



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

City of Waukesha Cover Sheet

Committee: Human Resources	Meeting Date: 10/15/2025
ID Number: 25-02183	Ordinance/Resolution Number (if applicable):
Name of Submitter: Dr. Marquise Vasquez	Target Next Board/Council Meeting Date: 12/16/2025
Agenda Item Title: Review and approve amendment to C1 Holiday Policy.	

Issue Before the Board/Council: Following the HR Committee meeting on September 17, 2025, it was discovered that adjustments to the Fire Department's non-represented annual holiday hours had been inadvertently overlooked. Their annual allotment should have increased from 120 to 144 hours to align with the proposed city-wide changes. The necessary revisions for the Fire Department were submitted and approved on October 15, 2025. However, that revised version was not included in the materials provided to the Council on December 2, 2025. The item is therefore being resubmitted on December 16, 2025, to address and resolve the oversight.
Options & Alternatives: Not approve the requested update.
Additional Details: If amendment is not approved, holiday hours for Fire Department's non-represented staff will not align with all other non-represented City employees.

What is the Strategic Plan Priority this item relates to:
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What impact will this item have on the Strategic Plan Priority?

Financial Remarks:

Suggested Motion:

I move to approve the amendment for Fire Department's non-represented annual holiday hours to HR Policy C1 Holidays as presented.

Reviewed By:

Finance Director	Date Reviewed
City Attorney	Date Reviewed
City Administrator	Date Reviewed