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Date: February 12, 2025

To: Mayor Christi Fraga  
Vice Mayor Maureen Porras  
Councilwoman Digna Cabral  
Councilman Rafael Pineyro  
Councilwoman Nicole Reinoso

From: Lorenzo Cobiella, City Attorney

Subject: **Ordinance Codifying Key to the City, Proclamation and Certificates Updated Policy**

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## **Introduction**

During the December 18, 2024 Council Meeting, the City Council approved via resolution changes to the Key to the City, Proclamation and Certificates, Policy and Procedure. During said meeting, instructions were provided to the City Attorney to incorporate the adopted policy into an Ordinance for codification.

Accordingly, for City Council consideration, attached is an Ordinance which if adopted will codify the Key to the City, Proclamation and Certificates Policy and Procedure and provide that any change or repeal must be done by a 4/5 vote of the City Council.