

**CLAREMONT COMMUNITY AND HUMAN SERVICES COMMISSION
REGULAR MEETING MINUTES**

Wednesday, November 5, 2025 - 7:00 PM

Video Recording is Archived on the City Website

<https://www.claremontca.gov/Government/City-Council/Watch-a-Meeting>

CALL TO ORDER:

Chair Sifuentes called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

COMMISSIONER: BINDER, BROWER, MORA,
SCOTT TOUX, SIFUENTES, SILVA

ABSENT

COMMISSIONER: ROSELLE

ALSO PRESENT

Michelle Castillo, Management Analyst
Patricia Cisneros, Senior Administrative Assistant
Eric Ey, Recreation and Human Services Manager
Jasmin Hurtado, Associate Engineer
Vince Ramos, Associate Engineer
Dawn Ross, Senior Administrative Assistant
Maria Tipping, City Engineer
Amber Tudor, Program Coordinator
Melissa Vollaro, Recreation and Human Services Director

CEREMONIAL MATTERS, ANNOUNCEMENTS, AND PRESENTATIONS

Announcement

Katherine Loeser, Claremont Helen Renwick Library Manager, shared Library updates and upcoming events during the month of November.

PUBLIC COMMENT

This item starts at 00:04:12 in the archived video.

Chair Sifuentes invited public comment.

Patricia Cisneros, Senior Administrative Assistant, announced that no written public comment had been received.

There were no requests to speak.

Chair Sifuentes closed public comment.

CONSENT CALENDAR

This item starts at 00:06:27 in the archived video.

Chair Sifuentes invited public comment on the Consent Calendar.

Patricia Cisneros, Senior Administrative Assistant, announced that no written public comment had been received on the Consent Calendar.

There were no requests to speak.

Chair Sifuentes closed public comment.

Commissioner Brower moved to approve the Consent Calendar, seconded by Commissioner Scott Toux, and carried on a roll call vote as follows:

AYES: ***Commissioner – Binder, Brower, Mora, Scott Toux, Sifuentes, Silva***

NOES: ***Commissioner – None***

ABSENT: ***Commissioner – Roselle***

1. Community and Human Services Commission Meeting Minutes of October 1, 2025
Approved and filed the Community and Human Services Commission meeting minutes of October 1, 2025.
2. Committee Meeting Minutes
Received and filed the various committee meeting minutes.
3. Tree Plantings and Removals for August 2025
Receive and filed the tree plantings and removals for August 2025.
4. Semi-Annual Reporting of Urban Forest Activities: January-June 2025
Received and filed the Semi- Annual Reporting of Urban Forest Activities: January – June 2025.
5. 2024 Sustainability Annual Report
Received and filed the 2024 Sustainability Annual Report.

ADMINISTRATIVE ITEMS

6. Claremont Boulevard Public Improvement Project Tree Removals - Claremont Mckenna College

This item starts at 00:08:25 in the archived video.

Jasmin Hurtado, Associate Engineer, gave a PowerPoint presentation.

Ms. Hurtado and Jeremy Swan, Community Services Director, responded to questions from the Commission related to tree replanting, including the size of the replacement trees, standards for intersection layout, whether trees will be included in the center median, the rationale behind the selected tree species, establishment of a designated replanting list in the future, fire hydrant locations, and whether streetlights would be installed on both sides of the street.

Christy Cuba, Senior Arborist with Carlberg Associates, provided clarification on questions about tree stump removal, with Mr. Swan also offering additional information on the topic.

Ms. Cuba further addressed questions regarding whether an arborist will be present during tree removals and plantings. Mr. Swan concluded by responding to inquiries about pruning existing trees and the anticipated timeline for tree removals.

Chair Sifuentes invited public comment.

Senior Administrative Assistant Cisneros announced that no written public comment had been received for this item.

There were no requests to speak.

Chair Sifuentes closed public comment.

Commissioner Brower moved to approve the request to remove twenty-three trees along Claremont Boulevard between Sixth Street/Arrow Route and Foothill Boulevard to accommodate construction of the Claremont McKenna College Roberts Campus East Sports Bowl Project and related complete streets improvements, seconded by Commissioner Silva, and carried on a roll call vote as follows:

AYES: ***Commissioner – Binder, Brower, Mora, Scott Toux, Sifuentes, Silva***
NOES: ***Commissioner – None***
ABSENT: ***Commissioner – Roselle***

7. Community Based Organization (CBO) 2026 Funding Recommendations

This item starts at 00:31:07 in the archived video.

Michelle Castillo, Management Analyst, highlighted the staff report and provided an overview of the CBO program and the next steps.

Chair Sifuentes invited public comment.

Senior Administrative Assistant Cisneros announced that four written public comments had been received for this item.

Gene Boutilier, member of the Claremont Unified Church of Christ (CUCC) and board member of Housing Claremont, noted that the only applicant that did not receive funding

was the Claremont Parking Safe Program proposed by CUCC and he appealed the ad hoc committee's recommendation. He provided a brief overview of the program and stated that CUCC advocates will continue to push for this project to support those in need.

Barbara Gonzalez, President of Claremont Meals on Wheels, provided an overview of the Claremont Meals on Wheels program and expressed appreciation for the grant funding received in previous years.

Jo Hardin, Claremont resident, spoke in support of the Claremont Safe Parking Program and expressed disappointment that every program was funded except the one by CUCC. She asked the Commission to revisit the decision to support CUCC's program.

Unidentified speaker, Claremont resident, spoke against the Claremont Safe Parking Program by CUCC expressing safety concerns and property crimes.

Unidentified speaker, Claremont resident, spoke against the Claremont Safe Parking Program stating that while the Church's intentions may be good, there are concerns. He stated this is the wrong location.

Cameron, Claremont resident, spoke against the Claremont Safe Parking Program and expressed safety concerns.

Kenneth Nakamoto, Claremont resident, expressed concerns about providing funding to Claremont Safe Parking Program and questioned the appropriateness of the location for this program.

Linda, Claremont resident, noted that the proposed Claremont Safe Parking Program site is surrounded by two-story homes, raising concerns about the potential impact on residents' privacy and sense of security.

There were no further requests to speak.

Chair Sifuentes closed public comment.

The Ad Hoc Committee Members explained the rationale behind the Committee's funding recommendations, outlining the criteria and considerations used in the decision-making process.

Commissioners highlighted that the CBO grant funding program has limited funding and the main concern is to see that programs that apply for funding are serving Claremont residents and are demonstrating detailed data in their applications.

Commissioner Scott Toux moved to approve and forward the ad hoc committee's 2026 CBO funding recommendations, totaling \$100,500 for General Services and \$60,000 for Homeless Services/Critical Need programs, to the City Council for final approval, seconded by Commissioner Binder, and carried on a roll call vote as follows:

AYES: *Commissioner – Binder, Brower, Mora, Scott Toux, Sifuentes, Silva*
NOES: *Commissioner – None*
ABSENT: *Commissioner – Roselle*

REPORTS

Staff

DIRECTORS' REPORT

This item starts at 01:07:53 in the archived video.

Melissa Vollaro, Recreation and Human Services Director, reported on:

- Employees of the Quarter
- Youth Program Updates
- Senior Program Updates
- Halloween Spooktacular Recap
- Paint Night
- 2025 Veterans Day Ceremony
- Special City Council/CUSD Joint Meeting
- Hike with the Mayor Calaycay and Claremont Park Rangers
- Upcoming Holiday Events

Jeremy Swan, Community Services Director, reported on:

- Household Hazardous Waste Roundup
- Village Venture Shout-Out!
- Urban Forest Maintenance Update
- Pooch Park Closure
- EV Truck
- Claraboya Street Tree Update
- Larkin Park Improvement Community Meeting
- Veterans Holiday Closure
- Thanksgiving Holiday Closure
- Open/Upcoming Bids

Commission/Committee

None.

ADJOURNMENT

Chair Sifuentes adjourned the meeting of the Community and Human Services Commission at 8:29 PM. The next regular meeting of the Claremont Community and Human Services Commission will be held on Wednesday, December 3, 2025, at 7:00 PM.

Brisa Sifuentes, Chair

Patricia Cisneros, Recording Secretary