



PERSONNEL COMMITTEE

TUESDAY, NOVEMBER 22, 2011 – 2:00PM

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
(262)248-3673

CITY HALL, CONFERENCE ROOM 2A

AGENDA

1. Meeting called to order by Chairman Hartz
2. Roll Call
3. Approve minutes from October 18, 2011 committee meeting
4. Comments from the public limited to 5 minutes
5. Discussion/Recommendation on combining the duties of the offices of City Clerk and City Treasurer, and creating Clerk/Treasurer or Deputy Clerk/Treasurer position (*continued 10/18/2011*)
6. Discussion/Recommendation on proposed reorganization of Building & Zoning Department (*continued 10/18/2011*)
7. Motion to go into closed session pursuant to Wisconsin Statutes 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility for review of performance evaluation data for City Department Heads by Administrator Jordan
8. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session
9. Distribute Performance Evaluation forms for City Administrator and set schedule for review
10. Adjourn

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

CC: Aldermen, Mayor, Administrator, Attorney, Department Heads

11/18/2011 10:30am