



CITY OF POMONA COUNCIL REPORT

August 3, 2026

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Karla Shipman, Acting City Clerk

**SUBJECT: CALL FOR REVIEW OF PARKS AND RECREATION DISCUSSION
ITEM REGARDING THE POTENTIAL REMOVAL OF
COMMISSIONER JACQUELINE ELIZALDE FROM THE PARKS
AND RECREATION COMMISSION**

RECOMMENDATION:

It is recommended that the City Council consider the removal of District 4 appointee Commissioner Jacqueline Elizalde from the Parks and Recreation Commission, and take one of the following actions:

1. Allow District 4 appointee Commissioner Jacqueline Elizalde to remain on the Parks and Recreation Commission.

OR

2. Remove District 4 appointee Commissioner Jacqueline Elizalde from the Parks and Recreation Commission.

EXECUTIVE SUMMARY:

Pursuant to the City of Pomona by-laws for Boards and Commissions (Ordinance No. 4328), on July 16, 2026 the Parks and Recreation Commission considered making the recommendation to City Council to remove Commissioner Jacqueline Elizalde from the Parks and Recreation Commission based upon her having three absences for the calendar year of 2026 (Attachment No. 1). The Commission discussed the matter and voted 3-3 (Commissioner Oliva absent) on a motion to recommend removal. Having no majority vote, the motion failed. Councilmember Ontiveros-Cole requested that staff bring this item for review to the City Council for consideration of removal of Commissioner Elizalde. The City Council has the final decision to remove a commissioner.

SB1439/GOVERNMENT CODE §84308 APPLICABILITY:

☐ When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$500 or more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

FISCAL IMPACT: There is no fiscal impact with this action.

PREVIOUS RELATED ACTION:

At the July 16, 2026 Parks and Recreation Commission Meeting, the agenda item “Discussion of Commissioner Jacqueline Elizalde Absences Within a Calendar Year” (Attachment no. 2) was considered by the commission. The absence dates listed in the staff report were March 19, 2026, April 17, 2026, and June 17, 2026. The result of this item was a 3-3 tie vote (Commissioner Oliva absent) with the motion to recommend removal of Commissioner Elizalde failing.

At the December 4, 2025 Parks and Recreation Commission Meeting, the agenda item “Discuss Commissioner Absences within a 12-month Period Per Commission Bylaws” was considered by the commission. The absence dates listed in the staff report were April 17, 2025, June 17, 2025, and November 20, 2025. The result of this item was a 7-0 vote with the motion to not recommend removal from the commission.

DISCUSSION:

Commissioner Jacqueline Elizalde was appointed to the Parks and Recreation Commission in February 2025 by District 4 Councilmember Elizabeth Ontiveros-Cole. Commissioner Elizalde’s current commission term ends in December 2028.

The standard bylaws for Boards and Commissions (Ordinance No. 4328) includes the following section on attendance:

I. MEMBERS.

A. Attendance.

1. Commissioners are expected to diligently attend and participate in all Commission meetings. As far in advance of the Commission meeting as practicable, a Commissioner requesting an excused absence shall submit said request to the Secretary. “Excused absence” means absence due to illness or injury, unexpected business, emergencies, important personal business, official City business, or any reasonable excuse that the Commissioners approve.

2. If a Commissioner has three (3) absences (excused or unexcused) within a calendar year (January 1 – December 31), the Secretary shall place on the Commission Agenda the recommendation to City Council for removal of the Commissioner.
3. If the Commission votes to recommend removal of the Commissioner, the Commission's recommendation should be placed on the City Council's agenda as soon as practicable.
4. City Council shall have final decision to remove the Commissioner. The Commissioner may continue to serve until final City Council action.
5. If the Commission or City Council do not recommend removal of the Commissioner, then upon the Commissioner's next absence (excused or unexcused) the Secretary shall place again on the Commission Agenda the recommendation to City Council for removal of the Commissioner.
6. This attendance policy using the Calendar Year will go into effect on January 1, 2024.

For meetings where less than a quorum of members are present, the meeting is adjourned and those Commissioners present are marked as such, and those Commissioners not already approved with an excused absence are given an unexcused absence. The by-laws treat excused and unexcused absences the same.

On July 20, 2026, the City Clerk's office received a request from Councilmember Ontiveros-Cole to add the review of Commissioner Elizalde's absences at the Parks and Recreation Commission to the City Council Agenda for the City Council to consider the removal of Commissioner Elizalde.

Per Pomona City Charter Section 801 (b) *"Board members and commissioners may continue to serve until their successors are appointed or until removed by a majority vote of the Council."*

The City Council has the authority to remove a commissioner by a majority vote of the Council per the City's Charter, outside of the process established by the standard by-laws for Commissions, Committees and Boards (Ordinance No. 4328).

Prepared by:

Karla Shipman, CMC
Acting City Clerk

ATTACHMENTS:

Attachment No. 1 – Parks and Recreation 2026 Attendance Record
Attachment No. 2 – July 16, 2026 Parks and Recreation Commission Staff Report