donges Bay Road and North of Lily Lane Nature Preserve

Mr. Zader provided an introduction and the request for Committee guidance on the subject of zoning and utilities. The site is zoned as R4 Industrial and has been presented to the Committee several times in the past with alternative developments. The plan brought forward today includes 10,000 square foot lots in the Northern subdivision which is not currently allowed and there is a lack of existing utilities to offer the new builds.

Public Works Director/City Engineer Lundeen explained the utility challenges this project would encounter under the current sewer service for the area. The City has 23 lift stations it maintains, including one that services Enterprise Drive, but it would not reach the Southern subdivision. The project developer is requesting that the City convert that lift station to allow

service to their new builds. This would require a condition and capacity assessment of the station prior to its title transfer to the City.

Committee members shared concerns about the lift station's capabilities. Members also provided input regarding the site plan itself, including the density and small size of the lots in the Northern subdivision, entrances to each subdivision, its proximity to industrial buildings, garage placements, and the water rate of return and its effects on existing Mequon residents.

Mr. Miller, the developer of the proposed site, spoke about the ability to remain economically viable in this location. The lift station would require upgrading regardless, and asks the City to take control over that portion of the project to allow the development to proceed as planned. Tom Jansen, owner of the property, expressed his support of this plan.

The Mayor called for several straw polls from Committee members to provide City staff direction. All members agreed that some form of residential planning is appropriate for this site. Six out of nine members would allow for the 10,000–13,000 square foot lots in the Northern subdivision. After further discussion, six out of nine members voted in favor of the City maintaining long-term lift station operations. Seven out of nine members were in favor of requiring two entry points for each subdivision.

4) Informational Items

- a) Committee of the Whole Planning Calendar

5) Adjourn

MOTION:	Motion to adjourn at 8:02 p.m.
MOVER:	Alderman Peter Bratt
SECONDER:	Alderman Kelly Tolocko
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

Exhibit D Concept Plan Presented to Common Council March 2026



SITE DATA SUMMARY	
TOTAL AREA:	107.1 acres
-Wetland (Assured Delineation):	- 23.7 acres
NET AREA:	83.4 acres
- Floodplain (Zone A) (upland/non-wetland)	- 15.5 acres
Proposed Development:	
Description	Proposed
NORTH Single Family	73 lots
CENTRAL Single Family	14 lots
Sub-Total Area	107.1 ac 87 lots
Overall Density	107.1 / 87 = 1.23 ac/un

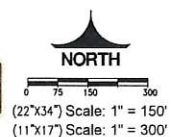
NORTH Single Family DEVELOPMENT SUMMARY	
- PROPOSED SINGLE FAMILY:	73 lots
- PROPOSED ZONING:	Residential PUD
- LOT CHARACTERISTICS:	
- Min. Lot Area =	10,000 sf
- Min. Lot Width =	75'
- Front Yard =	25' Home (30' Garage Door)
- Side Yard =	10'
- Rear Yard =	20'
- Lot Coverage =	30% building/structure
- NORTH STREET LENGTH =	4,100 LF (56.2 LF/LOT)
- Subdivision served by sanitary sewer to lift station and public water main.	

CENTRAL Single Family DEVELOPMENT SUMMARY	
- PROPOSED SINGLE FAMILY:	14 lots
- PROPOSED ZONING:	R-4 PUD
- LOT CHARACTERISTICS:	
- Min. Lot Area =	32,670 sf
- Average Lot Width =	130'
- Front Yard =	30'
- Side Yard =	20'
- Rear Yard =	20'
- Lot Coverage =	20% building/structure
- CENTRAL STREET LENGTH =	1,480 LF (104.3 LF/LOT)
- Subdivision served by individual septic mounds and well.	

SITE COVERAGE CALCULATIONS	
Proposed Single Family Lots:	30.11 acres
Proposed Public Right-of-Way:	8.49 acres
Outlots/Open Space:	68.50 acres
TOTAL AREA:	107.1 acres
Common Open Space: 68.5 / 107.1 = 64.0%	

OVERALL SITE PLAN
Baehr Rd Development
Baehr Road City of Mequon, Wisconsin

Proposed development by:
miller marriott
ARCHITECTURE • DESIGN • BUILD





11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262/236-2914
Fax: 262/242-9655

www.cityofmequonwi.gov

Police

TO: Common Council
FROM: Mark Riley, Chief of Police
DATE: July 14, 2026
SUBJECT: **ORDINANCE 2026-1693 - An Ordinance Creating Section 46-4 of the Mequon Municipal Code, Related to the Regulation of Camping Within the City**

Background

In the summer of 2025, a small occupied camping unit was observed occupied for several consecutive days in the municipal lot adjacent to City Hall. This event prompted a review of applicable ordinances related to camping behavior and whether current ordinance language accurately reflected community interest in regulating this activity.

Analysis

Current City ordinances related to camping include:

Within Chapter 54, related to Parks and Recreation, Section 54-19 currently defines park as a *park, nature preserve, reservation, playground, recreation center or any other area in the city, owned or used by the city, and devoted to active or passive recreation*. Section 54-24(5) states that *no person in a park shall: Camp in the parks*.

The City's Zoning Code regulates parking of campers, recreational vehicles and the like within residential districts in section 58-441(11).

Within the Floodplain Section of the Zoning Code, Section 58-745 currently defines 'campground' to be *Any parcel of land which is designed, maintained, intended, or used for the purpose of providing sites for nonpermanent overnight use by four or more camping units, or which is advertised or represented as a camping area*. A 'camping unit' is defined as *any portable device, no more than 400 square feet in area, used as a temporary shelter, including, but not limited to a camping trailer, motor home, bus, van, pick-up truck, or tent that is fully licensed, if required, and ready for highway use*.

Ordinance 82-63 (*Parking prohibited*) states, in part, that *it shall be unlawful for any person to: park, stop or leave standing any vehicle, whether attended or unattended, upon any street or highway of this city; park on private property without the expressed consent or permission of the property owner*.

As it stands, there appears to be no prohibition related to parking a vehicle overnight or camping in or on municipal parking lots and City-owned land that is not designated as a “park.”

To address this gap, staff recommends adoption of a new ordinance, Sec. 46-4 – Camping Prohibited, which establishes clear definitions of camping, camping facilities, and camping paraphernalia, and creates enforceable restrictions on camping activities across all City-owned property, green spaces, retail and commercial business locations, and along highways where prohibited by state statute. The proposed ordinance also accounts for modern and non-traditional camping practices, including occupancy of motor vehicles and the accumulation of personal belongings indicative of habitation.

Additionally, the ordinance further provides reasonable exceptions for permitted special events and officially designated campgrounds, ensuring flexibility while maintaining regulatory clarity.

Given the identified gaps in current code and the need for consistent, enforceable standards, staff recommends adoption of Section 46-4 as presented, to provide comprehensive regulation of camping activities throughout the city.

Given the potential gaps in regulation related to how camping activities are controlled in all City-owned spaces, staff researched ordinances from several other communities that contained various language styles and prohibitions. The following chart outlines the restrictions in those communities:

Community	Restrictions
Town of Brookfield	Camping is prohibited on all town-owned property, retail and commercial business locations.
City of Mukwonago	The use of municipal or city owned parking lots for overnight camping is prohibited. Verbiage in a separate section (parking lot zoning) notes that general parking lots may not be used for overnight camping or recreational vehicles.
Village of Germantown	No person shall sleep, camp or lodge in any park or parkway, except in places designated for such and with a permit.
City of Waukesha	It is unlawful for any person to lodge, camp or use as a temporary place of residence or habitation a city park, plaza area, or municipal parking lot or ramp. Camping is prohibited in any village park.
Village of Grafton	Camping is prohibited in village parks. A “nighttime curfew” states that no person shall, upon any public grounds owned or leased by the Village, park any vehicle or loiter or lounge in or upon such grounds between 10:00 p.m. and 6:00 a.m. except by permit (effectively preventing camping in these locations).

City of Cedarburg	Parking of a recreational or utility vehicle on any city street, alley, highway, right of way or city off-street parking lot in a residential area is prohibited unless a permit is obtained. Inhabiting a recreational or utility vehicle in a city park is prohibited, as is overnight camping.
State of Wisconsin	Camping is prohibited on state lands except in specified or designated areas.

Fiscal Impact

None.

Recommendation

On May 12, 2026, the Public Safety Committee approved a recommendation in favor of adopting the proposed ordinance by a vote of 3-0.

Attachments:

None

COMMON COUNCIL
OF THE
CITY OF MEQUON

ORDINANCE 2026-1693

ORDINANCE 2026-1693 - An Ordinance Creating Section 46-4 of the Mequon Municipal Code, Related to the Regulation of Camping Within the City

RECITALS

A. The Common Council finds that the regulation camping activities within the City is a critical and necessary component of preserving the health, safety, and welfare of the community.

B. The Common Council wishes to regulate camping activities within the City.

BASED UPON THE FOREGOING RECITALS, the Common Council of the City of Mequon, Wisconsin, do ordain as follows:

SECTION I

Section 46-4 of the Mequon Municipal Code is created to read as follows:

Sec. 46-4. – Camping Prohibited.

(a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

(1) "Camp" or "camping" means to place, pitch or occupy camp facilities, to live temporarily in a camp facility or outdoors, and/or to use camp paraphernalia. This definition includes, but is not limited to, the following:

a. Making preparations to construct a temporary shelter, such as the setting up of a tent, laying down of bedding, or the construction of a temporary shelter with other materials such as cardboard or newspapers.

b. Parking of a motor vehicle, motor home, or trailer for the apparent purpose of overnight occupancy.

c. Using a motor vehicle for living accommodations, including activities such as sleeping, cooking, or storing personal belongings in a manner consistent with temporary or permanent habitation.

d. Storing or accumulating clothing, food, beverages or other personal belongings in or out

of a camp facility or camp paraphernalia.

e. Making of a campfire.

(2) "Camp facilities" include, but are not limited to, tents, huts, temporary shelters (e.g., not permanently affixed to the ground) or motor vehicles, camping trailers, "pop-up" campers, motorhomes, bus, car, pick-up truck, or other similar recreational vehicles.

(3) "Camp paraphernalia" shall mean, but is not limited to, bedrolls, tarpaulins, cots, beds, sleeping bags, hammocks or cooking facilities and similar equipment.

(b) Violations.

(1) Except as provided in sub. (2), no person shall camp or engage in camping activities on any city-owned property, green spaces within the city, retail or commercial business locations, or along any county or state highway as prohibited under Wis. Stat. § 86.025.

(2) This paragraph shall not apply to any of the following:

a. Camping that takes place as part of any special event located in a retail or commercial business or other location that has been approved by the city.

b. Camping at any officially designated and city approved campground with sanitary and water provisions.

SECTION II

The terms and provision of this ordinance are severable. Should any term of provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION III

All ordinances and parts of ordinances in contravention to this ordinance are hereby repealed.

SECTION IV

This ordinance shall be in full force and effect upon its passage and on the day after its publication.

Approved by: Andrew Nerbun, Mayor

Date Approved: July 14, 2026

I certify that the foregoing Ordinance was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on July 14, 2026.

Caroline Fochs, City Clerk

Published: _____



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262/236-2914
Fax: 262/242-9655

www.cityofmequonwi.gov

Finance

TO: Common Council
FROM: Brenda Arnett, Finance Director
DATE: July 14, 2026
SUBJECT: RESOLUTION 4299 - A Resolution Authorizing the Payment of Interest on Prior Inter-Fund Advances in the Estimated Amount of \$351,014, and the Transfer of \$700,000 from the City's General Fund to the Capital Fund

Background

The City of Mequon previously authorized inter-fund advances from the Capital Projects Fund to Tax Incremental District #3 (TID 3) Debt Service Fund to finance eligible debt service costs pursuant to Wisconsin Statutes §66.1105. These advances provided interim financing for TID 3 related expenditures until sufficient tax increment revenues became available. The City also authorized an inter-fund advance from the Capital Projects Fund to the General Debt Service Fund related to the Build America Bond.

Although the principal balances of these inter-fund advances have been fully repaid, interest associated with the advances has not been formally charged or reimbursed to the Capital Projects Fund. Wisconsin statutes and Generally Accepted Accounting Principles recognize that inter-fund advances may include a reasonable rate of interest to account for the time value of money and to ensure that funds providing temporary financing are appropriately compensated.

Additionally, following completion of the FY2025 Financial Audit (which was presented to the Common Council in June 2026), the City's unassigned General Fund balance increased by approximately \$700,000. During the Financial Planning Workshop held on June 4, 2026, Council members expressed support for transferring the FY2025 surplus to a newly established account within the Capital Fund designated for the design and construction of the City's new aquatic facility, which is likely to commence next year.

The proposed resolution authorizes reimbursement of accrued interest of 2% per annum and a 3% administrative fee from TID 3 revenues and the general debt service fund balance to the Capital Projects Fund project account designated for the design and construction of a new City aquatic facility.

Analysis

Wisconsin municipalities utilize inter-fund advances to finance expenditures associated with Tax

Incremental Districts and debt service funds. Assessing interest and an administrative fee ensures that the originating fund is compensated for the temporary use of its cash resources and promotes equitable treatment among municipal funds.

The proposed interest rate of 2% per annum and administrative fee of 3% are reasonable and consistent with the City's historical borrowing costs and investment earnings through the Local Government Investment Pool (LGIP) during the applicable period. This methodology supports transparency and consistency with municipal accounting standards and TID administration practices.

Therefore, the attached resolution authorizes the Finance Director to calculate and record the applicable interest charges and administrative fees associated with the prior inter-fund advances. In addition, the resolution authorizes the transfer of FY2025 surplus funds from the General Fund unassigned fund balance to the Capital Projects Fund for the establishment of a new project account for the City's aquatic facility.

The resolution complies with the City's Financial Policy Statement 3 authorizing the Common Council to appropriate unassigned General Fund Balance in excess of ten percent for capital improvement projects.

Fiscal Impact

Approval of the resolution will authorize reimbursement of the accrued interest and an administrative fee from the TID 3 Debt Service Fund and the General Debt Service Fund to the Capital Projects Fund designated for the design and construction of the City's new aquatic facility. Interest will be calculated using a rate of 2% per annum from the time the advances were initiated through December 31, 2024. An administrative loan fee equal to 3% of accrued interest will also be charged to offset costs associated with administering and maintaining the inter-fund advances during that period.

The resolution will also authorize the transfer of \$700,000 from the FY2025 General Fund surplus to the Capital Projects Fund designated for the design and construction of the City's new aquatic facility.

In total, the Capital Projects Fund designated for the design and construction of the City's new aquatic facility will receive \$1,051,014. This transfer strengthens the Capital Projects Fund by recognizing the time value and carrying costs associated with prior inter-fund advances while providing dedicated funding for a future aquatic facility. The transaction is not expected to create any additional property tax levy impact; however, it will reduce available cash balances within TID 3 by \$314,197, the General Debt Service Fund by \$36,817, and the General Fund unassigned fund balance by \$700,000.

The proposed action formalizes the City's financial records, promotes equitable treatment among municipal funds, and is consistent with Wisconsin municipal finance and TID administration practices.

Fund	Source	Advance Amount	Interest	Admin Fee (3%)	Total
General Debt	Advance from Capital Fund	\$131,900	\$35,744	\$1,072	\$36,816
TID 3 Debt	Advance from Capital Fund	\$1,362,850	\$305,046	\$9,151	\$314,197
General	FY2025 Surplus				\$700,000
Total Transfer to Capital Projects Fund					\$1,051,014

Recommendation

A recommendation is forthcoming from the Finance-Personnel Committee on July 14, 2026.

Attachments:

None

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION - 4299

RESOLUTION 4299 - A Resolution Authorizing the Payment of Interest on Prior Inter-Fund Advances in the Estimated Amount of \$351,014, and the Transfer of \$700,000 from the City's General Fund to the Capital Fund

RECITALS

A. The Common Council of the City of Mequon previously authorized inter-fund advances for a principal amount totaling \$1,494,750 from the Capital Projects Fund to Tax Incremental District No. 3 (TID #3) Debt Service Fund in January 2013, January 2014, and January 2016 for financing eligible project costs pursuant to Wisconsin Statutes Section 66.1105 and to the General Debt Service Fund in January 2013 pursuant to Wisconsin State Statute Section 67.12 for a Build America Bond rebate.

B. The principal amount of said advances has been fully repaid to the lending fund as of December 31, 2024.

C. The Common Council finds that interest associated with the inter-fund advances was not previously assessed, accrued, or reimbursed to the lending fund due to insufficient tax increment revenues available in TID #3 during the fiscal years of the transfers and collection of the Build America Bond rebate.

D. Wisconsin law permits municipalities to charge a reasonable rate of interest and fees on inter-fund advances in order to reimburse the lending fund for the use of municipal monies.

E. The Common Council finds it necessary and in the best interests of the City and its taxpayers to formally recognize and authorize the accrual and payment of interest and fees owed to the Capital Projects Fund in order to maintain accurate accounting records and preserve the financial integrity of the City's inter-fund borrowing practices.

F. The Common Council further finds that payment of such interest and fees constitutes an eligible expense and obligation of TID #3 and the City under Wisconsin Statutes Sections 66.1105 and 67.12.

G. The Common Council, after reviewing the FY2025 Financial Audit, agrees to transfer the surplus in the General Fund unassigned fund balance of approximately \$700,000 to the Capital Projects Fund account established for the design and construction of the City's new aquatic facility in 2027-2028.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that:

1. The Common Council finds that it is in the best interests of the municipality and its taxpayers to formally establish and recover interest and fees attributable to the prior inter-fund advances.

2. The Common Council hereby determines that interest shall be charged to TID #3 Debt Service Fund and the General City Debt Service Fund on the balance of the prior inter-fund advances at the rate of 2% per annum and an administrative fee of 3%, which rates are determined to be reasonable and consistent with municipal borrowing and investment practices during the applicable period.

3. The Finance Director is authorized and directed to calculate the total amount of accrued interest and fees attributable to the inter-fund advances for the period beginning January 1, 2013, and ending December 31, 2024.

4. The accrued interest amount and fees shall be charged to TID #3 and the General Debt Service Fund and reimbursed to the Capital Projects Fund from available TID revenues and the General Debt Service Fund Balance.

5. The Finance Director is authorized to transfer \$700,000 of General Fund unassigned fund balance to the Capital Projects Fund project account for the design and construction of the City's new aquatic facility in 2027-2028.

6. The Mayor and City Clerk are authorized and directed to execute and deliver the same.

Approved by: Andrew Nerbun, Mayor

Date Approved: July 14, 2026

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on July 14, 2026.

Caroline Fochs, City Clerk



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Fax: 262/242-9655

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Finance

TO: Common Council
FROM: Brenda Arnett, Finance Director
DATE: July 14, 2026
SUBJECT: RESOLUTION 4300 - A Resolution Adopting Proposed Amendments to City Financial Policy Statement 9: Debt Management, and City Financial Policy Statement 10: Accounting, Auditing, & Financial Reporting

Background

Sound fiscal management requires municipalities to periodically review and update their financial policies to ensure they remain aligned with current economic conditions, operational needs, and evolving best practices in public finance.

During the City of Mequon's Long-Range Financial Planning Workshop in June 2026, Financial Advisors from Ehlers & Associates, Inc. reviewed the need to revise Financial Policy Statement 9 regarding Debt Management. Ehlers described the policies as unnecessarily restrictive and rather unique to the City of Mequon. In addition, during the FY2025 Audit, the City's auditor, Baker Tilly US, LLP, recommended updating asset capitalization thresholds within Financial Policy Statement 10 regarding Auditing to better reflect current economic conditions and asset values.

Regular evaluation of these policies allows local governments to identify outdated or unnecessarily restrictive provisions, strengthen internal controls, preserve fiscal flexibility, and ensure that financial practices continue to support the community's strategic and capital planning objectives.

Analysis

City staff worked collaboratively with Ehlers and Baker Tilly to revise the Financial Policies within Section 9 pertaining to Debt Management. Specifically, Policy 9.B.1 now refers to general obligation debt as "indebtedness" rather than "bonds" to accommodate the issuance of General Obligation Promissory Notes. Further, municipal debt issuances are restricted to a term of no more than 20 years; thus, the previous term of indebtedness referring to "30" years has been changed to "20." Policy 9.B.3 was unnecessarily restrictive as it pertained to borrowing. The new policy states that the City will obtain financing, when necessary, as efficiently as possible, with the most favorable interest rate and other costs obtained, maintaining future flexibility. The City will also follow guidelines that meet the methodologies of its applicable

rating agency.

Policy Statement 10 was updated to reflect current industry standards for Asset Capitalization thresholds. Baker Tilly suggested identifying the initial cost of \$10,000 for general capital assets and a \$50,000 minimum for infrastructure assets for purposes of depreciation.

In the attached Policy Statements 9 and 10, the proposed revisions and additions are identified in red, and the deleted language is shown with strike-through formatting. Please reference the revised policies attached to this memorandum.

Fiscal Impact

While there is not a fiscal impact at this time, the policy changes are important for future financial decisions. City staff has prepared a resolution for adoption at the July 14 Common Council meeting. Adoption of the revised policies will provide the City with more practical and flexible guidance regarding future borrowing practices and the capitalization of physical assets.

Recommendation

A recommendation is forthcoming from the Finance-Personnel Committee on July 14, 2026.

Attachments:

Policy Statement 9, Policy Statement 10

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION - 4300

RESOLUTION 4300 - A Resolution Adopting Proposed Amendments to City Financial Policy Statement 9: Debt Management, and City Financial Policy Statement 10: Accounting, Auditing, & Financial Reporting

RECITALS

- A. A comprehensive set of financial policies is an essential component to communicating the financial objectives that guide the City's financial operations.
- B. These objectives guide the financial processes that City departments and staff use to achieve the goals of the City.
- C. The City's financial practices have been reviewed by staff and the City's financial policies document has been reviewed to update the City's financial policies and processes.
- D. The policies will continue to be reviewed on a periodic basis by the Finance-Personnel Committee or as otherwise needed, in order to consider any necessary revisions or additions that may be warranted.
- E. The Finance-Personnel Committee, having reviewed the attached financial policies, recommends to the Common Council, that the policies contained herein be adopted and implemented until further amended.

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Mequon, Wisconsin, that the attached financial policies are hereby adopted and implemented for use, until further amended.

Approved by: Andrew Nerbun, Mayor

Date Approved: July 14, 2026

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on July 14, 2026.

Caroline Fochs, City Clerk

POLICY STATEMENT 9 DEBT MANAGEMENT

The City acknowledges that certain costs incurred on an annual basis reflect an investment in the future of the City. These types of costs include development, acquisition, and replacement of assets that will be used by the residents of the City over a long period of time. Financing of these long-term assets is often appropriately accomplished through the issuance of long-term debt instruments, special assessments, or any such combination thereof.

It is the responsibility of the Common Council and City staff to monitor the financial health of the City. A significant portion of the City's financial health is determined by its ability to manage its debt.

It is the responsibility of the City Administrator and/or Director of Finance or their designees to regularly monitor the City's outstanding debt and to recommend issuance, replacement and retirement of outstanding debt to the Finance-Personnel Committee and Common Council.

Process Overview:

A. Financing Considerations

1. The City will confine long-term borrowing to capital improvements or other long-term projects which cannot and, appropriately should not, be financed from current revenues and/or funds established for equipment replacement.
2. The City will not use long-term debt to finance current operations, nor will long-term debt be used to finance the cost of short-lived (less than seven years) depreciable assets.
3. In general, the final maturity of bonds and notes issued by the City should not exceed the expected useful life of the underlying project for which it is being issued.
4. The City will retire bond anticipation debt within six (6) months after completion of the underlying project or upon the next general debt issuance.

B. Debt Limits

1. The City will keep the maturity of all outstanding general obligation ~~bonds~~ **indebtedness** at or below ~~30~~ **20** years.
2. Total general obligation debt, including any such proceeds allocated to the sewer and water utilities, will not exceed fifty percent (50%) of the State equalized valuation limitation of taxable property within the City.

3. Additionally, it is the objective of Common Council that the City obtain financing when necessary, the process for identifying the timing and amount of debt or other financing be as efficient as possible, the most favorable interest rate and other related costs be obtained, and when appropriate, future financial flexibility be maintained. ~~the City Council will utilize the following two guidelines to ensure general obligation indebtedness is maintained within constitutional debt limitations and non-self-supporting (net) tax-supported debt outstanding is maintained within a targeted range:~~
 - The City will further follow guidelines relative to amount and structuring that meets the methodologies of its rating agency (e.g., debt service cost percentage of revenues and direct debt 10-year amortization percentage). ~~General Obligation Debt Outstanding as a Percent of Assessed Valuation 0 < 1%~~
 - ~~Net Tax-Supported Debt Service as a Percent of General Fund Revenue 0 < 20%~~

C. Financial Advisors

1. The City will utilize the services of a qualified financial advisor in monitoring its debt and debt service.
2. The City should strive to maintain a long-term relationship with a financial advisor to allow for continuity and consistency in services provided by the advisor. However, the arrangement between the financial advisor and the City should be examined every three (3) to five (5) years or as deemed necessary by City staff, the Finance-Personnel Committee and/or the Common Council.
3. All feasible alternatives (for example, State Trust Fund loans and private placements with local financial institutions) for borrowing funds should be considered by the City and the financial advisor, depending on the uniqueness of the items or projects being financed by long-term debt.
4. All costs related to the issuance of long-term debt, including fees for professional services, underwriting fees, and the interest costs over the term of the debt issue, must be considered and carefully evaluated for each borrowing.
5. The City will work with its financial advisor to ensure that long-term debt issues are structured to protect the interest of the City for the present and in the future (for example, the inclusion of call provisions to protect the City against future interest rate fluctuations or other circumstances).

D. Other Considerations

1. The City will maintain consistent, accurate, and timely communications with bond rating agencies regarding its financial condition.

2. The City will follow a policy of full disclosure in all financial reporting, including bond prospectuses and continuing disclosure agreements required under SEC Rule 15c2-12(b)(5).
3. This policy will be reviewed by the Finance-Personnel Committee every three (3) to five (5) years, or as deemed necessary by City staff, the Finance-Personnel Committee, and/or the Common Council.

POLICY STATEMENT 10

ACCOUNTING, AUDITING, & FINANCIAL REPORTING

The City's accounting and financial reporting systems will be maintained in conformance with all applicable Federal and State laws, rules, and regulations, and the Generally Accepted Accounting Principles (GAAP) and practices as promulgated by the Governmental Accounting Standards Board (GASB).

Process Overview:

On an ongoing basis, staff will work to remain apprised of any pending or proposed changes in governmental accounting standards or other legal requirements that may impact the financial operations or other reporting requirements of the City.

Compliance with these standards is reviewed by undergoing an annual independent financial audit of the City's accounting records, internal controls, and financial statements. The audit also facilitates the issuance of an official Annual Comprehensive Financial Report (ACFR) including an audit opinion, and a management letter presented to the Common Council detailing findings and any recommendations for improvement.

Basis of Budgeting

The basis of budgeting refers to the point in time at which revenues and expenditures are recognized in accounts and reported in the financial statements. The basis of budgeting for all funds, except for the sewer and water utility funds, is the modified accrual basis.

Alternatively, the sewer and water utility fund budgets use an accrual method of accounting. These are the same methods used in the City's audited financial statements. Under the accrual basis of accounting, all revenues are recognized in the period in which they were earned, and all expenditures are recognized in the period they were incurred.

Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. "Available" means collectable within the current period, or soon enough thereafter to be used to pay the liabilities of the current period.

Property taxes are recorded in the year levied as receivable and deferred revenues. They are recognized as revenues in the succeeding year when the services financed by the levy are being provided. Intergovernmental aids and grants are recognized as revenues in the period the related expenditures are incurred, if applicable, or when the City is entitled to the aids.

Special assessments are recorded as revenues when collected. Any annual installments due in future years are reflected as receivables and deferred revenues. Other general revenues such as fines, fees and permits are recognized when the underlying transaction has occurred, and the payment is expected to be received under the available criteria described above.

Basis of Capitalization

For financial reporting purposes, the City shall capitalize and depreciate all capital assets that meet the following capitalization thresholds:

- A. General Capital Assets: Individual assets with an initial cost of **\$10,000 or more** and an estimated useful life of greater than one year shall be recorded as capital assets and depreciated over their estimated useful lives.
- B. Infrastructure Assets: Infrastructure assets, including but not limited to roads, bridges, sidewalks, buildings, and similar improvements, with an initial cost of **\$50,000 or more** and an estimated useful life of greater than one year shall be capitalized and depreciated over their estimated useful lives.

Capitalized assets shall be recorded at historical cost, including all costs necessary to place the asset into service, and shall be depreciated using the City's approved depreciation method over the asset's estimated useful life.



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www.cityofmequonwi.gov

Office of the Mayor

TO: Common Council
FROM: Andrew Nerbun, Mayor
DATE: July 14, 2026
SUBJECT: Mayoral Appointment(s)

Mayoral Appointments - New 2026						
	First Name	Last Name	Title	Term (Years)	Expiration Date	District
Festivals Committee	Denise	Long	Member	3	5/1/2029	At-Large
Park & Open Space Board	Elizabeth	Stern	Member	3	5/1/2029	At-Large

Attachments:

Long_Denise FC Redacted

Stern_Elizabeth POSB_Redacted



CITY OF MEQUON
BOARD/COMMISSION/COMMITTEE TALENT BANK APPLICATION
*Please complete and return to the Administration Office, Mequon City Hall,
11333 N. Cedarburg Rd. Mequon, 53092 or email to bkong@cityofmequonwi.gov*

Name: Denise Long

Address: 11616 N Port Washington Rd ZIP Code: 53092

Home Phone Number: _____ Cell Phone Number: _____

Years of Residence in Mequon: 1 Occupation: Community Events

Can you be reached during working hours: Y Work Phone: _____

E-mail Address (es):
denise [REDACTED] m

Would you be able to attend scheduled evening meetings on a regular basis: Y

Qualifications for Appointment:

I bring experience in project management, community engagement, event planning, communications, and public service. My background includes working with Milwaukee Public Schools in a public-facing role that required organization, responsiveness, and strong communication with families, staff, and community partners. In my current role, I create community events that build relationships, increase awareness, and give back to the communities my organization serves.

Education, Work Experience, Civic Background:

I have experience in project management, communications, event planning, community engagement, and public service. My background includes working in a public-facing role with Milwaukee Public Schools, where I supported families, staff, and community partners through organized communication and districtwide projects. In my current role, I plan and implement community events that build relationships, increase awareness, and give back to the communities my organization serves. I also previously served as financial chairman for the Business Travel Association and helped lead a multi-day education and networking conference.

Public Service and/or Civic Involvement:

In my previous role with Milwaukee Public Schools, I worked in a public service environment where communication, organization, responsiveness, and community trust were essential. My work included supporting districtwide events, coordinating interpretation and translation requests, helping manage public-facing communications, and assisting with projects that served students, families, staff, and the broader community. This experience gave me a strong understanding of how public organizations operate and how important it is to serve residents with professionalism, fairness, and accountability.

Why are you seeking appointment to this Board/Commission/Committee?

I am seeking appointment because I would like to become more involved in the
community and contribute my time, experience, and perspective in a meaningful way.

What is your understanding of the role and responsibility of the Board/Commission/Committee you are seeking appointment to?

My understanding is that City boards, commissions, and committees help support local government by reviewing information, discussing community needs, offering recommendations, and helping guide decisions that affect residents and the city as a whole. Members serve in an advisory and/or decision-making capacity depending on the specific board or committee, and they are responsible for being prepared, objective, respectful, and focused on what is best for the community.

Rate the Board(s), Commission(s) and/or Committee(s) in order of preference with #1 being first choice:

- | | |
|---|---|
| ☐ Architectural Board | ☐ Joint Mequon-Thiensville Bike & Pedestrian Way |
| ☐ Board of Appeals | ☐ Commission |
| ☐ Board of Police & Fire Commissioners | ☐ Landmarks Commission |
| ☐ Board of Review | ☐ Mequon Nature Preserve Advisory Committee |
| ☐ Economic Development Board | ☐ Milwaukee River Advisory Committee |
| ☐ Ethics Board | ☐ Park and Open Space Board |
| ☒ Festivals Committee | ☐ Planning Commission |
| ☐ Frank L. Weyenberg Library | ☐ Southern Ozaukee Fire Department Board |
| ☐ Board of Trustee | ☐ Tree Board |
| ☐ Hiram Schmidt Fund | |

The following information will be held in confidence and is for review if considered for the Board of Police and Fire Commission. Have you ever been convicted of a criminal offense? Y

Would you be willing to allow the Police Department to conduct a background investigation? Y

I understand that the information provided to the City of Mequon contained herein becomes public upon submittal of this application.

Denise Long Digitally signed by Denise Long
Date: 2026.06.26 10:51:16 -05'00'

Signature

Date



CITY OF MEQUON
BOARD/COMMISSION/COMMITTEE TALENT BANK APPLICATION

*Please complete and return to the Administration Office, Mequon City Hall,
11333 N. Cedarburg Rd. Mequon, 53092 or email to bkong@cityofmequonwi.gov*

Name: _____

Address: _____ **ZIP Code:** _____

Home Phone Number: _____ **Cell Phone Number:** _____

Years of Residence in Mequon: _____ **Occupation:** _____

Can you be reached during working hours: _____ **Work Phone:** _____

E-mail Address (es):

Would you be able to attend scheduled evening meetings on a regular basis: _____

Qualifications for Appointment:

Education, Work Experience, Civic Background:

Public Service and/or Civic Involvement:

Why are you seeking appointment to this Board/Commission/Committee?

What is your understanding of the role and responsibility of the Board/Commission/Committee you are seeking appointment to?

Rate the Board(s), Commission(s) and/or Committee(s) in order of preference with #1 being first choice:

- | | |
|--|--|
| ☐ Architectural Board | ☐ Joint Mequon-Thiensville Bike & Pedestrian Way Commission |
| ☐ Board of Appeals | ☐ Landmarks Commission |
| ☐ Board of Police & Fire Commissioners | ☐ Mequon Nature Preserve Advisory Committee |
| ☐ Board of Review | ☐ Milwaukee River Advisory Committee |
| ☐ Economic Development Board | ☐ Park and Open Space Board |
| ☐ Ethics Board | ☐ Planning Commission |
| ☐ Festivals Committee | ☐ Southern Ozaukee Fire Department Board |
| ☐ Frank L. Weyenberg Library Board of Trustee | ☐ Tree Board |
| ☐ Hiram Schmidt Fund | |

The following information will be held in confidence and is for review if considered for the Board of Police and Fire Commission. Have you ever been convicted of a criminal offense? _____

Would you be willing to allow the Police Department to conduct a background investigation? _____

I understand that the information provided to the City of Mequon contained herein becomes public upon submittal of this application.

Signature

Date