

**INDEPENDENCE DAY COMMITTEE
SPECIAL 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
September 18, 2025
7:00 PM**

COMMITTEE MEMBERS

**STACEY CAPONIGRO
CHAIR**

KRISTA CARSON ELHAI

CHARLIE GALE

CHRISTINE MOORE

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 JULY 10, 2025

Recommendation: Staff recommends the Independence Day Committee approve the Independence Day Committee special meeting minutes of July 10, 2025.

ADMINISTRATIVE ITEMS

2. SELECTION OF CHAIR AND VICE CHAIR

Recommendation: Staff recommends the Independence Day Committee nominate and select a Chair and Vice Chair for the 2025-26 term.

3. 2026 4th OF JULY EVENING PROGRAM

Recommendation: Staff recommends the Independence Day Committee review and discuss the options for the 2026 4th of July evening program and make a recommendation on its preferences.

4. 250TH ANNIVERSARY OF THE DECLARATION OF INDEPENDENCE IN 2026

Recommendation: Staff recommends the Independence Day Committee discuss ways to commemorate the 250th Anniversary of The Declaration of Independence in 2026.

5. 4TH OF JULY FESTIVAL

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

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, JANUARY 22, 2026, 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, SEPTEMBER 11, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54956.

POST THROUGH: SEPTEMBER 19, 2025

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: SEPTEMBER 18, 2025

**SUBJECT: INDEPENDENCE DAY COMMITTEE SPECIAL MEETING MINUTES
OF JULY 10, 2025**

RECOMMENDATION

Staff recommends the Independence Day Committee approve the Independence Day Committee special meeting minutes of July 10, 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 Recreation and Human Services Department.

Submitted by:

Amber Tudor
Program Coordinator

Attachment:

Independence Day Committee Special Meeting Minutes of July 10, 2025

INDEPENDENCE DAY COMMITTEE SPECIAL MEETING MINUTES

Thursday, July 10, 2025 – 7:00 PM
College Room - Alexander Hughes Community Center

CALL TO ORDER

Vice Chair Carson Elhai called the meeting to order at 7:00 PM.

ROLL CALL

PRESENT STACEY CAPONIGRO, KRISTA CARSON ELHAI, CHARLIE GALE,
CHRISTINE MOORE, BARBARA RUGELEY, JULIANNE SALTZER

ABSENT NONE

ALSO PRESENT

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

PLEDGE OF ALLEGIANCE

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS – NONE

PUBLIC COMMENT

Vice Chair Carson Elhai invited public comment.

Vice Chair Carson Elhai read a written public comment from Richard Rosenbluth.

There were no more requests to speak.

CONSENT CALENDAR

Vice Chair Carson Elhai invited public comment on the Consent Calendar.

There were no requests to speak.

1. Independence Day Committee Meeting Minutes of May 22, 2025
Approved and filed the Committee Meeting Minutes of May 22, 2025.

Committee Member Gale moved to approve the Consent Calendar, seconded by Chair Caponigro, and carried on the following vote:

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

ADMINISTRATIVE ITEMS

2. Committee Member Feedback on the 2025 4th of July Events

The Committee shared their feedback about the Festival. Positive reports included that tattoos, and Minh Tran the Magician's performance were wonderful. Areas for improvement included adding a bubble guy, more umbrellas near inflatables, lost & found procedures outlined, clear procedures for outside vendors walking in the park, and the need for a one-minute light for Speakers Corner.

Chair Caponigro left at 7:13 PM.

The Committee shared their feedback about the Parade. They reported that the length and variety of entries were good. They liked the addition of the City sanitation truck. Areas for improvement include more floats and less gaps between entries.

The Committee shared their feedback on the Fireworks Show. Positive reports included the addition of online ticket sales, the new band, and the pyrotechnics this year. Staff reported that 4,318 tickets were sold and 3,673 were checked in.

Committee Member Saltzer suggested that fireworks are not necessary since so many other cities have them and that drones should be considered.

Vice Chair Carson Elhai 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 the summer events including Monday Night Concerts have started, and Movies in the Park are next week, and wading pools and camp Claremont are open.

Committee

Committee Member Saltzer reported that the staff at the inflatables were great.

Liaison

No Report

ADJOURNMENT

Vice Chair Carson Elhai adjourned the meeting at 8:02 PM. The next regular meeting of the Independence Day Committee will be held on Thursday, September 25, 2025, at 7:00 PM in the Alexander Hughes Community Center, 1700 Danbury Rd, Claremont.

ATTEST:

Krista Carson Elhai
Vice Chair

Amber Tudor
Recording Secretary

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: SEPTEMBER 18, 2025

SUBJECT: SELECTION OF CHAIR AND VICE CHAIR

SUMMARY

Each year the Independence Day Committee nominates and selects a Chair and Vice Chair to serve for the coming year.

RECOMMENDATION

Staff recommends the Independence Day Committee nominate and select a Chair and Vice Chair for the 2025-26 term.

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: MELISSA VOLLARO, RECREATION AND HUMAN SERVICES DIRECTOR

DATE: SEPTEMBER 18, 2025

SUBJECT: 2026 4th OF JULY EVENING PROGRAM

SUMMARY

In preparation for the 2026 4th of July Celebration, staff needs to confirm the evening program so that the process of sending out Requests for Proposal can begin. The Independence Day Committee should review and discuss options and make a recommendation on its preferences for the evening program.

STAFF RECOMMENDATION

Staff recommends the Independence Day Committee review and discuss the options for the 2026 4th of July evening program and make a recommendation on its preferences.

ALTERNATIVES TO STAFF RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The staff cost to prepare this report and administer this program is estimated at \$1,972 and is included in the operating budget of the Recreation and Human Services Department.

ANALYSIS

In preparation for the 2026 4th of July Celebration, staff needs to confirm the evening program so that the process of sending out Requests for Proposal (RFP's) can begin. The two options that have been the preference of the Independence Day Committee are:

Fireworks Show

Hosting a Fireworks Show on July 4, 2026, at Pomona College will require approval from Pomona College to use their facilities. If that approval is received, the City could release a Request for Proposal (RFP) for a pyrotechnic vendor for a fireworks show.

No Evening Program

An alternative option would be to end the day's festivities in the afternoon and not host an evening program. This option would allow staff to enhance the activities at the festival.

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

Prepared by:

Amber Tudor
Program Coordinator

**Independence Day Committee
Agenda Report**

TO: INDEPENDENCE DAY COMMITTEE

FROM: AMBER TUDOR, PROGRAM COORDINATOR

DATE: SEPTEMBER 18, 2025

**SUBJECT: 250th ANNIVERSARY OF THE DECLARATION OF INDEPENDENCE
IN 2026**

RECOMMENDATION

Staff recommends the Independence Day Committee discuss ways to commemorate the 250th Anniversary of the Declaration of Independence in 2026.

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: SEPTEMBER 18, 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