



CITY OF POMONA COUNCIL REPORT

December 2, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Benita DeFrank, Neighborhood Services Director

**SUBJECT: SECOND READING AND ADOPTION OF ORDINANCE
ESTABLISHING A YOUTH COMMISSION**

RECOMMENDATION:

It is recommended that the City Council adopt the following ordinance:

**ORDINANCE NO. 4274 - AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF POMONA, CALIFORNIA, ESTABLISHING A YOUTH
COMMISSION AND ESTABLISHING ITS PURPOSE AND STRUCTURE
AND AMENDING THE CITY CODE.**

EXECUTIVE SUMMARY: Action on this item will adopt Ordinance No. 4274 (Attachment No. 1) establishing a Youth Commission to further the City of Pomona's mission of improving the quality of life for its residents, developing youth leaders through governance and service learning, and engaging youth to participate in activities that improve themselves, their peers, and their community as a whole.

FISCAL IMPACT: The fiscal impact of establishing a Youth Commission includes redirecting staff hours to support the goals of the Commission. Additionally, Commission-related expenses including t-shirts, name badges, food, and drinks will require budget appropriations or a Finding of Public Benefit, and may be requested at a later time.

PUBLIC NOTICE REQUIREMENTS: None required.

PREVIOUS RELATED ACTION:

1. On November 18, 2019, City Council approved the introduction for first reading of the proposed ordinance to establish a Youth Commission.
2. On November 5, 2001, City Council adopted Ordinance No. 3937 dissolving the Youth Commission.
3. On March, 1, 1993, City Council adopted Ordinance No. 3684 establishing a Youth Commission.

DISCUSSION

This ordinance was first introduced and approved by a unanimous vote of Councilmembers present (6-0-1-0) at the November 18, 2019 City Council Meeting (Attachment No. 2). The purpose of the proposed Ordinance No. 4274 (Attachment No. 1) is to establish a Youth Commission to further the City's mission of improving the quality of life for its residents, provide City Council and other City Commissions a youth-oriented point of view about issues that are important to youth, provide a platform for youth to advocate for youth policies, and engage youth in community service and civic activities.

Strategic promotion and recruitment efforts will include working with City Council and key stakeholders including Pomona Unified School District, private schools with leadership programs, local community groups, nonprofit organizations, and utilizing the City's social media outlets to produce a rich and diverse Youth Commission. Youth applicants will follow the City's current process in appointing City Commissioners, such as submitting a completed application to the City Clerk's Office and having it forwarded to the Mayor and City Councilmembers for review and appointment.

Youth Commissioners should be able to demonstrate both their passion and sincere interest in bettering Pomona. Based on the history of the previous Youth Commission and the challenges of obtaining a quorum, it is vital that City Council appoint Youth Commissioners that demonstrate a strong interest, availability, and ability to consistently and actively participate in the Commission. An engaged Youth Commission will ensure that a quorum will be met to conduct meetings.

Youth Commissioners should also display an interest and open mind in learning about local government, as well as the needs and resources in Pomona. A key factor in a successful Commission is their ability to involve, educate, inspire and empower other youth in the City. In addition, appointees must display the ability to understand and appropriately act on community issues and display a commitment to monitoring and measuring the effectiveness of youth programming and policies.

It is recommended that the Youth Commission conduct regular meetings once a month in the City Council Chambers due to its central location, accessibility to public transportation, and the venue can accommodate a large public participation. In choosing Council Chambers as the meeting location, this will provide a formal setting to teach Commissioners conduct and decorum for public meetings, as well as provide youth the opportunity to increase their comfort level and confidence in the public arena.

The days and times of meetings will be determined by the Commission in coordination with the schedules of other Commissions. Further, staff is cognizant of youth's time boundaries, curfew, and possible transportation limitations. Therefore, staff will recommend that meetings be held between the hours of 4:00 p.m. to 6:00 p.m. The Youth Commission will have the authority to determine alternative meeting places and conduct other special or emergency meetings, after giving notice as required by law. As meetings will likely be held directly after school, staff also recommends that food and drinks are available to the Commission prior to the meeting. Staff strongly believes this will improve focus during City-related activities, provide immediate access to healthy food options, and help to relieve any youth vulnerable to food insecurity. To do this a Commission budget will need to be established. For items such as this, at the November 18, 2019

City Council meeting, the Mayor expressed his support in providing a Finding of Public Benefit to initially reestablish the Youth Commission. The Mayor also stated he hopes for future funds to be allocated to the Youth Commission through the budget process.

As Youth Commission meetings will be open to the public, public attendance and participation will be strongly encouraged. Such attendance can provide increased knowledge of community resources and services and help identify gaps or unmet needs of Pomona's youth. It can also provide a forum for comment on ways to enhance youth-centered programming and special events such as: Haunted House, Holiday at the Plaza, Easter Egg Hunt, and Movies in the Park.

As part of the reestablishment process of the Youth Commission, the Community Services Division proposes to host a community meeting to obtain input from key stakeholders including youth, families, community groups, and nonprofit organizations on youth-related issues, matters, and trends. This information will assist staff in preparing agendas, organizing youth projects, and presentations for Commission meetings.

The ordinance will take effect 30 days after Council adoption.

COUNCIL PRIORITIES & GOALS: This item supports the 2019-2020 City Council Priority 1: Fiscal and Operational Responsibility – Goal D: Support City Commissions and ensure alignment between City Council goals and Commission activities and;

Priority 3: Safe and Clean Community – Goal M: Improve safety and cleanliness at parks and public spaces – Step 3: Increase the level of senior, family and youth activities within the parks and community centers in an effort to decrease the level of negative activities that occur by July 2020.

Prepared by:

Monica Belloso
Technical Specialist II

ATTACHMENTS:

Attachment No. 1 – Proposed Ordinance No. 4274
Attachment No. 2 – Staff Report dated November 18, 2019