

**MINUTES  
REGULAR MEETING  
SIERRA MADRE CITY COUNCIL**

*Kelly Kriebs, Mayor  
Robert Parkhurst, Mayor Pro Tem  
Edward Garcia, Council Member  
Gene Goss, Council Member  
Kristine Lowe, Council Member*

**Tuesday, July 23, 2024  
5:30 pm**

**City of Sierra Madre  
City Council Chambers  
232 W. Sierra Madre Boulevard  
Sierra Madre, California 91024**



**THIS MEETING WILL BE CONDUCTED IN COMPLIANCE WITH THE MOST CURRENT LOS ANGELES COUNTY PUBLIC HEALTH OFFICER'S ORDER**

The Brown Act provides the public with an opportunity to make public comments at any public meeting; As an alternative, public comment may be made by e-mail to [PublicComment@CityofSierraMadre.com](mailto:PublicComment@CityofSierraMadre.com) by 3:00 PM on the day of the meeting. Emails will be acknowledged at the Council meeting, filed into public record, and scanned onto the City website for public review.

The meeting will be streamed live on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), on Foothills Media website at <http://www.foothillsmedia.org/sierramadre> and broadcast on Government Access Channel 3 (Spectrum)

**CODE OF CONDUCT**

The purpose of a City Council meeting is to conduct City business. Members of the public that behave in a manner that interrupts or obstructs the Council's ability to conduct City business may be asked to leave the meeting. Any and all demonstrations which disrupt, interrupt, or obstruct the Council's ability to conduct City business are prohibited. No signs, posters or other large objects shall be brought into the Council Chambers or other meeting place if doing so would disrupt, disturb or otherwise impede the orderly course of the meeting.

**CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL**

Mayor Kriebs opened the meeting by honoring and remembering Tom Canterbury, who recently passed away at the age of 71. Known as "TC," Canterbury was a long-time community fixture, particularly in youth sports and various volunteer organizations. He passed away on June 28th, surrounded by his family. He was the husband of Carol Canterbury, a key figure in the city, and a devoted father to his two sons, Mickey and PJ.

Mayor Kriebs described Canterbury as a beacon of kindness, dedication, and community spirit, leaving an indelible mark on the community. His memorial service will be held at Heasley Field, a fitting tribute to his love for youth sports. Mayor Kriebs offered condolences to Canterbury's family and the entire community, expressing the hope that many will attend the memorial service later in the year.

Mayor Kriebs called the meeting to order at 5:33pm. City Clerk Aguilar called the roll.

Present: Mayor Kelly Kriebs, Mayor Pro Tem Robert Parkhurst, and Council Members Edward Garcia, Gene Goss, and Kristine Lowe.

Absent: None.

Also Present: Jose Reynoso, City Manager  
 Miguel Hernandez, Assistant City Manager  
 Laura Aguilar, Deputy City Manager/City  
 Aleks Giragosian, City Attorney  
 Arnulfo Yanez, Public Works Director  
 Ted Tegart, Community Services Supervisor  
 Clare Lin, Planning Manager  
 Joshua Wolf, Senior Planner  
 James Carlson, Management Analyst  
 Budget Manager, Satnam Rait

### **PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Gene Goss delivered the evening's inspiration and invocation, focusing on the city's relationship with wildlife and the adjacent national forests. To underscore the importance of conservation, he shared several quotes from Theodore Roosevelt, who championed the establishment of national forests and parks. Roosevelt emphasized the value of nature and the responsibility to preserve it for future generations. Goss highlighted Roosevelt's views on not wasting natural resources and cherishing the nation's natural wonders.

Additionally, Goss included some of Roosevelt's quotes on character, stressing the importance of courage, hard work, and accountability. A notable lighter quote was, "If you kick the person in the pants responsible for most of your trouble, you wouldn't sit for a month." He then concluded and yielded the floor to the mayor, who thanked him for his contribution.

### **APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

City Manager Reynoso requested that the Council amend the agenda to add a Consent Item to consider the Regional Park and Open Space District Measure A Blanket Resolution to fund the recently designated pickleball courts at Sierra Vista Park.

Mayor Kriebs asked for a motion.

Council Member Gene Goss made a motion to amend the agenda to add a Consent Item for Regional Park and Open Space District Measure A Blanket Resolution to fund the pickleball courts at Sierra Vista Park.

The motion was seconded by Mayor Pro Tem Parkhurst.

Mayor Kriebs called for a vote of the Council to approve the agenda as amended:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, and Council Members Garcia, Goss, and Lowe  
 Noes: None.  
 Absent: None.  
 Abstain: None.

The motion to move to approve the agenda as amended was approved by a unanimous voice vote.

### **APPROVAL FOR READING RESOLUTIONS AND ORDINANCES**

Vote of the City Council to read all Ordinances and Resolutions by title only and waive the reading in full.

A motion to approve the reading of resolutions and ordinances by title only was made by Council Member Kristine Lowe.

The motion was seconded by Council Member Edward Garcia.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, and Council Members Garcia, Goss, and Lowe  
 Noes: None.  
 Absent: None.  
 Abstain: None.

The motion to approve the reading of all ordinances and resolutions by title only, and waive the reading in full, was passed by a unanimous voice vote.

## **MAYOR AND CITY COUNCIL REPORTS**

Reporting of Council Members' activities related to City business.

**Council Member Lowe:** Council Member Kristine Lowe reported on several recent events and updates. On July 14th, Jean Fredericks, a respected local woman, celebrated her 100th birthday. She is a member of the Priscilla's of Sierra Madre, a notable women's group. The city honored her with a proclamation, which was a moving moment for everyone present.

Lowe also mentioned the "Lunch with the Mayor" event organized by Mayor Kriebs for the city employees on July 15th. Additionally, the Community Services Commission meeting on the same day highlighted the return of the Huck Finn event and raised \$2,094 for the Sierra Madre Search and Rescue Group. Despite some delays, improvements at Sierra Vista Park are nearing completion.

On July 18th, the Planning Commission approved a modification for a home design on Stream Meadows, changing it from a two-story to a single-story structure to accommodate aging residents.

Lowe concluded her report by expressing her satisfaction with the developments and events in the community.

**Council Member Garcia:** reported on several recent activities. He was unable to attend the July 11th Senior Community Services meeting due to work commitments but noted that the new Senior Community Commissioners, Stephen Heydorff and Mary Carney, attended and brought snacks. Senior Community Commissioner Patrick Kroc was reappointed as chair for another year.

Garcia joined the mayor and staff for the Mayor's Lunch on July 15th, which he found to be a great opportunity to connect with staff outside of official duties. He appreciated the longevity awards given to long-serving staff members.

Garcia also highlighted the success of the Sierra Madre Pony 14 youth baseball team, which won the East Region for the Western Zone by going undefeated in their tournament. The team scored 26 runs while only allowing two. They are set to compete in the Super Regionals, with hopes of advancing to the Pony World Series in Pennsylvania. Garcia expressed gratitude to the city manager for attending one of the games and supporting youth sports in the community.

He concluded his report by expressing pride in the team's achievements and excitement for their upcoming games.

**Council Member Goss:** reported on the Library Board of Trustees meeting he attended, which lasted an hour and a half. The meeting involved extensive business discussions, with the liveliest debate occurring when Goss mentioned the Council's upcoming discussion on bears, sparking significant interest.

The trustees are excited about the library's meaningful development project, with plans for a groundbreaking ceremony in September. To ensure everything proceeds smoothly, they scheduled a special meeting in August to address any potential issues.

Goss concluded his report by noting the board's enthusiasm and commitment to the project's success.

**Mayor Pro Tem Parkhurst:** reported on several meetings and activities. On July 10th, he and Council Member Garcia held a subcommittee meeting to discuss user fees and review feedback from the council. The meeting was productive, and Parkhurst appreciated the efforts of the staff and consultant, noting that it was the first review of the fees in 14 years.

He also attended a Clean Power Alliance board meeting on July 11th but had nothing significant to report from it. Parkhurst thanked Council Member Lowe for filling in for him at the Community Services Commission meeting, which he missed due to being out of town and coinciding with the Mayor's Lunch.

**Mayor Kriebs:** reported on several activities and announcements. She hosted the Mayor's Lunch, with special thanks to Executive Assistant Roberta for the preparations. The event featured a burger food truck, recognized long-serving staff, and included a raffle with many winners. Despite the heat, it was a pleasant gathering for the staff.

Kriebs attended the Natural Resource Commission meeting, where they discussed an education campaign on state laws prohibiting rodenticide use and appointed Dr. Allison Evans as the new chair. The commission will not meet in August but will resume in September.

The Mayor also announced upcoming events, including an Elvis performance in the park on Sunday, the next family movie night featuring "Kung Fu Panda 4," and various summer programs at the library. Mayor Kriebs highlighted the YWCA lunch program for seniors held at the Hart Park House from Monday to Thursday and encouraged participation to support the program.

Additionally, she announced that there is a vacancy on the Natural Resource Commission, and urged residents to apply to ensure the commission is fully staffed. She concluded his report by opening the floor to public comments on items not on the agenda.

### **APPROVAL OF MEETING MINUTES**

Approval of June 23, 2024, City Council Regular meeting minutes

Approval of July 9, 2024, City Council Regular meeting minutes

Mayor Pro Tem Parkhurst requested the following changes to the minutes:

June 25:

- As a matter of practice, it would be good to add page numbers to the minutes.

July 9:

- Page 30, Resolution 24-43, there is an extra bullet.
- Page 30, change "Mayor Kriens" to "Mayor Kriebs"
- Page 31, delete extra bullet under Parkhurst and add bullet to Lowe

A motion to approve the minutes as amended was made by Council Member Gene Goss.

The motion was seconded by Mayor Pro Tem Parkhurst.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, and Council Members Garcia, Goss, and Lowe  
 Noes: None.  
 Absent: None.  
 Abstain: None.

The motion to approve the minutes as amended, was passed by a unanimous voice vote.

### **PUBLIC PARTICIPATION CODE OF CONDUCT**

Your participation is welcomed and invited at all City Council meetings. The Council requests that participants refrain from making personal, slanderous, profane, or disruptive remarks. A person who continues to disrupt the orderly conduct of the meeting after being warned by the Mayor or designee to cease the disruption may be precluded from further participation in the meeting. No signs, posters, or other large objects shall be brought into the Council Chambers or other meeting places if doing so would disrupt, disturb, or otherwise impede the orderly course of the meeting.

### **PUBLIC COMMENT**

The Council will listen to the public on any item on the agenda. In addition, the Council will devote time for public comment on items not on the agenda. Addressing the City Council from the audience is not permitted; all comments addressing the Council must be made from the podium. Only public comments made from the podium will be recognized by the City Council and entered into public record.

### **PROVIDING PUBLIC COMMENT FOR ITEMS ON THE MEETING AGENDA**

Persons wishing to speak on any item on the agenda will be called during the comment period at the time the agenda item is brought forward. Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

### **PROVIDE PUBLIC COMMENT FOR TOPICS NOT ON THE MEETING AGENDA**

Time shall be devoted to provide public comments for items not on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting.

### **COMMENTS**

1. Any person wishing to provide public comment is asked to complete a comment card. Please include your name and address. Each speaker will be limited to up to three continuous minutes, which may not be delegated or deferred.

The City provides a podium for public comment. Comments addressed to the Council shall occur during the appropriate time on the agenda and should not be construed as an opportunity for

dialogue. Each speaker will be limited to three continuous minutes, which may not be delegated or deferred.

## **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Mayor Kriebs opened the meeting for public comment on non-agenda items.

Lisa Kroese: updated the council on PUSD back-to-school events and issues, sharing dates for orientations, play dates, and socials at Sierra Madre Elementary, Willard Elementary, and Don Benito Elementary. She highlighted an article on Project 2025. Kroese also mentioned improvements at schools funded by Measure O and the appointment of Pasadena High School's new principal, Matthew Kodama. Additionally, she noted that PUSD was named the favorite school district in the Southern California News Group's 23rd Annual Best of San Gabriel Valley Awards, with 12 schools recognized.

Seeing no one come forward, Mayor Kriebs closed public comment for items not on the agenda.

## **DISCUSSION**

### **1. DEPARTMENT OF FISH AND WILDLIFE DISCUSSION**

It is recommended that the City Council receive an update on Wildlife concerns and considerations from City Staff and representatives from the Department of Fish & Wildlife.

Report presented by Management Analyst Carlson.

Additional presentation from Erin Wilson, South Coast Regional Manager with California Department of Fish and Wild Game.

Statement from Stephanie English with Supervisor K. Barger (5<sup>th</sup> District).

Mayor Kriebs brought the matter to the City Council for questions.

Mayor Kriebs opened public comment.

Michelle Tremblay, Sierra Madre Bear Lovers: Michelle Tremblay, founder and president of Bear Lovers of Sierra Madre, shared her nonprofit's efforts to educate the community on bear safety. They publish monthly educational tools, participate in community events, and provide bear safety information to various groups.

De Alcorn, 741 E. Grandview: He shared his struggles with persistent bears causing property damage, emphasizing the need for more aggressive measures and better population control, as current efforts are insufficient.

David Gordon, Fairview Avenue: David Gordon emphasized the need for bear spray while hiking and called for research on bear population growth and behavior. He proposed authorizing the police to issue depredation licenses and handle repeat bear intrusions, citing state resource limitations. He urged Foothill communities to collaborate with the county for solutions.

Paul Cramer, vista Circle Drive: Paul Cranmer highlighted the increasing bear activity in Sierra Madre and Arcadia. He proposed collaborating with neighboring cities like Monrovia to form a coalition and seek funding to address the issue. Cranmer emphasized community efforts and support from various jurisdictions.

## **PRESENTATIONS**

### **ANNUAL LIBRARY PRESENTATION**

A Power Point Presentation was made by City Librarian Regan outlining the statistics for programs and services at the Library for 2023. The Sierra Madre Public Library is undergoing renovations, adding new spaces and features, all funded by grants and donations. In 2023, the library relocated temporarily, continuing programs creatively across various locations. Despite challenges, the library hosted 315 programs with nearly 11,000 attendees. Key initiatives included youth programs, community partnerships, and maintaining digital services. A groundbreaking ceremony for the new library is scheduled for September 17.

### **UPDATE ON LIBRARY MEANINGFUL IMPROVEMENT PROJECT**

Presented by Public Works Director Yanez. Director Yanez reported that weekly meetings with Vertex Engineering and TC Architects have increased to three times per week. The request for qualifications closed, resulting in three vetted construction companies. These companies are invited to submit proposals. The project is on track for a September 17 groundbreaking.

Mayor Kriebs called for a recess at 7:58pm.

The meeting was reconvened at 8:10pm.

**PRESENTATIONS - continued**

**FIRE SAFE COUNCIL AND FIRE WISE COMMUNITY**

Presented by Fire Chief Bartlett.

Chief Bartlett proposed establishing a Fire Safe Council and Firewise community in Sierra Madre to enhance wildfire protection. He outlined benefits, steps, and differences between the two organizations. The Fire Safe Council would focus on community-wide efforts, while Firewise would target individual properties. Bartlett recommended starting with the Fire Safe Council to ensure coordinated efforts and community resilience. Initial meetings and member recruitment are the next steps.

**FIRE DEPARTMENT MASTER PLAN UPDATE**

Presented by Fire Chief Bartlett.

Chief Bartlett updated the Fire Department's Master Plan, developed with APS. The plan covers six sections, including current conditions, community risk assessment, and future service models. A community survey had 257 participants. The final plan is expected by September or October.

**POLICE DEPARTMENT MASTER PLAN UPDATE**

Presented by Police Captain Amos.

Captain Amos updated on the Police Department's Master Plan, developed with the Lawyer Public Safety Group. The plan includes an internal assessment of operations and staffing, involving detailed data analysis and staff interviews. A draft report is currently under review, with final completion expected by September.

**CONSENT**

Presented by City Clerk Aguilar.

- a) **CONSIDERATION OF RESOLUTION 24-47 APPROVING CERTAIN DEMANDS**  
It is recommended that the City Council approve Resolution 24-47 approving payment of City Warrants in the aggregate amount of \$391,062.73; Sierra Madre Library Warrants in the aggregate amount of \$17,337.20; and Payroll Transfer in the aggregate amount of \$547,823.37; for the fiscal year ending June 30, 2024 and 2025.
- b) **FISCAL YEAR 24-25 BUDGET BOOK**  
It is recommended that the City Council receive and file the budget book for FY 24-25
- c) **CODE ENFORCEMENT OFFICER'S ANNUAL REPORT**  
It is recommended the City Council receive and file the Code Enforcement Officer's Annual Report.
- d) **CONSIDERATION OF THE PURCHASE AND OUTFITTING OF POLICE PATROL VEHICLE**  
It is recommended that the City Council approve the purchase and outfitting of three (3) Dodge Durango Police Pursuit AWD Vehicles.
- e) **CONSIDERATION OF RESOLUTION 24-51 FOR THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT ALLOCATION OF MEASURE A FUNDS**  
It is recommended that the City Council approve Resolution 24-51 and authorize the City Manager to sign all necessary documents related to the project.

Mayor Kriebs brought the matter to the City Council for questions.

Mayor Kriebs opened Public Comment.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Mayor Pro Tem made a motion to approve Consent items A, D, and E.

Council Member Kristine Lowe seconded the motion.

Mayor Kriebs called for a vote of the Council

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, Council Members Garcia, Goss, and Lowe  
 Noes: None.  
 Absent: None.  
 Abstain: None.

The motion to approve Consent Items A, D, and E were approved by a unanimous voice vote.

## **PUBLIC HEARING**

### **1. CONSIDERATION AND APPROVAL OF THE USER FEE STUDY PREPARED BY WILLDAN FINANCIAL SERVICES AND APPROVE THE FY 2024-2025 USER FEE SCHEDULE**

It is recommended that the City Council continue the Public Hearing from June 11, 2024, and approve the User Fee Study establishing the cost to deliver services as justification for applicable City Fees; Adopt Resolution 24-36, A Resolution of the City Council of the City of Sierra Madre establishing a schedule of User Fees and charges for city services for FY 2024-2025.

Budget Manager Rait gave the report.

Mayor Kriebs brought the matter to Council for discussion.

Mayor Kriebs opened the Public Hearing to receive testimony.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Council Member Kristine Lowe made a motion to approve the User Fee Study establishing the cost to deliver services as justification for applicable City Fees; Adopt Resolution 24-36, establishing a schedule of User Fees and charges for city services for FY 2024-2025.

Mayor Pro Tem Parkhurst seconded the motion.

Mayor Kriebs called for a vote of the Council

Ayes: Mayor Kriebs, Mayor ProTem Parkhurst, Council Members Garcia, Goss, and Lowe  
 Noes: None.  
 Absent: None.  
 Abstain: None.

The motion to adopt Resolution 24-36, establishing a schedule of User Fees and charges for City services for FY 2024-2025 was approved by a unanimous voice vote

### **2. FIRST READING OF ORDINANCE NO. 1471 AMENDING CHAPTER 5.36 (COMMERCIAL PHOTOGRAPHY AND MOTION PICTURE FILMING) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS) AND CHAPTER 17.88 (TEMPORARY USE PERMITS) OF TITLE 17 (ZONING) OF THE SIERRA MADRE MUNICIPAL CODE**

It is recommended the City Council conduct its first reading of Ordinance No. 1471 amending Chapter 5.36 (Commercial Photography and Motion Picture Filming) of Title 5 (Business Licenses and Regulations) and Chapter 17.88 (Temporary Use Permits) of Title 17 (Zoning) of the Sierra Madre Municipal Code.

Senior Planner Wolf gave the report.

Mayor Kriebs brought the matter to Council for discussion.

Mayor Kriebs opened the Public Hearing to receive testimony.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Mayor Pro Tem made a motion to approve the first reading of ordinance 1471.

The motion was seconded by Council Member Gene Goss.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, and Council Members Garcia, Goss, and Lowe  
 Noes: None.  
 Absent: None.  
 Abstain: None.

The motion to approve first reading of ordinance 1471 was passed by a unanimous voice vote.

**3. CONSIDERATION OF RESOLUTION 24-48 DESIGNATING THE SIERRA MADRE PLAYHOUSE AS A LOCAL HISTORICAL LANDMARK AND TO BE INCLUDED IN THE SIERRA MADRE REGISTER OF DESIGNATED HISTORIC LANDMARKS FOR THE PROPERTY LOCATED AT 87 W. SIERRA MADRE BLVD.**

It is recommended that the City Council hold a public hearing, consider all pertinent testimony, and approve Resolution 24-48 designating the Sierra Madre Playhouse as a historic landmark, to be included in the Sierra Madre Register of Designated Historic Landmarks.

Senior Planner Wolf gave the report.

Applicants David Gordon and Matt Cook also presented.

Mayor Kriebs brought the matter to Council for discussion.

Mayor Kriebs opened the Public Hearing to receive testimony.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Mayor Pro Tem made a motion to approve Resolution 24-48 designating Sierra Madre Playhouse a historic landmark.

The motion was seconded by Council Member Gene Goss.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, Council Members Garcia, Goss, and Lowe

Noes: None.

Absent: None.

Abstain: None.

The motion to approve Resolution 24-48 designating the Sierra Madre Playhouse as a historic landmark, to be included in the Sierra Madre Register of Designated Historic Landmarks was approved by a unanimous voice vote.

**DISCUSSION**

**2. STRATEGIC PLAN UPDATE**

It is recommended that the City Council receive and file the July 23, 2024 Strategic Plan Update.

Management Analyst Carlson gave the report. The report was provided for informational purposes and no action was required.

**3. CONSIDERATION OF RESOLUTION 24-50; A RESOLUTION OF THE CITY COUNCIL APPROVING A BALLOT QUESTION FOR A QUALIFIED CITIZEN INITIATIVE**

It is recommended that the City Council adopt Resolution 24-50; a resolution of the City Council approving a ballot question for a qualified citizen initiative.

City Clerk Aguilar gave the report.

Mayor Kriebs brought the matter to Council for discussion.

Mayor Kriebs opened public comment.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Council Member Edward Garcia made a motion to  
The motion was seconded by Mayor Pro Tem Parkhurst.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, Council Members Garcia, Goss, and Lowe

Noes: None.

Absent: None.

Abstain: None.

The motion to approve Resolution 24-50 was approved unanimously.

**FUTURE AGENDA ITEMS**

- Discuss and develop a transportation electrification strategy for the city's fleet, including police vehicles.

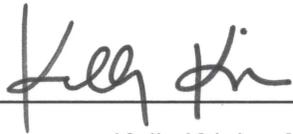
**ADJOURNMENT**

Mayor Kriebs asked for a motion to adjourn the meeting.

Mayor Pro Tem Parkhurst made a motion to adjourn the meeting.

Council Member Gene Goss seconded the motion.

The meeting was adjourned at 10:00 p.m. to a Regular meeting to be held on September 10, 2024.

  
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 Kelly Kriebs, Mayor

Minutes taken and prepared by:

  
 \_\_\_\_\_  
 Eric Lozick, Administrative Analyst

Approved by

  
 \_\_\_\_\_  
 Laura Aguilar, City Clerk