



11333 N. Cedarburg Road, 60W  
Mequon, Wisconsin 53092

The City of Mequon has created a number of Boards, Commissions and Committees to provide an orderly and thorough investigation of many matters concerning the development and services of the city. The Mayor and/or Common Council appoint all positions. The term of appointment shall be for a three-year period from May 1<sup>st</sup> to the appropriate April 30<sup>th</sup>. Following is a list of these groups and their purpose.

**Architectural Board:** DIVISION 2 of the Mequon Code of Ordinances

**Purpose:** (Sec. 2-442.) The board shall be responsible for review and final approval of all single-family and plex residential housing plans unless the single-family or plex residential housing is contained in a mixed-use development.

**Membership:** (Sec. 2-443.) The board shall consist of five voting citizen members, at least one of whom shall be a registered architect. These five members shall be known as “at-large members.” There shall be a reserve panel consisting of two residents from each aldermanic district. A reserve panel member shall vote only on proposals which are located within his or her aldermanic district. The two reserve panel members from each district shall not be appointed in the same year. The mayor shall nominate the five at-large members and the reserve panel.

**Board of Appeals:** DIVISION 3 of the Mequon Codes of Ordinances)

**Purpose:** (Sec. 2-462.) The board shall hear appeals taken by any person aggrieved by any officer, department, board or bureau of the city or affected by any decisions of any administrative officer or body and shall hear applications for variances from zoning ordinance terms.

**Membership:** (Sec. 2-463.) The board shall consist of five citizen members nominated by the mayor. The mayor shall nominate two alternate citizen members. Annually at the common council organizational meeting, the mayor shall designate one of the alternate citizen members as the first alternate and the other as the second alternate. No other alternates may be appointed.

**Board of Police and Fire Commissioners:** DIVISION 4 of the Mequon Code of Ordinances.

State Law Reference - Wis. Stat. § 62.13

**Purpose:** (Sec. 2-482.) The board shall fulfill the duties set forth in Wis. Stat. 62.13, including hiring the chiefs of the police department and the fire department, confirming subordinates appointed by such chiefs and, when appropriate, disciplining or terminating such chiefs and subordinates.

**Membership:** (Sec. 2-483.) The board shall consist of five citizen members nominated by the mayor. One member shall be appointed between the last Monday of April and the First Monday of May each year. Appointments shall be for five-year terms, each terminating as of the first Monday of May of the fifth year following appointment. Not more than three members may belong to any one political party. No alternates may be appointed.

**Board of Review:** DIVISION 5 of the Mequon Code of Ordinances

**Purpose:** (Sec. 2-502.) The board shall receive the annual assessment roll and hear objections by property owners to the assessment valuations of their property.

Membership: (Sec. 2-503.) The board shall consist of five citizen members nominated by the mayor. State Law Reference – Board of review membership, Wis. Stat. § 70.46.

**Economic Development Board:** DIVISION 6 of the Mequon Code of Ordinances

Purpose: (Sec. 2-522.) The board shall stimulate and encourage economic development.

Membership: (Sec.2-523.) The board shall consist of the following nine voting members: Eight citizen members nominated by the mayor; and one aldermanic representative. The citizen members should generally have recognized experience and qualifications in business, development, finance, marketing or other professional fields which will be an asset to the administration of the city’s economic development program.

**Ethics Board:** DIVISION 7 of the Mequon Code of Ordinances

Purpose: (Sec. 2-542.) The board shall advise the common council with respect to appropriate rules of ethics which shall govern city officials and employees in their duties and shall administer the city ethics code including rendering advisory opinions, undertaking investigatory inquiries and conducting enforcement hearings.

Membership: (Sec. 2-543.) The board shall consist of nine citizen members. Each alderman shall nominate a resident of his or her aldermanic district, and the mayor shall nominate a resident of any aldermanic district. The term of each member shall be coterminous with the term of the nominating elected official. No member may be an elected official, a person appointed to elective office, an appointed official whether exempt or nonexempt, or a city employee, and no member may serve on any other city board, commission or committee. If during his or term, a member no longer resides in the district from which he or she was appointed but continues to reside in the city, he or she may serve until a successor is duly appointed.

**Festivals Committee:** DIVISION 8 of the Mequon Code of Ordinances

Purpose: (Sec. 2-562.) The committee shall create, plan, promote and coordinate special events within the city, including gatherings that bring together residents, community groups and businesses to promote neighborliness, civic spirit and a sense of community. The committee shall emphasize use of the city hall/town center civic plaza.

Membership: (Sec. 2-563.) The committee shall consist of no fewer than seven and not more than 11 citizen members, as determined and nominated by the mayor. Owners and management of businesses located in the city who do not reside in the city are eligible to serve on the committee as citizen members.

**Frank L. Weyenberg Library Board of Trustees** (Chapter 43.54 of the Wisconsin Statutes) DIVISION 9 of the Mequon Code of Ordinance

Purpose: (Sec. 2-582.) The board shall administer and govern the Frank L. Weyenberg Library.

Membership: (Sec. 2-583.) The board shall consist of 10 voting members. Nine of the members shall, as required by Wis. Stat. 43.53(b), be allocated between the city and the Village of Thiensville pursuant to the joint library agreement between the city and the Village of Thiensville.

**Hiram Schmitt Fund:** DIVISION 10 of the Mequon Code of Ordinance

Purpose: (Sec. 2-602.) The board shall provide professional administration of the Mequon/Hiram Schmitt Fund; review requests received for funds and submit recommendations to the Milwaukee Foundation for the distribution of funds.

Membership: (Sec. 2-603.) The board shall consist of five citizen members. The mayor shall nominate one of the five citizen members. Each of the following organizations shall appoint, pursuant to its own rules and for such term as it determines, one citizen member: The Mequon-Thiensville School District; the Mequon-Thiensville Chamber of Commerce; the Howard Schroeder American Legion Post; and the Ozaukee Bar Association. No citizen member shall be involved or have any other type of interest in any agency which requests or anticipates requesting funds from the Mequon/Hiram Schmitt Fund.

**Joint Mequon-Thiensville Bike and Pedestrian Way Commission:** DIVISION 11 of the Mequon Code of Ordinances

Purpose: (Sec. 2-622.) The commission shall advise the common council and the Thiensville Village Board regarding the creation of, revisions to and implementation of a city-and village-wide master plan for bike and pedestrian ways and trails accessible to bicyclists, pedestrians and participants in other silent sports.

Membership: (Sec. 2-623) The Commission shall consist of seven voting members. The mayor shall nominate four of the members as citizen members. The Village of Thiensville shall appoint three other members pursuant to its own rules. Each community may also appoint non-voting members. The mayor shall appoint such non-voting members on behalf of the city as the mayor deems appropriate, and such non-voting members will serve at the mayor's pleasure.

**Landmarks Commission:** DIVISION 12 of the Mequon Code of Ordinances

Purpose: (Sec. 2-642.) The commission shall promote the protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value.

Membership: (Sec. 2-643.) The commission shall consist of eight citizen members nominated by the mayor.

**Milwaukee River Advisory Committee:** DIVISION 14 of the Mequon Code of Ordinances

Purpose: (Sec. 2-682.) The committee shall identify, study and advise the city and the Village of Thiensville on matters of mutual importance concerning the Milwaukee River, its tributaries and adjacent riparian lands, including recommending conservation and regulation policies and enforcement to ensure the continued health of the river system and the reasonable use and enjoyment of the river by recreational users and riverfront property owners.

Membership: (Sec. 2-683.) The committee shall consist of seven members. The mayor shall nominate five of the members as citizen members. The Village of Thiensville shall appoint the other two members pursuant to its own rules.

**Park and Open Space Board:** DIVISION 15 of the Mequon Code of Ordinances

**Purpose:** (Sec. 2-702.) The board shall promote and provide active and passive recreational activities, land and water preservation and restoration, and environmental education for the city's residents.

**Membership:** (Sec. 2-703.) The board shall consist of the following nine voting members: Eight citizen members nominated by the mayor; and one aldermanic representative.

**Planning Commission:** ARTICLE IV. State Law reference – Wis. Stat. § 62.23(1) (a).

**Purpose:** (Sec. IV.02) The commission shall, in accordance with Wis. Stat. §§ and 66.1001 and chapter 58 of this code; carry out planning and oversight for the orderly physical of the city and areas of its extra-territorial jurisdiction.

**Membership:** (Sec. IV.03.) The commission shall consist of the following eight voting members: The chair, six citizen members nominated by the mayor; and one aldermanic representative.

**Tree Board:** DIVISION 17 of Mequon Code of Ordinances

**Purpose:** (Sec. 2-742.) The board shall advise the common council in its efforts to create an urban forest of high quality mature trees and to protect and preserve trees in the city.

**Membership:** (Sec. 2-743.) The board shall consist of five voting citizen members, one of who shall be a certified landscape architect, arborist or professional in a related field.