



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.gov

**Personnel Committee Agenda
Monday, December 1, 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.

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from November 5, 2025
5. City Administrator's Report
 - a. Review of search process for Assistant City Administrator and Short-Term Rental & Code Enforcer
 - b. Review timeline for the transition of Harbormaster position from part-time to full-time
6. Discussion/Recommendation regarding updates to City Organizational Chart
7. Discussion/Recommendation regarding Interim Performance Review Policy Framework and Form
 - a. Review 6-month goals and current activities
8. Discussion regarding a Training & Development Policy Framework and Plan
9. Review Municipal Government Policy Manual: Chapter 6 Personnel (*starting at section 608*)
10. Adjournment

This is a meeting of the Personnel Committee. No official Council action will be taken; however, a quorum of the Council may be present.

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.