



Mediation Resolutions

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March 22, 2023

Re. Memorandum of Understanding

Ms. Rebecca Grill, City Administrator
City of West Allis
7525 W. Greenfield Avenue
West Allis, Wisconsin 53214

Dear City Administrator Grill:

This letter outlines the relationship between Mediation Resolutions LLC and the City of West Allis regarding the West Allis Mediation Center. Both parties agree that mediation services will be offered in the year 2023 and 2024, beginning on March 22, 2023 under the following terms.

It is understood that Mediation Resolutions LLC is an independent contractor under this Agreement. Nothing contained herein shall be deemed to create an employment, agency, joint venture or partnership relationship between the parties or any of their agents or employees, or any other legal arrangement that would impose liability upon the City for the act or failure to act of Mediation Services LLC. Neither party shall have any express or implied power or authority to enter into any contracts or commitments or to incur any liabilities in the name of, or on behalf of, the other party, or to bind the other party in any respect whatsoever and neither party shall represent that it has such authority.

The following areas of dispute will be considered appropriate for mediation referral by the Police Department and/or any City/Village Officials:

Neighbor/Neighbor disputes including but not limited to:

- Noise complaints
- Barking dogs
- Boundary issues
- Landlord/Tenant disputes
- Family disputes (excluding placement, visitation or custody)
- Juvenile disputes

The following is a fee schedule for the various levels of service which will be provided.

This schedule for communities remains at the same rates and levels of community service as in 2012.

- \$50.00-Case management for initial referral
- \$75.00-If first party agrees to mediate and the case manager contacts the second party.
- \$100.00-Case management for multi-party disputes (3 or more groups of people)
- \$125.00-Mediation not scheduled, but telephone conciliation or resolution as a result of the case manager's intervention

- \$125.00-Mediation scheduled, but cancelled and not rescheduled -mediator was obtained, paperwork sent to parties, etc.
- \$125.00-Mediation scheduled, but one of the parties fails to show up
- \$250.00-Basic two-party mediation hearing held
- \$300.00-Multi-party mediation hearing held (disputes of 3 or more groups of people)

Mediation Resolutions LLC will provide:

- Experienced management and knowledge
- A well trained and experienced group of mediators
- Presentations and/or in-service trainings to police department personnel and to city/village official administrative staff
- Staff and/or voicemail to receive calls
- Zoom and/or face-to-face mediation sessions at the city/village
- Any follow-up client evaluations of the services provided
- A Disposition Notice to the referring police officer or city/village official and the city/village official overseeing this program
- Quarterly statistics regarding the outcome of referrals

The City of West Allis will:

- Identify, refer through a developed mechanism and encourage cases for mediation
- Assist in generating police and city/village official knowledge of the service
- Provide or assist in arranging free space to conduct the mediations locally
- Provide security backup when the case has been identified by the police as volatile
- Provide printing for brochures if Mediation Resolutions LLC provides material appropriate
- Provide direct feedback about the program success

This is an informal agreement and at any time, by letter to the other party, either party may withdraw from this Memorandum of Understanding.

Thank you for the opportunity to allow Mediation Resolutions LLC to serve you in 2023 and 2024.

Sincerely,

Cathy Warmington
Cathy Warmington
Mediation Resolutions LLC

For the City of West Allis

Rebecca Grill, City Administrator
Date: _____