

**Scribe Notes**  
**October 15, 2007**

Mayor McNally called the meeting to order at 6:32 PM. All council was in attendance except Scott Major.

Staff in attendance included City Manager Brent McFall, Budget and Special Projects Manager Barbara Opie, Management Intern II Phil Jones, Human Resources Manager Debbie Mitchell, Deputy City Manager Matt Lutkus, Senior Public Information Specialist Joe Reid

The guests in attendance were Rachel Ceccarelli with the Westminster Window, Jane Fancher

**Personnel Management Ordinance Modifications :**

Staff is proposing a number of changes to the Personnel Management chapter in the Westminster Municipal Code. These changes will reduce the City Code directives regarding personnel management to those required in the City Charter. The sections being removed from the code will continue to be included in the Personnel Policies and Rules promulgated by the City Manager. This change will streamline the process for making personnel policy changes, allowing for most changes to be made administratively by the City Manager. The current chapter of the Municipal Code contains less than 50% of the personnel policies reflected in the Personnel Policies and Rules document used to guide day to day personnel management.

Council directed staff to

Mayor McNally adjourned the City Council study session at 9:00 PM.