

**CITY OF LAKE GENEVA PERSONNEL COMMITTEE MINUTES
MONDAY, JUNE 2, 2025 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members: Chairperson - Joel Hoiland; Members - JaNelle Powers, Mary Jo Fesenmaier, Brian Smith and Cindy Yager.

Call to Order

by Chairperson Hoiland at 4:00 pm.

Roll Call

Present: Joel Hoiland, JaNelle Powers, Mary Jo Fesenmaier, Brian Smith and Cynthia Yager. Others present: Alderperson Sherri Ames, City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds and other interested persons.

Comments from the public limited to 5 minutes, limited to items on this agenda

None.

Approval of the minutes from May 5, 2025

Motion by Powers to approve, second by Smith. Voice vote, approved, motion carried.

Review Personnel Committee (Updated) Action Plan 2025-2026

Review and discussion took place regarding the action plan, policy and procedures manuals, where each is located and elected officials training and development.

City Administrators Report

Chairperson Hoiland welcomed City Administrator David De Angelis. De Angelis confirmed there is a vacancy in the benefits specialist position, updates are being made to the job description and it will be on the next agenda. De Angelis also reported that thirty-six applications were received for the Parks Director position.

Discussion/Recommendation regarding proposed revisions to Municipal Code Sec. 2-49 (3): Personnel Committee Ordinance

Review and discussion took place regarding various updates to section 2-49(3) and Chairperson Hoiland announced this item will be on the next agenda. No action taken.

Review Municipal Government Policy Manual: Chapter 2 – Organization & Administration

Review and discussion of chapter 2 took place. No action taken.

Future topics

Review Chapter 3 of the Municipal Government Policy Manual, Benefits Specialist job description and Personnel Committee ordinance.

Next Meeting Date: July 7, 2025 at 4:00 pm

Adjournment

Motion by Smith to adjourn, second by Powers. Voice vote, approved, motion carried. Adjourned at 5:46 pm.

Lacey L. Reynolds
City Clerk

Approved August 4, 2025

