

**City of Westminster City Council Study Session
December 15, 2003**

Mayor Moss called the Study Session to order at 6:35 PM.

All Council was in attendance with Councillor Hicks arriving at 7:10 pm.

City Staff in attendance included City Manager Brent McFall, Assistant City Manager Steve Smithers, City Attorney Marty McCullough, Director of Community Development John Carpenter, Senior Projects Coordinator Tony Chacon, Deputy City Manager for Administration Matt Lutkus, Human Resources Manager Debbie Mitchell, Director of Parks, Recreation and Libraries Bill Walenczak, Fire Chief Jim Cloud, Chief of Police Dan Montgomery, Deputy Chief of Police Lee Birk, Deputy Chief of Police Jeff Jones, Assistant to the City Manager Barbara Opie, Management Analyst Emily Moon, Public Information Specialist Natalie Wilkins, and Administrative Secretary Kim Farin.

The guest in attendance was Tanya Ishikawa of the *Westminster Window*.

REGULAR SESSION

Public Safety Tax Budget and Pay Plan Amendment

This past November, City Council passed Councillor's Bill Number 71 amending Title 4 of the Westminster Municipal Code and adopting a 0.6% Public Safety sales tax as authorized by the voters. The new tax funds the following enhancements: 40 Police Department personnel, 35 Fire Department personnel, an additional fire engine and an additional ambulance, and support staff and equipment. Brent McFall distributed a Revised Staff Report and led a discussion, in conjunction with Assistant City Manager Steve Smithers, Assistant to the City Manager Barbara Opie, Fire Chief Cloud, Chief of Police Dan Montgomery, Deputy Chief of Police Lee Birk, Deputy Chief of Police Jeff Jones, Management Analyst Emily Moon, and Human Resources Manager Mitchell, describing the budget and pay plan modifications that are needed to implement the positions proposed with the new tax. Staff's proposed timeline for hiring the Public Safety positions was also discussed.

Proposed modifications to the 2004 pay plan also include a reorganization of the Recreation Facilities, Recreation Programs, Golf and Parks Divisions' managerial staff in the Parks, Recreation & Libraries Department.

Staff recommended that City Council direct Staff to modify the 2004 Budget pursuant to the recommended operating and capital budget modifications presented to City Council and pass an Emergency Ordinance at the December 22 City Council Meeting.

Council concurred with Staff's recommendations.

2004 City Council Assignments

The City is involved in a number of organizations to which a City Council liaison is assigned. These include a wide range of both standing committees as well as groups that are formed to address current issues. Staff was seeking direction from Council on making necessary assignments to vacancies left by Herb Atchison's retirement and any other adjustments Council desires.

Council made the necessary assignments and requested that this item go before Council for formal action at the December 22 City Council meeting.

Mayor Moss adjourned the Study Session at 8:10 PM to enter into an Executive Session to discuss charter school site negotiations, potential water rights, retail developer negotiations and transit oriented development strategies.