



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

www.ci.mequon.wi.us

Office of the City Clerk
Taped & Televised

COMMITTEE OF THE WHOLE
Tuesday, March 8, 2022
6:30 PM
Christine Nuernberg Hall

Amended Agenda

1. Call to Order, Roll Call
2. Approval of Meeting Minutes
 - a. February 8, 2022
3. Departmental Reports
 - a. Clerk's Office
 - b. Community Development
 - c. Fire Department
 - d. Police Department
 - e. Public Works
4. Discussion
 - a. Enterprise Fleet Proposal
 - b. Update on Fire and EMS Shared Service in Ozaukee County
5. Resolution
 - a. **RESOLUTION 3933** A Resolution Approving a Memorandum of Understanding Between the City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg in Connection with Fire & EMS Department Consolidation
6. Future Policy Items for Discussion/Consideration/Analysis
 - a. Establishment of All-Terrain Vehicle routes on Mequon Roads
7. Adjourn

Dated: March 8, 2022

/s/ John Wirth, Chair

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

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

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



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Tuesday, February 8, 2022
6:30 PM
Christine Nuernberg Hall

Minutes

1. Call to Order, Roll Call

Mayor Wirth called the meeting to order at 6:30 PM.

Present:

Mayor John Wirth
Alderman Robert Strzelczyk
Alderman Glenn Bushee
Alderman Dale Mayr
Alderman Jeffrey Hansher
Alderman Mark Gierl
Alderman Brian Parrish
Alderman Kathleen Schneider
Alderman Andrew Nerbun

Also present: City Administrator Jones, Assistant City Administrator Schoenemann, City Attorney Sajdak, City Clerk Fochs, Community Development Director Tollefson, Assistant Community Development Director Zader, Engineering and Public Works Director Lundeen, Assistant City Engineer McCraw, Engineering Technician Dandy, Finance Director Engroff, Assistant to the Finance Director Keyser, Fire Chief Bialk, Deputy Fire Chief Zellman, and Police Chief Pryor, Boy Scout Troop 852, press and interested public.

2. Approval of Meeting Minutes

a. January 11, 2022 Minutes

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

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

Motion to suspend the rules. Items 4 and 5 to precede Departmental Reports

Attachment: 2.8.22 COTW Final Minutes (7114 : February 8th, 2022 Minutes)

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

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

4. Resolution

- a. **RESOLUTION 3913** A Resolution Authorizing the Borrowing of Not-to-Exceed \$9,620,000; and Providing for the Issuance and Sale of General Obligation Promissory Notes Therefor

Finance Director Jennifer Engroff introduced Philip Cosson, Representative from Ehlers, Inc. Also presenting, Director of Public Works Kirsten Lundeen.

Mr. Cosson clarified that the purpose of this meeting is to gain authorization to proceed with capital borrowing of \$9.62 million. Mr. Cosson expects many interested parties. The bids will be collected and presented, with a scheduled closing on March 24, 2022.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Nerbun

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

5. Ordinances

Motion to amend 26-21(f) of ORDINANCE 2021-1616 allowing a full rebuild of a non-conforming subdivision sign that is damaged +50% due to vandalism

RESULT: Approved by Roll Call Vote [6 to 2]
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Strzelczyk

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish
NAYS: Schneider, Nerbun

- a. **ORDINANCE 2021-1616** An Ordinance Creating Section 62-21 of the Mequon Municipal Code Relating to Signs Along Streets and on Public Property

Attorney Sajdak explained that the proposed ordinance removes the free zone concept and leans heavily on government speech.

Discussion ensued within the Committee regarding the new balance of the ordinance concerning city signage and private signage. The Committee discussed the distance between signs and the concentration of signs in one area. Discussion progressed to grandfathering existing signs until the year 2026 and introducing an annual administration fee.

Motion to approve 62-21 (a)-(f).

RESULT: **Approved as Amended by Roll Call Vote [Unanimous]**
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Schneider

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

Motion to amend ORDINANCE 2021-1616, section g) ii by allowing three signs instead of one.

RESULT: **Failed by Roll Call Vote [4 to 5]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Strzelczyk

AYES: Bushee, Mayr, Gierl, Parrish
NAYS: Strzelczyk, Hansher, Schneider, Nerbun, Wirth

Moved by Alderman Mayr, seconded by Alderman Strzelczyk to amend ORDINANCE 2021-1616, section g) iii from .5 miles to 100 yards.

Amendment was withdrawn.

Motion to amend ORDINANCE 2021-1616, section g) viii by revising from five years to two years.

RESULT: **Failed by Roll Call Vote [2 to 6]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Strzelczyk

AYES: Strzelczyk, Mayr
NAYS: Bushee, Hansher, Gierl, Parrish, Schneider, Nerbun

Motion to Approve ORDINANCE 2021-1616, section g as written.

RESULT: **Approved by Roll Call Vote [6 to 2]**
MOVED BY: Alderman Gierl
SECONDED BY: Alderman Parrish

AYES:	Bushee, Mayr, Hansher, Gierl, Parrish, Nerbun
NAYS:	Strzelczyk, Schneider

3. Departmental Reports
 - a. Finance Department Report
 - b. Clerk's Office Report
 - c. Community Development Report
 - d. Public Works Report
 - e. Fire Department Report
 - f. Police Department
6. Future Policy Items for Discussion/Consideration/Analysis

No items were forwarded from the Committee.

7. Adjourn

Motion to adjourn at 7:53 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Gierl
SECONDED BY: Alderman Nerbun

AYES:	Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun
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Respectfully Submitted,

Janet Meyer
Deputy Clerk

Attachment: 2.8.22 COTW Final Minutes (7114 : February 8th, 2022 Minutes)



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Office of City Clerk

TO: Committee of the Whole
FROM: Caroline Fochs, City Clerk
DATE: February 28, 2022
SUBJECT: Clerk's Office

February Accomplishments:

Election-Related

- Mailed 1102 absentee ballots for the February 15, 2022 Primary Election
- Assisted 692 in-person absentee voters who voted in the Clerk's Office
- Provided four election inspector training sessions with 54 in attendance
- Revised polling sites to streamline set up/take down
- Successfully pre-tested the voting equipment for a second and final time to ensure accurate tabulating on election day
- Researched/resolved 47 registration alerts
- Appeared before the Senate Committee on Elections, Election Process Reform, and Ethics to testify on a bill initiated by the Clerk
- Set up Badger Books at Pieper Power polling site
- Successfully conducted the Spring Primary with 25% voter turnout, overseeing 65 poll workers and staff at eight polling locations
- Organized and released election materials to school districts
- Recorded voting participation for 4399 voters
- Added 30 election day registrants to the voter roll
- Prepped 2500 absentee envelopes for future use
- Added new addresses to Wisvote for election day data

Clerk-Related

- Attended day-long Strategic Planning session
- Completed documents related to the bond sale
- Continued training of staff and issued Committee of the Whole packet
- Closed out three open record requests
- Posted the newly adopted ordinances to the city website and emailed to Municode for future incorporation into city code book
- Completed minutes from two meetings
- Printed newly adopted resolutions and ordinances for execution and filing
- Issued six operator and liquor licenses
- Produced five meeting packets



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Office of Community Development

TO: Committee of the Whole
FROM: Kim Tollefson, Director of Community Development
DATE: March 8, 2022
SUBJECT: Community Development

**Department Report
February 2022**

Permit & Application Status

No. Inspection Permits: January 2022	315
No. Architectural Review Board Applications: January 2022	4
No. Zoning Applications: January 2022	27
Department Revenue: January 2021 Estimate	\$68,783

Work Program Status

Work Program	Status	Board	Common Council
PW Road Streetscape RFP	Issued	Ad Hoc PW Road Design	April
PW Road TID Incentives	Approved	Economic Development	May
PW Road Architecture	In Process	Ad Hoc PW Road Design	March PC
TC OIT & Road	In Process	COTW / CC	TBD
Management Partners	In Process	Internal	TBD
Land Management RFP	In Process	Internal	TBD

Major Policy Work:

The Economic Development Board is strengthening partnerships in Southeastern Wisconsin through discussions for collaboration with M7 and WEDC. In addition, the Board is considering the merits of a market study for future land uses within the N. Port Washington Road corridor, including the interest in a small scale hotel.

Major Project Updates:

A 27 lot cluster subdivision for the 30+ acre parcel located at the northwest corner of N. Port Washington Road and Highland Road as part of Ulao Creek and a 17 lot cluster subdivision, with TDR credits, located within Central Growth was conceptually reviewed by the Planning Commission on February 28, 2022. A prospective residential development consisting of 84 lots in the city's southwest area may be scheduled for the March Planning Commission meeting.

Development and Engineering staff are working to coordinate efforts for road work and the OIT crossing within the Town Center neighborhood with both WisDOT and We Energies and our design consultant, Batterman. The next coordination meeting is scheduled for mid-March.

Development staff is coordinating with Federal Emergency Management Agency (FEMA) for mapping new data related to floodways throughout the City.



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Office of Fire/Ambulance

TO: Committee of the Whole
FROM: David Bialk, Fire Chief
DATE: March 2, 2022
SUBJECT: Fire Department

Calls for Service

Call Type	2022	YTD 2022	YTD 2021
EMS	170	363	322
Fire	27	60	3063
Total	197	423	385

Response Times

Call Type	Average Response Time
First Responder	NA
Ambulance on Scene 90% of the Time	NA
Fire	NA

February "On Call" Hours

Hours to be covered in January by POC's	4,032	100%
Hours covered by POC's and BC's	2,930	73%
Uncovered hours	1,102	27%

Fire Calls

Type/Cause	Number
Fire (structure, car or vegetation)	1
Rescue / Emergency Medical Service Incident	170
Hazardous Condition (no fire, chemical/electrical problem, gas leak)	7
Service Call (smoke removal, mutual aid standby)	2
Good Intent Call (cancelled enroute to alarm or smoke mistaken for fire)	6
False Alarm/False Call (fire alarm, co alarm, or malfunction of system)	9
Severe Weather	0
Monthly Total	197

EMS Calls - By Dispatch Reason/Most Common

Type/Cause	Number
Fall Victim	31
Breathing Problem	14
Lift Assist	14
Weakness	12
Sick	11
Traffic Accident	11
Unconscious	9
Abdominal Pain	7
Chest Pain	7
Cardiac Arrest	5

Community Education

Activity	Number
Department Tours/Fire Prevention Presentations* (Tour groups, birthday parties, community events)	0

Fire Prevention Talk (Offsite - school, facility, business, etc.)	0
CPR/AED Classes Perform	2
Number of Students Certified in CPR	2

Administrative

Activity Number	
Burn Permits Issued	24
Fire Inspections	40
Fire Code Violations Found	41

Community Risk Reduction

The liquor license inspection route has begun. All businesses in Mequon that sell or serve alcohol require a fire safety inspection prior to renewal of their liquor license by the city.

An occupancy inspection for the 34,000 square foot addition to Donges Bay School was approved.

While on an EMS call at a local nursing home facility, EMS crews found an obvious and marked set of exit doors that were not operating at all. After working with the staff and maintenance of the facility, the doors are now operational and can now also be used for Emergency Services to gain quicker access to the building as well as the necessary Exits.

Training

Two members were ice dive certified from PADI.

The dive team along with the Ozaukee County Dive team conducted their annual ice dive.

The Training division is working on onboarding 13 new members through the new member orientation program.

28 hours of were offered this month to the membership.

Notable Medical Incidents

Mequon Fire Department's paramedics resuscitated an adult male patient who was in respiratory arrest in a bathroom at a gas station. The patient was conscious and interactive on arrival at Columbia St. Mary's Ozaukee Emergency Department. Opioids were suspected as the cause of the arrest.

Mequon Fire Department responded to a report of an adult patient who was extremely weak. On arrival at the residence, the first arriving crew found the patient on the floor of the residence barely conscious. Crews rapidly moved the patient from the house into the ambulance, where the patient went into cardiac arrest. Paramedics immediately began resuscitation and inserted a breathing tube. The patient regained a pulse and was transported to Columbia St. Mary's Ozaukee Emergency Department.

Mequon Fire Department was called by the Village of Thiensville to respond to a male patient in cardiac arrest in their village. Crews worked to resuscitate the male patient who was outdoors, shoveling snow at the time of the cardiac arrest. The patient was transported to Columbia St. Mary's Ozaukee Emergency Department, though he did not regain a pulse.

TO: Committee of the Whole
FROM: Patrick Pryor, Chief of Police
DATE: March 1, 2022
SUBJECT: Police Department

These items listed below are a snapshot of activities the department is currently working on. This list is not all encompassing.

The call report attachment provides the number of calls received or generated within the Police Department for the specified month. The broken-down call list does not include all the calls. Call types do change as investigations progress and continue so sometimes these numbers may not match the final numbers for the year.

- The Police Department made two conditional offers of employment to account for two long time officers retiring. These officers both will come with prior law enforcement experience. They are tentatively scheduled to be sworn in on March 28th.
- The Dispatch Center is now fully staffed. Two dispatchers are still in training. The department anticipates no longer using Ozaukee County for third shift dispatching, effective April 1, 2022.
- The department continues to focus efforts on accreditation. The Wisconsin Law Enforcement Accreditation Group will be onsite for accreditation certification from April 5th-7th, 2022.
- The Citizens Police Academy is in session. There are 15 participants in this year's class.
- As a reminder the department has a drug collection kiosk in the lobby of the Public Safety building. Citizens may place unwanted or expired prescription, over the counter, or household medications in the kiosk. The kiosk is accessible 24 hours per day, 7 days per week. (Please leave the medication inside its container when you place it in the kiosk).
- If you have any specific questions about the call list included with this report, or any specific calls, please email, or call the department and a member of the command staff can assist you.

Attachments:

Monthly Report - March 2022 Committee of the Whole - Call List Attachment (PDF)

Mequon Police Department

Monthly Report - March 2022 Committee of the Whole



February 2022 Police Department Calls

Total Calls

Police Calls	2756
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Crime Related Calls

Call Type	Number of Calls
Battery	0
Burglary	2
Disorderly Conduct	8
Domestic Violence Physical	0
Domestic Violence Verbal	0
Fraud	8
Harassment	5
Motor Vehicle Theft	2
Retail Theft - Shoplifting	2
Theft	17

Traffic Related Calls

Call Type	Number of Calls
Operate Intoxicated Arrests	4
Accident with Injury	1
Accident with Damage only	13
Non-Reportable Accident	14
Car Killed Deer Accidents	5
Traffic/Driving Complaints	35
Disabled Vehicle	31
Debris on Roadway	16

Officer Initiated Activity

Call Type	Number of Calls
Drug Investigation/Arrest	9
Vehicle Traffic Stop	246
K9 Deployment	11
Business Check	944
Secure/Check Park	198
Find Open Door/Window	8
Assist Other Agency	65

Community Related Calls

Call Type	Number of Calls
911 Hang up/Open Line	100
Emergency Detention	6
Public Inebriation	2
Suspicious Vehicle/Person	43
Welfare Check	378
Rescue Calls	125
Assist Citizen	84

Training

Total Police Training Hours – December 2021	56
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Office of Public Works

TO: Committee of the Whole
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: March 8, 2022
SUBJECT: Public Works

Key Performance Indicators

Department of Public Works	This Month	Year to Date
Snow Events	11	20
Tree Removals	1110	1567
Tree Pruned-days	7	17
Buildings		
Work Orders	228	439
Streetlights Repaired	4	14
Facility Projects/Updates Completed	2	4
Engineering		
Green Infrastructure Plan Reviews	1	3
Right-of-way Permits issued	9	17
Stormwater BMP Certifications	6	8
Drainage Projects (Designed)	12	15
Fleet		
Repair Operations	62	111
Forestry		
Inspections	12	21
Trees Pruned-days	7	17
Highway		
Roadside Mowing (Hours)	40	112
Tree Pruned-days	7	17
Parks		
Winter Meetings	8	12
Winter Building Maintenance	3	5
Rentals	2	2
Piers	2	4
Tree Removals	30	90
Hard Surface Trail Miles (plowed)	35	70
Gravel/Chip Trail Miles Groomed	15	30
Sewer		
Number of Manholes Inspected	35	91
Water		
Number of Customers Added	1	1
Max Water Use Day (1,000s Gallons)	1,032,000	2,105,000
Hydrants Flushed	52	52
Dead Ends Flushed	31	31

Meter Program replacements (270 goal)	1	1
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Project Status

Project/Operation	Status
2022 Road Program	Contract award requested at the March meetings.
2022 Plow Truck	Receiving quotes for new plow truck chassis and plow equipment. Listed used dump box, used chain saws, used welder, and used snow plow.
Reuter Improvements	Floor Grinding and Polish, Interior Painting, LED Light Conversion.
Rotary Fishing Pier	Ordered Stone, Removal of Existing Pier, Contractor to start installation.
Pukaite Woods	Trail Grooming for February 19th Candlelight Hike and hosting event. Approximately 215 people attended the event.
Katherine Kearney Park	Tree Removal Contract- Creating Buffer Zones
RFQ- Field Maintenance	All Ballfield Maintenance, award anticipated at the April meeting.
RFQ Ash Removal- Villa Grove	Thirty-three (33) Ash scheduled to be removed at Villa Grove Park
MTLL/Heat Donation Agreement	Donation of Fencing at River Barn Park
Vitual Park Tours	Rotary Pavilion Completed



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Office of Public Works

TO: Committee of the Whole
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: March 8, 2022
SUBJECT: Enterprise Fleet Proposal

Background

The Enterprise Fleet 2023 Model Year Proposal replaces 15 passenger vehicles in our fleet and reduces the overall fleet annual capital outlay by approximately 9%, but transitions from ownership to leasing for these vehicles and allows for more frequent turnover than the current capital funding allocation.

As a planning tool, the Department of Public Works Fleet Division has created a Master Equipment Replacement Plan which divides the fleet into seven segments; passenger vehicles, plow trucks, heavy duty equipment, medium duty equipment, highway light duty equipment, parks light duty equipment, and other equipment. The Enterprise Fleet 2023 Model Year Proposal only addresses the passenger vehicle (pickup truck and car) segment of the fleet. There are roughly 110 units in the overall fleet. The Enterprise proposal currently addresses 15 units. We have recently leased 4 new Chevy Malibus which would get added to the program at a later date.

The 2018 Mercury Associates Fleet Rightsizing & Replacement Study recommended specific replacement cycles for all vehicles in the fleet based on the asset type. For pickup trucks, Mercury recommended a 8-10 year replacement cycle. The current average age of pickup trucks in the DPW fleet is just over 12 years. The passenger car recommended replacement cycle is 5 years or 100,000 miles. Excluding the 4 new pool vehicles recently leased, the average age of the remaining cars in the fleet is 10 years with an average of 105,000 miles.

Analysis

In an effort to lower the annual capital outlay and maintenance costs, improve safety and efficiency of our most used vehicles, and reduce the replacement cycle across the fleet, the Fleet Division has been looking into utilizing Enterprise Fleet Management for the Passenger Vehicle segment of the fleet.

The main concept of the program is that Enterprise can utilize government contract discounts for purchasing vehicles and has a very large network for retail sale of the vehicle's at the end of the lease term.

Based on reduced capital outlays for the passenger vehicle segment of the fleet, remaining equipment replacement capital could be redirected to other segments of the fleet which also currently have higher than recommended replacement cycles.

Benjamin A Walljasper of Enterprise Fleet Management will give a presentation on the advantages of using Enterprise Fleet Management.

Fiscal Impact

Using our current equipment replacement model, in order to stay on our 12 year replacement cycle for the same 15 vehicles of this segment would require annual purchases of \$37,400 with average return from sale of old units of \$10,400 for an estimated annual outlay of \$25,000.

According to the Enterprise Fleet Analysis prepared for us and attached, the average annual capital outlay for these 15 vehicles over the next 10 years would be -\$6,144.

Fiscal Impact will be the main topic of the Enterprise presentation.

Attachments:

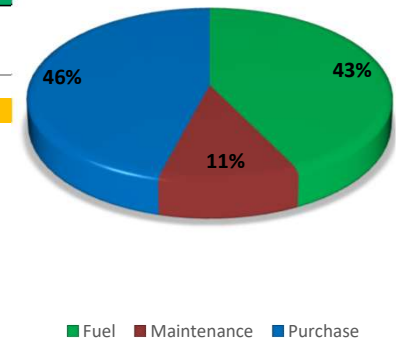
City of Mequon Fleet Analysis - 1 Year Implementation Plan Updated 1.27.22 (PDF)

City of Mequon Enterprise Fleet Synopsis (DOCX)

City of Mequon - Fleet Planning Analysis

Current Fleet	15	Fleet Growth	0.00%	Proposed Fleet	15
Current Cycle	15.00	Annual Miles	7,000	Proposed Cycle	2.80
Current Maint.	\$47.38			Proposed Maint.	\$27.23
Maint. Cents Per Mile	\$0.08	Current MPG	10	Price/Gallon	\$3.00

Fleet Costs Analysis



Fleet Mix			Fleet Cost							Annual			
Fiscal Year	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Total Capital Outlay	Maintenance	Fuel	Fleet Budget	Net Cash
Average	15	1.0	15	0	33,885	0				8,528	31,500	73,913	0
'22	15	15	0	15	0	90,538	(145,000)	(63,483)	-117,945	4,901	23,333	-89,711	163,625
'23	15	8	0	15	0	90,538	0	(63,483)	27,055	4,901	23,333	55,289	18,625
'24	15	8	0	15	0	90,538	0	(63,483)	27,055	4,901	23,333	55,289	18,625
'25	15	8	0	15	0	90,538	0	(72,777)	17,761	4,901	23,333	45,995	27,918
'26	15	9	0	15	0	90,538	0	(147,685)	-57,147	4,901	23,333	-28,913	102,827
'27	15	14	0	15	0	90,538		(63,483)	27,055	4,901	23,333	55,289	18,625
'28	15	8	0	15	0	90,538		(63,483)	27,055	4,901	23,333	55,289	18,625
'29	15	8	0	15	0	90,538		(72,777)	17,761	4,901	23,333	45,995	27,918
'30	15	9	0	15	0	90,538		(63,483)	27,055	4,901	23,333	55,289	18,625
'31	15	8	0	15	0	90,538		(147,685)	-57,147	4,901	23,333	-28,913	102,827
										10 Year Savings		\$518,238	
										Avg. Sustainable Savings			\$37,324

Current Fleet Equity Analysis

YEAR	2022	2023	2024	2025	2026	Under-Utilized
QTY	15	0	0	0	0	0
Est \$	\$9,667	\$0	\$0	\$0	\$0	\$0
TOTAL	\$145,000	\$0	\$0	\$0	\$0	\$0
Estimated Current Fleet Equity**					\$145,000	

* Lease Rates are conservative estimates

**Estimated Current Fleet Equity is based on the current fleet "sight unseen" and can be adjusted after physical inspection

Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

KEY OBJECTIVES

Lower average age of the fleet

60% of the current light and medium duty fleet is over 10 years old
Resale of the aging fleet is significantly reduced

Reduce operating costs

Newer vehicles have a significantly lower maintenance expense
Newer vehicles have increased fuel efficiency with new technology implementations

Maintain a manageable vehicle budget

Challenged by inconsistent yearly budgets
Currently vehicle budget is underfunded



FLEET MANAGEMENT

PREPARED FOR:



Ben Walljasper

FLEET CONSULTANT

(262) 446-0501

PHONE

benjamin.a.walljasper@efleets.com

EMAIL



Attachment: City of Mequon Enterprise Fleet Synopsis (6999 : Enterprise Fleet 2023 Model Year Proposal)

FLEET SYNOPSIS | CITY OF MEQUON

THE SITUATION

Current light duty fleet age is negatively impacting the overall budget and fleet operations

- 60% of the light duty fleet is currently 10 years or older
- 73% of the light duty fleet is currently 6 years or older
- 11.7 years is the current average age of the light duty fleet
- 15 years – time it would take to cycle this entire segment of the City's fleet at current acquisition rates
- Older vehicles have higher fuel costs, maintenance costs and tend to be unreliable, causing increased downtime and loss of productivity.

THE OBJECTIVES

Identify an effective vehicle life cycle that maximizes potential equity at time of resale creating a conservative savings of over \$300,000 in first 5 years

- Shorten the current average vehicle life cycle from 16 years closer to 3 years
- Provide a lower sustainable fleet cost that is predictable year over year
- Once fully implemented with all vehicles on lease/finance – 50% sustainable savings
- Significantly reduce Maintenance by up to an estimated 70%
- Reduce the overall fuel spend through more fuel-efficient vehicles by an estimated 20%
- Leverage an open-ended lease to maximize cash flow opportunities and recognize equity owned by City
- Review program on an annual basis

Additional Benefits

- Improved Safety and Risk with newer vehicles and up to date safety technology
- Less downtime and more time for City mechanics to focus on larger, more expensive vehicles/equipment
- Replacing vehicles more frequently offers the best vehicles for the job and most cost effective options consistently

THE RESULTS

By partnering with Enterprise Fleet Management, the City of Mequon will be better able to leverage its' buying power, implement a tighter controlled resale program to lower total cost of ownership and in turn minimize operational spend. Leveraging an open-ended lease maximizes cash flow and recognizes equity from vehicles sold creating an internal replacement fund. Furthermore, the City of Mequon will leverage Enterprise Fleet Management's ability to sell vehicles at an average of 114% above Black Book value. By shifting from reactively replacing inoperable vehicles to proactively planning vehicle purchases, the City of Mequon will have a much more sustainable and predictable budget moving forward.

CASE STUDY | CITY OF MEQUON

CASE STUDY | CITY OF WAUSAU



City of Wausau Improves Light-Duty Fleet and Saves More Than \$482K Over 4-Years.

BACKGROUND

Location: Wausau, WI
Industry: Government
Total vehicles: 64 vehicles

THE PROBLEM

The City of Wausau's light-duty fleet had an average age of 9 years. City mechanics were spending time reactively handling maintenance and repairs to keep the aging vehicles on the road. Maintenance and fuel expenses continually increased for the city as aged vehicles lost efficiency over time. The city's budget for the fleet dictated when vehicles could be replaced. Once vehicles qualified for replacement by the city's standards, they had very little resale value and were only being sold through public auction.

THE SOLUTION

Enterprise Fleet Management proposed a 4-year replacement strategy to help refresh the City's Light-Duty Fleet. By leveraging a Government Equity Lease funding platform, they were able to replace vehicles each year to fit within their purchase budget. With a replacement strategy that had them cycling vehicles faster, the City has seen an increase in resale returns.

"The decision to work with Enterprise Fleet Management to improve our light-duty fleet has been one of the best we've made. Not only are we seeing the financial savings, but our mechanics have been able to focus more of their time on more expensive, specialized equipment and machinery. Our employees also appreciate driving newer, safer vehicles with better features to make doing their job easier."

— Mark Hansen, Fleet and Facilities Manager

THE SOLUTION

Additional benefits to the replacement strategy include a 35% improvement in fuel economy, and an average of \$30,000 in annual maintenance costs.

THE RESULTS

The City of Wausau has experienced a \$482,697 net budget savings over the past 4 years compared to the average budget prior to partnering with Enterprise Fleet Management. These savings were realized even as the total miles traveled by the City increased from 118,000 in 2015 to roughly 328,000 total annual miles in 2019 (177% increase). The partnership has also allowed the City of Wausau to reduce the average age of their vehicles down to 4 years, and presents creative opportunities, as in 2019, when the City was able to turn in 4 leases early for net cash return of \$33,961.

To learn more, visit efleets.com or call 877-23-FLEET.



Key Results

\$482,697
NET BUDGET SAVINGS
OVER 4 YEARS



35%
IMPROVEMENT
AVERAGE MPG
OVER 4 YEARS

177%
INCREASE IN ANNUAL MILEAGE
WITH AVERAGE ANNUAL FLEET
SAVINGS OF 38%



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ACCOUNT MANAGEMENT

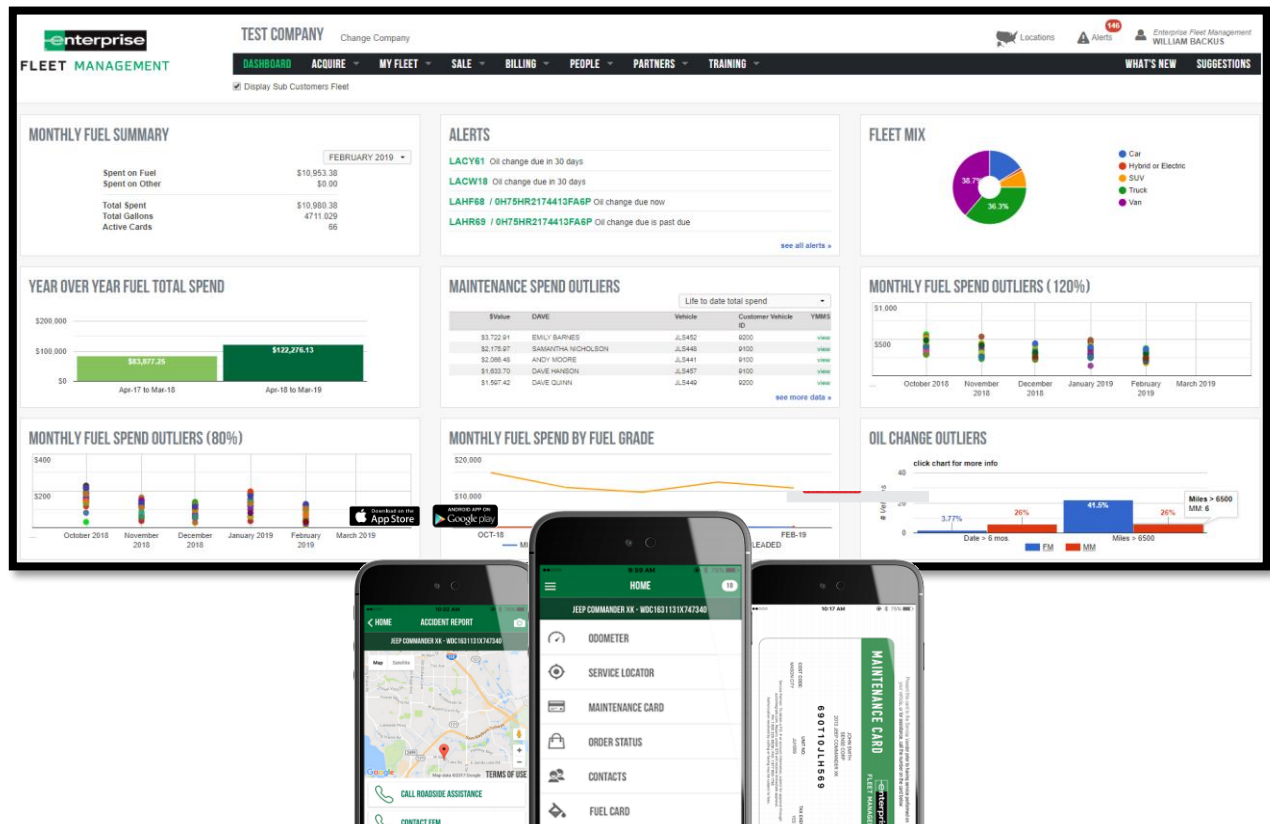
The City of Mequon will have a dedicated, local account team to proactively manage and develop your fleet while delivering the highest level of customer service to facilitate your day-to-day needs.

- Your dedicated Account Manager meets with you 2-3 times a year for both financial and strategic planning.
- Your Account Manager will provide on-going analysis – this will include most cost-effective vehicle makes/models, cents per mile, total cost of ownership, and replacement analysis.

TECHNOLOGY

Enterprise Fleet Management's website provides vehicle tracking, reporting, and metrics. Our website can be customized to view a wide range of data so that you may have a comprehensive and detailed look at all aspects of your fleet and the services provided. Our Mobile App gives drivers all of the convenience and functionality they need.

- **Consolidated Invoices** - Includes lease, maintenance, and any additional ancillaries
- **Maintenance Utilization** - Review the life-to-date maintenance per vehicle
- **Recall Information** - See which units have open recalls
- **License & Registration** - See which plate renewals are being processed by Enterprise and view status
- **Alerts** - Set customizable alerts for oil changes, lease renewals, license renewals, and billing data
- **Lifecycle Analysis** - See data regarding all transactions for the lifecycle of the entire fleet, with drill-down capability to any specific lease or transaction



Attachment: City of Mequon Enterprise Fleet Synopsis (6999 : Enterprise Fleet 2023 Model Year Proposal)

REFERENCES | CITY OF MEQUON

CURRENT PARTNERS:

- City of La Crosse
- City of Oak Creek
- City of Green Bay
- City of Wausau
- Village of Grafton
- City of Portage
- City of West Bend
- City of Sheboygan
- City of Sparta
- City of Platteville
- City of Manitowoc
- City of Two Rivers
- City of Ashland
- City of Cudahy

REFERENCE:

Below is a list of at least two (2) client references including company name, contact person, and telephone number.

1. City: **City of West Bend**
 Business Phone #: (262) 335-5171
 Contact Person: Jay Shambeau, City Administrator

2. Village: **Village of Grafton**
 Business Phone #: (262) 375-5300
 Contact Person: Jesse Thyges, Village Administrator

COOPERATIVES/PARTNERS:

- Wisconsin Counties Association
- SOURCEWELL



11333 N. Cedarburg Road
Mequon, WI 53092-1930
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Fax: 262-242-5042

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Office of Fire/Ambulance

TO: Committee of the Whole
FROM: David Bialk, Fire Chief
DATE: March 2, 2022
SUBJECT: Update on Fire and EMS Shared Service in Ozaukee County

In 2020 the Wisconsin Public Policy Forum was commissioned to perform a phase one study of the Ozaukee County fire departments. The Public Policy Forum presented its report in March of 2021 addressing the fire and emergency medical services needs in Ozaukee County. The report highlighted the lack of volunteers/Paid-on-Call firefighting and emergency medical service personnel in Ozaukee County. The report also found response time issues facing all the fire and EMS departments in the County. The report explained the current staffing model, volunteer/Paid-on-Call, is not sustainable and investment in full-time resources is a solution that should be explored by the municipalities. The report stated that a consolidation of departments would allow for municipalities to share the costs of full-time personnel.

After the phase one study was presented by the Public Policy Forum in March 2021, the county's nine fire departments met throughout the summer to discuss creating an RFP for a phase two study to explore the consolidation of all nine fire departments or some smaller two, three or four department consolidation models. The nine fire departments included chiefs and city officials in planning for a phase two study.

In September of 2021, the Ozaukee County Sheriff requested a meeting with the Ozaukee County Chiefs and presented an idea to use American Recovery Act Funds to hire paramedics throughout Ozaukee County to help with the EMS staffing shortages. Since the beginning of Covid in early 2020, the Sheriff had become aware of the staffing shortages within Ozaukee County fire and EMS departments and was looking for a way to assist. The plan would involve placing six paramedics in different departments throughout the county to relieve workload and assure adequate staffing. The cost of the plan to fund 18 paramedics (six a day) would cost about five million dollars over 30 months. The County seems willing to fund the program while the fire departments who provide the personnel create a future funding plan after the County subsidy ends. Since January of 2022, a smaller working group of the County Chiefs have attended meetings with the Sheriff and County Administrator to prepare a presentation for the entire Ozaukee County Board. The presentation is planned to be delivered sometime in the next month. In the presentation, the working group is set to ask for the 18 paramedics, an upgrade to the computer aided dispatch system, and the cost of the phase two consolidation study.

Additionally in November of 2021, the Mequon and Thiensville fire departments were both experiencing staffing problems and began to discuss the sharing of fire and emergency medical services independent of the larger consolidation being studied by the nine fire departments.

In December of 2021 both Mequon and Thiensville boards passed a resolution to discuss the possibility of a merger of the two fire departments. Since the passing of the joint resolutions in December, the two communities have created a working group consisting of the two top elected officials, the communities' two administrators, the two fire chiefs and each department's second in command. The working group has held weekly meetings to discuss merging the two departments. Topics that have been discussed are governance, administration, finance, staffing,

equipment, facilities, dispatch, response times, and future needs (growth) going forward. The committee looked at the gaps in staffing for both communities, the training required to become a firefighter and/or an EMT, EMT-Paramedic, the existing budgets and creating a budget for the new fire/EMS department. The committee looked at the current location of fire stations and possible relocation of buildings as well. The committee discussed many options for staffing and interfacing Paid-on-Call personnel with the addition of some full-time personnel. The committee has also been drafting an agreement that addresses many of the items above.

The working group has established feasibility of a joint department and is moving into an implementation phase that includes what needs to be accomplished before a consolidated department is created. Items left to be discussed are a funding formula, reviewing revenues, and capital funding. Further information about the working groups efforts will be shared as details are finalized for both Council's consideration.

Additionally, at the March 2, 2022 meeting of the working group representatives from the City and Town of Cedarburg were present and expressed interest in joining the group. Subsequently another MOU has been drafted for the March 8, 2022 Common Council meeting to include the City and Town of Cedarburg in the discussions. The previous MOU between Mequon and Thiensville does not go away, this second MOU will be operating on parallel tracks. Also the resolution between the City and Town of Cedarburg is only effective if all four communities approve it.



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Office of Fire/Ambulance

TO: Committee of the Whole
FROM: David Bialk, Fire Chief
DATE: March 4, 2022
SUBJECT: RESOLUTION 3933 A Resolution Approving a Memorandum of Understanding Between the City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg in Connection with Fire & EMS Department Consolidation

Background

Over the last few years, a number of municipalities within Ozaukee County have engaged in a series of informal meetings regarding potential opportunities to share in the provision of Fire and Emergency Medical Services (EMS). Collectively, these discussions were borne out of a desire to proactively address critical and ongoing staffing shortages that many departments are facing as paid-on-call (POC) entities, as well as the significant level of ongoing capital investment (e.g., stations, fire trucks, ambulances, rescue equipment) that is required to maintain separate fire departments. Years ago, a similar effort was undertaken by several communities within Milwaukee County, who now provide Fire & EMS services through a joint entity known as the North Shore Fire Department.

At this point, there is not clear consensus on whether to pursue a large consolidation amongst multiple departments across the County, and as such, additional discussions have taken place on a more local level between officials in Mequon and Thiensville. At the February 23, 2022 meeting of the working group a representative of the City of Cedarburg was present to participate in the discussions and expressed interest in joining the group. Subsequently at the March 2, 2022 meeting of the working group representatives of both the City and Town of Cedarburg were present and both communities expressed interest in joining the group. To that end, another Resolution and second MOU have been created to include the two additional communities. If adopted the original MOU between Mequon and Thiensville does not go away, the group will be operating on parallel tracks. Also, the resolution for all four communities is only effective if all four communities approve it. Given the ongoing staffing challenges faced by all departments, this group (Chief Executive Officers, Administrators, Fire Chiefs and Deputy Fire Chiefs) has determined that it is now appropriate to pursue formal consolidation of the four departments in the near-term. Accordingly, a Memorandum of Understanding (MOU) between the Cities, Village, and Town authorizing formation of a Joint Working Group to establish a framework in support of such a merger has been prepared for consideration by the communities' governing boards.

Analysis

The referenced MOU is based on the Mequon-Thiensville MOU adopted by the Common Council in December, which is attached in both redlined and final format. The MOU formalizes

the Cities', Village's, and Town's intent to embark upon a thorough analysis of the items that need to be considered in connection with a consolidation of the four departments. As enumerated, this includes an examination of the governing structure that will be necessary if the four departments are consolidated, and the management structure that will be needed to operate such a unified entity. Additionally, a host of financial issues will need to be analyzed and addressed, including development of an equitable funding formula, establishment of a new budget and factoring in existing revenues derived from other outside sources, such as ambulance billing and fundraising. Beyond administration, governance and finance, the Joint Working Group will also be tasked with reviewing the capital needs of a consolidated department, including equipment apparatus and station facilities. Other considerations, such as response times, emergency dispatch, and future needs related to community growth, etc. will also be reviewed as part of the Group's overall scope.

As further elaborated in the MOU, the core members of the Joint Working Group may identify additional individuals who may be selected to serve in either a temporary or permanent capacity, as needs dictate. These individuals might include additional representatives from each of the four governing boards, the City and/or Village and/or Town Attorney, municipal finance staff or outside consultants, to name a few. The MOU also contemplates that regular progress reports will be provided to the Mequon Common Council, the Thiensville Village Board, Cedarburg Common Council and the Town of Cedarburg Board to update elected officials on the status of these efforts, as well as to identify issues of larger concern that may require additional consideration.

Notably, the MOU does not commit the Cities, the Village nor Town to consolidating its Fire & EMS Departments at this time. Additionally, it also provides flexibility for all communities to continue participating in other consolidation talks that continue to occur on a larger county-wide scale, or on a more regionalized basis (i.e., Northern and Southern Ozaukee Departments, etc.). Pending adoption of the resolution approving the Memorandum of Understanding between the Cities, Village and Town, it is anticipated that the larger Joint Working Group will commence its work in March and provide an update to each governing board in the coming months.

Attachments:

Redlined MOU Between City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg (PDF)

Finalized MOU Between City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3933

A Resolution Approving a Memorandum of Understanding Between the City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg in Connection with Fire & EMS Department Consolidation

RECITALS

A. The City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg each provide emergency medical, fire, and rescue services (collectively herein “Fire & EMS Services”) to their respective residents.

B. The communities provide these services individually, through mutual aid, and shared services agreements, and the communities seek to continue to provide effective and efficient Fire & EMS Services to their respective communities.

C. The communities have determined that current and future budget considerations and staffing constraints pose a challenge to providing effective and efficient Fire & EMS Services, and the four communities agree to study ways that Fire & EMS Services may be provided with synergy, reduced duplication, and increased flexibility.

D. Wisconsin Statute 66.0301 authorizes municipal governments to enter into intergovernmental agreements to share services and/or otherwise provide for the joint exercise of municipal powers.

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

1. The Memorandum of Understanding between the Cities of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg described above in the form attached, is approved.

2. The Mequon officials identified in the Memorandum of Understanding are hereby authorized and directed to execute and deliver the same on behalf of the City.

Approved by: John Wirth, Mayor

Date Approved: March 8, 2022

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on March 8, 2022.

Caroline Fochs, City Clerk

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made as of this ____ day of ~~March~~December 20221, by and between the City of Mequon (~~"Mequon"~~), ~~the~~and Village of Thiensville (~~"Thiensville"~~), the City of Cedarburg and the Town of Cedarburg (collectively, ~~"the two"~~"communities").

RECITALS

A. ~~The communities Mequon and Thiensville both~~ provide emergency medical, fire, and rescue services (collectively ~~herein~~"Fire & EMS Services") to their respective residents, businesses and institutions, utilizing a combination of their own Fire & EMS Services staff, mutual aid, and shared services agreements.

B. ~~The communities all Mequon and Thiensville both~~ seek to continue to provide effective and efficient Fire & EMS Services to their respective residents, businesses and institutions.

C. ~~The communities Mequon and Thiensville~~ have ~~each~~both identified current and future budget challenges to the continued provision of effective and efficient Fire & EMS Services including budget consideration and staffing constraints.

D. The ~~two~~ communities participated in a county-wide study with other municipalities that provide Fire & EMS services, including ~~Cedarburg~~, Fredonia, Grafton, Saukville, and Port Washington, among others, to examine ways that Fire & EMS Services may be provided with synergy, reduced duplication, and increased flexibility.

E. The county-wide study, completed by the Wisconsin Policy Forum (~~"WPF"~~) in early 2021, recommended a range of six (6) options that participating communities could consider to sustain or improve upon the existing levels of service, while controlling costs.

F. Following a thorough review of the recommendations contained within the WPF study, and ongoing consultation with officials from the other participating communities, the Village of Thiensville and the City of Mequon entered into a Memorandum of Understanding in December 2022 (the "MT MOU") a group comprised of the Chief Executive Officers, Administrators and Fire Department Command Staff from both Mequon and Thiensville recommend that the two communities further to explore a two-way consolidation, as described enumerated in the WPF study. The working group described in the MT MOU (the "Joint Working Group") has spent many hours over many weeks exploring options and potential agreements.

G. Representatives of the City of Cedarburg and the Village of Cedarburg have recently attended some of the meetings of the Joint Working Group.

~~F.H.~~ A group comprised of the Chief Executive Officers, Administrators and Fire Department Command Staff from all four communities recommend that the communities further explore a four-way consolidation of Fire & EMS Services.

G.I. Efforts directed towards establishment of one, unified ~~Mequon and Thiensville~~ Fire & EMS ~~D~~department do not preclude ~~anyone or both~~ of the communities from continuing to participate in potentially larger consolidation discussions with the other communities that participated in the WPF study or the City of Mequon and the Village of Thiensville from creating the unified department anticipated by the MT MOU. The MT MOU survives the execution of this MOU.

H.J. Section 66.0301 of the Wisconsin Statutes authorizes municipal to enter into intergovernmental agreements to share services and/or otherwise provide for the joint exercise of municipal powers.

BASED ON THE FOREGOING RECITALS, and in consideration of the promises and obligations set forth ~~herein~~ this MOU, the communities ~~it is mutually agreed between the City of Mequon and the Village of Thiensville~~ as follows:

1. In addition to those individuals described in the MT MOU, t~~The~~ Chief Executive Officer, Administrator, Fire Chief and Deputy Chief of the City of Cedarburg and the Town of Cedarburg shall be part of the formally establish a Joint Fire & EMS Working Group. The (“Joint Working Group”) ~~comprised of each municipality’s Chief Elected Official, Administrator, Fire Chief and Deputy Chief shall to~~ establish the necessary framework by which the ~~two~~ departments serving the communities can consolidate into one, unified entity under the jurisdiction of a combined governing board.

2. The Joint Working Group may from time to time include other representatives of a community~~either the City or Village~~ (e.g., an additional elected official, City/Village/Town attorney, finance director, consultant, etc.), that the Joint Working Group’s core members ~~may~~ deem necessary or advisable to support the establishment of such a unified operating entity.

3. In establishing the framework by which the communities’~~Mequon and Thiensville~~ Fire & EMS ~~D~~departments may consolidate into one, unified entity, the Joint Working Group will include an examination of the following topic areas, among others, within its work:

- Governance
- Administration/Management
- Finance (Budgeting, Revenues, etc.)
- Staffing
- Equipment
- Facilities
- Emergency Dispatch
- Response Times
- Future Growth/Needs

4. The Joint Working Group will provide periodic updates (not less than quarterly) to ~~the each of the two~~ governing boards in each of the ~~two~~ communities to apprise elected officials

on the Joint Working Group's progress towards establishing one, unified department, as well as challenges or considerations that may warrant larger or further discussion and/or deliberation.

5. The results and recommendations of the Joint Working Group's efforts are not binding but serve as key decision-making data should all or some of the communities Mequon and Thiensville decide to pursue consolidation(s). Further, this MOU shall impose no legal obligation on any ~~either~~ of the ~~two~~ communities; rather, it expresses the intent of the ~~two~~ communities. Any ~~Either or both~~ of the ~~two~~ communities may withdraw from this MOU at any time by providing written notice to the ~~rest~~ other.

CITY OF MEQUON

VILLAGE OF THIENSVILLE

John M. Wirth, Mayor

Van A. Mobley, President

ATTEST:

ATTEST:

Caroline Fochs, Clerk

Amy Langlois, Clerk

CITY OF CEDARBURG

TOWN OF CEDARBURG

Michael O'Keefe, Mayor

David Salvaggio, Chairman

ATTEST:

ATTEST:

Tracie Sette, Clerk

Jack Johnston, Clerk

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is made as of this ____ day of March 2022, by and between the City of Mequon, the Village of Thiensville, the City of Cedarburg and the Town of Cedarburg (collectively, the “communities”).

RECITALS

A. The communities provide emergency medical, fire, and rescue services (collectively “Fire & EMS Services”) to their respective residents, businesses and institutions, utilizing a combination of their own Fire & EMS Services staff, mutual aid, and shared services agreements.

B. The communities all seek to continue to provide effective and efficient Fire & EMS Services to their respective residents, businesses and institutions.

C. The communities have each identified current and future budget challenges to the continued provision of effective and efficient Fire & EMS Services including budget consideration and staffing constraints.

D. The communities participated in a county-wide study with other municipalities that provide Fire & EMS services, including Fredonia, Grafton, Saukville, and Port Washington, among others, to examine ways that Fire & EMS Services may be provided with synergy, reduced duplication, and increased flexibility.

E. The county-wide study, completed by the Wisconsin Policy Forum (“WPF”) in early 2021, recommended a range of six (6) options that participating communities could consider to sustain or improve upon the existing levels of service, while controlling costs.

F. Following a thorough review of the recommendations contained within the WPF study, and ongoing consultation with officials from the other participating communities, the Village of Thiensville and the City of Mequon entered into a Memorandum of Understanding in December 2022 (the “MT MOU”) to explore a two-way consolidation as described in the WPF study. The working group described in the MT MOU (the “Joint Working Group”) has spent many hours over many weeks exploring options and potential agreements.

G. Representatives of the City of Cedarburg and the Village of Cedarburg have recently attended some of the meetings of the Joint Working Group.

H. A group comprised of the Chief Executive Officers, Administrators and Fire Department Command Staff from all four communities recommend that the communities further explore a four-way consolidation of Fire & EMS Services.

I. Efforts directed towards establishment of one, unified Fire & EMS department do not preclude any of the communities from continuing to participate in potentially larger consolidation discussions with the other communities that participated in the WPF study or the

City of Mequon and the Village of Thiensville from creating the unified department anticipated by the MT MOU. The MT MOU survives the execution of this MOU.

J. Section 66.0301 of the Wisconsin Statutes authorizes municipal to enter into intergovernmental agreements to share services and/or otherwise provide for the joint exercise of municipal powers.

BASED ON THE FOREGOING RECITALS, and in consideration of the promises and obligations set forth in this MOU, the communities mutually agree as follows:

1. In addition to those individuals described in the MT MOU, the Chief Executive Officer, Administrator, Fire Chief and Deputy Chief of the City of Cedarburg and the Town of Cedarburg shall be part of the Joint Working Group. The Joint Working Group shall establish the necessary framework by which the departments serving the communities can consolidate into one, unified entity under the jurisdiction of a combined governing board.

2. The Joint Working Group may from time to time include other representatives of a community (e.g., an additional elected official, City/Village/Town attorney, finance director, consultant, etc.), that the Joint Working Group's core members deem necessary or advisable to support the establishment of such a unified operating entity.

3. In establishing the framework by which the communities' Fire & EMS departments may consolidate into one, unified entity, the Joint Working Group will include an examination of the following topic areas, among others, within its work:

- Governance
- Administration/Management
- Finance (Budgeting, Revenues, etc.)
- Staffing
- Equipment
- Facilities
- Emergency Dispatch
- Response Times
- Future Growth/Needs

4. The Joint Working Group will provide periodic updates (not less than quarterly) to the governing boards in each of the communities to apprise elected officials on the Joint Working Group's progress towards establishing one, unified department, as well as challenges or considerations that may warrant larger or further discussion and/or deliberation.

5. The results and recommendations of the Joint Working Group's efforts are not binding but serve as key decision-making data should all or some of the communities decide to pursue consolidation(s). Further, this MOU shall impose no legal obligation on any of the communities; rather, it expresses the intent of the communities. Any of the communities may withdraw from this MOU at any time by providing written notice to the rest.

CITY OF MEQUON

John M. Wirth, Mayor

ATTEST:

Caroline Fochs, Clerk

CITY OF CEDARBURG

Michael O’Keefe, Mayor

ATTEST:

Tracie Sette, Clerk

VILLAGE OF THIENSVILLE

Van A. Mobley, President

ATTEST:

Amy Langlois, Clerk

TOWN OF CEDARBURG

David Salvaggio, Chairman

ATTEST:

Jack Johnston, Clerk



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Office of Administration

TO: Committee of the Whole
FROM: Brian Sajdak, City Attorney
DATE: March 3, 2022
SUBJECT: Establishment of All-Terrain Vehicle routes on Mequon Roads

Alderman Strzelczyk recently inquired about allowing all-terrain vehicles on Mequon roads. Under Wisconsin law, there are two methods of accomplishing this.

First, under Wis. Stat. § 23.33(8), the City could designate any of its roads as an “all-terrain vehicle route.” These routes can only be along roads that are under the City’s jurisdiction. So, for example, the City could not designate Mequon Road as an all-terrain vehicle route because it is a state highway. If the City desired to include a road for which the City does not have jurisdiction, it would have to seek permission from the entity that has jurisdiction over that road.

An alternative method is found in Wis. Stat. § 23.33(11), which authorizes the City to authorize the operation of all-terrain vehicles on any road within the City that has a speed limit of 35 miles per hour or less. This authorization applies even to roads for which the City does not have jurisdiction (with the exception of highways in the interstate system).

There are three questions for discussion as part of the Committee meeting:

1. Does the committee wish to refer this topic to a standing committee for further exploration?
2. Is there any desire to consider high-speed roadways as part of any ordinance allowing all-terrain vehicles within the City as part of the referral?