



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- [www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)

**PERSONNEL COMMITTEE**  
**TUESDAY, DECEMBER 3, 2019 – 4:30 PM**  
**CITY HALL, CONFERENCE ROOM 2A (2<sup>ND</sup> FLOOR)**

Members: Chairperson Selena Proksa, John Halverson, Doug Skates, Cindy Flower, and Shari Straube

**AGENDA**

1. Meeting called to order by Chairperson Proksa
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from the November 5, 2019 Personnel Committee Meeting
5. Discussion/Update/Recommendation regarding draft policy regarding centralized retention location of various personnel records
6. Discussion/Recommendation part-time Police Department employees receiving overtime pay when working holidays
7. Discussion/Recommendation of Beach Manager and Assistant Beach Manager position
8. **Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding: 1) City Administrator Evaluation and 2) Leadership Team Evaluations**
9. **Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session.**
10. Future Agenda Items
11. Adjourn

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

cc: Aldermen, Mayor, Administrator, Attorney, Media