



City of La Crosse, Wisconsin

City Hall
400 La Crosse Street
La Crosse, WI 54601

Meeting Minutes - Final

City Administrator Working Group

Wednesday, June 11, 2025

12:00 PM

Grandad Conference Room
City Hall

Call to Order

The meeting was called to order by the Working Group Chair, Larry Slezniow at 12:00 p.m.

Roll Call

Present: 5 - Barb Janssen, Chris Kahlow, Larry Slezniow, Erin Goggin, Lisa Weston

Approval of Minutes

A motion was made by Janssen, seconded by Weston, to APPROVE the minutes of May 28, 2025. The motion carried unanimously.

Agenda Items:

[24-1585](#)

Proposed City Administrator position.

No action taken.

- Discuss possible edits to the city administrator information paper and one-sheet information sheet created by Daniel Foth.

Edits to both the city administrator information paper and city administrator one-sheet documents were discussed and editing suggestions for both were made. Daniel Foth, who attended the meeting in person, took notes on the requested edits and plans to supply working group members with final edited versions of both documents before the next meeting.

- Determine everything that is needed before beginning public engagement sessions.

Things that are needed prior to beginning public engagement include the final version of the information paper, a well-designed one-sheet document, a short slide presentation, information about the city administrator position on the City website including a frequently asked questions (FAQ) section, and a survey to gather community feedback and additional questions. Times and locations for in-person and virtual information sessions need to be established and noticed as meetings of the City Administrator Working Group.

- Create a timeline for the working group.

It was decided that having public engagement sessions should take place during September and October. This would be after the summer vacation period and when higher education institutions are back in session. All the print materials, slide presentation, website, FAQ, survey, scheduling meeting spaces, and promotion of the public engagement sessions would need to be ready prior to that. The City Administrator Working Group would report its findings from the survey and public engagement sessions back to the city council before the resolution returns during the February 2026 city council cycle.

- Establish agenda items for the next meeting.

Review edited documents from Daniel Foth for working group approval.

Adjournment

The meeting was adjourned at 1:31 p.m.