

# CLAREMONT COMMUNITY AND HUMAN SERVICES COMMISSION MEETING AGENDA

*"We are a vibrant, livable, and inclusive community dedicated to quality services,  
safety, financial strength, sustainability, preservation, and progress  
with equal representation for our community."*

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City Council Chamber  
225 Second Street  
Claremont, CA 91711



Wednesday  
May 07, 2025  
7:00 PM

## COMMISSIONERS

BRISA SIFUENTES  
CHAIR

RUSS BINDER

NANCY BROWER

GREG GLASS

LAUREN ROSELLE

DEBORAH SCOTT TOUX

DIRK SILVA

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Meetings are open to the public for in-person attendance. The meeting will be live streamed via Zoom, technology permitting. Members of the public will not be able to provide public comment via Zoom. To watch the meeting via Zoom, use the following link: <https://zoom.us/j/93017264737>. To listen via telephone dial (213) 338-8477, Webinar ID: 930 1726 4737. The recorded meeting will be uploaded to the City website and archived.

### OPTIONS FOR PUBLIC COMMENT:

Public comment may be provided by one of the following methods. Each speaker will be given up to three (3) minutes to provide their comment.

### IN-PERSON LIVE COMMENTS

When the item you wish to speak to is announced, please proceed to the speaker's podium one by one.

### E-MAIL/MAIL

Written comments sent to the Community and Human Services Commission will be distributed to the Commission and imaged into the record of the meeting. Email: [dross@claremontca.gov](mailto:dross@claremontca.gov). Mail: PO Box 880, Claremont, CA 91711. Written comments submitted after publication of the agenda will be made available in the document archive system on the City website as soon as possible - [www.claremontca.gov](http://www.claremontca.gov).

**For assistance, comments, or more information please contact Dawn Ross, Commission  
Secretary, (909) 399-5431.**

## CALL TO ORDER THE MEETING OF THE COMMUNITY AND HUMAN SERVICES COMMISSION

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS

#### *Announcement:*

*Claremont Helen Renwick Library Updates*

### PUBLIC COMMENT

The Commission has set aside this time for persons who wish to comment on items that are not listed on the agenda, but are within the jurisdiction of the Community and Human Services Commission. Members of the public will have the opportunity to address the Commission regarding all items on the agenda at the time the Commission considers those items.

General public comment will be taken for 30 minutes and will resume later in the meeting if there are speakers who did not get an opportunity to speak because of the 30-minute time limit.

The Brown Act prohibits the Commission from taking action on oral requests relating to items that are not on the agenda. The Commission may engage in a brief discussion, refer the matter to staff, and/or schedule requests for consideration at a subsequent meeting.

### CONSENT CALENDAR

All matters listed on the consent calendar are considered to be routine. The Commission may act on these items by one motion following public comment. Only Commissioners may pull an item from the consent calendar for discussion.

1. COMMUNITY AND HUMAN SERVICES COMMISSION MEETING MINUTES OF APRIL 2, 2025

**Recommendation:** Staff recommends the Community and Human Services Commission approve and file the Community and Human Services Commission meeting minutes of April 2, 2025.

**Attachment(s):** Draft 04-02-25 CHS Commission Meeting Minutes

2. COMMITTEE MEETING MINUTES

**Recommendation:** Staff recommends the Community and Human Services Commission receive and file the various committee meeting minutes.

**Attachment(s):** 09-11-24 Committee on Aging Meeting Minutes  
03-19-25 Teen Committee Meeting Minutes  
03-19-25 Tree Committee Meeting Minutes

### 3. TREE PLANTINGS AND REMOVALS FOR FEBRUARY 2025

**Recommendation:** Staff recommends the Community and Human Services Commission receive and file the tree plantings and removals report for February 2025.

**Attachment(s):** Trees Removed by Address - February 2025  
Photos of Removed Trees - February 2025

### 4. SEMI-ANNUAL REPORTING OF URBAN FOREST ACTIVITIES: JULY-DECEMBER 2024

**Recommendation:** Staff recommends the Community and Human Services Commission receive and file the report of urban forest maintenance activities from July 1, 2024-December 31, 2024.

**Attachment(s):** Trees Planted by Address - July-December 2024  
Trees Removed by Address - July-December 2024  
Excerpt from the Draft 04-30-25 Tree Committee Special Meeting Minutes

### 5. URBAN FOREST UPDATE - 2024

**Recommendation:** Staff recommends the Community and Human Services Commission receive and file the report on the urban forest condition and activities for 2024.

**Attachment(s):** Excerpt from the Draft 04-30-25 Tree Committee Special Meeting Minutes

### 6. SANITATION AND SEWER RATE INCREASE OF 3.0 PERCENT, EFFECTIVE JULY 1, 2025, AND MULTI-FAMILY BULKY ITEM PILOT PROGRAM

**Recommendation:** Staff recommends the Community and Human Services Commission receive and file this report.

**Attachment(s):** Sanitation and Sewer Rate Summary 2025-26

### 7. REVISIONS TO THE GRANT ALLOCATION POLICY FOR THE COMMUNITY BASED ORGANIZATION GENERAL SERVICES AND HOMELESS SERVICES/CRITICAL NEED PROGRAM

**Recommendation:** Staff recommends the Community and Human Services Commission review and approve the revisions to the CBO Grant Allocation Policy.

**Attachment(s):** Grant Allocation Policy with Proposed Changes

## ADMINISTRATIVE ITEMS

### 8. REQUEST FOR TREE REMOVAL - 616 CHARLESTON DRIVE

**Recommendation:** Staff recommends the Community and Human Services Commission deny the request for the removal of the Canary Island pine tree at 616 Charleston Drive.

**Attachment(s):** Request from Property Owner - 616 Charleston Drive  
Photos of Canary Island Pine Tree - 616 Charleston Drive  
Excerpt from the Draft 04-30-25 Tree Committee Special Meeting Minutes

**9. REQUEST FOR TREE REMOVAL - 1034 MARYHURST DRIVE**

**Recommendation:** Staff recommends the Community and Human Services Commission deny the request for removal of the Brazilian pepper tree at 1034 Maryhurst Drive.

**Attachment(s):** Request from Property Owner -- 1034 Maryhurst Dr  
Photos of Brazilian Pepper Tree -- 1034 Maryhurst Drive  
Statement from Allison Bell, Nurse Practitioner  
Letter from Emma Wirtz, Resident  
Invoice, Estimate from Contractor  
Excerpt from the Draft 04-30-25 Tree Committee Special Meeting Minutes

**10. REQUEST FOR TREE REMOVAL - 2475 MICHIGAN DRIVE**

**Recommendation:** Staff recommends the Community and Human Services Commission deny the request for the removal of two Canary Island pine trees at 2475 Michigan Drive.

**Attachment(s):** Request from Property Owner - 2475 Michigan Drive  
Photos of Canary Island Pine Trees -- 2475 Michigan Drive  
Excerpt from the Draft 04-30-25 Tree Committee Special Meeting Minutes

**CONTINUED PUBLIC COMMENT**

This time is reserved for those persons who were unable to speak earlier in the agenda because of the 30-minute time restriction.

**REPORTS**

**Staff**  
**Commission/Committee**

**ADJOURNMENT**

THE NEXT REGULAR MEETING OF THE CLAREMONT COMMUNITY AND HUMAN SERVICES COMMISSION WILL BE HELD ON, WEDNESDAY, JUNE 4, 2025, AT 7:00 PM IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET, CLAREMONT, CA 91711.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, THIS AGENDA WILL BE MADE AVAILABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITIES. ANY PERSON WITH A DISABILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A CITY MEETING SHOULD CONTACT THE CITY CLERK AT 909-399-5461 "VOICE" OR 1-800-735-2929 "TT/TTY" AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE. I, DAWN BONNELL ROSS, SENIOR ADMINISTRATIVE ASSISTANT OF THE CITY OF CLAREMONT, CALIFORNIA, HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED AT CLAREMONT CITY HALL, 207 HARVARD AVENUE, ON THURSDAY, MAY 1, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

POST THROUGH: MAY 8, 2025

