



City Manager's Office

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MEMORANDUM

TO: Management Team

FROM: Larry D. Groth, P.E., City Manager

DATE: July 17, 2009

SUBJECT: Cancellation of City Policy

The following policy has been cancelled:

AVL-9 Personal Leave Policy

- Effective date of cancellation: 01/01/09
- Personal leave days are now accrued as vacation days; see AVL 3 Policy

Please make all the employees in your department aware of this change.

Larry D. Groth, P.E., City Manager
July 17, 2009