



MEMORANDUM

Date: August 2, 2017

To: Chair and Members of the Historic Preservation Commission

From: Brad Johnson, Development Services Manager

Subject: Request for use of City Electronic LED Display Sign - Restoration Workshop

Planning Division staff received a request that the recently installed LED electronic display sign located at the Civic Center, be utilized for the advertising of the Pomona Heritage Home Restoration Workshop event. It is the policy of the City to advertise only City related events on the display sign. However, if this request is a request of the Historic Preservation Commission as it relates to improving educational outreach for the City's Ordinance on Historic Preservation, that would be an appropriate request for the use of the sign. The exact layout and design of the advertisement will need to be provided to the City Manager's office prior to posting. The event language below was taken from the website advertising the event. It is requested that the Commission provide direction to staff to forward this request on to the City Manager's office for posting on the LED electronic display sign.

2017 Pomona Heritage Home Restoration Workshop **Saturday, August 19th, 2017 | 8:30 A.M. | Trinity United** **Methodist Church**

Save the Date! Please plan to join us for our annual Home Restoration Workshop on August 19th at 10 A.M. at the Trinity United Methodist Church located at 676 N. Gibbs in Pomona. This year's workshop will feature speakers on Tile Restoration, Using Architectural Salvage, Wood Floor Care, Window Restoration and Gardening, and the City of Pomona will be there as well. Doors open at 8:30, sessions will begin at 9. Hope to see you there!