

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

Wednesday, April 2, 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, ROSELLE,
SCOTT TOUX, SIFUENTES, SILVA

ABSENT

COMMISSIONER: GLASS

ALSO PRESENT

Michelle Castillo, Management Analyst
Cari Dillman, Community Services Manager
Patricia Cisneros, Senior Administrative Assistant
Eric Ey, Recreation and Human Services Manager
Dawn Ross, Senior Administrative Assistant
Jeremy Swan, Community 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 February.

PUBLIC COMMENT

This item starts at 00:05:04 in the archived video.

Chair Sifuentes invited public comment.

Dawn Ross, 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 00:07:31 in the archived video.

Commissioner Brower pulled Item No. 4 from the Consent Calendar.

Chair Sifuentes invited public comment on Consent Calendar Items No. 1–3.

Senior Administrative Assistant Ross announced that no written public comment had been received on Consent Calendar Items No. 1–3.

There were no requests to speak.

Chair Sifuentes closed public comment.

Commissioner Binder pulled Item No. 3 from the Consent Calendar as he had additional questions for staff.

Commissioner Brower moved to approve Consent Calendar Items No. 1 and 2, seconded by Commissioner Roselle, and carried on a roll call vote as follows:

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

NOES: ***Commissioner – None***

ABSENT: ***Commissioner – Glass***

1. Community and Human Services Commission Special Meeting Minutes of March 12, 2025
Approved and filed the Community and Human Services Commission special meeting minutes of March 12, 2025.
2. Committee Meeting Minutes
Received and filed the various Committee meeting minutes.
3. Tree Plantings and Removals for January 2025
Item removed from the Consent Calendar.
4. Landscape and Lighting District Engineer's Report and Annual Levy for Fiscal Year 2025-26
Item removed from the Consent Calendar.

ITEMS REMOVED FROM THE CONSENT CALENDAR

3. Tree Plantings and Removals for January 2025

This item starts at 00:12:23 in the archived video.

Commissioner Binder noted that the number of trees lost due to the January windstorm was lower than with previous windstorms, and asked if this was due to removing “at risk” trees. Commissioner Binder also asked if staff has gained any information that may reduce further loss in the future.

Jeremy Swan, Community Services Director, responded that the City fared very well during the recent windstorm versus the previous windstorm two years prior, due to the maintenance efforts and philosophy of the current urban forest team. At the April Tree Committee Meeting, staff will provide a semi-annual report and urban forest update that will allow for additional discussion.

No public comment was solicited on this item as it was included in the public comment period taken earlier on Consent Calendar Item Nos. 1–3.

The Commission received and filed the report.

4. Landscape and Lighting District Engineer's Report and Annual Levy for Fiscal Year 2025-26

This item starts at 00:15:08 in the archived video.

Cari Dillman, Community Services Manager, responded to questions from the Commission regarding how the projected difference between the LLD assessment revenue and the General Fund contribution compares to previous years, whether the Colleges pay an assessment and how those fees are calculated, why the Fiscal Year 2025-26 budget shows \$0 in estimated maintenance and utility costs for park safety lighting, and whether the land use assessment formulas are fixed or subject to change and the process for updating the formulas.

Chair Sifuentes invited public comment.

Senior Administrative Assistant Ross 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 recommend that the City Council adopt a Resolution approving the Engineer's Report and ordering a levy of \$226.13/AU for Fiscal Year 2025-26, seconded by Commissioner Scott Toux, and carried on a roll call vote as follows:

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

ADMINISTRATIVE ITEMS

5. City Website Notification and Objection Procedures for Non-Emergency Removals

This item starts at 00:23:05 in the archived video.

Cari Dillman, Community Services Manager, provided a PowerPoint presentation.

Manager Dillman and Jeremy Swan, Community Services Director, responded to questions from the Commission regarding objection and appeal timelines, whether removal notifications will appear in local newspapers, avenues for public outreach regarding the notification process and the means to opt in to the program, how the City may address repeat objections from citizens not directly affected by proposed removals, the financial impact of preparing the arborist's response to objections, and ultimate responsibility for removal decisions.

Manager Dillman stated that an update on the new notification and objection process will be provided to the Tree Committee in the semi-annual report at the end of the year.

Chair Sifuentes invited public comment.

Senior Administrative Assistant Ross announced that one written public comment had been received for this item.

There were no requests to speak.

Chair Sifuentes closed public comment.

The Commission received and filed the report.

6. Park Facilities Improvement Plan

This item starts at 00:43:06 in the archived video.

Jeremy Swan, Community Services Director, provided a PowerPoint presentation.

Director Swan responded to questions from the Commission regarding whether the La Puerta Sports Park lighting restrictions will apply to other parks with proposed lighting replacements/upgrades, the different types of playground surfacing, the locations of flagship parks in the area and the definition of a "flagship" park, possible funding sources, ways to lower costs for lighting replacements/upgrades, whether donated funds can be earmarked for specific parks, when and how specific elements will be determined for different park improvement projects, how the City applies for grants, and whether the City has any data regarding the correlation between playground improvements and reduction in crime.

Chair Sifuentes invited public comment.

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

Isabel Ebner, Claremont resident, spoke in support of Better Claremont Playgrounds becoming a non-profit, and hopes that any funds collected by the group will be allocated equitably. Ms. Ebner would like for some of the goals submitted by Better Claremont Playgrounds to be incorporated into a vision statement for the Plan.

Gabriel White, Claremont resident and AYSO Commissioner, expressed appreciation to the Commission for acknowledging the concerns regarding field conditions at Padua Park raised at the Parks, Hillsides, and Utilities Committee Meeting and to staff for the temporary repairs to the lower field. Mr. White feels that the condition of the upper field is unsafe for players and referees, and that there should be a long-term maintenance program for the City's sports fields.

There were no additional requests to speak.

Chair Sifuentes closed public comment.

The Community and Human Services Commission recessed at 8:32 PM.

The Community and Human Services Commission reconvened at 8:36 PM.

The Commission and staff discussed examples of local parks that may be considered flagship parks and possible challenges to developing Memorial Park as a flagship location.

Director Swan responded to questions from the Commission regarding parking lots to be repaired or replaced and how certain funds are restricted to the repair of parks, sidewalks, or streets, depending on the funding source.

Director Swan stated in response to public comment that some elements of the guiding principles submitted by Better Public Playgrounds were incorporated into the Plan and will be used in future playground development. Director Swan also stated that the City will continue to perform temporary work on the fields at Padua Park until the sports field improvement plan is completed and a major turf improvement project is scheduled.

Commissioner Silva moved to approve the Park Facilities Improvement Plan and forward the Plan to the City Council for approval, seconded by Commissioner Binder, and carried on a roll call vote as follows:

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

REPORTS

Staff

DIRECTORS' REPORT

This item starts at 01:45:30 in the archived video.

Eric Ey, Recreation and Human Services Manager, reported on:

- Employee of the Quarter
- Recap of Youth Program Events
- Camp Claremont
- Recap of Senior Program Events
- CHWP Bench Sponsorship Program
- Spring Celebration

Jeremy Swan, Community Services Director, reported on:

- ABC Preschool Playground Project
- Lewis Park Playground Project
- Arbor Day 2025
- Pooch Park Closure – Reminder
- Earth Day
- Urban Forest Update
- Open/Upcoming Bids

Commission/Committee

Commissioner Silva reported that the Parks, Hillside, and Utilities Committee met on March 13 to review the Park Facilities Improvement Plan.

Chair Sifuentes reported that the Independence Day Committee Meeting was cancelled and that the Tree Committee will meet on April 30.

ADJOURNMENT

Chair Sifuentes adjourned the meeting of the Community and Human Services Commission at 8:58 PM. The next regular meeting of the Claremont Community and Human Services Commission will be held on Wednesday, May 7, 2025, at 7:00 PM.

Brisa Sifuentes, Chair

Dawn Bonnell Ross, Recording Secretary