

**CITY OF POMONA**  
**Community Life Commission**  
**DRAFT**  
**REGULAR MEETING MINUTES**

June 25, 2019  
CITY COUNCIL CHAMBER BOARD ROOM  
505 SOUTH GAREY AVENUE

**CALL TO ORDER**

The meeting convened at 6:20 P.M. in the City Council Chambers with Vice-Chair Carpio presiding and the following Commissioners present:

ROLL CALL:            Present:            Chair Tamela Hutchinson, District 6 – Present at 6:28 pm  
Vice Chair Vince Carpio, District 1  
Regina Wang, District 2  
Christina Jimenez, Commissioner, District 3  
Rebecca Alvarez, Commissioner, District 4  
Brian Mundy, Commissioner, District 5  
Donna Houston, Commissioner, Mayor Appointed

STAFF PRESENT:  
George Montana, Housing Manager  
Rosalia Butler, City Clerk  
Andrea Rico, City Liaison  
Tracy Byl, Management Analyst

**ROLL CALL**

Roll call was taken by City Liaison Tracy Byl. Those present are noted above.

**PLEDGE OF ALLEGIANCE**

Commissioner Houston led Pledge of Allegiance.

**APPROVAL OF MINUTES**

Motion by Vice Chair Carpio and second by Commissioner Mundy to approve Minutes for June 25, 2019. Motion passed by a vote of 7-0.

**Motion by Commissioner Carpio, second by Commissioner Mundy, to approve Meeting Minutes for June 25, 2019 meeting as amended.**

**Motion carried 7-0**

**PRESENTATION**

City Clerk presented information pertaining to the Brown Act and the City's Social Media Policy.

**PUBLIC COMMENT**

None

**OLD BUSINESS**

Discussion Items:

- A. Neighborhood Watch Committee – Commissioner Houston  
Reported out on how the Community Life Commission is partnering with Pomona Crime Prevention to share a table at the National Night Out event to promote Neighborhood Watch and the Community Life Commission.
- B. Strategy and Measurement Plan – Ad Hoc Committee's Report  
A report out on meetings held since the last meeting of the established Ad Hoc Committees:
  - Foundation Ad Hoc Committee
    - Duties and Responsibilities
  - Governance Ad Hoc Committee
  - Marketing Ad Hoc Committee

**NEW BUSINESS**

1. Pomona Valley Mining Company Thanksgiving Meal  
Consideration to explore the opportunity to partner with the Pomona Mining Company in their inaugural Community Thanksgiving Meal Give-Away.

**Motion by Commissioner Houston, second by Commissioner Wang, to create an Ad Hoc Logistics committee and identify 3 members to committee. Commissioner Mundy and Commissioner Jimenez are appointed to. The third member is to be determined.**

**Motion carried 7-0**

**Motion by Commissioner Houston, second by Commissioner Wang, to amend motion to create an Ad Hoc Logistics Committee, to create an Ad Hoc Projects Committee.**

**Motion carried 7-0**

2. Community Life Commission Awards  
Consideration to explore opportunities to acknowledge organizations or individuals in the community who add value to the quality of life in the City of Pomona.

**Motion by Commissioner Houston, second by Commissioner Wang, to create an Ad Hoc Logistics committee and identify 3 members to committee. Commissioner Mundy and Commissioner Jimenez are appointed to. The third member is to be determined.**

**Motion carried 7-0**

**Motion by Commissioner Houston, second by Commissioner Wang, to amend motion to create an Ad Hoc Logistics Committee, to create an Ad Hoc Projects Committee.**

**Motion carried 7-0**

3. Strategic Planning – Chair Hutchinson

Consideration to continue strategic planning efforts and to create an Ad Hoc committee to develop concrete action plans for the initial items identified in previous special meetings and any additional efforts identified. The Ad Hoc committee will create a year-long work plan with action items.

**Motion by Commissioner Houston, second by Commissioner Wang, to create an Ad Hoc Logistics committee and identify 3 members to committee. Commissioner Mundy and Commissioner Jimenez are appointed to. The third member is to be determined.**

**Motion carried 7-0**

**Motion by Commissioner Houston, second by Commissioner Wang, to amend motion to create an Ad Hoc Logistics Committee, to create an Ad Hoc Projects Committee.**

**Motion carried 7-0**

4. Mid-Year Report to City Council  
Foundation ADHOC identifies Duties and Responsibilities  
Marketing ADHOC committee identifies goals

**Motion by Commissioner Jimenez, second by Commissioner Alvarez, to TABLE discussion item. Chair to work with Andrea Rico, City Liaison, to develop a revised report template to present to Mayor and Council.**

**Motion carried 7-0**

**STAFF COMMUNICATION**

George Montano spoke of “Up-Coming Events”

- Andrea Rico introduced as City Liaison for CLC.
- Census 2020 Forum – Community Life Commissioners invited to attend.
- Staff to look into possible budget for purchases of business cards and name tags.

**COMMISSIONER COMMUNICATION**

Vice-Chair Carpio attended Library has been nominated non-profit of the year.

**ADJOURNMENT**

Chair Hutchinson adjourned the meeting at 8:44 pm.

The City of Pomona Community Life Commission is hereby adjourned to the next regularly scheduled meeting of July 23, 2019 starting at 6:15 p.m. at Council Chambers.

Respectfully submitted,

ATTEST:

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Tracy Byl  
Community Life Commission

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Chair Hutchinson

DRAFT