

Resolution creating and defining the membership and duties of a City Administrator Working Group.

RESOLUTION

WHEREAS, on October 10, 2024, the Common Council of the City of La Crosse referred 24-1287, "A CHARTER ORDINANCE to create Section 19 of Appendix A of the Code of Ordinances of the City of La Crosse creating the position, duties and responsibilities of the Office of the City Administrator and removing duties from the Office of the Mayor" to the May 2025 meetings; and

WHEREAS, there were concerns expressed at the October meeting by some Common Council members that there had not been sufficient public information about the proposed city administrator ordinance nor adequate opportunities for public comment prior to the Common Council voting on this ordinance; and

WHEREAS, there were additional concerns about the proposed search, screen, and interview process for city administrator candidates; and

WHEREAS, it behooves the Common Council to have these concerns about 24-1287 addressed prior to the May 2025 referral date.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of La Crosse that a city administrator working group be created to address these concerns prior to the May 2025 meeting and the return of 24-1287.

BE IT FURTHER RESOLVED that this working group will be comprised of the following five (5) Common Council members who expressed interest in serving and were randomly selected: Erin Goggin, Barb Janssen, Mac Kiel, Mark Neumann, Larry Sleznikow.

BE IT FURTHER RESOLVED that the Director of Human Resources will be a non-voting member of the working group.

BE IT FURTHER RESOLVED that the working group have its first meeting and elect a working group chair within four (4) weeks of the approval of this resolution. The working group's future meeting schedule will be established at the first meeting.

BE IT FURTHER RESOLVED that the working group may meet with City staff to discuss the city operation and efficiency needs that a city administrator would be expected to address.

BE IT FURTHER RESOLVED that the working group will work with the Director of Human Resources to evaluate and potentially refine the city administrator job description, clearly delineating authority, and responsibilities of the position.

BE IT FURTHER RESOLVED that the working group will collaborate with the Director of Human Resources to refine the search, screen, and interview process that would be used for the eventual hire of a city administrator.

BE IT FURTHER RESOLVED that the working group will then direct City staff to solicit public input about the proposed city administrator position via an online survey and live in-person and virtual dialogues with the community members.

BE IT FURTHER RESOLVED that the working group may give periodic updates of the progress of its work to the Common Council.

BE IT FURTHER RESOLVED that the working group will report its summary findings and recommendations at or before the April 2025 Common Council meeting.