

**TO:** Amy Jacobs, Human Resource Generalist,  
City of Woodland Park Colorado

**FROM:** Luke Hecker, Retired Police Chief, LPDV1, LLC

**RE:** Hostile Work Environment Complaint – Sergeant Beth Huber

**DATE:** August 24, 2022

### EXECUTIVE SUMMARY

#### Statement of the Problem:

Woodland Park [REDACTED] filed a hostile work environment complaint against Sergeant Beth Huber. [REDACTED] complaint was based on a series of notes she drafted in a timeframe that spanned from January 26, 2022, through May 2022 and contained allegations that Sergeant Huber is overly controlling and intimidating and that she creates double standards within the Woodland Park Police Department.

Aside from the hostile work complaint, [REDACTED] asserted that Sergeant Huber had, without proper authority, deleted the narrative of a police report and police supplement belonging to another officer without authorization.

#### Investigation Approach:

Along with [REDACTED], six other Woodland Park police employees were interviewed as witnesses to the complaint. The witness included the [REDACTED] one [REDACTED] member, [REDACTED], [REDACTED], and [REDACTED]. Additionally, text messages and email evidence were examined.

As the subject of the complaint, Sergeant Beth Huber was interviewed on July 24, 2022. At the time of her interview, she was accompanied by legal counsel.

#### Investigation Findings:

Sergeant Huber was found to have created a hostile work environment at the Woodland Park Police Department based on her conduct in several instances. These instances include, but are not limited to:

- She instituted the switch of shifts with a corporal while directing her to keep the switch confidential.
- She usurped a field training officer by removing his trainee without notice or explanation.
- She communicated to a subordinate officer that a field training officer allowed him to violate the 4th Amendment rights of a person while at the same time denying the field training officer due process related to the allegation.
- She directed a subordinate officer to write a traffic citation to a person for not displaying a license plate when she knew the license plate had been stolen.
- She criticized and intimidated Woodland Park police officers in a manner that caused them to vacate the Police Department when she was there.

Additionally, Sergeant Huber was also found to have unacceptably deleted the narratives of an official police report and an official police supplemental report drafted by another officer.

During the investigation, legitimate questions about the candor of Sergeant Huber came to light. Her perceived lack of honesty manifested itself in conflicting and sometimes inaccurate statements she provided during her interview, and in written addendum statements she provided post-interview.

Of significant concern, Sergeant Huber failed to take ownership of her hostile conduct and asserted that she believed she was the person being attacked. This assertion is misguided and leads to a genuine concern that if she is allowed to return to work, she may retaliate against the complainant and witnesses under the pretext that she is defending herself from their aggression.

**Recommendations:**

Based on the findings of the investigation, it is in the best interest of the Woodland Park Police Department that the City of Woodland Park terminate the employment of Sergeant Huber. However, should Sergeant Huber be allowed to re-enter the Woodland Park Police Department workforce, the City should implement specific and measurable safeguards designed to insulate the complainant and witness employees from being further harassed or retaliated against by Sergeant Huber.

To: Chief Chris Deisler

From: Sergeant Beth Huber

Date: September 14, 2022

Subject: Pre-Discipline Employee Response to Memorandum from Chief Chris Deisler, Date: September 9, 2022, Subject: Hostile Work Environment Complaint Notice of Recommended Discipline

Pursuant to Woodland Park Police Department (WPPD) Policy Manual Section 1006.11, I am providing the following information and mitigating factors for consideration:

I in no way created a hostile work environment in violation of the City of Woodland Park Policy 2.5 Equal Employment Opportunity (EEO) Harassment. Not one employee stated I created a hostile or intimidating environment because of immutable characteristics of *age 40 and over, race, sex, color, religion, national origin, disability, military status, genetic information, or any other status protected by applicable federal, state, or local law.*

At no time was I given information prior to the interview that the allegation was related to Harassment under the Equal Employment Opportunity Commission (EEOC). In fact, the specific notice tendered to me on July 19th merely advised me I may have violated *policies and performance expectations* and specifically *Policy 321.5 REPORT CHANGES OR ALTERATIONS*. The one specific policy cited in my notice was found to be a policy failure, not a fault of mine.

Further, I did my best to answer the interview questions without proper notice. The interview's focus on conversations and interactions from months prior created many challenges. I provided supplemental information as I recalled after the interview, as I was trying to ensure the record was full and correct. My attempts to ensure a full and correct record is now being held against me.

The conduct investigated and described by the investigator to be a violation of Policy 2.5 EEO Harassment was within my role as a supervisor at WPPD. My actions as well as interactions with others were always to conform to WPPD policies, in particular supervisor responsibilities. [REDACTED] came to me as a peer, expressed concerns without providing specifics and without allowing me the opportunity to correct issues.

At no time prior to being placed on Administrative Leave, did a supervisor inform me that my performance was deficient so that corrective action could have been taken. Nor was I given commands or direction to correct any action. Nor did any evaluations provide needed improvement in the area of communication. We do performance evaluations to take corrective action in deficient areas. I follow policy and commands of superiors. If any superior officer had informed me, even orally, that there was an issue with my management style and communication or concerns about my judgement I would have taken the necessary corrective actions. That is the

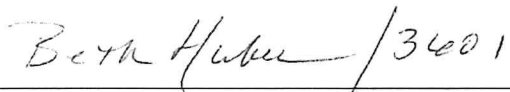
purpose of having supervisors as well as performance evaluations. I viewed my job per policy to ensure the WPPD and City policies were followed.

I would have changed my management style if anything would have been brought to me by any of my supervisors prior to being placed on administrative leave.

Finally, the investigation narrowly targeted a small segment, approximately a third, of the relatively small WPPD force. There are critical witnesses referenced by the investigator and in my responses that were never interviewed, despite my express request to that effect of the investigator. Examples of critical witnesses include [REDACTED]

[REDACTED] All conflicts between myself and interviewed witnesses were resolved in favor of those witnesses by the investigator. I would specifically request that critical and necessary witnesses be interviewed in order to accomplish a thorough and fair investigation as required by WPPD Policy 1006.

Signed and issued this 14<sup>th</sup> day of September, 2022

  
\_\_\_\_\_  
Sergeant Beth Huber/3601



Woodland Park

To: Sergeant Beth Huber

From: Chief Chris Deisler

Date: September 30, 2022

Subject: Final Notice of Discipline

I have completed a review of your September 14, 2022 pre-discipline employee response to my September 9, 2022 Notice of Recommended Discipline. I have carefully considered your statements and information in the letter and weighed them along with the findings of the investigation completed by Luke Hecker and the Woodland Park Police Department Policy Manual.

I do not find that your response provides any mitigating factors or evidence that was not previously considered. You continue to refuse to take responsibility for your actions or see how your conduct negatively affects your co-workers and subordinates. Your conduct calls into question your decision-making and judgment as a supervisor. Further, I agree with Mr. Hecker's reasoning as to why there is no need to interview additional witnesses, particularly as you have not articulated what mitigating or relevant information they have as to the issues of harassment and report changes.

I agree that your behavior violated City Harassment Policy 2.5:

**City Harassment Policy 2.5, Equal Employment Opportunity (EEO) Harassment**

*Unlawful harassment includes verbal, written, or physical conduct that has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment*

I also agree that your conduct was egregious, particularly for an employee in a supervisory capacity.

While your conduct was not a technical violation of Woodland Park Police Department Policy 321.5, as a supervisor and trained law enforcement officer, your decision to alter a criminal justice record is unacceptable.

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Woodland Park Police Department  
911 Tamarac Parkway P.O. Box 7255  
Woodland Park, CO 80863

Chief Chris Deisler  
Office: 719-687-9262  
Fax: 719-687-1869



Woodland Park

**Woodland Park Police Department Policy 321.5, Report Changes or Alterations**

*Report Preparation*

*Reports that have not yet been submitted to the Records Section may be corrected or modified by the authoring employee only with the knowledge and authorization of the reviewing supervisor.*

For these reasons, your employment is terminated, effective today, September 30, 2022.

Your final paycheck has been issued; it can be mailed to your home or picked up at City Hall. Please let HR Generalist Amy Jacob know how you would like to receive your check.

Pursuant to Woodland Park Police Department Policy 1006.10.2, I have obtained approval for this termination from the City Manager before issuing this decision.

Your dental and vision benefits will continue through September 30, 2022. Your rights to continue coverage under COBRA will be provided to you by mail from our plan administrator.

You can contact Empower at 800-701-8255 regarding your retirement plan distribution options.

According to policy 1006.13, B. If the employee is not satisfied with the response to his or her grievance, then s/he can request a hearing with the Chief of Police, City Clerk, City Attorney and City Manager. The City Manager shall render a decision within 3 working days of the hearing.

Signed and issued this 30<sup>th</sup> day of September, 2022

Chief Chris Deisler

CC: Nina P. Williams, City Attorney  
Michael S. Lawson, City Manager

To: Michael Lawson

From: Beth Huber

Date: October 6, 2022

Subject: Post-Discipline Appeal Rights to City Manager RE: Memorandum from Chief Chris Deisler, Date: September 30, 2022, Subject: Final Notice of Discipline

Pursuant to Woodland Park Police Department (WPPD) Policy Manual Section 1006.13, I am providing the following information as grievance for your consideration:

Let me start off by saying how deeply disappointed I am in the actions and activities of all involved that have brought us to this point. To put it bluntly, the city's human resources processes, legal counsel and leadership have failed.

The complainant was angry with me for personal reasons and admittedly took notes on my actions over a four-month period rather than working to resolve perceived issues. I specifically informed you on June 16<sup>th</sup>, 2022, at approximately 6:50 p.m. that I had been verbally attacked by [REDACTED] the person who filed the hostile work environment complaint against me with Human Resources on June 27<sup>th</sup>, 2022. I informed you she had attacked me about my prior settlement with the city because she had learned I had received a settlement and knew the approximate amount. At that time, you informed me you would have the city's attorney contact me to discuss how to handle the situation, which never happened. Unfortunately, once the complaint by [REDACTED] was made, I was summarily placed on paid administrative leave and granted no avenue by which to defend myself with all accusations leveled against me taken as the truth. As evidence of [REDACTED] motivation for initially attacking me and then filing the claim against me, the Investigation Administrative Report highlights that [REDACTED] 'felt betrayed' by me due that prior settlement:

- [REDACTED] indicated she provided Sergeant Huber and [REDACTED] evidence when they sued the prior police administration. She stated she felt betrayed when Sergeant Huber and [REDACTED] took settlement money from the city and forgot about her. Specifically, she stated,

*"I told her you and [REDACTED] needed the information that you received from [REDACTED] and myself to pursue your lawsuit and sue the city and you won. After y'all both got your check you tossed [REDACTED] and I aside like we were chop liver, it didn't matter what we said or what we did. You got every date, time, the way that that man made us feel every deep rooted complaint we ever had you got copies of our complaints through your attorney, you sue the city you win and you forget about us afterwards..."*

(p. 12)

Additionally, the Investigation Administrative Report highlights similarly rooted feelings by the second complainant, [REDACTED]

- I asked [REDACTED] if she could elaborate on the specific concerns she has shared with [REDACTED] regarding Sergeant Huber. At that time, she became emotional and began to cry and stated,

*"Last year I believe is when it was I had enough of how our former police chief was treating me in particular and so I filed a complaint and Sergeant Huber really like motivated me to put that complaint in because what he was doing was not okay. [sobbing] And we all had kind of like a running joke for a while about how the former police chief because he was just trying to intimidate us and show a presence by walking around with his coffee cup and handy like standing over us while we're doing our work. And it was really disheartening to find out that Sergeant Huber was using our misfortunes for her personal gain. She used my complaint and I believe [REDACTED] complaint for her lawsuit with the city got to keep her job. It's my understanding that she also got a payout for that when I got put on medication for it. And then once that police chief was gone she turned into him, just a female version." (p. 14)*

Having pointed out how we ended up here, my primary grievance is with [REDACTED]. Prior to starting at the Woodland Park Police Department, [REDACTED] had already decided he did not want me as a part of his team. This is evidenced by the only information he was interested in during the transition period with then [REDACTED] [REDACTED] recently informed me that when he asked [REDACTED] if he had any questions about the Department, the only thing [REDACTED] wanted to know was about me as he has heard I would "stab him in the back" if given the chance. Where he received that information I have no idea, but it has become apparent that he had no interest in working with me to help his transition into his role as the new [REDACTED]. Further, by allowing [REDACTED] to direct the investigation into the allegations made against me, you provided him the direct avenue to achieve his goal of terminating my employment.

First, [REDACTED] had been Chief of Woodland Park Police Department for approximately three months prior to the city placing me on administrative leave. During this time, he provided no indication of concern about my performance or how I executed my responsibilities as a supervisor. All of our one-on-one conversations, which I recall as only being three, were initiated by me. I have never been in an organization where the leader did not speak with his supervisors upon joining. Due to this perceived lack of engagement by [REDACTED], I became very wary of his intentions and informed Human Resources Generalist, Amy Jacob, of my concerns a week or two prior to being placed on administrative leave. After being interviewed in July, I specifically requested Amy to share those conversations with you as I could see no other

recourse to defend myself. My recollection of the three conversations with [REDACTED] are as follows:

1. On or about May 13th, 2022, I entered [REDACTED] office to speak with him regarding policy. [REDACTED] informed me he was working on getting the department policies updated and pushed out, but that all current policies were still in effect. After that, I told [REDACTED] 'my story' on how I ended up as being his SAM1; discussing the prior administration, how I was SAM2 and struggled to uphold standards within the department when my counterpart did not, that this caused discontent among the officers, and ending with the settlement with the city. At the end of this conversation [REDACTED] informed me that 'there are a lot of hurt feelings' in the department and that I needed to take time off. Making that statement, it appeared to me that [REDACTED] already had knowledge of the situation with me and the previous leadership and had discussed it with others. I then informed him I had my vacations planned out for the year with the first one the beginning of August, but the [REDACTED] insisted I needed to take time off sooner. This made me feel like he was trying to get me out of the department.
2. On or about June 10th, 2022, I entered [REDACTED] office to speak with him again regarding policy. Officers had been involved in a pursuit where a police vehicle was crashed, and I felt the previous administration would have considered the pursuit in violation of policy. [REDACTED] informed me that no action would be taken, and then shortly thereafter changed the pursuit policy. After the policy discussion, I informed [REDACTED] I felt like he was trying to push me out. I felt this way because as the senior police officer in the department, the [REDACTED] appeared to be avoiding me, would not engage with me, and I had to initiate every conversation. The [REDACTED] responded making me feel that way was not his intent, but then made no effort to engage with me after this meeting.
3. Sometime during the second or third week of June 2022, I had a chance encounter with [REDACTED] in the Trail Ridge parking lot while on duty. I informed [REDACTED] I had a concern about the lines of communication within the department as evidenced by an issue regarding parking. [REDACTED] stated he was aware of the parking issue, and he did not care about policies of the previous commands (please recall, [REDACTED] previously stated all policies remain in effect until otherwise stated). I informed him my concern was not a parking issue, but a line of communication issue, where [REDACTED] appeared to countermand [REDACTED] directive. The [REDACTED] had acted upon it by issuing a policy statement based on [REDACTED] report without engaging any other supervisor's perspective. During our discussion the [REDACTED] felt like he had raised his voice at me and apologized. I informed him it was good that we were having this discussion and that we needed to continue it. This was the last conversation I had with the [REDACTED] prior to being placed on administrative leave.

Second, the [REDACTED] was fully aware of the allegations [REDACTED] was going to make against me prior to submitting her complaint to Human Resources and did nothing the attempt to resolve it. This is evidenced in both the Investigation Administrative Report and [REDACTED] Interview Transcript, which I ask you to please read both, where he states that [REDACTED] did inform him of her intent and showed him the letter prior to submitting it. Both City of Woodland Park Personnel Policy Manual and Woodland Park Police Department Policy Manual state it is best to handle personnel complaints and concerns at the lowest level with those involved, but [REDACTED] made no attempt to speak with me about the concerns which [REDACTED] brought to his attention. Each of [REDACTED] allegations could have been clarified and resolved had [REDACTED] chosen to discuss them with me rather than isolating me by having me placed on administrative leave.

Upon reading [REDACTED] complaint, it comes across like a fictional novel. She admittedly took notes of my actions over a four-month period, creating a 'black book', reading bad intent into my actions/decisions rather than looking at them from the perspective of a supervisor. Her complaint is filled with sweeping accusations and personal descriptions of events with fanciful descriptors and few actual facts. In it she makes claims about my actions regarding other officers, most of whom were not interviewed [REDACTED] and were not offered the opportunity to corroborate or refute her statements. Examples follow:

- May 5, 2022:
  - "It appears as though Huber is controlling [REDACTED] ..."
- May 11, 2022:
  - "Huber and [REDACTED] are continuing to do as they will without regard or respect for [REDACTED] .."
  - "Huber is not practicing that "standard" that she says has been set and has allowed [REDACTED] and [REDACTED] to always report to her and not their immediate supervisor. This is not in line with what [REDACTED] has requested, yet again."
  - "On several occasions [REDACTED] has given very clear instructions, rules, and direction on how he wants to move forward with this agency and there are still those that are not on board, but conducting their own practices."
- May 2022 (5<sup>th</sup> paragraph):
  - "I have suggested they go to [REDACTED], which most have."
  - "From what I am told they have complained to [REDACTED] about the way they are treated and about the standards that are not followed through."

Note: Review of [REDACTED] interview indicates he had only heard rumors and no specifics, which contradicts the last two statements made above.

She additionally claims throughout her complaint I was working against the [REDACTED] wishes by actions and attitudes. These allegations are unfounded and inflammatory and were not addressed at all during the investigation. I fully embraced his stated vision of taking our department from 'good' to 'great' and have always worked for what is best for our department and the city as evidenced by my actions and performance reports over the past 7 years. If you have not already, I implore you to read [REDACTED] complaint filed against me and highlight those items which are fact; not supposition, perception, or personal opinion.

Third, during the pre-discipline process I informed [REDACTED] in my letter dated September 14, 2022, which I request you read, "*there are critical witnesses referenced by the investigator and in my responses that were never interviewed, despite my request to that effect of the investigator.*" I provided names of individuals who should be interviewed due to their direct involvement in the events where I was being accused of taking hostile action. However, [REDACTED] chose to ignore that request stating in my termination letter "*you have not articulated what mitigating or relevant information they have as to the issues of harassment and report changes*" even though he states in his interview that the entire department should be interviewed by the investigator. He also mentions in his interview that there are "two camps" within the department but took no action to ensure both sides were represented. [REDACTED] and the investigator chose only to accept the claims made against me. Failing to interview all involved parties, the [REDACTED] and the investigator put us in a "he said, she said" situation, and could not possibly claim a fair and thorough investigation had been conducted.

Fourth, I did not violate City Harassment Policy 2.5 Equal Employment Opportunity (EEO) Harassment. EEO harassment is violation based on protected class *of age 40 and over, race, sex, color, religion, national origin, disability, military status, genetic information, or any other status protected by applicable federal, state, or local law.* The investigation made no inference to harassment based on a protected class. In [REDACTED] Termination Notice, he cited one sentence from the policy "*Unlawful harassment includes verbal, written, or physical conduct that has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.*" I had informed him in my Pre-Discipline Response:

*The conduct investigated and described by the investigator to be a violation of Policy 2.5 EEO Harassment was within my role as a supervisor at WPPD. My actions as well as interactions with others were always to conform to WPPD policies, in particular supervisor responsibilities. [REDACTED] came to me as a peer, expressed concerns without providing specifics and without allowing me the opportunity to correct issues.*

I learned through reviewing [REDACTED] interview that he was aware that patrol officers would go to [REDACTED] with issues, even though she was not their supervisor nor had any responsibilities with Patrol. We are a para-military organization with a clear chain of supervision which was in effect at the time I was placed on administrative leave. Patrol was overseen by the three patrol sergeants: [REDACTED] and I. On two occasions, the patrol sergeants informed [REDACTED] she was hurting the department by

listening to Officer's complaints and not informing us of the specific issues. We told [REDACTED] that by her listening to them, the officers felt like something would be resolved with the issues they brought forward. However, since the patrol sergeants were never made aware of the specific issues, we could not resolve them for the officers. Rather than working through the chain of communications issues brought forward by us, [REDACTED] response during both meetings was to walk out without resolution. This issue was never resolved and forms the basis of many of the complaints directed at me by [REDACTED]

Fifth, [REDACTED] used a policy failure as part of the reason to terminate my employment.

*While your conduct was not a technical violation of Woodland Park Police Department Policy 321.5, as a supervisor and trained law enforcement officer, your decision to alter a criminal justice record is unacceptable.*

***Woodland Park Police Department Policy 321.5, Report Changes or Alterations***

***Report Preparation***

*Reports that have not yet been submitted to the Records Section may be corrected or modified by the authoring employee only with the knowledge and authorization of the reviewing supervisor.*

The investigator deemed this issue to be nothing more than a policy failure, yet the [REDACTED] still insists that my actions were unacceptable. This is contrary to his actions taken when a police vehicle was crashed as he chose to take no action against officers involved and later just modified the vehicle pursuit policy. This is further evidence the [REDACTED] will look for reasons to push me out rather than coach, mentor or guide me as a part of his team. As I explained to the investigator, every officer in the police department is in violation of this policy as it is written. For example, when an officer opens a case report and does not finish it, which happens daily, they would have to obtain authorization from their reviewing supervisor to complete/modify the case. This would include modifying charges, adding suspects or witnesses, and modifying narratives. For the case in question, I deleted the narrative to assign the case to another officer as the originating officer had retired. The original narrative was incomplete and contained no critical information.

Finally, [REDACTED] made no effort to include me as a part of his department. Not once did he attempt to handle concerns at the lowest level or give me an opportunity to defend myself. He used a biased and incomplete investigation as justification to terminate my employment. Had it been a thorough investigation and all individuals involved had been interviewed, and the investigator still came to the same conclusion that he has now, I would have accepted the results and not challenged it. Instead, the [REDACTED] "cherry picked" who was interviewed to build a case against me and used those results to terminate me.

I have served our community as a police officer since January 2016 and a supervisor since September 2019 with honesty and integrity. During my time with WPPD I have received excellent or outstanding ratings and have never been counseled on my attitude or demeanor.

I have now been unlawfully terminated by the [REDACTED] and retaliated against for my prior settlement with the city without once being allowed to defend myself.

I again implore you to carefully review all relevant information regarding my case when making your decision. The City of Woodland Park, the Woodland Park Police Department, and the citizens of our community deserve better from its leaders than the actions taken in the past three and a half months. To allow this injustice against me to stand will only bring further turmoil to the department and will have failed to resolve the issues brought on by the previous leadership.

Respectfully,

A handwritten signature in cursive script that reads "Beth Huber".

---

Beth Huber



Sergeant Beth Huber  
911 Tamarac Pkwy  
Woodland Park, CO 80863

October 13, 2022

Sergeant Huber:

I have completed a review of your letter of appeal of termination, written and received October 6, 2022. I have carefully considered your statements in the letter and weighed them along with the findings of the investigation completed by independent investigator, Luke Hecker, on August 21, 2022.

I have considered your noted dissatisfaction with the investigatory process and objections to accounts given during the process.

After reviewing both documents and supporting items, the findings from the investigation report are troubling and the implications regrettable. I am sustaining Chief Deisler's recommendation for termination.

For clarification, the City of Woodland Park Personnel Policy Manual and Woodland Park Police Policy Manual operate collaboratively. However, the Personnel Policy Manual applies whenever the Police Manual may be in conflict. Pursuant to Section 11.2 of the Personnel Policy Manual, this is a final decision. However, because of the addition of a potential appeal articulated in Police Policy 1006.13(B), you are allowed to request a hearing, if desired.

Should you choose to proceed to a hearing, please contact Amy Jacob, HR Manager within three (3) working days of receiving this letter. Ms. Jacob can be reached at 719-687-5223.

If you choose to forego a hearing, please arrange to pick up your personal belongings from the police department, by scheduling a time with Ms. Jacob to do so.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael S. Lawson', is positioned below the 'Sincerely,' text.

Michael S. Lawson  
City Manager

CC: Chris Deisler, Police Chief  
Nina P. Williams, City Attorney  
Suzanne Leclercq, Deputy City Manager/City Clerk  
Amy Jacob, HR Manager  
John R. Newsome, Attorney for Sgt. Huber



Sergeant Beth Huber  
911 Tamarac Pkwy  
Woodland Park, CO 80863

December 12, 2022

Ms. Huber:

Pursuant to Woodland Park Policy Department Policy 1006 and all prior communications, we conducted a hearing on December 1, 2022. In light of additional information the City has received, I reverse my prior decision and conclude there is support for a finding of “exonerated” with respect to the allegations of a hostile work environment.

This decision is final and the matter is concluded.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael S. Lawson', is positioned below the word 'Sincerely,'.

Michael S. Lawson

City Manager

CC: Chris Deisler, Police Chief  
Nina P. Williams, City Attorney  
Suzanne Leclercq, Deputy City Manager/City Clerk  
Amy Jacob, HR Manager