



City of Pomona

505 S. Garey Ave
Pomona, CA 91766

Meeting Minutes

CHARTER REVIEW COMMISSION

*Chair Derek Engdahl
Commission Member John Clifford
Commission Member Efrain Escobedo
Commission Member Edward Jimenez
Commission Member Dean Rudenauer
Commission Member Eunice Russell
Commission Member Ann Tomkins*

VISION STATEMENT

*Pomona will be recognized as a vibrant, safe, beautiful
community that is a fun and exciting destination and the home of
arts and artists, students and scholars, business and industry.*

Thursday January 9, 2020

5:30 PM

City Hall Administrative Board Room

5:30 P.M. City Hall Administrative Board Room

CALL TO ORDER

Chair Engdahl called the Charter Review Commission Meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Russell led the Pledge of Allegiance.

ROLL CALL

Present: Chair Derek Engdahl
Commission Member John Clifford
Commission Member Efrain Escobedo
Commission Member Edward Jimenez
Commission Member Dean Rudenauer
Commission Member Eunice Russell
Commission Member Ann Tomkins

Absent:

STAFF PRESENT

Linda Matthews, Human Resources Director
William Priest, City Attorney
Rosalia Butler, City Clerk

DISCUSSION

1. Introductions of Commission Members and other Key Staff

Chair Engdahl along with all Commission Members introduced themselves and gave a brief background of their qualifications and their reason for serving on the Charter Review Commission.

City staff members present also introduced themselves to the Commission Members and explained their role pertaining to the Charter Review Commission.

2. Review of Charter Review Commission Bylaws and Brown Act

City Clerk Butler gave an oral presentation on the Brown Act and how it impacts the Charter Review Commission.

Human Resources Director Matthews reviewed the Charter Review Commission bylaws with the Commission.

After discussion between the Commission Members and City staff, the following amendments to the bylaws were made for Commission approval at the next scheduled Commission meeting:

- 1) Under **Section A-3 – Membership**, Subsection 4a. – Vacancies, the following amendments will be made:

- a. A member vacancy shall ~~occur be determined upon a member's absence from two consecutive Commission meetings or~~ when a written resignation from a member is received by the City Clerk. **A member who is absent for two or more consecutive regular meetings, excused or unexcused, may be removed from the Commission by the City Council.**

- 2) Under **Section C-5 – Member Attendance**, the following amendments will be made:

Commission Members are expected to diligently attend and participate in all meetings of the Commission. Requests for excused absences shall be received by the Secretary to the Committee. Two (2) consecutive absences, excused or

*unexcused, ~~will~~ **may** be considered grounds for removal of office by the City Council.*

- 3) Add a "Consent Calendar" item title heading under **Section D-4 – Agenda-Contents Of.**
- 4) Add a "Commissioner Items" item title heading under **Section D-4 – Agenda-Contents Of.**
- 5) Under **Section D-4 – Agenda Contents Of**, Subsection 5a. – Public Comment the following amendment will be made:
 - a. *There shall be a designated agenda item indicating when comments will be received from the public on items not listed on the agenda. **but that are within the jurisdiction of the CRC.***
- 6) Add a "Staff Items" item title heading under **Section D-4 – Agenda-Contents Of.**
- 7) Under **Section E-3 – Manner of Addressing Committee**, the following amendments will be made:

MANNER OF ADDRESSING ~~COMMITTEE~~ COMMISSION

*Any person desiring to address the Commission shall complete a public comment form and provide the form to the Staff Liaison prior to the time for Public Comment. The form shall include the person's name and **address optional contact information.** The Presiding Officer will call the person during Public Comment when it is his/her time to speak. The person may also decline to speak but have his/her comment entered into the record.*

- 8) Under **Section G-3 – Procedural Rules of Order**, Subsection 1a. – Lay on the Table, the following amendment will be made:
 - a. *Lay on the Table - Any Charter Review Commission 2020 Member may move to lay the matter under discussion on the table. This motion temporarily suspends any further discussion of the pending motion without setting a time certain to resume debate. In order to bring the matter back before the Commission, a motion must be adopted that the matter be taken from the table. A motion to take from the table must be made at the same meeting at which it was placed on the table or at the next regular meeting of the **City Council Charter Review Commission 2020.** Otherwise the motion that was tabled dies, although it can*

be raised later as a new motion.

Commissioner Rudenauer requested that staff provide the Commissioners with historical documentation of all past amendments made to the City's Charter.

After a discussion between Commissioners and City staff on the topic of changing the current 2/3 vote to a 5/7 vote when approving Charter amendments to be placed on the ballot for voter consideration, Commissioners agreed to add this topic on a future meeting agenda for further discussion.

3. Election of Vice-Chair

City Clerk Butler asked the Commission if there were nominations for the position of Vice-Chair.

Chair Engdahl nominated Commissioner Clifford for the Vice-Chair position.

A motion was made by Chair Engdahl and seconded by Commissioner Tomkins to appoint Commissioner Clifford as Vice-Chair to the Charter Review Commission. Motion carried by a vote of 7-0.

4. General Discussion of Process and Next Steps

Human Resources Director Matthews gave recommendations to the Commission on how to proceed with the overall process of reviewing the current Charter.

After Commission discussion on the reviewing process of the current Charter, Chair Engdahl recessed the meeting at 7:15 p.m. for a break. The meeting reconvened at 7:20 p.m.

Chair Engdahl asked Human Resources Director Matthews to provide a summary of items to be agendaized for Commissioner discussion and consideration at the next scheduled Commission meeting.

Human Resources Director Matthews indicated that the Commission had requested the following items to be added to the next meeting agenda:

- 1) Presentation by City Attorney on General Law Cities vs. Charter Cities
- 2) Timeframe for reviewing charter and placing amendments onto the ballot for voter consideration
- 3) History of past Charter amendments
- 4) Have Commissioners review the current Charter for discussion at the next Commission meeting

Commissioners and City staff discussed the posting of the agenda for future Commission meetings.

5. Commission Communication

None.

6. Staff Communication

City Clerk Butler shared that the deadline to send Council adopted resolutions calling the November 2020 Election to the L.A. County Board of Supervisors for election consolidation is August 7, 2020.

PUBLIC COMMENT

None.

ADJOURNMENT

A motion was made by Commissioner Russell and seconded by Commissioner Rudenauer to adjourn the Charter Review Commission meeting at 7:35 p.m. to the next meeting on Thursday, January 23, 2020 at 5:30 p.m.

Respectfully submitted,

ATTEST:

ROSALIA A. BUTLER, MMC
City Clerk/Commission Secretary to the
Pomona Charter Review Commission

DEREK ENGDAHL
Chair of the Pomona Charter Review
Commission