



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

PERSONNEL COMMITTEE
TUESDAY, NOVEMBER 5, 2019 – 4:30 PM
CITY HALL, CONFERENCE ROOM 2A (2ND 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 October 1, 2019 Personnel Committee Meeting
5. Discussion/Recommendation regarding City of Lake Geneva Health Insurance Options
6. Discussion/Recommendation regarding City of Lake Geneva Non-Medical Benefits Options
7. Discussion/Recommendation regarding central storage of the following personnel related files:
 - a. Applications/Resumes
 - b. Performance Reviews
 - c. Employee Handbook Acknowledgements
 - d. Copies of Certifications
 - e. Salary Change Forms
 - f. Copy of Driver Licenses for departments requiring license endorsements
8. Discussion/Update regarding Riviera Event Manager contract status
9. Discussion/Recommendation regarding amending the City of Lake Geneva Employee Handbook related to Personal Time Off (PTO) pay off rates
10. 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