

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

Wednesday, October 2, 2024 - 7:00 PM

Meeting conducted in person and via Zoom. Video recording is archived on the City website.
<https://www.ci.claremont.ca.us/government/city-council/watch-city-council-meetings>

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
Patricia Cisneros, Senior Administrative Assistant
Eric Ey, Recreation and Human Services Manager
Dawn Ross, Senior Administrative Assistant
Jeremy Swan, Community Services Director
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 October.

PUBLIC COMMENT

This item starts at 00:06:49 in the archived video.

Chair Sifuentes invited public comment.

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

There were no requests to speak.

CONSENT CALENDAR

This item starts at 00:09:15 in the archived video.

Commissioner Brower pulled Consent Calendar Items No. 3 and 4.

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

Senior Administrative Assistant Cisneros announced no written public comment had been received for Consent Calendar Items No. 1 and 2.

There were no requests to speak.

1. Community and Human Services Commission Regular Meeting Minutes of September 4, 2024
Approved and filed the Community and Human Services Commission Meeting Minutes of September 4, 2024.
2. Committee Meeting Minutes
Received and filed the various Committee meeting minutes.
3. Tree Plantings and Removals for July 2024
This item was pulled from the Consent Calendar.
4. 2023 Sustainability Annual Report
This item was pulled from the Consent Calendar.

Commissioner Brower moved to approve Consent Calendar Items No. 1 and 2, 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

ITEMS PULLED FROM THE CONSENT CALENDAR

3. Tree Plantings and Removals for July 2024

This item starts at 00:12:09 in the archived video.

Jeremy Swan, Community Services Director, addressed questions from the Commission about the reasons for removing trees marked as dead and diseased on the report and improving the planting process with volunteers at future planting events.

Chair Sifuentes invited public comment.

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

There were no requests to speak.

The Commission received and filed the report.

4. 2023 Sustainability Annual Report

This item starts at 00:17:58 in the archived video.

Kristin Mikula, Community Services Manager, addressed questions from the Commission regarding the report's extensive information, highlighting key information, the target number of low-income housing units the City should aim for by a certain year, application payments through the ADU grants, and provided the contact person for any additional questions raised by the Commission.

Chair Sifuentes invited public comment.

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

There were no requests to speak.

The Commission received and filed the report.

ADMINISTRATIVE ITEMS

5. 2025 Community Based Organization General Services and Homeless Services/Critical Need Program Funding

This item starts at 00:32:40 in the archived video.

Michelle Castillo, Management Analyst, provided an update on the Community Based Organization (CBO) Grant Funding Program and addressed the Commission's questions regarding guidance from staff on handling organizations that failed to respond to Commissioners' questions, the submission process for worksheets, and what are the next steps once these worksheets are submitted, and the ad hoc committee's role in reviewing recommendations.

Chair Sifuentes invited public comment.

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

Stephanie Knol, President of The Claremont Chorale, inquired about the CBO application process.

There were no other requests to speak.

The Commission received and filed the report.

6. Lewis Park Playground Improvements

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

Jeremy Swan, Community Services Director, provided a PowerPoint presentation regarding the Lewis Park playground improvements. Director Swan, along with Mitchell Fink, KOMPAN Direct Sales Representative, responded to questions from the Commission regarding how an existing jungle dome at a different park was damaged and its durability once the new one is installed, what material the equipment of the playground is made out of, the safety features of the equipment, the reliability of the playground material, the availability of spare parts when needed, what a Junior Spica is, whether there will be special padding under and around the play equipment, the cost of installing the new playground, whether the City feels the residents' input has been considered, and when the recommendation will go to the City Council for final approval.

Chair Sifuentes invited public comment.

Senior Administrative Assistant Cisneros announced three written public comments had been received on this item.

Barbara Rugeley, Claremont resident, encouraged the City to explore the option of installing a splash pad at a park for the community's enjoyment.

Anna Jacobsen, Claremont resident, expressed appreciation to the Commission for considering the community's input and was enthusiastic about the new playground proposal. She was also excited that the budget allowed for additional improvements and looks forward to continued community involvement in future playground projects.

Noah Jacobsen, Claremont resident, voiced his support for the new playground proposal, expressing excitement about certain new playground features. He also thanked the Commission for allowing children to share their opinions.

Jason Jacobsen, Claremont resident, expressed his support for the new playground design, appreciated the public input process allowing for parents and children to be heard, and thanked the staff for their ongoing maintenance of the community grounds.

Unidentified speaker, Claremont resident, expressed his support of the new playground design, noting that he looks forward to enjoying it, and thanked the Commission for taking steps to improve the community.

Natalie Fordyce, Claremont resident, spoke in support for the new playground design and recommended the Commission to choose KOMPAN as they use eco-friendly materials and create inclusive designs that many children can enjoy.

Unidentified speaker, Claremont resident expressed gratitude to the Commission for supporting the residents' decisions and for giving her children the opportunity to participate in local government.

There were no other requests to speak.

Director Swan addressed the splash pad request mentioned during public comment, stating that the City would look into it, adding it to the wish list, and would evaluate its feasibility on a park-by-park basis.

The Commission thanked the public members in the audience who attended to support the new playground improvements and for being role models to their children for being part of this process. Commissioners also commended staff for their efforts in improving the playground at Lewis Park and allowing children to be part of the decision-making process.

Commissioner Brower moved to approve the playground design for Lewis Park as submitted by KOMPAN and forward it to the City Council for final 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 02:19:00 in the archived video.

Jeremy Swan, Community Services Director, reported on:

- Urban Forest Update
- Tree Policies and Guidelines Manual Update
- Annual Sidewalk Rehabilitation Project
- Pooch Park Closure
- Open/Upcoming Bids

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

- Special Needs Programming
- Senior Programs
- Recap of Back to School Bash
- Recap of Parade and Rally for Olympic Bronze Medalist Brittany Brown
- Save the Date – Hike with the Mayor
- Save the Date – Halloween Spooktacular

Commission/Committee

Commissioner Scott Toux reported that the Teen Committee had a productive meeting in September.

Commissioner Brower reported on the September Committee on Aging Committee on Aging meeting, highlighted the Mingle & Munch activity funds, and noted that the Committee selected new officers.

Chair Sifuentes reported the Independence Day Committee met in October and discussed special plans for next year's 75th Anniversary of the Fourth of July Celebration. The Committee reviewed the updated logistics for the fireworks launch location and discussed a tentative schedule for the event.

ADJOURNMENT

Chair Sifuentes adjourned the meeting of the Community and Human Services Commission at 8:38 PM. The next meeting of the Claremont Community and Human Services Commission will be held on Wednesday, November 6, 2024, at 5:00 PM for a special meeting, followed by a regular meeting at 7:00 PM.

Brisa Sifuentes, Chair

Patricia Cisneros, Recording Secretary