

**CLAREMONT COMMUNITY AND HUMAN SERVICES
COMMISSION
MEETING AGENDA**

*“We are a vibrant, livable, and inclusive community dedicated to quality services,
safety, financial strength, sustainability, preservation, and progress
with equal representation for our community.”*

City Council Chamber
225 Second Street
Claremont, CA 91711



**Wednesday
February 05, 2025
7:00 PM**

COMMISSIONERS

**BRISA SIFUENTES
CHAIR**

RUSS BINDER

NANCY BROWER

GREG GLASS

LAUREN ROSELLE

DEBORAH SCOTT TOUX

DIRK SILVA

Meetings are open to the public for in-person attendance. The meeting will be live streamed via Zoom, technology permitting. Members of the public will not be able to provide public comment via Zoom. To watch the meeting via Zoom, use the following link: <https://zoom.us/j/93017264737>. To listen via telephone dial (213)338-8477, Webinar ID: 930 1726 4737. The recorded meeting will be uploaded to the City website and archived.

OPTIONS FOR PUBLIC COMMENT:

Public comment may be provided by one of the following methods. Each speaker will be given up to three (3) minutes to provide their comment.

IN-PERSON LIVE COMMENTS

When the item you wish to speak to is announced, please proceed to the speaker's podium one by one.

E-MAIL/MAIL

Written comments sent to Community and Human Services Commission will be distributed to the Commission and imaged and made available in the record of the meeting in the document archive which can be found on the City website: www.claremontca.gov. Email: dross@claremontca.gov. Mail: PO Box 880, Claremont, CA 91711.

**For assistance, comments, or more information please contact Dawn Ross, Commission
Secretary, (909) 399-5431.**

CALL TO ORDER THE MEETING OF THE COMMUNITY AND HUMAN SERVICES COMMISSION

PLEDGE OF ALLEGIANCE

ROLL CALL

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS

Announcement:

Claremont Helen Renwick Library Updates

PUBLIC COMMENT

The Commission has set aside this time for persons who wish to comment on items that are not listed on the agenda, but are within the jurisdiction of the Community and Human Services Commission. Members of the public will have the opportunity to address the Commission regarding all items on the agenda at the time the Commission considers those items.

General public comment will be taken for 30 minutes and will resume later in the meeting if there are speakers who did not get an opportunity to speak because of the 30-minute time limit.

The Brown Act prohibits the Commission from taking action on oral requests relating to items that are not on the agenda. The Commission may engage in a brief discussion, refer the matter to staff, and/or schedule requests for consideration at a subsequent meeting.

CONSENT CALENDAR

All matters listed on the consent calendar are considered to be routine. The Commission may act on these items by one motion following public comment. Only Commissioners may pull an item from the consent calendar for discussion.

1. COMMUNITY AND HUMAN SERVICES COMMISSION SPECIAL MEETING MINUTES OF JANUARY 16, 2025

Recommendation: Staff recommends the Community and Human Services Commission approve and file the Community and Human Services Commission special meeting minutes of January 16, 2025.

Attachment(s): 01-16-25 Draft CHS Commission Special Meeting Minutes

2. COMMITTEE MEETING MINUTES

Recommendation: Staff recommends the Community and Human Services Commission receive and file the Independence Day Committee meeting minutes.

Attachment(s): 10-01-24 IDC Special Meeting Minutes

3. TREE PLANTINGS AND REMOVALS FOR NOVEMBER 2024

Recommendation: Staff recommends the Community and Human Services Commission receive and file the tree plantings and removals report for November 2024.

Attachment(s): Trees Planted by Address - November 2024
Trees Removed by Address - November 2024
Photos of Removed Trees - November 2024

4. COMMITTEE APPOINTMENTS

Recommendation: The Ad Hoc Selection Committee recommends the Community and Human Services Commission appoint Stephanie Andrews, Natasha Kohls, and Andrea Robert to the Committee on Human Relations to serve a term to expire on August 31, 2029.

ADMINISTRATIVE ITEM

5. 2024 HOMELESS SERVICES UPDATE

Recommendation: Staff recommends the Community and Human Services Commission receive and file the 2024 Homeless Services Update.

CONTINUED PUBLIC COMMENT

This time is reserved for those persons who were unable to speak earlier in the agenda because of the 30-minute time restriction.

REPORTS

Staff

Commission/Committee

ADJOURNMENT

THE NEXT REGULAR MEETING OF THE CLAREMONT COMMUNITY AND HUMAN SERVICES COMMISSION WILL BE HELD ON, MARCH 5, 2025, AT 7:00 PM, IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, THIS AGENDA WILL BE MADE AVAILABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITIES. ANY PERSON WITH A DISABILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A CITY MEETING SHOULD CONTACT THE CITY CLERK AT 909-399-5461 "VOICE" OR 1-800-735-2929 "TT/TTY" AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE.

I, DAWN BONNELL ROSS, SENIOR ADMINISTRATIVE ASSISTANT OF THE CITY OF CLAREMONT, CALIFORNIA, HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED AT CLAREMONT CITY HALL, 207 HARVARD AVENUE, ON THURSDAY, JANUARY 30, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

POST THROUGH: FEBRUARY 6, 2025



Claremont Community and Human Services Commission

Agenda Report

File #: 5419

Item No: 1.

TO: COMMUNITY AND HUMAN SERVICES COMMISSION

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR
MELISSA VOLLARO, RECREATION AND HUMAN SERVICES DIRECTOR

DATE: FEBRUARY 5, 2025

SUBJECT:

**COMMUNITY AND HUMAN SERVICES COMMISSION SPECIAL MEETING MINUTES OF
JANUARY 16, 2025**

RECOMMENDATION

Staff recommends the Community and Human Services Commission approve and file the Community and Human Services Commission special meeting minutes of January 16, 2025.

PUBLIC NOTICE PROCESS

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the City Clerk's Office.

Submitted by:

Jeremy Swan
Community Services Director

Submitted by:

Melissa Vollaro
Recreation and Human Services Director

Prepared by:

Dawn Bonnell Ross
Senior Administrative Assistant

Attachment:

01-16-25 Draft CHS Commission Special Meeting Minutes

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

Thursday, January 16, 2025 - 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,
SIFUENTES, SILVA

ABSENT

COMMISSIONER: SCOTT TOUX

ALSO PRESENT

Richard Hecker, Landscape Maintenance Supervisor
Kyle Jennings, Maintenance Craftworker I
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 January.

PUBLIC COMMENT

This item starts at 00:04:24 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.

CONSENT CALENDAR

This item starts at 00:06:51 in the archived video.

Chair Sifuentes invited public comment.

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 December 4, 2024
Approved the Community and Human Services Commission regular meeting minutes of December 4, 2024.
2. Committee Meeting Minutes
Received and filed the various Committee meeting minutes.
3. Tree Plantings and Removals for October 2024
Received and filed the report on tree plantings and removals for October 2024.

Commissioner Silva 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, Sifuentes, Silva
NOES: Commissioner – None
ABSENT: Commissioner – Scott Toux

ADMINISTRATIVE ITEM

4. Updates to the Tree Policies and Guidelines Manual

This item starts at 00:08:52 in the archived video.

Jeremy Swan, Community Services Director, and Kanami Otani, Dudek Urban Forest Project Manager, provided a PowerPoint presentation.

Director Swan, Supervisor Hecker, and Ms. Otani responded to questions from the Commission regarding the timing of and procedure for notifications for proposed non-emergency removals; whether City arborists and contract tree trimmers are required to carry a copy of the Manual; the most common types of comments received during the public input period; possible reasons for lack of public attendance at the meeting; including a replacement plan when posting removal notifications; specific species considered “nuisances”; the likelihood of approval of removal requests due to nuisance debris; the make-up of the arboriculture industry; feedback from the community regarding transitioning from monoculture planting to expanding species diversity; the cost of root bridging vs. root pruning and replacing adjacent concrete; reconciling ADA-compliance with infrastructure conflict resolution methods; whether the urban forestry program budget will be sufficient to fund required back-up materials for objected removals (e.g. reports, lab work, etc.); possible number of objections; the timeline for bringing an update to the Commission after City Council approval of the updated Manual; and public outreach regarding the importance of species diversification.

The Commission commended and thanked the Tree Committee Members and staff for their work on updating the Tree Policies and Guidelines Manual as well as their continued work on educating residents about tree care and the City's efforts to maintain the urban forest.

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.

Commissioner Roselle moved to approve the Tree Policies and Guidelines Manual as presented and to forward the Manual to the City Council for approval, seconded by Commissioner Binder, and carried on a roll call vote as follows:

AYES: Commissioner – Binder, Brower, Glass, Roselle, Sifuentes, Silva

NOES: Commissioner – None

ABSENT: Commissioner – Scott Toux

REPORTS

Staff

This item starts at 01:09:05 in the archived video.

Jeremy Swan, Community Services Director, reported that work will begin on the Lewis Park Playground project on Tuesday, January 21. Construction is expected to take 4-5 weeks, with a possible reopening in mid-March.

Director Swan also reported on the City's response to the recent windstorm. The Community Services and Police Departments received combined approximately 140 calls for service. Reports included thirty-five downed trees, ten downed street signs, one downed street light pole, and two downed power poles. There was very little damage to structures. The bulk of staff response has been for clean-up of debris and branches. Minor staff response was required overnight the night of the windstorm. Beginning the next morning, staff has been working six days a week on cleanup.

Director Swan responded to questions from the Commission regarding preparation for expected winds, weed abatement efforts to mitigate fire risk, plans for a reopening event for Lewis Park, clean-up of debris from City and private property, and costs of and funding for windstorm cleanup.

The Commission shared their compliments to staff for the windstorm response.

Commission/Committee

Chair Sifuentes reported that the Independence Day Committee will meet at 07:00 PM on Thursday, January 23, 2025, at the Alexander Hughes Community Center.

Commissioner Brower reported that the Committee on Aging will see the Sound of Music at the Lewis Family Playhouse, and have three other outings planned. Commissioner Brower also reported that seniors living at Mt. San Antonio Gardens (located in Pomona) are welcomed as Claremont residents at the Joslyn and Blaisdell Centers.

ADJOURNMENT

Chair Sifuentes adjourned the special meeting of the Community and Human Services Commission at 8:24 PM. The next regular meeting of the Claremont Community and Human Services Commission will be held on Wednesday, February, 5, 2025, at 7:00 PM.

Brisa Sifuentes, Chair

Dawn Bonnell Ross, Recording Secretary



Claremont Community and Human Services Commission

Agenda Report

File #: 5420

Item No: 2.

TO: COMMUNITY AND HUMAN SERVICES COMMISSION

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR
MELISSA VOLLARO, RECREATION AND HUMAN SERVICES DIRECTOR

DATE: FEBRUARY 5, 2025

SUBJECT:

COMMITTEE MEETING MINUTES

RECOMMENDATION

Staff recommends the Community and Human Services Commission receive and file the Independence Day Committee meeting minutes.

PUBLIC NOTICE PROCESS

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the City Clerk's Office.

Submitted by:

Jeremy Swan
Community Services Director

Submitted by:

Melissa Vollaro
Recreation and Human Services Director

Prepared by:

Dawn Bonnell Ross
Senior Administrative Assistant

Attachment:

10-01-24 Independence Day Committee Special Meeting Minutes

**INDEPENDENCE DAY COMMITTEE
SPECIAL MEETING MINUTES**
Tuesday, October 1, 2024 – 6:00 PM
College Room - Alexander Hughes Community Center

CALL TO ORDER

Chair Stacey Caponigro called the meeting to order at 6:00 PM.

ROLL CALL

PRESENT STACEY CAPONIGRO, RANDY LOPEZ, CHRISTINE MOORE, BARBARA RUGELEY

ABSENT KRISTA CARSON ELHAI

LATE CHARLIE GALE, JULIANNE SALTZER

ALSO PRESENT

Brisa Sifuentes, Community and Human Services Commission Liaison
Melissa Vollaro, Recreation and Human Services Director
Amber Tudor, Program Coordinator

PLEDGE OF ALLEGIANCE**CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS**

None.

PUBLIC COMMENT

Chair Caponigro invited public comment.

There were no requests to speak.

CONSENT CALENDAR

Chair Caponigro invited public comment on the Consent Calendar.

There were no requests to speak.

1. Independence Day Committee Meeting Minutes of July 25, 2024
Approved and filed the Committee Meeting Minutes of July 25, 2024.
2. Acknowledgment of the Handbook for Elected Officials and Appointed Officials in the City of Claremont
Received and filed this report.

Committee Member Rugeley moved to approve the Consent Calendar, seconded by Committee Lopez, and carried on the following vote:

AYES: ***Committee Member – Caponigro, Lopez, Moore, Rugeley***

NOES: *Committee Member – None*
ABSTENTION: *Committee Member – Carson Elhai, Gale, Saltzer*

Committee Member Saltzer arrived at 6:03 PM.

ADMINISTRATIVE ITEMS

3. 4th of July 75th Anniversary in 2025

Amber Tudor, Program Coordinator, reported that 2025 will be the 75th Anniversary of the event and that they would like the Committee to share ideas they have for commemorating the milestone celebration.

Committee Member Rugeley suggested creating a fundraiser to raise money for parks and playgrounds.

Committee Member Lopez suggested the Independence Day Committee have a parade entry that leads the parade, t-shirts to sell, pins, a recognition event with Assembly Member Holden and County Supervisor Barger, John Neuber articles in the Courier, and photos from past 4th of July events displayed at the Chamber of Commerce during Art Walk.

Chair Member Caponigro suggested that Sunrise Rotary Club have finisher medals at the end of the 5K.

Chair Caponigro invited public comment.

There were no requests to speak.

Committee Member Gale arrived arrived 6:24 PM.

The Committee received and filed the report.

4. THEME CONTEST

Amber Tudor, Program Coordinator, reported on the options for the 2025 theme contest, which included having the contest as usual, or the Committee choosing the theme themselves since it's an anniversary year. She also reported that theme contest entries have been low in recent years despite outreach efforts, including Committee Members Gale and Saltzer visiting the schools.

Chair Caponigro invited public comment.

There were no requests to speak.

Chair Caponigro moved to have the Independence Day Committee choose the theme for the 75th annual 4th of July Celebration, seconded by Committee Member Moore, and carried on the following vote:

AYES: *Committee Member – Caponigro, Gale, Lopez, Moore, Rugeley, Saltzer*
NOES: *Committee Member – None*
ABSTENTION: *Committee Member – Carson Elhai*

5. 2025 FOOD SERVICE

Amber Tudor, Program Coordinator, reported that the Committee asked for food booths to be included on a future agenda so they can discuss the options for the event.

Committee Member Gale asked about the Health Department and whether they had any feedback. Ms. Tudor reported that they had no specific feedback about the 2024 event but that regulations have changed annually and are becoming more challenging to navigate.

The Committee opted to discuss breakfast, lunch, and dinner separately.

The Committee discussed breakfast and decided that Kiwanis should continue to serve pancakes at Memorial Park as it is tradition and everyone expects pancakes on July 4th.

Ms. Tudor provided an update on the status of lunch at Memorial Park. Traditionally, there have been non-profit food booths, but due to volunteers being unwilling to continue and health department regulations, there are only two non-profit organizations that have continued to participate: Job's Daughters and Knights of Columbus. In the last ten years, any new non-profit that has joined has only lasted one year. The gap has been filled by Claremont restaurants. She also shared that the City of Claremont provides an EZ-up, two tables, netting, a hard floor mat, and electricity to the booths. For an additional fee, ice will also be delivered to the park for them.

The Committee discussed the lunch options and decided to allow only the two repeat non-profits, Job's Daughter's and Knights of Columbus, to continue, and the other six booths should be Claremont-based businesses.

The Committee discussed dinner options at Pomona College.

Committee Member Gale stated that he monitored the Kiwanis line and it took approximately 17-19 minutes.

The Committee discussed the possibility of food trucks and decided it would be difficult to find a place for them near the field. They also discussed the idea of a beer garden and how difficult it is to permit them, and the many requirements to host one.

Chair Caponigro invited public comment.

There were no requests to speak.

The Committee received and filed the report.

REPORTS

Staff

Melissa Vollaro, Recreation and Human Services Director, reported that staff are in the process of working on the Fireworks Show with the L.A. Country Fire Department and Pomona College.

She also reported that the staff has met with the inter-departmental special event team and have a draft schedule for the 2025 event.

Memorial Park

7 AM – 10 AM: Kiwanis Pancake Breakfast

7:30 AM: Sunrise Rotary Club's 1K Race

8:00 AM: Sunrise Rotary Club's 5K Race

10:00 AM-1:00 PM: Festival

10:00 AM -11:30 AM: T. Willard Hunter Speakers Corner

12:00 PM: Honoree Recognition

1:00 PM: Parade

Committee Member Gale inquired about the Flag Raising Ceremony and said it is an important aspect of the event. Ms. Vollaro reported that staff is still looking for a way to incorporate a Flag Raising into the schedule.

Committee

No reports.

Liaison

No report.

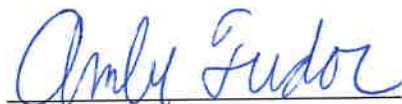
ADJOURNMENT

Chair Caponigro adjourned the meeting at 7:05 PM. The next regular meeting of the Independence Day Committee will be held on Thursday, January 23, 2025, at 7:00 PM in the Alexander Hughes Community Center, 1700 Danbury Rd, Claremont.

ATTEST:



Stacey Caponigro
Chair



Amber Tudor
Recording Secretary



Claremont Community and Human Services Commission

Agenda Report

File #: 5430

Item No: 3.

TO: COMMUNITY AND HUMAN SERVICES COMMISSION
FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR
DATE: FEBRUARY 5, 2025

SUBJECT:

TREE PLANTINGS AND REMOVALS FOR NOVEMBER 2024

SUMMARY

The adopted *Tree Policies and Guidelines Manual* requires the Community Services Department to provide a monthly report on tree plantings and removals. This report includes information on City tree plantings and removals for the month of November 2024. Fourteen trees were planted, and ten trees were removed in November 2024.

RECOMMENDATION

Staff recommends the Community and Human Services Commission receive and file the tree plantings and removals report for November 2024.

ALTERNATIVES TO RECOMMENDATION

In addition to the recommendation, there is the following alternative:

- Refer the item back to staff for additional information.

FINANCIAL REVIEW

Fourteen trees were planted during the month of November. All fourteen trees were 15-gallon-size and planted by the City's contractor, West Coast Arborists, Inc. (WCA) at a cost of \$220 each. The total cost to plant all fourteen trees was \$3,080.

Ten trees were removed during the month of November 2024. Five trees were removed by City staff at no cost to the City, and five trees were removed by WCA. The removal cost is based on the diameter at breast height of the tree, and the total cost for removing the five trees was \$5,051.

ANALYSIS

The Community Services Department is responsible for the daily management of the City's urban forest, including the planting and removal of City trees. The City-Council-adopted *Tree Policies and Guidelines Manual* establishes the standards governing the tree planting and removal process.

Plantings

Fourteen trees were planted during the month of November. All fourteen trees were planted by WCA within the City's rights-of-way. All of the fourteen trees were 15-gallon-size. A listing of trees planted by address is included as Attachment A.

Removals

It is the City's policy to protect and preserve healthy trees that provide valuable benefits to our environment and to the quality of life in Claremont. However, staff has the authority to remove City trees if a tree is considered dead, diseased, or hazardous. Additionally, per the *Tree Policies and Guidelines Manual*, staff has the authority to remove trees that are causing hardscape/infrastructure damage if the repairs cannot be made without severe root pruning that would jeopardize the health and stability of the tree. To be consistent with the *Tree Policies and Guidelines Manual*, the reason for removal listed in the report will be based upon the conditions listed in the manual.

Ten trees were removed during the month of November. City staff removed five trees from the City's rights-of-way, and five trees were removed by WCA from the City's rights-of-way and parks. These removals include trees that were deemed dead, diseased, or hazardous by the City Arborist. A listing of trees removed by address is included as Attachment B. Samples of some of the trees removed during the month of November 2024 are included as Attachment C.

CEQA REVIEW

This item is not subject to environmental review under the California Environmental Quality Act (CEQA).

PUBLIC NOTICE PROCESS

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the City Clerk's Office.

Submitted by:

Jeremy Swan
Community Services Director

Prepared by:

Cari Dillman
Community Services Manager

Attachments:

- A - Trees Planted by Address - November 2024
- B - Trees Removed by Address - November 2024
- C - Photos of Removed Trees - November 2024

ATTACHMENT A

Trees Planted by Address – November 2024

Address	Botanical Name	Common Name
761 8TH ST /W	<i>Prosopis glandulosa</i>	HONEY MESQUITE
2521 BONNIE BRAE AV	<i>Lagerstroemia indica</i> 'Tuscarora'	TUSCARORA CRAPE MYRTLE
1332 BRIARCROFT RD	<i>Ulmus parvifolia</i> 'Drake'	DRAKE ELM
1332 BRIARCROFT RD	<i>Ulmus parvifolia</i> 'Drake'	DRAKE ELM
1868 BRIDGEPORT AV	<i>Zelkova serrata</i>	SAWTOOTH ZELKOVA
579 CONVERSE AV	<i>Pistacia atlantica</i> 'Red push'	RED PUSH PISTACHE
1727 DREW PL	<i>Cercis canadensis</i> 'Oklahoma'	OKLAHOMA REDBUD
1530 FINECROFT DR	<i>Arbutus</i> 'Marina'	MARINA ARBUTUS
500 FOOTHILL BL /W	<i>Lagerstroemia indica</i> 'Dynamite'	DYNAMITE CRAPE MYRTLE
174 MONTERREY DR	<i>Lagerstroemia indica</i> 'White'	WHITE CRAPE MYRTLE
174 MONTERREY DR	<i>Lagerstroemia indica</i> 'White'	WHITE CRAPE MYRTLE
1425 MURAL DR	<i>Lagerstroemia indica</i> 'Tuscarora'	TUSCARORA CRAPE MYRTLE
2340 OHIO DR	<i>Acacia aneura</i>	MULGA
730 SANTA CLARA AV	<i>Quercus buckleyi</i>	TEXAS RED OAK

ATTACHMENT B

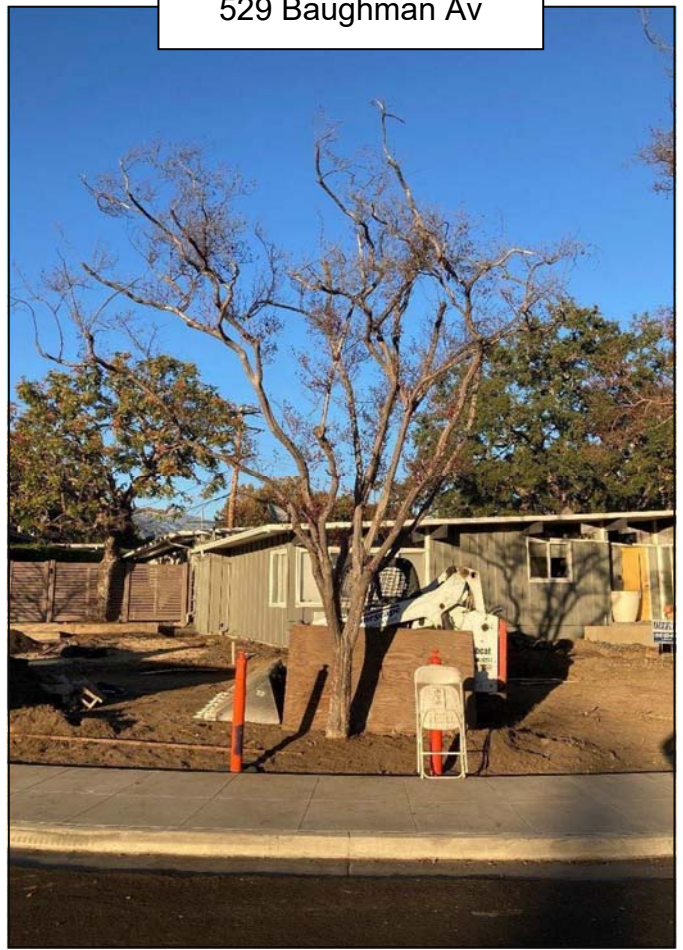
Trees Removed by Address – November 2024

ADDRESS	COMMON NAME	REASON
772 12TH ST /W	OKLAHOMA REDBUD	DEAD
529 BAUGHMAN AV	CRAPE MYRTLE	DEAD
921 BERKELEY AV	CRAPE MYRTLE	DEAD
1727 DREW PL	ARIZONA ASH	HAZARDOUS
393 FOOTHILL BL /W	BRISBANE BOX	DEAD
LARKIN PARK	BAILEY ACACIA	HAZARDOUS
2409 SAN MATEO CT	MEXICAN SYCAMORE	DEAD
730 SANTA CLARA AV	JACARANDA	DISEASED – ADVANCED DECLINE
955 SENECA PL	SWEETSHADE	DEAD
2206 SILVER TREE RD	INCENSE CEDAR	DEAD

772 12th St / W



529 Baughman Av



921 Berkeley Av



393 Foothill Bl / W



Photos of Removed Trees - November 2024

Larkin Park



2409 San Mateo Ct



730 Santa Clara Av



955 Seneca Pl



2206 Silver Tree Rd





Claremont Community and Human Services Commission

Agenda Report

File #: 5429

Item No: 4.

TO: COMMUNITY AND HUMAN SERVICES COMMISSION

FROM: MELISSA VOLLARO, RECREATION AND HUMAN SERVICES DIRECTOR

DATE: FEBRUARY 5, 2025

SUBJECT:

COMMITTEE APPOINTMENTS

SUMMARY

The Community and Human Services Commission oversees the Committee on Human Relations (CoHR). This Committee consists of nine members, with five seats currently vacant.

The Community and Human Services Commission Ad Hoc Selection Committee reviewed CoHR applications and conducted interviews on Thursday, January 23, and Monday, January 27, 2025. The Ad Hoc Selection Committee made their selection and recommended the following applicants below for appointment.

RECOMMENDATION

The Ad Hoc Selection Committee recommends the Community and Human Services Commission appoint Stephanie Andrews, Natasha Kohls, and Andrea Robert to the Committee on Human Relations to serve a term to expire on August 31, 2029.

FINANCIAL REVIEW

The staff cost to prepare this report is estimated at \$677, which is included in the operating budget of the Recreation and Human Services Department.

PUBLIC NOTICE PROCESS

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the Recreation and Human Services Department.

Submitted by:

Melissa Vollaro
Recreation and Human Services Director



Claremont Community and Human Services Commission

Agenda Report

File #: 5426

Item No: 5.

TO: COMMUNITY AND HUMAN SERVICES COMMISSION

FROM: MELISSA VOLLARO, RECREATION AND HUMAN SERVICES DIRECTOR

DATE: FEBRUARY 5, 2025

SUBJECT:

2024 HOMELESS SERVICES UPDATE

SUMMARY

The Recreation and Human Services Department provides periodic updates to the Community and Human Services Commission on the City's continued efforts in addressing the needs of people experiencing homelessness. This report serves as the annual report for the calendar year 2024 and includes information on various programs to mitigate homelessness and its subsequent issues.

RECOMMENDATION

Staff recommends the Community and Human Services Commission receive and file the 2024 Homeless Services Update.

ALTERNATIVES TO RECOMMENDATION

In addition to the recommendation, there is the following alternative:

- Request additional information from staff.

FINANCIAL REVIEW

The activities related to the City's response to homelessness are funded by County and regional sources, including grant funds obtained through various agencies. In years past, the City has received Measure H funds directly from the County, as well as Measure H and State budget earmark funds in the form of grants through the San Gabriel Valley Council of Governments (SGVCOG). Specific funding sources and amounts as they relate to programs will be discussed throughout this report.

Funding from the American Rescue Plan Act (ARPA) was included in the 2024-26 City Budget and assigned to Community-Based Organization (CBO) funding, \$60,000 of which was allocated to

Homeless Services Programs each calendar year.

Staff oversight of the City's response to homelessness has been absorbed into the budgets of the City Manager's Office, the Recreation and Human Services Department, and the Police Department. The staff cost to prepare this report is estimated at \$2,302 and is included in the operating budgets of the Administrative Services and Recreation and Human Services Departments.

ANALYSIS

The City, along with various community partners, continues to identify strategies to assist people experiencing homelessness in the City of Claremont. The City works collaboratively with its network of agencies, organizations, and volunteers to address the effects of homelessness, poverty, mental illness, and addiction in the community. By leveraging these partnerships with organizations with demonstrated experience and knowledge in their respective fields of expertise, the City can better focus its efforts on meeting critical needs in various sectors. This report will highlight some of the work being done by the City and its partners.

Cohort

In 2019, the cities of Pomona, La Verne, and Claremont formed a Cohort in partnership with Tri-City Mental Health Services (Tri-City) to implement the cities' homeless plans. While the original Measure H grant has concluded, the Cohort has continued its partnership and was awarded \$150,000 in Measure H funding by the San Gabriel Valley Council of Governments (SGVCOG) in 2024. The Cohort remains focused on prioritizing programs that serve the needs of people experiencing homelessness. The recent passage of Measure A in November 2024 will bring new funding to Claremont, and City staff will be working with SGVCOG as further information about funding becomes available. City staff, along with SGVCOG, continue to be dedicated to identifying and utilizing funding outside of Measure H and A for other needed programs and services as well.

Community Navigator Program

One of the most integral partnerships of the Cohort is Tri-City's Community Navigator Program, which consists of highly trained staff who specialize in linkage and referral to local resources for the unhoused. This dedicated team helps people experiencing homelessness, families, and caregivers gain access to needed resources. The Community Navigators identify and verify available services to ensure community members are quickly connected to the support they need. Examples of resources include but are not limited to mental health services; substance abuse treatment and support; low-cost medical services; free to low-cost legal services; food banks; clothing; and transitional or supportive housing such as shelters. In addition to providing linkage and referral services, the Community Navigators also collaborate with and regularly visit community organizations; law enforcement agencies; schools; courts; residential facilities; the local National Alliance on Mental Illness (NAMI) chapter; client advocacy groups; and homeless shelters.

The Navigator model provides the preliminary infrastructure necessary to implement a localized system of care that is responsive to the individual needs of communities, the people who receive services, and their families. In 2024, the Community Navigator served 57 different individuals in Claremont. They also coordinated temporary housing for 20 individuals or families and moved 10 individuals or families into permanent housing. The Community Navigator faces ongoing challenges with serving our unhoused population, as only approximately half of the individuals they interact with are open to receiving services.

Psychiatric Assessment Care Team (PACT)/Mobile Crisis Response Team

In April 2021, the Police Department established a partnership with Tri-City to utilize a Psychiatric Assessment Care Team (PACT) to respond to non-violent, non-criminal calls for assistance received by the Claremont Police Department, which includes responses to persons with mental health needs who do not have a permanent residence. Although separate from the Community Navigator Program, PACT and the Navigator team often worked together in identifying people experiencing homelessness who are in need and open to services. However, in 2023, PACT was heavily impacted by staffing vacancies, and the program was discontinued. In 2024, Tri-City started the process of restructuring PACT into a Mobile Crisis Response Team that would provide around-the-clock response for those with mental health needs and serve Claremont, La Verne, and Pomona. Tri-City is currently hiring staff for the team and hopes to have the program operational later this year.

Shower Program

The Cohort also continues to partner with St. Ambrose Episcopal Church to provide a shower program. This unique and critical ministry provides men, women, and children the opportunity to shower in a clean, safe, and respectful environment. Showers are available on Tuesdays and Fridays from 8:30 AM to 12:30 PM, though the time is often extended if additional showers are needed. Bodywash, shampoo, and towels are provided, as well as a hot meal. Additionally, the Los Angeles County Department of Health Services (DHS) staffs a mobile health van at the shower program every month, which provides medical care to program participants.

St. Ambrose Church applied for and was awarded a 2025 CBO grant from the City of Claremont for \$10,000 and plans to use those funds to continue the program and look toward constructing an additional shower unit on site to accommodate more participants. Claremont's assigned Community Navigator is regularly onsite during the shower program hours to continue to build relationships with the unhoused community and to provide resources.

Crisis Shelter Beds

Also, as part of the Cohort, the City currently has access to one crisis bed at the Hope for Home (H4H) shelter in Pomona, which provides homeless services through its collaborative partnership approach. The City is working to secure funding for additional beds. By leveraging site partners, including Volunteers of America, Tri-City, East Valley Community Health Center, Prototypes Inc., and SoCal Goodwill, to name a few, supportive services are available to the H4H residents. In addition to shelter, some of the services provided include meals; health care; enrichment classes; employment sessions; community meetings and events; and laundry services. The beds are filled via referrals from the Navigator Program. In 2024, 11 individuals were referred to H4H, and four were placed.

In addition to H4H, staff have worked with Inland Valley Hope Partners (IVHP) to secure family rooms at their Our House Family Shelter in Pomona. IVHP also applied for a 2025 CBO grant and was awarded \$3,500 for Our House Family Shelter. City staff, Tri-City Navigators, and other partners continue to coordinate with IVHP to refer eligible unsheltered Claremont families to the program.

Reunification

A new trend seen in 2024 was unhoused individuals currently living in Claremont but not originally from the San Gabriel Valley or surrounding areas requesting assistance to be reunified with family

members outside of the area. Over the past year, City staff and our Tri-City Navigator have worked with four individuals to verify their situation, confirm that a family support system exists in their home community, and secure transportation home for them.

HEART Meetings

Formed in May 2023, HEART (Homeless Engagement, Assessment, and Response Team) is an interdepartmental team comprised of members from the City Manager's Office, Police Department, Recreation and Human Services Department, Community Services Department, Community Development Department, and Tri-City Mental Health. The team meets monthly to share information and discuss trends, issues, challenges, and solutions for our unhoused community.

Homeless Outreach Services Team (HOST) Deployments

Last summer, the Claremont Police Department and other LA County agencies received funding for Homeless Outreach Services Team (HOST) deployments. The County specifically earmarks this funding to have law enforcement agencies deploy officers to connect with homeless individuals to help get them in contact with services provided by the cities, county, and state.

After having members of Claremont PD attend mandatory training, the first HOST deployment was held in September 2024. Representatives from the Police Department, Tri-City Mental Health, the Recreation and Human Services Department, and the City Manager's Office have worked together on these deployments to provide resources for our unhoused residents. It has also given City staff a comprehensive look at where our homeless residents congregate, along with their needs and demographics.

The cost of law enforcement dedicated to these deployments is reimbursable, with the amount ranging from \$2,200-\$7,355 a month, and determined by the size of the city, documented homeless persons, and available resources in each city. While patrol needs must be met first, if there are additional police personnel available there are three to eight HOST deployments scheduled each month. Funding is currently available until May 2025, with the possibility for additional funding.

San Gabriel Valley Council of Governments (SGVCOG)

The San Gabriel Council of Governments (SGVCOG) is a regional government planning agency that aims to maximize the quality of life in the San Gabriel Valley that is made up of 31 cities, two Los Angeles County Supervisorial Districts, and three Municipal Water Districts located in the San Gabriel Valley. The SGVCOG has a Governing Board, as well as nine standing committees and working groups, one of which is the Homelessness Committee. City staff represents Claremont on the Homelessness Working Group and Councilmember Jed Leano represents the City as a voting member of the Homelessness Committee, which studies problems, programs, and other matters that pertain to regional homelessness issues and provides policy direction to the Governing Board.

The SGVCOG has been under contract with the County of Los Angeles for the purposes of administering Measure H funding allocations in support of the County's Homeless Initiative strategies to combat homelessness in the San Gabriel Valley. As mentioned previously, the SGVCOG administers grant programs for local jurisdictions to utilize Measure H funding to continue its programming and services that meet the goals outlined in cities' homeless plans. Funds awarded to the Cohort have been applied to homeless prevention, shelter beds, and motel vouchers.

Point-in-Time Homeless Count

The Department of Housing and Urban Development (HUD), the largest source of homeless program funding, requires that Continuum of Care (CoC) communities that receive HUD CoC funding, such as Los Angeles County, perform a “one-day, point-in-time” unduplicated count of people experiencing homelessness. Results of the Homeless Count provide the County and local cities with benchmark numbers that serve as a basis for developing local community and countywide strategies to help people find long-term housing solutions.

The 2024 Greater Los Angeles Homeless Count took place in Claremont on Tuesday, January 23, 2024. In Summer 2024, the Los Angeles Homeless Services Authority released data from the Count, which resulted in an estimated range of 33-36 unhoused people in Claremont. The 2025 Greater Los Angeles Homeless Count was originally scheduled for January 22, 2025, but was postponed due to the recent wildfires in Los Angeles County. A rescheduled date of February 19, 2025, was recently announced.

Identified Gaps in Services

While Claremont, along with its dedicated partners, has demonstrated an ability to leverage funds and offer a variety of services to people experiencing homelessness, there continues to be a lack of interim and permanent supportive housing options within the City. It is apparent through the work of Tri-City Mental Health Services, the Cohort, and service providers that the City is reaching the unsheltered; however, there remains a deficiency of housing options for those receptive to such resources.

The City will continue to identify potential funding sources and leverage local and regional funding sources to increase interim and permanent supportive housing options locally.

CEQA REVIEW

This item is not subject to environmental review under the California Environmental Quality Act (CEQA).

PUBLIC NOTICE PROCESS

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the Recreation and Human Services Department.

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