



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

COMMITTEE OF THE WHOLE

Tuesday, June 11, 2024

6:45 PM

Christine Nuernberg Hall

Agenda

1. Call to Order, Roll Call
2. Approval of Meeting Minutes
 - a. May 14, 2024
3. Discussion
 - a. Southern Ozaukee Fire and Emergency Medical Services Department Update
4. Informational Items
 - a. Committee of The Whole Planning Calendar
5. Adjourn

Dated: June 11, 2024

/s/ Andrew Nerbun, Mayor

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

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

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



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COMMITTEE OF THE WHOLE

Tuesday, May 14, 2024

6:30 PM

Christine Nuernberg Hall

Minutes

1. Call to Order, Roll Call

Mayor Nerbun called the meeting to order at 6:37 PM.

Present:

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

Excused - Alderman Robert Strzelczyk

Also present: City Administrator Jones, City Attorney Sajdak, City Clerk Fochs, Director of Public Works/City Engineering Lundeen, Director of Community Development Tollefson, Assistant Director of Community Development Zader, Administrative Assistant Schlereth, Acting Finance Director Keyser, Water Utility Supervisor Voigt, press and interested public.

2. Approval of Meeting Minutes

a. April 9, 2024

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Mayr

SECONDED BY: Alderman Hansher

AYES:	Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt
DEEMED NO:	Strzelczyk

Attachment: 5.14.24 (9409 : COTW Minutes)

3. Discussion

- a. Presentation of a Phase I Summary Baseline Report for a Real Estate Market Analysis of the Port Washington Road Corridor, Between County Line Road and Glen Oaks Lane

Assistant Director Zader reminded the Committee of the City's renewed contract with Redevelopment Resources in March 2024, and introduced Kristen Fish-Peterson as the presenter.

Ms. Fish-Peterson provided a baseline report, being the first of many phases, for the market analysis related to the City's east side commercial corridor. The initial study summarizes Mequon's residential age distribution trends/comparisons, employment, education, household incomes and housing and visitor demographics, to provide a reference for future evaluation. Local stakeholders were polled for corridor enhancement suggestions which included medical specialties, restaurants, assisted living, and indoor family entertainment.

The market analysis study has a projected completion of September 2024, which result in recommended actions and best use of key sites, high-value opportunity classifications, gap analysis, occupancy/vacancy, and real estate inventory analysis.

Committee members briefly provided feedback to the presenter.

- b. Discussion Regarding Proposed Updates to Streetscaping Plans for Port Washington Road, Between Zedler Lane and Mequon Road

Assistant Director Zader summarized the updated streetscape concept plan resulting from previous Committee feedback in March 2023. The new proposal saves \$20,000 in maintenance costs and potential construction starting in Spring 2025. Zader reminded the Committee that this project was delayed due to the I-43 project and the funds will be accessed from reserves from TID Districts 4 & 5. He further explained the five concept levels they are hoping to receive feedback on.

Staff from Harwood Engineering presented brief explanations on the provided depictions.

Committee discussion included conforming lighting, safety measures, upgraded technology, the WE Energies site and right-of-way, and a right turn lane from Donges Bay Road onto Port Washington Road. The Committee unanimously agreed with the stamped asphalt option(s) and the majority were in favor of signage.

4. Ordinance

- a. **ORDINANCE 2024-1661** An Ordinance Amending Chapter 58 of the Mequon Municipal Code, in Connection with Clarifying Certain Definitions, Design Standards and Location Standards for Residential Development within the City's Town Center and Arrival Corridor Zoning Districts

Director Tollefson provided a summary of the proposed updates to the Ordinance and the logic behind the request. Currently, the code does not allow for more than 16 units in these zoning districts and any parcel fronting Mequon Road requires 75% of the ground floor of any structure to be commercial. The Planning Commission requested an analysis and further

proposes the elimination of the 16-unit restriction regardless of parcel size and the commercial requirements for the arrival corridor district to allow for more flexibility.

Committee discussion ensued resulting in two opposing motions.

Motion to retain Section 58-302(h)(3) in its original form.

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

AYES: Tolocko, Mayr
NAYS: Nerbun, Hansher, Bach, Parrish, Bratt, Gebhardt
DEEMED NO: Strzelczyk

Motion to approve Ordinance 2024-1661 as presented.

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

AYES: Nerbun, Hansher, Bach, Parrish, Bratt, Gebhardt
NAYS: Tolocko, Mayr
DEEMED NO: Strzelczyk

5. Informational Items
 - a. Committee of the Whole Planning Calendar
6. Adjourn

Motion to Adjourn at 7:58 PM.

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

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt
DEEMED NO: Strzelczyk

Respectfully Submitted,

Janet Meyer
Deputy Clerk



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Office of Southern Ozaukee Fire & EMS Department

TO: Committee of the Whole
FROM: David Bialk, Fire Chief
DATE: June 3, 2024
SUBJECT: Southern Ozaukee Fire and Emergency Medical Services Department Update

Summary

Fire Chief David Bialk will be present at Tuesday evening's meeting to provide the Committee of the Whole with a review and update on the Southern Ozaukee Fire & EMS Department. Pursuant to a process initiated in 2023, the Fire Chief previously provided a similar update to the Committee in August of last year.

As part of his report, the Chief will provide Committee members with an overview of several key subject areas, including capital equipment, finances and staffing; and provide updates relative to other noteworthy accomplishments, developments and initiatives currently underway.

COMMITTEE OF THE WHOLE PLANNING CALENDAR - 2024

ITEM	PRINCIPAL	TIME
January 9		
Community Development Operational Analysis	Tollefson	30
February 13		
South Central Zoning Options	Tollefson	45
March 12		
Updated FEMA Floodplain Maps & DNR Model Floodplain Ordinance	Zader	60
April 9		
2022 Compensation Analysis Implementation	Schoenemann	40
Updated FEMA Floodplain Maps & DNR Model Floodplain Ordinance	Zader	20
May 14		
Port Washington Road Streetscape Design Update	Tollefson	30
Port Washington Road Real Estate Market Analysis Update	Tollefson	30
June 11		
SOFD Update	Bialk	30
July 9		
Financial Policies Update/Fund Balance Discussion	Jones	45
Floodway Mapping	Zader	30

COMMITTEE OF THE WHOLE PLANNING CALENDAR - 2024

ITEM	PRINCIPAL	TIME
August 13		
Lakeshore Bluff Construction	Tollefson	45
Port Washington Road Real Estate Market Analysis Update	Tollefson	30
September 10		
Land Management System Update	Project Team	30
Brush Site Project Overview	Lundeen	30
October 8		
Right-of-Way Asset Management Study Update	Lundeen	45
Electronic Poll Books	Fochs	15
November 12		
Parks Master Plan Update	Gies	45
December 10		
Facilities Study Update	Lundeen	60
Future/Other Policy Items for Discussion/Consideration/Analysis		
Employee Handbook; Community Survey; Fleet Study Update, 5-Year CIP; SW Industrial, E-Poll Books, Etc.		

Attachment: COTW PLANNING CALENDAR (9440 : COTW Calendar)