



**City of Waukesha**  
201 Delafield Street  
Waukesha, WI 53188  
Tel: 262.542.3700  
waukesha-wi.gov

## City of Waukesha Cover Sheet

<b>Committee:</b> ITB	<b>Meeting Date:</b> 01/07/2026
<b>ID Number:</b> 25-02444	<b>Ordinance/Resolution Number (if applicable):</b>
<b>Name of Submitter:</b> Chris Pofahl	<b>Target Next Board/Council Meeting Date:</b> 01/20/2026
<b>Agenda Item Title:</b> Review and Approve the AI Acceptable Use Policy	

<b>Issue Before the Board/Council:</b> AI Acceptable Use Policy
<b>Options &amp; Alternatives:</b>
<b>Additional Details:</b> An AI Policy ensures transparency, accountability, and ethical standards in deploying AI systems, protecting data, and mitigating risks such as misuse. This policy will provide a framework for responsible adoption, which includes training on proper and secure use of AI. The ITB worked on this policy to not make it overly restrictive, but to foster innovation.

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**What is the Strategic Plan Priority this item relates to:**

Service in Excellence

**What impact will this item have on the Strategic Plan Priority?**

The AI Policy promotes efficiency, accuracy, and quality by guiding responsible use of AI tools.

**Financial Remarks:**

**Suggested Motion:**

Approve the AI Acceptable Use Policy

**Reviewed By:**

<b>Finance Director</b> Joseph P. Ciarro	<b>Date Reviewed</b>
<b>City Attorney</b> Brian Running	<b>Date Reviewed</b>
<b>City Administrator</b> Anthony W. Brown <i>Anthony Brown</i>	<b>Date Reviewed</b> 1/6/2025