

**CITY OF POMONA**  
**Community Life Commission**  
**DRAFT**



***SPECIAL MEETING MINUTES***

For JUNE 2, 2026

**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.**

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**CALL TO ORDER**

Chair Mendez called the meeting to order at 6:06 p.m.

**PLEDGE OF ALLEGIANCE**

Chair Mendez led the pledge of allegiance.

**ROLL CALL**

Present: Chair Debra L. Mendez, District 4  
Vice Chair Kimberly M. Umanzor, District 1  
Commissioner Cesar Acuna, District 2  
Commissioner Donald Martens, District 3  
Commissioner Ramon N. Carrizosa, District 6  
Commissioner Donna Houston, Mayor Appointed

**STAFF PRESENT**

Andrea Rico, Governmental & Community Affairs Manager  
Tracy Byl, Management Analyst  
Vivian Bravo, Housing Analyst

## **PUBLIC COMMENT**

None.

## **CONSENT CALENDAR**

1. Recommend the Community Life Commission approve the regular minutes for Tuesday, March 24, 2026, meeting.

**Motion:** Approve meeting minutes for CLC meeting on Tuesday, April 28, 2026.

**Proposed By:** Martens

**Seconded By:** Carrizosa

**Vote:** Motion passed with 5 votes in favor with 1 abstain (Carrizosa)

2. City Manager's Report 05.21.26  
On a weekly basis, multiple departments submit reports on upcoming events, project updates and/or information pertinent to city government.

**Comm. Martens**

**Q:** [Question regarding the process for including community events in the City Manager's report was inaudible.]

**Staff Member – A, Rico**

**A:** Explained that the City Administration Department oversees the report. Staff will provide the contact information for Beatrice Marrufo, noting that while inclusion is not guaranteed, this remains the standard procedure for non-city-affiliated community activities.

## **DISCUSSION CALENDAR**

3. Goal Settings ADHOC Update

**Staff Member – A, Rico**

**Comment:** Reported that several commissioners submitted individual goals, with a primary focus on increasing community engagement. Staff encouraged the Commission to participate in diverse community activities, emphasizing that members may independently attend events while adhering to established ethical guidelines. Staff noted that engagement opportunities would be shared during future meetings and encouraged commissioners to report their experiences during "Commissioner Communications."

**Comm. Carrizosa**

**Q:** Inquired about upcoming community events suitable for Commission tabling and outreach.

**Staff Member – A, Rico**

**A:** Confirmed that staff is compiling a list of outreach opportunities, including National Night Out in August and a potential park grand opening scheduled for late June or July. Staff committed to sharing information on health fairs and other events via email and during the "Staff Communications" segment.

**Comm. Carrizosa**

**Q:** Inquired about the availability of City-provided event equipment, such as canopies and tables.

**Staff Member – A, Rico**

**A:** Clarified that the City can provide equipment for events held within the Civic Center; however, for external events, equipment availability varies and must be coordinated in advance through Community Services or other relevant departments. Staff noted that many event organizers provide basic tables and chairs, requiring commissioners only to provide their own canopy and table cover.

**Comm. Carrizosa**

**Q:** Asked about the process for creating and distributing virtual flyers or promotional materials.

**Staff Member – A, Rico**

**A:** Explained that all materials require review and approval by the City Clerk's office. Staff noted that procedural guidelines are currently pending final approval, as the City Clerk's office is prioritizing election-related duties. Further guidance regarding process and costs will be provided once approved.

**Comm. Carrizosa**

**Q:** Inquired if a QR code could be created to assist in promoting commission information to the public.

**Staff Member – A, Rico**

**A:** Confirmed that a QR code could be generated to direct the public to the City's boards and commissions website.

**Chair Mendez**

**Comment:** Expressed support for the use of a QR code.

**Staff Member – A, Rico**

**A:** Clarified that while the QR code would serve as a portal for commission and board information, it could also be utilized to promote broader community-based initiatives and resources, such as "Pomona Connect," to provide the public with a comprehensive range of city-wide information.

**Comm. Martens**

**Comment:** Recommended the formation of an ADHOC committee to collaboratively plan and coordinate outreach and tabling efforts, ensuring that goal setting and logistics are managed by a group rather than an individual.

**Staff Member – A, Rico**

**A:** Suggested that the existing Goal Setting ADHOC Committee could formally expand its scope to include the planning and implementation of these outreach efforts.

**Motion:** Comm. Martens moved to modify the scope of the existing Goal Setting ADHOC Committee to include the planning of outreach and engagement activities in conjunction with goal setting.

**Proposed By:** Martens

**Seconded By:** Carrizosa

**Vote:** Motion passed with 7 votes in favor

**Staff Member – A, Rico**

**Q:** Requested clarification regarding committee membership due to a discrepancy in previous minutes and asked interested commissioners to confirm their participation.

**Comm. Umanzor**

**A:** Confirmed participation in the committee, noting that they would take Comm. Acuna's place.

**Staff Member – A, Rico**

**Comment:** Acknowledged the update and confirmed that the committee will proceed with the adjusted membership, utilizing virtual platforms such as Zoom or Teams to accommodate member schedules.

**COMMISSIONER COMMUNICATIONS**

**Comm. Carrizosa**

**Q:** Requested a definitive policy regarding maintenance responsibilities for alleyways, noting conflicting information regarding whether maintenance, specifically weed abatement and general upkeep along property lines, is the

obligation of residents or the City.

**Staff Member – A, Rico**

**A:** Acknowledged the complexity of the issue and requested that Commissioner Carrizosa submit specific locations for review. Staff will coordinate with the Public Works Director to evaluate those examples and provide a formal explanation of the City's policy.

**Comm. Houston**

- Attended the District 5 Commander Meeting on May 27, noting the successful presentation on drone usage and license plate recognition in crime fighting.
- Announced an upcoming presentation on the history of the Buffalo Soldiers on June 13 at the African American advisory location on 2nd Street, occurring in conjunction with the city's monthly art walk.
- Announced the 36th annual Pomona Juneteenth celebration at Ganesha Park on June 20, which will feature the presentation of colors by the Buffalo Soldiers.
- Announced the upcoming Mayor's Gallery Gala, a fundraiser benefitting the Pomona Public Library.

**Comm. Martens**

- Participated in several community service activities, including a Lions Club vision screening in Chino, maintenance work at the Lions Camp, and the "Roar for Reading" program.
- Served as a docent at the Palomares Adobe and engaged in weekly cleanups with Pomona Beautiful.
- Assisted with a United Nations Association Pomona Valley chapter scholarship essay contest focused on sustainable development goals.
- Inquired about the process for the Commission to make formal recommendations for resident-led alley cleanup efforts.

**Staff Member – A, Rico**

**A:** Advised that Commissioners interested in advocating for this issue should participate in City Council public comment sessions as residents, cautioning that they should avoid representing the voice of the entire Commission unless a collective, coordinated effort is established.

**Vice Chair Umanzor**

- Attended the Ganesha Trail and Steps grand opening on May 8th.
- Attended the LA County Fair Pomona Day reception on May 14th.
- Volunteered at the AMOCA museum's Make Your Mark Family Day on May 17<sup>th</sup>.
- Inquired about establishing a formal process to share event information among Commissioners.

**Staff Member – A, Rico**

**A:** Responded to consult with the City Clerk to determine a protocol that ensures compliance with correspondence regulations, with an update to follow at the next meeting.

**Comm. Acuna**

- Attended the Dia de Niños event at MLK Park on April 30<sup>th</sup>.
- Provided an update on recent civic engagement and get out to vote efforts, including phone banking and canvassing.
- Commended the recent improvements made to the Ganesha Trail.

**Chair Mendez**

- Provided an update on the Stay Housed LA initiative, highlighting upcoming workshops for Section 8 tenants available via stayhousedla.org.
- Reported that representatives from the organization POC are available at The Hub, located at 2040 N. Gary, every Wednesday from 1:00 p.m. to 4:00 p.m. to assist with tenant navigation.

**STAFF COMMUNICATION****Staff Member, Andrea Rico:**

1. Invited Commissioners to participate in or support ongoing community initiatives and requested that interested members contact her via email for further information.
2. Provided an update on the Mayor's Immigration Task Force, noting a strategic shift for the upcoming round of the Compassion Fund; the criteria will pivot toward targeted support such as assistance with legal documentation, passports, and Real IDs for families impacted by detention, replacing previous broad-scale distributions.
3. Highlighted findings from the Health Access task force report a decrease in large public gathering attendance following enforcement activities and a corresponding spike in requests for food and rental assistance.
4. Announced plans to coordinate with the Mayor and the local School District Superintendent to integrate health screenings into established food distribution events, observing that residents are more likely to utilize health resources when paired with essential services.
5. Presented a compiled list of local food banks and assistance programs, stressing the need for deliberate engagement to ensure accessibility.

**Comm. Martens**

**Comment:** Suggested coordinating with Cami Grosner at the Inland Valley Hope Partners, Beta Center on Park Avenue regarding food distribution.

**Staff Member – A, Rico**

**A:** Acknowledged the site’s inclusion in the City’s registry. Outlined a plan to coordinate with all service providers to verify location accuracy and assess service capacity.

**Staff Member, Andrea Rico (continuation):**

6. Announced that the City, in partnership with the local school district and service providers, was awarded an implementation grant from the Conrad and Hilton Foundation to support the Pomona Early Childhood Community Initiative (PECCHI).

Explained that PECCHI is structured into three task forces:

- Healthy Development: Focused on pediatric health, potentially led by Western University.
- Strengthening Families: A systemic task force addressing holistic family needs, including workforce development, housing stability, and food security.
- Early Learning: Focused on developmental milestones, with an emphasis on supporting the 50% of local families utilizing non-traditional childcare through resource provision, training, and small business development.

**Comm. Houston**

**Q:** Inquired about commissioner participation by four or more Commissioners if these initiatives could constitute a violation of the commission rules.

**Staff Member – A, Rico**

**A:** Clarified that attending community events or participating in these initiatives does not violate the Brown Act, provided that Commissioners are not conducting official Commission business, deliberating, or taking formal action in private.

**Chair Mendez**

**Q:** Inquired about the expected time commitment for the task forces.

**Staff Member – A, Rico**

**A:** Clarified that commitment is flexible, noting that while the task force might meet monthly, smaller ADHOC subcommittees would offer additional engagement opportunities based on individual interest.

**Vice Chair Umanzor**

**Q:** Requested further elaboration on the objectives for each PECCHI task force.

**Staff Member – A, Rico**

**A:** Clarified that the initiative is organized into three primary task forces:

- Strengthening Families: Functions as a broad-based initiative addressing economic development, housing, and public safety, including a potential

"promotora" model to certify community members as resource navigators.

- Healthy Development: Focuses on physical and cognitive milestones from prenatal care through early childhood, utilizing pediatricians as hubs to connect families with WIC and childcare.
- Early Learning: Centers on developmental milestones—including speech, literacy, and behavioral health with interventions for children in unstable home environments.

Emphasized that the grant investment aims to test and pilot innovative models to improve longitudinal health outcomes and overall community infrastructure.

#### **Vice Chair Umanzor**

**Comment:** Expressed interest in the Strengthening Families task force, citing current involvement with the Pomona Leadership Network (PLN).

#### **Staff Member – A, Rico**

**A:** Acknowledged the connection to the PLN, noting that staff is actively working with PLN leadership to integrate their members into this initiative.

#### **Staff Member, Andrea Rico (continuation):**

7. Provided an informational update regarding the potential impact of the current election cycle on the Commission. Explained that because commissioner positions are political appointments, newly elected Council Members maintain the discretion to retain or replace current appointees. Advised commissioners to monitor the timeline for election result certification, noting that results may shift as mail-in ballots are processed.

#### **Comm. Houston**

**Q: Inquired** about the timeline for potential changes to Commission appointments, specifically asking if new appointments would take effect in January.

#### **Staff Member – A, Rico**

**A:** Clarified that appointees generally serve the duration of their term in conjunction with their appointing Councilmember. While noting that processes can vary, staff confirmed that transitions typically occur in January following the certification of election results.

#### **Chair Mendez**

**Q:** Inquired about election procedures, specifically confirming that candidates receiving over 50% of the vote in the primary election may win outright, thereby avoiding a November runoff.

#### **Staff Member – A, Rico**

**A:** Confirmed that candidates securing 50% plus one of the vote can win in the

primary. Staff noted that while official certification by the County and State requires time, early results often provide a clear indication of outcomes, and encouraged Commissioners to monitor the LA County Registrar's website for updates.

**Staff Member, Andrea Rico (continuation):**

- Presented information regarding the Fresh Produce Giveaway at the Pomona Wellness Community facility located across from the armory, noting that the County is currently evaluating the facility's future. Clarified that while some medical and healthcare services have been removed, food distribution and other essential services remain active.

**ADJOURNMENT**

Chair Mendez adjourned the meeting at 7:09 PM. The next CLC meeting is scheduled for Tuesday, June 23, 2026, at 6:15 PM.