

INDEPENDENCE DAY COMMITTEE 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."

Alexander Hughes Community Center
College Room
1700 Danbury Rd
Claremont, CA 91711



Thursday
January 23, 2025
7:00 PM

COMMITTEE MEMBERS

STACEY CAPONIGRO
CHAIR

KRISTA CARSON ELHAI

CHARLIE GALE

RANDY LOPEZ

CHRISTINE MOORE

BARBARA RUGELEY

JULIANNE SALTZER

Meetings are open to the public for in-person attendance.

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 the Alexander Hughes Community Center will be distributed to the Independence Day Committee 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: atudor@claremontca.gov Mail: 1700 Danbury Road, Claremont, CA 91711.

**For assistance, comments, or more information, please contact Amber Tudor:
(909) 399-5334.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS

PUBLIC COMMENT

The Committee 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 Independence Day Committee. Members of the public will have the opportunity to address the Independence Day Committee regarding all items on the agenda at the time the Committee 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 Independence Day Committee from taking action on oral requests relating to items that are not on the agenda. The Committee 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 routine. The Independence Day Committee may act on these items by one motion following public comment. Only Committee Members may pull an item from the Consent Calendar for discussion.

1. INDEPENDENCE DAY COMMITTEE SPECIAL MEETING MINUTES OF OCTOBER 1, 2024

Recommendation: Staff recommends the Independence Day Committee approve the Independence Day Committee special meeting minutes of October 1, 2024.

ADMINISTRATIVE ITEMS

2. 2025 4TH OF JULY SCHEDULE

Recommendation: Staff recommends the Independence Day Committee receive an update on the 2025 4th of July Schedule.

3. 4TH OF JULY 75TH ANNIVERSARY UPDATE

Recommendation: Staff recommends the Independence Day Committee receive an update on the 4th of July 75th Anniversary plans.

4. 4TH OF JULY FESTIVAL

Recommendation: Staff recommends the Independence Day Committee provide suggestions for the 4th of July Festival Programming.

5. 4TH OF JULY THEME

Recommendation: Staff recommends the Independence Day Committee provide suggestions for the 2025 4th of July Theme.

6. CONTEST REGULATIONS

Recommendation: Staff recommends the Independence Day Committee review and approve the revisions to the Contest Regulations.

7. FIREWORKS REGULATIONS

Recommendation: Staff recommends the Independence Day Committee review and approve the revisions to the Fireworks Regulations.

8. HONOREE RECEPTION REGULATIONS

Recommendation: Staff recommends the Independence Day Committee review and approve the revisions to the Honoree Reception Regulations.

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/Committee/Liaison

ADJOURNMENT

THE NEXT REGULAR MEETING OF THE CLAREMONT INDEPENDENCE DAY COMMITTEE WILL BE HELD ON THURSDAY, MARCH 27, 2025, AT 7:00 PM IN THE COLLEGE ROOM AT THE ALEXANDER HUGHES COMMUNITY CENTER, 1700 DANBURY ROAD, CLAREMONT, CA 91711.

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, AMBER TUDOR, PROGRAM COORDINATOR 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 AND THE ALEXANDER HUGHES COMMUNITY CENTER, 1700 DANBURY ROAD, ON, THURSDAY, JANUARY 16, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

POST THROUGH: JANUARY 24, 2025

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

**SUBJECT: INDEPENDENCE DAY COMMITTEE SPECIAL MEETING MINUTES
OF OCTOBER 1, 2024**

RECOMMENDATION

Staff recommends the Independence Day Committee approve the Independence Day Committee special meeting minutes of October 1, 2024.

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:

Amber Tudor
Program Coordinator

Attachment:

Independence Day Committee Special Meeting Minutes of October 1, 2024

**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 Neiuber 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

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: 2025 4th OF JULY SCHEDULE

SUMMARY

The City of Claremont's 4th of July Celebration is comprised of four events, a 1K/5K, Festival, Parade, and Fireworks Show. Since 2022 the 1K/5K has taken place on the Saturday before July 4th to maintain the high safety standards of the events. Beginning in 2025, the Sunrise Rotary Club will take over responsibility for the 1K/5K and return the race to July 4th. This will require changes to the Parade and Festival schedules to accommodate all three events occupying the same space. The schedule for 2025 is as follows:

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: Flag Raising
10:15 AM -11:30 AM: T. Willard Hunter Speakers Corner
12:00 PM: Honoree Recognition
1:00 PM: Parade

Pomona College

6:30 PM: Fireworks gates open
6:45 PM – 8:45 PM: Concert
9:00 PM – 9:17 PM: Fireworks Show

RECOMMENDATION

Staff recommends the Independence Day Committee receive an update on the 2025 4th of July Schedule.

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:

Amber Tudor
Program Coordinator

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: 4TH OF JULY 75TH ANNIVERSARY UPDATE

RECOMMENDATION

Staff recommends the Independence Day Committee receive an update on the 4th of July 75th Anniversary plans.

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:

Amber Tudor
Program Coordinator

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: 4th OF JULY FESTIVAL

SUMMARY

The Independence Day Committee will provide suggestions for 4th of July Festival Programming.

RECOMMENDATION

Staff recommends the Independence Day Committee provide suggestions for the 4th of July Festival Programming.

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:

Amber Tudor
Program Coordinator

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: 4TH OF JULY THEME

RECOMMENDATION

Staff recommends the Independence Day Committee provide suggestions for the 2025 4th of July Theme.

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:

Amber Tudor
Program Coordinator

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: CONTEST REGULATIONS

RECOMMENDATION

Staff recommends the Independence Day Committee review and approve the revisions to the Contest Regulations.

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:

Amber Tudor
Program Coordinator

Attachment:

Independence Day Committee Contest Regulations



CLAREMONT INDEPENDENCE DAY COMMITTEE CONTEST REGULATIONS

~~A. HOUSE DECORATING CONTEST~~

- ~~1. First Place only available once in a three-year period.~~
- ~~2. Only properties within Claremont city borders are eligible.~~
- ~~3. All entries must be received by the date specified on the entry form.~~
- ~~4. House decorations to be judged include only outside decorations that are visible from the street.~~
- ~~5. A representative from the First Place household must be available on the 4th of July.~~
- ~~6. The American Flag may be used only in accordance with the recognized Flag Code.~~
- ~~7. There are three criteria for judging which are equally weighted:~~
 - ~~a) Spirit/Theme~~
 - ~~b) Appearance~~
 - ~~c) Creativity~~
- ~~8. The following awards will be given:~~
 - ~~a) First Place~~
 - ~~b) Second Place~~
 - ~~c) Third Place~~
- ~~9. Prizes~~
 - ~~a) (4) Fireworks Tickets~~
 - ~~b) Recognition at the pre-parade reception~~
 - ~~c) A special place in the parade (one car only)~~
 - ~~d) A flag that flew over the Capitol Building~~

B.A. NATIONAL ANTHEM CONTEST

1. Entrants must be able to perform the National Anthem either:
 - a) Acapella
 - b) Acoustic Instrumental
2. Entrants may audition as a solo or group.
3. Auditions will be comprised of the following:
 - a) Perform "America the Beautiful" with all contest participants at the start of auditions.

- b) Perform the National Anthem.
- c) All entrants have the option to perform a second ~~patriotic~~ song of their choice.
- 4. Entrants must be in grades ~~7~~4-12 and either reside in Claremont or attend a Claremont school.
- 5. Entries may be submitted ~~to the school office, in print, or directly~~ to the City of Claremont, ~~electronically or in print, at the Hughes Community Center, 1700 Danbury Road.~~
- 6. All entries must be received by the date specified on the entry form.
- 7. The winner(s) will be contacted by phone no later than 24 hours after the audition.
- 7-8. Winner must be available on the 4th of July.
- 8-9. First Place Prizes:
 - a) Perform the National Anthem at the Fireworks Show.
 - b) (4) Fireworks Tickets
 - b)c) Perform the National Anthem at the Honoree Recognition
 - e)d) Recognition at the ~~pre-parade reception~~Honoree Recognition
 - d)e) A special place in the parade (one car only)
 - e)f) Opportunity to perform the National Anthem at Concerts in the Park
- 9-10. Runners-up
 - a) Will be selected to perform the following:
 - ~~National Anthem at Flag Raising Ceremony~~
 - America the Beautiful at ~~Flag Raising Ceremony~~Honoree Recognition
 - God Bless America at ~~Flag Raising Ceremony~~the Honoree Recognition
 - ~~National Anthem at Freedom 5000~~
 - b) Opportunity to perform the National Anthem at Concerts in the Park

C.B. THEME CONTEST

1. Each theme submitted must be five words or less and have no more than 36 characters (shorter themes are encouraged for easier use in marketing).
2. Entrants are encouraged to relate their theme to Independence Day.
3. Entrants must be in grades K-6 and either reside in Claremont or attend a Claremont school.
4. Entries may be submitted ~~to the school office, in print, or directly~~ to the City of Claremont, ~~electronically or in print, at the Hughes Community Center, 1700 Danbury~~

~~Read.~~

5. All entries must be received by the date specified on the entry form.
6. The winner will be chosen by the Independence Day Committee.
7. Any duplicate winners will be determined by random drawing.
8. Winner must be available of the 4th of July.
9. The winner will be contacted by phone during or after the March Independence Day Committee meeting.
10. Prizes:
 - a) (4) Fireworks Tickets
 - b) Recognition at the ~~pre-parade reception~~Honoree Recognition
 - c) A special place in the parade (one car only)
 - d) Lead the flag salute at the ~~Flag-Raising Ceremony~~Honoree Recognition

Revised and Adopted 10/29/2015
Proposed Revision 1/23/25

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: FIREWORKS REGULATIONS

RECOMMENDATION

Staff recommends the Independence Day Committee review and approve the revisions to the Fireworks Regulations.

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:

Amber Tudor
Program Coordinator

Attachment:

Independence Day Committee Fireworks Regulations



CLAREMONT INDEPENDENCE DAY COMMITTEE FIREWORKS REGULATIONS

A. TICKET SALES

1. A ticket must be purchased for guests 4 years and older.
2. Members of the press may enter for free as long as they are able to show photo identification/press pass.
3. Sales will be made on a first-come first served basis. No tickets will be held.
4. All sales are final.
- ~~5. Donated tickets may be accepted and redistributed.~~
- ~~6. Only cash or check will be accepted at the Fireworks Show Gates.~~
- 7.5. Checks must be made payable to the City of Claremont and must have driver's license number and phone number written on them. The memo section should read "4th of July tickets".
- 8.6. One-hundred dollar bills may be accepted once verified for authenticity.
- ~~9. Guests receive the smaller part of the ticket, while the larger portion is disposed of by gate staff in designated trash boxes.~~

B. GENERAL RULES

- ~~1. Restrooms are not available before the gates open.~~
- ~~2. The facility and the field are generally accessible to disabled guests, but the City of Claremont and Pomona College cannot provide personal attendants to assist disabled guests into the facility or onto the field.~~
- 3.1. Re-entry is permitted with a hand stamp.
- 4.2. The following items are prohibited inside the gates/facility:
 - a. Alcohol
 - b. Animals (with the exception of service animals assisting disabled guests)
 - c. Glass Bottles
 - d. Gum
 - e. Smoking (as defined in the Claremont Municipal Code Chapter 8.18.020)
 - f. Shoes with spikes or cleats
 - g. Weapons
 - h. Canopies, tents, or umbrellas
 - h.i. Any other items prohibited by Pomona College and the City of Claremont.

C. EARLY ADMISSION

1. Early entry to the fireworks show is only intended for staff and volunteers that have a specific assignment on the field, as well as for Independence Day Committee members.
2. Early entrants will receive an early admission pass with their name on it.
3. Guests of early entrants must wait in line.
4. Early entry will be granted to the following individuals:
 - a. Independence Day Committee Members
 - b. Fireworks Show Gate ~~and Selling Item Booth~~ Volunteers
 - c. Kiwanis Club Food Booth Volunteers
 - d. Fireworks Show Contract Vendors
 - e. City of Claremont Fireworks Show Staff
 - f. National Anthem Contest Winner and (3) family members
5. The Independence Day Committee Chair has the discretion to make necessary additions that are in the best interest of the committee and the event.

D. COMPLIMENTARY TICKETS

1. Complimentary ticket holders do not receive early admission to the fireworks show.
2. The Independence Day Committee Chair ~~has the~~shall have discretion to make necessary additions that are in the best interest of the committee and the event.
3. Ticket Distribution Chart:

Recipient	Number of Tickets
Fireworks Show Location Sponsor	25
\$32,000 <u>500</u> -\$5,000 Event Sponsors	10
Grand Marshal	4
Honored Citizen	4
Honored Community Group	4
Theme Contest Winner	4
Fireworks Show Band	No more than 15
Committee Members	3
Trade Judges & Announcer <u>Parade & Festival</u> <u>Volunteers</u>	1 per person (excluding committee members)
Festival Information Booth	1 per person (excluding committee members)
City Staff	1 per staff member working on July 4 (excluding Fireworks Show Staff)
City Council	No more than 4 per council member
City Manager's Office	No more than 10

Originally Adopted 10/23/2013

Revised and Adopted 01/23/2020
Proposed Revision 1/23/25

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: JANUARY 23, 2025

SUBJECT: HONOREE RECEPTION REGULATIONS

RECOMMENDATION

Staff recommends the Independence Day Committee review and approve the revisions to the Honoree Reception Regulations.

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:

Amber Tudor
Program Coordinator

Attachment:

Independence Day Committee Honoree Reception Regulations



CLAREMONT INDEPENDENCE DAY COMMITTEE

HONOREE ~~RECEPTION~~ RECOGNITION

REGULATIONS

A. ~~INVITATION LIST~~ INVITATION TO GIVE AN HONOREE PRESENTATION AND A PARADE CAR PROVIDED

1. Honorees
 - a) Grand Marshal ~~(and immediate family)~~
 - b) Honored Citizen ~~(and immediate family)~~
 - c) Honored Group ~~(not to exceed 10 representatives)~~
 - d) Theme Contest Winner ~~(and immediate family)~~
 - e) National Anthem Contest Winner ~~(and immediate family)~~
 - ~~f) House Decorating Contest First Place Winner (and immediate family)~~
2. Elected Officials
 - a) President of the United States
 - b) Governor
 - c) U.S. Senators
 - d) U.S. Congressperson
 - e) State Senator
 - f) Assemblyperson
 - g) County Supervisor
 - h) Claremont City Council Members

~~h)~~ B. INVITATION TO GIVE AN HONOREE PRESENTATION AND HAVE A PARADE ENTRY

1. Elected Official
 - ~~i)~~ a) Claremont School Board Members
 - b) Citrus College Trustee
2. Staff
 - ~~—~~ a) Citrus College Superintendent/President
President
 - ~~—~~ b) CUSD SuperintendenSuperintendentt

~~j)~~ C. INVITATION TO THE HONOREE RECOGNITION EVENT

- ~~k)~~ 1. _____ Past City Council Members
- ~~3-~~ 2. _____ Community & Human Services Volunteers
 - a) Community & Human Services Commissioners
 - b) Independence Day Committee
- ~~4-~~ 3. _____ City Staff
 - a) City Manager
 - b) Assistant City Manager

- c) Director of Community Development
- d) Director of Community Services
- e) Director of Recreation and Human Services
- f) Director of Finance
- g) Police Chief

5.4. Other

- ~~a) Citrus College Superintendent/President~~
- ~~b) CUSD Superintendent~~

e) D. The Independence Day Committee Chair and City of Claremont staff shall have discretion to make necessary additions that are in the best interest of the committee and the event.

Revised and Adopted 10/29/2015

Proposed Revision 1/23/25