

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

Wednesday, October 1, 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, ROSELLE,
SCOTT TOUX, SIFUENTES, SILVA

ABSENT

COMMISSIONER: NONE

ALSO PRESENT

Michelle Castillo, Management Analyst
Patricia Cisneros, Senior Administrative Assistant
Cari Dillman, Community Services Manager
Eric Ey, Recreation and Human Services Manager
Dawn Ross, Senior Administrative Assistant
Amber Tudor, Program Coordinator
Melissa Vollaro, Recreation and Human Services Director

CEREMONIAL MATTERS, ANNOUNCEMENTS, AND PRESENTATIONS

This item starts at 00:01:12 in the archived video.

Presentation

Vanessa Nalbandian, Administrative Manager from Pomona Valley Transportation Authority & Claremont Dial-a-Ride Services (PVRTA), provided a presentation.

Announcement

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

PUBLIC COMMENT

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

Chair Sifuentes invited public comment.

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

Alan Medak, Claremont resident and founder and President of Vineyard Touring Opera Co., Inc., thanked the Commission for their visit to the center and proposed that the Commission discuss an art center in the City, as Claremont will attract visitors and performers will find it convenient for close proximity.

There were no further requests to speak.

Chair Sifuentes closed public comment.

CONSENT CALENDAR

This item starts at 00:27:36 in the archived video.

Commissioners Silva and Brower pulled Item No. 3 from the Consent Calendar.

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

Chair Sifuentes invited public comment on Consent Calendar Items No. 1, 2, and 5.

Patricia Cisneros, Senior Administrative Assistant, announced that no written public comment had been received on Consent Calendar Items No. 1, 2, and 5.

There were no requests to speak.

Chair Sifuentes closed public comment.

Commissioner Silva moved to approve Consent Calendar Items No. 1, 2, and 5, seconded by Commissioner Scott Toux, and carried on a roll call vote as follows:

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

1. Community and Human Services Commission Meeting Minutes of September 3, 2025
Approved and filed the Community and Human Services Commission meeting minutes of September 3, 2025.
2. Committee Meeting Minutes
Received and filed the various committee meeting minutes.
3. Request for Removal and Revision of Designated Street Tree List - Forbes Avenue
Item removed from the Consent Calendar.
4. Committee Appointments
Item removed from the Consent Calendar.
5. Tree Plantings and Removals for July 2025
Received and filed the tree plantings and removals report for July 2025.

ITEMS REMOVED FROM THE CONSENT CALENDAR

3. Request for Removal and Revision of Designated Street Tree List - Forbes Avenue

This item starts at 00:30:32 in the archived video.

Cari Dillman, Community Services Manager, responded to questions from the Commission regarding concerns about the increasing number of potential tree removals that may conflict with the City's Urban Forest Policy, the process for Southern California Edison to contact the City and whether public input was involved, clarification on the Tree Committee meeting minutes regarding public suggestions to place power lines underground instead of removing trees and why those alternatives were not considered, whether staff have contacted Southern California Edison to reduce the City's stump grinding costs, if other streets are experiencing similar issues, and where the designated street tree lists are available for the public to view.

Chair Sifuentes invited public comment on Consent Calendar Item No. 3.

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

There were no requests to speak.

Chair Sifuentes closed public comment.

Commissioner Scott Toux moved to approve the removal and replacement of eighteen Red Ironbark eucalyptus trees by Southern California Edison and approve the revised Designated Street List for Forbes Avenue, seconded by Commissioner Brower, and carried on a roll call vote as follows:

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

NOES: ***Commissioner – None***

4. Committee Appointments

This item starts at 00:46:46 in the archived video.

Melissa Vollaro, Recreation and Human Services Director, responded to a question from the Commission regarding whether staff has conducted additional outreach efforts to recruit more committee members and encourage greater community involvement.

Chair Sifuentes invited public comment on Consent Calendar Item No. 4.

Patricia Cisneros, Senior Administrative Assistant, 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 appoint Kathy Williams and Lucia Reyes to the Committee on Aging, and Oran Reznik to the Committee on Human Relations, for terms set to expire on August 31, 2029, seconded by Commissioner Roselle, and carried on a roll call vote as follows:

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

ADMINISTRATIVE ITEM

6. 2026 Community Based Organization General Services and Homeless Services/Critical Need Program Funding

This item starts at 00:50:007 in the archived video.

Michelle Castillo, Management Analyst, highlighted the staff report and responded to questions from the Commission regarding one CBO applicant who did not respond to follow-up inquiries, another CBO applicant who requested funding beyond the amount allowed in the Grant Allocation Policy, whether there were more applicants this year compared to last year, and if the total funding requests increased or decreased from the previous year.

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.

The Commission received and filed the 2026 Community Based Organization General Services and Homeless Services/Critical Need Program Funding report.

REPORTS

Staff

DIRECTORS' REPORT

This item starts at 00:58:00 in the archived video.

Cari Dillman, Community Services Manager, reported on:

- Claraboya City Street Tree Neighborhood Meeting
- Employee of the Quarter
- Pomona College Interns
- Food Service Establishment Inspections Fats, Oils, and Grease (FOG)
- Urban Forest Update
- Open/Upcoming Bids

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

- Youth Program Updates
- Senior Program Updates
- Recap of Special Needs Fall Ball
- Halloween Spooktacular
- Wildlife on Display

Commission/Committee

Commissioner Roselle reported that the Committee on Human Relations viewed the Brown Act training recording by the City Attorney, selected new officers, and is exploring the possibility of hosting a community engagement event next year. The Committee also formed an ad hoc group to develop and distribute a citywide survey to gather feedback on community needs.

Commissioner Scott Toux shared that the Teen Committee is currently working on several projects and workshops.

Commissioner Binder reported that he attended the Youth Sports Committee meeting in September, where the Committee viewed the Brown Act training recording by the City Attorney, selected new officers, identified a group to address the gopher and pest control issue, and is continuing work on additional projects.

Commissioner Brower reported that the Committee on Aging did not have a quorum. The Independence Day Committee met in September, selected new officers, and staff are currently working on the fireworks RFP. Staff are also coordinating with Pomona College and reviewing the budget in preparation for next year's 4th of July Celebration.

Chair Sifuentes reported that the Tree Committee discussed Forbes Avenue and received a presentation from Southern California Edison.

ADJOURNMENT

Chair Sifuentes adjourned the meeting of the Community and Human Services Commission at 8:26 PM. The next regular meeting of the Claremont Community and Human Services Commission will be held on Wednesday, November 5, 2025, at 7:00 PM.

Brisa Sifuentes, Chair

Patricia Cisneros, Recording Secretary