

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

Wednesday, June 4, 2025 - 7:00 PM

Video Recording is Archived on the City Website

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**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT**

COMMISSIONER: BINDER, BROWER, GLASS, ROSELLE,  
SCOTT TOUX, SIFUENTES, SILVA

**ABSENT**

COMMISSIONER: NONE

**ALSO PRESENT**

Patricia Cisneros, Senior Administrative Assistant  
Eric Ey, Recreation and Human Services Manager  
Kelly Love, Recreation and Human Services Coordinator  
Dawn Ross, Senior Administrative Assistant  
Jeremy Swan, Community Services Director  
Amber Tudor, Program Coordinator  
Melissa Vollaro, Recreation and Human Services Director

**CEREMONIAL MATTERS, ANNOUNCEMENTS, AND PRESENTATIONS**

***Announcements***

The Commission and staff acknowledged outgoing Commissioner Greg Glass and thanked him for his service to the Commission and the community.

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

**PUBLIC COMMENT**

This item starts at 00:08:17 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 00:10:29 in the archived video.

Commissioner Scott Toux pulled Item No. 4 from the Consent Calendar.

Commissioner Binder pulled Item No. 5 from the Consent Calendar.

Chair Sifuentes invited public comment on Consent Calendar Items No. 1, 2, 3, and 6.

Senior Administrative Assistant Ross announced that no written public comment had been received on Consent Calendar Items No. 1, 2, 3, and 6.

There were no requests to speak.

Chair Sifuentes closed public comment.

***Commissioner Brower moved to approve Consent Calendar Items No. 1, 2, 3, and 6, seconded by Commissioner Roselle, and carried on a roll call vote as follows:***

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

1.    Community and Human Services Commission Meeting Minutes of May 7, 2025  
Approved and filed the Community and Human Services Commission meeting minutes of May 7, 2025.
2.    Committee Meeting Minutes  
Received and filed the various committee meeting minutes.
3.    Tree Plantings and Removals for March 2025  
Received and filed the report.
4.    Gift to the City – Drinking Fountain  
Item removed from the Consent Calendar.
5.    Committee Member Resignations  
Item removed from the Consent Calendar.
6.    Revisions to the Teen Committee Policies and Procedures  
Approved the revised policies and procedures.

## **ITEMS REMOVED FROM THE CONSENT CALENDAR**

4.    Gift to the City – Drinking Fountain

This item starts at 00:13:55 in the archived video.

Commissioner Scott Toux asked how the water for the fountain will be filtered.

Jeremy Swan, Community Services Director, responded that the fountain will use an inline filter, contained within the fountain itself.

Chair Sifuentes invited public comment.

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

There were no requests to speak.

Chair Sifuentes closed public comment.

***Commissioner Scott Toux moved to approve and accept the proposed donation, and directed staff to move forward with requesting approval from the City Manager and to work with Claremont Sunrise Rotary to facilitate the donation, seconded by Commissioner Brower, and carried on a roll call vote as follows:***

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

**NOES:**       ***Commissioner – None***

5. Committee Member Resignations

This item starts at 00:15:50 in the archived video.

Commissioner Binder asked if the committee member resignations create a need for Commissioners to assist the Committees or to help with the 4<sup>th</sup> of July Celebration.

Melissa Vollaro, Recreation and Human Services Director, responded that there will be an opportunity to volunteer on the day of the event.

Commissioner Brower expressed appreciation for Randy Lopez and his contributions to the Independence Day Committee.

Chair Sifuentes invited public comment.

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

There were no requests to speak.

Chair Sifuentes closed public comment.

Commissioner Silva voiced concern that the City is losing committee members and struggling to find new volunteers to serve.

***Commissioner Binder moved to accept the resignations of David Myers, Committee on Human Relations, and Randy Lopez, Independence Day Committee, seconded by Commissioner Roselle, and carried on a roll call vote as follows:***

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

**NOES:**       ***Commissioner – None***

## **ADMINISTRATIVE ITEMS**

### **7.     2025 Fourth of July Celebration Update**

This item starts at 00:21:00 in the archived video.

Amber Tudor, Program Coordinator, provided a PowerPoint presentation.

Coordinator Tudor and Eric Ey, Recreation and Human Services Manager, responded to questions from the Commission regarding replacement ideas for the balloons at Speakers Corner, giveaway items, the composition of the Blue Ribbon Committee responsible for selection of program honorees, and evening program ticket purchase options.

The Commission thanked staff for all of the hard work that goes into coordinating the event, especially given the vacancies on the Independence Day Committee.

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.

***The Commission received and filed the report.***

### **8.     2025 Summer Special Events Update**

This item starts at 00:32:10 in the archived video.

Kelly Love, Recreation and Human Services Coordinator, provided a PowerPoint presentation.

Coordinator Love responded to questions from the Commission regarding whether public input is solicited regarding band selection for Monday Night Concerts.

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.

***The Commission received and filed the report.***

## **REPORTS**

### **Staff**

### **DIRECTORS' REPORT**

This item starts at 00:37:28 in the archived video.

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

- Youth Program Updates
- Recap of Memorial Day Ceremony
- Recap of Special Needs Ice Cream and Bingo Bonanza
- Senior Program Updates
- Summer Classes
- Wading Pools
- Camp Claremont
- Blood Drive

Jeremy Swan, Community Services Director, reported on:

- Tree City USA Designation
- Sidewalk and Sign Inventory and Assessments
- Get About Service Changes
- Multi-Family Bulk Item Pilot Program
- Recycle Center Guidelines
- HHW Round-Up
- Neighborhood Meeting – Coyotes
- Open/Upcoming Bids
- Cancellation of July Commission Meeting

### **Commission/Committee**

Commissioner Scott Toux reported that the Teen Committee toured City Hall on June 3, 2025, and the students asked questions about the City's finances, planning, and engineering.

Commissioner Roselle reported that the Teen Committee met on May 21, 2025, concluding the year, and that most of the members will be returning next year. The Committee discussed an upcoming project for a mural. They have funding for up to \$10,000 and have been approved for one 8' x 28'. The Committee will work with Arts Bridging the Gap, an organization that works with

communities throughout Los Angeles, to select a local artist to create the mural and find a location for it. The Committee also discussed some activities for the next academic year, including tree planting and Comfort with Cats.

## **ADJOURNMENT**

Chair Sifuentes adjourned the meeting of the Community and Human Services Commission at 8:03 PM. The next regular meeting of the Claremont Community and Human Services Commission will be held on Wednesday, September 3, 2025, at 7:00 PM.

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Brisa Sifuentes, Chair

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Dawn Bonnell Ross, Recording Secretary