

City of Waukesha, Wisconsin

Ordinance No. ____-18

**An Ordinance Amending Section 2.015 of the Waukesha Municipal Code,
Regarding the Timing of the City Administrator's Performance Review**

The Common Council of the City of Waukesha do ordain as follows:

Section 1. Subsection (7) of Municipal Code §2.015 is amended to read in its entirety as follows:

- (7) **Annual Review.** The City Administrator shall undergo an annual performance review, which shall be completed no later than the last day of February each year. The review shall be conducted by **the Human Resources Committee**. ~~a committee composed of the Mayor, Human Resources Committee Chairperson, and Common Council President. If the Council President and Human Resources Committee Chairperson are the same individual, then the committee shall be composed of the Mayor, Human Resources Committee Chairperson and the most recent past Common Council President who is then a member of the Common Council. If no past Common Council President is then a member of the Common Council, then the Mayor shall appoint a Common Council member to serve as the third member of the committee.~~ The committee shall prepare a report to the Council of the results of the review, identify specific goals to address performance deficiencies, and recommend other appropriate actions to be taken, including salary adjustments.

Section 2. All ordinances, or portions of ordinances, inconsistent with this ordinance are hereby repealed.

Section 3. This Ordinance shall be effective immediately upon its publication.

Passed the _____ day of _____, 2018.

Shawn N. Reilly, Mayor

Attest: Gina L. Kozlik, City Clerk