



11333 N. Cedarburg Road
Mequon, WI 53092
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www.ci.mequon.wi.us

Office of the City Clerk
Taped and Televised

**Common Council
Tuesday, October 10, 2023 - 7:30 PM
or Immediately Following the
Sewer Utility District Commission Meeting
Christine Nuernberg Hall**

Amended Agenda

1) Call to Order

2) Pledge of Allegiance

3) Roll Call

4) 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 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.**

5) Public Officials' Reports:

- a) Mayor
- b) City Administrator

6) Consent Agenda:

- a) Common Council meeting minutes of September 12, 2023
- b) Architectural Board meeting minutes of August 14, 2023
- c) Economic Development Board meeting minutes of July 25, 2023
- d) Festivals Committee meeting minutes of August 16, 2023
- e) Finance-Personnel Committee meeting minutes of August 8, 2023
- f) Joint Mequon-Thiensville Bike and Pedestrian Way Commission meeting minutes of August 10, 2023
- g) Mequon Municipal Water Utility Commission meeting minutes of August 8, 2023
- h) Planning Commission meeting minutes of July 24, 2023
- i) Public Welfare Committee meeting minutes of August 8, 2023

- j) Public Works Committee meeting minutes of June 13 and August 8, 2023
- k) Zoning Enforcement and Site Compliance Report Through October 1, 2023

7) Ordinance:

- a) **ORDINANCE 2023-1654** - An Ordinance Amending Chapter 2 of the Mequon Municipal Code, Eliminating the Bond Requirement for Certain City Officers; **Recommended by Finance-Personnel Committee September 12, 2023; First Reading at Common Council September 12, 2023.**

8) Resolutions:

- a) **RESOLUTION 4072** - A Resolution Awarding a Contract for Fiscal Year 2023 Auditing Services to Baker Tilly US LLP, Milwaukee, Wisconsin in the Amount of \$32,750; **Recommendation forthcoming by Finance-Personnel Committee October 10, 2023.**
- b) **RESOLUTION 4073** - A Resolution Awarding the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane to Clark Dietz, Inc., of Milwaukee, WI, in the Amount of \$58,000; **Recommendation Forthcoming by Public Works Committee October 10, 2023.**
- c) **RESOLUTION 4074** - A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$213,234; **Recommendation Forthcoming by Public Safety Committee October 10, 2023.**
- d) **RESOLUTION 4075** - A Resolution Amending Resolution #4065 to Change the Model Year of the Squad Purchase Order from 2024 to 2025; **Recommendation Forthcoming by Public Safety Committee October 10, 2023.**

9) Specified Unfinished Business From Prior Meetings: None.

10) Specified New Business:

- a) Mayoral Appointments: Mequon Festivals Committee - Laeh McHenry, Member, At-Large and Brett Benson, Member, At-Large

11) Adjourn

Dated: October 6, 2023 _____ /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 accommodation 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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**COMMON COUNCIL
Regular Meeting
Tuesday, September 12, 2023 - 7:30 PM
or Immediately Following the
Mequon Municipal Water Utility Commission Meeting
Christine Nuernberg Hall**

Minutes

1) Call to Order

Mayor Nerbun called the meeting to order at 8:00 PM.

2) Pledge of Allegiance

3) Roll Call

Present:

Mayor Andrew Nerbun
Alderman Kelly Tolocko
Alderman Dale Mayr
Alderman Jeffrey Hansher
Alderman Gregg Bach
Alderman Brian Parrish
Alderman Kathleen Schneider
Alderman William Gebhardt
Alderman Strzelczyk - **Excused**

Also present: City Administrator Jones, City Attorney Sajdak, City Clerk Fochs, Assistant City Administrator/HR Director Schoenemann, City Engineer/Public Works Director Lundeen, press and interested public.

4) Personal Appearances and Public Comment: None.

5) Public Officials' Reports:

- a) Mayor: The Mayor announced that the 10th Annual Taste of Mequon was a huge success and thanked all the Festivals Committee, staff and sponsors for their hard work. He also announced that Super Steel of Mequon just celebrated their 100th year anniversary.

The Mayor also read a proclamation for 2023 Rail Safety Week supporting national railroad safety and education.

Attachment: 09-12-23_Council draft minutes (8785 : Common Council meeting minutes of September 12, 2023)

- b) City Administrator: City Administrator Jones announced that the last electronic recycling event for Ozaukee County will be held on Saturday, September 23rd, from 9:00 am to noon at Fireman's Park in Cedarburg.

Mr. Jones also announced that the Wisconsin Department of Transportation (WisDOT) will provide an update on the I-43 expansion and construction projects at the October 10th Common Council meeting.

6) Consent Agenda:

- a) Common Council meeting minutes of August 8, 2023.
- b) Architectural Board meeting minutes of July 10, 2023.
- c) Festivals Committee meeting minutes of July 19, 2023.
- d) Finance-Personnel Committee meeting minutes of June 13, 2023.
- e) Joint Mequon-Thiensville Bike and Pedestrian Way Commission meeting minutes of July 13, 2023.
- f) Public Safety Committee meeting minutes of July 11, 2023.
- g) Public Welfare Committee meeting minutes of July 11, 2023.
- h) Zoning Enforcement and Site Compliance Report Through September 1, 2023.
- i) 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 2023-1654** - An Ordinance Amending Chapter 2 of the Mequon Municipal Code, Eliminating the Bond Requirement for Certain City Officers.

RESULT: First Reading

Motion to approve the monthly list of minutes and reports Consent Agenda, Items A - H.

RESULT: Approved by Voice Acclamation [Unanimous]

MOVED BY: Alderman Mayr

SECONDED BY: Alderman Hansher

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

7) Ordinance:

- a) **ORDINANCE 2023-1653** - An Ordinance Amending the City of Mequon Operating Budget for Fiscal Year 2023 to Adjust Budgeted Amounts within the Department of Public Works Due to Unanticipated Repairs and Material Cost Increases, in a Net Amount Not-to-Exceed \$36,576.

RESULT: Approved by Roll Call Vote [Unanimous]

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Gebhardt

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

8) Resolutions:

- a) **RESOLUTION 4070** - A Resolution Approving a State/Municipal Agreement for a Bicycle and Pedestrian Planning Study with the Wisconsin Department of Transportation.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Schneider
SECONDED BY: Alderman Hansher

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

- b) **RESOLUTION 4071** - A Resolution Approving the Purchase of a Replacement Compact Track Loader with Related Attachments from Fabick Cat, Milwaukee, Wisconsin in the Amount of \$89,750.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Schneider
SECONDED BY: Alderman Gebhardt

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

9) Specified Unfinished Business From Prior Meetings: None.

10) Specified New Business:

- a) Mayoral Appointment: Lynn Streeter, Southern Ozaukee Fire & EMS Board of Directors, At-Large, Director

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Schneider
SECONDED BY: Alderman Parrish

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

- b) Mayoral Appointment: Jenne Hohn, Hiram Schmidt Fund Advisory Board, At-Large, Chair

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

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

11) Adjourn

Motion to adjourn at 8:16 PM.

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

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Bach

AYES: Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

Respectfully Submitted,
Kathy Andrykowski
Deputy Clerk



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INSPECTION DIVISION

ARCHITECTURAL BOARD MINUTES
Monday, August 14, 2023
6:00 PM
Lower-Level Conference Room

Minutes

1. Call to Order, Roll Call:

Present: Chairman Scott Reed

Members at Large: Paul Apfelbach, Michael Wade, Janet Ehn, Bluma Lotman,

Building Inspector: Kris Hoeft

2. Meeting Minutes

Minutes from the July 10, 2023, meeting were approved by Vice-Chairman Paul Apfelbach and seconded by District Representative Janet Ehn

Minutes were approved unanimously.

3. Application Submittals:

No.	Alder. District /Time	Type of App	Owner(s) / Project Address	Contractor
1)	Dist. 1 6:00 pm	New Single-Family Residence	Steve & Danette Carlton, Sr. 3650 W. Pine View Court Subd: Riverland Estates	Cont: Anderson Homes LLC Arch: Anderson Homes LLC
Moved to Table: <u>Reed</u> Seconded by: <u>Ehn</u> Tabled: <u>Yes</u> Approved: <u>Foundation Only</u> Vote: <u>Unanimous</u> Conditions: Plans tabled as submitted; foundation plan approved. Re-Submit revised plans to show stone that dies on the inside corners and maintain balance of stone on all elevations.				
2)	Dist. 1 6:05 pm	Addition: Attached Garage	Eoin & Megan Gorman 12433 N. Madero Drive Subd: Mequon Century Acres	Cont: Fein Design Arch: Rory Palubiski
Moved to Approve: <u>Wade</u> Seconded by: <u>Apfelbach</u> Approved: <u>Yes</u> Vote: <u>Unanimous</u> Conditions: Plans approved as submitted.				
3)	Dist. 1 6:15 pm	Addition: Kitchen & Dormers	Greg & Lynn Bell 12037 W. Bonniwell Road Subd: N/A	Cont: Wade Design & Const. Arch: Mike Wade
Moved to Approve: <u>Apfelbach</u> Seconded by: <u>Ehn</u> Recused: <u>Wade</u> Approved: <u>Yes</u> Vote: <u>Unanimous</u> Conditions: Plans approved as submitted.				

Attachment: Arch Board minutes_08-14-23 (8774 : Architectural Board meeting minutes of August 14, 2023)

4)	Dist. 3 6:25 pm	New Single-Family Residence	Veridian Homes LLC Lot #81 W. Preserve Parkway Sub: The Enclave	Cont: Veridian Homes LLC Arch: Veridian Homes LLC
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Moved to Approve: Ehn
 Seconded by: Reed
 Approved: Yes
 Vote: Unanimous

Conditions: Plans approved as submitted with the condition that the garage window on the left elevation be changed to a single-hung to match owner's suite window.

5)	Dist. 5 6:30 pm	New Single-Family Residence	Mikhail & Melissa Dobrinin 14335 N. Lake Shore Drive Subd: Lakeshore Estates	Cont: Tim O'Brien Homes Arch: Tim O'Brien Homes
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Moved to Approve: Apfelbach
 Seconded by: Wade
 Approved: Yes
 Vote: Unanimous

Conditions: Plans approved as submitted with the following conditions:

1. Brackets and gables being consistent on all elevation.
2. Eyebrow returns on the gables on all elevations.
3. Windows grids consistent throughout; Add to all windows or remove from front elevation.
4. The addition of windows to the garage on left and right elevations.

6)	Dist. 8 6:35 pm	Addition: Attached Garage	Kevin Sprong 10826 N. Pebble Lane Subd: Sunset Ridge Estates	Cont: Northshore Garage Arch: Oostburg Lumber
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Moved to Approve: Reed
 Seconded by: Ehn
 Approved: Yes
 Vote: Unanimous

Conditions: Plans approved as submitted with the following conditions:

1. Addition of two windows on right elevation.
2. Addition of one window on rear elevation.
3. Shutters should be removed from the house for consistency.

Attachment: Arch Board minutes_08-14-23 (8774 : Architectural Board meeting minutes of August 14, 2023)

4. **Announcements**

Chairman Scott Reed addressed the members to remind them that all comments should remain professional when the meeting is in session. Also, since there could be different members in attendance, all members should strive for consistency from meeting to meeting.

5. **Action:**

Vice-Chairman Paul Apfelbach made a motion to adjourn the meeting.
Chairman Scott Reed seconded the motion.

A vote was taken; vote passed unanimously.

Meeting adjourned at 6:50 p.m.



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ECONOMIC DEVELOPMENT BOARD

Tuesday, July 25, 2023

8:00 AM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Timothy Carr
 Alderman William Gebhardt
 Board Member Dennis Engel
 Board Member Colin Boyd
 Board Member Daniel Gannon
 Board Member Tracy Johnson
 Board Member Michael Kramer
 Vice Chair Jeff McLean
 Board Member Bruce Sipiora
 Board Member Inge Plautz – **Absent**

Chairman Carr called the meeting to order at 8:00 a.m.

2) Approval of Meeting Minutes from June 27, 2023

Action

Board member Gannon made a motion to approve the June 27, 2023, minutes.

Board member Johnson seconded the motion.

A voice vote was taken; vote passed (8-0)

RESULT:	Approved [Unanimous]
MOVED BY:	Board Member Gannon
SECONDED BY:	Board Member Johnson
AYES:	Carr, Gebhardt, Engel, Boyd, Gannon, Johnson, Kramer, McLean, Sipiora
ABSENT:	Plautz

3) P2 Development - Development Agreement Extension

Director Tollefson explained that Bob Bach from P2 Development is requesting an extension to the Development Agreement for his new townhome development. Earlier in the year there was an extension granted through September 1st but due to slow supply chain issues another extension is requested. Mr. Bach requested the middle of November as the deadline, but staff recommended the end of October to ensure there is ample time before the end of the year to address any financial contingencies that may arise. It is important that the project be completed by December 31st and the tax value generated as of January 1, 2024, to continue the obligation to P2 Development for their incentive with no disruption to the TIF district with forecasting values and city expenditures.

A recommendation from the EDB will be forwarded to the Finance and Personnel Committee and then to the Common Council.

Mr. Bach stated that the biggest obstacle is the electrical equipment delays and shortage of quantities of appliances. All the appliances are now secured, and the last set of switch gear is scheduled for next week. They have had a great reception from tenants and he commented that the sidewalk will be complete next week as well.

Action

Board member McLean made a motion to approve the Development Agreement extension until October 31st.

Board member Engel seconded the motion.

A voice vote was taken; vote passed (8-0)

RESULT:	APPROVED [Unanimous]
MOVED BY:	Board Member McLean
SECONDED BY:	Board Member Engle
AYES:	Carr, Gebhardt, Engel, Boyd, Gannon, Johnson, Kramer, McLean, Sipiora
ABSENT:	Plautz

4) Industrial Land Uses Update

Director Tollefson stated that she presented the Common Council with an overview of everything this Board has been discussing for the past several months regarding the possibly rezoning of the southwest corridor of the city to an industrial park.

The following answers were provided by the Council:

1. The process is at the point where a consultant would need to be hired to do a sewer analysis, and the Council communicated they do want to move forward on this.
2. It was decided that this should be included in the 2024 budget and will be rolled out in January.
3. Regarding the rezoning of the area in the southern central area of the city where there

have been two proposals for conservation subdivisions, it was decided that these two policy items do not need to run concurrently, and staff can begin to work on rezoning that area before the end of the year.

4. The district alderman, Jeff Hansher, requested that a neighborhood meeting be held by staff to discuss the proposed industrial zoning and it was decided to wait until after the sewer analysis has been completed to hold the informational meeting.

She stated that this item will be addressed again by the EDB in late February or early March. This item will be set aside for the next few months and the focus will be on the efforts on Port Washington Road.

This item was also presented to the Planning Commission and the feedback was consistent with the feedback from the Common Council.

5) Port Washington Road

Assistant Director Jac Zader talked about the inconsistent zoning in the area from Donges Bay to Mequon Road along Port Washington Road. He explained the goal is to consolidate similar uses and to create some zoning patterns. While going through the rezoning process, it was discovered that in doing so some non-conforming uses would be created. He stated that there are a number of PUDs in the area and very little can be changed on those properties. He explained that the Land Use Plan will be used as a guide for the rezoning process. In summary, he commented that the path going forward is somewhat difficult in that it is not just changing the zoning code district areas, it also will involve reviewing all of the uses that need to be adjusted and amending the Land Use Plan to indicate desired changes for going forward. He believes that changing the zoning alone will not accomplish the desired outcome. The goal is to be proactive instead of reactive regarding zoning and revising the Land Use Plan.

The Board discussed various uses, the classification of uses and possible zoning scenarios for different properties in the area.

In summary, staff stated that the following steps are next:

- Clean up the zoning.
- Identify the desired uses in the TIF policy plan.
- Create design standards.
- Implement the Streetscape Plan.

It is a multi-faceted plan that can happen simultaneously.

Asst. Dir. Zader stated that the first step will be a revised Land Use Plan which will be presented to the Board, possibly in October. Rezoning will need to be strategized as well.

Asst. Dir. Zader explained that the Common Council requested some changes to the proposed streetscape plan including extending the plan north of Mequon Road (which was

not part of the original plan), concerns about costs of the maintenance of the improvements going forward as well as a few medians that may need to be redesigned that has delayed that process.

6) Staff Updates

Director Tollefson stated that the following items were on the July Planning Commission agenda:

- North Shore Bank was approved for a third extension to build a building just north of the Starbucks on Port Washington Road.
- Ci-Dell Plastics is future planning and was approval to extend their parking lot in anticipation of staff growth.
- Roots & Stems is a roadside stand that was approved for temporary use for seasonal festivities.
- State Farm had rezoning previously approved and the home on site will be upgraded.

7) Announcements

The next meeting is Tuesday, September 19, 2023, at 8:00 a.m.

8) Adjourn

Action

Board member Sipiora made a motion to adjourn the meeting.

Board member Engle seconded the motion.

A voice vote was taken; vote passed (8-0)

The meeting concluded at 9:10 a.m.

Respectfully Submitted,

Kim Tollefson

Director of Community Development



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FESTIVALS COMMITTEE
Wednesday, August 16, 2023
6:30 PM
North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Vanessa Nerbun
 Committee Member Deanna Conaty
 Committee Member Jenne Hohn
 Committee Member Lisa Liljegren
 Vice Chair Miranda White
 Committee Member Tracy Johnson -- **Absent**
 Committee Member Moshe Luchins -- **Absent**
 Committee Member Christine McLean -- **Absent**

Also Present: Carrie Enea, Executive Assistant

2) Approval of Meeting Minutes

a. July Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Committee Member Hohn
SECONDED BY: Committee Member White

AYES:	Nerbun, Conaty, Hohn, Liljegren, White
ABSENT:	Johnson, Luchins, McLean

3) Vendor Updates

Executive Assistant Enea gave the committee an update on the festival vendors. There are a total of 89 vendor spaces: 33 food & beverage vendors with the newest additions of Weathers Juice Lab and Sunrise Acai Bowls, 18 non food & beverage vendors with the newest additions of MATC Mequon, Winkie's, MTEF, Fifth-Main, Alme Design Co., and Alliance Realty who will be doing free pet photos, and 12 artists. It was agreed that Sovereign Select could participate if they sponsor the face painter.

4) The Event Schedule was shared. The Christ Alone Choir is the only one not able to participate.

5) Festival Map

The Committee discussed the all traffic going north plan. Some were concerned about the traffic back-up on Cedarburg Road. It was decided that the Children's Area vendors would enter through the back drive of City Hall and that the 6 food trucks at the north-end could enter from the north at 11:15am. The check-in tent will be shifted west across the Town Center driveway.

6) Response Plan

7) Committee Sign-up

A sign-up sheet was passed around.

8) Flyers & Yard Signs were distributed.

9) Next Meeting Date and Time

A. September 6 at 6:30 P.M.

10) Adjourn

Committee Member Liljegren moved to adjourn at 7:17pm and Committee Member Hohn seconded.

Respectfully Submitted,

Carrie Enea
Executive Assistant



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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, August 8, 2023

6:00 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Mayor Andrew Nerbun
Alderman William Gebhardt
Alderman Brian Parrish
Alderman Robert Strzelczyk

Also present: William Jones, City Administrator, Justin Schoenemann, Assistant City Administrator, Jennifer Engroff, Finance Director, Marie Keyser, Assistant Finance Director, Caroline Fochs, City Clerk, Brian Sajdak, City Attorney, Kristen Lundeen, DPW Director, Kimberly Tollefson, Community Development Director and Robert Bach, P2 Development.

2) Approve Meeting Minutes

a. June 13, 2023 Finance-Personnel Meeting Minutes

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish, Strzelczyk

b. July 17, 2023 Finance-Personnel Meeting Minutes

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish, Strzelczyk

3) License Applications

a. August, 2023 Licenses

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Parrish

AYES: Gebhardt, Parrish, Strzelczyk

4) Vouchers Paid

a. June 2023 Vouchers Paid List

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

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish, Strzelczyk

b. July 2023 Vouchers Paid List

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

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish, Strzelczyk

5) Ordinances

a. **ORDINANCE 2023-1653** An Ordinance Amending the City of Mequon Operating Budget for Fiscal Year 2023 to Adjust Budgeted Amounts within the Department of Public Works Due to Unanticipated Repairs and Material Cost Increases, in a Net Amount Not-to-Exceed \$36,576

Director Lundeen explained that both the need for emergency repairs and the increase in various contracts, materials and other supplies, prompted the discussion for this budget amendment. Between several emergency repairs and increased maintenance and contract costs, staff identified a shortfall of \$102,015. However, \$65,439 has been identified across several budgets within Public Works that can be reallocated due to vacancies or underutilized funds. This leaves a difference of \$36,576.

Committee members agreed with amending the budget, but prompted a discussion regarding how much money is too much to keep putting into an old system and when to buy new systems. They agreed to keep the discussion going during the 2024 budget creation.

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish, Strzelczyk

6) Resolutions

- a. **RESOLUTION 4058** A Resolution Approving a Second Amendment to the Development Agreement Between the City of Mequon and P2 Development, Extending the Completion Date for the Town Center Townhomes Development Project Located at 11110-11112 and 11040 N. Buntrock Avenue to October 27, 2023

Alderman Parrish expressed he was happy to grant the extension to October 27, 2023, but please have the project complete by then as the City is counting on that tax revenue for FY 2024.

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

AYES:	Gebhardt, Parrish, Strzelczyk
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7) Information Items

- a. 2023 YTD Budget Report as of June 30, 2023

Director Engroff reviewed the year-to-date budget report for the general operating fund.

- b. 2023 YTD Investment Report as of June 30, 2023

Assistant Director Keyser reviewed the two investment portfolios as well as the cash report for Quarter 2.

- c. Finance & Personnel Work Plan

8) Adjourn

A motion to adjourn was made at 6:34 PM 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

Thursday, August 10, 2023

9:00 AM

North Conference Room

Minutes

1. Call to Order, Roll Call

Call to Order

Chair Azinger called the meeting to order at 9:00 AM

Present:

Commissioner Kenneth Maciolek

Chair T. Azinger

Commissioner Jim Doornek

Commissioner Ron Heinritz

Commissioner Rob Holyoke

Commissioner John Liegeois

Absent:

Commissioner Kristin Wade

Also present were Director of Public Works/City Engineer Lundeen, Assistant City Engineer McCraw, Engineering Administrative Assistant Redeker, multiple members of the Mequon-Thiensville Trails Foundation, and Mequon Resident William Arpe.

2. Approval of Meeting Minutes

a. July 13, 2023 Minutes

Multiple members of the Mequon-Thiensville Trails Foundation as well as resident William Arpe who spoke regarding discussion item a. 8652: Highland Bike Path Letter Discussion. Brian Lennie from Stantec was also present.

RESULT: **Approved [Unanimous]**

MOVED BY: Holyoke

SECONDED BY: Commissioner Maciolek

AYES: Maciolek, Azinger, Doornek, Heinritz, Holyoke, Liegeois

3. Discussion/Action Items

- a. Letter Regarding Highland Bike Spur and Prioritization for Highland Bike Spur between Rotary Park and OIT

Discussion involved statements by the Mequon-Thiensville Trails Foundation, the commissioners stated their views on a bike path along Highland Rd from Rotary Park to the Interurban Trail, and William Arpe spoke as a resident.

- b. Bike-Ped Planning Study TAP Grant SMA

Discussion centered around a State/Municipal Agreement (SMA) with the Wisconsin Department of Transportation regarding the TAP Grant that was awarded in June and a recommendation to amend the Request For Proposals to include bordering communities. Motion to recommend the SMA was unanimous.

RESULT: **Approved [Unanimous]**

MOVED BY: Commissioner Heinritz

SECONDED BY: Commissioner Maciolek

AYES: Maciolek, Azinger, Doornek, Heinritz, Holyoke, Liegeois

4. Adjourn

- a. Motion

Meeting was adjourned at 10:23 AM.

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

MOVED BY: Commissioner Maciolek

SECONDED BY: Commissioner Doornek

AYES: Maciolek, Azinger, Doornek, Heinritz, Holyoke, Liegeois

Respectfully Submitted,

Karen Schlereth



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Water Utility

MEQUON MUNICIPAL WATER UTILITY COMMISSION

Regular Meeting

Tuesday, August 8, 2023

7:15 PM

Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Meeting called to order at 7:19 PM.

Present:

Commissioner Andrew Nerbun
 Commissioner Robert Strzelczyk
 Commissioner Kelly Tolocko
 Commissioner Dale Mayr
 Commissioner Jeffrey Hansher
 Commissioner Gregg Bach
 Commissioner Brian Parrish
 Commissioner Kathleen Schneider
 Commissioner William Gebhardt

Also present: Also present: City Administrator Jones, Assistant City Administrator Schoenemann, City Attorney Sajdak, City Clerk Fochs, Finance Director Engroff, Assistant Finance Director Keyser, Fire Chief Bialk, Water Utility Supervisor Jim Voigt, press and interested public.

2) Approval of Meeting Minutes

a. May 9, 2023, Minutes

RESULT:

Approved by Voice Acclamation [Unanimous]

MOVED BY:

Commissioner Strzelczyk

SECONDED BY:

Commissioner Mayr

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

3) Discussion and Possible Action

- a. 8592: Request to exempt 6000 W County Line Rd from connecting to the Mequon Water Utility

RESULT: **Approved by Roll Call Vote [Unanimous]**

Moved BY: Commissioner Gebhardt

SECONDED BY: Commissioner Parrish

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

- b. 8648: Riverlake MOU

The DNR requires all public water utilities to have an emergency response plan. For water trusts, it includes identification of a backup source of water. For some water trusts, that source is the Mequon Water Utility.

Home Owner's Associations that the City has agreements with are charged a bulk water rate and for staffs time.

RESULT: **Approved by Roll Call Vote [Unanimous]**

Moved BY: Commissioner Parrish

SECONDED BY: Commissioner Strzelczyk

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

- c. 8643: 2023 - Hydrant Replacement Program

RESULT: **Approved by Roll Call Vote [Unanimous]**

Moved BY: Commissioner Mayr

SECONDED BY: Commissioner Strzelczyk

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

4) Adjourn

- a. Motion to Adjourn

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

Moved BY: Commissioner Strzelczyk

SECONDED BY: Commissioner Mayr

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

b. Motion to Adjourn at 7:30 PM

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

Moved BY: Commissioner Strzelczyk

SECONDED BY: Commissioner Mayr

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

Respectfully Submitted,

Ren Schlereth
Administrative Assistant



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Department of Community Development
Taped and Televised

PLANNING COMMISSION
Regular Meeting
Monday, July 24, 2023
6:00 PM
Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Present:

Acting Chairman Alderman Brian Parrish
Commissioner Nancy Urbani
Commissioner Bruce Barnes
Commissioner Martin Choren
Commissioner Dan Gentges
Commissioner Stephanie Hawley
Commissioner Rebecca Schaefer
Commissioner John Stoker

Ald. Parrish called the meeting to order at 6:00 p.m.

a) Approval of Meeting Minutes from June 26, 2023

Action

Commissioner Schaefer made a motion to approve the meeting minutes from June 24, 2023.
Commissioner Urbani seconded the motion,
A voice vote was taken: vote passed (8-0)

RESULT:	APPROVED [8 TO 0]
MOVER:	Rebecca Schaefer, Commissioner
SECONDER:	Nancy Urbani, Commissioner
AYES:	Urbani, Barnes, Choren, Gentges, Hawley, Parrish, Schaefer, Stoker

2) Public Hearing

- a) Amy Mars for Smiling Dragon Acupuncture, LLC. The applicant is seeking conditional use grant approval to allow for a wellness center for the property located at 1701 W. Glen Oaks Lane

Action

Commissioner Stoker made a motion to open a public hearing.

Commissioner Schaefer seconded the motion,

A voice vote was taken: vote passed (8-0)

No Public Comment

Action

Commissioner Schaefer made a motion to close the public hearing.

Commissioner Urbani seconded the motion,

A voice vote was taken: vote passed (8-0)

Asst. Dir. Zader stated this is a conditional use grant for an acupuncture business. This business will go into a small office with one person and staff recommends approval per the conditions in the staff report.

Action

Commissioner Schaefer made a motion to approve the CUG per staff recommendations.

Commissioner Choren seconded the motion,

A voice vote was taken: vote passed (8-0)

RESULT:	APPROVED [8 TO 0]
MOVER:	Rebecca Schaefer, Commissioner
SECONDER:	Martin Choren, Commissioner
AYES:	Urbani, Barnes, Choren, Gentges, Hawley, Parrish, Schaefer, Stoker

3) Regular Business

- a) Plunkett-Rayish Architects, LLP for North Shore Bank FSB. The applicant is seeking building and site plan and sign waiver approval to allow for a proposed 2,400 sq. ft. building for the property located at 11319 N. Port Washington Road.

Commissioner Choren recused himself from this item.

Asst. Dir. Zader stated this item has been in front of the Commission several times and the project was approved in 2020, 2021 and in 2022 they received extensions. The waivers are still in effect because the last extension was approved within the past calendar year.

He commented that some modifications have been made to both the building and the site plans. Staff and the applicant have worked through most of the items but there are a few remaining minor issues to be resolved with feedback from the Commission.

The waivers are related to the front setback and the parking setback off the rear. Staff is supportive of the front setback and the location. Staff believes the setback compliance to the west can be achieved by reducing the size of the parking stalls from 10-feet to 9-feet. The other concern is the dumpster location as staff prefers it be placed closer to the building and not in public view. If the Commission approves the location selected by the applicant, staff recommends that screening to the east and the south of the enclosure be required. Regarding the frontage drive, the applicant is proposing only one lane instead of 2 lanes, reducing the width of the lane, which staff supports.

Staff is not supportive of the proposed green material on the front of the building or the large bird logo on the window. A few other issues include landscaping, a flood light on the front sign and overly bright white lights.

Asst. City Engineering Cole McCraw stated the three issues listed in the staff report are:

1. The proposed one-way loop and the suggestion that the parking lot on the north side be converted to one-way as well.
2. Narrowing of the north entry way and to be for ingress only from Port Washington Road.
3. Entry way on the south side to include more of a visual barrier.

The applicant stated:

- The trash enclosure placement is based on mobility and convenience for collection.
- They prefer there be an egress to make a right-turn from the north entry to help alleviate too much traffic at the south entrance.
- They request the seagull logo be allowed as it is part of their branding.
- The green color is part of their branding, and they request the color be allowed.

There was discussion about the green element proposed and the Planning Commission provided support for the color to be allowed. There was consensus that the seagull logo should not be allowed.

Action

Commissioner Stoker made a motion to approve the item per staff recommendations, staff to determine the amount of screening needed for the dumpster, the lighting should be reduced to 4000 Kelvin and the northern entry should have a right turn lane (exit to the south), the green color be allowed at the north entrance and the seagull logo not be allowed on the east windows.

Commissioner Hawley seconded the motion.

Clarification that the north parking area will remain two way and the arrows as shown on the plan remains correct.

A roll call vote was taken; vote passed (7-0) (Choren was recused)

RESULT: **APPROVED WITH CONDITIONS [7 TO 0]**
SECONDER: Stephanie Hawley, John Stoker
AYES: Urbani, Barnes, Gentges, Hawley, Parrish, Schaefer, Stoker
RECUSED: Choren

- b) Perspective Design, Inc. for Ci-Dell Plastics Inc. The applicant is seeking site plan amendment approval to allow for the expansion of the parking lot and storm water basin for the property located at 6301 W. Executive Drive.

Planner Evan Hoier stated that Ci-Dell Plastics is looking to expand their operations in the next few years and the proposed parking lot and storm water pond are for future expansion plans.

He stated that there are a couple of minor issues that need to be amended such as the lighting plan has a few ratio uniformity issues showing deficiency and does not currently meet the code. The landscaping plan does not currently comply with the 10% minimum interior landscaping. Landscaping needs to be included around the base of the monument sign as well. Staff does recommend approval of this item.

The applicant stated they are working to maximize the parking lot for future expansion. They are working on modifying the landscape plan and they will review the lighting on site. They are requesting 9-ft parking stalls be approved to allow for more green space in the parking lot islands.

There was discussion about the lighting on the north side of the building and whether it is efficient enough for that location.

Action

Chairman Parrish made a motion to approve conditions #1-#12 as written, replace #3 regarding the light on the north side be revisited at the time of the proposed expansion and that the 9-ft parking spaces be allowed as long as the additional space is reallocated to green space.

Commissioner Stoker seconded the motion.

A voice vote was taken; vote passed (8-0)

RESULT: **APPROVED WITH CONDITIONS [8 TO 0]**
MOVER: Brian Parrish, Alternate Alderman
SECONDER: John Stoker, Commissioner
AYES: Urbani, Barnes, Choren, Gentges, Hawley, Parrish, Schaefer, Stoker

- c) Steve & Brenda Schieble for Roots and Stems. The applicant is seeking approval to allow for a temporary roadside stand for the property located at 11627 W. Highland Road.

Planner Hoier stated that this temporary use is for a roadside stand for the sale and tour of the sunflower field and you pick field. This are also operations and workshops on site regarding hobby farming and planting. The only issue noted by staff is regarding the parking area and the recommendation for more impervious surface. The applicant provided a revised site plan in

which 250 x 50 feet of gravel and then overflow of dirt area would be acceptable. The current sign should be moved back from the road to meet setback requirements. Staff recommends approval based on the conditions in the staff report.

There was a short discussion regarding materials that qualify as impervious surface; wood chips do not qualify; it needs to be gravel.

Action

Commissioner Choren made a motion to approve the temporary use request.

Commissioner Gentges seconded the motion.

A voice vote was taken; vote passed (8-0)

RESULT:	APPROVED [8 TO 0]
MOVER:	Martin Choren, Commissioner
SECONDER:	Dan Gentges, Commissioner
AYES:	Urbani, Barnes, Choren, Gentges, Hawley, Parrish, Schaefer, Stoker

- d) Joe Woelfle for State Farm Insurance. The applicant is seeking building and site plan amendment approval for improvements to the existing building for the property located at 1714 W. Mequon Road.

Director Kim Tollefson stated that this property was rezoned earlier this year and the site plan shows the addition of 6 parking stalls. A specimen tree located near the parking lot area has caused the parking lot to be shifted to protect the tree. The building remodel design is proposed with vinyl siding (white or cream color) with red accents to match the existing barn. Staff added a condition to the landscaping plan that the parking lot does need to have screening between the public street and the parking lot. It is also recommended that the lighting be reduced.

She explained that vinyl siding is not typically approved for commercial buildings, but this is a single-family home being converted to a small scale commercial use and could be appropriate in this location. Staff recommends approval based on the conditions in the staff report.

The applicant, Joe Woelfle, stated the character of the building will not change the remodel is for aesthetic purposes. He is willing to do what is requested to get his property properly converted.

Chairman Parrish reminded the public that part of the rezoning conditions includes that no drive-thrus or restaurants are allowed on this parcel.

Additionally, the barn will not be used for personal use, it will store commercial equipment for maintenance.

The Planning Commission discussed the proposed red monument sign and that the red color exemplifies State Farm branding which is an existing known brand. Additionally, per the sign code, the color of the sign must be tied into color from the existing structure.

Action

Commissioner Stoker made a motion to approve per staff conditions.

Commissioner Gentges seconded the motion.
A voice vote was taken; vote passed (8-0)

RESULT:	APPROVED [8 TO 0]
MOVER:	John Stoker, Commissioner
SECONDER:	Dan Gentges, Commissioner
AYES:	Urbani, Barnes, Choren, Gentges, Hawley, Parrish, Schaefer, Stoker

4) Policy

1) SW Industrial Land Uses

Director Kim Tollefson stated that the area being considered for an industrial park is located in the southwest corner of the city bound by Wasaukee Road, County Line Road and Granville. She explained there is a large environmental corridor located in this area, otherwise most of the use is zoned B-5 (Light Industrial) or B-6 (Rural Industrial zoning district) which does not allow for anything as a permitted use. Immediately to the north is zoned R-1 (5-acre minimum) and mostly used as agricultural land. There is a small subdivision to the north, Little Menomonie and Lemke Park are nearby and Huntington Park subdivision is located to the east.

This policy discussion came from the Common Council's review of two proposed conservation subdivisions to be located south of Donges Bay Road, on the west side of Baehr Road. Although the area is currently zoned industrial, the two proposals for residential developments caused the Council to consider the merit of rezoning this area to residential. Staff were asked to review other locations in the city that could be considered for industrial zoning.

Staff contacted other entities for reactions to a proposed industrial site and the reaction was positive based what is happening in the market. The input also included that public water is critical, especially for fire protection, and that public sewer is less critical but desirable.

Staff presented this proposed rezoning to the Common Council for feedback on whether the next policy step should be taken as there is much further analysis and evaluation to be done regarding infrastructure and utilities.

The sewer analysis will need to be contracted and those services are not budgeted for 2023. It was decided that the contract will be budgeted for 2024 and staff will prepare for this endeavor to take place in the new year.

Dir. Tollefson reached out to the surrounding property owners and the feedback is supportive of this proposal.

She commented that the timing and the next steps are outlined in the report in the packet.

She concluded by stating that there is no action needed from the Planning Commission tonight, staff wanted to ensure that the Commission is informed of this initiative and any and all feedback is welcome.

5) Announcements

The next meeting is Monday, September 18, 2023, at 6:00 p.m.

6) Adjourn**Action**

Commissioner Stoker made a motion to adjourn the meeting.

Commissioner Urbani seconded the motion.

A voice vote was taken; vote passed (8-0)

The meeting concluded at 7:32 p.m.

Respectfully Submitted,

Jac Zader



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Office of the City Administrator

PUBLIC WELFARE COMMITTEE

Tuesday, August 8, 2023

5:30 PM

Lower Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Dale Mayr
Alderman Gregg Bach
Alderman Kathleen Schneider

Also Present: Assistant City Administrator Schoenemann, City Attorney Sajdak, Director of Community Development Tollefson, and Executive Assistant Enea

2) Approval of Meeting Minutes

a. July Meeting Minutes

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

MOVED BY: Alderman Schneider

SECONDED BY: Alderman Bach

AYES: Mayr, Bach, Schneider

3) Discussion Items

a. Consideration of Chapter 10: Building and Building Regulations and Chapter 58 : Zoning Code Text Amendments Related to Accessory Structures

Director of Community Development Tollefson explained to the Committee that the chart that was included in the agenda packet was the same one that was used when the Committee last discussed architectural changes to Chapter 10. The chart provided an overview of the changes that staff are requesting based on the frequent conversations had with residents. The first thing that needed to be addressed were the definitions of building versus structure and to contemporize both. In the second section, the update grants authority to staff in relation to the size of the structure. By doing so, it will get residents through the process quicker by eliminating the need to go to the Architectural Board for approval. Permits still need to be pulled at 300 square feet or less, but staff can approve. Alderwoman Schneider pointed out that residents can still go to the Appeals Board if they are not satisfied with the decision made by staff. Community Development Director Tollefson will return in September to

present the Committee with design, material, and placement standards to consider after getting some feedback from the Architectural Board.

4) Work Calendar

- a. Continue discussion about Chapter 10 and 58
- b. Polling Site Relocation

5) Adjourn

Aldерwoman Schneider moved to adjourn at 5:58 PM and Alderman Mayr seconded.

Respectfully Submitted,

Carrie Enea
Executive Assistant



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Public Works Department

PUBLIC WORKS COMMITTEE

Tuesday, June 13, 2023

6:15 PM

South Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Kathleen Schneider
 Alderman Jeffrey Hansher
 Alderman Kelly Tolocko

Also Present: Director of Public Works/City Engineer Lundeen, Assistant City Engineer McCraw, Engineering Technician Westbrooke, Administration Assistant Schlereth, raSmith Senior Project Engineer, Municipal Services Division Brad Hartjes, raSmith Civil Engineer Riley Stone, Margaret Amato (1516W Fiesta Lane), Michael Horne (1436W Fiesta Lane), Gordon Lindemann (1332W Fiesta lane), David and Heather LaBonte (1627W Fiesta Lane).

2) Approval of Minutes

a. April 11,2023 Minutes

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

AYES: Schneider, Hansher, Tolocko

Attachment: Public Works min_06-13-23 (8832 : Public Works Committee meeting minutes of June 13 and August 8, 2023)

3) Discussion Items

Discussion and Possible Action

- a. Fiesta Lane Drainage Study Draft Report: Summary of Drainage Issue and Selection of Drainage Solution

raSmith presented the findings of their study and clarified that GIS topography was used in the calculation.

Resident asked if the overflow of water is coming from Columbia Creek. raSmith staff advised that 2 1/2 acres of Columbia Creek water flow contribute to the total of total 20 acres of overflow water issue. The cubic feet per second of water from a ten-year storm is twice as much as the current culverts can handle on Fiesta Lane.

The three mitigation alternatives the report offers:

- Stormwater detention
- Culvert replacement
- Ditch regrading

Some of the limitations the City and residents face are private property homes upstream, storm water facility would need to be on private property, right of way constraints for ditches and culvert size. Residents expressed concern of deepening the ditches, stating that they already have ditches they feel are very deep and hard to mow.

Possible reasons flooding continues to get worse:

- Increased rain flow
- Land use changes result in more runoff - such as putting in patios and loss of trees.
- Some culverts are back pitched. Back pitch refers to the slope or angle of a pipe that runs in the wrong direction, causing water to flow in the opposite way.

Staff advised as part of the 2024 Road Program, the City was planning to replace all driveway culverts and regrade ditches where needed.

Staff noted a detention would require easements on Fiesta Lane properties and Columbia Creek properties including a condo association of 16 owners, mortgage companies and Homeowners Association to sign off on an easement. Moving forward with the Road Program culvert replacement and ditch regrading would not prevent from either pursuing a detention pond currently or in the future.

The Committee advised they would like more information on ditch configuration and move forward with the 2024 Road Program culvert replacement and ditch regrading.

The City will send out postcards to residents advising them of the August meeting.

4) Work Plan

a. Public Works Work Plan (6.13.23)

The Work Plan was not reviewed due to time restraints for another meeting.

5) Adjourn

1. Motion to Adjourn at 7:01 PM

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

Moved By: Alderman Hansher

SECONDED BY: Alderman Tolocko

AYES: Schneider, Hansher, Tolocko
--

Respectfully Submitted,

Ren Schlereth



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Public Works Department

PUBLIC WORKS COMMITTEE

Tuesday, August 8, 2023

6:00 PM

South Conference Room

Minutes

1) Call to Order, Roll Call

Chair Schneider called the meeting to order at 6:01 PM

Present:

Chair Kathleen Schneider
Alderman Jeffrey Hansher
Alderman Kelly Tolocko

Also present: Assistant City Engineer McCraw, Deputy Director of Public Works Weyker, Buildings Superintendent Bodoh, Administrative Assistant Schlereth, Kathy & William Kranz (1503 W. Fiesta Lane), Virginia Riositti (1321 W. Fiesta Lane), Gordon Lindemann (1332 W. Fiesta Lane), Kathryn & Charles Western (1907 W. Fiesta Lane), Michelle Salamun (1601 W. Fiesta Lane), Director of Public Works/City Engineer (6:15 PM), City Attorney Sajdak (6:20 PM), District 3 Alderman Mayr (6:32-6:36 PM).

2) Approval of Minutes

a. June 13, 2023, Minutes

Minutes were not voted on due to possible addition of content.

3) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 4061** A Resolution Ratifying the Following in Connection with Heating, Ventilation and Air Conditioning (HVAC) Work Performed by Dillett Mechanical of Waukesha, Wisconsin During Fiscal Year 2023: A) An Emergency Repair of the City Hall HVAC System in the Amount of \$16,050; and B) Annualized Expenditures in Excess of \$25,000

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Alderman Hansher
SECONDED BY: Alderman Tolocko

AYES: Schneider, Hansher, Tolocko

- b. **RESOLUTION 4062** A Resolution Ratifying the Following in Connection with Electrical Work Performed by Gillitzer Electric of Mequon, Wisconsin During Fiscal Year 2023: A) Emergency Motor Replacement and Pump Repair at the Mequon Community Pool in the Amount of \$9,678; B) A Change Order in the Amount of \$6,436 Related to the Installation of New Lighting in the Library Parking Lot; and C) Annualized Expenditures in Excess of \$25,000

RESULT: **Approved by Roll Call Vote [Unanimous]**

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Tolocko

AYES: Schneider, Hansher, Tolocko

- c. **RESOLUTION 4063** A Resolution Authorizing Staff to Enter into Lease Agreements with Enterprise Fleet Management for Three (3) Chevrolet Equinoxes for an Estimated Three-Year Cost of \$57,388

RESULT: **Approved by Roll Call Vote [Unanimous]**

MOVED BY: Alderman Schneider

SECONDED BY: Alderman Hansher

AYES: Schneider, Hansher, Tolocko

- d. **RESOLUTION 4060** A Resolution Approving the Following in Connection with a Reforestation and Wetland Restoration Project at the Mequon Nature Preserve, Inc. (MNP): A) A 20-Year Limited-Term Conservation Easement Between the City of Mequon (City) and the Milwaukee Metropolitan Sewerage District (MMSD); B) An Intergovernmental Cooperation Agreement Between the City and MMSD; and C) A Memorandum of Understanding Between the City and MNP

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

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Schneider

AYES: Schneider, Hansher, Tolocko

4) Discussion Items

Discussion and Possible Action

a. Fiesta Lane Drainage and 2024 Road Program Design RFP

Staff provided a brief background on what has been accomplished so far to attending residents.

At the June meeting rsSmith provided drainage study report that included a project overview, analysis of the drainage issues and identification of flood mitigation alternatives.

Alternatives rsSmith offered were: replacing the culverts at the appropriate size and depth, regrading the ditch to address slope and depth deficiencies and stormwater detention, which would require a private property impact.

After discission the Public Works Committee approved staff to move forward with culvert replacement and ditch regrading as they align well with the 2024 Road Program. Staff indicated that after improvements are complete staff would like to observe the area for at least a year to see if the drainage issue is resolved before removing the project from the CIP list.

Residents expressed concerns about gas line placement interfering with ditches, loss of mature tree and landscaping. Staff clarified that private property impacts will be included on the plans.

Currently City staff presented a draft Request for Proposal (RFP) which would solicit proposals from various engineer consultants. The RFP includes a public information meeting which residents may attend to review the design ahead of construction.

Residents stated water flow has increased from Columbia Creek development.

Chair Schneider stated that water has always drained downhill from Columbia to Fiesta even before houses were built.

Staff encouraged residents to review the drainage study report on the City website that was presented at the June meeting.

Conversation ensued that the City has in place a Stormwater Best Management Practice (BMP) compliance certification program. Stormwater BMPs are certified as a condition of final plat approval or occupancy and are re-certified every fifth year thereafter. A Drainage Letter of Credit is required prior to a building permit for residential and commercial construction. The stormwater facilities are re-certified as a condition of releasing the Letter of Credit.

Chair Schneider called on residents that had indicated they wished to speak.

What does a resolved status look like?

Improved drainage of the roadway with a reduced impact to private property.

Will we still have a ditch or a buried culvert the length of the yard.

The City's standard specifications require a open channel ditch. An example where a buried culvert maybe considered would be if the road is higher than the yard.

Will existing buried culverts that run the length of a yard be removed?

They will be evaluated as part of the design and removed if appropriate.

Will the City reimburse the resident if buried culvert pipes are taken out?

Not if it's in the right-of-way.

Who will pay for the upsizing culverts and regrading ditches?

The design and construction, including culverts and regrading ditches is included in the road program budget.

Will the budget cover all the culverts?

For the Fiesta Lane project, yes. It is anticipated that the design will require replacement of all of the culverts.

Are there plans for City water connection?

No, water utility is voluntary connection is not required. If public water service is desired, the residents can seek a quote for installation.

Is it too early to say if mature trees will be cut down?

Yes, the design and plans need to be completed in order to determine the impact on trees within the right-of-way.

Is it possible that all of Fiesta Lane will be lowered?

Lowering wouldn't benefit drainage because Fiesta Lane is pinned at either end by other streets. The City's traditional process for road reconstruction is to pulverize and overlay which is grinding down the surface then place the asphalt on top. Older subdivisions usually benefit from this process because the additional elevation provides better drainage. It is intended to be a pulverized and overlay or mill and overlay.

Can the City go into a yard and clear out an overgrown swale.

Not for long term overgrowth but if someone intentionally filled in the swale on purpose, then it would be a violation of the City Ordinance and staff could pursue compliance through enforcement.

Columbia Creek water drainage was supposed to go in a retention pond that remains dry. This has not been addressed.

The pond was designed as a dry pond, the drainage report is compliant with what the City approved.

What is the length of the City right of way into our yards?

On Fiesta Lane it's about 25ft from the center of the road on either side.

One of the challenges we face is that Fiesta Lane is one the narrowest right of ways in the City.

Do you have any idea when construction will begin next year?

Usually start after school is out for summer break and finish before school is back in session.

Anyone that has anything in the right of way like invisible dog fence or landscaping they would need to remove them before construction begins. Notice will be given to residents.

Future discussion will take place after the City awards a contract to an engineering firm for design. Resident email addresses were obtained by staff for future communication.

b. Public Works Work Plan (8.8.23)

Time restrictions for another meeting did not allow for a review of the work plan.

5) Adjourn

a. Motion to adjourn at 6:40 PM

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

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Tolocko

AYES: Schneider, Hansher, Tolocko

Respectfully Submitted,

Ren Schlereth

	A	B	C	D	E	F	G	I	J	K
1					CODE ENFORCEMENT SUMMARY OCTOBER 1, 2023					
2										
3	0					OTC	REQUIREMENT	COURT DATE	COMMENTS	ACTIVE
4	DIST.	PARCEL #	ADDRESS	OWNER	VIOLATION TYPE/COMPLAINT	ISSUED	DATE		(See Key Column)	YES/NO
5	8	151050504000	10843 N PEBBLE LANE	ABBAS OR FATIMA ALI	YARD WASTE LEAVES AND BRANCHES	1/21/2022	6/1/2022		1	NO
6	4	140341500100	6110-6112 W COUNTY LINE ROAD	JEFFERY KRETZ	PARKING	12/1/2021	12/15/2021		#5 CITATION 1,2	NO
7	1	140900600500	12823 W MEQUON ROAD	JONATHAN SCHOTTE	PARKING	10/21/2021	11/4/2021		1	NO
8	3	140221000600	11512 N WAUWATOSA ROAD	RICK OR PATRICIA FREYMUTH	TEMPORARY STRUCTURE	10/22/2021	11/5/2021		1	NO
9	4	EXEMPT	110010 N BUNTROCK AVENUE	WILSON SCHOOL	ELECTRONIC MESSAGE SIGN ILLUMINATION	12/8/2021	12/17/2021		1	NO
10	1	141550010000	13760 N BONNIWELL COURT	GALINA OR MISHA SHEPSHELEVICH	PARKING	ONGOING	ONGOING	NOT SET	#5, CIRCUIT COURT	YES
11	3	RENTAL	6200 W MEQUON ROAD	ST PAULS FISH	BANNER/SIGNS	11/17/2021	11/20/2021		1	NO
12	2	140820648000	2916 W SHOLES DRIVE	DAVID OR ELIZABETH SANDE	HOME BUSINESS	11/22/2021	12/5/2021		1	NO
13	1	141550011000	13702 N BONNIWELL COURT	MICHAEL OR SHELLEY OLSON	PARKING	11/22/2021	11/5/2021		1	NO
14	4	140270101200	10910 INDUSTRIAL DRIVE	SUPER STEEL LLC	BANNER/SIGNS	11/17/2021	11/20/2021		1	NO
15	8	RENTAL	10042 N PORT WASHINGTON ROAD	NEARLY NEW CONSIGNMENT SHOP	BANNER	11/17/2021	11/20/2021		1	NO
16	4	RENTAL	11035 INDUSTRIAL DRIVE	CENTRAL BARK	BANNER/SIGNS	11/17/2021	11/20/2021		1	NO
17	5	EXEMPT	13460 N PORT WASHINGTON ROAD	CHRIST CHURCH	BANNER	11/17/2021	11/20/2021		1	NO
18	4	140340500100	6809 W DONGES BAY ROAD	MEQUON LAWN AND GARDEN	BANNER	11/17/2021	11/20/2021		1	NO
19	6	150191301600	11357 N PORT WASHINGTON ROAD	KOHLER CREDIT UNION	FLAG	11/17/2021	11/20/2021		1	NO
20	8	RENTAL	11018 N PORT WASHINGTON ROAD	MATHNASIUM	BANNER	11/17/2021	11/20/2021		1	NO
21	5	150201001800	11522 N PORT WASHINGTON ROAD	SHELL GAS STATION	BANNER	11/17/2021	11/20/2021		1	NO
22	6	RENTAL	10945 N PORT WASHINGTON ROAD	SPINE PAIN DIAGNOSTICS ASSOCIATES SUITE 101	BANNER	11/17/2021	11/20/2021		1	NO
23	8	RENTAL	10930 N PORT WASHINGTON ROAD	SENDIK'S	BANNER	11/17/2021	11/20/2021		1	NO
24	6	RENTAL	10945 N PORT WASHINGTON ROAD	WISCONSIN RADIOLOGY SPECIALISTS	BANNER	11/17/2021	11/20/2021		1	NO
25	8	RENTAL	10984 N PORT WASHINGTON ROAD	MARSHALLS	BANNER/SIGNS	11/17/2021	11/20/2021		1	NO
26	8	RENTAL	10526 N PORT WASHINGTON ROAD	DERIAH BOUTIQUE	BANNER	11/17/2021	11/20/2021		1	NO
27	6	RENTAL	10501 N PORT WASHINGTON ROAD	ALLSTATE INSURANCE	FLAG	11/17/2021	11/20/2021		1	NO
28	8	RENTAL	10916 N PORT WASHINGTON ROAD	ELITE NUTRITION	BANNER	11/17/2021	11/20/2021		1	NO
29	6	RENTAL	11649 N PORT WASHINGTON ROAD	MEQUON SMILE DESIGN	BANNER	11/17/2021	11/20/2021		1	NO
30	6	RENTAL	11042 N PORT WASHINGTON ROAD	X GOLF MEQUON	FLAG	11/17/2021	11/20/2021		1	NO
31	8	150290600200	11150 N PORT WASHINGTON ROAD	CULVER'S	BANNER/SIGN	11/17/2021	11/20/2021		1	NO
32	4	140270201000	11130 N BUNTROCK AVENUE	ARTESA APARTMENTS	BANNER/SIGN	11/17/2021	11/20/2021		1	NO
33	8	RENTAL	10992 N PORT WASHINGTON ROAD	GREAT CLIPS	BANNER	11/17/2021	11/20/2021		1	NO
34	3	RENTAL	6330 W SPUR ROAD	SPUR 16	FLAG	11/17/2021	11/20/2021		1	NO
35	4	RENTAL	10503 N CEDARBURG ROAD	THE COLOUR BOWL SALON AND WELLNESS	FLAG	11/17/2021	11/20/2021		1	NO
36	4	140500612000	5616 W DONGES BAY ROAD	LIBBY MONTANA	BANNER	11/17/2021	11/20/2021		1	NO
37	6	150300600500	2635 W MEQUON ROAD	THE RANGE LINE INN	BANNER/SIGN	11/17/2021	11/20/2021		1	NO
38	6	151530001000	1505 W MEQUON ROAD	EAST TOWNE SQUARE MALL	FLAG	11/17/2021	11/20/2021		1	NO
39	6	RENTAL	1339 W MEQUON ROAD	SOVEREIGN SELECT LLC	BANNER	11/17/2021	11/20/2021		1	NO
40	3	RENTAL	7602 W MEQUON ROAD	IN BALANCE YOGA	BANNER	11/17/2021	11/20/2021		1	NO
41	6	RENTAL	1340 W MEQUON ROAD	AC ZUKERMAN JEWELERS	BANNER	11/17/2021	11/20/2021		1	NO
42	6	RENTAL	1300 W MEQUON ROAD	PANERA BREAD	BANNER/SIGNS	11/17/2021	11/20/2021		1	NO
43	6	RENTAL	1424 W MEQUON ROAD	NORTH SHORE COMPUTER	BANNER	11/17/2021	11/20/2021		1	NO
44	6	RENTAL	1402 W MEQUON ROAD	KUMON MATH AND READING	BANNER	11/17/2021	11/20/2021		1	NO
45	8	RENTAL	10530 N PORT WASHINGTON ROAD	FIDDLEHEADS COFFEE	BANNER/SIGNS	11/17/2021	11/20/2021	4/6/2022	#5, CITATION 1	NO
46	6	RENTAL	11525 N PORT WASHINGTON ROAD	JIMMY JOHNS	BANNER/FLAGS	11/17/2021	11/20/2021	3/2/2022	#5, CITATION 1	NO
47	6	RENTAL	11511 N PORT WASHINGTON ROAD	TACO BELL	BANNER	11/17/2021	11/20/2021	4/6/2022	#5, CITATION 1,2	NO
48	4	140500903002	10360 N CEDARBURG ROAD	KWIK TRIP	TRASH/LITTER	12/23/2021	12/27/2021	4/6/2022	#5, CITATIONS 1,2,3	NO
49	4	140500903002	10360 N CEDARBURG ROAD	KWIK TRIP	BANNER/FLAGS	11/17/2021	11/20/2021	3/2/2022	#5, CITATION 1,2	NO
50	8	150291100500	10500 N PORT WASHINGTON ROAD	HOLD HOLDINGS	PUBLIC NUISANCE	4/14/2021	4/23/2021	4/6/2022	#5, CITATIONS 1,2,3	NO
51	4	140840107000	9712 N MEQUON PLACE	TOUA YANG	PARKING	10/25/2021	11/5/2021	4/6/2022	#5 CITATIONS 1, 2,3,4, 5,6	YES
52	7	140250600600	11050 N RIVER ROAD	ROBERT STERN	OUTSIDE STORAGE	11/17/2021	11/24/2021		#5 CITATION 1	NO
53	4	140501204000	10056 N CEDARBURG ROAD	WILLIAM WISTH	OUTSIDE STORAGE	ONGOING	ONGOING	NOT SET	#5 CIRCUIT COURT	YES
54	3	140870805000	11715 N SILVER AVENUE	LUJESS	PARKING	ONGOING	ONGOING	NOT SET	#5 CIRCUIT COURT	YES
55	6	151000203000	12539 N ISLAND DRIVE	WILLIAM WISTH	OUTSIDE STORAGE	ONGOING	ONGOING	NOT SET	#5 CIRCUIT COURT	YES
56	8	151070412000	819 W SIERRA LANE	VANN FAMILY TRUST	OUTSIDE STORAGE	2/25/2022	3/11/2022		1	NO
57	8	151070412000	819 W SIERRA LANE	VANN FAMILY TRUST	PARKING	2/25/2022	3/11/2022		1	NO
58	2	140241201000	11249 N RIVERLAND ROAD	PAUL FREDERICK	OUTSIDE STORAGE	2/25/2022	3/11/2022		1	NO
59	2	140241201000	11249 N RIVERLAND ROAD	PAUL FREDERICK	PARKING	2/25/2022	3/11/2022		#5 CITATION 1	NO
60	1	140121200300	3500 W HIGHLAND ROAD	THOMAS LEMENS	OUTSIDE STORAGE	2/25/2022	3/11/2022		1	NO
61	1	140121200300	3500 W HIGHLAND ROAD	THOMAS LEMENS	PARKING	2/25/2022	3/11/2022		1	NO

	A	B	C	D	E	F	G	I	J	K
62	1	140191500200	11206-11210 W MEQUON ROAD	JORDON OR KRISTY LARSON	PARKING	2/25/2022	3/11/2022		1	NO
63	1	140191500200	11206- 11210 W MEQUON ROAD	JORDON OR KRISTY LARSON	OUTSIDE STORAGE	2/25/2022	3/11/2022		1	NO
64	1	140191500200	11206-11210 W MEQUON ROAD	JORDON OR KRISTY LARSON	OUTSIDE MAINTANCE	2/25/2022	5/30/2022		1	NO
65	2	140950607000	3033 W RENEE COURT	IGOR OR MARGARITA LETKIN	PARKING	3/8/2022	3/22/2022		1	NO
66	6	150300800400	10841 N ORIOLE LANE	NICHOLAS OR LAURA MEYER	OUTSIDE STORAGE	3/14/2022	3/31/2022		1	NO
67	6	150300800400	10841 N ORIOLE LANE	NICHOLAS OR LAURA MEYER	GENERAL MAINTENANCE	3/14/2022	5/30/2022		1	NO
68	6	140950607000	2030 W SUNNYDALE LANE	DIANNE MCCLELLAN	PARKING	3/14/2022	3/31/2022		1	NO
69	6	140950607000	2030 W SUNNYDALE LANE	DIANNE MCCLELLAN	OUTSIDE STORAGE	3/14/2022	3/31/2022		1	NO
70	4	140271200400	6926 W DONGES BAY ROAD	GO RITEWAY	PARKING	3/17/2022	3/21/2022		1	NO
71	4	140271200400	6926 W DONGES BAY ROAD	GO RITEWAY	ADVERTISING FLAG	3/17/2022	3/21/2022		1	NO
72	4	140840205000	9612 W MEQUON PLACE	LEWIS OR JEAN BIRKEL	OUTSIDE MAINTENANCE	3/23/2022	6/1/2022		1	NO
73	7	150850000002	3100 W COUNTRY CLUB DRIVE	NORTH SHORE COUNTRY CLUB	LANDSCAPING	3/23/2022	6/1/2022		1	NO
74	4	140500709001	1863/461 N 1/2 LOT 9 BLK 7 CEDARBURG ROAD	WILLIAM CONLEY	MAINTENANCE	3/24/2022	7/1/2022		1	NO
75	4	140270901200	10541-10601 N COMMERCE STREET	MEGAL DEVELOPMENT CORPORATION	BUSINESS OCCUPANCY PERMIT	3/31/2022	4/8/2022		1	NO
76	2	140240701200	11610 N RIVER ROAD	MARILYN MANKE	OUTSIDE STORAGE	3/31/2022	4/7/2022		1	NO
77	5	RENTAL	11700 N PORT WASHINGTON ROAD	MARCUS NORTH SHORE CINEMA	LITTER	4/6/2022	4/13/2022		1	NO
78	5	150200701100	11616 N PORT WASHINGTON ROAD	ELITE HIGHLANDER MEQUON INC	LITTER	4/6/2022	4/13/2022		1	NO
79	5	RENTAL	11558 N PORT WASHINGTON ROAD	METRO MARKET	LITTER	4/8/2022	4/13/2022		1	NO
80	3	140860207000	11345 N SOLAR AVE	JEFFREY MCCLONE	PARKING	4/21/2022	4/28/2022		#5 CITATION 1,2	NO
81	3	140892402000	11425 N VEGA AVE	DENNIS HERRERA	PARKING	4/21/2022	4/28/2022		1	NO
82	3	140210101000	11932 N VEGA AVE	JOHN OR STACEY MURRAY	PARKING	4/21/2022	4/28/2022		1	NO
83	3	141220004000	11912 N SOLAR AVE	JAMES MCNICHOL	PARKING	4/21/2022	4/28/2022		#5 CITATION 1,2	NO
84	3	140870708000	11625 N VEGA AVE	ROBERT MACKIEWICZ	PARKING	4/21/2022	4/28/2022		1	NO
85	3	140881402000	8509 W POPLAR DR	WILLIAM BLATZ	PARKING	4/21/2022	4/28/2022		1	NO
86	4	140840509000	4808 W HIAWATHA DR	PAUL SCHUMACHER	HOOP HOUSE	4/21/2022	5/5/2022		1	NO
87	2	141160010000	12335 N WOODFIELD CT	JEFFREY OR SUSAN POMERANTZ	OUTSIDE STORAGE	4/22/2022	4/29/2022		1	NO
88	3	140500102002	6714 W MEQUON ROAD	MICHAEL OR TRACY LALONDE	OUTSIDE STORAGE	4/28/2022	5/13/2022		#5 CITATION 1,2	NO
89	7	150560205000	1425 W ZEDLER LANE	BRADFORD FIGG	GARBAGE	5/10/2022	5/13/2022		#5 CITATION 1	NO
90	2	141160010000	12335 N WOODFIELD COURT	JEFFERY OR SUSAN POMERANTZ	PARKING	5/17/2022	5/24/2022		1	NO
91	5	RENTAL	11740 N PORT WASHINGTON ROAD	BANK FIRST	BANNER	5/17/2022	5/21/2022		1	NO
92	5	EXEMPT	13800 N PORT WASHINGTON ROAD	UNITARIAN CHURCH	BANNER/FLAG	5/17/2022	5/21/2022		1	NO
93	3	RENTAL	6006 W MEQUON ROAD	SPUR 16	BANNER/FLAG	5/17/2022	5/21/2022		1	NO
94	8	RENTAL	10900 N PORT WASHINGTON ROAD	THE FEED BAG	BANNER	5/17/2022	5/21/1955		1	NO
95	2	EXEMPT	3906 W MEQUON ROAD	ST BONIFACE CHURCH	BANNER	5/17/2022	5/21/2022		1	NO
96	5	151001214000	1690 W DOROTHY PLACE	DAVID OR SHELLY HAUGH	OUTSIDE MAINTENANCE	5/25/2022	6/18/2022		1	NO
97	5	151001214000	1630 W DOROTHY PLACE	DAVID OR SHELLY HAUGH	OUTSIDE STORAGE	5/25/2022	7/1/2022		1	NO
98	3	140870504001	11733 N WAUWATOSA ROAD	DELORES FILLAFER	OUTSIDE STORAGE	5/25/2022	6/15/2022		1	NO
99	3	140870504001	11733 N WAUWATOSA ROAD	DELORES FILLAFER	OUTSIDE MAINTENANCE	6/7/2022	7/5/2022		1	NO
100	4	140341600200	BAEHR AND COUNTY LINE/ NO ADDRESS	BILL FINE/COUNTY LINE HOLDINGS	PARKING	6/13/2022	6/29/2022		#5 CITATION 1,2	NO
101	6	150570602000	1424 W ZEDLER LANE	ROSEMARY KOLLER	GRASS	6/15/2022	6/22/2022		1	NO
102	8	151070412000	819 SIERRA LANE	VANN FAMILY TRUST	GRASS	6/15/2022	6/22/2022		1	NO
103	7	141510000500	9853 N RANGE LINE ROAD	CYNTHIS COAKLEY	OUTSIDE STORAGE	6/15/2022	6/29/2022		1	NO
104	5	151030214001	12707 N EAST SHORELAND DRIVE	GARMAN LIVING TRUST	PARKING	6/15/2022	6/29/2022		1	NO
105	5	151030211000	12731 N EAST SHORELAND DRIVE	TED RUEHL	OUTSIDE STORAGE	6/15/2022	6/29/2022		1	NO
106	4	140640202000	10811 N SHERWOOD DRIVE	CHARLES CONRAD	YARD WASTE BRANCHES	6/21/2022	6/28/2022		1	NO
107	8	151070412000	819 W SIERRA LANE	VANN FAMILY TRUST	TRASH/LITTER	6/21/2022	6/28/2022		1	NO
108	6	150710411000	11604 N HILLSIDE LANE	MICHAEL GMIREK OR SUZANNE PEPLINSKI	TURF GRASS	6/21/2022	6/28/2022		1	NO
109	6	150710405000	11433 N COUNTRY LANE	WILLIAM GENSRIK	TEMPORARY STRUCTURE	6/21/2022	6/28/2022		1	NO
110	6	150710405000	11433 N COUNTRY LANE	WILLIAM GENSRIK	PARKING	6/21/2022	6/28/2022		1	NO
111	6	150630108000	11320 N VALLEY DRIVE	JONATHAN SCHULTZ	PARKING	6/21/2022	6/28/2022		1	NO
112	7	140700083000	3327 BURGANDY COURT	LYNN VORBECK	PARKING	6/21/2022	6/28/2022		1	NO
113	6	150990701000	12345 N EAST SHORELAND DRIVE	ANDREW OR WENDY PETZOLD	OUTSIDE MAINTENANCE	6/23/2022	7/29/2022		1	NO
114	6	150990701000	12345 N EAST SHORELAND DRIVE	ANDREW OR WENDY PETZOLD	TURF GRASS	6/23/2022	7/14/2022		1	NO
115	5	150060901500	13804 N MARTIN WAY SUITE 2400	13804 N MARTIN WAY LLC	POOL FENCE	7/7/2022	7/29/2022		#5 CITATION 1	YES
116	5	150061500900	1908 W BONNIWELL ROAD	RAVI NARAYAN OR SOWMYA SUBRAMANIAN	POOL FENCE	8/11/2021	8/25/2022		1	NO
117	2	150911001000	2517 W CHESTNUT ROAD	TAOFIKI OR KERRY ALABI	PARKING	7/15/2022	7/22/2022		1	NO
118	4	140501305007	9807 N CEDARBURG ROAD	RYAN OR KATHERINE KAUTZER	TURF GRASS	7/15/2022	7/22/2022		1	NO
119	6	XXXXXXXXXX	NORTH SHORE ESTATES	DEBRA NEWELL PRESIDENT	OUTSIDE STORAGE	7/14/2022	8/5/2022		1	NO
120	3	142010051000	10879 N WILDCAT WAY	AMBER SCHROEDER	FENCE	5/16/2022	5/27/2022		#5 CITATION 1,2	YES
121	3	140860205000	11413 N SOLAR AVENUE	DUANE OR JULIE WAGNER	PARKING	7/21/2022	8/4/2022		1	NO
122	8	RENTAL	10930 N PORT WASHINGTON ROAD	SENDIKS	BANNERS	7/21/2022	7/28/2022		1	NO

	A	B	C	D	E	F	G	I	J	K
123	1	XXXXXXXXXX	HIGHLANDS LOT 8	KINGS WAY HOMES	OUTSIDE MAINTENANCE	7/22/2022	7/29/2022		1	NO
124	4	140270201500	6835 W MEQUON ROAD	RESERVE FRONT LOT	LANDSCAPING	7/22/2022	8/15/2022		1	NO
125	4	140270200200	6729 W MEQUON ROAD	STORYPOINT SENIOR LIVING	SIGNS	7/22/2022	8/19/2022		1	NO
126	7	150850000002	3100 W COUNTRY CLUB DRIVE	NORTH SHORE COUNTRY CLUB	LANDSCAPING	7/22/2022	10/5/2022		1	NO
127	8	XXXXXXX	10930 N PORT WASHINGTON ROAD	MEQUON PAVILIONS	FLAGS	7/22/2022	7/29/2022		1	NO
128	2	140820210001	3016 W SHOLES DRIVE	THOMAS OR CAPTOLA BACHER	2 SHEDS	8/11/2022	9/11/2022		1	NO
129	5	151120203000	13837 N LAKE SHORE DRIVE	GREGORY OR NICOLE PATERSON	OUTDOOR STORAGE	8/11/2022	8/28/2022		EXTENSION	YES
130	6	150300802300	2212 W SUNNYDALE LANE	AARON OR PETER KINNEY	POOL FENCE	8/11/2022	8/26/2022		1	NO
131	8	RENTAL	10806 N PORT WASHINGTON ROAD	NORTH SHORE BANK	BANNER	8/19/2022	8/25/2022		1	NO
132	6	RENTAL	1605 W MEQUON ROAD	EAST TOWNE SQUARE MALL	FLAGS	8/19/2022	8/25/2022		1	NO
133	6	RENTAL	1605 W MEQUON ROAD	FAYE'S MEQUON	FLAGS	8/19/2022	8/25/2022		1	NO
134	6	RENTAL	1605 W MEQUON ROAD	THE LEMON TREE	FLAGS	8/19/2022	8/25/2022		1	NO
135	6	RENTAL	1616 W MEQUON ROAD	ZARLETTI MEQUON	FLAGS	8/19/2022	8/25/2022		1	NO
136	6	RENTAL	1330 W MEQUON ROAD	COCOA TREE CONFECTIONARY	BANNER	8/19/2022	8/28/2022		1	NO
137	6	RENTAL	1402 W MEQUON ROAD	KUMON MATH AND READING	BANNER	8/19/2022	8/25/2022		1	NO
138	6	RENTAL	1650 W MEQUON ROAD	FIFTH MAIN	A FRAME	8/19/2022	8/25/2022		1	NO
139	6	RENTAL	11035 N PORT WASHINGTON ROAD	PICARDY SHOE PARLOUR	BANNER	8/19/2022	8/25/2022		1	NO
140	4	140271601200	10433 N BAEHR ROAD	NORTH SHORE DANCE	SIGNS	7/7/2022	7/29/2022		#5 CITATION 1	NO
141	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	PLUMBING PERMIT	8/24/2022	9/7/2022		EXTENSION	YES
142	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	ELECTRIC PERMIT	8/24/2022	9/7/2022		EXTENSION	YES
143	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	BUILDING PERMIT	8/24/2022	9/7/2022		EXTENSION	YES
144	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	FILL PERMIT	8/24/2022	9/7/2022		EXTENSION	YES
145	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	SURVEY	8/24/2022	9/7/2022		EXTENSION	YES
146	7	150500116000	1828 W FIESTA LANE	CHARLES MAYER	GRASS	8/31/2022	9/8/2022		1	NO
147	7	140700145000	3531 W LEGRANDE BLVD	WILLIAM GRUBER	HOME BUSINESS	9/6/2022	9/16/2022		1	NO
148	4	RENTAL	10801 N COMMERCE STREET	GOOD LAND PREMIUM FOODS PROVISIONS INC	BUILDING AND SITE PLAN AMENDMENT	9/6/2022	9/19/2022		1	NO
149	6	RENTAL	1339 W MEQUON ROAD	REMAX LAKESIDE	WALL SIGN	9/8/2022	10/28/2022		1	NO
150	5	151010106001	12666 N SHORELAND PARKWAY	NANCY TOLOCKO	DECK	9/13/2022	12/14/2022		1	NO
151	5	150970019000	12848 N RIVER FOREST CIRCLE	JOHN OR JULIE HENNINGS	PARKING	9/13/2022	9/23/2022		1	NO
152	5	150970019000	12848 N RIVER FOREST CIRCLE	JOHN OR JULIE HENNINGS	OUTSIDE MAINTENANCE	9/13/2022	9/27/2022		1	NO
153	8	EXEMPT	10370 N WILLOWOOD COURT	OZAUKEE WASHINGTON COUNTY LAND TRUST	OUTSIDE MAINTENANCE	9/14/2022	10/14/2022		1	NO
154	3	RENTAL	7180 W DONGES BAY ROAD	WARREN BARNETT INTERIORS	CONDITIONAL USE GRANT	9/20/2022	10/4/2022		#5 CITATION 1	NO
155	6	150190400400	11743 N PORT WASHINGTON ROAD LOT 1	SHELY 2012 IRREVOCABLE TRUST	GRASS	9/22/2022	10/7/2022		1	NO
156	6	150190400500	11743 N PORT WASHINGTON ROAD LOT 2	SHELY 2012 IRREVOCABLE TRUST	GRASS	9/22/2022	10/7/2022		1	NO
157	6	150190400600	11743 N PORT WASHINGTON ROAD LOT 3	SHELY 2012 IRREVOCABLE TRUST	GRASS	9/22/2022	10/7/2022		1	NO
158	6	RENTAL	1550 W MEQUON ROAD	FIFTH MAIN	MONUMENT SIGN	9/29/2022	10/13/2022		#5 CITATION 1,2,3	NO
159	8	150740120000	317 E CIRCLE ROAD	JEFFREY OR JENNIFER PARULSKI	PARKING	9/29/2022	10/13/2022		#5 CITATION 1	NO
160	4	140840306000	4904 W COUNTY LINE ROAD	SHAWN OR RUTH RUBINSTEIN	SUMP PUMP	9/29/2022	10/7/2022		1	NO
161	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 207	DAYALUV COSMETICS	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
162	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 135	EMBRACE YOUR FACE	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
163	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 101E	CEDAR CREEK MASSAGE	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
164	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 106A	JANET HALONEN-ACUESTICS	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
165	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 108	DRAGON FLY MEDITATION AND WELLNESS	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
166	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 101	THERPUTIC MASSAGE AND WELLNESS CENTER	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
167	6	RENTAL	11431 N PORT WASHINGTON ROAD SUITE 212	WYNTER CO. BEAUTY	CONDITIONAL USE GRANT	10/5/2022	11/14/2022		1	NO
168	6	150300600900	2505 W MEQUON ROAD	NORTH SHORE DENTAL	BANNER	10/6/2022	10/13/2022		1	NO
169	3	RENTAL	7606 W MEQUON ROAD	HOMESTEAD FAMILY DENTISTRY	BANNER	10/6/2022	10/13/2022		1	NO
170	6	150710405000	11433 N COUNTRY LANE	WILLIAM OR CAROL GENSIRCK	OUTSIDE STORAGE	10/6/2022	10/27/2022		1	NO
171	6	150710405000	11433 N COUNTRY LANE	WILLIAM OR CAROL GENSIRCK	OUTSIDE MAINTENANCE	10/6/2022	11/10/2022		1	NO
172	6	150310101100	10355 N PORT WASHINGTON ROAD	CLARK GAS STATION	OUTSIDE MAINTENANCE	10/12/2022	11/12/2022		#5 CITATION 1	NO
173	1	140200600700	10505 W FREISTADT ROAD	HERMAN OR SANDRA STERN	PARKING	10/19/2022	11/11/2022		1	NO
174	1	140171101100	10516 W FREISTADT ROAD	JENNIFER JOHNSON OR JOSHUA COMFORT	PARKING	10/19/2022	11/11/2022		1	NO
175	4	140500404000	11155 N CEDARBURG ROAD	MEQUON AUTO TECH	WATER TO FACILITY	10/19/2022	11/25/2022		#5 CITATION 1	YES
176	5	150170800500	12531 N LAKESHORE DRIVE	STEVEN OR KIMBERLY BROWN	SHED PERMIT	10/19/2022	11/4/2022		EXTENSION	YES
177	4	140271601200	10433 N BAEHR ROAD	NORTH SHORE DANCE STUDIO	MONUMENT SIGN	10/21/2022	11/30/2022		1	NO
178	4	RENTAL	11120 N BUNTROCK AVENUE	PRESTIGE AUTO SERVICE	PARKING COMMERCIAL	10/26/2022	11/2/2022		EXTENSION	YES
179	5	150920201000	11404 N PINEHURST CIRCLE	US BANK	GRASS	10/27/2022	11/4/2022		1	NO
180	5	150920201000	11404 N PINEHURST CIRCLE	US BANK	OUTSIDE MAINTENANCE	10/27/2022	11/27/2022		1	NO
181	8	151070112002	1027 W DONGES BAY	MARY JOHNSON	OUTSIDE MAINTENANCE	10/27/2022	11/27/2022		EXTENSION	YES
182	6	151260105000	10451 N STRATFORD PLACE	STEFAN OR SARAH GENDELMAN	BUILDING PERMIT	10/28/2022	11/21/2022		EXTENSION	YES
183	5	151200017000	11633 N LAKE SHORE DRIVE	BARBARA PFAFF	OUTSIDE MAINTENANCE	1/19/2022	5/30/2022		# 5 CITATION 1	YES

	A	B	C	D	E	F	G	I	J	K
184	5	151200017000	11633 N LAKE SHORE DRIVE	BARBARA PFAFF	OUTSIDE STORAGE	1/19/2022	2/9/2022		#5 CITATION 1	YES
185	1	140030300200	14015 N CEDARBURG ROAD	WHITE RABBIT RESTAURANT	MONUMENT SIGNS	11/9/2022	11/23/2022		1	NO
186	6	150191602200	1400 W MEQUON ROAD	CONCORD 37 LLC	OUTSIDE MAINTENANCE	11/10/2022	12/2/2022		1	NO
187	6	150191602300	1350 W MEQUON ROAD	CONCORD 37 LLC	OUTSIDE MAINTENANCE	11/10/2022	12/2/2022		1	NO
188	8	150320700200	10000 N PORT WASHINGTON ROAD	PARK AVENUE PLAZA OF MEQUON	OUTSIDE MAINTENANCE	11/10/2022	12/2/2022		EXTENSION	YES
189	6	151850001000	1511 MARKET STREET	LAKESIDE DEVELOPMENT COMPANY	OUTSIDE MAINTENANCE	11/10/2022	12/2/2022		1	NO
190	5	150201101000	11300 N PORT WASHINGTON ROAD	(PNS) SCHMIDT MEQUON LLC	OUTSIDE MAINTENANCE	11/15/2022	12/16/2022		EXTENSION	YES
191	7	140501403003	10015 N RIVER ROAD	JEFF OR BETH ASTEMBORSKI	OUTSIDE STORAGE	11/17/2022	12/2/2022		1	NO
192	4	140341100400	9716 N WAUWATOSA ROAD	ANDREW BERGMAN	PARKING	11/17/2022	12/2/2022		EXTENSION	YES
193	4	140341100400	9716 N WAUWATOSA ROAD	ANDREW BERGMAN	OUTSIDE STORAGE	11/17/2022	12/2/2022		EXTENSION	YES
194	4	140340500800	10146 N WAUWATOSA ROAD	ROBERT PETZOLD JR	PARKING	11/17/2022	12/2/2022		EXTENSION	YES
195	4	140340500800	10146 N WAUWATOSA ROAD	ROBERT PETZOLD JR	OUTSIDE STORAGE	11/17/2022	12/2/2022		EXTENSION	YES
196	1	140181300800	12031 N GRANVILLE ROAD	LINDENWOOD FARMS	PARKING	11/17/2022	12/2/2022		1	NO
197	1	140181300800	12031 N GRANVILLE ROAD	LINDENWOOD FARMS	OUTSIDE STORAGE	11/17/2022	12/2/2022		1	NO
198	8	RENTAL	10840 N PORT WASHINGTON ROAD	TOBIN JEWELERS	BANNER	11/30/2022	12/8/2022		1	NO
199	6	151530001000	1505 W MEQUON ROAD	EAST TOWNE SQUARE MALL	BANNER/FLAGS	11/30/2022	12/8/2022		1	NO
200	3	140860219000	11428 N VEGA AVENUE	MARK KRUEGER	OUTSIDE STORAGE	12/6/2022	12/20/2022		1	NO
201	3	140860219000	11428 N VEGA AVENUE	MARK KRUEGER	PARKING	12/6/2022	12/20/2022		1	NO
202	3	140860220000	7907 W WILLOWBROOK DRIVE	BENJAMIN AHANGER	OUTSIDE STORAGE	12/6/2022	12/20/2022		1	NO
203	6	150191500300	1836 W MEQUON ROAD	REGINALD FLETCHER	OUTSIDE STORAGE	12/6/2022	12/20/2022		1	NO
204	3	140881604000	11329 N MEADOWBROOK DRIVE	JEREMY GONZALES	PARKING	12/7/2022	12/14/2022		1	NO
205	3	140881602000	11309 N MEADOWBROOK DRIVE	KIMBERLY SCIDMORE OR KERRY HANSEN	PARKING	12/7/2022	12/14/2022		1	NO
206	3	140870807000	11730 N RIDGEWAY AVENUE	DAVID WOZNAK	PARKING	12/7/2022	12/14/2022		1	NO
207	3	140881708000	11310 N MEADOWBROOK DRIVE	GREEN HILL PROPERTIES	PARKING	12/7/2022	12/14/2022		#5 CITATION 1,2	YES
208	3	140871001000	11932 N SILVER AVENUE	DANIEL MUELLER	PARKING	12/7/2022	12/14/2022		1	NO
209	4	140270201200	11030 N BUNTROCK AVENUE	SANG WOO NAM	PARKING	12/9/2022	12/16/2022		1	NO
210	5	150830013001	13560 N LAKESHORE DRIVE	MICHAEL COLE	PARKING	12/13/2022	12/27/2022		1	NO
211	2	150180600500	12750 N SHORELAND PARKWAY	GRANTIT REMODELS LLC	PARKING	12/14/2022	12/29/2022		1	NO
212	8	RENTAL	10038 N PORT WASHINGTON ROAD	MOMS ALTERATIONS	BANNER	12/22/2022	12/30/2022		#5 CITATION 1,	NO
213	2	140140400100	12435 N RIVER ROAD	JOSEPH OR MELANIE DEVORKIN	BUILDING PERMIT	12/22/2022	1/6/2023		#5 CITATION 1	YES
214	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	ACCESSORY STRUCTURE (2)	12/29/2022	1/27/2023		#5 CITATION 1	YES
215	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	SURVEY	12/29/2022	1/12/2023		1	NO
216	6	150600216000	10212 SUNNYCREST DRIVE	HPA III ACQUISITIONS 1 LLC	PARKING	1/6/2023	1/19/2023		1	NO
217	4	140340600900	7227 W DONGES BAY ROAD	ANTOINETTE JACKSON	PARKING	1/11/2023	1/27/2023		1	NO
218	4	140340600900	7227 W DONGES BAY ROAD	ANTOINETTE JACKSON	OUTSIDE STORAGE	1/11/2023	1/27/2023		1	NO
219	3	140510104000	11201 N SOLAR AVENUE	CHRISTOPHER BESLER	OUTSIDE MAINTENANCE	1/12/2023	1/19/2023		#5 CITATION #1	NO
220	8	151790001000	10526 N PORT WASHINGTON ROAD	CONCORD 34 LLC	ELECTRIC	1/19/2023	2/17/2023		1	NO
221	8	151790001000	10526 N PORT WASHINGTON ROAD	CONCORD 34 LLC	DUMPSTER DOORS	1/19/2023	4/15/2023		1	NO
222	8	151790001000	10526 N PORT WASHINGTON ROAD	CONCORD 34 LLC	STORAGE CONTAINER	1/19/2023	2/17/2023		1	NO
223	4	140500506000	11100 N GREEN BAY ROAD	EW DEVELOPMENT CORP	REFUSE	1/20/2023	2/3/2023		5 CITATION 1	YES
224	4	140500506000	11100 N GREEN BAY ROAD	EW DEVELOPMENT CORP	OUTSIDE MAINTENANCE	1/20/2023	5/1/2023		1	NO
225	6	150190400400	11743 N PORT WASHINGTON ROAD	SHELY 2012 IRREVOCABLE TRUST	OUTSIDE MAINTENANCE	1/26/2023	2/7/2023		#5 CITATION 1,2	YES
226	3	140510104000	11201 N SOLAR AVENUE	CHRISTOPHER BESLER	PARKING	2/2/2023	2/9/2023		1	NO
227	6	151290001000	11001 N PORT WASHINGTON ROAD	ACE HARDWARE	COMMUNITY SPIRIT LETTER	2/9/2023	OPEN		1	NO
228	6	150300100700	1425 W MEQUON ROAD	BMO HARRIS BANK	COMMUNITY SPIRIT LETTER	2/9/2023	OPEN		1	NO
229	6	151290017000	1317 W TOWNE SQUARE ROAD	MEQUON UNIT 17 LLC	COMMUNITY SPIRIT LETTER	2/9/2023	OPEN		1	NO
230	8	151750010144	10144 N PORT WASHINGTON ROAD	SSRF LLC	COMMUNITY SPIRIT LETTER	2/9/2023	OPEN		1	NO
231	5	151710002000	10602 N PORT WASHINGTON ROAD	PIL 10395 LLC	COMMUNITY SPIRIT LETTER	2/9/2023	OPEN		1	NO
232	5	150200600100	1025 W GLEN OAKS LANE	GLEN OAKS OFFICE PARK LLC	COMMUNITY SPIRIT LETTER	2/9/2023	OPEN		1	NO
233	3	140500202001	6200 W MEQUON ROAD	ST PAULS FISH COMPANY	OUTSIDE STORAGE	2/14/2023	2/28/2023		1	NO
234	4	140271600600	6130 W DONGES BAY ROAD	JWI LLC	OUTSIDE STORAGE	2/16/2023	3/10/2023		EXTENSION	NO
235	4	140261100700	10412 N BAEHR ROAD	MEHTA PROPERTIES LLC	COMMUNITY SPIRIT LETTER	2/16/2023	OPEN		1	NO
236	4	RENTAL	5900 W MEQUON ROAD	CAFÉ HOLLANDER	BANNER	2/21/2023	2/28/2023		1	NO
237	6	151001310000	12510 N PILOT DRIVE	JEAN GORSKI	OUTSIDE MAINTENANCE	2/22/2023	5/31/2023		EXTENSION	YES
238	1	141440022001	7421 RIDGEVIEW DRIVE	YOUSSEF BERRADA	BUILDING PERMIT	2/27/2023	3/14/2023		EXTENSION	YES
239	3	140892302000	11433 N TOWER LANE	JULIS OR ALICE HOLDEN	SUMP PUMP	2/28/2023	3/8/2023		1	NO
240	1	140171101200	10545 W HEATHER DRIVE	STEPHANIE WELDON	BUILDING PERMIT	3/1/2023	3/14/2023		EXTENSION	YES
241	6	150291100700	10510 N PORT WASHINGTON ROAD	PETU	HVAC AND ELECTRIC PERMITS	3/7/2023	4/7/2023		EXTENSION	YES
242	2	140130600800	12602 N RIVER ROAD	GARY OR JUNE GEIGER	BASKETBALL COURT	3/9/2023	5/31/2023		EXTENSION	NO
243	8	150291100200	10404 N PORT WASHINGTON ROAD	FERRANTES PIZZA	OUTSIDE MAINTENANCE	3/16/2023	7/28/2023		1	NO
244	8	RENTAL	10972 N PORT WASHINGTON ROAD	THE JOINT CHIROPRACTIC	SIGN	3/16/2023	3/23/2023		1	NO

	A	B	C	D	E	F	G	I	J	K
245	8	RENTAL	10916 N PORT WASHINGTON ROAD	ELITE NUTRITION	SIGN	3/16/2023	3/23/2023		1	NO
246	8	RENTAL	10902 N PORT WASHINGTON ROAD	NEROLI SALON	SIGN	3/16/2023	3/23/2023		1	NO
247	8	151060024000	429 W THORNAPPLE LANE	FRANK TRUST	PARKING	4/4/2023	4/11/2023		1	NO
248	8	RENTAL	10984 N PORT WASHINGTON ROAD	MARSHALLS MEQUON	COMMUNITY SPIRIT LETTER	4/10/2023	OPEN		1	NO
249	8	RENTAL	10964 N PORT WASHINGTON ROAD	PET SUPPLIES PLUS MEQUON	COMMUNITY SPIRIT LETTER	4/10/2023	OPEN		1	NO
250	8	RENTAL	10930 N PORT WASHINGTON ROAD	SENDIKS MARKET MEQUON	COMMUNITY SPIRIT LETTER	4/10/2023	OPEN		1	NO
251	8	RENTAL	10930 N PORT WASHINGTON ROAD	BRIXMOR MEQUON	COMMUNITY SPIRIT LETTER	4/10/2023	OPEN			NO
252	4	140710027000	4807 W ELMDALE ROAD	OLEG KONOVCHKO	PARKING	4/18/2023	5/31/2023		#5 CITATION 1,2	YES
253	6	151230502000	12010 N RIVER GLENN LANE	KENNETH R NASON OR LESLEY A SCHWARTZ-NASON	OUTSIDE STORAGE	4/18/2023	4/29/2023		EXTENSION	YES
254	4	140500905004	10240 N CEDARBURG ROAD	SYBARIS	OUTSIDE MAINTENANCE	4/26/2023	5/15/2023		EXTENSION	YES
255	4	140501001000	10365 N CEDARBURG ROAD	TAYLOR AND DUNNS	OUTSIDE MAINTENANCE	4/26/2023	6/1/2023		1	NO
256	2	140950404000	9403 W COLETTE COURT	PAWEL WYDRA	OUTSIDE STORAGE	5/1/2023	5/15/2023		#5 CITATION 1	YES
257	8	150291100500	10500 N PORT WASHINGTON ROAD	LISA HOLDEN	PARKING	5/10/2023	OPEN		#5 CITATION 1	YES
258	1	140300600500	12323 W MEQUON ROAD	JONATHAN SCHOTTE	PARKING	5/12/2023	5/19/2023		1	NO
259	8	150320600200	10353 N PORT WASHINGTON ROAD	SOBELMANS 10352 LLC	OUTSIDE MAINTENANCE	5/12/2023	EXTENSION		EXTENSION	YES
260	7	140250600800	11152 N RIVER ROAD	STROLI REAL ESTATE LLC	OUTSIDE MAINTENANCE	5/12/2023	5/22/2023		1	NO
261	1	140300500400	11805-11807 W MEQUON ROAD	MAE BRIELMAIER	PARKING	5/16/2023	5/26/2023		1	NO
262	1	140300500400	11805-11807 W MEQUON ROAD	MAE BRIELMAIER	OUTSIDE STORAGE	5/16/2023	5/26/2023		1	NO
263	2	140230400100	11761 N RIVER ROAD	EVAN OR SANDRA MORGAN	OUTSIDE LIGHTING	5/23/2023	6/2/2023		EXTENSION	YES
264	5	150170800500	12531 N LAKE SHORE DRIVE	STEVEN OR KIMBERLY BROWN	GARBAGE	5/23/2023	5/30/2023		1	NO
265	5	150170200200	12730 N LAKE SHORE DRIVE	FREDRICK REED	GARBAGE	5/23/2023	5/30/2023		1	NO
266	7	140250700700	109062 N RIVER ROAD	JEFFREY OR JAMY LEVESQUE	SUMP PUMP	5/24/2023	6/2/2023		1	NO
267	2	140240200500	11808 N RIVERLAND ROAD	BORIS PERMITIN	OUTSIDE STORAGE	6/8/2023	7/7/2023		1	NO
268	4	140501304006	9839 N ARROWWOOD ROAD	THOMAS OR MARY CONNOLLY	PARKING	6/8/2023	6/23/2023		1	NO
269	2	140820648000	2916 W SHOLES DRIVE	DAVID OR ELIZABETH SANDE	PARKING	6/8/2023	6/16/2023		1	NO
270	2	140820214000	2911 W SHOLES DRIVE	JOHN OR BARBARA MULGREW	PARKING	6/8/2023	6/16/2023		1	NO
271	2	140820101000	11855 N AUER LANE	JAMES OR JOANNE GUTHRIE PETERSON	PARKING	6/8/2023	6/16/2023		1	NO
272	3	141220007000	11309 N SOLAR AVENUE	BRANDON OR SARAH ZELAZOSKI	PARKING	6/8/2023	6/16/2023		1	NO
273	2	141160018000	8134 W WOODFIELD DRIVE	SCOTT EDISON	GRASS	6/8/2023	6/16/2023		1	NO
274	7	140700145000	3531 W LE GRANDE BLVD	LAC DU GRUBER LLC	OUTSIDE MAINTENANCE	6/8/2023	6/29/2023		EXTENSION	YES
275	7	150560205000	1425 W ZEDLER LANE	BRADFORD FIGG	GRASS	6/19/2023	6/26/2023		1	YES
276	5	150051400200	13920 N LAKE SHORE DRIVE	RAPHAEL OR IRENE BRUNETTE	OUTSIDE STORAGE	6/21/2023	7/12/2023		1	NO
277	1	RENTAL	14015 N CEDARBURG ROAD	THE WHITE RABBIT	CONDITIONAL USE GRANT	6/21/2023	6/29/2023		EXTENSION	YES
278	6	RENTAL	1402 W MEQUON ROAD	KUMON MATH AND READING	BANNER	6/28/2023	7/1/2023		1	NO
279	6	RENTAL	1340 W MEQUON ROAD	NORTH SHORE JEWELERS	BANNER	6/28/2023	7/1/2023		1	NO
280	6	RENTAL	1406 W MEQUON ROAD	LITTLE SPROUTS PLAY CAFE	BANNER	6/28/2023	7/1/2023		1	NO
281	6	RENTAL	1330 W MEQUON ROAD	COCOA TREE CONFECTIONARY	BANNER	6/28/2023	7/1/2023		1	NO
282	6	RENTAL	1300 W MEQUON ROAD	PANERA BREAD	BANNER	6/28/2023	7/1/2023		1	NO
283	4	140560305000	5103 W WESTFIELD ROAD	DAVID KRIEGLER	OUTSIDE STORAGE	6/29/2023	7/6/2023		1	NO
284	4	140560305000	5103 W WESTFIELD ROAD	DAVID KRIEGLER	PARKING	6/29/2023	7/13/2023		EXTENSION	YES
285	4	140840205000	9612 N MEQUON PLACE	JUSTIN BIRKEL	OUTSIDE STORAGE	6/29/2023	7/6/2023		1	NO
286	4	140840205000	9612 N MEQUON PLACE	JUSTIN BIRKEL	GRASS	6/29/2023	7/6/2023		1	NO
287	6	150900603000	11541 N LAGUNA DRIVE	INA PETROVICI	PARKING	7/6/2023	7/20/2023		1	NO
288	6	140771401000	2716 W CHESTNUT ROAD	HOWARD DUBOFF	PERMITS	7/19/2023	8/20/2023		EXTENSION	YES
289	6	150830002000	13418 LAKEWOOD DRIVE	SAMUAL OR NINA KIRK	OUTSIDE MAINTENANCE	8/4/2023	9/4/2023			YES
290	6	150200200700	326 SEACROFT COURT	DANIEL DOMAGALA	PARKING	8/4/2023	8/11/2023		#5 CITATION 1	YES
291	8	150540506000	10903 N SAN MARINO DRIVE	KARSTEN OR KELLY HUTTELMAIER	OUTSIDE MAINTENANCE	8/4/2023	8/18/2023		EXTENSION	YES
292	4	140710007000	4707 W ELMDALE ROAD	MALACHY TOAL	OUTSIDE MAINTENANCE	8/4/2023	8/18/2023		EXTENSION	YES
293	5	150180600500	12750 N SHORELAND PARKWAY	GRANTIT REMODELS LLC	GRASS	8/9/2023	8/19/2023		1	NO
294	8	151060024000	429 W THORNAPPLE LANE	FRANK TRUST	OUTSIDE STORAGE	8/9/2023	8/19/2023		EXTENSION	YES
295	7	140250601000	11006 N RIVER ROAD	JUAN OR DANA OZOZCO	PARKING	8/23/2023	9/1/2023		EXTENSION	YES
296	1	140300100700	11031 N GRANVILLE ROAD	MIROSLAW OR IWONA PAWELEC	HOME OCCUPATION BUSINESS	8/23/2023	9/1/2023		EXTENSION	YES
297	8	150320600200	10352 N PORTWASHINGTON ROAD	GUZAM PROPERTIES LLC	COMMUNITY SPIRIT LETTER	8/31/2023	10/1/2023		1	NO
298	4	140501305007	9807 N CEDARBURG ROAD	RYAN OR KATHERINE KAUTZER	GRASS	9/1/2023	9/14/2023		1	NO
299	4	140501001000	10365 N CEDARBURG ROAD	10365 LLC	OUTSIDE STORAGE	9/1/2023	9/14/2023		1	NO
300	7	140850103000	4429 W TARRYTOWN LANE	THOMAS OR RUBY AHMANN	PARKING	9/1/2023	9/14/2023		EXTENSION	YES
301	6	150300200600	11122 N ORIOLE LANE	NICOLAS ERDMANN	SHED PERMIT	9/1/2023	9/14/2023		EXTENSION	YES
302	4	140501305006	9807 N CEDARBURG ROAD	BONNIWELL 9807 LLC	GRASS	9/6/2023	9/20/2023		#5 CITATION 1	YES
303										
304										
305										



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Office of City Attorney

TO: Common Council
FROM: Brian Sajdak, City Attorney
DATE: September 12, 2023
SUBJECT: ORDINANCE 2023-1654 An Ordinance Amending Chapter 2 of the Mequon Municipal Code, Eliminating the Bond Requirement for Certain City Officers

Background

As part of the annual renewal of the City's bonds for certain officers (e.g., clerk, treasurer, etc.), the question arose as to whether these bonds are necessary. Sections 19.01(2) and 62.09(4)(b) of the Wisconsin Statutes call for bonds for certain City officers, however the statutes also allow the Common Council to forego the bonds in exchange for appropriate crime and dishonesty insurance coverage.

Analysis

The City's insurance coverage already includes crime and dishonesty coverage. Effectively, this coverage and the bonds are duplicative. The proposed ordinance eliminates the bond requirement. In order to comply with the statute, the ordinance also includes the requirement that the City's insurance coverage include the appropriate crime and dishonesty coverage.

Fiscal Impact

The cost of the bonds currently paid for by the City amounts to \$150.00 annually, which will be saved by not securing the bonds in the future. Since the City's insurance coverage already includes dishonesty coverage, it is not anticipated that there will be an increase in these costs.

Recommendation

On September 12, 2023, the Finance-Personnel approved a recommendation in favor of adopting the proposed ordinance amendment by a vote of 3-0.

COMMON COUNCIL
OF THE
CITY OF MEQUON

ORDINANCE 2023-1654

An Ordinance Amending Chapter 2 of the Mequon Municipal Code, Eliminating the Bond Requirement for Certain City Officers

RECITALS

A. Sections 19.01(2) and 62.09(4)(b) of the Wisconsin Statutes require certain officers to file an official bond with the City, the cost of which is paid by the City.

B. The statute also provides that the Common Council may elect to forego the bond requirement in exchange for an appropriate insurance policy.

C. The City's insurance coverage includes crime and dishonesty coverage.

D. The Common Council desires to eliminate the bond requirement.

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

SECTION I

Section 2-65 of the Mequon Municipal Code is amended to read as follows (NOTE: Deleted text is strikethrough; Added text is **bolded and underlined**):

Sec. 2-65. - Bonds of city officers, payment of premiums.

(a) *Bonds of city officers.* The treasurer, clerk and such other officers, as the ordinances **and statutes** may require shall **not be required to** furnish **an official bond**. ~~a bond issued by a surety company authorized to do business in the state in such amount as the common council may from time to time require.~~

(b) ~~*Payment of premiums*~~ **Insurance.** The cost of the bond required to be furnished by any officer shall be charged to the fund appropriated and set up in the budget for such office. **The city administrator shall ensure that the city's insurance coverage includes an appropriate amount of crime and dishonesty coverage that covers city officers.**

(c) The city treasurer, and the City of Mequon, shall not be required to furnish the bond to the Ozaukee County treasurer otherwise required by Wis. **Stat.** ~~Stats.~~ § 70.67(1), the City of Mequon being hereby obligated to pay, in case the city treasurer shall fail to do so, all taxes of any kind required by law to be paid to the

Ozaukee County treasurer as and when due.

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 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: October 10, 2023

I certify that the foregoing Ordinance was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 10, 2023.

Caroline Fochs, City Clerk

Published: _____



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 Mequon, WI 53092
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 Fax: 262-242-9655

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Office of Finance

TO: Common Council
FROM: Jennifer Engroff, Finance Director
DATE: September 28, 2023
SUBJECT: RESOLUTION 4072 A Resolution Awarding a Contract for Fiscal Year 2023 Auditing Services to Baker Tilly US LLP, Milwaukee, Wisconsin in the Amount of \$32,750

Background

The City's contract with Baker Tilly US LLP for audit services for fiscal years 2018-2022 expired in June 2023. Baker Tilly has been the City's auditor for the last 15 years beginning with fiscal year 2008. The City needs to engage with an audit firm soon in order to commence interim fieldwork in the coming months prior to the end of the year.

Analysis

Periodically, the City does an in-depth review of audit services in accordance with best practices by issuing a request for proposal to public accounting firms who perform audits of local governments in Wisconsin. The review criteria include evaluating qualifications, firm experience, educational opportunities, and cost. This process was conducted five years ago with seven responses received. Baker Tilly was determined to be the top contender, receiving the highest overall total score considering all of the evaluation factors.

The Village of Thiensville and the Frank L. Weyenberg Library also contract with Baker Tilly for audit services. Both of their contracts are expiring in Fiscal Year 2024. Given Baker Tilly remains to be a top auditor of local governments and that the Village, Library, and City are pleased with their services performed, the three local jurisdictions plan to combine efforts in 2024 to engage in a multi-year contract with Baker Tilly. Until then, the City of Mequon recommends renewing for one year for the 2023 fiscal year audit.

Fiscal Impact

The fee proposed by Baker Tilly for fiscal year 2023 is \$32,750. For comparison purposes, fees for the fiscal year 2022 audit were also \$32,750 (excluding the implementation of the GASB 87 Leasing Standard). Nearly half of the annual audit fees are charged to the Sewer and Water Utilities.

Recommendation

A recommendation from the Finance-Personnel Committee is forthcoming on October 10, 2023.

Attachments:

Baker Tilly Audit Engagement Letter YE 12-31-2023 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4072

A Resolution Awarding a Contract for Fiscal Year 2023 Auditing Services to Baker Tilly US
LLP, Milwaukee, Wisconsin in the Amount of \$32,750

RECITALS

A. The City's contract with Baker Tilly US LLP for audit services expired in June 2023.

B. The Finance Director recommends the proposal submitted by Baker Tilly as best meeting the technical and financial requirements set by the City of Mequon.

C. The City Administrator and Finance-Personnel Committee have discussed the matter and recommend Baker Tilly be selected to provide auditing services for Fiscal Year 2023.

D. The \$32,750 fee involved for this proposal is budgeted in the Finance Department contracted services account (#110118-683201).

E. The Village of Thiensville and the Frank L. Weyenberg Library also contract with Baker Tilly for audit services and their contracts expire in Fiscal Year 2024.

F. In 2024, the Village of Thiensville, the Frank L. Weyenberg Library, and the City of Mequon will combine efforts to engage in a multi-year contract with Baker Tilly for audit services.

BASED ON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the Finance Director is authorized and directed to execute the Engagement Agreement with Baker Tilly US LLP for auditing services for the fiscal year ending December 31, 2023, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

Approved by: Andrew Nerbun, Mayor

Date Approved: October 10, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 10, 2023.

Caroline Fochs, City Clerk



Baker Tilly US, LLP
790 N Water St
Suite 2000
Milwaukee, WI 53202
United States of America

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bakertilly.com

September 14, 2023

Ms. Jennifer Engroff
Finance Director
City of Mequon
11333 N. Cedarburg Road
Mequon, Wisconsin 53092

Dear Ms. Engroff:

Thank you for using Baker Tilly US, LLP (Baker Tilly, we, our) as your auditors.

The purpose of this letter (the Engagement Letter) is to confirm our understanding of the terms and objectives of our engagement and the nature of the services we will provide as independent accountants of the City of Mequon (Client, you, your).

Service and Related Report

We will audit the basic financial statements of the City of Mequon as of and for the year ended December 31, 2023, and the related notes to the financial statements. Upon completion of our audit, we will provide the City of Mequon with our audit report on the financial statements and supplemental information referred to below. If, for any reasons caused by or relating to the affairs or management of the City of Mequon, we are unable to complete the audit or are unable to or have not formed an opinion, or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to issue a report as a result of this engagement.

The following supplementary information accompanying the financial statements will also be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and our auditor's report will provide an opinion on it in relation to the financial statements as a whole.

- > Combining and Individual Fund Financial Statements

Ms. Jennifer Engroff
City of Mequon

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Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis, to supplement the City of Mequon's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. As part of our engagement, we will apply certain limited procedures to the City of Mequon's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- > Management's Discussion and Analysis
- > Budget Comparison Schedules
- > OPEB - related schedules
- > Pension - related schedules

We will read the following other information accompanying the financial statements to identify any material inconsistencies with the audited financial statements; however, the other information will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditor's report will not provide an opinion or any assurance on that other information:

- > Introductory Section
- > Statistical Section

Our report does not include reporting on key audit matters.

Our Responsibilities and Limitations

The objective of a financial statement audit is the expression of an opinion on the financial statements. We will be responsible for performing that audit in accordance with auditing standards generally accepted in the United States of America (GAAS). These standards require that we plan and perform our audit to obtain reasonable, rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by error or fraud. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. A misstatement is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user based on the financial statements. The audit will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. Our audit does not relieve management and those charged with governance of their responsibilities. Our audit is limited to the period covered by our audit and does not extend to any later periods during which we are not engaged as auditor.

Ms. Jennifer Engroff
City of Mequon

September 14, 2023
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The audit will include obtaining an understanding of the City of Mequon and its environment, including internal controls, sufficient to assess the risks of material misstatement of the financial statements and to determine the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal controls or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control matters that are required to be communicated under professional standards.

We are also responsible for determining that those charged with governance are informed about certain other matters related to the conduct of the audit, including (i) our responsibility under GAAS, (ii) an overview of the planned scope and timing of the audit, and (iii) significant findings from the audit, which include (a) our views about the qualitative aspects of your significant accounting practices, accounting estimates, and financial statement disclosures; (b) difficulties encountered in performing the audit; (c) uncorrected misstatements and material corrected misstatements that were brought to the attention of management as a result of auditing procedures; and (d) other significant and relevant findings or issues (e.g., any disagreements with management about matters that could be significant to your financial statements or our report thereon, consultations with other independent accountants, issues discussed prior to our retention as independent auditors, fraud and illegal acts, and all significant deficiencies and material weaknesses identified during the audit). Lastly, we are responsible for ensuring that those charged with governance receive copies of certain written communications between us and management including written communications on accounting, auditing, internal controls or operational matters and representations that we are requesting from management.

The audit will not be planned or conducted in contemplation of reliance of any specific third party or with respect to any specific transaction. Therefore, items of possible interest to a third party will not be specifically addressed and matters may exist that would be addressed differently by a third party, possibly in connection with a specific transaction.

Management's Responsibilities

Our audit will be conducted on the basis that the Organization's management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

- > For the preparation and fair presentation of the financial statements and supplementary information in accordance with accounting principles generally accepted in the United States of America;
- > For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements and supplementary information that are free from material misstatement, whether due to fraud or error; and
- > To provide us with:
 - Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements and supplementary information such as records, documentation, and other matters;
 - Additional information that we may request from management for the purpose of the audit; and
 - Unrestricted access to persons within the Organization from whom we determine it necessary to obtain audit evidence

Ms. Jennifer Engroff
City of Mequon

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Management is responsible for (i) adjusting the basic financial statements to correct material misstatements and for affirming to us in a management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period under audit are immaterial, both individually and in the aggregate, to the basic financial statements taken as a whole, and (ii) notifying us of all material weaknesses, including other significant deficiencies, in the design or operation of your internal control over financial reporting that are reasonably likely to adversely affect your ability to record, process, summarize and report external financial data reliably in accordance with GAAP. Management is also responsible for identifying and ensuring that the City of Mequon complies with the laws and regulations applicable to its activities.

As part of our audit process, we will request from management and, when appropriate, those charge with governance written confirmation concerning representations made to us in connection with the audit.

Baker Tilly is not a municipal advisor as defined in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act or under Section 15B of the Securities Exchange Act of 1934 (the Act). Baker Tilly is not recommending an action to the City of Mequon; is not acting as an advisor to you and does not owe a fiduciary duty pursuant to Section 15B of the Act to you with respect to the information and material contained in the deliverables issued under this engagement. Any municipal advisory services would only be performed by Baker Tilly Municipal Advisors LLC (BTMA) pursuant to a separate engagement letter between you and BTMA. You should discuss any information and material contained in the deliverables with any and all internal and external advisors and experts that you deem appropriate before acting on this information or material.

Nonattest Services

Prior to or as part of our audit engagement, it may be necessary for us to perform certain nonattest services.

Nonattest services that we will be providing are as follows:

- > Financial statement preparation
- > Adjusting journal entries, as needed
- > Compiled regulatory reports

None of these nonattest services constitute an audit under generally accepted auditing standards.

We will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide.

In connection with our performance of any nonattest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions, including approving all journal entries and general ledger classifications when they are submitted to you.
- > Designate an employee with suitable skill, knowledge, and/or experience, preferably within senior management, to oversee the services we perform.
- > Evaluate the adequacy and results of the nonattest services we perform.
- > Accept responsibility for the results of our nonattest services.

Ms. Jennifer Engroff
City of Mequon

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- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

On a periodic basis, as needed, we will meet with you to discuss your accounting records and the management implications of your financial statements. We will notify you, in writing, of any matters that we believe you should be aware of and will meet with you upon request.

In addition to the audit services discussed above, we will compile the annual Financial Report Form to the Wisconsin Department of Revenue and the Public Service Commission Annual Report. See Addendums A and B attached, which are an integral part of this Engagement Letter.

Other Documents

If you intend to reproduce or publish the financial statements in an annual report or other information (excluding official statements), and make reference to our firm name in connection therewith, you agree to publish the financial statements in their entirety. In addition, you agree to provide us, for our approval and consent, proofs before printing and final materials before distribution.

If you intend to reproduce or publish the financial statements in an official statement, unless we establish a separate agreement to be involved in the issuance, any official statements issued by the City of Mequon must contain a statement that Baker Tilly is not associated with the official statement, which shall read "Baker Tilly US, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. Baker Tilly US, LLP, has also not performed any procedures relating to this official statement."

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

The documentation for this engagement, including the workpapers, is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. Baker Tilly does not retain any original client records and we will return such records to you at the completion of the services rendered under this engagement. When such records are returned to you, it is the City of Mequon's responsibility to retain and protect its accounting and other business records for future use, including potential review by any government or other regulatory agencies. By your signature below, you acknowledge and agree that, upon the expiration of the documentation retention period, Baker Tilly shall be free to destroy our workpapers related to this engagement. If we are required by law, regulation or professional standards to make certain documentation available to regulators, the City of Mequon hereby authorizes us to do so.

Timing and Fees

Completion of our work is subject to, among other things, (i) appropriate cooperation from the City of Mequon's personnel, including timely preparation of necessary schedules, (ii) timely responses to our inquiries, and (iii) timely communication of all significant accounting and financial reporting matters. When and if for any reason the City of Mequon is unable to provide such schedules, information, and assistance, Baker Tilly and you may mutually revise the fee to reflect additional services, if any, required of us to complete the audit. Delays in the issuance of our audit report beyond the date that was originally contemplated may require us to perform additional auditing procedures which will likely result in additional fees.

Ms. Jennifer Engroff
City of Mequon

September 14, 2023
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Certain changes in the City of Mequon's business or within its accounting department may result in additional fees not contemplated as part of the original engagement quote provided below. Examples of such changes include but are not limited to: implementation of new general ledger software or a new chart of accounts; the creation of new funds, departments or component units; other significant changes in operations; new financing arrangements or modifications to existing financing arrangements; significant new federal or state funding; government combinations; significant new employment agreements; complex research matters; and significant subsequent events. Any additional fees associated with these business or accounting changes would not be expected to be recurring in nature.

For certain transactions or changes in operations or conditions, financial reporting and/or auditing standards may require us to utilize the services of internal or external valuation specialists. This includes matters such as government combinations, impairment evaluations, and going concern evaluation, among other potential needs for specialists. The time and cost of such services are not included in the fee estimate provided below.

Revisions to the scope of our work will be communicated to you and may be set forth in the form of an "Amendment to Existing Engagement Letter." In addition, if we discover compliance issues that require us to perform additional procedures and/or provide assistance with these matters, fees at our standard hourly rates apply.

We estimate that our fee will not exceed \$32,750. In addition to professional fees, our invoices will include our standard administrative charge, plus travel and subsistence and other out-of-pocket expenses related to the engagement. A charge of 1.5 percent per month shall be imposed on accounts not paid within thirty (30) days of receipt of our statement for services provided. In accordance with our firm policies, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. In the event that collection procedures are required, the City of Mequon agrees to be responsible for all expenses of collection including related attorneys' fees.

We may use temporary contract staff to perform certain tasks on your engagement and will bill for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Upon request, we will be happy to provide details on training, supervision and billing arrangements we use in connection with these professionals. Additionally, we may from time to time, and depending on the circumstances, use service providers (e.g., to act as a specialist or audit an element of the financial statements) in serving your account. We may share confidential information about you with these contract staff and service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all contract staff and service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the contract staff or third-party service provider. Furthermore, the firm will remain responsible for the work provided by any such contract staff or third-party service providers.

Ms. Jennifer Engroff
City of Mequon

September 14, 2023
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To the extent the Services require Baker Tilly to receive personal data or personal information from Client, Baker Tilly may process, and engage subcontractors to assist with processing, any personal data or personal information, as those terms are defined in applicable privacy laws. Baker Tilly's processing shall be in accordance with the requirements of the applicable privacy laws relevant to the processing in providing Services hereunder, including Services performed to meet the business purposes of the Client, such as Baker Tilly's tax, advisory, and other consulting services. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which Baker Tilly or its Clients must comply. Such privacy laws may include (i) the EU General Data Protection Regulation 2016/679 (GDPR); (ii) the California Consumer Privacy Act of 2018 (CCPA); and/or (iii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records, and other similar requirements applicable to the processing of personal data or personal information. Baker Tilly is acting as a Service Provider/Data Processor, as those terms are defined respectively under the CCPA/GDPR, in relation to Client personal data and personal information. As a Service Provider/Data Processor processing personal data or personal information on behalf of Client, Baker Tilly shall, unless otherwise permitted by applicable privacy law, (a) follow Client instructions; (b) not sell personal data or personal information collected from the Client or share the personal data or personal information for purposes of targeted advertising; (c) process personal data or personal information solely for purposes related to the Client's engagement and not for Baker Tilly's own commercial purposes; and (d) cooperate with and provide reasonable assistance to Client to ensure compliance with applicable privacy laws. Client is responsible for notifying Baker Tilly of any applicable privacy laws the personal data or personal information provided to Baker Tilly is subject to, and Client represents and warrants it has all necessary authority (including any legally required consent from individuals) to transfer such information and authorize Baker Tilly to process such information in connection with the Services described herein. Baker Tilly is responsible for notifying Client if Baker Tilly becomes aware that it can no longer comply with any applicable privacy law and, upon such notice, shall permit Client to take reasonable and appropriate steps to remediate personal data or personal information processing. Client agrees that Baker Tilly has the right to generate aggregated/de-identified data from the accounting and financial data provided by Client to be used for Baker Tilly business purposes and with the outputs owned by Baker Tilly. For clarity, Baker Tilly will only disclose aggregated/de-identified data in a form that does not identify Client, Client employees, or any other individual or business entity and that is stripped of all persistent identifiers. Client is not responsible for Baker Tilly's use of aggregated/de-identified data.

Baker Tilly has established information security related operational requirements that support the achievement of our information security commitments, relevant information security related laws and regulations, and other information security related system requirements. Such requirements are communicated in Baker Tilly's policies and procedures, system design documentation and contracts with customers. Information security policies have been implemented that define our approach to how systems and data are protected. Client is responsible for providing timely written notification to Baker Tilly of any additions, changes or removals of access for Client personnel to Baker Tilly provided systems or applications. If Client becomes aware of any known or suspected information security or privacy related incidents or breaches related to this agreement, Client should timely notify Baker Tilly via email at dataprotectionofficer@bakertilly.com.

Any additional services that may be requested, and we agree to provide, may be the subject of a separate engagement letter.

We may be required to disclose confidential information to federal, state and international regulatory bodies or a court in criminal or other civil litigation. In the event that we receive a request from a third party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify the City of Mequon, unless otherwise prohibited. In the event we are requested by the City of Mequon or required by government regulation, subpoena or other legal process to produce our engagement working papers or our personnel as witnesses with respect to services rendered to the City of Mequon, so long as we are not a party to the proceeding in which the information is sought, we may seek reimbursement for our professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

Ms. Jennifer Engroff
City of Mequon

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We may be required to disclose confidential information with respect to complying with certain professional obligations, such as peer review programs. All participants in such peer review programs are bound by the same confidentiality requirements as Baker Tilly and its employees. Baker Tilly will not be required to notify the City of Mequon if disclosure of confidential information is necessary for peer review purposes.

Our fees are based on known circumstances at the time of this Engagement Letter. Should circumstances change significantly during the course of this engagement, we will discuss with you the need for any revised audit fees. This can result from changes at the City of Mequon, such as the turnover of key accounting staff, the addition of new funds or significant federal or state programs or changes that affect the amount of audit effort from external sources, such as new accounting and auditing standards that become effective that increase the scope of our audit procedures. This Engagement Letter currently includes all auditing and accounting standards and the current single audit guidance in effect as of the date of this letter except for GASB 96.

We would expect to continue to perform our services under the arrangements discussed above from year to year, unless for some reason you or we find that some change is necessary. We will, of course, be happy to provide the City of Mequon with any other services you may find necessary or desirable.

Resolution of Disagreements

In the unlikely event that differences concerning services or fees should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by mediation administered by the American Arbitration Association (AAA) under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute-resolution procedure. Each party shall bear their own expenses from mediation.

If mediation does not settle the dispute or claim, then the parties agree that the dispute or claim shall be settled by binding arbitration. The arbitration proceeding shall take place in the city in which the Baker Tilly office providing the relevant services is located, unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act (FAA) and will proceed in accordance with the then current Arbitration Rules for Professional Accounting and Related Disputes of the AAA, except that no pre hearing discovery shall be permitted unless specifically authorized by the arbitrator. The arbitrator will be selected from Judicate West, AAA, Judicial Arbitration & Mediation Services (JAMS), the Center for Public Resources or any other internationally or nationally recognized organization mutually agreed upon by the parties. Potential arbitrator names will be exchanged within fifteen (15) days of the parties' agreement to settle the dispute or claim by binding arbitration, and arbitration will thereafter proceed expeditiously. Any issue concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of these procedures, shall be governed by the FAA and resolved by the arbitrators. The arbitration will be conducted before a single arbitrator, experienced in accounting and auditing matters. The arbitrator shall have no authority to award nonmonetary or equitable relief and will not have the right to award punitive damages or statutory awards. Furthermore, in no event shall the arbitrator have power to make an award that would be inconsistent with the Engagement Letter or any amount that could not be made or imposed by a court deciding the matter in the same jurisdiction. The award of the arbitration shall be in writing and shall be accompanied by a well reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Discovery shall be permitted in arbitration only to the extent, if any, expressly authorized by the arbitrator(s) upon a showing of substantial need. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. Both parties agree and acknowledge that they are each giving up the right to have any dispute heard in a court of law before a judge and a jury, as well as any appeal. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential arbitration. The arbitrator(s) shall apply the limitations period that would be applied by a court deciding the matter in the same jurisdiction, including the contractual limitations set forth in this Engagement Letter, and shall have no power to decide the dispute in any manner not consistent with such limitations period. The arbitrator(s) shall be empowered to interpret the applicable statutes of limitations.

Ms. Jennifer Engroff
City of Mequon

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Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards. Any claim of nonconformance must be clearly and convincingly shown.

Limitation on Damages and Indemnification

The liability (including attorney's fees and all other costs) of Baker Tilly and its present or former partners, principals, agents or employees related to any claim for damages relating to the services performed under this Engagement Letter shall not exceed the fees paid to Baker Tilly for the portion of the work to which the claim relates, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Baker Tilly relating to such services. This limitation of liability is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including the negligence of either party. Additionally, in no event shall either party be liable for any lost profits, lost business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages, delays or interruptions arising out of or related to this Engagement Letter even if the other party has been advised of the possibility of such damages.

As Baker Tilly is performing the services solely for your benefit, you will indemnify Baker Tilly, its subsidiaries and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including attorney's fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the services, or this Engagement Letter.

Because of the importance of the information that you provide to Baker Tilly with respect to Baker Tilly's ability to perform the services, you hereby release Baker Tilly and its present and former partners, principals, agents and employees from any liability, damages, fees, expenses and costs, including attorney's fees, relating to the services, that arise from or relate to any information, including representations by management, provided by you, its personnel or agents, that is not complete, accurate or current, whether or not management knew or should have known that such information was not complete, accurate or current.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim or any other statutes of limitations or repose.

Other Matters

Neither this Engagement Letter, any claim, nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this Engagement Letter to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Engagement Letter.

Ms. Jennifer Engroff
City of Mequon

September 14, 2023
Page 10

Our dedication to client service is carried out through our employees who are integral in meeting this objective. In recognition of the importance of our employees, it is hereby agreed that the City of Mequon will not solicit our employees for employment or enter into an independent contractor arrangement with any individual who is or was an employee of Baker Tilly for a period of twelve (12) months following the date of the conclusion of this engagement. If the City of Mequon violates this nonsolicitation clause, the City of Mequon agrees to pay to Baker Tilly a fee equal to the hired person's annual salary at the time of the violation so as to reimburse Baker Tilly for the costs of hiring and training a replacement.

The services performed under this Agreement do not include the provision of legal advice and Baker Tilly makes no representations regarding questions of legal interpretation. Client should consult with its attorneys with respect to any legal matters or items that require legal interpretation under federal, state or other type of law or regulation.

Baker Tilly US, LLP, trading as Baker Tilly, is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly US, LLP is not Baker Tilly International's agent and does not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

This Engagement Letter and any applicable online terms and conditions or terms of use ("Online Terms") related to online products or services made available to City of Mequon by Baker Tilly ("Online Offering") constitute the entire agreement between the City of Mequon and Baker Tilly regarding the services described in this Engagement Letter and supersedes and incorporates all prior or contemporaneous representations, understandings or agreements, and may not be modified or amended except by an agreement in writing signed between the parties hereto. For clarity and avoidance of doubt, the terms of this Engagement Letter govern Baker Tilly's provision of the services described herein, and the Online Terms govern City of Mequon's use of the Online Offering. This Engagement Letter's provisions shall not be deemed modified or amended by the conduct of the parties.

The provisions of this Engagement Letter, which expressly or by implication are intended to survive its termination or expiration, will survive and continue to bind both parties, including any successors or assignees. If any provision of this Engagement Letter is declared or found to be illegal, unenforceable or void, then both parties shall be relieved of all obligations arising under such provision, but if the remainder of this Engagement Letter shall not be affected by such declaration or finding and is capable of substantial performance, then each provision not so affected shall be enforced to the extent permitted by law or applicable professional standards.

If because of a change in the City of Mequon's status or due to any other reason, any provision in this Engagement Letter would be prohibited by, or would impair our independence under laws, regulations or published interpretations by governmental bodies, commissions or other regulatory agencies, such provision shall, to that extent, be of no further force and effect and this agreement shall consist of the remaining portions.

This agreement shall be governed by and construed in accordance with the laws of the state of Illinois, without giving effect to the provisions relating to conflict of laws.

Ms. Jennifer Engroff
City of Mequon

September 14, 2023
Page 11

We appreciate the opportunity to be of service to you.

If there are any questions regarding this Engagement Letter, please contact Wendi M Unger, the engagement partner on this engagement who is responsible for the overall supervision and review of the engagement and determining that the engagement has been completed in accordance with professional standards. Wendi M Unger is available at 414 777 5423, or at wendi.unger@bakertilly.com.

Sincerely,

BAKER TILLY US, LLP



Enclosure

The services and terms as set forth in this Engagement Letter are agreed to by:

Official's Name

Official's Signature

Title

Date

ADDENDUM A

We will perform the following services:

1. We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2023. Upon completion of the compilation of the annual Financial Report Form, we will provide you with our accountants' compilation report. If for any reason caused by or relating to affairs or management of the City of Mequon, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Form to you as a result of this engagement.

Our report on the annual Financial Report Form of the City of Mequon is presently expected to read as follows:

Management is responsible for the Financial Report Form C for the year ended December 31, 2023 included in the accompanying prescribed form. We have performed a compilation engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial report form C included in the accompanying prescribed form, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by the management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the Financial Report form C included in the prescribed form.

The Financial Report Form C included in the accompanying prescribed form is presented in accordance with the requirements of the Wisconsin Department of Revenue, and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Wisconsin Department of Revenue and is not intended to be and should not be used by anyone other than this specified party.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with GAAP.

Our engagement cannot be relied upon to disclose errors, fraud or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this Engagement Letter.

Management's Responsibilities

The City of Mequon's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the Financial Report Form C included in the form prescribed by the Wisconsin Department of Revenue, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the Financial Report Form C, (iii) preventing and detecting fraud, (iv) identifying and ensuring that you comply with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that you comply with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making your personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

ADDENDUM B

We will perform the following services:

2. We will compile, from information you provide, the Public Service Commission Annual Report, including the balance sheets of the water utility, an enterprise fund of the City of Mequon, as of December 31, 2023 and 2022, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2023. Upon completion of the Public Service Commission Annual Report, we will provide you with our accountants' compilation report. If for any reason caused by or relating to affairs or management of the City of Mequon, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

Our report on the Public Service Commission Annual Report of the City of Mequon is presently expected to read as follows:

Management is responsible for the balance sheets of the water utility, an enterprise fund of the City of Mequon, as of December 31, 2023 and 2022, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2023 included in the accompany prescribed form. We have performed a compilation engagement in accordance with *Statements on Standards of Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements included in the accompanying prescribed form, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements included in the prescribed form.

These financial statements included in the accompanying prescribed form are presented in accordance with the requirements of the Public Service Commission of Wisconsin, and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Public Service Commission of Wisconsin and is not intended to be and should not be used by anyone other than this specified party.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with GAAP.

Our engagement cannot be relied upon to disclose errors, fraud or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this Engagement Letter.

Management's Responsibilities

The City of Mequon's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements included in the form prescribed by the Public Service Commission of Wisconsin, (ii) designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that you comply with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that you comply with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making your personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



11333 N. Cedarburg Road
 Mequon, WI 53092
 Phone: 262-236-2934
 Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Engineering

TO: Common Council
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 10, 2023
SUBJECT: RESOLUTION 4073 A Resolution Awarding the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane to Clark Dietz, Inc., of Milwaukee, Wisconsin, in the Amount of \$58,000

Background

Fiesta Lane and Highland Road are both proposed for road work in 2024. Fiesta Lane is a section of road between Grasslyn Road and Port Washington Lane, north of County Line Road. The Highland Road segment proposed for 2024 work is the section between Cedarburg Road and Wauwatosa Road and along with Fiesta Lane, both are part of the 5-Year Road Capital Improvement Program.

Fiesta Lane was added to the Major and Secondary Drainage project list in 2010 and is currently #2 on the prioritization list. Drainage work will be completed along with road reconstruction as part of the 2024 road program utilizing findings from a drainage study completed earlier this year by raSmith.

Highland Road was last paved in 1996 and originally planned for 2023 reconstruction, however, it was recommended by Common Council to include 4-foot paved shoulders as requested by the Joint Mequon-Thiensville Bike and Pedestrian Way Commission. With the additional work needed, it was determined to move the project to 2024 so that a design could be produced to include the addition of paved shoulders while considering areas of steep slopes and drainage needs along this portion of Highland Road.

Analysis

A Request for Proposals (RFP) was directly sent to five consultant firms and four responses were received. A summary of the proposal costs in below:

Consultant	Proposal Fee
Clark Dietz, Inc.	\$51,000.00
raSmith	\$81,618.00
North Shore Engineering	\$96,050.00
Kapur	\$148,390.00

All four firms are qualified to perform the work outlined in the proposal. The proposal for the recommended firm is attached. The submitted fee from Clark Dietz is \$51,000. Staff discussed the proposals with the two lowest firms to understand the ability of each and determine if any

additional tasks need to be added to the scope of work. During these discussions, staff requested costs for subsurface borings from firms as most did not include it in their scope. Clark Dietz replied that the borings would be \$5,000 or less. City staff is recommending that the award amount include the subsurface boring cost, which are standard to perform for street design projects. Staff also recommends adding a small contingency that would allow staff to authorize minor changes in scope related to unexpected field conditions. This is consistent with past contract awards.

Therefore, staff is recommending that the resolution approve an amount not-to-exceed \$58,000, which includes a contingency for additional authorized efforts.

Work on this contract can begin as soon as the contract is executed, and the RFP included a schedule with an anticipated ad for bid in January 2024.

Staff recommends that the Public Works Committee favorably endorse, and the Common Council approve the resolution awarding the contract for the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane.

Fiscal Impact

There is adequate funding available in the right-of-way asset management account. The proposal is recommended for award in the amount of \$58,000.

Recommendation

A recommendation is forthcoming from the Public Works Committee on October 10, 2023.

Attachments:

Clark Dietz - Highland and Fiesta Lane Design Proposal (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4073

A Resolution Awarding the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane to Clark Dietz, Inc., of Milwaukee, Wisconsin, in the Amount of \$58,000

RECITALS

A. The City of Mequon Engineering Division has received proposals for 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane.

B. Staff reviewed the various proposals and qualifications for the contract.

C. Staff has determined that the proposals received are reasonable and that adequate funds are available to accomplish the work, and on that basis, has made a recommendation to the Public Works Committee.

D. Adequate funds for this contract are available from the right-of-way asset management account.

E. To provide additional services that may result from additionally authorized efforts, the contract award amount shall be affirmed with a small contingency, for a total not-to-exceed cost of \$58,000.

F. If authorized, staff will enter into a contract with the recommended consultant.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the above proposal, as recommended by the Public Works Committee, be accepted and that the proper City officials be authorized to sign the appropriate contract documents after review and approval of the same by the City Attorney.

Approved by: Andrew Nerbun, Mayor

Date Approved: October 10, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 10, 2023.

Caroline Fochs, City Clerk



August 30, 2023

Cole D. McGraw, PE
Assistant City Engineer
City of Mequon
11333 N. Cedarburg Road
Mequon WI 53092

RE: 2024 Roadway Design Services

Dear Cole,

We are responding to the City's RFP for design services for the 2024 mill and overlay and ditch improvement work at Highland Road and Fiesta Lane.

As a municipal engineering firm, Clark Dietz specializes in type of work, most notably in those places where we are Village Engineers. The annual ditch improvement and roadway mill / overlay projects handled by our team in Bayside and River Hills are about a mile per year.

These two communities neighboring the City are the most relevant performance and price comparison points for your selection. In both cases, Clark Dietz has turned this annual roadway and ditch improvements to an art form and, for an untouchable price point.

Your RFP is asking for a slightly more involved scope, but still, we believe that we can produce bid documents for a mile of ditch and mill and overlay work at great prices. With your desired schedule, you will also be opening bids in the same week as Bayside and River Hills projects which will be almost identical in scope and content.

Our bid documents for this work have been honed and refined over more than a decade and, we believe we are able to get the best prices for the work from the mainly two bidders who usually win this work. We have great relationships with both of those companies and get top service to our communities.

Project Description

The two road segments are a total of about a mile of paving and ditching. As we mentioned above, this is about the same total length we have been improving in your neighboring villages to the south.

The Fiesta Lane project area (Grasslyn Road to Port Washington Lane) will generally include culvert replacement, improvements to the open-ditch drainage system, and pulverizing or mill and pave of the existing roadway.

- Assuming there is adequate base, we would prefer to mill, haul, and overlay. **We are sensitive to driveway approach grades due to raising the road if pulverized and graded.**



- We will make sure that any material needed to reshape the crown is not hauled away.
- There is a lot of landscape items along the road. **Our way is to respect folks' preferences on their frontage and work around those as much as possible.**
- We are also super sensitive to how the ditch ends up looking when regraded – especially in an intimate setting as Fiesta Lane. **Our way is to be as gentle as possible with grading.**
- **There are no shoulders, and we would keep it that way.** Our bid items would include grass restoration at the edge of roadway to make it look great after pavement activity.
- We would expect that Mequon residents are just as discerning and demanding of quality work as River Hills or Bayside residents. **Our approach to driveways, aprons, landscaping, and general disturbance is targeted towards a highly sensitive product.**

The Highland Road project area (Wauwatosa Road east to RR crossing) will generally include pulverizing or mill and pave, the addition of 4-foot paved shoulders on both sides, and evaluation of existing open-ditch drainage system.

- Highland is obviously much more flexible when it comes to design add-ons, like the paved shoulder. The north side looks very amenable to this, and any changes to ditch geometry. We do not see any resident challenges to reconfiguring the north ditch, based on the shoulder pavement.
- The south ditch is much more overgrown and has overhead utilities along the ROW line. The geometry for getting a 4-foot paved shoulder is also tighter.
- The topography makes helps with ditch improvements, so getting proper flow even with a narrower ditch look very feasible.
- Things get a little challenging on getting proper ditch slopes toward the railroad crossing, but getting drainage right does not seem unsurmountable.
- **We are also thinking that we can leverage the horizontal freedom available of the north side of the roadway to solve the challenges on the south side.** In short, we think that getting an additional 8 feet of pavement down on this road is quite feasible.
- **Though this segment has a completely different look and feel compared to Fiesta Lane, we would employ the same attention to detail when putting the ditches and culverts back. We would also be sensitive to the dense tree line to the south so the final product is does not present a jarring post-project look that you sometimes see along rural roads.**

Scope of Work

We read the task list and scope of work required for this project and take no exceptions to the scope items listed. Clark Dietz will perform all scope items as requested in the RFP.



Professional Services Fee / Task:

Task	Description	Highland Road Cost	Fiesta Lane Cost
Task 1	Survey	\$8,000	\$5,000
Task 2	Road / Drainage Design	\$7,500	\$5,000
Task 3	Preparation of Plans and Specifications	\$7,500	\$5,000
Task 4	Agency Approvals and Utility Coordination	\$1,000	\$1,000
Task 5	Bidding Assistance	\$1,000	\$1,000
Task 6	Meetings	\$1,250	\$1,250
Task 7	Construction Staking	\$3,500	\$3,000
SUBTOTALS:		\$29,750	\$21,250
TOTAL:			\$51,000

Total Estimated Not to Exceed Project Fee:

Based on the above level of effort the total fee to complete this assignment is **\$51,000**.

Our construction cost estimate for this project is \$875,000 to \$925,000. The proposed design fee is therefore between 5 and 6 percent of total construction value.

Fee adjustments (i.e., deductions or additions) will be made whenever changes to the project scope (additions or deletions) are requested.

Project Schedule

60% Plans: DEC 1, 2023
90% Plans: JAN 17, 2024
Ad for Bid: JAN 31, 2024
Bid Open: FEB 21, 2024
Award: MAR 12, 2024

Project Team

The project team members serving the City of Mequon for this project are all part of our Milwaukee engineering staff. Essential Clark Dietz Staff working on this project will be:

Mustafa Emir, PhD, PE
Emily Basalla PE, CFM
CJ Beyer, PE

Principal in Charge
Project Manager
Lead Designer

Respectfully Submitted

Clark Dietz, Inc.

Mustafa Emir, PhD, PE
Executive Vice President



ABOUT US

Clark Dietz, Inc. is a multi-disciplined consulting engineering firm operating from offices in Illinois, Indiana, Kentucky and Wisconsin. Our primary areas of service include civil and environmental infrastructure, transportation, structural, mechanical, and electrical engineering.

OUR PHILOSOPHY

As experienced consultants, we serve as trusted advisors to our clients. As partners, we become fully vested in achieving their goals. We believe in serving our clients to our utmost capacity, period. We operate with integrity, foster collaboration, and expect excellence in all we do. For more than 60 years we have built a reputation for the integrity of our work, our actions, and our results. With an unwavering commitment to our clients, we stand behind everything we do.

DIVERSITY

We are proud of our diverse professional staff. Approximately 30 percent of our workforce consists of minority or female employees; they also represent over 30 percent of our shareholders. Additionally, we have established annual scholarships for minorities with the University of Illinois at Urbana-Champaign, University of Illinois at Chicago, University of Wisconsin-Platteville, Purdue University-IN, and the Rose-Hulman Institute of Technology.

SUSTAINABILITY

Nature's most precious assets need our protection and we take this responsibility seriously. Our specialists in environmental science, green infrastructure, and our LEED Accredited professionals thoroughly assess the impact a design may have on energy consumption, waterways, habitat, vegetation, and water quality. At Clark Dietz, we are fully committed to optimizing the benefits of sustainability in every solution we design.

OUR HISTORY

Our roots go back to the 1940's to three University of Illinois Engineering professors; James Clark, Eugene Daily, and Jess Dietz. These three formalized their association by incorporating in 1953. By the late 1970s Clark Dietz was a recognized leader among Midwest-based civil engineering companies serving clients from seven regional offices. The original owners sold the firm and it was ultimately owned by CRS Serrine, one of the nation's largest engineering and architectural firms. Through an employee buy-out of the Champaign office and the name, Clark Dietz again became a privately held corporation in 1987. Employee ownership has been a key factor in the success of the firm, with approximately 30 percent of current employees now owning stock in the company and all employees participating through an ESOP. Today Clark Dietz employs more than 130 professionals in 11 offices.



OUR SERVICES

Infrastructure connects people, revitalizes communities, spurs economic growth, and protects the environment.

CIVIL

WATER, WASTEWATER, STORMWATER

ROADWAYS

ELECTRICAL

MECHANICAL

STRUCTURAL

OUR LOCATIONS

KENOSHA, WI

625 57th Street,
6th Floor
Kenosha, WI 53140
262.657.1550

MILWAUKEE, WI

759 N. Milwaukee Street,
Suite 624
Milwaukee, WI 53202
414.727.4990

WAUSAU, WI

500 N. 3rd Street,
Suite 703
Wausau, WI 54403
715.845.1333

CHAMPAIGN, IL

125 W. Church Street
Champaign, IL 61820
217.373.8900

CHICAGO, IL

118 S. Clinton Street,
Suite 570
Chicago, IL 60661
312.648.9900

OAKBROOK TERRACE, IL

1815 S. Meyers Road,
Suite 470
Oakbrook Terrace, IL 60181
630.413.4130

EVANSVILLE, IN

21 SE 3rd Street,
Suite 200
Evansville, IN 47708
812.471.4802

INDIANAPOLIS, IN

8900 Keystone Crossing,
Suite 475
Indianapolis, IN 46240
317.844.8900

NEW ALBANY, IN

120 West Spring Street,
Suite 400
New Albany, IN 47150
812.725.8595

LEXINGTON, KY

2333 Alexandria Dr.
Suite 127
Lexington, KY 40504
859.286.1140

LOUISVILLE, KY

312 S. Fourth Street,
Suite 700
Louisville, KY 40202
502.587.1748



TEAM QUALIFICATIONS



MUSTAFA EMIR, PHD, PE

Milwaukee Office

Mr. Emir is a highly respected Infrastructure Planning and Management Professional with over 30 years of hands-on engineering experience. He has authored dozens of long term municipal infrastructure management plans, including sewer collection, stormwater management, flood control, water distribution, open space and parks, etc. for governments throughout the Midwest.

Throughout his career, Mustafa has been involved in long range infrastructure planning for built-out communities. This effort includes assessing and defining ways to improve public facilities, including Village Halls, City Centers, Community Centers, Park Buildings, and Salt Sheds. Mustafa leads a diverse team that will advise local governments and guide the process of renewal.

Leader in Local Government Renewal

Mustafa has been involved in many of the Southeast Wisconsin communities' efforts to improve services to residents. He has led assessment and design efforts for the following initiatives:

- **Village Engineer - Bayside (present)**
- **Village Engineer - Whitefish Bay (2014 - present)**
- **Village Engineer - River Hills (2010 - present)**
- **City Engineer - Glendale (1994 - present)**
- **Permit and Development Review Engineer – Brown Deer (2023)**
- **Village Engineer - Random Lake - (present)**

EXPERIENCE

30 Years

EDUCATION

PhD, Engineering, Concordia University, Montreal, Canada
BS, Engineering, Concordia University, Montreal, Canada

REGISTRATIONS

Wisconsin Professional Engineer #E-34786

PROFESSIONAL AFFILIATIONS

American Council of Engineering Companies, Public Funding Committee
American Water Works Association
American Public Works Association, Wisconsin Chapter Diversity Committee
Wisconsin City/County Managers Association



EMILY BASALLA, PE, CFM

Milwaukee & Kenosha Offices

Ms. Basalla is a senior project manager with experience in civil, environmental, and municipal engineering projects. She takes a creative approach to every project with the goal of integrating functional roadway, drainage, and storm sewer designs with sustainable solutions in a community context.

Emily provides comprehensive solutions to drainage conveyance and maintenance issues, including permitting. She has experience in stormwater design, water main relocations, sanitary sewer design, wastewater treatment processes, pavement replacement, and roadway widening projects. Emily brings a strong background facilitating municipal permitting, designing for green infrastructure and is a Certified Floodplain Manager with a proven level of expertise in floodplain mapping, national and state level requirements.

Strong Local Municipal Relationships

Emily has developed strong working relationships with municipalities throughout Wisconsin and Illinois. She takes a thorough approach to understanding client needs and developing solutions that minimize community and environmental impacts.

Design Experience

Emily has experience in the design of a wide variety of projects. She understands that real solutions come from understanding the client's needs. Whether the goal is to increase capacity, maintain compliance, or achieve energy efficiencies, Emily works closely with her clients throughout the design process to ensure that comprehensive and efficient solutions are achieved for the long term.

EXPERIENCE

18 Years

EDUCATION

BS, Civil Engineering, University of Missouri, Columbia

REGISTRATIONS

Wisconsin Professional Engineer #E-41026
Indiana Professional Engineer #12100316
Multiple States
ASFPM Certified Floodplain Manager #US-17-09577

Illinois Professional Engineer #062.061744

PROFESSIONAL AFFILIATIONS

Wisconsin Association for Floodplain, Stormwater, and Coastal Management, Member
American Public Works Association, Member
American Council of Engineering Companies
Illinois Association of Floodplain and Stormwater Management, Member

TEAM QUALIFICATIONS



CHRISTOPHER (CJ) BEYER, PE

Milwaukee & Kenosha Offices

Mr. Beyer is a civil engineer with design and construction inspection experience for municipal roadway, water main and parking lot projects. Christopher (CJ) works closely with his clients throughout the design process to ensure that a long term and efficient solution is achieved. His detailed approach to preparing plans, specifications and estimates translates to time and cost savings over the project life cycle. His practical knowledge gained through site visits and construction inspection translates to more accurate design plans, minimizing construction changes and unseen obstacles.

Field Experience Means Efficient Designs

CJ's practical knowledge gained through construction inspection translates to more accurate design plans, minimizing construction changes and unseen obstacles. To guarantee that infrastructure projects are completed as smoothly as possible, CJ makes public involvement one of his key priorities. He is committed to ensuring a positive public outreach to the municipality's residents. He addresses feedback from residents in the project area and strives to remain open and available.

Municipal Engineering and Service to Community

CJ has strong roadway design experience, including complete road reconstruction and road resurfacing design, sanitary and storm sewer design, water main design, and incorporating green infrastructure improvements and other sustainable design elements. CJ's involvement includes both design engineering and project management on municipal projects for the Cities of Kenosha, Racine and Glendale, the Villages of Somers and Pleasant Prairie in Kenosha County, and the Villages of Shorewood and Whitefish Bay in Milwaukee County.

EXPERIENCE

7 Years

PROFESSIONAL AFFILIATIONS

American Public Works
Association, Member

EDUCATION

BS, Civil Engineering,
University of Wisconsin
Platteville

REGISTRATIONS

Wisconsin Professional
Engineer #47016-6

Illinois Professional Engineer
#062.071358



ANDREW ASHLEY, PE

Milwaukee Office

Mr. Ashley is a civil engineer with the ability to provide a broad array of planning, design, and construction observation services. He has developed a strong service base that provides street design, water main replacement, sanitary and storm sewer design, and construction management.

Municipal Engineering and Service to Community

Andy is a municipal engineer, adapting to the many needs of the communities he serves. In Whitefish Bay, he is the go-to consultant for roadway rehabilitation and traffic engineering. In Glendale, Andy is the lead designer of water main replacement projects that annually replace over 7,000 feet of water main.

Andy has strong roadway design experience, including road resurfacing and complete reconstruction design and bidding, traffic studies or warrant analysis, sanitary and storm sewer design, water main design, and incorporating green infrastructure improvements.

Grant Funding Supports Local Government

Andy has become an expert in identifying and creating successful applications for State and Federal grants for our local community clients. Most recently, we secured over \$400,000 for a trail project in Glendale. Additional grants from other State and Local agencies are being targeted as well. This is a great way to fund projects and relieve budget stress at the municipal level.

Comprehensive Outdoor Recreation Planning

Andy has been Clark Dietz's go-to planning professional for municipal park and trail planning. His vision and understanding of local conditions and constraints have helped create significant plans that guide city governments toward a higher quality of life and better health for residents.

EXPERIENCE

10 Years

PROFESSIONAL AFFILIATIONS

American Public Works
Association, Member

EDUCATION

BS, Civil Engineering,
University of Wisconsin
Milwaukee

REGISTRATIONS

Wisconsin Professional
Engineer #45780-6

Illinois Professional Engineer
#062.070457

TEAM QUALIFICATIONS



BRANDON FLUNKER, PE

Milwaukee Office

Mr. Flunker is a civil engineer who has developed a portfolio of municipal infrastructure experience with water main, storm and sanitary sewers, and road reconstruction projects. He understands that real solutions come from realizing clients' needs. Brandon works closely with his clients throughout the design process to ensure that a long term and efficient solution is achieved.

Field Experience Translates to Efficient Designs

Mr. Flunker's practical knowledge gained through construction inspection translates to more accurate and thoughtful design plans, minimizing construction changes and unseen obstacles. His detailed approach to preparing plans, specifications and estimates translates to time and cost savings over the project life cycle.

Certified Floodplain Manager

Brandon is a CFM serving the floodplain administration needs in the City of Glendale and the Village of River Hills. His understanding of the Local Codes, State and Federal law helps enforce the rules that protect property and assist residents in maintaining compliance with their FEMA sponsored flood Insurance policies.

Stormwater Management Planning

Brandon has started creating Municipal Stormwater Management Plans for suburban communities in the Milwaukee area. Many of his projects were partially funded by the DNR Nonpoint Source Management Grants. He provides advice on ordinances, relationships with regulating agencies, and developer requirements. In the last couple of years, Brandon authored municipal stormwater management plans for the communities of Shorewood, River Hills, and Glendale.

EXPERIENCE

10 Years

Illinois Professional Engineer
#062-071033

EDUCATION

BS, Civil Engineering-
Environmental /Water
Resources, University of
Wisconsin Milwaukee

PROFESSIONAL AFFILIATIONS

Wisconsin Association for
Floodplain, Stormwater, and
Coastal Management

American Public Works
Association, Member

REGISTRATIONS

Wisconsin Professional
Engineer #E-45347-6

Multiple States ASFP
Certified Floodplain Manager
#US-18-10739

Illinois Association of
Floodplain and Stormwater
Management, Member



KEVIN RISCH, PE

Kenosha Office

As a former Assistant City Engineer, Kevin has a deep appreciation for the importance of balancing residents' needs with infrastructure goals. He is our Lead Senior Municipal Engineer and is highly adept at navigating the complexities of multifaceted projects that incorporate public involvement. Mr. Risch joined Clark Dietz from the City of Kenosha where he was the Assistant City Engineer. He has been both a Municipal Engineer and Transportation/ Street Design Engineer. His experience includes project management, construction management, and traffic engineering. Additionally, Mr. Risch supervised and provided project assignments to Kenosha's public works engineering staff. In his many years with the City of Kenosha, Kevin has come to deeply understand the impact infrastructure projects have on communities.

Exceptional Project Management

Focused on his clients' objectives, Kevin leads his team through the design and management of analysis, coordination, public involvement, and sustainable solutions. Taking ownership from start to finish, the client is kept informed through regular project updates, informative public meetings, and a responsive team.

Excellence in Municipal Engineering

Mr. Risch has diverse experience given the many municipalities he has supported. His roadway design experience includes complete road reconstruction and resurfacing, LED street lighting layout including photometrics, traffic studies or warrant analysis, sanitary & storm sewer design, and water main design. His involvement includes design engineering and project management on municipal projects for Cities of Kenosha and Racine, the Villages of Somers and Pleasant Prairie and the Villages of Shorewood and Whitefish Bay in Milwaukee County.

EXPERIENCE

30 Years

PROFESSIONAL AFFILIATIONS

American Public Works
Association

EDUCATION

BS, Civil and Environmental
Engineering, University of
Wisconsin, Madison

American Council of
Engineering Companies

American Society of Civil
Engineers

REGISTRATIONS

Wisconsin Professional
Engineer #36446-6

Municipal Engineering



At Clark Dietz, we understand how vital infrastructure is to people. We never forget the importance of those who rely on it. As municipal engineers, our actions support our client's best interests, representing the values and the standards of the community at all times.

MUNICIPAL ENGINEER

- Board Meetings
- Staff Consultant
- Citizen's Contact
- Consultant Oversight
- Public Involvement

ASSISTING BUILDING DEPARTMENT AND PUBLIC WORKS DEPARTMENT

- Permitting Reviews
- Escrow Compliance
- Roadway Maintenance
- Ordinance Updates and Reviews
- Storm, Sewer and Water Main Maintenance
- Sanitary Sewer Collection Systems

DEVELOPMENT REVIEW

- Engineering Review
- Code/Ordinance Compliance
- Land Use Plan Compliance
- Escrow Requirements
- Permitting Requirements

CONSTRUCTION SERVICES

- Construction Letting
- Awards and Contracting
- Construction Observation
- Pay Request and Change Order Processing
- Preparation of Punch Lists and Assurance of Completion of Punch List Items
- Recommendations to Village for Acceptance of Improvements

REGULATORY COMPLIANCE AND REPORTS

- WDNR NR216 Reporting
- WDNR CMAR Reporting
- MMSD CMOM Reporting
- MMSD Chapter 13 Reporting
- WisDOT Local Program Funding
- WisDOT Roadway Inventory
- CDBG Funding

OVERVIEW OF OUR SERVICES

CIVIL ENGINEERING AND STORMWATER MANAGEMENT

Clark Dietz provides civil engineering services including site survey, engineering design and post design services such as staking and construction inspection. We provide these services to public and private clients, including local government, State Governments, and institutional entities such as School Districts, Park Districts and WEC.

Our stormwater services include reports, drainage studies, local code compliance, and local government permitting activities for construction.

ADA REQUIREMENTS

Nearly 100 percent of Clark Dietz's civil design products include ADA compliance, both within buildings and all outdoor facilities including sidewalks, walkways, park and recreation facility access points, building access points, recreational trails, boardwalks, and other facilities with non-vehicular access.

PARKING LOT – WORK YARD LAYOUT; TRAFFIC FLOW

Clark Dietz provides start-to-finish design products for government and institutional workspaces, including yards, parking lots, storage areas, salt sheds, bulk material handling areas, etc. Our services include both internal layout and design and access from nearby roadways, driveways, and traffic impact studies affecting public roads near facilities.

ASPHALT AND CONCRETE PAVEMENT DESIGN

As a roadway and highway design firm, Clark Dietz provides comprehensive asphalt and concrete pavement design services for anticipated use, loading, and wear conditions encountered in driving or storage surfaces.

EROSION CONTROL DESIGN

100 percent of our design products include an Erosion Control Plan, universally required for construction activity in all of our practice jurisdictions. In several of our offices, Clark Dietz personnel also enforce local Erosion Control codes – receiving, reviewing and enforcing erosion control ordinances ON BEHALF of the communities we serve. Clark Dietz staff have also authored about a dozen erosion control ordinances for use within our client communities in Wisconsin.

SITE SURVEYING

Clark Dietz provides full-service site survey, topographic mapping, property surveys, construction staking, and as-built survey services throughout our service geography.

STRUCTURAL ENGINEERING

Clark Dietz provides full structural engineering services for public and private clients. Our work includes bridges, retaining walls, underground storage tanks and vaults, water towers, cell phone antennas and similar.

ELECTRICAL ENGINEERING

Clark Dietz has a strong electrical engineering team with four individuals holding State Professional Engineering licensure. Our lighting services include work yard lighting, street lighting, athletic field lighting, and airport lighting. In this capacity, we serve local government as well as State agencies for education facilities and correctional institutions.

In addition to lighting, our services to the State of Wisconsin include the design of security systems in the context of correctional facilities such as Lincoln Hills and Green Bay Correctional. Many of our clients who procure fire stations, police stations, or municipal building also rely on Clark Dietz's security camera expertise.

COST ESTIMATING

Clark Dietz, as a consultant to local government, has a strong practice of capital budgeting, cost estimating and project planning services in infrastructure. Engineers in each of our locations are routinely and intimately involved in fiscal projection and planning activities for capital expenditures.

ENGINEERING PLANS AND SPECIFICATIONS

Nearly 100 percent of our professional products include construction ready plans and specifications used for public bidding purposes. In cases where public bidding is not used, Clark Dietz will produce construction ready documents for contracting purposes as directed by the owner. In these instances, it is customary to have the plan set tailored to the needs of the selected contractor and significant cost savings in engineering effort may be achieved.

CONSTRUCTION INSPECTION AND CONTRACT ADMINISTRATION

Clark Dietz construction services include combinations of full-time construction inspection, resident engineering, and contract administration services for local governments and public agencies including Illinois Department of Transportation, Tri-State Tollway Authority, and State of Wisconsin Facilities.

Clark Dietz provides these services with in-house staff, specially trained for this work, including necessary certifications where applicable.

PERMIT APPLICATIONS

One of Clark Dietz's strengths is our understanding and familiarity with local and state permit requirements in Wisconsin and Illinois. State highway access permits, natural resource permits, and erosion control permits are some of the most commonly encountered requirements.

Clark Dietz is your go-to consultant to navigate this sometimes complicated and always time-consuming phase of the project.

AS-BUILT DRAWINGS - RECORD DRAWINGS

When directed to do so, our field staff, including construction inspectors and surveyors, are familiar with the protocols and requirements of creating as-built and record drawings for the owner. Whenever we are assigned a construction management task, this step is almost always included, and Clark Dietz has the required expertise to deliver the as-built product.

Municipal Engineering Services

Southeastern Wisconsin

OWNER CONTACTS

Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov

Tammy LaBorde
Village Manager
Village of River Hills
414.352.8213
tlaborde@vil.river-hills.wi.us

John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

Andy Pederson
Village Manager
Village of Bayside
414.315.8818
apederson@bayside-wi.gov

Clark Dietz has a long-standing relationship with southern Wisconsin municipalities including the Village of Whitefish Bay, the Village of River Hills, the Village of Bayside, and the City of Glendale, providing municipal engineering design and construction management services related to infrastructure improvement programs.

Clark Dietz supports each Public Works Department by providing comprehensive infrastructure planning including feasibility studies, community design, zoning and ordinance review, agency compliance, needs assessments, impact fees, economic development, capital improvement, and public participation services. Specifically, we conduct cost estimation and engineering design for annual roadway improvements, LED street light conversions, sidewalk replacement, alley rehabilitation, streets, sewers, watermain, stormwater detention, and developer reviews among a host of other municipal engineering services as needed. Importantly, Clark Dietz offers grant and report writing to determine if the municipalities' projects might be eligible for a wide range of funding assistance programs including grants and low interest loans.

The municipalities value attention to detail and anticipation of needs to ensure a safe environment, well maintained public property, and high-quality public services that improve quality of life for its residents:

- Our commitment to the municipalities is evident in the way we approach problems: not every problem requires an engineering solution.
- We gain the trust of residents by clearly communicating the benefits of how their taxes are being utilized.
- We are community advocates, serving as the municipalities' legs, eyes, and ears to ensure projects happening in neighborhoods are executed with compliance and efficiency.
- When an engineering project arises, our commitment to the profession is apparent; our diverse in-house staff are highly trained in the specialized services we offer and provide straight-forward answers.
- Most importantly, we are flexible in our approach, adapting our style to deliver our services in the voice of the municipalities' governments.

CLARK DIETZ ADDED VALUE

Our understanding of the main requirements and characteristics of the Village Engineer position are as follows:

- The Engineer is a close ally and advisor to the Village President. In this capacity, the Engineer will make all efforts to be present and available whenever the elected officials require and ask for opinion, advice, or action.
- The Engineer has a close relationship with the Administration and supports their efforts in establishing governance structures and a general direction for staff to follow in their interactions with the elected officials and the Public.
- The Engineer will tactfully manage his interaction with the Administration and maintain a solid working relationship with them.
- The Engineer will be available to the public and respond respectfully and fully to residents' concerns. The Engineer will represent the Government in its effort to be open, accessible, and empathetic.
- The Engineer will join the Administration, the relevant Committees, and the elected officials in managing the Capital Improvement Program to fine tune or completely overhaul infrastructure renewal strategies.
- The Engineer understands and promotes that optimization is superior to prioritization.

ClarkDietz

MUNICIPAL INFRASTRUCTURE IMPROVES QUALITY OF LIFE

Clark Dietz brings more than 60 years of experience in the consulting engineering field. Our multi-disciplined staff work together providing strong technical expertise in a number of disciplines including civil, environmental, transportation, structural, electrical, mechanical, and construction. We have built a reputation on operating with integrity and standing behind everything we do. Our unwavering adherence to best practices, pride in the quality of our work, and our diligence to every detail ensures what is delivered is what is promised, every time.

Municipal engineering today is more than technical analysis. It is about people - residents, businesses, developers, contractors, local, county, and state agency officials, Village staff, and Board members - all of whom come to projects with differing needs and objectives. Municipal engineers must work in concert with staff and the Board to represent the Village's goals and interests. Clark Dietz has the capabilities and expertise to address the required services listed in the RFP.

MUNICIPAL ELEMENTS	City of Wausau	Village of Bayside	City of Glendale	Village of River Hills	Village of Whitefish Bay	City of New Berlin	City of Merrill
Permitting Reviews		•	•	•	•		•
Roadway Maintenance	•	•	•	•	•		•
Ordinance Updates and Reviews		•	•	•	•		•
Storm, Sewer and Water Main Maintenance	•	•	•	•	•		•
Sanitary Sewer Collection Systems	•	•	•	•	•	•	•
Lift Station Design	•	•	•	•	•	•	
Development Engineering Reviews		•	•	•	•		
Permitting	•	•	•	•	•	•	•
Grant Writing and Funding Assistance	•	•	•	•	•		•
System Planning Studies	•	•	•	•	•		•
Utility Coordination	•	•	•	•	•	•	•
Street Design and Coordination	•	•	•	•	•		•
Preparation of Final Plans and Specifications	•	•	•	•	•	•	•
Bidding Assistance	•	•	•	•	•	•	•
Final Estimates of Cost	•	•	•	•	•	•	•
Easements and Property Acquisition	•	•	•	•			
Construction Management	•	•	•	•	•	•	•
Construction Observation	•	•	•	•	•	•	•
Contract Close Out	•	•	•	•	•	•	•
Regulatory Compliance Reporting		•	•	•	•		•
Digital Mapping and GIS Services		•	•	•			•
WDNR MS4 Compliance		•	•	•	•		
MMSD Chapter 13 Reporting		•	•	•	•		

OUR STREET RECONSTRUCTION/ REHABILITATION CLIENTS INCLUDE:

City of Glendale
Village of Whitefish Bay
City of Kenosha
Village of River Hills
Village of Bayside
Village of Shorewood
Village of Weston
Town of Minocqua
Village of Pleasant Prairie
Village of Green Oaks
Village of Richton Park
Village of Harwood Heights
Village of Franklin Park

OUR DEVELOPER REVIEW CLIENTS INCLUDE:

City of Kenosha
City of Glendale
Village of Whitefish Bay
Village of River Hills
Village of Harwood Heights
Village of Franklin Park
Village of Richton Park
City of Bloomington

Street Reconstruction and Rehabilitation Design

For the last two decades, Clark Dietz has helped Wisconsin communities manage the quality and serviceability of their streets in the most economical and least disruptive manner. Clark Dietz has redesigned 4-lane concrete roadways in Kenosha or Shorewood for maximum durability. At the same time, we have designed and managed mill and overlay programs that result in significant quality of life and ride quality improvements in hundreds of miles of 24 foot wide residential streets in southeast Wisconsin.

Quality streets are essential to the economic vitality of our communities. Clark Dietz understands that roadways are one of the most visible components of local infrastructure and contribute to the overall perception of value and quality in a municipality.

Our Project Managers and Designers understand all the nuances and finer points of the value and meaning of street reconstruction consideration in our client communities. From drainage to the restoration of the surrounding front lawns and carriage ways, Clark Dietz engineers treat our street reconstruction and design assignments as if their own families will enjoy the benefits.

Developer and Residential Plan Reviews

Clark Dietz performs developer plan reviews for several municipalities where we are responsible for the correct and fair implementation of municipal codes and ordinances. This work is generally very time sensitive and politically sensitive as our staff needs to represent the City properly and appropriately in their review comments. The work we perform includes:

- Floodplain Ordinance compliance
- Stormwater Plan reviews
- Engineering reviews
- Erosion Control Plan reviews
- CSM submittal reviews
- Right of Way Permits

OUR STORMWATER CLIENTS INCLUDE:

City of Glendale
Village of Whitefish Bay
Village of Pleasant Prairie
Village of Shorewood
City of Plymouth
City of Port Washington
Village of River Hills
City of Kenosha
City of Elmhurst
Village of Caledonia

OUR CONSTRUCTION MANAGEMENT CLIENTS INCLUDE:

Village of Gurnee
City of Crystal Lake
City of Elmhurst
Village of Franklin Park
Village Harwood Heights
Village of Richton Park
City of Champaign
City of Glendale
Village of Whitefish Bay
Village of River Hills
City of Kenosha
North Shore Water Commission

Stormwater Management Planning and Drainage Design Services

Clark Dietz's Milwaukee Office is one of our corporate stormwater management service centers. Under Mustafa Emir's management, we have provided a wide variety of stormwater services, from traditional flood control facilities to the more recent green infrastructure installations that reduce runoff and improve water quality.

Perhaps most important, Mustafa has been intimately involved with the NR 216 permit process since its implementation in Wisconsin. Mustafa has worked hand-in-hand with the DNR NR 216 management staff in developing application materials, analysis methods, and various report formats. Your community will have Mustafa's full attention during the project, and his hands-on approach will help deliver clear, concise and complete solutions to your stormwater management needs.

Drainage analysis and flood control design are one of our strongest fields of expertise. Mustafa has authored over two dozen municipal stormwater management plans, including those for Shorewood, Glendale, Whitefish Bay, Bayside, Franklin, Port Washington, Pleasant Prairie, Caledonia, and several others.

Construction Management

Clark Dietz has a "customer centric" approach to the traditional construction management and inspection process. Our customers are the owner and residents.

As the owner, you should not be surprised by anything that happens in the field. Our staff is constantly watching for potential changes and provides timely alerts for upcoming potential changes that can affect the total cost. We make sure that change orders are minimized if they are additive, maximized if they are deductive. In any case, our change orders are below industry averages and we are committed to keeping it that way.

Clark Dietz is committed to public involvement and has started inviting our residents who may be impacted by construction projects to a neighborhood meeting BEFORE the start of the project. Our residents are first and foremost in our minds whenever we are in front of their houses and businesses. We are proud that our staff end up being on a first name basis with most of our project area residents.

WHAT CONTRACTORS HAVE TO SAY ...

"We have worked on a number of successful projects with Clark Dietz through the past years. They provide a good working relationship from the engineers in the office to the inspectors out in the field which is a rare thing these days. The project management teams have been very knowledgeable and fair to work with. They have a great deal of common sense and are always willing to listen to the contractor to help make a more cost effective and efficient project which helps everyone involved, especially the owners."

The projects we have been fortunate enough to work on with Clark Dietz have come in under budget and always ahead of schedule due to the good working relationship they always provide."

OUR SANITARY SEWER PLANNING AND DESIGN CLIENTS INCLUDE:

Village of Shorewood
Village of Whitefish Bay
Village of River Hills
City of Milwaukee
City of Wausau
Village of Weston
Village of Pleasant Prairie
City of Mequon

Inflow and Infiltration
Reduction Clients:
Village of Shorewood
Village of Whitefish Bay
Village of River Hills
City of Glendale
Village of Bayside

OUR WATER DISTRIBUTION SYSTEM CLIENTS INCLUDE:

North Shore Water Commission
City of Glendale
Village of Whitefish Bay
Kenosha Water Utility
Cudahy Water Utility
Mequon Water Utility
Village of Shorewood
Village of Whitefish Bay
City of Wausau
Village of Franklin Park
City of Elmhurst

Sanitary Sewer Planning and Design

Clark Dietz is one of the leading Inflow and infiltration reduction experts in Southeastern Wisconsin. Our approach is grounded in adaptability and flexibility. Our sewer expertise is a balanced approach to fixing and maintaining the old and giving you flexibility in building the new.

Clark Dietz has secured a significant funding from MMSD to perform Glendale's first ever Sanitary Sewer System Assessment Study. This study will guide future maintenance and improvement efforts for the next several years.

In many communities, we have been successful in implementing sewer system management plans that combine service improvements and reduced capital expenditures. To accomplish this, we combine system hydraulic improvements, aggressive maintenance of functional components, and planned replacement of ageing components.

Clark Dietz identifies the sewer system condition through CCTV inspections, flow monitoring, and identification of hydraulic bottlenecks through computer modeling. The result is a maintenance, rehabilitation, and replacement schedule for optimum service for residents.

Through modeling and field inspections, we develop a strategy for future inspections and sewer main rehabilitation that maintains high levels of service at minimal intervention and cost.

Water System Planning and Watermain Design

Clark Dietz's expertise in Comprehensive water distribution system planning and management has already paid huge dividends for Glendale's water system resiliency. Clark Dietz used a computer model to simulate critical failures in the distribution system and correctly identified two projects to address the vulnerabilities of the system. As a result, the Range Line Road standpipe pump was upgraded to better provide the necessary pressures and fire flow requirements. In addition, the modeling identified the Green Bay Road corridor as a supply bottleneck. The new transmission main provides the west side of the City with supply and pressure that eliminates system vulnerabilities.

Our planning expertise includes computer modeling of systems, cost estimating, water age analysis, water pressure distribution studies, and fire flow analysis for system optimization. Clark Dietz currently maintains a water system computer model for the City of Glendale.

School Neighborhood Street and Drainage Design

Weston, WI

CONSTRUCTION COST
\$2,100,000

PROJECT DURATION
11/1/2019 - 3/27/2020

PROJECT TEAM
Tonia Westphal, PE, LEED AP
Emily Basalla, PE, CFM
Christopher Beyer, PE

OWNER CONTACT
Michael Wodalski, PE
Deputy Director of Public
Works
Village of Weston
715.241.2636
mwodalski@westonwi.gov



The project involved the design and preparation of bidding documents for full construction and administration services for approximately 5,300 feet of urban roadway, water, sanitary sewer, ditches with underdrain, and sidewalks. The total project length is approximately 5,320 feet including portions of South Timber Street, Arrow Street, Sunset Street, Von Kane Street and Kennedy Avenue, bounded by Sternberg Avenue to the south and Ross/Corozalla to the north. The total project length is a rural section with 60-foot right-of-way, without consistently defined ditches and drainage facilities.

The project included evaluation of the existing conditions of the water main and sanitary sewer to determine if full replacement is necessary. Design included preparation of bidding documents to reconstruct roadway, water main, sanitary sewer, surface drainage and storm sewer within the project area.

Frederick Street and Drainage Design

Shorewood, WI

CONSTRUCTION COST
\$1,600,000

PROJECT DURATION
5/1/2015 - 3/1/2016

PROJECT TEAM
Emily Basalla, PE, CFM
Christopher Beyer, PE
Mustafa Emir, PhD, PE
Brandon Flunker, PE, CFM
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
Leeann Butschlick
Director of Public Works
Village of Shorewood
414.847.2653
lbutschlick@
villageofshorewood.org

This project included combined sewer improvements and Fredrick Avenue reconstruction. Our effort consisted of the combined sewer and street design, utility coordination, field survey, relevant locations of water system features, underground utilities, including electrical system for possible relocation, storm sewer manholes, inlets, catch basins for possible repairs or replacement, sidewalk grades to assure positive drainage in terrace and carriage walk areas in sufficient radius information to achieve smooth transitions to adjacent streets and coordination of necessary state permit requirements. Design for project included:

- Construction of approximately 760 feet of DIP water main, 11 service connections and 4 valves
- Construction of approximately 3,800 feet of PVC sanitary sewer pipe
- Common excavation of approx. 8,800 cubic yards
- 450 LF Storm Sewer, 14 Structures, 3,300 LF 8" PVC Terrace Drains
- Removal of approximately 24,000 SY of existing asphalt street with concrete base
- Placing approx. 18,000 SY of proposed HMA Street with 5,000 Ton aggregate base
- Construction of approximately 5,000 feet of concrete curb
- Removal & replacement of 680 SY concrete driveway approaches
- Landscape restoration of 6,400 SY terraces using sod & topsoil and planting of 22 trees.

Street Rehabilitation Design

Whitefish Bay, WI

CONSTRUCTION COST
\$192,707

SIZE
.70 Miles

PROJECT DURATION
10/1/2020 - 2/26/2021

PROJECT TEAM
Mustafa Emir, PhD, PE
Brandon Flunker, PE
Kevin Risch, PE
Mitchell Daharsh, EIT

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

The 2021 Road rehabilitation project included the design & bidding for approximately .70 miles of various streets in Whitefish Bay. Our services included the design of roadway surface and pavement marking, review pavement condition to determine mill and overlay limits at intersecting streets, developed a traffic control and staging plan, developed pavement marking and signage plan as needed, preparation of construction drawings, bid documents and construction cost estimate, coordination of the bidding process, preparation of bid tab and letter of recommendation to award.

Blackthorne Place Street Design

Whitefish Bay, WI

CONSTRUCTION COST
\$ 535,000

PROJECT DURATION
4/1/2021 -
12/3/2021 (Est.)

PROJECT TEAM
Emily Basalla, PE, CFM
Christopher Beyer, PE
Brandon Flunker, PE, CFM
Mitchell Daharsh, EIT
Adam Latusek
Andrew Torola

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org



Design, public bidding, and construction inspection of the watermain replacement project on E. Blackthorne Place from N. Larkin St. to N. Bartlett Avenue. Our services include:

- Performed field survey and field investigations for the preparation of plans and specifications.
- Prepared drawings and maps, specifications, bidding documents, and an opinion of construction cost for the work.
- Provided updates to the Public Works Department for design status and design review and concurrence.
- Completed permit applications to obtain permits for the WDNR Water Main Extension permit.
- Published bid documents, advertisement notification, analyzed bids, and provided a recommendation for the award of the construction contract.
- Attended pre-construction meeting.
- Performed construction staking, inspection, and contract administration tasks until completion.

ClarkDietz

22nd Avenue Reconstruction Design

Kenosha, WI

CONSTRUCTION COST

\$713,000

PROJECT DURATION

12/2/2016 - 11/7/2017

1/9/2019 - 8/7/2019

PROJECT TEAM

Emily Basalla, PE, CFM

Andrew Ashley, PE

Christopher Beyer, PE

Scott Drabicki, PE

Kevin Risch, PE

Derek Tanner, PE

OWNER CONTACT

Shelly Billingsley, PE

Director of Public Works

City of Kenosha

262.653.4149

sbillingsley@kenosha.org



Clark Dietz was selected to provide design engineering services and creation of construction plans for the reconstruction of 22nd Avenue from 80th Street to 260 feet south of 75th Street. Design included full depth reconstruction of the roadway, removing and replacing concrete curb and gutter, removing and replacing hazardous concrete sidewalk and locations of ADA curb ramps for 12 locations including determining grades and removal limits to satisfy ADA requirements.

Additional design included crosswalks, concrete driveways, concrete pavement, and storm sewers. Clark Dietz provided plan sheets, completed light pole inspections, coordinated with the Kenosha Water Utility for utility adjustments, prepared quantities for all bid items, provided cost estimates, assisted in bidding and prepared bid tabulations and recommendation for project award.

Street Reconstruction and Drainage Design

Glendale, WI

CONSTRUCTION COST

\$400,000

PROJECT DURATION

1/1/2018 - 4/27/2018

PROJECT TEAM

Mustafa Emir, PhD, PE

Emily Basalla, PE, CFM

Andrew Ashley, PE

Christopher Beyer, PE

Thomas Foley, PE

Kevin Risch, PE

OWNER CONTACT

Charlie Imig

Director of Public Works

City of Glendale

414.228.1746

c.imig@glendalewi.gov



The 2018 Road Program for Glendale included the following:

- Reconstruction of Pierron Road
- Installation of watermain at N. River Road east to N. Jean Nicolet Road
- Watermain replacement at N. Braeburn Lane easterly to N. Atwahl Drive
- Street Resurfacing projects including 8 street segments in total length 7,400 feet

Clark Dietz provided design engineering services for all portions of the 2018 Road program. Specifically, our services included project management, road, storm sewer, and water main design, construction document preparation, and bid process. Clark Dietz also provided all Construction Inspection and project closeout administration.

ClarkDietz

Kenboern Drive Street Design

Glendale, WI

CONSTRUCTION COST
\$534,332

PROJECT DURATION
3/1/2018 - 5/25/2018

PROJECT TEAM
Emily Basalla, PE, CFM
Christopher Beyer, PE
Andrew Ashley, PE
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov



Clark Dietz provided design and construction services for two road reconstruction projects; W. Kenboern Dr. and N. Glen Park Rd. W. Kenboern Dr. included 2,250 LF of 8" water main, 24 water lateral connections, 1,900 SY of pavement removal and replacement, traffic control, and restoration; N. Glen Park Rd. included full reconstruction of 1,850 SY of roadway, 740 LF of 30" Curb and Gutter, 240 SY of driveway removal and replacement, 100 LF of pavement markings, traffic control, and restoration. The Clark Dietz scope of work design activities included:

- Field survey activities to capture necessary and relevant data within the proposed sewer alignment.
- Coordination of necessary permit requirements for WDNR water main permit.
- Preparation of the necessary construction documents and support during the bid process.
- Construction inspection services of roadway improvements to ensure the project was built according to approved plans and specifications.
- Provided as-built drawings for the proposed sewer main construction.

Street Reconstruction and Rehabilitation Design

Whitefish Bay, WI

CONSTRUCTION COST
\$600,000

PROJECT DURATION
2/20/2020 - 9/25/2020

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Brandon Flunker, PE, CFM
Mitchell Daharsh, EIT

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

The project included the design and bidding for the 2020 Roadway Rehabilitation Program which included the following locations:

Mill and Overlay of Santa Monica Blvd. from Henry Clay St. to School Rd.; Mill and Overlay of LRIP Streets; and Mill and Overlay of 6 Additional Streets; and Diamond Grinding of Hampton Ave. from Scheffield Ave. to STH 32.

Design services included review of pavement conditions to determine mill and overlay limits at intersecting streets; developed traffic control and staging plan; developed project schedule for each phase of rehabilitation and developed pavement marking and signage plan as needed.

Construction Document Preparation and Bid Process included preparation and printing of construction drawings and location maps; publication of appropriate notices; preparation of a construction cost estimate; coordination of the public bidding process including managing distribution of plan sets and bid documents, attended and conducted bid opening, prepared bid tab, and prepared a letter of recommendation to award.

N. Port Washington Road - Design of 2 Intersections

Glendale, WI



CONSTRUCTION COST
\$199,464

PROJECT DURATION
1/1/2020 - 4/24/2020

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Andrew Ashley, PE
Mitchell Daharsh, EIT
Adam Latusek
Kevin Risch, PE
Derek Tanner, PE

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov

This project included the reconstruction of two intersections on Port Washington Road found at the intersections of Port Washington Road and Henry Clay, and Port Washington Road and Lexington Blvd. in Glendale. Clark Dietz provided design, bidding support and construction inspection management for this improvement project.

Clark Dietz was assigned the redesign and improvements at two intersections in this busy Glendale commercial corridor. The intersections suffered from poor pavement condition and inadequate drainage. In addition, one of the intersections needed to be prepared for a proposed Chick-Fil-A restaurant that would add significant volumes to the traffic in the area.

Clark Dietz worked closely with area businesses to alleviate access impacts by carefully planning a staging sequence that left the maximum number of lanes open during peak business hours.

Clark Dietz worked closely with TAPCO – the City's traffic signal technical service provider to adjust timing and sequencing of the signals to help with construction and access requirements. New signal poles, pedestrian amenities, and redesigned crosswalks helped in improving the overall safety at both intersections.

During construction, Clark Dietz staff was an important part of communications with businesses and event planners who needed to be informed about schedules and impacts. At the end, the contractor was able to complete the project ahead of schedule and reduce the anticipated disruption in the project area.

ClarkDietz

Industrial Park Street Design

Kenosha, WI

CONSTRUCTION COST
\$1,100,000

PROJECT DURATION
4/9/2018 - 7/6/2018

PROJECT TEAM

Emily Basalla, PE, CFM
Christopher Beyer, PE
Andrew Ashley, PE
Kevin Risch, PE
Derek Tanner, PE
Tonia Westphal, PE, LEED AP

OWNER CONTACT

Brian Cater, PE
City Engineer
City of Kenosha
262.653.4146
bcater@kenosha.org

Clark Dietz was selected to provide design engineering services for the rehabilitation of 1.16 miles of roadway at the Industrial Park of Kenosha(IPOK). Our rehabilitation design effort included:

- Survey for of the above roadways segments 6,125 feet (1.16 miles).
- Creating base mapping for the all roadways for the rehabilitation project.
- Visual inspection of the roadway limits to determine if there are any changes to driveway approaches requiring modifications.
- Performed storm sewer visual inspections that included manhole, inlet, pipes and leads conditions.
- Designed storm sewer modifications to improve drainage and provide flood protection in the IPOK roadway corridor.
- Prepared plan and storm profile sheets for the reconstruction of any storm sewers in the IPOK roadway corridor with traffic control.

Bidding Services included preparing bidding and contract documents for public bidding; file of NR216 permit applications; provided cost estimates; responded to bidders questions; assisted in bid opening, preparation of bid tabulations and recommendation on contractor award.

Berkeley Boulevard Street Design

Whitefish Bay, WI

CONSTRUCTION COST
\$2,441,099

PROJECT DURATION
7/1/2015 - 3/30/2016

PROJECT TEAM

Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Christopher Beyer, PE
Brandon Flunker, PE, CFM
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT

John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org



Clark Dietz was selected to provide design services for the complete reconstruction of .5 miles of Berkeley Boulevard in Whitefish Bay. Design services included design of concrete street, sanitary sewer, water main, and storm sewer reconfiguration design.

Duties included design services, utility coordination, field survey, relevant locations of water system features, underground utilities, including electrical system for possible relocation, storm sewer manholes, inlets, catch basins for repairs or replacement, sidewalk grades to assure positive drainage in terrace and construction document preparation and bid process.

Additionally, Clark Dietz initiated a utility coordination meeting, met with client to provide project status and facilitated a public information meeting. Clark Dietz also provided coordination of necessary state permitting.

Street Resurfacing and Drainage Design

Glendale, WI

CONSTRUCTION COST
\$1,400,000

PROJECT DURATION
10/1/2018 - 2/22/2019

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Andrew Ashley, PE
Scott Drabicki, PE
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov



The 2019 Street and Water Main Reconstruction design project consisted of a 2-inch mill and overlay on Bender Rd. (3,060 ft), Ironwood Rd. (1,070 ft), Navajo Ave. (600 ft), and Kendall Ave. (800 ft) totaling 2,770 tons of HMA and 22,860 linear feet of pavement markings. Services included coordinating the design process including anticipated meetings with City staff and public. Additionally, we prepared the ad for bid, had attendance at the bid opening and created a tabulation of bid results with a recommendation of award of contract.

Our road, storm sewer and water main design services included conducting all design activities related to the reconstruction of project roads and the replacement of catch basin structures, leads, and water main with water services through the curb stop.

Additional services included coordination of all necessary state and county permit requirements. Clark Dietz also provided construction services including attend project meetings, provided design including field survey activities, prepared construction documents, managed distribution of bidding documents, prepared a recommendation and provided construction management support.

Lake Drive Resurfacing Design

Shorewood, WI

CONSTRUCTION COST
\$322,179

TOTAL PROJECT COST
\$334,543

PROJECT DURATION
2/1/2018 - 12/31/2018

PROJECT TEAM
Mustafa Emir, PhD, PE
Brandon Flunker, PE, CFM
Derek Tanner, PE
Andrew Torola

OWNER CONTACT
Leeann Butschlick
Director of Public Works
Village of Shorewood
414.847.2653
lbutschlick@villageofshorewood.org

Clark Dietz provided design and construction inspection services for the resurfacing of Lake Drive in Shorewood, WI. Design services included design of the roadway surface and pavement marking, including:

- Review pavement condition to determine mill and overlay limits at intersecting streets.
- Developed traffic control and staging plan.
- Developed pavement marking and signage plan.

Construction Document Preparation and Bid Process services included:

- Preparation and printing of construction drawings.
- Adaptation of Village standard specifications to project as necessary.
- Publication of appropriate notices.
- Preparation of a construction cost estimate.
- Coordinated public bidding process including managing distribution of plan sets and bid documents, conducted bid opening and prepared final bid tabulation and recommendation.

Construction Services included providing full-time inspection team to monitor contractor performance to specifications, and maintained daily work logs. Additional services included arranging and conducting a pre-construction meeting, reviewed contractor payment requests, reviewed and approved change orders, and generated substantial/final punch list.

Thackeray Trail Street and Drainage Planning

Oconomowoc, WI

CONSTRUCTION COST
\$650,000

PROJECT DURATION
8/1/2019 - 2/11/2020

PROJECT TEAM
Brandon Flunker, PE, CFM
Mitchell Daharsh, EIT
Scott Drabicki, PE

OWNER CONTACT
Mark Frye
Director of Public Works
City of Oconomowoc
262.569.2184
mfrye@oconomowoc-wi.gov



Thackeray Trail is a 2,800 foot long rural cross section street with a 100-foot right-of-way. There were two 20-foot wide drive lanes separated by a 20-foot wide grass median. The present street intersected with Summit Avenue and goes westerly 2,800 feet and terminates. Clark Dietz was selected to determine options for cross section, pedestrian facilities, stormwater management and to prepare preliminary design options for the reconstruction of the street. Our services included:

- Pre Design Meeting
- Infrastructure Cost Estimates
- Committee of the Whole Infrastructure Cost
- Preliminary Design
- Public Information Meeting
- Presentation to the Common Council including recommendation on final design option.

60th Street Reconstruction Design

Kenosha, WI

PROJECT DURATION
1/1/2019 - 4/26/2019

PROJECT TEAM
Emily Basalla, PE, CFM
Andrew Ashley, PE
Christopher Beyer, PE
Scott Drabicki, PE
Kevin Risch, PE
Derek Tanner, PE

OWNER CONTACT
Greg Holverson
Assistant City Engineer
City of Kenosha
262.653.4050
gholverson@kenosha.org

Clark Dietz provided engineering design services for the 60th Street, from 60th Ave. to 55th Ave. roadway reconstruction. Our services included:

- Storm Sewer design including design for new inlets with replacement of lead into existing or new manholes, or new sewer mains
- Lighting design including a complete roadway lighting layout, voltage drop calculations, provide lighting photometrics, lighting fixtures selection
- Intersection design including handicap ramps at all required locations, and detailed grading plan
- Traffic control and detour plan, design stage construction phasing and survey
- Subsurface investigations for determining extent of earthwork and paving design
 - Topographic survey & base mapping
 - Public involvement meetings
 - Utility coordination
- Complete Roadway design including roadway construction plans, contract specifications, bid quantities and cost estimation.

Lydell Avenue Reconstruction and Drainage Design

Glendale, WI

CONSTRUCTION COST
\$1,250,000

PROJECT DURATION
7/1/2019 - 2/28/2020

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Andrew Ashley, PE
Mitchell Daharsh, EIT
Evan Nickodem, PE
Kevin Risch, PE
Tania Tkachuk

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov



Clark Dietz provided public infrastructure engineering design for the improvements of public infrastructure on Lydell Avenue. The street was reconstructed from Silver Spring Drive to the south to Montclair Avenue to the north. The cost of street reconstruction was split between the City of Glendale and the Village of Whitefish Bay. In addition, the City of Glendale installed a sanitary sewer service extension sufficiently to the north of Lake View Avenue to serve the newly proposed buildings on the Bayshore Town Center property along the west side of Lydell Avenue. Clark Dietz services included:

- Topographic survey needed to capture all necessary and relevant data within the City right-of-way including relevant location of all utilities.
- Design of a new roadway corridor using the existing curb grade on the east side of the road.
- Design new storm sewers to capture water in sumps and along the new proposed curb and gutter.
- Design new sanitary sewer to serve the newly proposed buildings on the Bayshore Town Center property.
- Coordinate with Glendale, Whitefish Bay, MMSD, Graef (Bayshore Developer), and WE Energies on the new proposed work.
- Applied for necessary permits.
- Assisted Glendale in bidding the project out to contractors.
- Construction documentation preparation and bid process.

Cramer Street Reconstruction and Drainage Design

Whitefish Bay, WI

CONSTRUCTION COST
\$300,000

PROJECT DURATION
12/8/2016 - 6/30/2017

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Brandon Flunker, PE, CFM
Andrew Ashley, PE
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

The 4600 and 4700 blocks of Cramer Street in Whitefish Bay have suffered from surface ponding of runoff during heavy rains. This condition is particularly threatening to a number of residences that are located on the low parcels compared to the roadway. The surface ponding occurs despite the presence of storm sewers and a number of catch basins along the street. In order to reduce the frequency of ponding, Clark Dietz analyzed the potential causes of ponding using a computer model of the storm sewer system, and showed that the limiting factor in drainage at the 4600 and 4700 blocks of Cramer Street is the flow handling capacity of the storm sewers serving these two blocks. We also showed that, if the capacity of the storm sewers in these blocks is increased, downstream storm sewers have the adequate capacity to handle the increased flows. Accordingly, the solution we developed to reduce street ponding included the addition of storm sewer pipes, a length of approximately 850 feet. The existing storm sewer was left in place. We designed the Cramer Street storm sewer, specified pipe materials, elevations, and inlet locations along the alignment. The additional storm sewer sizes were 15-inch diameter and 18-inch diameter. New inlets were installed to allow for more runoff to enter the system. After completion, the parallel system increased drainage capacity by 80 percent and provided significant reductions in street ponding on Cramer Street.



11333 N. Cedarburg Road
 Mequon, WI 53092
 Phone: 262-242-3500
 Fax: 262-242-7650

www.ci.mequon.wi.us

Office of Police

TO: Common Council
FROM: Patrick Pryor, Chief of Police
DATE: October 5, 2023
SUBJECT: RESOLUTION 4074 A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$213,234

Background

The Mequon Police Department has a safety plan for scheduling the replacement of its vehicles. For the last several years, the Department has replaced vehicles that exceed 100,000 miles, have a higher hour use count, and/or show significant signs of wear as emergency vehicles. The Department is proposing to replace four (4) department squads, as four of the Department's current squads are approaching the end of life as emergency vehicles.

This is an additional resolution for four patrol squads as the order and delivery times have changed with the resolution approved by the council in August 2023. This does not add vehicles to the fleet, it is simply ordering additional squads due to the constraint of the squad ordering process.

Analysis

It is clear that the current patrol squads are in need of replacement due to their high usage. The proposed action is to purchase four (4) 2024 Dodge Durango SUVs to replace the existing patrol squads. The Department will need to acquire specialty items such as prisoner partitions and radio consoles to update the new vehicles to current technology and model specifications. Any equipment that can be, will be, transferred from the old squads to the new squads.

The Department has obtained a bid from Ewald Automotive Group, a local dealership that has been providing squads to the City for many years. Ewald has agreed to a price of \$40,348 for each of the 2024 Dodge Durango Utility Vehicles. This price is in line with the City's financial policies as the purchase is made through a cooperative purchasing arrangement.

The plan is to receive these new squads as the order for this year. Due to changes in the Ford order process, the Ford vehicles that were approved in August 2023 will now be model year 2025 and will likely not arrive and be set up until the end of next year. Therefore, the Department needs to proceed with the purchase of the Dodge Durango SUVs to ensure timely replacement of the patrol squads.

Once the new vehicles are received, the Department will collaborate with the Fleet Division to

determine whether they should be transferred to the Department of Public Works, the City Fleet, or be put up for auction. This decision will be based on the assessment of the vehicles' condition and suitability for different departments or purposes.

Overall, the analysis supports the need for replacing the patrol squads and the proposed action of purchasing four (4) 2024 Dodge Durango SUVs. The price offered by Ewald Automotive Group aligns with the City's financial policies, using the State of Wisconsin Bid. The plan to receive and set up the new vehicles by the end of the first quarter 2024 is feasible and necessary due to the delayed arrival of the Ford vehicles.

Fiscal Impact

The replacement of the four (4) squads totals \$161,392. The purchase and installation of all associated equipment by General Communications of Milwaukee will cost \$45,080. The total project cost is expected to be \$206,472. Sufficient funds have been budgeted and set aside for this procurement.

As a result of the potential for carryover into 2024, staff is recommending that the resolution approve an amount not-to-exceed \$213,234, which includes a contingency of 15% for additionally authorized efforts from General Communications. The contingency provides for additional services that may result from unknown time and delivery conditions caused by the continued use of the existing equipment, and the parts that may become necessary during the changeover when the squads arrive.

Recommendation

A recommendation is forthcoming from the Public Safety Committee on October 10, 2023.

Attachments:

Mequon Dodge Durango Quote (PDF)

Mequon PD '24 Durango V6 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4074

A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$213,234

RECITALS

A. The City of Mequon Police Department provides 24-hour police services 365 days per year with a plan for scheduled replacement of police vehicles.

B. Staff requested a quote on the purchase of four sport utility vehicles, specifically model year 2024 Dodge Durango Sport Utility vehicles and researched associated equipment and installation costs.

C. Ewald Automotive Group used the State of Wisconsin procurement process for the replacement of the four (4) vehicles, and General Communications of Milwaukee will provide the equipment and installation.

D. Staff recommends the purchase of the vehicles and the associated equipment from funds set aside each year for this purpose.

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

1. Staff is hereby directed to enter into a purchase agreement to replace four existing police squads with Ewald Automotive Group; and to purchase and install the associated equipment with General Communications in a total amount not-to-exceed \$213,234, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

2. Funds for this purchase will be from the Police Vehicle Replacement Account.

Approved by: Andrew Nerbun, Mayor

Date Approved: October 10, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 10, 2023.

Caroline Fochs, City Clerk



Madison - (608)271-4848
Milwaukee - (262)439-2000
Eau Claire - (715)225-7604
WI Rapids - (715)424-3050
McHenry - (815)385-4224

800-356-3200 | www.gencomm.com

SALES 8.c.a

Sales Quote No: 30337
Date: 9/21/23
Account No: 2687

Bill To: Mequon Police Department
11300 North Buntrock Avenue
Mequon, WI 53092
USA

Ship To: Mequon Police Department
Attn: Lindsay Graycarek
11300 North Buntrock Avenue
Mequon, WI 53092
USA

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
Scott Lesniewski		Installation	NET 30 Days	10/21/23

Notes

Dodge Durango
VIN:
Squad #

Lindsay Graycarek
262-242-3500
lgraycarek@ci.mequon.wi.us

Items Provided By Department:

Item No	Description	Quantity	UM	Price	Amo
EMPS1QMS3D	Soundoff 3" mPower Fascia Light W/Quick Mount - R/W (Down Lights)	1.00	Each	\$118.00	\$118.00
EMPS1QMS3E	Soundoff 3" mPower Fascia Light W/Quick Mount - B/W (Down Lights)	1.00	Each	\$118.00	\$118.00
PMP1WDG15B	Soundoff 3" 15° Wedge Assembly for mPower Quick Mount, Black (Down Lights)	2.00	Each	\$13.00	\$26.00
EMPS1SMS3D	Soundoff 3" mPower Fascia Light W/Screw Mount R/W (Prisoner Compartment, Rear Compartment)	2.00	Each	\$118.00	\$236.00
ECVDMLTAL00	Soundoff 6" Round LED Dome Light, w/ Red LED Night Light - White Lens (Drivers Compartment)	1.00	Each	\$75.00	\$75.00
ESLRL6105D	Soundoff SL Running Light 61", 5-Mod Red/White	1.00	Each	\$339.00	\$339.00
ESLRL6105E	Soundoff SL Running Light 61"-5 Mod, Blue/White	1.00	Each	\$339.00	\$339.00
PSLVBK04	Soundoff Mounting Kit for SL Running Light includes: Dodge Durango	2.00	Each	\$42.00	\$84.00
T72145BLK	2023 Dodge Durango Pursuit Bucket Set- Black Tactical	1.00	Each	\$320.00	\$320.00
GCI-REAR	GCI - Custom Rear Vehicle Harness	1.00	Each	\$310.00	\$310.00
PK1126DUR11	Setina Dodge Durango #10XL C Costed Polycarbonate w/Expanded Metal Screen Sliding Horizontal	1.00	Each	\$921.00	\$921.00
QK0566DUR11	Setina Dodge Durango #12VS Poly Cargo Partition w/ Full Replacement Seat & Outboard Seatbelts	1.00	Each	\$1,358.00	\$1,358.00
WK0514DUR11	Setina Dodge Durango Vertical Window Barrier Steel -Compatible w/stock & TPO door panel	1.00	Each	\$278.00	\$278.00
Freight	Incoming Freight	1.00	Each	\$600.00	\$600.00
SHOPFEE	Installation Shop Fee	1.00	Each	\$200.00	\$200.00
INSTCW	Installation Labor	1.00	Each	\$3,500.00	\$3,500.00
BK2166DUR21	Setina Dodge Durango (21-23) PB450L2 Pusbumper W/2 Soundoff mPower Lights On Front Bar	1.00	Each	\$755.00	\$755.00
HK0809DUR21	Setina Dodge Durango (21-23) PB8 Headlight Loop	1.00	Each	\$381.00	\$381.00
INSTCW	Removal Labor	1.00	Each	\$500.00	\$500.00



2880 Commerce Park Drive
Madison, WI 53719
800-356-3200 | www.gencomm.com

Madison - (608)271-4848
Milwaukee - (262)439-2000
Eau Claire - (715)225-7604
WI Rapids - (715)424-3050
McHenry - (815)385-4224

SALES 8.c.a

Sales Quote No: 30337
Date: 9/21/23
Account No: 2687

Bill To: Mequon Police Department
11300 North Buntrock Avenue
Mequon, WI 53092
USA

Ship To: Mequon Police Department
Attn: Lindsay Graycarek
11300 North Buntrock Avenue
Mequon, WI 53092
USA

7160-1627	Gamber Johnson Standard Console Box, 2021+ Dodge Durango	1.00	Each	\$612.00	\$612.00
PNFLBF14	Soundoff Hook Kit for Nforce Lightbar 2020 Dodge Durango	1.00	Each	\$150.00	\$150.00
PNT3BKUMB4	Soundoff Dodge Durango (16-23) Under Mirror Mount Bracket Kit (each) for Intersector 3"/4"	2.00	Each	\$25.00	\$50.00
				Subtotal	\$11,270.00
				Freight	\$0.00
				Sales Tax	\$0.00
				Sales Order Total	\$11,270.00

Returns & exchanges are accepted within 30 days of purchase and require an RMA Number. Items must be in unused condition and in original packaging. Special order items are non-returnable and may not be canceled once shipped from vendor.

Attachment: Mequon Dodge Durango Quote (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



Mequon Police Department

Prepared For: Lindsay Graycarek
262-242-3500
lgraycarek@ci.mequon.wi.us

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD





Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (✔ Complete)

Quote Worksheet

	MSRP
Base Price	\$43,075.00
Dest Charge	\$1,595.00
Total Options	\$1,230.00
Subtotal	\$45,900.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$5,552.00)
Subtotal Discount	(\$5,552.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$40,348.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$40,348.00

Comments:

2024 Dodge Durango Pursuit V6 to the specifications as detailed. Registration fees are not included. Due to current market, lead time can not be guaranteed.

Order bank is currently open, production is scheduled to begin early November.

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 20446. Data Updated: Sep 13, 2023 6:43:00 PM PDT.

Attachment: Mequon PD '24 Durango V6 (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (Complete)

Standard Equipment

Mechanical	
	Engine: 3.6L V6 24V VVT UPG I w/ESS (STD)
	Transmission: 8-Speed Automatic (850RE) (STD)
	3.45 Rear Axle Ratio (STD)
	GVWR: 6,500 lbs (STD)
	50 State Emissions
	Transmission w/Sequential Shift Control
	Full-Time All-Wheel
	Engine Oil Cooler
	650CCA Maintenance-Free Battery w/Run Down Protection
	220 Amp Alternator
	Trailer Wiring Harness
	Class IV Towing Equipment -inc: Hitch and Trailer Sway Control
	Police/Fire
	1650# Maximum Payload
	Nivomat Suspension
	Front And Rear Anti-Roll Bars
	Gas-Pressurized Front Shock Absorbers and Nivomat Brand Name Rear Shock Absorbers
	HD Suspension
	Electric Power-Assist Speed-Sensing Steering
	24.6 Gal. Fuel Tank
	Single Stainless Steel Exhaust
	Permanent Locking Hubs
	Short And Long Arm Front Suspension w/Coil Springs
	Multi-Link Rear Suspension w/Coil Springs
	4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Exterior	
	Wheels: 18" x 8.0" Black Steel (STD)
	Tires: 255/60R18 On/Off Road
	Wheels w/Chrome Hub Covers

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Data Version: 20446. Data Updated: Sep 13, 2023 6:43:00 PM PDT.



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

8.c.b

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (Complete)

Exterior

Steel Spare Wheel
Compact Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Body-Colored Front Bumper w/Colored Rub Strip/Fascia Accent
Body-Colored Rear Step Bumper w/Colored Rub Strip/Fascia Accent
Black Side Windows Trim
Body-Colored Door Handles
Chrome Bodyside Insert and Colored Wheel Well Trim
Black Power Heated Side Mirrors w/Manual Folding
Fixed Rear Window w/Fixed Interval Wiper and Defroster
Deep Tinted Glass
Speed Sensitive Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Perimeter/Approach Lights
LED Brakelights
Auto On/Off Projector Beam Led Low/High Beam Daytime Running Headlamps w/Delay-Off
Laminated Glass

Entertainment

Radio w/Seek-Scan, Clock, Speed Compensated Volume Control, Aux Audio Input Jack, Steering Wheel Controls and Radio Data System
Radio: Uconnect 4 w/8.4" Display
Streaming Audio
6 Speakers
GPS Antenna Input
Integrated Center Stack Radio
Integrated Voice Command w/Bluetooth

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Data Version: 20446. Data Updated: Sep 13, 2023 6:43:00 PM PDT.

Attachment: Mequon PD '24 Durango V6 (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

8.c.b

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (✔ Complete)

Entertainment

2 LCD Monitors In The Front

Interior

Front Seats w/Power 4-Way Driver Lumbar

12-Way Power Driver Seat -inc: Power Recline, Height Adjustment, Fore/Aft Movement, Cushion Tilt and Power 4-Way Lumbar Support

4-Way Passenger Seat -inc: Manual Recline, Fore/Aft Movement and Fold Flat

60-40 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat

Manual Tilt/Telescoping Steering Column

Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Oil Temperature, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer

Power Rear Windows and Fixed 3rd Row Windows

Leather Steering Wheel

Front Cupholder

Rear Cupholder

Compass

Proximity Key For Doors And Push Button Start

Valet Function

Remote Keyless Entry w/Integrated Key Transmitter, 2 Door Curb/Courtesy, Illuminated Entry and Panic Button

Cruise Control w/Steering Wheel Controls

Voice Activated Dual Zone Front Automatic Air Conditioning

Rear HVAC w/Separate Controls

HVAC -inc: Auxiliary Rear Heater, Headliner/Pillar Ducts and Console Ducts

Illuminated Locking Glove Box

Driver Foot Rest

Interior Trim -inc: Leatherette/Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Chrome Interior Accents

Full Cloth Headliner

Cloth Bucket Seats w/Shift Insert -inc: cloth rear seat

Day-Night Auto-Dimming Rearview Mirror

Driver And Passenger Visor Vanity Mirrors

Partial Floor Console w/Covered Storage, Mini Overhead Console w/Storage and 3 12V DC Power Outlets

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Attachment: Mequon PD '24 Durango V6 (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (✔ Complete)

Interior

- Front And Rear Map Lights
- Fade-To-Off Interior Lighting
- Carpet Floor Trim
- Full Vinyl/Rubber Floor Covering
- Cargo Area Concealed Storage
- Cargo Space Lights
- FOB Controls -inc: Cargo Access and Windows
- Google Android Auto
- USB Host Flip
- Apple CarPlay
- Driver / Passenger And Rear Door Bins
- Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
- Delayed Accessory Power
- Power Door Locks w/Autolock Feature
- Driver Information Center
- Redundant Digital Speedometer
- Trip Computer
- Outside Temp Gauge
- Digital/Analog Appearance
- Front Center Armrest w/Storage and Rear Center Armrest
- #7 Seat Foam Cushion
- Manual w/Tilt Front Head Restraints and Fixed Rear Head Restraints
- Sentry Key Immobilizer
- Air Filtration
- 3 12V DC Power Outlets

Safety-Mechanical

- Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- ABS And Driveline Traction Control

Safety-Exterior

- Side Impact Beams

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Attachment: Mequon PD '24 Durango V6 (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

8.c.b

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (Complete)

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Blind Spot w/Trailer Detection Blind Spot
Collision Mitigation-Rear
ParkSense with Stop Rear Parking Sensors
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st, 2nd And 3rd Row Airbags
Airbag Occupancy Sensor
Driver Knee Airbag
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
ParkView Back-Up Camera

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 100,000
Corrosion Years: 5
Corrosion Miles/km: Unlimited
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000

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Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

8.c.b

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (Complete)

Selected Model and Options

MODEL		
CODE	MODEL	MSRP
WDEE75	2024 Dodge Durango Pursuit AWD	\$43,075.00
COLORS		
CODE	DESCRIPTION	
PXJ	DB Black Clearcoat	
ENGINE		
CODE	DESCRIPTION	MSRP
ERC	Engine: 3.6L V6 24V VVT UPG I w/ESS (STD)	\$0.00
TRANSMISSION		
CODE	DESCRIPTION	MSRP
DFT	Transmission: 8-Speed Automatic (850RE) (STD)	\$0.00
CPOS PKG		
CODE	DESCRIPTION	MSRP
2BZ	Quick Order Package 2BZ -inc: Engine: 3.6L V6 24V VVT UPG I w/ESS, Transmission: 8-Speed Automatic (850RE)	\$0.00
AXLE RATIO		
CODE	DESCRIPTION	MSRP
DLK	3.45 Rear Axle Ratio (STD)	\$0.00
WHEELS		
CODE	DESCRIPTION	MSRP
WBN	Wheels: 18" x 8.0" Black Steel (STD)	\$0.00
PRIMARY PAINT		
CODE	DESCRIPTION	MSRP
PXJ	DB Black Clearcoat	\$0.00

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Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

8.c.b

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD (Complete)

SEAT TYPE		
CODE	DESCRIPTION	MSRP
A7X9	Black, Cloth Bucket Seats w/Rear Vinyl -inc: Vinyl 2nd Row Seat	\$150.00
GVWR		
CODE	DESCRIPTION	MSRP
Z6K	GVWR: 6,500 lbs (STD)	\$0.00
ADDITIONAL EQUIPMENT - EXTERIOR		
CODE	DESCRIPTION	MSRP
LNF	Black Left LED Spot Lamp	\$640.00
ADDITIONAL EQUIPMENT - INTERIOR		
CODE	DESCRIPTION	MSRP
CW6	Deactivate Rear Doors/Windows	\$90.00
GXF	Entire Fleet Alike Key (FREQ 1) -inc: 4 additional key alike fobs / 8 total	\$350.00
Options Total		\$1,230.00

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Attachment: Mequon PD '24 Durango V6 (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

8.c.b

Vehicle: [Fleet] 2024 Dodge Durango (WDEE75) Pursuit AWD ( Complete)

Price Summary

PRICE SUMMARY	
	MSRP
Base Price	\$43,075.00
Total Options	\$1,230.00
Vehicle Subtotal	\$44,305.00
Destination Charge	\$1,595.00
Grand Total	\$45,900.00

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Attachment: Mequon PD '24 Durango V6 (RESOLUTION 4074 : A Resolution Approving the Purchase of Four (4) 2024 Dodge Durango Sport



11333 N. Cedarburg Road
 Mequon, WI 53092
 Phone: 262-242-3500
 Fax: 262-242-7650

www.ci.mequon.wi.us

Office of Police

TO: Common Council
FROM: Patrick Pryor, Chief of Police
DATE: October 5, 2023
SUBJECT: RESOLUTION 4075 A Resolution Amending Resolution #4065 to Change the Model Year of the Squad Purchase Order from 2024 to 2025

Background

On August 8, 2023, the City of Mequon Common Council passed Resolution #4065; A Resolution Approving the Purchase of Four (4) 2024 Ford Police Interceptor Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$195,876.

The Department has received information from Ewald Automotive Group that the Model Year provided will actually be model year 2025, not 2024 as originally stated in the resolution. Ewald also indicated that as Ford attempts to keep production in line with orders and demand it will have to make some adjustments and delivery times and order acceptance will be limited.

Analysis

The original memo and quotes from Resolution #4065 are attached for reference. This is the information received from Ewald Automotive Group, provided to them by Ford Motor Company.

Update on Ford Police Interceptor Utility (PIU) production 2023 Model Year Police Interceptors build out process:

- Continuing to build both Gas and Hybrid PIUs through the end of December 2023
- Production slots are currently scheduled through October.
- Anticipated that we will not be able to build all remaining orders in the unscheduled order bank.

2024 Model Year:

- Ford will shift production to the 2024 model in January and anticipated production will be only two to three months (a very short model year)
- 2024 MY will be a carryover from the 2023 MY - Pricing and options should remain the same.
- Order Bank will not open to accept new orders / Unscheduled 2023 MY orders will need to be re-entered into the 2024 MY order bank by the dealerships.
- A PO from the end use customer will be required to schedule 2024 MY orders to make sure they are still willing / able to purchase the PIU given the length of time some orders have sat in the order bank.

2025 Model Year Order Process:

- The 2025 Police Interceptor Utility order bank is set to open in late Fall 2023
- Production of model year 2025 PIUs will begin in the early Spring of 2024
- 2025 MY will be a refresh with some interior changes / both Hybrid and Gas will be built.
- PO's will be required to schedule orders - Dealers will have 30 days from order submission to have PO approved or order may be canceled.
- Ford may introduce an allocation program to ensure long-time loyal customers receive production.

Fiscal Impact

There is no additional Fiscal Impact to this model year change of the original resolution.

Recommendation

A recommendation is forthcoming from the Public Safety Committee on October 10, 2023.

Attachments:

August 2023 Resoluituon #4065 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4075

A Resolution Amending Resolution #4065 to Change the Model Year of the Squad Purchase
Order from 2024 to 2025

RECITALS

A. The City of Mequon Police Department provides 24-hour police services 365 days per year with a plan for scheduled replacement of police vehicles.

B. The City of Mequon Common Council previously adopted Resolution No. 4065: A Resolution Approving the Purchase of Four (4) 2024 Ford Police Interceptor Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$195,876.

C. The Department has received information from Ewald Automotive Group that the Model Year provided will actually be model year 2025, not 2024 as originally stated in the resolution.

D. Staff recommends the purchase of the vehicles and the associated equipment from funds set aside each year for this purpose.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that Resolution No. 4065 is amended as may be necessary to reflect the change from the 2024 model year to the 2025 model year as described above.

Approved by: Andrew Nerbun, Mayor

Date Approved: October 10, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 10, 2023.

Caroline Fochs, City Clerk



www.ci.mequon.wi.us

11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-242-3500
Fax: 262-242-7650

Office of Police

TO: Public Safety Committee
FROM: Patrick Pryor, Chief of Police
DATE: July 26, 2023
SUBJECT: RESOLUTION 4065 A Resolution Approving the Purchase of Four (4) 2024 Ford Police Interceptor Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$195,876

Background

The Mequon Police Department has a safety plan for scheduling replacement of its vehicles. For the last several years, the Department has replaced department vehicles that approach or exceed 100,000 miles, have a higher hour use count, and/or that show significant signs of wear as emergency vehicles. The Department is proposing to replace four (4) department squads, as four of the Department's current squads are 2020 Ford Interceptors that are approaching or have already exceeded 100,000 miles.

Analysis

The Police Interceptors to be replaced are currently utilized as marked patrol squads. These vehicles operate between 12-18 hours a day, seven days per week and all four squads will likely be well over 100,000 miles by the time delivery and set up occurs and is complete. The hour count on the vehicles is also significantly higher than the milage presented due to the idle time required for a police vehicle. Police vehicles must continually idle, while in use, to allow for the functions of the radios, computers, and cameras all working on the vehicle's electrical systems.

The proposed action is to purchase four 2024 Ford Police Interceptor SUV's. The Department will need to acquire a few specialty items when purchasing these vehicles to update them to current technology, however, that purchase will be minimal, and the bulk of equipment can and will be transferred from the old squads to the new squads. Upon receipt of the new vehicles, the Department will collaborate with the Fleet Division to assess whether these vehicles should be transferred to the Department of Public Works (DPW), the City Fleet, or be put up for auction.

The Police Department has obtained a bid from the Ewald Automotive Group (a local dealership awarded the State of Wisconsin bid). This follows the City's financial policies as the items being purchased are through a cooperative purchasing arrangement such as the State bid list, or State of Wisconsin VendorNet. Ewald Automotive has been providing squads to the City for many years. During previous procurements, other dealerships have essentially stated they cannot compete with the state bid.

Ewald historically had delivered the squads directly to the Mequon Police Department

approximately 180 days (on average) from the date of order. Currently, due to supply chain issues, the squads cannot be ordered until October of 2023 with production beginning “early” after the start of 2024. Ewald also provides an invoice process, which is more efficient for the Department when it comes to acquiring the vehicles.

Based on the specifications requested, Ewald has agreed to a price of \$44,944 for each of the 2024 Ford Police Interceptor Utility Vehicles (the Ewald Automotive quote indicates a 2023 model year, but it will be providing a 2024 model year due to the closure of the build dates).

Fiscal Impact

The replacement of the four (4) squads totals \$179,776. The purchase and installation of all associated equipment by General Communications of Milwaukee will cost \$14,000. The total project cost is expected to be \$193,776. Sufficient funds have been budgeted and set aside for this procurement.

As a result of the length of time it may take for these vehicles to arrive and the additional use/wear and tear of the current vehicles, staff is recommending that the resolution approve an amount not-to-exceed \$195,876, which includes a contingency of 15% for additionally authorized efforts from General Communications. The contingency provides for additional services that may result from unknown time and delivery conditions caused by the continued use of the existing equipment, and the parts that may become necessary during the changeover whenever the squads finally arrive.

Recommendation

A recommendation is forthcoming from the Public Safety Committee on August 8, 2023.

Attachments:

Mequon PD '24 Utility (PDF)

Mequon Labor Quote (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4065

A Resolution Approving the Purchase of Four (4) 2024 Ford Police Interceptor Sport Utility Vehicles from Ewald Automotive Group, Hartford, Wisconsin, and the Purchase and Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in an Amount Not-to-Exceed \$195,876

RECITALS

A. The City of Mequon Police Department provides 24-hour police services 365 days per year with a plan for scheduled replacement of police vehicles.

B. Staff requested a quote on the purchase of four sport utility vehicles, specifically model year 2024 Ford Police Interceptor Utility (Explorer) vehicles and researched associated equipment and installation costs.

C. Ewald Automotive Group used the State of Wisconsin procurement process for the replacement of the four (4) vehicles, and General Communications of Milwaukee will provide the equipment and installation.

D. Staff recommends the purchase of the vehicles and the associated equipment from funds set aside each year for this purpose.

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

1. Staff is hereby directed to enter into a purchase agreement to replace four existing police squads with Ewald Automotive Group; and to purchase and install the associated equipment with General Communications in a total amount not to exceed \$195,876, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

2. Funds for this purchase will be from the Police Vehicle Replacement Account.

Approved by: Andrew Nerbun, Mayor

Date Approved: August 8, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on August 8, 2023.

Caroline Fochs, City Clerk



Mequon Police Department

Prepared For: Lindsay Graycarek
262-242-3500
lgraycarek@ci.mequon.wi.us

Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD





Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Quote Worksheet

	MSRP
Base Price	\$47,165.00
Dest Charge	\$1,595.00
Total Options	(\$1,495.00)
Subtotal	\$47,265.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$2,321.00)
Subtotal Discount	(\$2,321.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$44,944.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$44,944.00

Comments:

2024 Ford Utility Interceptor to your specifications as detailed. Registration fees are not included. Due to current market, lead time can not be guaranteed. Production is scheduled to begin early 2024.

Dealer Signature / DateCustomer Signature / Date

Attachment: August 2023 Resolution #4065 (RESOLUTION 4075 : A Resolution Amending Resolution #4065, Passed on August 10, 2023, to



Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Standard Equipment

Mechanical
Engine: 3.3L V6 Direct-Injection Hybrid System -inc: (136-MPH top speed) (STD)
Transmission: 10-Speed Automatic (STD)
3.73 Axle Ratio (STD)
50 State Emission System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.
Transmission w/Oil Cooler
Automatic Full-Time All-Wheel
Engine Oil Cooler
80-Amp/Hr 800CCA Maintenance-Free Battery
Hybrid Electric Motor 220 Amp Alternator
Class III Towing Equipment -inc: Hitch
Trailer Wiring Harness
Police/Fire
1670# Maximum Payload
GVWR: 6,840 lbs (3,103 kgs)
Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Steering
19 Gal. Fuel Tank
Dual Stainless Steel Exhaust
Permanent Locking Hubs
Strut Front Suspension w/Coil Springs
Multi-Link Rear Suspension w/Coil Springs
Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Lithium Ion Traction Battery

Exterior
Wheels: 18" x 8" 5-Spoke Painted Black Steel -inc: polished stainless steel hub cover and center caps
Tires: 255/60R18 AS BSW
Steel Spare Wheel

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Data Version: 19806. Data Updated: Jun 29, 2023 6:40:00 PM PDT.

Attachment: August 2023 Resolution #4065 (RESOLUTION 4075 : A Resolution Amending Resolution #4065, Passed on August 10, 2023, to



Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Exterior

Spare Tire Mounted Inside Under Cargo
Clearcoat Paint
Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and 1 Tow Hook
Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent
Body-Colored Bodyside Cladding and Black Wheel Well Trim
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
Deep Tinted Glass
Speed Sensitive Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Auto On/Off Projector Beam Led Low/High Beam Headlamps
LED Brakelights

Entertainment

Radio w/Seek-Scan, Speed Compensated Volume Control and Steering Wheel Controls
Radio: AM/FM/MP3 Capable -inc: clock, 4-speakers, Bluetooth interface w/hands-free voice command support (compatible w/most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display
Integrated Roof Antenna
1 LCD Monitor In The Front

Interior

8-Way Driver Seat
Passenger Seat
35-30-35 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Traction Battery Level, Trip Odometer and Trip Computer

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Data Version: 19806. Data Updated: Jun 29, 2023 6:40:00 PM PDT.

Attachment: August 2023 Resolution #4065 (RESOLUTION 4075 : A Resolution Amending Resolution #4065, Passed on August 10, 2023, to



Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Interior

- Power Rear Windows and Fixed 3rd Row Windows
- Fleet Telematics Modem Selective Service Internet Access
- Remote Releases -Inc: Power Cargo Access
- Cruise Control w/Steering Wheel Controls
- Dual Zone Front Automatic Air Conditioning
- HVAC -inc: Underseat Ducts
- Locking Glove Box
- Driver Foot Rest
- Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft, w/manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks
- Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents
- Full Cloth Headliner
- Urethane Gear Shifter Material
- Day-Night Rearview Mirror
- Driver And Passenger Visor Vanity Mirrors
- Mini Overhead Console w/Storage and 2 12V DC Power Outlets
- Front And Rear Map Lights
- Fade-To-Off Interior Lighting
- Full Vinyl/Rubber Floor Covering
- Carpet Floor Trim
- Cargo Features -inc: Cargo Tray/Organizer
- Cargo Space Lights
- Dashboard Storage, Driver And Passenger Door Bins
- Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
- Delayed Accessory Power
- Power Door Locks
- Driver Information Center
- Redundant Digital Speedometer
- Trip Computer
- Analog Appearance

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Data Version: 19806. Data Updated: Jun 29, 2023 6:40:00 PM PDT.

Attachment: August 2023 Resolution #4065 (RESOLUTION 4075 : A Resolution Amending Resolution #4065, Passed on August 10, 2023, to



Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Interior

- Seats w/Vinyl Back Material
- Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
- 2 12V DC Power Outlets
- Air Filtration

Safety-Mechanical

- Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- ABS And Driveline Traction Control

Safety-Exterior

- Side Impact Beams

Safety-Interior

- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Tire Specific Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags
- Curtain 1st And 2nd Row Airbags
- Airbag Occupancy Sensor
- Passenger Knee Airbag
- Rear Child Safety Locks
- Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
- Back-Up Camera w/Washer

WARRANTY

- Basic Years: 3
- Basic Miles/km: 36,000
- Drivetrain Years: 5
- Drivetrain Miles/km: 100,000
- Corrosion Years: 5
- Corrosion Miles/km: Unlimited
- Hybrid/Electric Components Years: 8
- Hybrid/Electric Components Miles/km: 100,000
- Roadside Assistance Years: 5
- Roadside Assistance Miles/km: 60,000

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Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Selected Model and Options

MODEL		
CODE	MODEL	MSRP
K8A	2023 Ford Police Interceptor Utility AWD	\$47,165.00

COLORS	
CODE	DESCRIPTION
UM	Agate Black

ENGINE		
CODE	DESCRIPTION	MSRP
99B	Engine: 3.3L V6 Direct-Injection (FFV) -inc: (136-MPH top speed), Note: Deletes regenerative braking and lithium-ion battery pack; adds 250-Amp alternator, replaces H7 AGM battery (800 CCA/80-amp) w/H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank w/21.4-gallon *CREDIT*	(\$2,830.00

TRANSMISSION		
CODE	DESCRIPTION	MSRP
44U	Transmission: 10-Speed Automatic (44U)	\$0.00

OPTION PACKAGE		
CODE	DESCRIPTION	MSRP
500A	Order Code 500A	\$0.00

AXLE RATIO		
CODE	DESCRIPTION	MSRP
—	3.73 Axle Ratio (STD)	\$0.00

PRIMARY PAINT		
CODE	DESCRIPTION	MSRP
UM	Agate Black	\$0.00

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Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

SEAT TYPE		
CODE	DESCRIPTION	MSRP
96	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft, w/manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks	\$0.00
ADDITIONAL EQUIPMENT - MECHANICAL		
CODE	DESCRIPTION	MSRP
47A	Police Engine Idle Feature -inc: This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle, Allows the key to be removed from ignition while vehicle remains idling	\$260.00
ADDITIONAL EQUIPMENT - EXTERIOR		
CODE	DESCRIPTION	MSRP
153	Front License Plate Bracket	\$0.00
51R	Driver Only LED Spot Lamp (Unity)	\$395.00
549	Heated Sideview Mirrors	\$60.00
59J	Keyed Alike - 1111x	\$50.00
ADDITIONAL EQUIPMENT - INTERIOR		
CODE	DESCRIPTION	MSRP
17T	Switchable Red/White Lighting in Cargo Area -inc: Deletes 3rd row overhead map light	\$50.00
18D	Global Lock/Unlock Feature -inc: Door-panel switches will lock/unlock all doors and rear liftgate, Eliminates overhead console liftgate unlock switch and 45-second timer, Also eliminates the blue liftgate release button if ordered w/remote keyless entry	\$0.00
43D	Dark Car Feature -inc: Courtesy lamps disabled when any door is opened	\$25.00
55F	Remote Keyless Entry Key Fob w/o Key Pad -inc: Does not include PATS, 4-key fobs, Key fobs are not fobbed alike when ordered w/keyed-alike	\$340.00
59W	4G LTE Wi-Fi Hotspot Credit *CREDIT*	(\$20.00)
60R	Noise Suppression Bonds (Ground Straps)	\$100.00
68G	Rear-Door Controls Inoperable -inc: Locks, handles and windows, Note: Can manually remove window or door disable plate w/special tool, Note: Locks/windows operable from driver's door switches	\$75.00
85D	Front Console Plate Delete	\$0.00
Options Total		(\$1,495.00)

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Vehicle: [Fleet] 2023 Ford Police Interceptor Utility (K8A) AWD (Complete)

Price Summary

PRICE SUMMARY	
	MSRP
Base Price	\$47,165.00
Total Options	(\$1,495.00)
Vehicle Subtotal	\$45,670.00
Destination Charge	\$1,595.00
Grand Total	\$47,265.00

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Attachment: August 2023 Resolution #4065 (RESOLUTION 4075 : A Resolution Amending Resolution #4065, Passed on August 10, 2023, to



2880 Commerce Park Drive
Madison, WI 53719

800-356-3200 | www.gencomm.com

Madison - (608)271-4848
Milwaukee - (262)439-2000
Eau Claire - (715)225-7604
WI Rapids - (715)424-3050
McHenry - (815)385-4224

SALES 8.d.a

Sales Quote No: 29605
Date: 7/17/23
Account No: 2687

Bill To: Mequon Police Department
11300 North Buntrock Avenue
Mequon, WI 53092
USA

Ship To: Mequon Police Department
Attn: Lindsay Graycarek
11300 North Buntrock Avenue
Mequon, WI 53092
USA

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
Scott Lesniewski		Spee-Dee	NET 30 Days	8/16/23

Notes

Item No	Description	Quantity	UM	Price	Amount
INSTCW	Installation Labor	4.00	Each	\$3,000.00	\$12,000.00
INSTCW	Removal Labor	4.00	Each	\$500.00	\$2,000.00

Returns & exchanges are accepted within 30 days of purchase and require an RMA Number. Items must be in unused condition and in original packaging. Special order items are non-returnable and may not be canceled once shipped from vendor.

Subtotal	\$14,000.00
Freight	\$0.00
Sales Tax	\$0.00
Sales Order Total	\$14,000.00

Attachment: August 2023 Resolution #4065 (RESOLUTION 4075 : A Resolution Amending Resolution #4065, Passed on August 10, 2023, to

APPOINTEE INFORMATION SHEET

Name of Board or Commission: Mequon Festivals Committee

Position: Member
(Indicate Member, Trustee, Alternate, Architect, etc).

Name of Appointee: Laeh McHenry

Address: 11448 N. Bobolink Lane (53092)
(Include zip code)

Appointment by Mayor: X Appointment by Alderman: _____

At Large Appointment: X Aldermanic Dist. Appointment _____
(Dist. Number)

Appointee Term Length: 3 year term Appointee Term Expiration Date: 5/1/2025

Comments: _____

TYPE OF APPOINTMENT

New: X Reappointment: _____

If new, is this appointment filling an unexpired term? Yes: X No: _____

Name of person being replaced: Kirsten Hildebrand

Date submitted to Council: October 10, 2023

Copy to Website _____



CITY OF MEQUON
BOARD, COMMISSION AND/OR COMMITTEE TALENT BANK APPLICATION
 Please complete and return to the Administration Office, Mequon City Hall,
 11333 N. Cedarburg Rd. Mequon, 53092 or email to cenea@ci.mequon.wi.us.

Name: LAEH MCHENRY

Address: 11448 N. Bobolink Lane Zip Code: 53092

Home Phone Number: Cell Phone Number: 414-403-2094

Years of Residence in Mequon: 40 yrs Occupation: Retired

Can you be reached during working hours: NA Work Phone: NA

E-mail Address (es): laehmc@gmail.com

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

#1 Qualifications for Appointment:
See page #3 attached

#2 Education, Work Experience, Civic Background:
See pg #3 attached
I taught college/K-12 adults
at MATC, UW-M, Lakeland College
University school, M-T schools, various

#3 Public Service and/or Civic Involvement:
See pg #3 attached
Volunteered at many M-T events
not listed on attached sheet!

Revised: June 2023

Attachment: Laeh McHenry application_use this (8787 : Laeh McHenry Appointment to Festivals Committee)

Synagogues as I have training/education
in Taddica,

and other places (Cedarburg, Grafton)
and more in my long
career as an educator.

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

I am committed to helping this community. I think highly of.

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

These groups are advisors to serve the citizens on local affairs matters, in all manner of decision-making & events.

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 (Festivals etc) |
| ☒ Frank L. Weyenberg Library | ☐ Southern Ozaukee Fire Department Board |
| ☐ Board of Trustees | ☐ 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? No

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

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

Signature

Date

Revised: June 2023

Attachment: Laeh McHenry application_use this (8787 : Laeh McHenry Appointment to Festivals Committee)

#2

Education

Bachelor of Science Degree – University of Wisconsin-Madison

Major: Art Minor: Art History

Post Graduate Work towards Masters of Fine Arts- University of Wisconsin --Madison and University of Wisconsin -- Milwaukee.

Awarded life time Art Teaching Certification # 550.

Wisconsin State Vocational Certification.

#3

COMMUNITY SERVICE/AWARDS

Member of the Interfaith Earth Network

Docent, volunteer and member of the Garden Club of the Milwaukee Art Museum. Served on the Board Member and long time Big Sister in the Ozaukee County Big Brother Big Sisters Program.

2007 Recipient of the David R. Pasch Meritorious Service Award, Congregation Shalom. Chaired and participated in various community projects including the Women's Seder, Partnership with Israel, and Congregation Shalom Mitzvah Days, and Day of Discovery for Jewish Community.

Board Member, Chairperson, and Corresponding Secretary for various Congregation Shalom committees and Sisterhood.

Guest House volunteer.

Past President and charter member of Women's American ORT.

Mequon-Thiensville and Madison PTA officer and chairperson of various committees. Created and directed the Art Appreciation "Picture People".

Mequon-Thiensville Junior Women's' Club officer and committee chairperson.

Cub Scout den mother. Little League, basketball and soccer manager. Fund raising chairperson. Chaperon for community/school events.

Founding member and officer for Wisconsin Women in the Arts.

Participant in Art showings, (list on request), gaining awards. Include are works in graphic arts, murals, calligraphy, and other commissions, and is included in published works such as "Draw, Write Now" books, by Helena Fischman, and *Elements of Design* (1961), by Professor Donald Anderson(UW).

Dem party
legue of women voters

APPOINTEE INFORMATION SHEET

Name of Board or Commission: Mequon Festivals Committee

Position: Member
(Indicate Member, Trustee, Alternate, Architect, etc).

Name of Appointee: Brett Benson

Address: 10650 N. Baehr Road, Suites G-H (53092)
(Include zip code)

Appointment by Mayor: X Appointment by Alderman: _____

At Large Appointment: X Aldermanic
Dist. Appointment _____
(Dist. Number)

Appointee Term Length: 3 year term Appointee Term
Expiration Date: 5/1/2024

Comments: _____

TYPE OF APPOINTMENT

New: X Reappointment: _____

If new, is this appointment filling an unexpired term? Yes: X No: _____

Name of person being replaced: Dynami Al-Anjeri

Date submitted to Council: October 10, 2023

Copy to Website _____



**CITY OF MEQUON
BOARD, COMMISSION AND/OR COMMITTEE TALENT BANK APPLICATION**

*Please complete and return to the Administration Office, Mequon City Hall,
11333 N. Cedarburg Rd. Mequon, 53092 or email to cenea@ci.mequon.wi.us.*

Name: Brett Benson

Address: 10650 N. BACHR Road Suites G-14 Zip Code: 53092

Home Phone Number: 312.305.2378 Cell Phone Number: 262.533.9054

Years of Residence in Mequon: 3 Occupation: Lighting

Can you be reached during working hours: Yes Work Phone: 262.533.9054

E-mail Address (es): bbenson@blingle.com

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

Qualifications for Appointment:

I have owned and operated three successful businesses.
I am organized, timely, work hard and love to learn new
things.

Education, Work Experience, Civic Background:

I have a MS in Financial Markets and a BA in Economics. I
worked on the floor of The Chicago Board of Trade for 25 years and
own and operate a Mequon based lighting company. I am a member
of four Chambers of Commerce, a Builders association and regularly
volunteer my time.

Public Service and/or Civic Involvement:

Regularly volunteer for various organizations.

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

This is an opportunity to help the community and meet new people

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

At a basic level I need to attend the meetings, attend the events to help with set up and take down. There will be other activities in between that I need to complete.

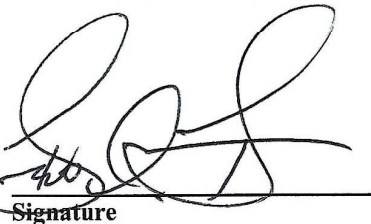
Rate the Board(s), Commission(s) and/or Committee(s) in order of preference with #1 being first choice:

<u>6</u> Architectural Board	<u>10</u> Joint Mequon-Thiensville Bike & Pedestrian Way Commission
<u>13</u> Board of Appeals	<u>7</u> Landmarks Commission
<u>14</u> Board of Police & Fire Commissioners	<u>3</u> Mequon Nature Preserve Advisory Committee
<u>12</u> Board of Review	<u>5</u> Milwaukee River Advisory Committee
<u>1</u> Economic Development Board	<u>4</u> Park and Open Space Board
<u>17</u> Ethics Board	<u>9</u> Planning Commission
<u>8</u> Festivals Committee	<u>11</u> Southern Ozaukee Fire Department Board
<u>16</u> Frank L. Weyenberg Library Board of Trustee	<u>2</u> Tree Board
<u>15</u> 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? ~~NO~~ NO

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

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


Signature

9/22/23
Date