



CITY OF WAUKESHA

Administration

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Committee: Human Resources, Ordinance and License	Committee Meeting Date: 5/16/2018
Agenda Item Number: 18-0681	Common Council Meeting Date: 6/5/2018
Submitted By: Brian Running, City Attorney	City Administrator Approval: Kevin Lahner, City Administrator Click here to enter text.
Finance Department Review: Rich Abbott, Finance Director Click here to enter text.	City Attorney's Office Review: Brian Running, City Attorney BER
Subject: Amendment of WMC §2.015(7) to require that the City Administrator's annual performance review be completed no later than the last day of February.	

Details:
Current WMC §2.015(7) does not have a date by which the annual performance review must be completed. In order for the Council to act on the review before the membership of the Council changes in April, the review should occur enough in advance for that to happen. The end of February is an appropriate time.

Options & Alternatives:
There are other dates that could be chosen arbitrarily as a deadline. The deadline should be late enough so that recent events and actions can be taken into account, but not so late that the Council can't act before a new Council is seated on the third Tuesday in April.

Financial Remarks:
There is no financial impact to the City.

Staff Recommendation:
Amendment of §2.015(7) as proposed.