

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

Wednesday April 3, 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, GLASS, ROSELLE,
SCOTT TOUX, SIFUENTES, SILVA

ABSENT

COMMISSIONER: NONE

ALSO PRESENT

Patricia Cisneros, Administrative Assistant
Ashley Dembiczak, Human Services Supervisor
Eric Ey, Human Services Manager
Dawn Ross, Senior Administrative Assistant
Jeremy Swan, Community Services Director

CEREMONIAL MATTERS, ANNOUNCEMENTS, AND PRESENTATIONS

This item starts at 00:00:57 in the archived video.

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

PUBLIC COMMENT

This item starts at 00:03:47 in the archived video.

Chair Sifuentes invited public comment.

Dawn Ross, Senior Administrative Assistant, announced that no written public comment had been received.

Jason Jacobsen, Claremont resident, thanked the Commission for referring the item regarding proposed Lewis Park playground improvements back to staff at the March 6, 2024 meeting and asked if a date had yet been set for the public meeting requested by the Commission.

There were no additional requests to speak.

Jeremy Swan, Community Services Director, stated that no date has yet been set for a public meeting. A parks needs assessment and evaluation plan has been added as a priority for the 2024-2026 budget, and a plan for Lewis Park will be developed concurrently.

Director Swan responded to questions from the Commission regarding methods of public outreach for additional information regarding the Lewis Park project and the proposed public meeting.

CONSENT CALENDAR

This item starts at 00:11:10 in the archived video.

Chair Sifuentes invited public comment on the Consent Calendar.

Senior Administrative Assistant Ross announced that no written public comment had been received on the Consent Calendar.

There were no requests to speak.

1. Community and Human Services Commission Regular Meeting Minutes of March 6, 2024
Approved and filed the Community and Human Services Commission Meeting Minutes of March 6, 2024.
2. Committee Meeting Minutes
Received and filed the various Committee meeting minutes.
3. Tree Plantings and Removals for January 2024
Received and filed the report.
4. Resignation of Committee on Human Relations Member Dorothy Wills
Accepted with regret the resignation of Dorothy Wills from the Committee on Human Relations effective immediately.
5. Appointment to the Independence Day Committee
Voted to appoint Christine Moore to the Independence Day Committee for a term to commence immediately and expire on August 31, 2028.

Commissioner Brower moved to approve the Consent Calendar, 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

6. Oak Park Cemetery Expansion – Phase 3 Conceptual Design

This item starts at 00:13:06 in the archived video.

Kristin Mikula, Community Services Manager, provided a presentation on the conceptual design for Phase 3 of the Oak Park Cemetery Expansion project.

Staff responded to questions from the Commission regarding cemetery hours, the possibility of getting direct feedback and an annual report from Friends of OPC, the role of the Commission in providing direction for the project, the possibility of receiving a report from the design group, the elements of the design including landscaping and plot layout, comparisons to the layout and design of the Phase 2 expansion and the rest of the cemetery, parking, niche wall vs. in-ground space demand, costs of the proposed plan, the process for securing the architectural design firm, the timeline for plan preparation and bidding for construction, and proposed restroom hours.

Chair Sifuentes invited public comment.

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

There were no requests to speak.

Commissioner Glass moved to recommend that the Community and Human Services Commission approve the conceptual design for the Phase 3 Oak Park Cemetery Expansion Project, that the landscape designer be present at the meeting at which the City Council will consider the item, and that the City Council consider performing a site visit prior to the meeting; seconded by Commissioner Binder; and carried on a roll call vote as follows:

AYES: Commissioner – Binder, Glass, Scott Toux, Sifuentes

NOES: Commissioner – Brower, Roselle, Silva

7. Claremont Hills Wilderness Park Update

This item starts at 00:32:38 in the archived video.

Ashley Dembiczak, Human Services Supervisor, provided a PowerPoint presentation.

Staff responded to questions from the Commission regarding common issues/infractions encountered by park rangers, the status of fundraising for acquisition of the Clara Oaks property, a timeline for proposed action items, the possibility of utilizing students from the botanical gardens to assist with species identification, proposed locations for new drinking fountains and trash cans, responsibility for emptying the new trash cans, outreach regarding proper disposal of dog waste, and location of the new storage container.

The Commission discussed the possibility of a partnership with a group that advocates for park users that engage in physical activity such as hiking, walking, jogging, or running; school education programs; and special events in the park.

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.

The Commission received and filed the report.

8. Claremont Hills Wilderness Park Parking Update

This item starts at 01:07:21 in the archived video.

Eric Ey, Human Services Manager, provided a PowerPoint presentation.

Manager Ey responded to questions from the Commission regarding parking fees and restrictions during park closures and updates to park closure signage.

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.

The Commission received and filed the report.

REPORTS

Staff

DIRECTORS' REPORT

This item starts at 01:24:27 in the archived video.

Jeremy Swan, Community Services Director, reported on:

- Employee of the Quarter
- Pooch Park Closure
- Arbor Day 2024
- Project Updates
- CalRecycle Local Assistance Award
- Open/Upcoming Bids

Eric Ey, Human Services Manager, reported on:

- St. Patrick's Day Dance at Blaisdell Center
- Happiness Sprinkling Events
- Senior Programs
- Spring Celebration
- Contract Classes – Instructor Highlight

Commission/Committee

Commissioner Brower reported that the Tree Committee received an update from staff regarding City Council Priorities.

Commissioner Scott Toux attended the Committee on Aging Meeting, where Councilmember Stark gave an overview of current City activities and the Committee discussed having a booth at the 4th of July event.

Commissioner Scott Toux also reported that the Teen Committee held a Career Day where parents of some Committee members came to answer questions regarding their careers and professions.

Commissioner Glass attended the Youth Sports Committee Meeting, where much of the discussion was on the maintenance of the baseball and softball fields at Joat (formerly Cahuilla) Park. Representatives from the Claremont Unified School District and the City helped to clarify their respective areas of responsibility. City staff provided updates on the lighting at La Puerta Park, and gopher control and treatment for related turf damage. The Committee also received a report on an upcoming Little League tournament.

ADJOURNMENT

Chair Sifuentes adjourned the meeting of the Community and Human Services Commission at 8:41 PM. The next meeting of the Claremont Community and Human Services Commission will be held on Wednesday, May 1, 2024, at 7:00 PM.

Brisa Sifuentes, Chair

Dawn Bonnell Ross, Recording Secretary