

**City of Oconomowoc  
Committee-Of-The-Whole**

**Tuesday, May 03, 2022 - 6:00 PM**

**City Hall - Council Chambers**

**174 E. Wisconsin Ave. Oconomowoc, WI 53066  
(or immediately following Protection & Welfare)**



**Notice:** If a person with a disability requires that the meeting be accessible or that materials at the meeting be in accessible format, call the City Clerk at least 48 hours prior to the meeting to request adequate accommodations. Tel: (262) 569-2186.

1. Call to order and confirmation of appropriate meeting notification
2. Committee Business
  - a. Discussion on Ordinance 22-O1034 to Amend Section 2.01(2) of the City of Oconomowoc Municipal Code Concerning Common Council Meeting Start Time
  - b. Discussion on Western Lakes Fire District Funding Options and Memorandum of Understanding Between Owner Municipalities
  - c. **Closed Session:**  
Per Wis State Stat 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session (Discussion/Authorization for Oconomowoc Area School District Land Purchase) and (Acquisition of Rights in Real Property, Specifically Related to Tax Parcel OCOC 0614980004, as Authorized by Wis. Stats. 62.22(1m))
3. Adjourn

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Diane Coenen, City Clerk  
City of Oconomowoc

Notice is hereby given that a majority of the Common Council will be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.



# MEMORANDUM

## PUBLIC WORKS

Date: May 3, 2022  
To: Mayor and Committee of the Whole  
From: Mark Frye, City Administrator/Director of Public Works  
Re: Discuss Ordinance 22-O1034 to Amend Section 2.01 (2) of the City of Oconomowoc Municipal Code Regarding Start Time of the Common Council Meeting

## RELATES TO THE STRATEGIC PLAN

Strategic Plan:

Section V: Enhance the Effectiveness of Our City Government

Objective A: Develop/Update/Maintain City Ordinances/Policies

Task 1: City Ordinances Update/Review

## BACKGROUND

An Aldermanic request was made to amend Section 2.01 (2) shown below.

2.01 - MEETINGS.

(1) ORGANIZATIONAL MEETING. Following a regular City election, the new Council shall first meet on the third Tuesday of April.

(2) REGULAR MEETINGS. The regular meetings of the Council shall be held on the first and third Tuesdays of each month and at such other times as the Council may direct. Except when otherwise ordered by the Council, meetings shall be held in the Council Room in the City Hall at 7:30 p.m.

The proposed ordinance change would have the Common Council meetings start at 7:00 p.m. going forward.

## ADDITIONAL ANALYSIS

Our Clerks Department researched the start times of our meeting on Council nights for the past six months as shown in the chart below. Should the requested start time change be approved, each of these meetings would have started 30 minutes earlier. Please note that on February 14 we held a stand-alone Finance Committee on Monday which allowed the Tuesday, February 15 Committee meeting to start at 7:00. Had we not done this, the meetings on the 15<sup>th</sup> would have started at 6:00 PM.

**SUBCOMMITTEE MEETING START TIMES  
PAST 6 MONTHS - NOVEMBER, 2021 TO APRIL, 2022**

DATE	FIRST MEETING	START TIME	# OF MTGS	CC START TIME	OTHER
11/2/21	UTILITY	5:15 PM	2	7:30 PM	
11/16/21	COTW	6:50 PM	2	7:30 PM	
12/7/21	COTW	6:50 PM	3	7:30 PM	
12/21/21	COTW	7:00 PM	2	7:40 PM	Started late
1/4/22	COTW	6:30 PM	3	7:30 PM	
1/18/22	FINANCE	6:30 PM	4	7:47 PM	Started late
2/1/22	PROTECTION & WELFARE	7:00 PM	2	7:34 PM	Started late
2/14/22	FINANCE	4:30 PM	1		<b>HELD ON A MONDAY</b> - Adjourned @ 5:17 PM
2/15/22	PUBLIC SERVICES	7:00 PM	2	7:36 PM	Started late
3/1/22	PROTECTION & WELFARE	7:25 PM	1	7:30 PM	
3/15/22	PUBLIC SERVICES	7:00 PM	2	7:30 PM	
4/5/22	UTILITY	7:00 PM	2	7:30 PM	
4/19/22	FINANCE	6:00 PM	4	7:30 PM	

**FINANCIAL IMPACT**

N/A

**RECOMMENDATION**

Discussion Item Only

**SUGGESTED MOTION**

Discussion Item Only

**ORDINANCE NO. 22-O1034**

**ORDINANCE TO AMEND SECTION 2.01 (2) OF THE CITY OF OCONOMOWOC MUNICIPAL CODE CONCERNING COMMON COUNCIL MEETING START TIME**

WHEREAS, the Committee of the Whole recommends changing the Common Council start time from 7:30pm to 7:00pm; and

WHEREAS, section 2.01 (2) of the Municipal code needs to be amended for this change; and

WHEREAS, the Common Council hereby intends to adopt the recommendations of Committee of the Whole in this regard.

NOW THEREFORE, the Common Council of the City of Oconomowoc, Waukesha County, Wisconsin, does hereby ordain as follows:

SECTION 1: Chapter 2.01 (2), of the City of Oconomowoc Municipal Code, is hereby amended as follows:

2.01 - MEETINGS.

(1) ORGANIZATIONAL MEETING. Following a regular City election, the new Council shall first meet on the third Tuesday of April.

(2) REGULAR MEETINGS. The regular meetings of the Council shall be held on the first and third Tuesdays of each month and at such other times as the Council may direct. Except when otherwise ordered by the Council, meetings shall be held in the Council Room in the City Hall at ~~7:30 p.m.~~ 7:00 p.m.

SECTION 2: SEVERABILITY.

The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 3: EFFECTIVE DATE.

This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

DATED: \_\_\_\_\_

CITY OF OCONOMOWOC

By: \_\_\_\_\_  
Robert P. Magnus, Mayor

ATTEST:

\_\_\_\_\_  
Diane Coenen, City Clerk

Published and/or posted this \_\_\_\_ day of \_\_\_\_\_, 2022.

DRAFT



# MEMORANDUM

## PUBLIC WORKS

Date: May 3, 2022  
To: Mayor and Committee of the Whole  
From: Mark Frye, City Administrator/Director of Public Works  
Re: Discuss Western Lakes Fire District Funding Options

## RELATES TO THE STRATEGIC PLAN

Strategic Plan:

## BACKGROUND

We are all aware of the work Western Lakes Fire District (WLFD) is doing to raise awareness and gain support for the public to approve an increase in their operational budget.

Fire Chief Brad Bowen and our WLFD Board members, Charlie Shaw and Jeff Roemer, will attend for this discussion.

## ADDITIONAL INFORMATION

A Draft Memorandum of Understanding (MOU) will be part of our discussion. The intent of the MOU is to answer the question of what happens if one of the communities does not approve of the requested budget increase.

## FINANCIAL IMPACT

N/A

## RECOMMENDATION

N/A

## SUGGESTED MOTION

N/A

**DRAFT**  
**Western Lakes Fire Department**  
**Funding Referendum**

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding dated this \_\_\_ day of May 2022 is between the Village of Dousman, City of Oconomowoc, Town of Ottawa and Village of Summit, (collectively “the Municipalities”).

WHEREAS, the Municipalities are parties to the “Inter-Municipal Agreement for the Creation of the Western Lakes Fire District” (“Agreement”) dated February 17, 2022; and

WHEREAS, the Western Lakes Fire District (“WLFD”) has consulted with and informed the Municipalities that it believes it to be in the best interests of public safety that WLFD increase full time staffing; and

WHEREAS, in particular, WLFD has stated that, to meet the growing need for services, WLFD requires \$6.3M in additional funding to bolster staffing and increase wages. The additional staff would include:

- 33 additional full-time firefighter / paramedics (11 per shift spread across the WLFD footprint);
- 3 additional Battalion Chiefs (one per shift);
- 15 internship positions (positions are not new, but new Department of Labor regulations require intern positions be paid positions);
- 1 full-time administrative assistant; and
- 1 additional fire inspector.

WHEREAS, due to Wisconsin levy limit law, none of the individual Municipalities have the fiscal capacity to fund these increased costs; and

WHEREAS, the Agreement provides “[i]f a proposed budget increase is greater than 4%, all Municipalities must approve that budget.” The addition of \$6.3M would increase the current budget by 92%; and

WHEREAS, under Wisconsin law, levies can be increased above the allowable limits if the amount is approved by referendum; and

WHEREAS, the Municipalities have agreed to adopt a resolution specifying their respective portion of the \$6.3M proposed increase in the levy and stating that the proposed increase will apply on an ongoing basis for the purposes set forth above and to submit the referendum to the electors for a vote.

NOW, THEREFORE, the Municipalities agree:

Each Municipality will submit the referendum on the WLFD request for \$6.3M in additional

funding to bolster staffing and increase wages to the electors for a vote on Tuesday August 9, 2022. If the referendum fails (i.e. additional funding is not approved) in any Municipality, such Municipality shall have the option of scheduling a second referendum on November 8, 2022. In the event the referendum is not approved by all Municipalities by November 10, 2022, under the terms of the Agreement, the maximum WFLD budget increase for 2023 shall be 4% unless otherwise agreed upon by all Municipalities.

Village of Dousman

By: \_\_\_\_\_

City of Oconomowoc

By: \_\_\_\_\_

Town of Ottawa

By: \_\_\_\_\_

Village of Summit

By: \_\_\_\_\_

