



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

CITY OF LAKE GENEVA PERSONNEL COMMITTEE
WEDNESDAY, JUNE 19, 2024 - 5:30 PM
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members:

Members: Chairperson Cindy Yager, Sherri Ames, Mary Jo Fesenmaier, Linda Frame, and Peg Esposito

AGENDA

1. Meeting called to order by Chairperson Yager
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the June 3, 2024 Personnel Committee minutes as prepared and distributed
5. Discussion regarding the update on the City Administrator Job Description
6. Discussion/Recommendation regarding the process for posting and hiring the City Administrator
7. Discussion/Recommendation regarding the Organizational Chart Updates
8. Next meeting date & time: July 1, 2024 at 4:00 pm
9. Future Agenda Items
 - a. Committee Secretary's Minute Taking (Robert's Rules)
 - b. Committee Chair/City Council- How to Run a Meeting (Roberts Rules), Gov't 101 Access
 - c. Set Schedule for Staff Evaluations
 - d. Review Policy and Procedures Manuals
 - e. Review Job Descriptions
 - f. Review Committee Guidelines/Procedures for all Standing and Appointed Boards/Commissions (i.e. member, voting rights, etc)
 - g. Handbook Discussion/Review
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.*

**CITY OF LAKE GENEVA, PERSONNEL COMMITTEE
MONDAY, JUNE 3, 2024 – 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members: Chairperson Cindy Yager, Sherri Ames, Mary Jo Fesenmaier, Linda Frame, and Peg Esposito.

Chairperson Yager called the meeting to order at 4:00 p.m.

Roll Call

Present: Yager, Ames, Frame, and Esposito.

Absent: Fesenmaier (excused)

Comments from the public limited to 5 minutes, limited to items on this agenda
None

Approval of the May 6, 2024, Personnel Committee minutes and May 22, 2024, Special Personnel Committee minutes as prepared and distributed.

Motion by Ames to approve the minutes of May 6 and May 22, 2024, with corrections as stated for the May 22nd minutes. Second by Esposito. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding Sec. 2-3 APPOINTED OFFICIALS Ordinance

General discussion among the committee members concerning which positions should and should not be included. Motion by Frame to continue discussion on the Parking Manager position until a future meeting. Second by Esposito. Motion carried by unanimous voice vote. After additional discussion among the committee members motion by Frame to remove the Treasurer and Assessor from the list of officials within Section 2-3 and the addition of the Building & Zoning Administrator, Harbormaster, Parking Manager, Library Director and Utility Director. Second by Esposito. Motion carried by unanimous voice vote.

Review/Discussion regarding Section 2-49 (3) PERSONNEL COMMITTEE Ordinance

General discussion among the committee members regarding wording to be inserted and deleted. Chairperson Yager to provide a copy of the changes to the ordinance. Motion by Frame to approve the changes made to Section 2-49(3). Second by Ames. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding City of Lake Geneva Employee Performance Evaluation Form and samples from other communities.

City Administrator Nord provided the committee with evaluation forms from Elkhorn, Wisconsin and Marshfield, Wisconsin. Motion by Esposito to continue to a future meeting. Second by Ames. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding City of Lake Geneva Appendix A Organizational Chart

The committee reviewed the organizational chart provided by the City Clerk. Discussion among the committee members and City staff concerning various positions and who they are reporting to. Esposito moved to continue this agenda item to a future meeting. Second by Ames. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding the revised job description format for future use in all hires

General discussion among the committee members. Motion by Frame to utilize the job description format brought forward by the committee. Second by Ames. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding the revised Job Description for the City Administrator.

Committees brought forward various suggestions to amend the existing job description. General discussion concerning the description as it relates to other positions within the organization. Motion by Frame to approve the City Administrator job description as reviewed and amended by the Personnel Committee. Second by Ames. Motion carried by unanimous voice vote.

Next meeting date & time - July 1, 2024 @ 4:00 pm

Chairperson Yager advised the committee that the next regularly scheduled meeting is July 1, 2024, at 4:00 p.m. Discussion among the committee members concerning a possible workshop meeting of the Personnel committee prior to July 1st which would be held in room 2A (City Hall). A possible date for the meeting is Wednesday, June 12, 2024, at 4 p.m. but is dependent on the availability of the committee members to attend.

Future Agenda Items

Aldersperson Yager reviewed the list of future agenda items with the committee members.

Adjournment

At 4:48 p.m. Ames moved to adjourn. Second by Esposito. Motion carried by unanimous voice vote.

David Nord
City Administrator

RECRUITING SERVICES



SCAN ME

GovHR USA
offers tiered services
to meet your
recruitment needs.



EXECUTIVE RECRUITMENT FULL SCOPE

- Develop detailed brochure and position announcement
- Post position announcement to approved advertising sources, GovHR's social media sources and extensive email outreach
- Candidate evaluation/top candidates selected
- Conduct Video interview with qualified candidates, reference checks, social media and Google search of select group
- Presentation of candidates with client (candidate pool narrowed for interview)
- Schedule candidate interviews
- Full background screening, additional reference checks and news media search conducted
- Present draft interview questions
- Consultant will facilitate interviews of top candidates
- Assist with negotiations and offer to selected candidate
- Notify all applicants of appointed candidate

EXECUTIVE RECRUITMENT LIMITED SCOPE

- Develop a flyer and position announcement
- Post position announcement to approved advertising sources, GovHR's social media sources and extensive email outreach
- Candidate evaluation/top candidates selected
- Conduct Video interview with qualified candidates, reference checks, social media and Google search of select group
- Presentation of candidates with client (candidate pool narrowed for interview)
- Notify all applicants of appointed candidate

VIRTUAL RECRUITMENT

- Develop position announcement
- Post position announcement to approved advertising sources and GovHR's social media sources and extensive email outreach
- Share announcement with GovHR's professional network
- Prepare assessment matrix that matches candidate's qualifications against position requirements
- Submit top tier candidates to client along with all recruitment applications



PROFESSIONAL OUTREACH

- Develop position announcement
- Post position announcement to approved advertising sources and GovHR's social media sources and extensive email outreach
- Share announcement with GovHR's professional network
- Submit all resumes to client after application deadline



847-380-3240
info@GovHRusa.com
www.GovHRusa.com



GovTemps USA

Staffing Solutions for Local Governments

GovTemps USA is the interim staffing division of GovHR USA. It was formed in 2011 by Joellen Cademartori and Heidi Voorhees, who have both had distinguished careers in local government management. They identified the need for a firm that specialized in providing short, long-term, and project-based staffing solutions for local governments.

Our Clients

GovTemps has assisted numerous municipalities and counties as well as other local governments such as community colleges, park and school districts, townships, special government districts and intergovernmental agencies.

Positions Filled

GovTemps has placed employees in a wide range of positions including: Accountants, Administrative Assistants, Administrators/Managers, Building Officials/Plan Review Officers, Clerks, Community Development/Economic Development Directors, Engineers, Finance Directors/ CFO's, Fire Chiefs, HR Professionals, IT Technicians, Parks and Recreation Directors, Planners, Police Chiefs, Public Works Directors/Superintendents, and more.

Why Employees Choose GovTemps

Employees choose GovTemps because of its reputation as a leader in providing temporary staffing assignments for local governments. Placement terms are flexible, typically lasting 3-5 months with a work week that can range anywhere from 10 to 40 hours/week, and many more clients are embracing a remote work option.

GovTemps offers employee benefits that include optional health insurance and a matching contribution towards an IRA for eligible employees. Many employees have been hired on permanently by the client in a temp-to-hire arrangement and more still are working in a long-term contractual capacity.

GovTemps carries professional liability coverage for all its employees. Employees who otherwise might consider working as 1099 independent contractor have opted to work for GovTemps and avoid paying for costly insurance.

Why Local Governments Choose GovTemps

Availability of Talented and Skilled Candidates

Leveraging its connection to GovHR, the GovTemps candidate network includes professionals in transition as well as retirees seeking temporary assignments. GovTemps actively recruits candidates through social media, attendance at association conferences and its connections in the field. GovTemps maintains a robust candidate library.

Cost Savings - By partnering with GovTemps, local governments avoid the costs of employee benefits and candidate recruitment. GovTemps is responsible for employee payroll withholdings and carries workers' compensation, unemployment insurance and professional liability insurance on all its employees.

Flexible Work Schedule - GovTemps recognizes that local governments often do not need to fill a position on a 40 hour/week basis. Accordingly, GovTemps employees embrace flexible work schedules.

Creative Staffing Solutions

- ✓ Temp-to-Hire - Prefer to "test drive" the relationship with a candidate for a few months before deciding to make an offer? GovTemps can solicit, vet and present candidates under a temp-to-hire scenario.
- ✓ Out-Sourcing - Do you have a position that you will only need filled for a few months or a couple of years and would rather avoid hiring the person directly? GovTemps can take the lead and find you the right candidate.

Selection Process

Upon notification from an agency that needs to fill a short, long-term, or project-based position, GovTemps will discuss the position requirements with potential candidate(s) and present those that are best suited. The client will decide if they desire to interview any or all of the presented candidates. If a suitable candidate is not immediately available, GovTemps will actively recruit candidates. Once a candidate has been identified and the billing rate is determined, GovTemps and the jurisdiction will enter into an employee leasing agreement.

To discuss your temporary staffing needs, contact
Senior Vice President
Mike Earl at 224-261-8366 or
mearl@govhrusa.com



Public Administration Associates, LLC

**Proposal to Provide Executive Search Services
(City Administrator) to the City of Lake Geneva**



Public Administration Associates

Public Administration Associates

1155 W. South Street

Whitewater, WI 53190

262.903.9509

www.public-administration.com

kevin.brunner1013@gmail.com

June 16, 2024

Ald. Cindy Yager

City of Lake Geneva

626 Geneva Street

Lake Geneva, WI 53147

Dear Ald. Yager,

I am herewith submitting a proposal to assist the City of Lake Geneva in the recruitment/selection of the community's next City Administrator. Since 1998, Public Administration Associates (PAA) has worked with over 200 different Wisconsin municipalities on the recruitment/selection of their chief administrative officers and we would be quite honored and privileged to work with the Mayor, City Council and City Staff on this very important work. In the last couple of years, we have assisted many communities in southeastern Wisconsin in their searches for chief administrative officers including Caledonia, Cudahy, Delavan, Elkhorn, Glendale, Milton, Pewaukee, Port Washington, Salem Lakes, Whitefish Bay, Williams Bay and Wind Point so we are very familiar with and attuned to southeastern Wisconsin's municipal job market dynamics. We have also successfully completed many recent city administrator searches for communities similar in size and complexity to Lake Geneva including Baraboo, Hudson, Lake Elmo (MN), Middleton, Monroe, Portage and Platteville. Because of these particular executive searches coupled with the many more that we conduct annually across Wisconsin and Midwest, we are aware of many well qualified candidates that we would actively recruit for the Lake Geneva position.

To date, PAA has conducted over 400 Wisconsin municipal executive searches. What follows is information about our company and the value-added assistance that we would bring to the City of Lake Geneva. Please feel free to visit our website at www.public-administration.com.

Please call if I can answer any questions or concerns you may have regarding this proposal. I would be also more than willing to present this proposal to your City Council and/or Selection Committee if requested.

Thank you for your consideration.

Sincerely,

Kevin M. Brunner

Kevin M. Brunner, President



Public Administration Associates

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1. About Public Administration Associates

SINCE 1998

Taking Local Government
to New Heights...

Public Administration Associates, LLC (PAA) is recognized among the most trusted, skilled and effective local government consultants in Wisconsin and the Midwest. Our consultants are highly skilled practitioners who get the job done through unparalleled commitment to public service, the highest standards of service to its clients and the efficient use of client time and resources. PAA has built a sterling reputation earned from 25 plus years of municipal consulting and a combined 400+ years of public management experience.

Celebrating 26 Years of Municipal Consulting in Wisconsin

PAA was organized in April 1998 by partners William Frueh, Denise Frueh, and Dr. Stephen Hintz. Kevin Brunner is now President of PAA and the Fruehs and Hintz are PAA Associates along with approximately fifteen other local government professionals who are affiliated with PAA and work on a project-to-project basis. In 2020, Kevin Brunner was joined by David Bretl and Christopher Swartz as partners of the firm. Brunner currently serves as the firm's president while Bretl serves as vice-president and Swartz as its secretary/treasurer.



Kevin Brunner

President/Partner

Kevin Brunner has over forty years of experience in serving Wisconsin local governments. He served as the manager/administrator in Saukville, Monona, De Pere, and Whitewater and worked as an assistant administrator for the City of Appleton and Kenosha County. He retired from public service as the Director of Central Services/Public Works for Walworth County. Brunner was the recipient of the 2007 Wisconsin City/County Manager of the Year and 2012 Service Innovation awards, both from the Wisconsin City/County Management Association (WCMA). Brunner is a past president of the WCMA and served on the League of Wisconsin Municipalities and Alliance of Cities Boards of Directors. He received his BA in Political Science and Criminal Justice from Carthage College (Magna Cum Laude and Rhodes Scholar Nominee); MPA from Michigan State University and is a graduate of the University of Virginia Senior Executive Institute. He achieved credentialed manager (ICMA-CM) status from the International City/County Management Association during his city management career. He has served on numerous public and non-profit boards and is currently chair of the Geneva Lake Conservancy. Brunner has been actively consulting since 2014.



David Bretl

Vice President/Partner

David Bretl has served local governments in Wisconsin for the past twenty-nine years. He retired in early 2020 from his position as County Administrator and Corporation Counsel for Walworth County, a combined position that he held since 2003. He has joined PAA as a partner in January 2020 but has been working as a consultant with the firm since 2018. During his eighteen years at Walworth County, Dave was involved in the two board downsizings, the replacement of most of the County's facilities and the consolidation of six departments. Dave has moderated the county's Intergovernmental Cooperation Council (a collaborative effort among municipal, county and town governments) since 2008 and serves as an advisor to Leadership Walworth, a program designed to develop public, non-profit, and private sector leaders. In 2005 he helped organize a county-wide private-public economic development initiative, WCEDA (Walworth County Economic Development Alliance, Inc.). In 2015 that organization honored him by establishing the Dave Bretl Community Betterment Award.



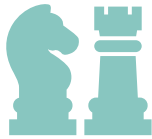
Chris Swartz

Secretary-Treasurer/Partner

Chris Swartz has served as a municipal manager in Wisconsin for over 30 years, most recently as Village Manager for the Village of Shorewood (2004-2017), Administrator for the Village of Sussex (1990-2004) and Clerk-Treasurer Administrative Coordinator Village of East Troy (1986-1990). He started his career as a researcher for the Citizens Governmental Research Bureau/Public Policy Forum (1983-1985). He retired from Shorewood in 2017 as a credentialed manager as designated by the International City Management Association (ICMA). Swartz has a Master of Science degree in Urban Affairs from the University of Wisconsin-Milwaukee (1983) and an undergraduate degree from University of Wisconsin-Stevens Point. Swartz has been recognized for his

innovative approach to economic development, strategic and financial planning, organizational development and intergovernmental cooperation. He is known as a mentor to emerging public administration leaders through his tenure as an adjunct professor within the Masters of Public Administration (MPA) graduate program at the University of Wisconsin-Milwaukee. Swartz has been formally recognized for his lifetime achievements, including Wisconsin City/County Management Association “Meritorious Service Award” (2015), James R. Ryan Lifetime Achievement Award from the Public Policy Forum (2017) and Wisconsin Economic Development Association Fredrick C. Pearce Lifetime Achievement award (2017).

Comprehensive Government Consulting Services



Executive Recruitment

Assisting municipalities in the recruitment and selection of management personnel including managers, administrators and department/division heads.



Interim Management Services

Providing skilled and experienced administrators on a full-time or part-time basis for a limited period.



Organization & Management Studies

Analyzing municipal organizations, operations, and management structure and procedures using best practice standards. Specializing in organizational assessments, public works, and +public safety.



Classification & Compensation Studies

Analyzing and developing of classification and compensation plans using internal and external equity standards.



Economic Development Services

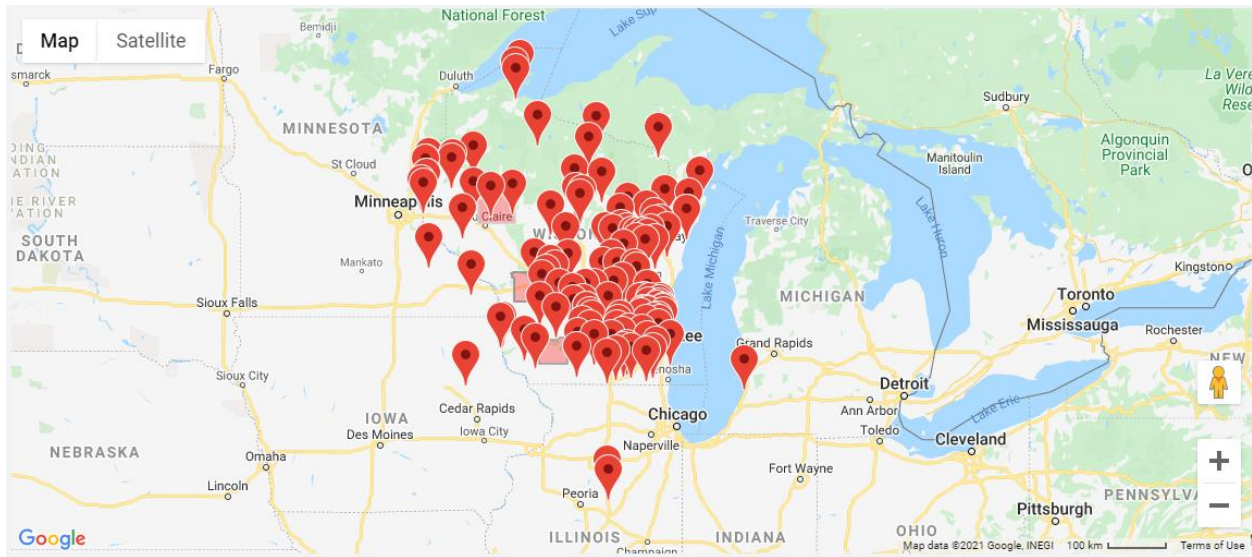
Assisting communities establish and implement economic development projects and programs, including downtown revitalization initiatives, redevelopment and tax incremental financing, business improvement district plans, brownfields initiatives, and business and industrial park planning and development.



Strategic Planning & Implementation

Performing community needs assessments, preparation of plans, strategies for implementation of community plans, site planning/development review assistance, and assisting communities in development of boundary agreements and cooperative plans.

PAA Executive Recruitment Clients



Over 400 Municipal Administrator Searches Since 1998

The number beside the municipality name is the number of times PAA has assisted the municipality. State of Wisconsin unless otherwise noted. View the [interactive map](#) on our website for the work that we have performed for these communities.

Cities

Abbotsford (2)	Elkhorn	Marinette (2)	Oconto (2)
Adams (2)	Elroy (3)	Marquette, IA	Omro (2)
Algoma	Evansville (3)	Marshfield (2)	Park Falls
Antigo (4)	Fond du Lac	Mauston (3)	Pine Island, MN
Ashland (2)	Fort Atkinson (2)	Menominee, MI	Platteville (5)
Baraboo (3)	Fox Lake (3)	Menomonie (2)	Prairie du Chien (2)
Berlin (2)	Franklin	Mequon	Princeton (2)
Brillion	Geneseo, IL	Menasha	Portage
Chilton (2)	Glendale	Merrill	Port Washington (2)
Chippewa Falls (2)	Hartford	Middleton (2)	Racine
Clintonville (2)	Hillsboro (3)	Milton (2)	Reedsburg (2)
Columbus (5)	Horicon (2)	Mineral Point	Rhineland
Crystal River, FL	Hudson (3)	Minonk, IL (3)	Rice Lake
Cudahy	Independence, IA	Monona (3)	Richland Center
Delavan (2)	Jefferson (5)	Monroe (3)	Ripon (2)
DePere (3)	Kewaunee	New Holstein	Shawano (5)
Durand (3)	Lake Elmo, MN	New Lisbon	South Haven, MI
Eagle River	Lake Geneva (2)	New London (3)	St. Croix Falls
El Paso, IL	Lake Mills	Niagara	St. Francis
	Lancaster (4)	Oak Park Heights, MN	Sturgeon Bay (5)

Thorp
Tomah (2)
Verona (3)
Washburn (2)
Waukesha
Waupaca
Waupun (2)
Wautoma
Wauwatosa (2)
Weyauwega (3)
Whitewater (3)

Villages

Ashwaubenon
Bayside (3)
Bellevue (2)
Belleville(3)
Black Earth
Bonduel
Brown Deer
Clinton (2)
Colfax
Cross Plains (2)
Darien
Deerfield
DeForest (2)
Denmark (2)
East Troy
Edgar
Egg Harbor (2)
Elkhart Lake
Elm Grove
Ephraim

Fox Point (2)
Germantown(2)
Grafton (2)
Greendale (2)
Greenville
Hales Corners
Hammond
Hartland (3)
Howard (3)
Johnson Creek (3)
Kewaskum
Little Chute (5)
Lodi (3)
Marathon City
Marshall (3)
Maple Bluff
McFarland (2)
Menomonee Falls
Merton
New Glarus (4)
North Fond du Lac (3)
Oregon (2)
Osceola (4)
Paddock Lake (2)
Palmyra
Pardeeville
Pewaukee
Port Edwards
Poynette
Prairie du Sac
Pulaski
Rothschild (2)
Sherwood
Shorewood Hills (3)
Slinger (2)

Somerset
Spring Green
Suamico (3)
Stanley
Sussex
Thiensville (2)
Turtle Lake
Twin Lakes (2)
Union Grove (2)
Vernon
Waterford
Waunakee
W. Milwaukee (3)
Weston
Williams Bay (2)
Wind Point (4)
Winneconne (4)
Whitefish Bay (2)
Wrightstown (3)

Towns

Algoma (4)
Beloit
Buchanan (5)
Cedarburg (2)
Clayton
Empire
Fox Crossing (Menasha)
(4)
Gibraltar (2)
Grand Chute (4)
Greenville (2)
La Pointe (2)
Lawrence (2)

Ledgeview
Little Suamico
Linn
Lisbon
Oconto
Osceola
Rib Mountain
Richfield (2)
Sevastopol
Troy
Washington
Weston

Counties

Ashland
Chippewa (3)
Dodge (2)
Door
Grant(2)
Green Lake (2)
Kewaunee
Iowa
Monroe
Oconto (2)
Polk (3)
Price
Richland
Sauk
Sawyer
Shawano
Trempeleau
Wabasha, MN (2)
Washburn (2)
Waushara

2. PAA Consultants (Associates)



Dr. Stephen Hintz - Associate

Associate Stephen Hintz served on the faculty of the University of Wisconsin Oshkosh from 1972 to 2001 where he taught personnel, budgeting, and municipal management in the Master of Public Administration program. For twenty years, he served as executive secretary of the Wisconsin City/County Management Association. Hintz holds a Ph.D. in political science from Yale University. He has been consulting with municipalities on recruitment and management issues since 1980. In 1998, Hintz was elected to the Oshkosh Common Council and was the Mayor of Oshkosh from 2002 to 2004. In 2001, he received the prestigious Sweeney Academic Award from the International City/County Management Association for his lifelong work in promoting public administration.

Dr. Hintz works on executive recruitment and general management studies for PAA.



William Frueh – Associate

Associate William Frueh has served local and state governments since 1962, as a City Manager in Council Bluffs, Iowa; Newton, New Jersey; Shawnee, Oklahoma and retired in 1996 after 20 years as the city manager of Oshkosh, Wisconsin. He also served as the Director of Economic and Community Affairs for the State of Oklahoma. Oshkosh Citizens and the Oshkosh Northwestern newspaper named Frueh as one of the ten people in Oshkosh who most influenced the development of Oshkosh during the twentieth century. Frueh received his bachelor's degree in Civil Engineering from Iowa State University and has experience as a City Engineer and Public Works Director. He has been actively consulting since 1996 and is a Life Member of both the International City/County Management Association and WCMA.

Mr. Frueh works on executive recruitment and public works-related management studies for PAA.



Denise Frueh - Business Manager/Associate

Denise Frueh received both her bachelor's and master's degrees in Business Administration from the University of Wisconsin. She has over 20 years of experience in serving municipal governments, as Deputy Assessor for the City of Oshkosh, WI and as a consultant to local governments. In addition to serving as the business manager for Public Administration Associates, she has been actively consulting since 1996 on numerous executive searches and administrative studies for Midwest municipalities in Wisconsin, Illinois, Minnesota and Iowa.



Dave Tebo – Associate

Dave Tebo served as a Municipal Administrator in Wisconsin for 25 years, most recently in the Village of Poynette (1994-2000) and Town of Greenville (2000-2017). Tebo has a master's degree in Public Affairs & Administration from UW-Madison and a bachelor's in Urban & Regional Studies from UW-Oshkosh. Dave is a Credentialed Manager (CM) by the International City Management Association (ICMA) and Certified Public Manager (CPM) by the State of Wisconsin. He is experienced in all local government management duties including: budgeting, financial analysis, human resources, community development, planning and economic development. Project areas Dave had in-depth experience and success with in Greenville include: Land Use Planning, Sustainability, Land Stewardship (Creation of Two DATCP recognized Agricultural Enterprise Areas), Grant writing for Trail Construction and Administration (\$3 million in trail projects over the last 15 years), and Economic Development (TID Development and work with Fox Cities Regional Partnership). Tebo's work in Greenville was featured in the book *The New Public Service-Serving, Not Steering* by Janet and Robert Denhardt in 2007.

Mr. Tebo works on interim management assignments, executive recruitment and classification/compensation studies for PAA.



Duane Gau – Associate

Duane Gau has over thirty years of experience in Wisconsin local government. He has worked on cooperative agreements, boundary agreements, TID management, personnel management, recruitment, public works/utilities and finance. In 2001, as Village Administrator, he assisted in a merger of a Village and Township to create a new governmental entity. Gau provided organizational analysis and salary studies for the Villages of Holman and Cross Plains and has served as interim administrator for the Villages of Mount Horeb, Holmen, Maine, Brokaw, Town of Texas and interim Public Works/Utilities Director for Ripon Wisconsin. Duane has a bachelor's degree in Business Management from Cardinal Stritch University in Milwaukee and an associate's Degree in Civil Engineering from Madison College Technical College. He is member of WCMA.

Mr. Gau works on interim management assignments, executive recruitment and management studies for PAA.



Sue McDade – Associate

Sue McDade has over 30 years of experience as a local government recreation and facilities administrator. She is currently the Community Services Director in Waunakee, Wisconsin, a fast-growing north Madison suburb. Responsibilities include recreational programming, supervision of the community center (including a fitness center, gymnasium, community room and senior center), and development of the park system, currently consisting of over 200 acres of park land. McDade obtained a master's degree in Recreation and Park Administration from Penn State University. She is a past president of the Wisconsin Park and Recreation Association (WPRA), serving from 2014-2016. She is the recipient of numerous Wisconsin and regional honors and awards, including the prestigious WPRA Professional Award of Merit in 2010. McDade teaches courses in the Recreation Management Program at Madison Area Technical College.

Ms. McDade works on executive recruitment and park and recreation-related management studies for PAA.



Anthony Brown – Associate

Anthony Brown is the current City Administrator for the City of Waukesha, WI. Anthony has over a decade worth of experience serving Wisconsin local governments. He has served in different municipal management capacities in southeast Wisconsin and the Fox Valley. Mr. Brown is recognized as a functional, hands-on servant leader, who believes in empowering employees to become leaders. He is experienced in all local government management duties including budgeting, financial management, human resources, community and economic development, strategic planning, and performance management. Anthony has a master's degree in Public Administration with an emphasis on municipal management and a Bachelor of Arts in Political Science with an emphasis on law studies from the University of Wisconsin-Milwaukee. In addition, Anthony has sought additional educational opportunities by graduating from the Government Finance Officers Association (GFOA) Budget Academy, obtaining his Lean Six Sigma Yellow and Green Belt Certification, and getting accredited through the Congress for New Urbanism (CNU).

Mr. Brown works on executive search and general consulting projects for PAA.



Timothy Franz – Associate

Timothy Franz is the retired fire chief of the Oshkosh Fire Department and has been in the fire service for over 30 years. Franz has an associate's degree in fire protection from Fox Valley Technical College and a bachelor's degree in fire science from the University of Cincinnati. He also is a graduate of the National Fire Academy Executive Fire Officer Program. Franz is a past president of the Wisconsin State Fire Chiefs' Association and has served as a consultant on various fire and emergency management studies. Recently, he has worked on the Fire/EMS studies for Verona, Sevastopol, Door County, Buchanan, five Oconto County Townships, Little Chute, Platteville, Sturgeon Bay and Park Falls with PAA.

Mr. Franz works on Fire/EMS-related studies and Fire Chief executive search projects as well as Fire/EMS compliance audits for PAA.



James Austad – Associate

James Austad is an instructor in the Fire Protection Program at Fox Valley Technical College. He is a 28-year veteran of the fire service, spending 22 years with the Oshkosh Fire Department. He was the battalion chief in charge of the emergency medical services division of the Oshkosh Fire Department. Austad received an associate's degree in fire protection from Fox Valley Technical College, a bachelor's degree in business management from Silver Lake College, and a master's degree in public administration from the University of Wisconsin Oshkosh. He also is a graduate of the National Fire Academy Executive Officer Program. Austad has recently worked on the PAA Fire/EMS Studies for Sevastopol, Door County, Buchanan, Oconto Township, Sturgeon Bay, Little Chute, Platteville and Park Falls.

Mr. Austad works on Fire/EMS-related studies and Fire Chief executive search projects as well as Fire/EMS compliance audits for PAA.



Darrell Hofland – Associate

Darrell Hofland has 35 years of municipal management experience in Wisconsin, most recently as City Administrator for Sheboygan (2016-2020), Village Administrator for Grafton (1990-2016), Village Administrator for Little Chute (1986-1990), and Administrative Assistant to the Mayor for Appleton (1985-1986). Mr. Hofland was the first recipient of the Meritorious Service Award in 2000 by the Wisconsin City/County Management Association and Wisconsin's first Credentialed Manager by the International City/County Management Association. He is experienced in all local government management duties including budgeting, financial management, human resources, community and economic development, strategic planning, and performance management. His academic credentials include attainment of a Master's Degree in Public Administration from American University with a concentration in Financial Management and a Bachelor of Arts Degree in Political Science and Psychology from University of Iowa. He is also a graduate of the Senior Executive Institute of the University of Virginia's Weldon Cooper Center for Public Service.

Mr. Hofland works on executive recruitment, interim management assignments and municipal strategic planning projects for PAA.



Dr. Mamadou Coulibaly - Associate

Associate Dr. Mamadou Coulibaly is a specialist in the application of Geographic Information Systems (GIS). Coulibaly is an Associate Professor of Geography at the University of Wisconsin-Oshkosh where he teaches and conducts research on information processing, data analysis, mapping, and solutions to environmental and socioeconomic problems. He received his Ph.D. from the Southern Illinois University at Carbondale in 2004. Coulibaly has worked on mapping for PAA on several Fire/EMS Studies including Cottage Grove, Jackson, Lake Geneva, Little Chute, Lodi, Platteville and Park Falls.

Dr. Coulibaly works on a wide variety of management studies for PAA.



Steve Kubacki – Associate

Steve Kubacki has nearly 40 years of Municipal Government experience in the State of Wisconsin beginning with the City of Janesville as an Environmental Technician, Assistant Director of Public Works and Street Superintendent. He has since served as an Administrator for the City of Brillion, Villages of Germantown, Ashwaubenon and Suamico and Chippewa County. He has extensive experience and knowledge in economic and community development working to create, plan, administer and manage extremely successful TIF districts in Suamico, Germantown and Ashwaubenon, including the TIF district that now encompasses the “Titledown” Development District that surrounds Lambeau Field. Steve retired from the Village of Suamico in May of 2019 and has worked on quite a few projects for PAA for the cities of Kewaunee, Marinette and Park Falls as well as the Village of Bellevue and Town of Little Suamico. He is a graduate of UW- Stevens Point with a BS in Resource Management and has completed graduate level coursework at both UW- Whitewater and Oshkosh in Public Administration and Urban/Regional Planning.

Mr. Kubacki works on interim management assignments and public works-related management studies for PAA.



Bruce Stelzner – Associate

Bruce Stelzner has over 30 years of experience in Wisconsin local government. Stelzner has served as a County Highway Commissioner, Public Works Superintendent and Business Park Administrator. His responsibilities have included administration, management, design, and construction of public works/ utilities; highways and bridges; public infrastructure, personnel management, asset management, fleet management, building and grounds management. Stelzner has served as the State Director for the National Association of County Engineers and President of the Wisconsin County Highway Association. Stelzner has served as the Chairman, Co-Chair or member of many national, State, and Local committees including the NACo Transportation Steering Committee, FHWA State Transportation Innovation Council, Wisconsin Regional Planning/MPO, Wisconsin Local Roads and Streets Council and many other boards and commissions.

Mr. Stelzner works on interim management assignments and public works-related management studies for PAA.



Jon Hochkammer – Associate

Jon Hochkammer has over forty years of public sector experience in Wisconsin. He retired in 2021 from his twenty-one-year employment with the Wisconsin Counties Association (WCA). While employed with the WCA, Jon served as Director of Insurance Operations, Legislative Director and Outreach Manager. He was elected Wisconsin State Senate Sergeant-at-Arms in 1994 and held that position for eight years during which he also served as President of the National Association of Legislative Services and Security Association. Jon gained extensive first-hand experience working at the local, state and federal level through these employment opportunities. Jon has twenty-nine years of local elected experience. He was elected to the Manitowoc County Board of Supervisors in 1984. He served for eight years including serving as its board chairperson/administrative coordinator. He was elected to the Verona City Council in 1997 including serving as Mayor from 2006 - 2018. Jon was President of the Dane County Cities and Villages Association from 2007 - 2018. Jon is a member of the Leadership Wisconsin Board of Directors. He is President of the Friends of the Dane County Bookmobile Board and chairs the Dane County Area Agency on Aging Access Committee. Prior service with Dane County includes the following boards: Area Agency on Aging Board (Chair), Specialized Transportation Commission, Human Services Board, and Library Board (Chair). Additionally, he was Fitch-Rona EMS Commission Treasurer, Verona Fire

District President, Newton Fire Department President and 1st Assistant Chief, and on the Madison Family Medicine Residency Board

Mr. Hochkammer works on interim management assignments and county-related organization and operations studies for PAA.



Shawn Murphy – Associate

Shawn Murphy has held positions in state and local government for over 30 years with 26 years' experience as a Municipal Administrator. After obtaining his Bachelor Degree in Business Administration from the University of Wisconsin-Eau Claire in 1986 and Master's Degree in Public Administration from the University of Wisconsin-Milwaukee in 1990, Murphy began his career as a Budget & Program Coordinator for the Wisconsin Department of Transportation. Murphy served as Assistant Village Manager in Whitefish Bay from 1992-1997; Village Administrator in Prairie du Sac from 1997 to 2007; City Administrator in Verona from 2007 to 2010 and City Administrator in Portage from 2012 to 2023. Murphy has a strong track record of collaboration and was involved in the formation of the North Shore Fire Department, the reformation of a joint Police Department between Prairie du Sac and Sauk City; worked closely with the Sauk Prairie School District to create the Sauk Prairie Recreation Commission that includes 6 municipalities and was involved in the creation of a joint municipal court commission that includes 4 municipalities. Murphy was an active member of the Wisconsin City/County Managers Association (WCMA) and the International City Manager's Association serving on numerous committees. In 2023 Murphy received a lifetime achievement award from the WCMA.

Mr. Murphy works on interim management assignments and executive recruitment projects for PAA.

3. PAA's Approach to Executive Recruitment

Our primary objectives are (1) to attract the highest number of professionally qualified, experienced and diverse applicants and (2) to facilitate a selection process that is thorough, professional and timely, resulting in the selection of the candidate who best meets the requirements of the City.

We believe that the Mayor and full City Council should be actively involved in the selection process at all stages of the process and that our primary role is to provide progressively more information about candidates to assist the Mayor and City Council in selecting semi-finalists, finalists, and the final choice. While we certainly review applicants very carefully, it is not our role to select candidates.

We believe that the process consists both of recruiting—the City officials involved will be actively selling themselves to potential candidates—and selecting—the Mayor and City Council carefully reviewing applicants for the best possible choice. Too often municipalities only consider the selection part.

We believe that the Lake Geneva city staff has a large stake in the process. We recommend that department heads and other staff have an opportunity to meet and talk with each of the finalists. However, we fully recognize that the final decision rests with the governing body.

Finally, we believe that the process should be conducted in a planned, deliberate, and timely fashion. Specific preferences of the City should be accommodated in the design of the process, not as the process unfolds.

4. Our Proposed Process for Lake Geneva

The following is our 12-step process that describes the scope of activities to be performed by Public Administration Associates, LLC during a typical municipal executive recruitment and selection process. We can readily adapt the process that we utilize to a schedule as may be requested by the City.

PAA President Kevin Brunner and PAA Vice President Dave Bretl, will be the consultants on the Lake Geneva recruitment/selection project and Brunner will be the project leader. This team has worked on many recent municipal chief executive searches throughout Wisconsin and collectively have worked on over 150 successful municipal administrator search projects. Brunner led the Lake Geneva City Administrator search process in 2018 when current City Administrator David Nord was hired.

Activities to be Performed for Lake Geneva by PAA Consultants

1. Meet with the Mayor, City Council and City Staff as appropriate to discuss the characteristics desired in the next Lake Geneva City Administrator and the process of recruitment; review the City Administrator ordinance and job description and prepare needed revisions; prepare the position description; determine recruitment procedures and the interview and selection process, and determine the optimal time schedule for the City of Lake Geneva;

These meetings are important to establish the qualifications and qualities that the City wants in its next City Administrator and to determine the recruitment procedures and schedule.

2. Place advertisements in appropriate publications and on-line sources, including the International City/County Management Association (ICMA), Illinois City/County Management Association (ILCMA), League of Wisconsin Municipalities, Wisconsin City/County Management Association (WCMA), Government Finance Officers Association (GFOA); Iowa Municipal League, Minnesota League of Cities; Strategic Government Resources (SGR), Local Government Hispanic Network, Black Public Administrators Association, universities with nationally recognized public administration programs (city management) including the University of Kansas, Northern Illinois University, University of Minnesota, Mankato State University, Syracuse University and Brigham Young University; also contact and encourage personally known qualified individuals to apply;

ICMA, ILCMA, WCMA, Strategic Government Resources and the League of Wisconsin Municipalities are the premier channels for reaching qualified applicants for the Lake Geneva City Administrator position in our opinion. All told, we will post the Lake Geneva position on over 50 on-line governmental and university job sites.

3. Produce a two-minute video with the City to promote the position via social media (primarily YouTube and LinkedIn) to prospective applicants. PAA will assist in writing the script for the video and the City will assist in providing readily available still photography and/or video content of the City. Mayor Krause will also be videotaped as part of this video to promote the position. Here are two links to recent video job announcements (for the Cities of Monroe and Platteville respectively) we distribute via social media as examples.



Monroe City Administrator

<https://youtu.be/Rm3trHWgyrE>



Platteville City Manager

<https://youtu.be/yhbnWgRo9kw>

PAA will also produce a digital Lake Geneva City Administrator Position Profile that will be used in the direct marketing of the position to targeted candidates identified by PAA and the City. Here are links to two recent PAA Position Profiles developed for Middleton and DeForest respectively. DeForest: <https://public-administration.com/wp-content/uploads/2022/07/DeForest-Community-Development-Director-Position-Profile-Org-Chart.pdf>

Middleton: <https://public-administration.com/wp-content/uploads/2023/06/Middleton-City-Administrator-Position-Profile-1221-1-2.pdf>

4. Receive applications and acknowledge receipt. We will download all application materials onto a Google Drive file and will share that with the City Clerk so that a full and complete record of all submitted information is fully maintained for municipal recordkeeping and open records purposes.

5. Review applications and provide a “Mini-Resume” Candidates Report to the Mayor and City Council that will include a rating of the candidates as “qualified”, “unqualified” and “wild card” (these candidates may not strictly meet the qualifications but may have skills or work experience that may warrant continued consideration as candidates for the City Administrator position).

6. Review applications with the Mayor and City Council for the selection of semi-finalists (typically there will be between six and ten candidates who would continue as semi-finalists).

7. Contact semi-finalists designated by the Mayor and City Council; conduct background and reference checks; prepare semi-finalist candidate profile statements (see attachment for an example of the detailed 4–5-page reference report that we produce on each candidate at this stage); provide material to the Mayor and City Council.

This is the most important and time-consuming part of the search process. Semi-finalists must supply references that are from elected officials and staff superiors, peers, and subordinates with whom the applicant has worked. If references are not appropriate,

semi-finalists must supply additional references. Questions are asked about accomplishments, strengths, skills, interpersonal relationships, and needed areas of improvement. This information is critical in evaluating the candidates and preparing the candidate profile statements. Semi-finalists will prepare electronic video interview presentations for the Mayor and City Council to review. If desired as an alternative, telephone or video conference interview can be arranged.

8. Review semi-finalists with the Mayor and City Council for selection of candidates to be interviewed on site in Lake Geneva.

The Mayor and City Council review the resumes, the reports developed from the reference/background information and the electronic presentations. It then selects candidates as finalists to be interviewed. At this stage, all the candidates should be technically qualified to be Lake Geneva's next City Administrator. The primary value of the interview is to determine the "fit" with the Mayor, City Council, City staff and the Lake Geneva community.

9. Work with the Lake Geneva city staff to arrange interviews and the on-site candidate assessment center in Lake Geneva.

10. Assist in the interview process, including arranging the schedule, coordinating plans with candidates, providing sample interview questions, conducting a writing exercise, observing the interviews, facilitating the selection of the first choice, and seeing that the interviews run smoothly.

While there are a variety of approaches to the interview process, PAA normally recommends a two-day "assessment center" type process. On the first day, all the finalists on individual schedules tour Lake Geneva and meet with the city leadership team (typically department heads) and appropriate department staff. Although the department staff members do not participate in the final selection of the City Administrator, each of them is asked to comment on the candidates as further evidence for the Mayor and City Council to consider. These meetings are important for both the candidates and the staff and City officials. Other activities for the Mayor and City Council to consider are a community reception or meet and greet for the candidates, an in-basket exercise, a leaderless group discussion, an emotional intelligence assessment and a psychological review.

On the second day, the Mayor and full City Council interview each candidate for approximately one hour. In addition, each candidate participates in a writing exercise to determine writing skills. The actual interview day(s) are scheduled at the convenience of the Mayor and City Council members.

There are other approaches to the interview process. PAA will work with the Mayor, City Council and City Staff to determine the process that is most suitable for Lake Geneva.

11. Draft the recommended City Administrator employment agreement and provide assistance in the negotiation of an employment agreement.

Normally, PAA receives instructions from the Mayor and City Council and negotiates an employment agreement for review and approval by the City Council at its next meeting or at a special meeting. However, we are prepared to work with the Mayor, City Council and City Staff in any capacity in negotiating an employment agreement with the selected candidate. It is also imperative that the Lake Geneva City Attorney approve as to form the employment agreement that will be negotiated with the chosen candidate. While PAA has drafted many city administrator employment agreements, the final document to be negotiated must have the full review/approval of the City Attorney.

12. Prepare letters for Mayor Krause's signature thanking all applicants and notifying them of the result.

5. Project Costs for Lake Geneva/Insurance

We strive to make our costs affordable to the municipal clients that we serve. We know that in Wisconsin, with local government levy limits and expenditure restraints, that municipalities must be ever cost-conscious.

Total Cost (Including all Direct Marketing Costs Estimated at Between \$2,200 and \$2,750 for the Lake Geneva Posting and Direct Consultant Expenses Estimated at Between \$800 and \$1,100)- \$17,850.

Not included in our lump sum amount are any aptitude/psychological tests, emotional intelligence assessments; post-offer background checks and/or interview visits to the candidate's community of residence if desired or requested. If requested by the City, PAA will facilitate this work and just pass-through these costs to the City (PAA does not apply any mark-up to them).

PAA will bill the City for one-third of the quoted lump sum amount at the time of execution of the executive services contract with PAA; one-third at the mid-point in the search process (selection of semi-finalists) and will bill the remainder of any other costs incurred on behalf of

the City after the new City Administrator’s employment agreement has been approved by the Lake Geneva City Council.

PAA carries professional liability insurance with limits of \$1,000,000 per occurrence/\$1,000,000 aggregate. We can provide a certificate of insurance to the City of Lake Geneva upon request.

6. Lake Geneva Recruitment/Selection Schedule

Typically, a municipal management search of this type will take approximately 16 weeks from start to when the new city administrator begins his or her new duties, however, PAA will work closely with City officials to maintain a schedule that will get a new administrator on board as soon as what the City desires. Early in the recruitment phase of the search process, we would like to discuss the full search schedule and what the most effective and efficient transition between retiring Administrator Nord and his selected successor should be.

WEEKS	1-4	5-8	9-12	12-16
Project Discovery/City Administrator Qualification & Qualities Discernment				
Ad Placement, Video Production, Position Announcement				
Application Reception				
Application Review, Assessment, Presentation				

Contact Semi-finalists				
Review Semi-finalists				
City Administrator Candidate Assessment Center/Interviews				
Negotiations with Selected Candidate				
New City Administrator on Board in Lake Geneva				

7. Our Commitment to Lake Geneva

Public Administration Associates, LLC will commit whatever time and effort is necessary to fully and successfully complete all tasks described in this proposal.

Public Administration Associates, LLC provides the following guarantees:

- If the initial search is not successful, PAA will conduct an additional search until the Lake Geneva City Administrator position is filled. If additional marketing costs are incurred by PAA for any additional searches for this position, only these direct marketing costs and not any additional PAA consulting costs will be charged to Lake Geneva.
- If the candidate selected either resigns or is terminated for cause within the first twelve months of employment, PAA will conduct a new search and waive its consultation fee. We have had to only honor this guarantee four times for the 400+ municipal executive searches that we have conducted over the past 26 years (that is a success rate of over 99%!). As such, we are very confident in our recruitment/selection processes that we employ.

PAA References-Recent Wisconsin Local Government Executive Searches

Quotes from two of our most recent municipal clients:

"PAA consultants exceeded our expectations in every area of recruiting and hiring our new city administrator. They were invested in creating an inclusive and successful process for our staff, community, and the candidates. Their high degree of professionalism, knowledge, and communication skills were demonstrated throughout the project. We could not be more pleased. There is no hesitation in recommending them to any community."

Mayor Anissa Welch, City of Milton

"Thanks to Public Administration Associates, LLC, we were able to secure both an interim administrator who seamlessly guided us through a transitional phase and a permanent administrator who has already brought a fresh perspective and dynamic leadership to our organization. Their dedication to excellence and their unwavering support were integral to this successful outcome.

Without hesitation, I highly recommend Public Administration Associates, LLC to any organization seeking unparalleled professionalism, expertise, and results in their administrative recruitment endeavors. Their commitment to identifying the right talent is truly commendable, and their contributions have had a lasting positive impact on our organization."

President Chris Campbell, Village of Marshall

PAA Municipal Executive Search References

Jack Anderson, Village President, Village of Greenville, Phone 920-757-5181 (C)

Michael Bablick, Former Mayor, City of Park Falls, Phone 715-661-3025 (C)

Marty Becker, Former Mayor, City of Port Washington, Phone 262-707-1464 (C)

Mason Becker, Former City Council President, City of Fort Atkinson, Phone 920-723-4924 (C)

Gurdip Brar, Former Mayor, City of Middleton, Phone 608-821-8359 (C)

Marty Brewer, Chair, Richland County Board of Supervisors, 608-383-0207 (H)

Chris Campbell, Village President, Village of Marshall, Phone 608-655-4017 (O)

Glenn Carlson, Town of LaPointe (Madeline Island), Phone 715-747-6654 (O)

Mitchel Craig, Mayor, City of Portage, 608-697-7065

Barbara Daus, City Council President, City of Platteville, Phone 608-348-3365

Donna Douglas, Mayor, City of Monroe, Phone 608-214-8566(C)

Dr. Bill Duncan, Village President, Village of Williams Bay, Phone 262-245-2700 (C)

Greg Frutinger, Village President, Village of Deerfield, Phone 608-764-5505 (H)

Russ Geise, Chair, Town of Clayton, Phone 920-427-4126 (C)

Steve Genisot, Mayor, City of Marinette, Phone 906-399-8854 (C)

Theodore Grant, Mayor, City of Ripon, Phone 920-896-6900 (O)

Joseph Hammer, Mayor, City of Columbus, Phone 920-623-5900 (C)

Tom Hartz, Former Mayor, City of Lake Geneva, Phone 262-374-9127 (C)

Brian Heckendorf, President, Village of Jackson, 414-416-2234 (C)

John Imes, Village President, Village of Shorewood Hills, Phone 608-535-2960

John Jarvis, County Board Chair, Waushara County, 920-572-0029 (C)

Diana Kaschinske, President, Village of Poynette, 608-635-8960 (C)

Dr. Bryan Kennedy, Mayor, City of Glendale, 414-228-1700 (O)

Randy Knaack, Mayor, City of Menomonie, Phone 715-232-2369 (ext.100)

Ben Krumenauer, Administrator, Village of Bellevue, Phone 920-410-5563 (O)

Bruce Lechner, Mayor, City of Elkhorn, Phone 262-379-0890 (C)

Tim McCumber, County Board Chair, Sauk County, 608-963-6581 (C)

Patrick Milliren, Mayor, City of Durand, Phone 715-672-8770 (O)

Wanda Montgomery, President, Village of Brown Deer, Phone 262-502-1460 (O)

Rob Nelson, Mayor, City of Baraboo, Phone 608-356-7662 (C)

Rich O'Connor, Mayor, City of Hudson, Phone 715-386-4765 (Ext. 120) (O)

Joe Osterman, Chair, Town of Lisbon, Wisconsin, Phone 262-246-6100 (Ext. 1200) (O)

Thomas Pavlic, Mayor, City of Cudahy, Phone 414-769-2222 (O)

George Peterson, President, Village of Rothschild, Phone 715-359-3660 (O)

Deb Rose, President, Village of Osceola, 715-294-2598 (H)

Doug Rowen, Chair, Town of Troy, Phone 715-808-1372 (C)

Susan Sanabria, Former President, Village of Wind Point, Phone 262-994-0733 (C)

Kathy Schlieve, Administrator, City of Waupun, Phone 920-324-5563 (O)

Ryan Schroeder, Mayor, City of Delavan, Phone 262-728-5585 ext. 113 (O)

Daniel Shoemaker, Mayor, City of Cumberland, Phone 952-270-1266 (C)

Tweed Shuman, County Board Chair, Sawyer County, Phone 701-330-6897 (C)

Richard Snelson, Mayor, City of New Holstein, 920-898-5766 (O)

Steven Soukop, President, Village of Bellevue, Phone 920-593-5508 (O)

Dr. Lanny Tibaldo, Chair, Town of Lawrence, Phone: 920-336-9131 (O)

Roger Truttman, President, Village of New Glarus, Phone 608-212-6785 (C)

Greg Waters, City Council President, City of Lake Mills, Phone 920-648-2344 (O)

Anissa Welch, Mayor, City of Milton, Phone 608-751-7198 (C)

Jane Cahill-Wolfgram, President, Village of DeForest, Phone 608-438-5358 (C)

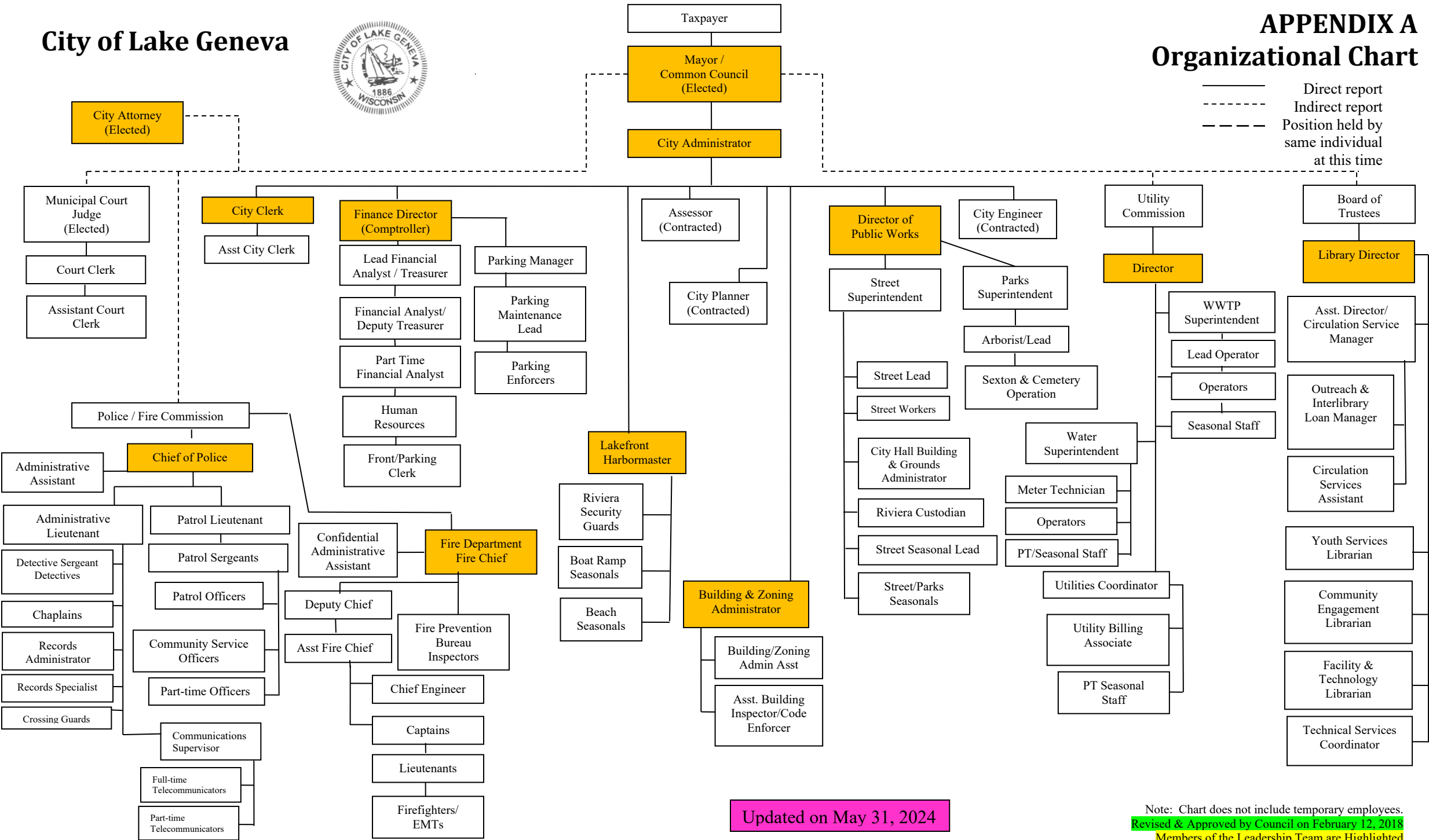
Jim Weiss, Chair, Town of Linn, Phone 262-245-2700 (C)

City of Lake Geneva



APPENDIX A
Organizational Chart

- Direct report
- Indirect report
- - - - Position held by same individual at this time



Updated on May 31, 2024

Note: Chart does not include temporary employees.
Revised & Approved by Council on February 12, 2018
Members of the Leadership Team are Highlighted