



City of Waukesha
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City of Waukesha Cover Sheet

Committee: Human Resources	Meeting Date: 02/18/2026
ID Number: #26-03005	Ordinance/Resolution Number (if applicable):
Name of Submitter: Dr. Marquiose D. Vasquez	Target Next Board/Council Meeting Date: 03/03/2026
Agenda Item Title: Review and possible action on revised HR Policy C4 Benefits Election at Retirement or Termination	

Issue Before the Board/Council: In order to follow a uniform set of guidelines, the City of Waukesha established the C4 policy regarding benefits election at the time an employee chooses to retire or resign.
Options & Alternatives: Not approve the revised policy.
Additional Details: The updates were made to align with how retirements and terminations are administratively processed.
What is the Strategic Plan Priority this item relates to: People Centered Development.
What impact will this item have on the Strategic Plan Priority? By approving the updated policy, employees will be able to get a full understanding of the benefits offered and the HR administrative process related to retiring or resigning from the City.
Financial Remarks: There is no financial impact.
Suggested Motion: I move to approve the revisions to HR Policy C4 Benefits Election at Retirement or Termination as presented.

Reviewed By:

Finance Director Joseph P. Ciurro	Date Reviewed
City Attorney Brian Running 	Date Reviewed 9 Feb 2026
City Administrator Anthony W. Brown	Date Reviewed