

CLAREMONT CITY COUNCIL

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."

City Council Chamber
225 Second Street
Claremont, CA 91711



Wednesday
November 12, 2025
6:30 PM

COUNCILMEMBERS

COREY CALAYCAY
MAYOR

JED LEANO

ED REECE

JENNIFER STARK

SAL MEDINA

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/256208090>. To listen via telephone dial (213)338-8477, Webinar ID: 256 208 090. 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 public comment is announced, please proceed to the podium one by one.

E-MAIL/MAIL

Written comments sent to the City Clerk's office will be distributed to the City Council and imaged into the record of the meeting. Email: cityclerk@claremontca.gov. Mail: PO Box 880, Claremont, CA 91711. Written comments submitted after publication of the agenda will be made available in the document archive system on the City website as soon as possible - www.claremontca.gov.

For assistance, comments, or more information please contact the City Clerk's Office:

email: cityclerk@claremontca.gov; phone: (909) 399-5461 or (909) 399-5463.

CALL TO ORDER THE MEETING OF THE CITY COUNCIL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

ROLL CALL**CLOSED SESSION REPORT****CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS*****Recognition:***

Sagehen Civic Scholars Program Interns

Announcements:

Claremont Helen Renwick Library Updates

Outside Public Agency Representative Updates

FEDERAL HOLIDAYS

Thanksgiving, November 27, 2025

MAYOR AND COUNCIL**Council Item****1. APPOINTMENT OF A MEMBER TO THE TRAFFIC AND TRANSPORTATION COMMISSION**

Recommendation: The City Council Ad Hoc Selection Committee recommends the City Council appoint Julio "Alex" Lara to the Traffic and Transportation Commission for a term to expire August 31, 2027.

Council Assignment Reports

City Councilmembers may serve as representatives on regional organizations. This time is allocated for reports about their activities. For information about the Council's local, intergovernmental and regional appointments please visit the City website: <https://www.claremontca.gov/Government/City-Council/Council-Appointments>.

CITY MANAGER REPORT**PUBLIC COMMENT**

The Council 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 City Council. Members of the public will have the opportunity to address the City Council regarding all items on the agenda at the time the Council 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 City Council from taking action on oral requests relating to items that are not on the agenda. The Council 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 City Council may act on these items by one motion following public comment. Only Councilmembers may pull an item from the Consent Calendar for discussion, reading of resolutions and ordinances will be waived.

2. ADOPTION OF A RESOLUTION APPROVING CITY WARRANT REGISTERS

Recommendation: Staff recommends the City Council A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID, dated November 6, 2025.

Attachment(s): Resolution Approving City Warrant Register Dated November 6, 2025

3. CITY COUNCIL MINUTES OF OCTOBER 28, 2025 (REGULAR)

Recommendation: Staff recommends the City Council approve the regular City Council meeting minutes of October 28, 2025.

Attachment(s): Draft Regular Meeting Minutes of October 28, 2025

4. CANCELLATION OF THE DECEMBER 23, 2025 REGULAR CITY COUNCIL MEETING

Recommendation: Staff recommends the City Council cancel the regular City Council meeting of December 23, 2025.

5. 2024 SUSTAINABILITY ANNUAL REPORT (FUNDING SOURCE: VARIOUS)

Recommendation: Staff recommends the City Council receive and file the 2024 Sustainability Annual Report.

Attachment(s): 2024 Sustainability Annual Report

6. AWARD OF CONTRACT TO MK SMITH CHEVROLET FOR THE PURCHASE OF SIX FLEET VEHICLES (FUNDING SOURCES: MOTOR FLEET, CEMETERY, AND SANITATION FUNDS)

Recommendation: Staff recommends the City Council:

- A. Authorize the City Manager to enter into agreement with MK Smith Chevrolet in the amount of \$331,530.80 for the purchase of six fleet vehicles; and
- B. Appropriate \$75,000 from the Motor Fleet Fund to fully fund the recommended purchases and vehicle upfits.

7. AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH LOS ANGELES TRUCK CENTER, LLC FOR TWO CNG SIDE LOADER SANITATION TRUCKS (FUNDING SOURCE: SANITATION FUND)

Recommendation: Staff recommends the City Council authorize the City Manager to enter into an agreement with Los Angeles Truck Center, LLC to purchase two CNG Autocar ACX42 trucks in the amount of \$998,002.86.

8. AWARD OF CONTRACT TO VICTOR STANLEY, INC. FOR THE PURCHASE OF DUAL-STREAM WASTE RECEPTACLES AT IDENTIFIED BUS STOPS WITHIN THE CITY (FUNDING SOURCES: FOOTHILL TRANSIT BUS STOP ENHANCEMENT PROGRAM GRANT AND PROPOSITION C FUND)

Recommendation: Staff recommends the City Council:

- A. Authorize the City Manager to execute an agreement with Victor Stanley, Inc. in the amount of \$42,696.53 for the purchase of twelve dual-stream waste receptacles; and
- B. Appropriate \$40,000 in Foothill Transit Bus Stop Enhancement Program funding and \$2,696.53 from the City's Proposition C Fund to fully fund the purchase.

Attachment(s): List of Proposed Receptacle Locations

9. AUTHORIZATION TO AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH BPR CONSULTING GROUP AND ENTER INTO AN AGREEMENT WITH WILLDAN FOR PROFESSIONAL BUILDING DIVISION SERVICES (FUNDING SOURCE: GENERAL FUND)

Recommendation: Staff recommends the City Council:

- A. Authorize the City Manager to execute an amendment to the existing professional services agreement with BPR Consulting Group, increasing the compensation by \$350,000 for a total contract amount of \$750,000;
- B. Authorize the City Manager to enter into an agreement with Willdan in the amount of \$200,000 for Building Division Services; and
- C. Appropriate \$550,000 from the unassigned General Fund balance in 2025-26 to fully fund these agreements.

10. AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH RRM DESIGN GROUP FOR OBJECTIVE DESIGN STANDARDS (FUNDING SOURCE: GENERAL FUND)

Recommendation: Staff recommends the City Council authorize the City Manager to enter into an agreement with RRM Design Group in the amount of \$188,474 to prepare objective design standards, and authorize a ten percent contingency of \$18,847, for a total authorized amount of \$207,321.

11. AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH INDPSOLUTIONS LLP FOR GEOTECHNICAL ENGINEERING, SPECIAL INSPECTION, AND MATERIAL TESTING SERVICES FOR THE CLAREMONT POLICE DEPARTMENT FEMALE LOCKER ROOM ADDITION PROJECT (FUNDING SOURCE: GENERAL FUND)

- Recommendation:** Staff recommends the City Council:
- A. Authorize the City Manager to execute an agreement with Indpsolutions LLP in the amount of \$119,974.80 for geotechnical engineering, special inspection, and material testing for the Claremont Police Department Female Locker Room Addition Project;
 - B. Authorize a five percent project contingency of \$5,998.74; and
 - C. Appropriate \$125,973.54 from the Unassigned General Fund balance to fully fund the agreement.

PUBLIC HEARINGS - None

ORDINANCES - None

ADMINISTRATIVE ITEMS

12. 2026 COMMUNITY BASED ORGANIZATION GENERAL SERVICES AND HOMELESS SERVICES/CRITICAL NEED PROGRAM FUNDING (FUNDING SOURCE: AMERICAN RESCUE PLAN ACT)

- Recommendation:** Staff recommends the City Council review and approve the 2026 Community Based Organization (CBO) funding recommendations made by the Community and Human Services Commission, consisting of \$100,500 for General Services programs, and \$60,000 for Homeless Services/Critical Need programs, listed in Attachment A to the report.

Attachment(s): 2026 CBO General and Homeless Program Recommendations
Excerpt from the Draft 11-05-25 CHS Commission Meeting Minutes

13. LONG RANGE FINANCIAL PLAN

- Recommendation:** Staff recommends the City Council receive and file the Long Range Financial Plan.

Attachment(s): Long Range Financial Plan

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.

COMMISSIONS/COMMITTEES

Public Art Committee Vacancy

ADJOURNMENT

THE NEXT REGULAR MEETING OF THE CLAREMONT CITY COUNCIL WILL BE HELD ON, NOVEMBER 25, 2025, AT 6:30 PM, IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET, CLAREMONT, CA 91711.

A SPECIAL JOINT MEETING OF THE CLAREMONT CITY COUNCIL AND THE CLAREMONT UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION IS SCHEDULED TO BE HELD ON THURSDAY, NOVEMBER 13, 2025 AT 170 WEST SAN JOSE AVENUE, BEGINNING AT 6:00 P.M.

A LOOK AHEAD – Upcoming Meetings and Tentative Agenda Items

Special Joint Meeting between the Claremont City Council and the Claremont Unified School District Board of Education, Thursday, November 13, 2025, beginning at 6:00 PM

State of the State Presentation by Senator Sasha Renee Perez

Helen Renwick Library Program and Activities Update

Outside Public Agency Representative Updates

Resolution Approving City Warrant Registers Dated November 20, 2025

Draft Minutes of November 12, 2025 Regular City Council Meeting and November 13, 2025

Special Joint Meeting with the Claremont Unified School District Board of Education

Award of Contract for Russian Village Traffic Calming

Award of Contract for the Padua Hills Theater Pergola Repair Project

Amendment to Legal Services Agreement with Liebert Cassidy Whitmore to Increase Compensation

Adoption of the California Building Codes

Adoption of Community Development Block Grant 2026-27 Budget and Program Amendment

Ordinance Amending Title 18 of the Claremont Municipal Code - Prohibited Form of Signs for the Commercial Freeway Zone

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 or 909-399-5463 "VOICE" OR 1-800-735-2929 "TT/TTY" AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE.

I, SHELLEY DESAUTELS, CITY CLERK 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 NOVEMBER 6, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

POST THROUGH: November 13, 2025



Claremont City Council

Agenda Report

File #: 5779

Item No: 1.

TO: CLAREMONT CITY COUNCIL

FROM: COREY CALAYCAY, MAYOR
JENNIFER STARK, VICE MAYOR

DATE: NOVEMBER 12, 2025

Reviewed by:
City Manager: AP

SUBJECT:

APPOINTMENT OF A MEMBER TO THE TRAFFIC AND TRANSPORTATION COMMISSION

SUMMARY

Citizen volunteers provide important community insight into various issues and play an important role in achieving community aspirations and the City Council's vision for the community. Commissions and committees play a key role in helping to maintain effective local government, dedicating a good portion of their time as advisors to the City Council and in service to the community.

The City Council seeks commissioners and committee members who are willing to embrace the time commitment associated with preparing for and attending meetings, understanding that the study and deliberations by them ultimately inform policy decisions made by the City Council.

The Traffic and Transportation Commission serves to help promote a safe environment while traveling within the City and provides consideration for alternative modes of travel, including regional transportation systems, traffic hazard mitigation, bicycle and pedestrian-oriented development, mitigation of traffic noise and maintenance of good air quality, circulation and parking management, and long-range traffic plans. There is currently one vacancy on the Commission due to the resignation of Charles Edwards.

The City Council Ad Hoc Selection Committee, comprised of Mayor Corey Calaycay and Vice Mayor Jennifer Stark, conducted interviews and recommend the City Council appoint Julio "Alex" Lara to the fill the current vacancy.

RECOMMENDATION

The City Council Ad Hoc Selection Committee recommends the City Council appoint Julio "Alex" Lara to the Traffic and Transportation Commission for a term to expire August 31, 2027.

ALTERNATIVES TO RECOMMENDATION

In addition to the recommendation, there are the following alternatives:

- A. Request additional information.
- B. Do not make the appointment.

FINANCIAL REVIEW

The staff cost to coordinate interviews and prepare this report is estimated at \$276 and is included in the operating budget of the Administrative Services Department.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, Sustainability Plan, General Plan, and the 2024-26 Budget.

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:

Corey Calaycay
Mayor

Jennifer Stark
Vice Mayor

Prepared by:

Shelley Desautels
City Clerk



Claremont City Council

Agenda Report

File #: 5755

Item No: 2.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

ADOPTION OF A RESOLUTION APPROVING CITY WARRANT REGISTERS

RECOMMENDATION

Staff recommends the City Council A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID, dated November 6, 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:

Shelley Desautels
City Clerk

Attachment:

Resolution Approving City Warrant Register Dated November 6, 2025

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

NOW THEREFORE, THE CLAREMONT CITY COUNCIL DOES HEREBY RESOLVE:

SECTION 1. That the list of claims and demands dated November 6, 2025, totaling \$2,875,708.67 has been audited as required by law.

SECTION 2. That warrant numbers 4769 through 4770 and 265325 through 265474 inclusive, are hereby allowed in the amounts and ordered paid out of the respective funds.

SECTION 3. That the Mayor shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 12th day of November, 2025.

Mayor, City of Claremont

ATTEST:

City Clerk, City of Claremont



Claremont City Council

Agenda Report

File #: 5756

Item No: 3.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

CITY COUNCIL MINUTES OF OCTOBER 28, 2025 (REGULAR)

RECOMMENDATION

Staff recommends the City Council approve the regular City Council meeting minutes of October 28, 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:

Shelley Desautels
City Clerk

Prepared by:

Jamie Costanza
Deputy City Clerk

Attachment:

Draft Regular Meeting Minutes of October 28, 2025

**CLAREMONT CITY COUNCIL
MEETING MINUTES**

Tuesday, October 28, 2025 – 6:30 PM

Video Recording is Archived on the City Website

<https://www.claremontca.gov/Government/City-Council/Watch-a-Meeting>

CALL TO ORDER

Mayor Calaycay called the meeting to order at 6:30 PM.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE – In honor of Jean Watkins Beckner and Reverend Barbara Troxell.

ROLL CALL

PRESENT

COUNCILMEMBER: CALAYCAY, LEANO, MEDINA, REECE, STARK

ABSENT

COUNCILMEMBER: NONE

ALSO PRESENT

Adam Pirrie, City Manager; Jamie Earl, Assistant City Manager; Alisha Patterson, City Attorney; Mike Ciszek, Chief of Police; Jeremy Starkey, Director of Finance; Melissa Vollaro, Director of Recreation and Human Services; Jeremy Swan, Director of Community Services; Shelley Desautels, City Clerk; Jamie Costanza, Deputy City Clerk

CLOSED SESSION REPORT

There was no closed session meeting.

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS

This item starts at 08:23 in the archived video

Katherine Loeser, Claremont Helen Renwick Library Manager, provided an update on upcoming Library events.

FEDERAL HOLIDAYS – Veterans Day, November 11, 2025

MAYOR AND COUNCIL

Council Items – None

Council Assignment Reports

This item starts at 12:37 in the archived video.

Councilmember Stark provided an update on the City's 2025 Emergency Preparedness Ad Hoc Committee and reported the Committee's draft Emergency Operations Plan will be reviewed by the City Council at an upcoming meeting.

CITY MANAGER REPORT

This item starts at 15:26 in the archived video.

City Manager Pirrie invited all to the City's annual Veterans Day Ceremony on November 11, announced a clinic for free flu and covid vaccines for seniors will be held on October 30, and reminded all a Special City Council meeting will be held on November 12 instead of November 11. He also reported that beginning November 3, Claremont Boulevard will be closed in both directions from Foothill Boulevard to Sixth Street, Election Day is November 4, and lastly provided resources available for those experiencing food instability due to the Federal Government shutdown.

Mayor Calaycay reported there will be a hazardous waste collection on Saturday, November 1 from 9:00 AM to 3:00 PM in Covina.

PUBLIC COMMENT

This item starts at 20:29 in the archived video.

City Clerk Desautels announced one general written public comment had been received.

Mayor Calaycay invited public comment.

Unidentified speaker reviewed various public official disclosures and expressed concerns regarding those documents, shared he has not been contacted by the City regarding security cameras in his backyard, and shared root and tree issues taking place at Motel 6 negatively effective nearby neighbors.

Unidentified speaker asked the City Council to agendize food security taking place in the unhoused community as well as keeping public restroom facilities open 24 hours.

Unidentified speaker spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours, public restroom facility improvements, and maintenance of these facilities.

Kevin spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours as well as improving conditions of these facilities.

Melo spoke in support agendizing a resolution to keep public restroom facilities open 24 hours as the current closures are negatively impacting the unhoused community.

Unidentified speaker spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours and asked for improved living conditions for those living unhoused in the community.

Unidentified speaker spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours and questioned how much funding is dedicated and budgeted to homeless services.

Unidentified speaker spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours and shared that public restroom facilities often lack supplies.

Unidentified speaker spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours and stated that by taking no action the unhoused community is negatively impacted.

Unidentified speaker shared that public restroom facilities are continually closed before 10:00 PM and believes the facilities are extremely unmaintained.

Unidentified speaker spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours as the entire community is suffering due to the early facility closures.

Unidentified speaker asked that public restroom facilities remain open until at least 10:00 PM

Grayson spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours and believes the conditions of these facilities are unacceptable.

Silver spoke in support of agendizing a resolution to keep public restroom facilities open 24 hours and emphasized the criminalization of unhoused neighbors.

There were no other requests to speak.

Mayor Calaycay closed public comment.

Jeremy Swan, Director of Community Services, reported the City has been in communication with the vendor who locks public restroom facilities at night at or after 10:00 PM. He also shared that the vendor provides a log with open and closure times and reported that restocking of restroom items are performed nightly.

Councilmember Leano requested the time log stating the opening and closure of public restroom facilities be available to the public for viewing.

CONSENT CALENDAR

This item starts at 1:02:16 in the archived video.

Mayor Calaycay pulled Item No. 1 from the Consent Calendar.

Councilmember Reece announced he will be abstaining on Consent Calendar Item No. 5.

Mayor Calaycay invited public comment on the Consent Calendar Items No. 2-6.

City Clerk Desautels announced no written public comment had been received on the Consent Calendar Items.

There were no requests to speak.

Mayor Calaycay closed public comment.

Councilmember Stark moved to approve the Consent Calendar Items No. 2-6, noting Councilmember Reece's abstention vote on Consent Calendar Item No. 5, seconded by Councilmember Leano, and carried on a vote as follows:

AYES: ***Councilmember – Calaycay, Leano, Medina, Reece (Abstained on Item No. 5), Stark***
NOES: ***Councilmember – None***

1. Resignation of Sustainability Committee Member Katie Distelrath
This item was removed from the Consent Calendar.
2. Adoption of a Resolution the Approving City Warrant Register
Adopted Resolution No. 2025-48, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID, dated October 23, 2025.
3. City Council Minutes of October 14, 2025 (Special and Regular)
Approved the special and regular City Council meeting minutes of October 14, 2025.
4. Investment Report – Quarter Ending September 30, 2025
Received and accepted the Investment Report for the quarter ending September 30, 2025.
5. Authorization to Enter Into an Agreement with Canon Solutions of America, Inc. for the Lease and Maintenance of Photocopy and Print Equipment (Funding Source: General Fund)
 - A. Authorized the City Manager to enter into an agreement with Canon Solutions of America, Inc. for the replacement and maintenance of photocopy and print equipment for a five-year term at a total cost not to exceed \$202,946.20; and
 - B. Appropriated \$4,342.16 in unassigned General Fund balance to fund the increased costs estimated in 2025-26.
6. Resolution Authorizing the Filing of an Application for Funding Under the California Department of Transportation Division of Transportation Planning Fiscal Year 2026-27 Sustainable Transportation Planning Grant Program for Indian Hill Boulevard and San Jose Avenue Multimodal Corridor Plan (Funding Source: General Fund)
Adopted Resolution No. 2025-49, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING UNDER THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) DIVISION OF TRANSPORTATION PLANNING FY 2026-27 SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM FOR THE INDIAN HILL BOULEVARD AND SAN JOSE AVENUE MULTIMODAL CORRIDOR PLAN.

Item Removed from the Consent Calendar

1. Resignation of Sustainability Committee Member Katie Distelrath

This item starts at 1:04:14 in the archived video.

Mayor Calaycay spoke to Ms. Distelrath and suggested she take a brief leave of absence instead of resigning from the Committee. Ms. Distelrath agreed with the suggestion and shared that she can return to serving on the Committee once the contract between the City and her employer, Jacob Green & Associates, has concluded.

The City Council spoke in support of the suggestion that Ms. Distelrath take a leave of absence instead of resigning from the Committee.

Mayor Calaycay invited public comment.

City Clerk Desautels announced no written public comment had been received.

There were no other requests to speak.

Mayor Calaycay closed public comment.

Councilmember Reece moved to accept a temporary leave of absence from Katie Distelrath from the Sustainability Committee until the contract between the City of Claremont and her current employer, Jacob Green & Associates, has concluded, seconded by Councilmember Leano, and carried on a vote as follows:

AYES: Councilmember – Calaycay, Leano, Medina, Reece, Stark
NOES: Councilmember – None

PUBLIC HEARINGS – None

ORDINANCE

7. Adoption of the 2025 California Building Codes by Reference and Continuation of Local Amendments (Funding Source: General Fund)

This item starts at 1:09:50 in the archived video.

Joe Caro, Building Official, highlighted the staff report and responded to a question from the City Council regarding permits currently in process.

Mayor Calaycay invited public comment.

City Clerk Desautels announced no written public comment had been received.

There were no requests to speak.

Mayor Calaycay closed public comment.

Councilmember Leano moved to introduce for first reading AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24); INCLUDING THE 2025 CALIFORNIA BUILDING CODE, (INCORPORATING AND AMENDING THE 2024 INTERNATIONAL BUILDING CODE); THE 2025 CALIFORNIA RESIDENTIAL CODE, (INCORPORATING AND AMENDING THE 2024 INTERNATIONAL RESIDENTIAL CODE); THE 2025 CALIFORNIA ELECTRICAL CODE (INCORPORATING AND AMENDING THE 2023 NATIONAL ELECTRICAL CODE); THE 2025 CALIFORNIA MECHANICAL CODE (INCORPORATING AND AMENDING THE 2024 UNIFORM MECHANICAL CODE); THE 2025 CALIFORNIA PLUMBING CODE (INCORPORATING AND AMENDING THE 2024 UNIFORM PLUMBING CODE); THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE (INCORPORATING AND AMENDING THE 2024 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE); THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; IN ADDITION ADOPTING THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE; TOGETHER WITH CERTAIN ADDITIONS, INSERTIONS, DELETIONS, AND CHANGES THERETO; AND ADOPTING BY REFERENCE THE 2026 LOS ANGELES COUNTY FIRE CODE (LOS ANGELES COUNTY CODE, TITLE 32) INCORPORATING AND AMENDING THE 2025

CALIFORNIA FIRE CODE (INCORPORATING AND AMENDING THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE); seconded by Councilmember Stark, and carried on a roll call vote as follows:

AYES: Councilmember – Calaycay, Leano, Medina, Reece, Stark
NOES: Councilmember – None

Councilmember Leano moved to set a public hearing date for November 25, 2025, seconded by Councilmember Stark, and carried on a vote as follows:

AYES: Councilmember – Calaycay, Leano, Medina, Reece, Stark
NOES: Councilmember – None

ADMINISTRATIVE ITEM

8. **2024-25 General Fund Financial Update (Unaudited)**

This item starts at 1:16:01 in the archived video.

Jeremy Starkey, Finance Director, highlighted the staff report, and provided a PowerPoint presentation.

Mayor Calaycay invited public comment.

City Clerk Desautels announced no written public comment had been received.

There were no requests to speak.

Mayor Calaycay closed public comment.

Mr. Starkey and City Manager Pirrie responded to questions from the City Council regarding the City's reserve balance and Section 115 Pension Trust financial outlook.

Councilmember Stark spoke in support of the City's budgeting as well as making additional discretionary payments to CalPERS.

Councilmember Leano reminded all that the City's unfunded CalPERS liability still remains and asked that the City Council review the performance of the Section 115 Pension Trust within the next year.

Councilmember Reece spoke in support of the comments made by his fellow Councilmembers as well as the City's conservative budgeting approach.

Mayor Calaycay stated that he is grateful for a positive financial future.

Councilmember Reece moved to:

A. Allocate \$500,000 of the 2024-25 General Fund surplus to the City's Operating and Environmental Emergency Reserve, bringing the reserve balance to \$11,613,060 or thirty percent of estimated 2026-27 General Fund operating expenditures and transfers out;

- B. Allocate and appropriate \$1,000,000 of the 2024-25 General Fund surplus for an additional discretionary payment to CalPERS to pay down the unfunded liability on the City's employee pension plans;***
- C. Allocate and appropriate \$500,000 of the 2024-25 General Fund surplus for a contribution to fund the City's Section 115 Pension Trust; and***
- D. Allocate \$1,879,060 or any remaining 2024-25 General Fund surplus after completion of the annual audit to the City's Equipment and Facility Revolving Reserve;***

Seconded by Councilmember Medina, and carried on a roll call vote as follows:

AYES: ***Councilmember – Calaycay, Leano, Medina, Reece, Stark***
NOES: ***Councilmember – None***

ADJOURNMENT

Mayor Calaycay adjourned the regular meeting of the Claremont City Council at 8:11 PM. The next regular meeting of the Claremont City Council scheduled to be held on November 11, 2025, will be cancelled in observance of the Veterans Day Holiday. A Special City Council meeting will be held on Wednesday, November 12, 2025, at 6:30 PM, in the Claremont Council Chamber.

Mayor

ATTEST:

Deputy City Clerk



Claremont City Council

Agenda Report

File #: 5766

Item No: 4.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

CANCELLATION OF THE DECEMBER 23, 2025 REGULAR CITY COUNCIL MEETING

SUMMARY

The City Council traditionally cancels the second regular meeting in December for the holiday season. This year, the date for the second City Council meeting falls on December 23, 2025.

If the City Council cancels the December 23 meeting, the next regular meeting of the Claremont City Council will be held on January 13, 2026.

RECOMMENDATION

Staff recommends the City Council cancel the regular City Council meeting of December 23, 2025.

ALTERNATIVES TO RECOMMENDATION

In addition to the recommendation, there are the following alternatives:

- A. Do not cancel the December 23, 2025 regular City Council meeting.
- B. Reschedule the December 23, 2025 regular City Council meeting.

FINANCIAL REVIEW

The staff cost to prepare this report is estimated at \$467. This cost is in staff time and is included in the operating budget of the Administrative Services Department.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds it does not relate to any of these documents.

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 paper copy, please contact the City Clerk's office.

Submitted by:

Shelley Desautels
City Clerk



Claremont City Council

Agenda Report

File #: 5723

Item No: 5.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

2024 SUSTAINABILITY ANNUAL REPORT (FUNDING SOURCE: VARIOUS)

SUMMARY

In April 2021, the Claremont City Council approved the updated Sustainable City Plan. The revised Plan includes updated, quantifiable indicators to track progress. As part of the Implementation Plan, the Sustainability Committee and City staff collaborate to prepare an Annual Report each year. The Annual Report provides an update on all indicators to track progress toward achieving the Plan's goals. The Annual Report also provides a brief summary of notable accomplishments and highlights any challenges that occurred during the year. The 2024 Annual Report is now available for review and is included as an Attachment to this report.

RECOMMENDATION

Staff recommends the City Council receive and file the 2024 Sustainability Annual Report.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The staff cost to research, collect data, and prepare this report is estimated at \$8,340 and is included in the operating budget of the Community Services Department.

ANALYSIS

Report Development Process

The Sustainability Committee appointed a subcommittee to assist City staff with preparing the Annual Report. In addition, City staff and Committee members collaborated to gather data from community stakeholders involved in carrying out aspects of the Plan. The subcommittee received a draft report in April and provided feedback. The draft report was then reviewed by the Sustainability Committee at its April 21, 2025 meeting. Final data was received in October 2025, allowing staff to finalize the report for City Council review.

Report Summary Findings

The Annual Report summarizes progress towards achieving key targets and notable accomplishments for each Goal Area. The Annual Report also includes an appendix with updated indicator tables for each Goal Area. The indicator tables feature the baseline data (typically from Calendar Year 2018 unless otherwise noted), metrics from Calendar Years 2022 and 2023, and updated data from Calendar Year 2024.

Overall, considerable progress was made in 2024. Some notable accomplishments include:

- The City utilized 100% renewable electricity for all municipal accounts.
- The City installed a solar photovoltaic system at the Claremont Police Department.
- The City of Claremont's natural gas usage reached its lowest point since tracking began in 2003.
- The City began tracking Edible Food Recovery and Donations from Claremont grocery stores and large dining establishments.
- The City purchased three fully electric work trucks and ordered its first hybrid police patrol fleet, which will be received in 2025.
- Sustainable Claremont received grants from Energy Upgrade California and Southern California Edison to provide outreach and education related to FLEX Alerts, Power Saver Rewards Programs, and the SCE Access Functional Needs Program.
- The City substantially completed the Towne Avenue Complete Streets Project, adding approximately 1.9 miles of new Class III and Class IV bike lanes.
- The City completed the College Avenue and Green Street Bicycle and Pedestrian Improvement Project.
- Transit ridership on Claremont Dial-a-Ride, Get About, and Foothill Transit increased significantly versus 2023.
- Pomona Valley Transportation Authority tested a fully electric Dial-a-Ride bus.
- The City continued preparing updates to the City Tree Policies and Guidelines Manual, which was completed in early 2025.
- The City installed new three-compartment, bear-resistant trash receptacles in the Claremont Hills Wilderness Park.
- The Bernard Field Station continued its bio-monitoring programs and published manuscripts examining: (1) light pollution effects on kangaroo rats and (2) safe brush recovery dynamics following fire disturbances.
- The Bernard Field Station continued developing demonstration gardens along Foothill Boulevard.

- The City of Claremont adopted its Housing Element Update and rezoning, allowing new housing units at all income levels.
- The City completed its Historical Preservation Ordinance.
- The City awarded 17 Accessory Dwelling Unit (ADU) Grants.

Some targets were not met in 2024. Although the City of Claremont has reduced its municipal natural gas usage significantly as noted above, community-wide business and residential natural gas use has remained relatively flat. The Sustainability Committee has expressed interest in exploring options to further reduce natural gas usage throughout the community via increased education and outreach in partnership with Sustainable Claremont. The Sustainability Committee will be discussing potential action items at upcoming meetings. In addition, the number of educational events and articles related to organic, locally-grown foods and the environmental aspects of public health decreased when compared to baseline data and prior years. Finally, changes were noted to two of the City's partner agencies, the Garden Club and CHERP.

Changes to Outside Partners

As noted above, two agents responsible for various actions/indicators have experienced significant changes to their organizations. These organizations include the Garden Club and CHERP. The Sustainability Committee discussed the changes to these organizations and reviewed their assigned Indicators and Action Items at the February 24, 2025 Sustainability Committee meeting. The Committee directed staff to work with the Annual Report Ad Hoc Committee to further review the Indicators and Action Items assigned to these organizations and to formulate recommendations for any necessary changes.

Staff met with the Annual Report Ad Hoc Committee in April 2025 and developed recommendations for the full committee to review. At the April 21, 2025 meeting, the Sustainability Committee approved the following updates to the Sustainable City Plan:

- Delete Indicator 5.5.2, "Number of groups giving awards to citizens related to open space issues."
- Add a Resource-Limited Action Item 5.5.7, "Identify agency to develop program giving awards to citizens related to open space issues."
- Delete Indicator 7.3.4, "Number of award programs for citizens/businesses/other groups incorporating sustainability actions."
- Add a Resource-Limited Action Item 7.3.5, "Identify agency to develop awards program for citizens / businesses / other groups incorporating sustainability actions."
- Reassign Indicator 7.2.6, "Number of local newspaper articles / op eds related to sustainability" from the Garden Club to Sustainable Claremont.
- Update Action Item 1.1.8, "Promote the Community Home Energy Retrofit Project (CHERP)" to read "Promote CHERP Solar Works Project."
- Delete Action Item 1.1.12, "Identify and promote best available sola water heating technology and consider a renewed City ordinance requiring use for homes with pools and spas."
- Update Action Item 2.3.3, "Work towards Claremont being recognized as a Dark Skies Community" to read "Implement best practices for responsible outdoor lighting," and assign the City as the responsible agent.
- Delete Action Item 4.4.1, "Promote Home Energy Retrofits and Green Label Home Energy Scores."

- Update Action Item 4.4.2, “Expand Local Grown Power Project through Claremont and Pomona” to read “Expand CHERP Solar Works throughout Los Angeles County and beyond.”
- Update Action Item 7.1.6, “Advertise CHERP’s Local Grown Power Program” to read “Advertise and support CHERP Solar Works Program.”
- Delete Action Item 7.6.1 “Support CHERP Local Grown Power Program.”

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City’s strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, Sustainable City Plan, Economic Sustainability Plan, General Plan, 2024-26 Budget, and the Youth and Family Master Plan.

CEQA REVIEW

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

COUNCIL COMMITTEE/COMMISSION REVIEW

The Sustainability Committee received and filed the draft 2024 Sustainability Annual Report at its April 21, 2025 meeting.

The Community and Human Services Commission received and filed the draft 2024 Sustainability Annual Report at its November 5, 2025 meeting.

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:

Kristin Mikula
Community Services Manager

Attachment:

2024 Sustainability Annual Report

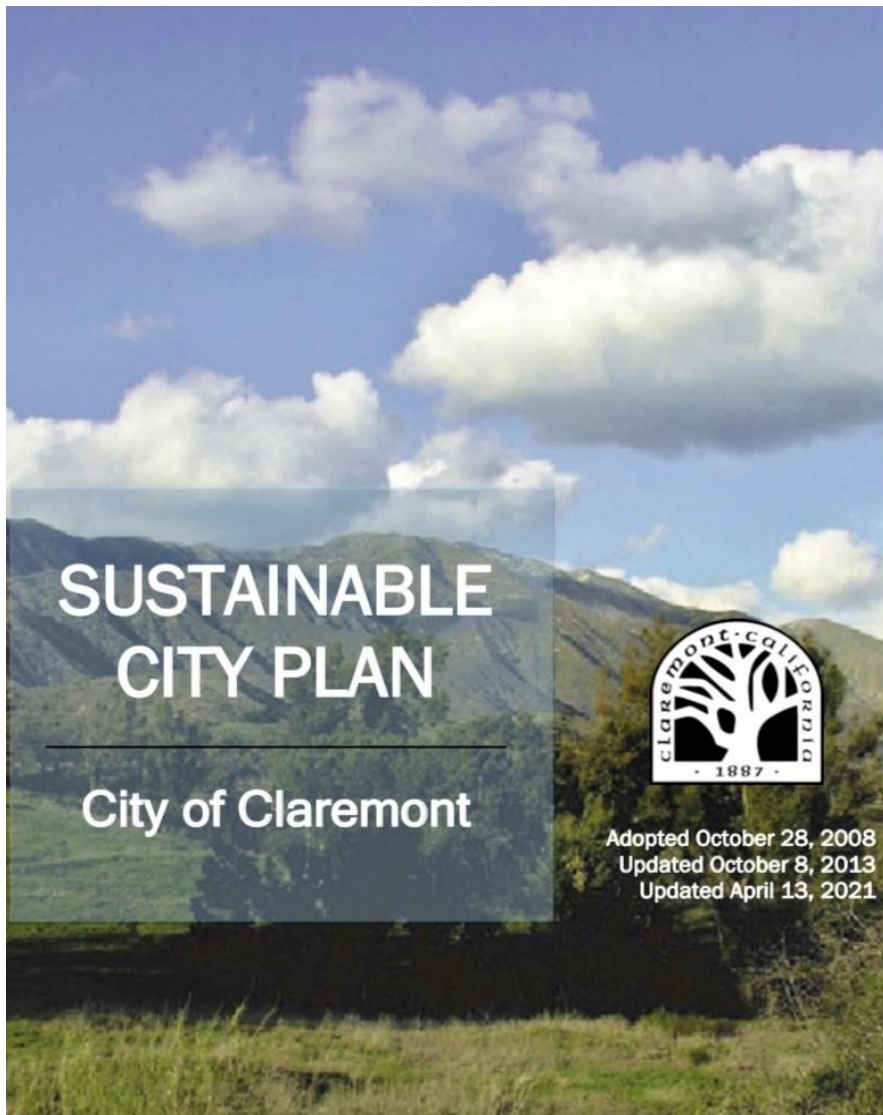


City of Claremont Sustainability Annual Report 2024



Purpose of Report

The City of Claremont's Sustainable City Plan is a living document, providing a continuous guide for both municipal and community efforts. Annual reports allow us to determine, in as close to real time as possible, if we are meeting our goals and if any changes to the Plan are needed. The report assesses which of the previous year's targets we have met and which we have not, and identifies problems and highlights major accomplishments in each Goal Area during the year.



A comprehensive update to the Sustainable City Plan was adopted by the City Council in April 2021, and the updated Plan created a set of indicators with baseline data and targets. The baseline data collected is mostly from Calendar Year 2018.

An Annual Report will be prepared each year to continue to monitor progress. The Annual Report tracks each indicator, comparing baseline data from the Plan to updated metrics. This annual report compares baseline data to data from Calendar Year 2024.

There is a section in this report for each of the seven Goal Areas. Each section contains summary statements regarding how well the targets were reached, along with a list of notable accomplishments in that area. At the end of the report, there is an appendix that includes an updated indicator table for each of the Goal Areas.

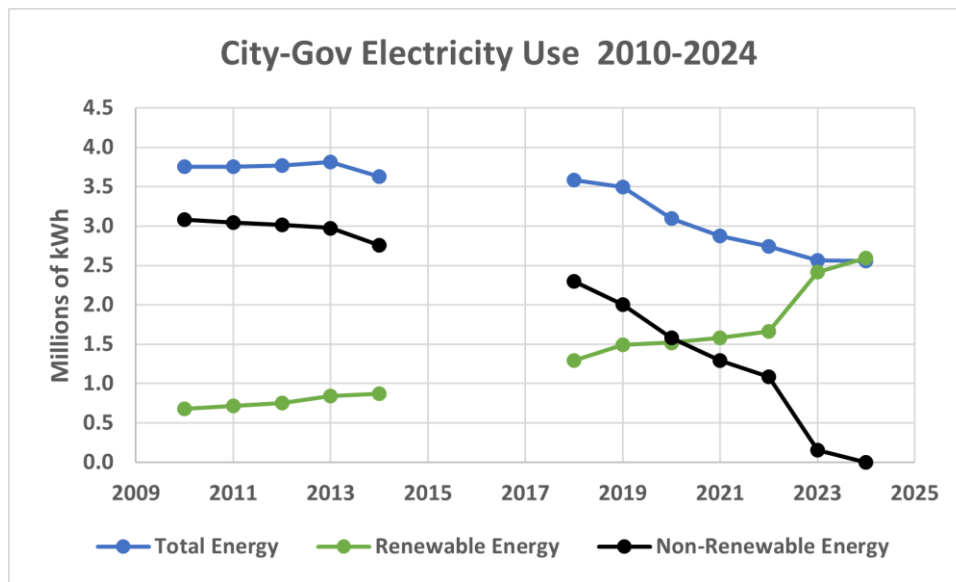
Each indicator table lists baseline data from 2018, with targets and updated metrics from 2024.

Goal Area 1: Resource Conservation

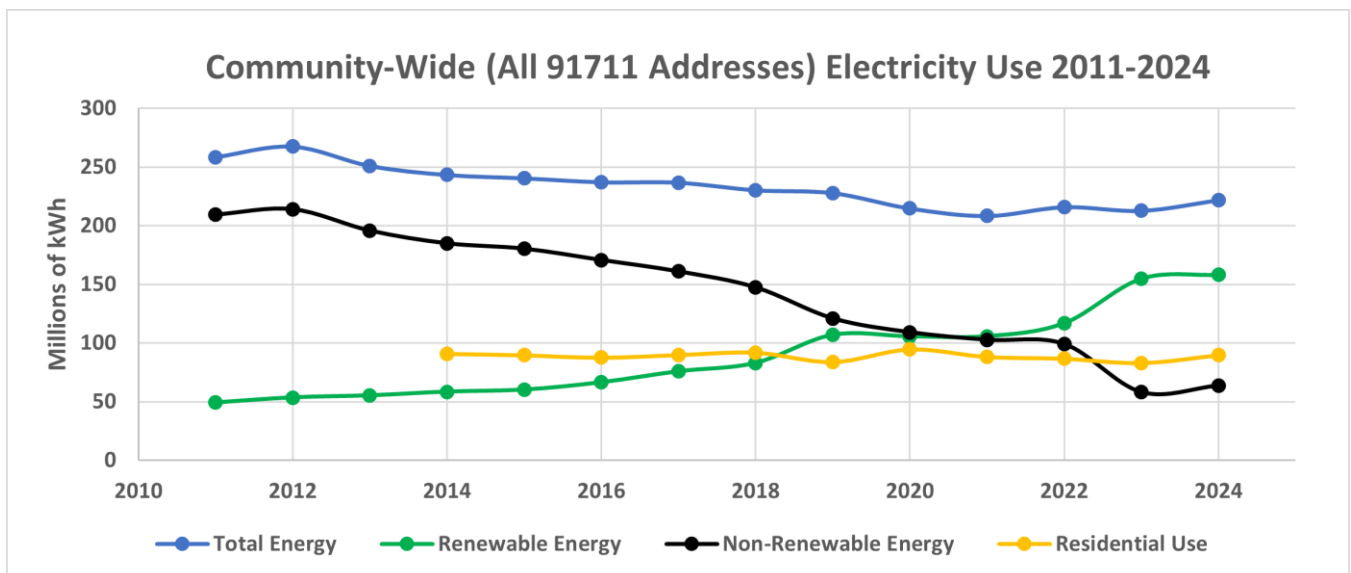
Notes on the Targets

Energy / Electricity

- The City's municipal electricity usage remained consistent with 2023 usage, showing an overall downward trend.

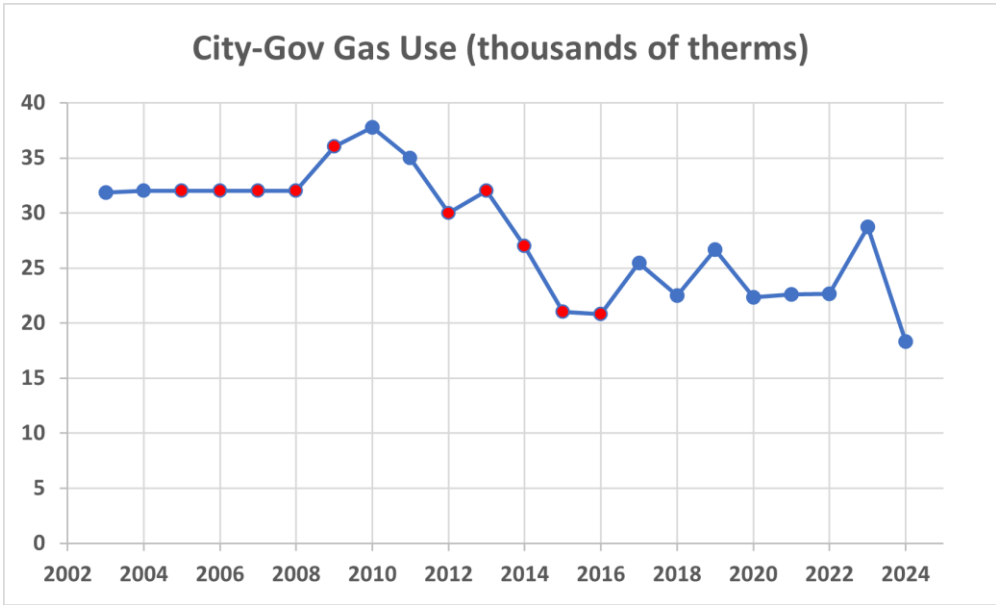


- The Community's electricity usage increased approximately 4 percent in 2024, from 212,784,984 kWh to 221,760,044 kWh.

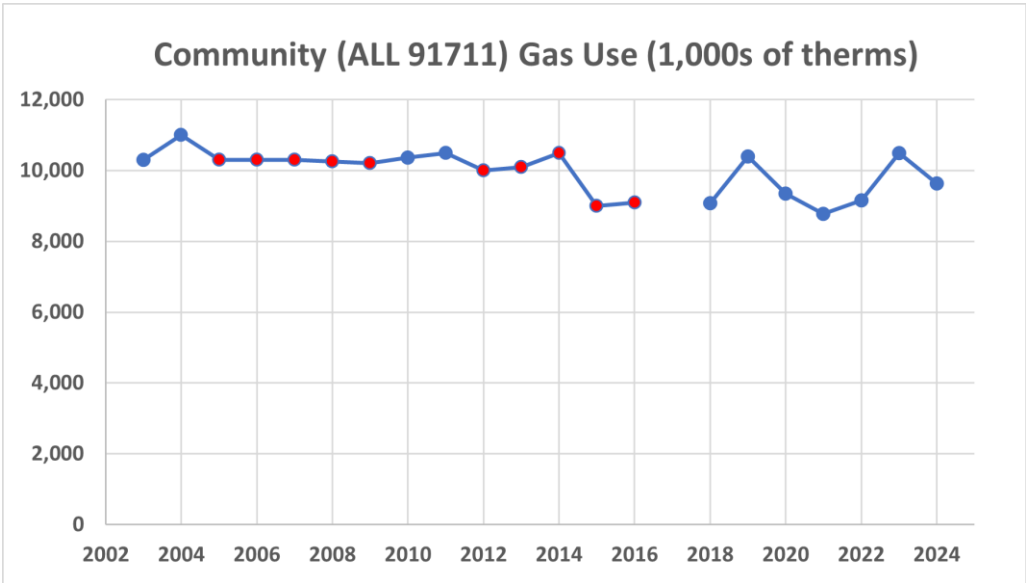


Natural Gas

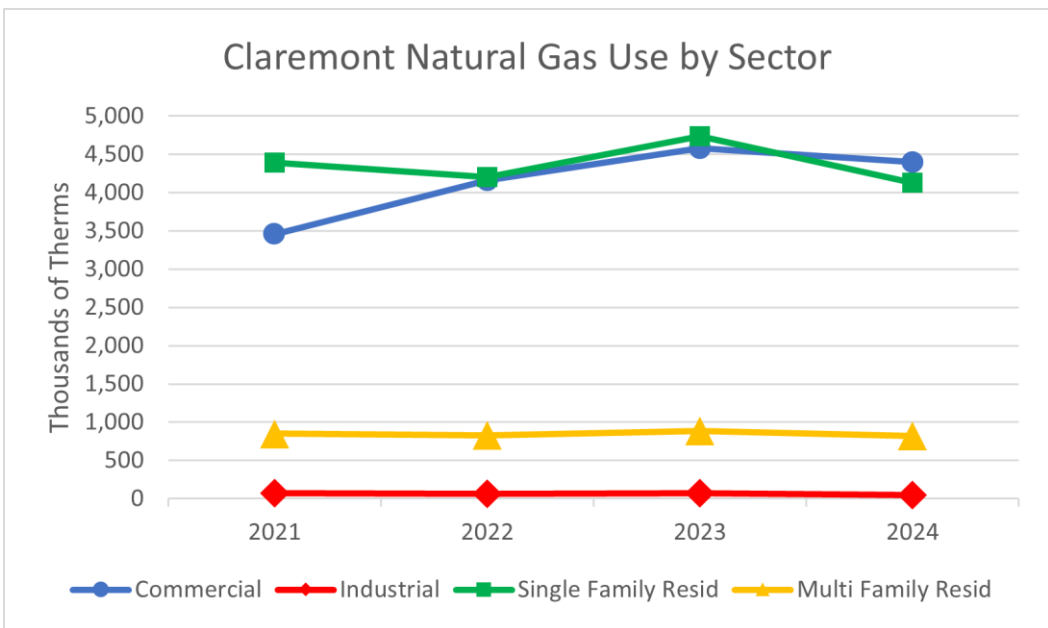
- The City’s municipal natural gas usage decreased in 2024 to its lowest point since tracking began.



- The Community’s natural gas usage is down versus 2023 but remains in the same general range as in past years. The Sustainability Committee has identified this as a priority focus for 2026 and beyond.

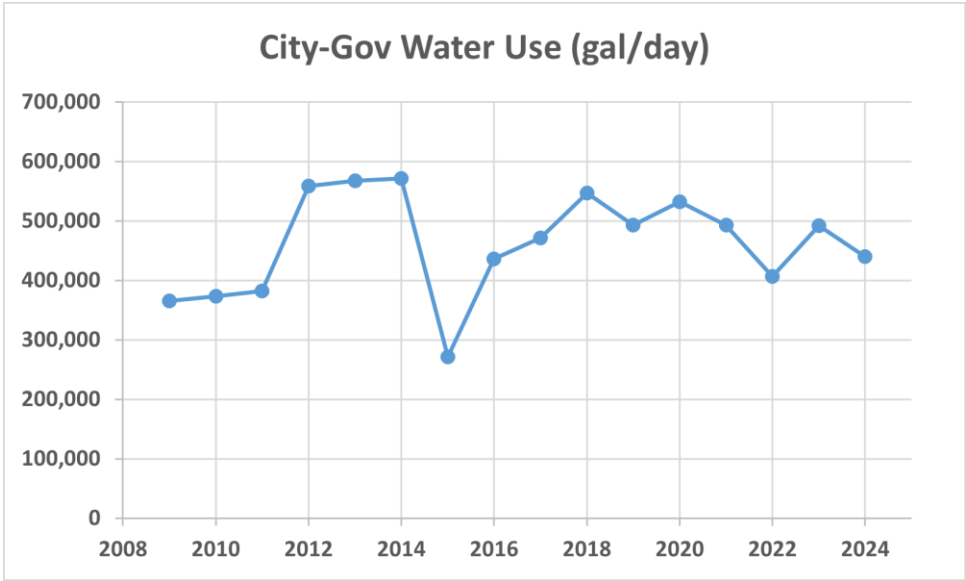


- The following chart shows the Claremont community's natural gas usage by sector. Industrial and multi-family usage have been flat since 2021. Residential usage is also relatively consistent with minor annual variations. Commercial natural gas usage appears to be increasing; however, this is likely due to artificially low usage in 2021 due to business closures associated with the pandemic.

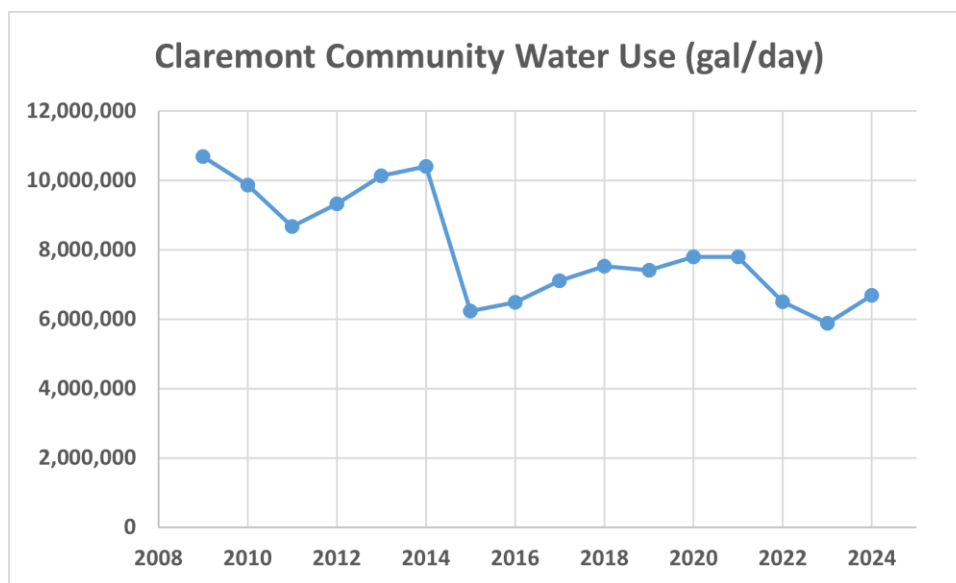


Water

- Potable water used by the City's municipal accounts decreased versus the prior year and fell over 3% below the baseline.



- Community water usage returned to 100 gallons per capita per day in 2024. While this is an increase versus 2023, it remains slightly below the historic average of 109 gallons per capita per day.



Solid Waste and Recycling

- Recyclable material tonnage decreased versus the prior year. Recycling is down versus the 2018 baseline due to a global decline in recycling markets and associated restrictions to what is classified as a recyclable material.
- Organic material recycling tonnage increased 9.6 percent versus the 2018 baseline.

Notable Accomplishments

- The City of Claremont utilized 100% renewable electricity for all municipal accounts.
- In 2024, the City continued its \$6.5 million Comprehensive Facility Energy Improvement Project with Trane, Inc. Once complete, the project will decrease the City's municipal electricity usage through numerous energy improvements, including LED lighting and HVAC improvements, new lighting and HVAC controls, cool roofs, transformers, solar photovoltaic systems, and battery storage. The solar systems will generate approximately 829,500 kWh annually, and the total program will reduce energy the City purchases from the Clean Power Alliance by approximately 60 percent, a significant step forward. Construction continued in 2024, including finalizing the solar installation at the Claremont Police Department. Upcoming work will include installing solar systems at the City Yard, Taylor Hall, and Alexander Hughes Community Center.
- The City purchased three fully electric work trucks and ordered its first hybrid police patrol fleet in 2024. Vehicles will be received and begin operation in 2025.

- Sustainable Claremont received grants from Energy Upgrade California and Southern California Edison to provide outreach and education related to FLEX alerts, Power Saver Rewards Program, and the SCE Access Functional Needs Program.
- Sustainable Claremont supports school compost sites at nine CUSD campuses and engages with students regarding composting.

Goal Area 2: Environmental Public Health

Notes on the Targets

- The number of education events and articles related to organic, locally-grown foods and the environmental aspects of public health decreased when compared to baseline data and prior years.
- All other indicators are stable versus the prior years.

Goal Area 3: Transportation

Notes on the Targets

- The City substantially completed the Towne Avenue Complete Streets Project, adding 1.9 total miles of Class III and Class IV bike lanes.
- The City substantially completed the College Avenue and Green Street Bicycle and Pedestrian Improvement Project.
- Transit ridership on Claremont Dial-a-Ride, Get About, and Foothill Transit increased significantly.

Notable Accomplishments

- The City substantially completed the design for the Mountain Avenue Complete Streets Project in 2024 and is currently exploring grants needed for construction.
- Pomona Valley Transportation Authority tested a fully electric Claremont Dial-a-Ride bus in March 2024. This demo will help inform future EV bus purchases.



Goal Area 4: Sustainable Built Environment

Notes on the Targets

- The City reported a significant increase in the number of private facilities permit applications that include retrofits to improve sustainability measures

Notable Accomplishments

- The City continued its \$6.5 million Comprehensive Facility Energy Improvement Project with Trane, Inc. In 2024, Trane finished installing photovoltaic system at the Police Department. The project will continue with additional solar installations at the City Yard, Alexander Hughes Community Center, and Taylor Hall.
- The City of Claremont issued 128 solar permits in 2022, producing a total of 803.24 kW. This represents a decrease in solar permits as compared to prior years, possibly due to changes in California's net metering structure, NEM 3.0.

Goal Area 5: Open Space and Biodiversity

Notes on the Targets

- The number of volunteer hours spent monitoring or managing invasive species increased from 2022 and 2023 due to the City's project in collaboration with the California Conservation Corps.

Notable Accomplishments

- The City continued preparing updates to the City Tree Policies and Guidelines Manual. The updated Manual as well as updates to the Urban Forest Management Plan will be completed in 2025.
- The City installed new three-compartment, bear-proof trash receptacles in the Claremont Hills Wilderness Park (CHWP) to reduce pollution and encourage the safe disposal of trash, recyclable materials, and organics.
- The City and Friends of the CHWP hosted several invasive plant removal events in the CHWP.
- Sustainable Claremont provided free native plants at its 2024 Earth Day Celebration via a grant with the Metropolitan Water District.
- The Bernard Field Station continued its bio-monitoring program and published manuscripts examining: (1) light pollution effects on kangaroo rats and (2) safe brush recovery dynamics following fire disturbances.
- The Bernard Field Station is actively restoring areas along Foothill Boulevard with the goal of creating an interpretive walk accessible to the public to learn about Southern California ecology. In 2024, more than 100 plants were planted in coordination with the Claremont Garden Club.
- The Bernard Field Station hosted 240 students through the LEEP Program (Leadership in Environmental Education Program), including students from Chaparral, Sycamore, Oakmont, and Mountain View Schools.
- The Bernard Field Station supported over 44 courses from the Claremont Colleges.



Three Compartment Waste Receptables in Claremont Hills Wilderness Park

Goal Area 6: Housing and Economic Development

Notes on the Targets

- The City issued building permits the following new housing units:
 - 34 new extremely-low and very-low-cost housing units
 - 37 new low-cost housing units
 - 11 new moderate-cost housing units
 - 7 new above-cost housing units

Notable Accomplishments

- The City Council adopted the Housing Element Update, which identifies Housing Opportunity Sites across the City that will be rezoned to allow for new housing units at all income levels. New zoning will accommodate new housing developments aimed at addressing the City's housing needs.
- The City completed the Historical Preservation Ordinance.
- Awarded 17 Accessory Dwelling Unit (ADU) grants. Four units are currently being rented to moderate-income households. The remaining 13 units are in various stages of construction.
- The City continued to work with a design firm to finalize ADU Pre-Approved Designs, which are anticipated to be available in mid to late 2025.

Goal Area 7: Public Outreach and Education

Notes on the Targets

- California Botanic Garden more than doubled the number of tours provided versus 2023.
- The City met information and advocacy targets, hosting regular Sustainability Committee meetings and adopting the 2023 Annual Report.
- The City increased its post reach for social media posts.
- All City Letters and City Manager's Weekly Updates contained information regarding sustainability.
- Sustainable Claremont and Friends of CHWP both reported increasing their membership/mailling lists while Garden Club and Bernard Field Station did not.
- Sustainable Claremont no longer has data available regarding website visits.

Notable Accomplishments

- The Claremont City Council adopted the 2023 Annual Sustainability Report.
- The City implemented a new City website.
- Sustainable Claremont received grants from Energy Upgrade California and Southern California Edison to provide outreach and education related to FLEX alerts, Power Saver Rewards Program, and the SCE Access Functional Needs Program.

Upcoming Initiatives

In 2025, the City of Claremont and community partners will continue to pursue actions in line with our sustainability goals. The City will:

- Complete Comprehensive Energy Improvement Project, including solar installation at the City Yard, Hughes Center, and the Youth Activity Center
- Update Urban Forest Management Plan
- Prepare Electric Vehicle Transition Plan for City fleet in cooperation with the Clean Power Alliance
- Install EV Charger at the City Yard
- Evaluate Multiple Housing Development Project Applications
- Continue Village South Project, including housing development
- Secure funding for and construct Mountain Avenue Complete Streets Improvement Project
- Develop Local Road Safety Plan
- Expand Edible Food Recovery Program
- Conduct ongoing invasive plant species eradication in Claremont Hills Wilderness Park

- Develop a habitat restoration plan for the Claremont Hills Wilderness Park utilizing grant funding
- Prepare 2024 Sustainability Annual Report

APPENDIX – INDICATOR TABLES

GOAL 1 INDICATORS: RESOURCE CONSERVATION

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
1.1.1	Amount of non-renewable electricity used by City-Gov	2,295,453 kWh (64% of all use)	Average of 2% reduction for years before next update	1,084,229 kWh (39% of all use)	150,916 kWh (5.9% of all use)	0 Kwh	City
1.1.2	Amount of non-renewable electricity consumed by community (ALL 91711 Addresses)	147,369,998 kWh (64% of all use)	Average of 2% reduction for years before next update	99,132,156 kWh (46% of all use)	58,159,339 kWh (27% of all use)	63,776,967 (29% of all use)	City
1.1.3	Amount of natural gas consumed by City-Gov	22,494 therms (659,232 kWh)	Average of 2% reduction for years before next update	22,670 therms (664,457 kWh)	28,715 therms (841,349 kWh)	18,338 Therms (537,433 kWh)	City
1.1.4	Amount of natural gas used by community (ALL 91711 Addresses)	246 therms per capita usage (7,209 kWh)	Average of 2% reduction for years before next update	245 therms per capita usage (7,200 kWh)	282 therms per capita usage (8,262 kWh)	267 therms per capita usage (7,824 kWh)	City
1.1.5	Amount of gasoline used by City vehicles	60,482 gallons	Average of 2% reduction for years before next update	56,889 gallons	44,319 gallons	58,269 gallons	City
1.1.6	Amount of electricity from renewable sources consumed by City-Gov	1,291,192 kWh (36% of all use)	Average of 2% increase in years before next update	1,658,133 kWh (61% of all use)	2,414,744 kWh (94% of all use)	2,589,578 kWh (100% of all use)	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
1.1.7	Amount of electricity from renewable sources consumed by community (ALL 91711 addresses)	82,895,624 kWh (36% of all use)	Average of 2% increase for years before next update	116,751,041 (54% of all use)	154,625,645 kWh (73% of all use)	157,983,077 (71% of all use)	City
1.2.1	Amount of potable water consumed by City-Gov	454,419 gal/day (10-yr average: 2009–2018)	Average of 2% reduction for years before next update	407,045 gal/day	492,464 gal/day	440,544 gal/day	City, GSWC, MWD
1.2.2	Community residential daily per capita water use	109 CPCD (5-yr average: 2015–2019)	Average of 2% reduction for years before next update	100 GPCD	87 GPCD	100 GPCD	City, GSWC, MWD
1.2.3	Storm water capture, infiltration, and treatment to meet MS4 requirements	Data will begin to be tracked annually	Increase	7.55 ac-ft	8.61 ac-ft	8.73 ac-ft	City
1.3.1	Total amount of solid waste sent to landfill by City and community, including CUSD	27,314 tons	Decrease	35,796 tons	30,807 tons	31,173 tons	City
1.3.2	Amount of solid waste generated by community, including CUSD	4.1 lbs/person/day	< 5.3 lbs/person/day	5.3 lbs/person/day	4.5 lbs/person/day	4.6 lbs/person/day	City
1.3.3	Amount of recyclable waste diverted from landfills (without CUSD)	5,560 tons	Increase or maintain	4,954 tons	4,928 tons	4,446 tons	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
1.3.4	Amount of organic waste diverted from landfills (without CUSD)	7,028 tons	Increase	7,231 tons	8,198 tons	7,708 tons	City

Abbreviations:

Ac-ft (acre-feet) CCF (hundred cubic feet), CUSD (Claremont Unified School District), GPCD (gallons per capita per day), GSWC (Golden State Water Company), kWh (kilowatt-hours), MWD (Metropolitan Water District)

Notes/Lists:

- 1.2.3 – Increase in storm water capture capacity vs. previous calendar year
- 1.3.1 and 1.3.2 – The 2022 total solid waste sent to landfill was higher than average due in part to the January 21, 2022 windstorm. The windstorm resulted in disaster debris, necessitating additional community-wide solid waste pickups.
- 1.3.4 – The 2022 organic waste tonnage was lower than typical due to summer watering restrictions associated with the California drought.

GOAL 2 INDICATORS: ENVIRONMENTAL PUBLIC HEALTH & LOCAL AGRICULTURE

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
2.1.1	Number of chemicals in City facility hazardous materials inventories	93	Maintain or reduce	85	84	82	City
2.1.2	Amount of unwanted/expired medication collected	600 lbs.	Increase	800 lbs.	156 lbs.	364 lbs.	City
2.2.1	Number of venues for purchase of locally grown food	3	Maintain or increase	3	3	3	SusCom
2.2.2	Number of organizations collecting/distributing excess private/ school garden produce	2	Maintain or increase	2	2	2	SusCom

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
2.2.3	Number of schools with fruit/vegetable areas	10 public, 3 private	All	10 public	10 public, 2 private	10 public, 2 private	CUSD, private schools
2.2.4	Number of institutions growing food for their own use	3	Maintain or increase	3	3	3	SusCom
2.3.1	Number of education events/articles related to organic/locally-grown/healthy foods	7	Increase	16	10	4	SC, GC, CUSD, other
2.3.2	Number of events/articles that address environmental aspects of public health	6	Increase or maintain	4	2	0	SC, GC, CUSD, other

Abbreviations:

CUSD (Claremont Unified School District), GC (Garden Club), SC (Sustainable Claremont), SusCom (Sustainability Committee)

Notes/Lists:

- 2.2.1 *Venues to purchase locally-grown food*
 - Claremont Farmer's Market, Pomona College Farm, Uncommon Good
- 2.2.2 *Organizations collecting excess private garden produce*
 - Inland Valley Hope Partners, Uncommon Good
- 2.2.3 *Number of schools with fruit/vegetable areas*
 - 2022: All CUSD, private schools non-responsive to data inquiry
 - 2023: All CUSD, Webb and Foothill Country Day
 - 2024: All CUSD, Webb, Foothill Country Day
- 2.2.4 *Institutions using food they grow*
 - Pilgrim Place, Pomona College Farm, Uncommon Good
- 2.3.1 *Events/articles related to healthy food*
 - 2022: SC (1), GC (3 newsletter articles)
 - 2023: GC (2)
 - 2024: CUSD 1 – (Nutrition Services Department); FCDS 2 (Nut awareness campaign at all schools), preschool and kindergarten curriculum; Webb 1 (Trips to local farms.)
- 2.3.2 *Events/articles related to environmental public health*
 - 2023: SC(7), GC (3)
 - 2024: SC(9), GC (1 newsletters)

GOAL 3 INDICATORS: TRANSPORTATION

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
3.1.1	Number of Dial-a-Ride/ Get About/ Claremont Group trips	45,144	Year-over-year increase	71,789	88,676	97,971	Dial-a-Ride, Get About, Claremont Group
3.1.2	Average Vehicle Ridership for Claremont Institutions in Employee Commute Reduction Program (ECRP reporting required by AQMD Rule 2202 for businesses/orgs larger than 250 employees)	2.07	1.5 or above	1.49	1.53	No Updates Currently Available	AQMD, Colleges
3.1.3	Number of vehicles entering/exiting freeways in Claremont (Entrances to I-10 at Indian Hill Blvd.)	25,062	Year-over-year decrease	21,268	22,488	No Updates Currently Available	Caltrans
3.2.1	Signals with pedestrian features (e.g. audible push buttons)	18 of 43 intersections	Completion of projects	28 of 43 intersections	28 of 43 intersections	28 of 43 intersections	City
3.2.2	Number of walking guides	8	Increase	9	10	11	CH, SC

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
3.3.1	Miles of bike lanes (of all kinds)	36.8 miles	Increase	36.8 miles	36.8 miles	38.5 miles	City
3.3.2	New miles of on-street bicycle infrastructure: Class I, Class II, Class III, Class IV	Track new installations after 2019 per Complete Streets Policy Performance Measures.	Increase	No new projects in 2022	No new projects in 2022	1.9 miles (Towne Avenue Complete Streets Project - Class III and Class IV)	City
3.3.3	Number of City bike racks	96	Maintain or Increase	96	96	96	City
3.3.4	Total miles of street/infrastructure with new pedestrian accommodations to account for network completeness (sidewalks, ADA ramps, amenities)	Track new installations after 2019 per Complete Streets Policy Performance Measures	Increase	No New projects in 2022	No new projects in 2022	1.9 miles (Towne Avenue Complete Streets Project - Rehabilitation)	City
3.4.1	Number of synchronized signals	15 of 43 intersections	Completion of Projects	15 of 43 intersections	15 of 43 intersections	15 of 43 intersections	City
3.5.1	Number of electrical vehicle charging stations	2 dual-port stations (City property)	Increase	5 dual-port stations	5 dual-port stations	5 dual-port stations	City, Charging Companies
3.5.2	Number of Metrolink boardings/alightings	26,446 boardings and 25,775 alightings	Increase	54,124 boardings and 54,461 alightings	61,541 boardings and 62,018 alightings	60,312 boardings and 60,095 alightings	Metrolink
3.5.3	Number of Foothill Transit boardings/alightings	227,474 (2020)	Increase	230,339	238,698	294,759	Foothill Transit

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
3.6.1	Peak parking usage in the Claremont Village Parking Structure	No Current data	Downward trend	No Current Data	No Current Data	No Current Data	City

Abbreviations:

AQMD (Air Quality Management District), CH (Claremont Heritage), ECRP (Employee Commute Reduction Program), SC (Sustainable Claremont)

Notes/Lists:

- 3.2.2 Number of Walking guides:
 - 2023 CH (10)
 - 2024 CH (Village Historic Sites, College Historic Sites, Colleges Public Art + Architecture, Murals of Claremont, Annual Home Tour, Self-Guided Tours of Russian Village, Arbol Verde, Mid-Century Modern, Millard Sheets, Foothill Modern Bike Tour, and Murals of Claremont)
- 3.3.2 Class I (Bike Paths, non-motorized), Class II (Bike Lanes, defined portion of roadway for bikes marked by striping/signage), Class III (Bike Routes, shared use with motor vehicle traffic in same travel lane), Class IV (Cycle Tracks, protected bike lane separated from motor traffic by on-street infrastructure.)

GOAL 4 INDICATORS: SUSTAINABLE BUILT ENVIRONMENT

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
4.1.1	Number of City facilities that are Zero Net Energy	0	Increase	0	0	0	City
4.1.2	Number of City facilities retrofitted to improve sustainability (energy efficiency, waste reduction, water use reduction, improve occupant health)	11	Increase	12	12	12	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
4.2.1	Number of private facilities meeting updated California Energy Code	0	All new	59	110	73	City
4.2.2	Number of private facilities permit applications in each reporting year that include retrofits to improve sustainability measures (energy efficiency, waste reduction, water use reduction, improve occupant health)	234 (2020)	Increase	276	271	357	City
4.3.1	Number of new City building projects completed each reporting year that include measures which improve sustainability (energy efficiency, waste reduction, water use reduction, improve occupant health)	0	All	All	All	All	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
4.3.2	Number of reports during the year designed solely to update the City Council and Sustainability Committee about new City street projects with significant sustainability features (swales, LED streetlights, etc.)	0	1	9	6	Collecting Data	City
4.3.3	Number of new City landscaping projects in the reporting year with significant sustainability features	8	All	No New Projects in 2022	1	0	City
4.4.1	Number of single-family homes built or retrofitted to meet ZNE (Zero Net Energy) per CPUC standards in the reporting year	0	All	0	0	0	City
4.4.2	Number of multi-family buildings built new or retrofitted to meet ZNE (Zero Net Energy) per CPUC standards in the reporting year	0	All	0	0	0	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
4.6.1	Number of City facilities operated and maintained according to best sustainable practices as far as infrastructure allows	All	All	All	All	All	City

Notes/Lists:

- 4.1.2 *City facilities retrofitted to improve sustainability:*
As of 2024:
 - Hughes Center: LED lights, air scrubbers, waterless urinals, motion sensors for lights, new HVAC units and controls, cool roof
 - City Hall: Cool roof, motion sensors in four locations, air scrubbers, waterless urinals, LED lights, new HVAC units and controls
 - Police Department: LED lights, motion sensors, T-12 bulbs retrofit to T-8s, new HVAC units and controls, solar panels
 - Parking Structure: LED lighting, three dual-port electric vehicle charging stations
 - Joslyn Center: Waterless urinals, air scrubbers, LED lighting, cool roof
 - YAC: Waterless urinals, air scrubbers, LED lights
 - Taylor Hall: Waterless urinals, adjustable timer air conditioning controls, LED lights
 - Wheeler Park Building: Waterless urinals
 - Oak Park Cemetery Building: Adjustable timer for HVAC.
 - City Yard: Solar PV installation, air scrubbers, LED lights, new HVAC units and controls
- 4.2.2 *Number of private facilities permit applications in each reporting year that include retrofits to improve sustainability measures*
 - Includes solar, HVAC, and water heater projects
- 4.3.1 *City Building Projects to Improve Sustainability*
 - Contract with Trane, Inc. to implement Comprehensive Energy Efficiency Improvement Project in 2022-23
- 4.3.2 *Number of Reports designed solely to update City Council and Sustainability Committee on new Street Projects with Significant Sustainability Features*
 - 9 Council Reports and 9 Traffic and Transportation Commission Reports
- 4.3.3 *Landscaping projects:*
 - 2018-21: Turf removal at Wheeler, Blaisdell, Memorial, Cahuilla, Lewis, Larkin, Griffith, Jaeger, Joat, and Lewis Parks

GOAL 5 INDICATORS: OPEN SPACE AND BIODIVERSITY

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
5.1.1	Acreage and location	4,070 acres	Maintain or expand	4,090 acres	4,090 acres	4,090 acres	City
5.1.2	Number of groups engaged in maintaining natural open spaces	3	Maintain or increase	3	3	4	FCHWP, BFS, City
5.2.1	Number, location, size of parks, total area	21 parks, totaling 155 acres	Maintain or increase	21 parks, totaling 155 acres	21 parks, totaling 155 acres	21 parks, totaling 155 acres	City
5.2.2	Number of water-wise demonstration gardens	3	1 more; label plants	3	3	5	City, GC, CalBG
5.2.3	Use of native plants in City-owned areas	Foothill Master Plan	Include in all median upgrades	No change	No change	No change	City
5.2.4	Number of groups engaged in maintaining constructed open spaces	4	Increase	5	5	5	SC, City
5.3.1	Native species richness; number documented	BFS: 406 CHWP: 457 (2019-20)	Prevent decline	BFS: 409 CHWP: 476	BFS: 409 CHWP: 824	BFS: 409 CHWP: 870+	BFS, FCHWP
5.3.2	Number of initiatives/activities/actions using both abundance and richness to assess native biodiversity	1	Maintain or increase	4	6	4	BFS, FCHWP

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
5.3.3	Number of initiatives/activities/actions aimed at identifying, monitoring, and preserving sensitive species	0	Increase	3	3	3	BFS, FCHWP
5.3.4	Number of volunteer hours spent monitoring or managing invasive species	2,800	Maintain or increase	1,045	1,194	2,811	BFS, FCHWP, CHWP Rangers
5.3.5	Number of acres restored to native plant communities or undergoing restoration	0.24	Maintain or increase	<1	>1	Foothill Blvd.	BFS
5.3.6	Number of areas where the community can engage with and learn about the natural flora and fauna	3	Increase	3	3	3	CalBG, BFS, FCHWP
5.4.1	% of land under tree canopy	Still waiting for tree canopy assessment from CAL FIRE	Maintain or Increase	Still waiting on CAL FIRE assessment	Still waiting on CAL FIRE assessment	Still waiting on CAL FIRE assessment	City
5.4.2	Number of City-owned trees	26,000 (approx.)	Increase or maintain	25,302	25,065	24,641	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
5.4.3	Diversity in City-owned trees	Crape Myrtle: 8.19% Coast Live Oak: 7.19%, California Sycamore: 5.58%	No species more than 5% of urban forest.	Crape Myrtle: 8.43% Coast Live Oak: 7.4% California Sycamore: 5.79%	Crape Myrtle: 8.35% Coast Live Oak: 7.47% California Sycamore: 5.76%	Crape Myrtle: 8.25% Coast Live Oak: 7.56% California Sycamore: 5.88%	City
5.4.4	Tree coverage in private parking lots	Still waiting for tree canopy assessment from CAL FIRE	50% lot coverage	Still waiting on CAL FIRE assessment	Still waiting on CAL FIRE assessment	Still waiting on CAL FIRE assessment	City
5.5.1	Number of groups providing public events related to biodiversity/ benefits of ecosystems/ open space/trees	7 (counting Colleges as one)	Increase	5	6	6	City, SC, GC, CalBG, BFS, FCHWP, Colleges
5.5.2	Number of ways to engage public in open space/urban forest issues	12+	Maintain or increase	12+	14+	12+	City, Assorted Non-Profits
5.5.3	Number of K-12 schools with opportunity to engage in open space or biodiversity issues	All CUSD	Add private schools	All CUSD	All CUSD and two private	All CUSD and two private	CUSD, Private Schools, CWC

Notes/Lists:

5.1.2 Number of groups engaged in maintaining natural open spaces:

- City, FCHWP, BFS, California Conservation Corps
- 5.2.2 Number of waterwise demonstration gardens
 - CalBG, Shelton Park, City Hall, Foothill Frontage to Bernard Field Station (2)

- 5.2.4 *Number of groups engaged in maintaining constructed open spaces*
 - 2022-23: Friends of CHWP, Sustainable Claremont, Friends of the Bernard Field Station, Claremont Wildlands Conservancy, California Botanic Garden
- 5.3.1 *Number of species richness, number documented*
 - 2022: BFS (1 new plant, 1 new butterfly); FCHWP: (10 new species identified but likely not new to the area)
 - 2023-24: BFS No Change; FCHWP: (18 mammals, 139 birds, 10 reptiles, 6 amphibians, 281 vascular plants in CHWP only, not including Evey Canyon. In addition, 370 “other native species” such as invertebrates, non-vascular plants, and fungi.)
- 5.3.2 *Number of initiatives/activities/actions using both abundance and richness to assess native biodiversity*
 - 2022: BFS 4 (bio-monitoring program, butterfly monitoring paper, flower-visiting insect manuscript, and plant and microbe diversity manuscript)
 - 2023: BFS 6 (bio-monitoring program and 5 manuscripts.)
 - 2024: BFS 4 (bio-monitoring program and 3 manuscripts.)
- 5.3.3 *Number of initiatives/activities/actions aimed at identifying, monitoring, or preserving sensitive species*
 - 2022: BFS (2 - bio-monitoring program, sage scrub ecosystem research projects), FCHWP (Monarch and Milkweed Monitoring)
 - 2023: BFS (1 - bio-monitoring program), FCHWP 2 (1 - Monarch and Milkweed Monitoring and 2 - CHWP Biota Project)
 - 2024: BFS (1 – bio-monitoring program + numerous research projects regarding sage scrub ecosystem), FCHWP (2 – Monarch and milkweed Monitoring and CHWP Biota Project.)
- 5.3.4 *Number of volunteer hours spent monitoring or managing invasive species*
 - 2022: BFS - 45 hours, CHWP - 1,000 hours
 - 2023: BFS - 40-60 hours, CHWP - 1,154 hours
 - 2024: CHWP: 2,688 hours including California Conservation Corp project., BFS – 100 hours, FCHWP – 23 hours
- 5.3.5 *Number of acres restored to native plant communities or undergoing restoration*
 - BFS is actively restoring areas along Foothill Blvd to create an interpretive walk
- 5.3.6 *Number of areas where the community can engage and learn about natural flora/fauna*
 - CHWP, Bernard Field Station, California Botanic Garden
- 5.5.1 *Number of groups providing public events related to biodiversity/benefits of ecosystems/open space/trees*
 - 2022: Garden Club, Friends of CHWP, Sustainable Claremont, Friends of Bernard Field Station, California Botanic Gardens
 - 2023: 2022 list plus Claremont Wildlands Conservancy
 - 2024: FCHWP, SC, FBFS, CalBG, CWC, LEEP Program at BFS (Leadership in Environmental Education)
- 5.5.3 *Number of ways to engage the public in open space/urban forest issues*
 - 2022: Tree Committee; Parks, Hillside, & Utilities Committee; Friends of the CHWP; Community & Human Services Commission; City Council; Tree Planting Events; Arbor Day; Earth Day; Social Media; Newsletter; City Website; Walk-the-Town
 - 2023: City - Above plus Tree Policy and Guidelines Workshop, Sustainability Committee
- 5.5.4 *Number of K-12 schools with opportunity to engage in open space and biodiversity issues*
 - 2024: All CUSD, FCSD, Webb (multiple clubs)

GOAL 6 INDICATORS: HOUSING AND ECONOMIC DEVELOPMENT

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
6.1.1	Movement towards RHNA requirements	1711 units needed	Meet (or exceed where appropriate)	1,624 units needed	1,551 units needed	1,462 units needed	City
6.1.2	Number of extremely-low and very-low-cost housing units	3 units (2019)	554 units by 2029	12 new units, 34 units added	8 new units, 42 units added	34 new units, 76 total units added	City
6.1.3	Number of low-cost housing units	2 units (2019)	309 units by 2029	3 new units, 19 total units added	5 new units, 24 units added	37 new units, 52 total units	City
6.1.4	Number of moderate-cost housing units	41 units (2019)	297 units by 2029	1 new unit, 88 total units added	18 new units, 106 total units added	11 new units, 114 total units	City
6.1.5	Number of above-moderate-cost housing units	346 units (2018)	547 units by 2029	37 new units, 876 total units added	17 new units, 893 units added	7 units added, 925 total units	City
6.1.6	Number of applications to build ADUs	30 units (2020)	40 units	52 applications received	58 applications received	59 applications received	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
6.1.7	Equitable distribution of affordable (extremely-low-, very-low-, and low-cost) housing throughout City	ADU Map in Sustainable	Increase	10 ADUs built in Northern Claremont, 14 ADUs built in Central Claremont, 5 ADUs built in Claremont Core, 12 ADUs built in South Claremont	3 ADUs built in Northern Claremont, 5 ADUs built in Central Claremont, 2 ADUs built in Claremont Core, 3 ADUs built in South Claremont	3 ADUs built in Northern Claremont, 48 ADUs built in Central Claremont, 6 ADUs built in Claremont Core, 2 ADUs built in South Claremont.	City
6.1.8	Number of affordable (extremely-low-, very-low-, and low-cost) houses with easy access to bus or train transportation every 15 minutes during peak hours	231	430 units by 2029	246	253	301	City
6.2.1	Ratio of instances of retention and/or adaptive reuse of existing residential, commercial, and industrial buildings as opposed to demolition.	50 to 1	Increase or maintain	50 to 1	50 to 1	50 to 1	City

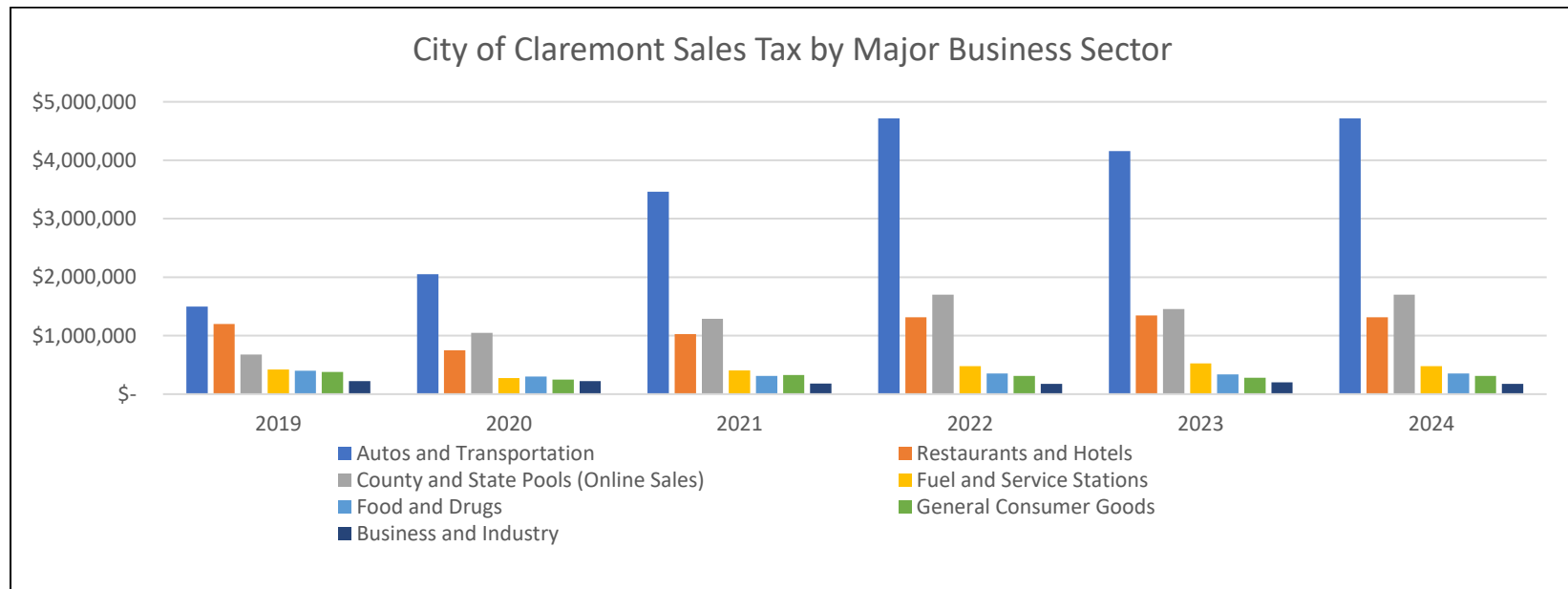
GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
6.3.1	Improvement in balance of economic activity by business sector	See sales tax chart in Sustainable City Plan	Improve balance	[See sales tax chart in 2022 Annual Report]	[See sales tax chart in 2023 Annual Report]	[See sales tax chart in 2024 Annual Report]	City
6.3.2	Number of key commercial sites having some development recently completed or in progress	5	6	6	6	6	City
6.4.1	Number of developments that include a significant mixed-use component	2	Increase	2	4	0	City
6.4.2	Ratio of # of jobs to # of residential units	1:5 ratio	Maintain 1:5 ratio	1:2.1 Ratio	1:1.5 Ratio	1:1.5 Ratio	SCAG
6.4.3	% of residents employed in community	18.20%	Increase	Data Not Available	Data Not Available	Data Not Available	SCAG
6.5.1	Number of City capital and equipment purchases that are sustainable.	1	Increase	0	1	10	City

Abbreviations:

ADU (Accessory Dwelling Units), RHNA (Regional Housing Needs Assessment), SCAG (Southern California Association of Governments)

Notes/Lists:

- 6.1.2 *Number of very-low-cost housing units*
 - Per the Annual Element Progress Report, units serving extremely-low-income households are included in the very-low-income unit totals.
- 6.1.2–6.1.5 *Number of very-low to above-moderate housing units added*
 - Reported number of Publicly Assisted Housing Units based upon 2018-21 Housing Element, see below
 - California State Department of Housing and Community Development income categories:
 - Extremely Low-Income Households earn up to 30 percent of the Median Family Income (MFI).
 - Very Low-Income Households earn up to 50 percent of the MFI.
 - Low-Income Households earn between 51 and 80 percent of the MFI.
 - Moderate-Income Households earn between 81 and 120 percent of the MFI.
 - Above Moderate-Income Households earn over 120 percent of the MFI.
- 6.1.7 North Claremont – North of Base Line Road; Central Claremont – Between Base Line Road and Foothill Boulevard; Claremont Core – Between Foothill Boulevard and Metrolink ROW; South Claremont – Between Metrolink ROW and Southern City Border
- 6.3.1 *Improvement in balance of economic activity by business sector*



- The County and State pool system is utilized primarily for online purchases from out-of-state companies who ship merchandise to California. Tax is reported by the taxpayer to the countywide pool and then distributed to each jurisdiction in that county on a pro-rata share of taxable sales. If the county of use cannot be identified, the allocation goes to the state pool for pro-rata distribution on a statewide basis.
- 6.3.2 *Number of key commercial sites that include some development recently completed or in progress*
 - Old School House, Olson Company Foothill Project, City Ventures Project, Village South, Residence Inn, Bonita Avenue Lofts.

- 6.5.1 *Number of City capital and equipment purchases that are sustainable.*
 - 2024 – Three Ford Lightning Electric Trucks and seven hybrid police patrol vehicles

GOAL 7 INDICATORS: PUBLIC OUTREACH AND EDUCATION

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
7.1.1	Number of Sustainability Committee meetings	Irregular	Quarterly meetings	3 meetings	3 meetings	5 meetings	City
7.1.2	Regularity of Annual Sustainability Report	Last done in 2014	Annual	2021 report adopted in 2022	2022 report adopted in 2023	2023 report adopted in 2024	City
7.2.1	Visits to Sustainability page on City website	764 users with 951 page views	Increase	477 users with 558 page views	2,025 users with 2,340 page views	2,010 users with 2,256 page views	City
7.2.2	Visits to Sustainable Claremont website; size of mailing list	6,300 users; Mailing List 2,200	Increase	9,900 website sessions; 2,000 email subscribers	11,000+ website sessions; 2,000+ email subscribers	Webste data no longer tracked; 2,100 email subscribers	SC
7.2.3	Use of Claremont Garden Club website; size of mailing list	1,500 page views; Mailing List: 600	Increase	3500 users; 4300 sessions; Mailing List: 900	3,500 users and 4,300 sessions; Mailing List: 1,632	1,570 users Mailing List: 850	GC
7.2.4	Number of public talks related to sustainability	17	At least 10/year	13	125	8 (Pending)	SC, GC, Colleges
7.2.5	Post reach for City social media posts	106,632 post reach; 50,412 post engagement, 408 likes	Increase	127,380 post reach; 126,088 post engagement; 1,697 likes	136,097 post reach; 124,765 post engagement, 3,256 likes	168,009 post reach; 134,674 post engagement, 2,137 likes	City

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
7.2.6	Number of local newspaper articles/ op-eds related to sustainability	12	At least 10/year	0	0	0	SC
7.2.7	Number of City newsletters with articles about sustainability	All	All	All	All	All	City
7.2.8	Number of City Manager Weekly Updates with sustainability info or links to it	Most	All	All	All	All	City
7.3.1	Number of active non-profit community and Sustainable Claremont programs, working groups	9	Maintain or increase	10	11	8	SC, FBBFS, CHWP
7.3.2	Number of educational institutions with programs related to sustainability	15	Increase	11	14	12	CUSD, Colleges
7.3.3	Number of major festivals and tours related to sustainability	8	Increase or maintain	56	497	1057	City, SC, GC, CalBG
7.3.4	Number of sustainability workshops/classes offered	14	At least 10	15	20	15	LA County, SC, GC, CalBG

GOAL	INDICATOR	BASELINE (2018)	TARGET	2022	2023	2024	AGENT(S)
7.4.1	Number of stakeholder groups involved in sustainability efforts	15	Increase or maintain	12	13	13	SC, CH, GC
7.4.2	Number of occasions City has been recognized for sustainability efforts	3	Increase or maintain	0	1	0	City
7.4.3	Non-profits related to sustainability that report an increase over last year in members/volunteers	4	Increase or maintain	4	3	2	SC, GC, FCHWP, BFS, FBBFS

Abbreviations:

BFS (Bernard Field Station), CalBG (California Botanic Garden, formerly Rancho Santa Ana Botanic Garden), CH (Claremont Heritage), CHWP (Claremont Hills Wilderness Park), CUSD (Claremont Unified School District), CWC (Claremont Wildlands Conservancy), FBBFS (Friends of the Bernard Biological Field Station), FCHWP (Friends of the Claremont Hills Wilderness Park), GC (Garden Club), SC (Sustainable Claremont)

- **7.2.4: Number of public talks related to sustainability**
 - 2022: GC - 5, SC - 7, Colleges - 1
 - 2023: GC - 3, SC - 4, Pomona College - 98, Claremont McKenna – 20
 - 2024: SC – 8,
- **7.3.1: Number of active non-profit community and Sustainable Claremont programs, working groups**
 - 2021/22: SC - 6 (Water Action Group, School Action Group, Green Crew, Raised Bed Garden Program, Plant a Tree Program, Community Compost Program), FBBFS, FCHWP, Active Claremont, FBFS
 - 2023-24: SC added School Compost Program to above list
- **7.3.2 Number of educational institutions with programs related to sustainability**
 - 2022: All CUSD elementary schools; CHS; Pomona, Scripps, and Claremont McKenna self-reported
 - 2023: All CUSD elementary schools, CHS, Foothill Country Day, OLA, Webb, Pomona College, Claremont McKenna College, and Harvey Mudd College self-reported
 - 2024: All CUSD schools, FCDS, Webb
- **7.3.3 Number of major festivals and tours related to sustainability**
 - 2022: City - 1 (Arbor Day), SC - 3 (Earth Day, Green Home Tour, Waterwise Expo with CalBG), GC - 2 (Flower Show and Garden Tour), CalBG - 50 tours
 - 2023: City - 2 (Heart of the Foothills and Arbor Day), SC - 3 (Earth Day, Green Home Tour, Waterwise Expo with CalBG), GC - 1 (Garden Tour), CalGB - 2 festivals and 489 tours

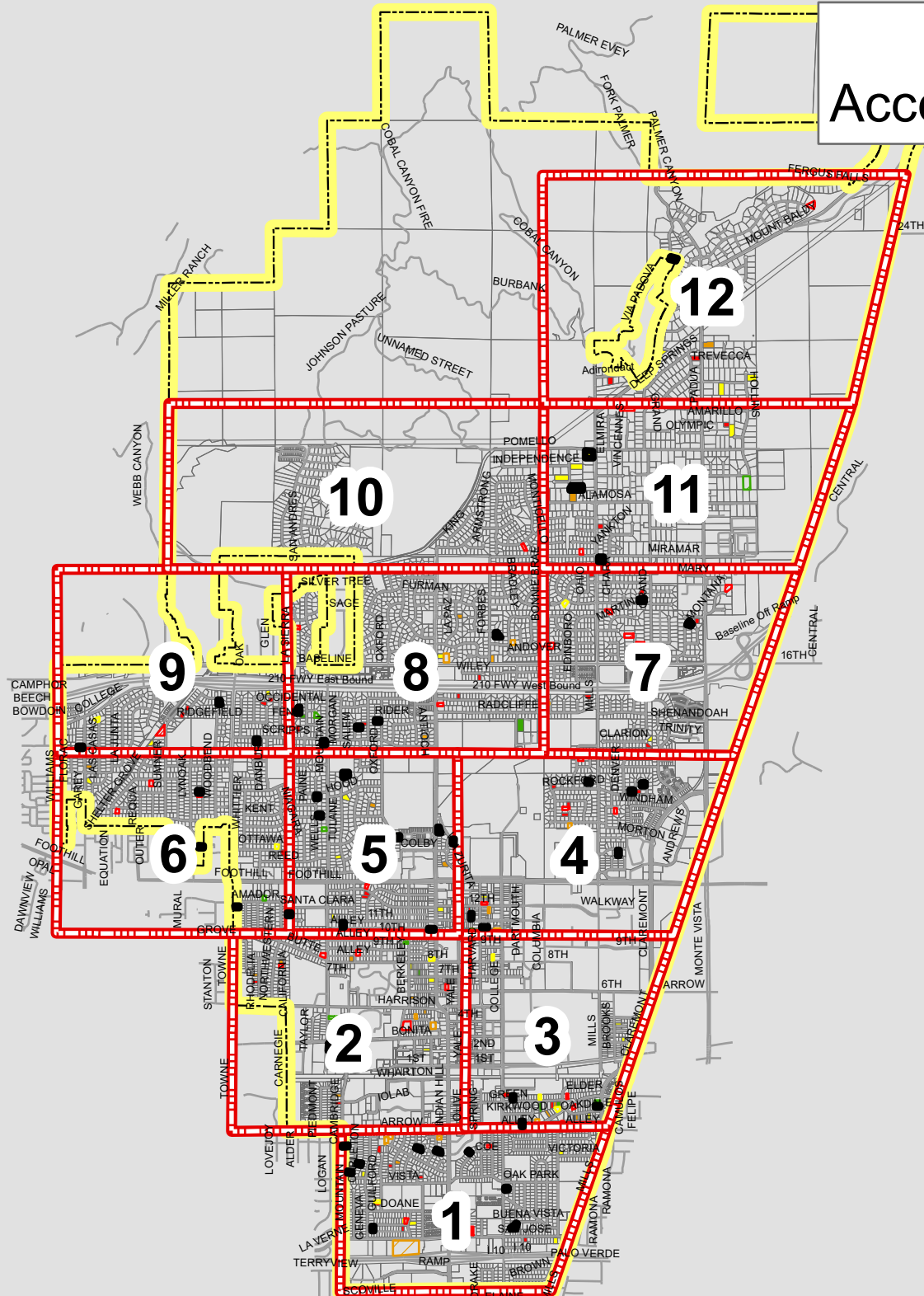
- 2024: City – 1 (Arbor Day); SC (Earth Day and Green Home Tour); CalBG – 3 festivals and 1,051 tours
- 7.3.4 *Number of award programs for citizens/businesses/other groups incorporating sustainability actions*
 - 2022: GC has program but not active in 2022
- 7.3.5 *Number of Sustainability Workshops/Classes Offered*
 - 2022: SC 2 (Foraging Workshop and Conscious Living Workshop), CalBG (13 workshops)
 - 2023: SC 4 (Foraging Workshop, Greywater Installation Workshop, and 2 Bike Rodeos), CalGB – 16
 - 2024: CalBG - 15
- 7.4.1 *Number of stakeholder groups involved in sustainability efforts*
 - SC, FCHWP, BFS, FBBFS, CWC, CalBG, Claremont Change, Housing Claremont, Claremont Democratic Club, Inclusive Claremont, Claremont Streets for People, Garden Club, Claremont Heritage
- 7.4.3 *Non-profits related to sustainability that report an increase over last year in members/volunteers*
 - 2022: Sustainable Claremont, Garden Club, BFS, FCHWP
 - 2023: Sustainable Claremont, Garden Club, FCHWP
 - 2024: Sustainable Claremont, FCHWP

**AFFORDABLE HOUSING AND
ACCESSORY DWELLING UNIT MAP BOOKS**

City of Claremont Accessory Dwelling Units

NOTES:

ADU's Prior to 2015 & Un-Permitted
Are Not Shown. ADU's are all single units.



Legend

ADU 2025 Update

- Above Moderate
- Low
- Moderate
- Very Low

Grid

- Grid

ADU's 2024 Update

- Above Moderate
- Low
- Moderate
- Very Low

ADU's 2023 Update

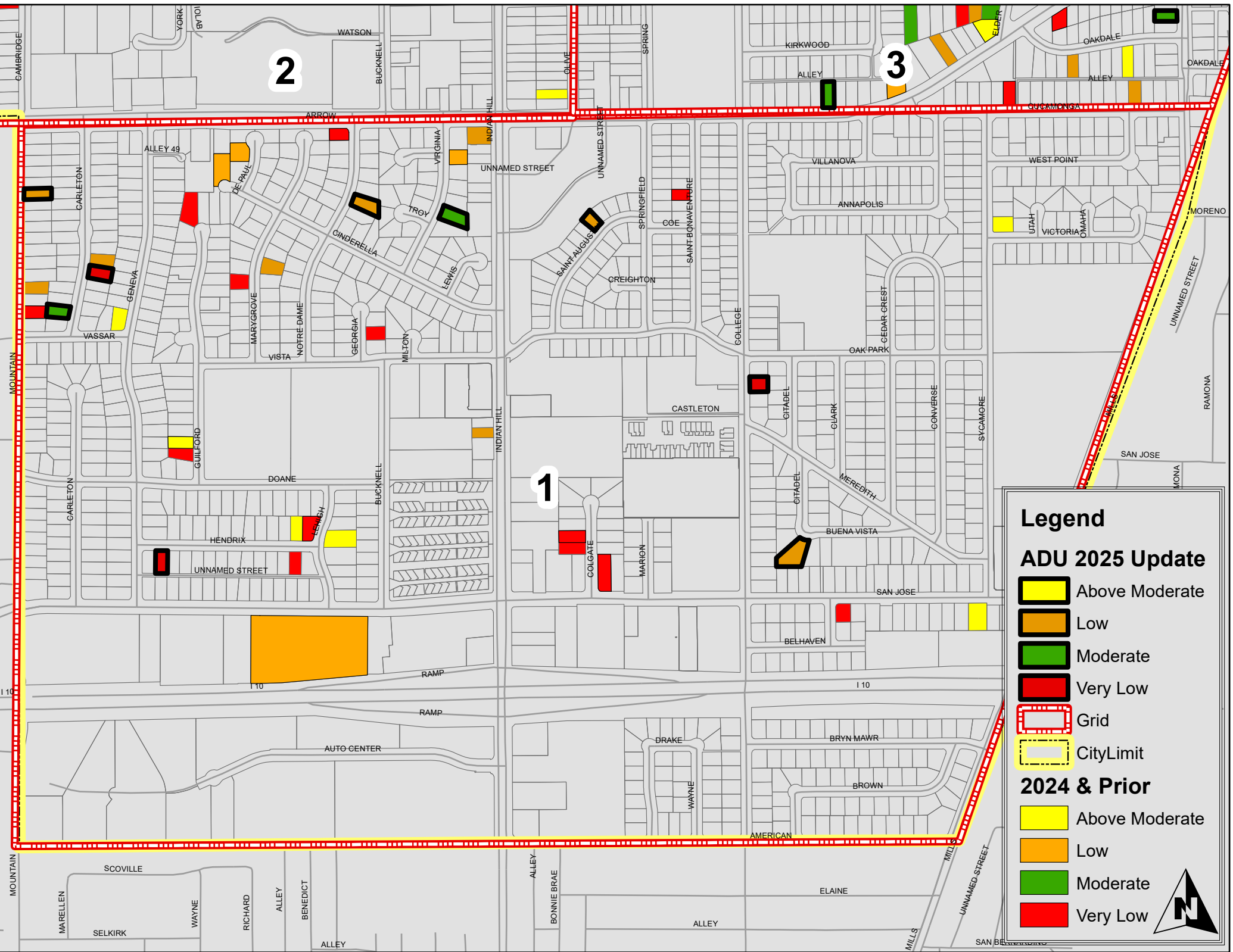
- Above Moderate
- Low
- Very Low

ADU's Prior to 9/2022

- Above Moderate
- Low
- Moderate
- Unknown
- Very Low

- Parcel





Legend

ADU 2025 Update

Above Moderate

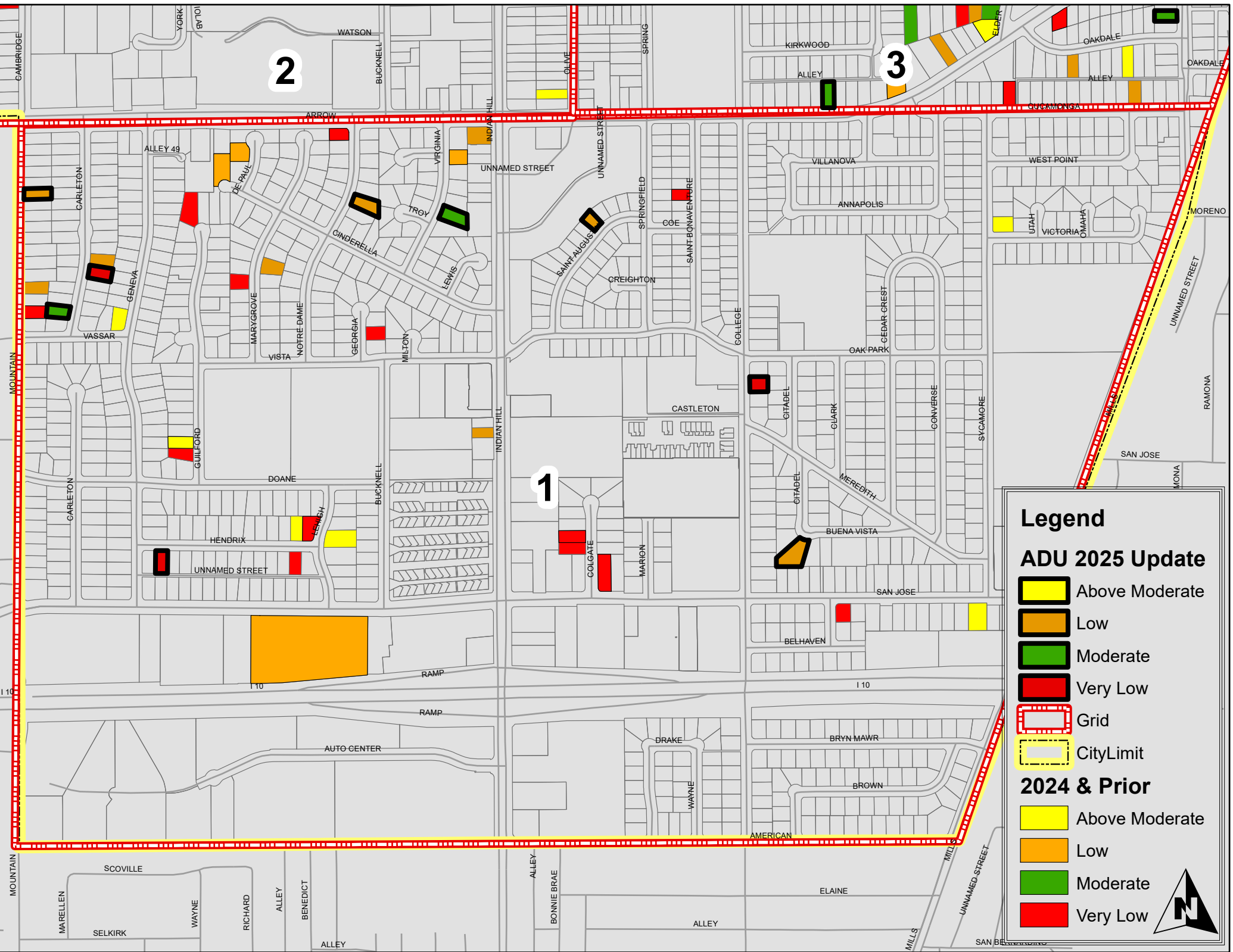
Low

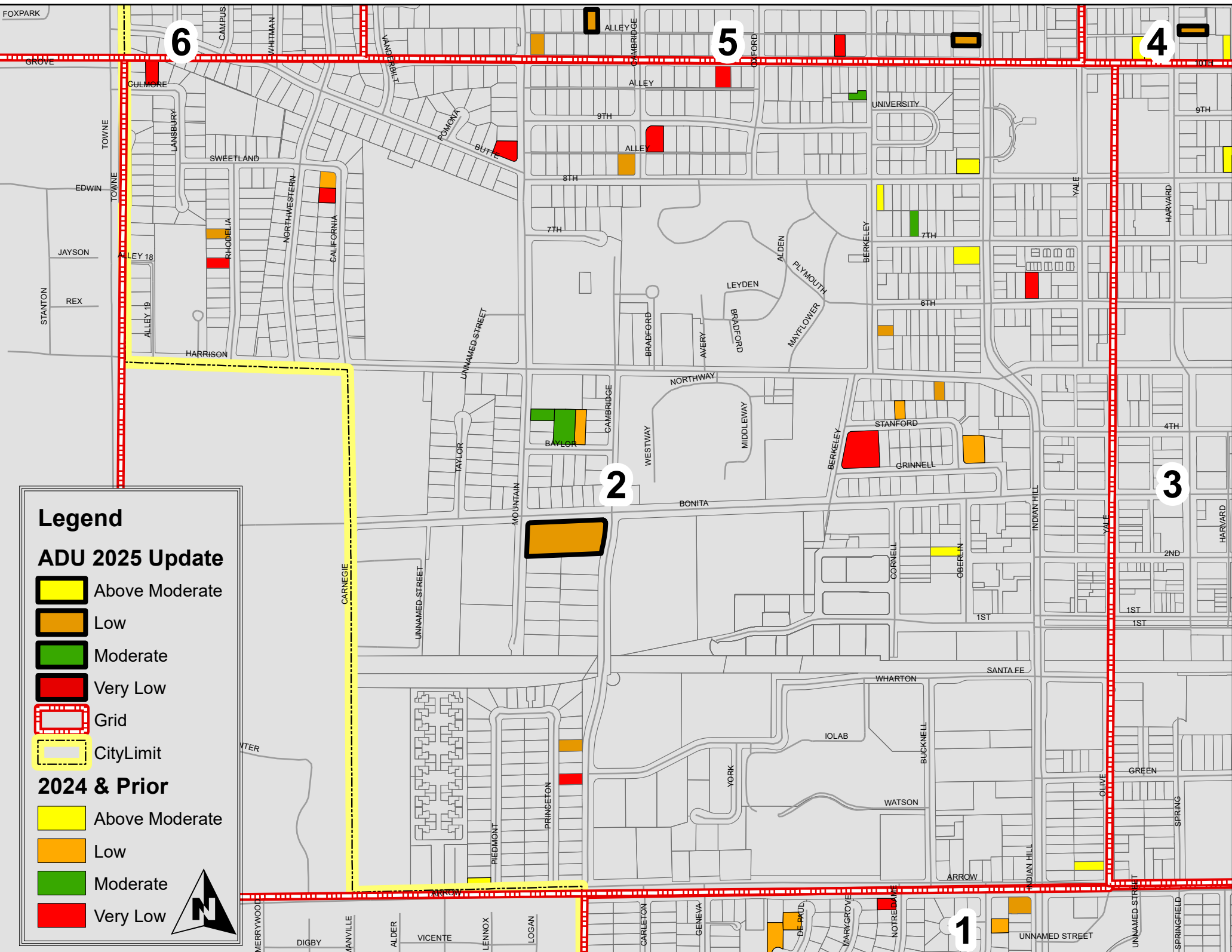
Moderate

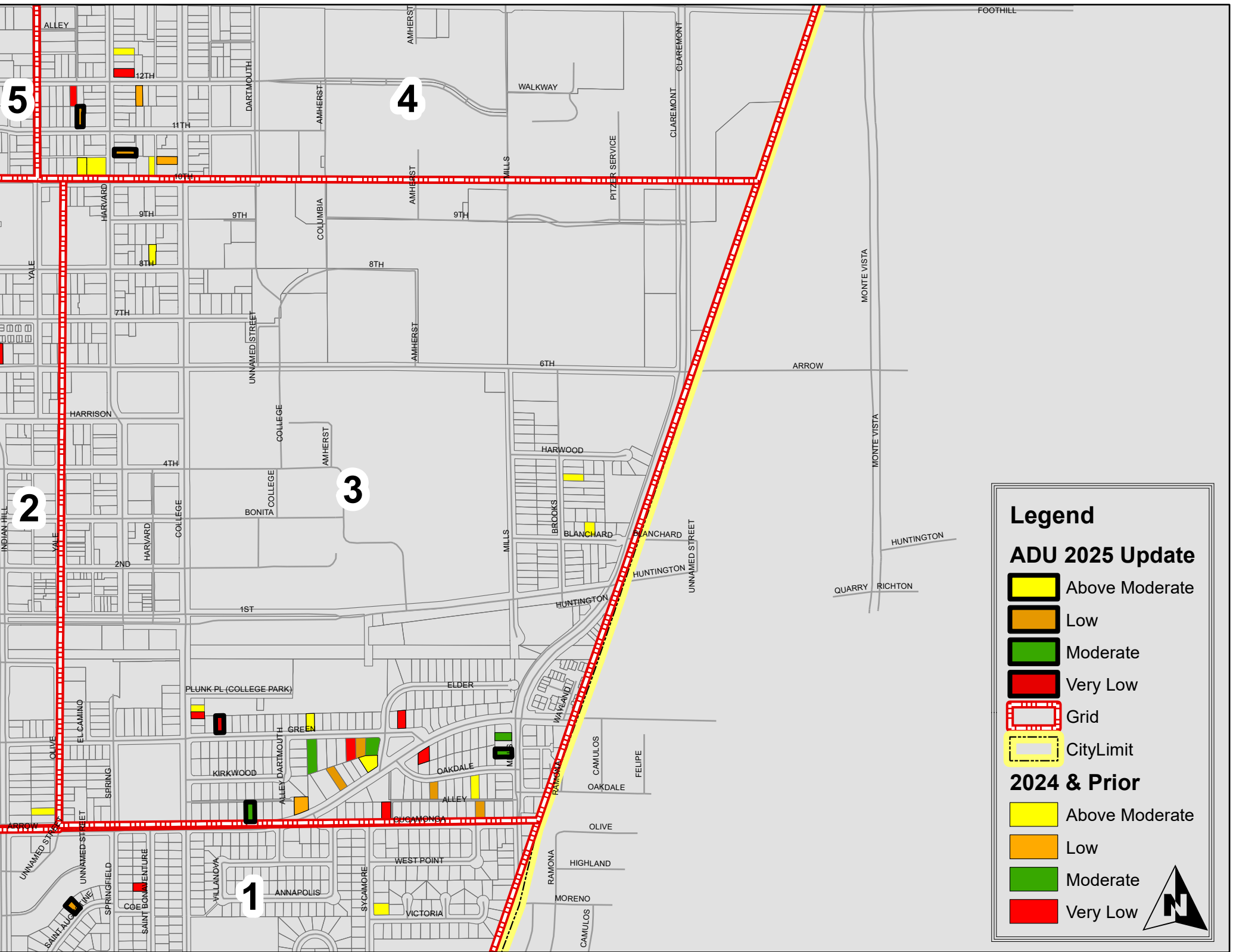
Very Low

Grid

CityLimit

2024 & Prior Above Moderate Low Moderate Very Low






Legend

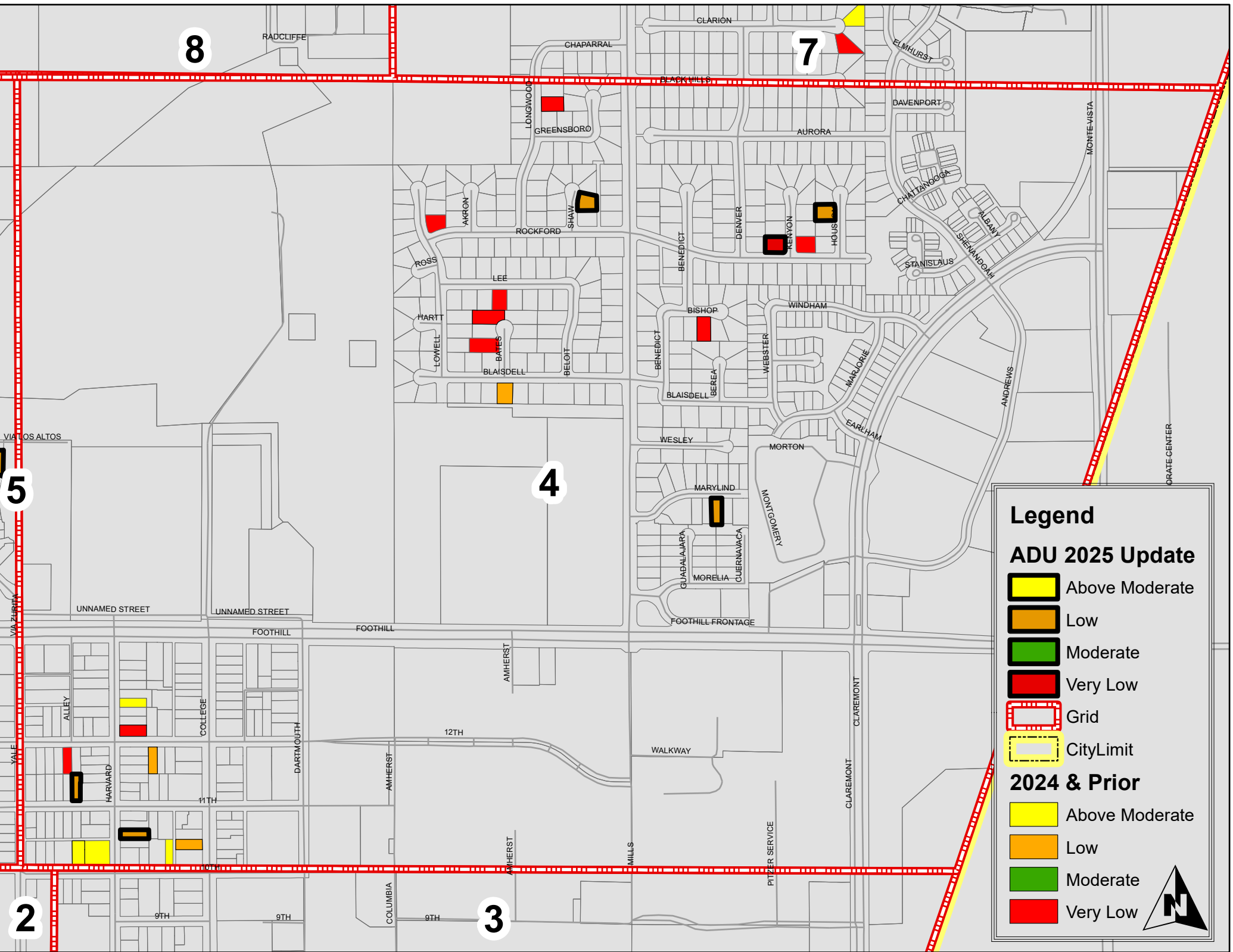
ADU 2025 Update

- Above Moderate
- Low
- Moderate
- Very Low
- Grid
- CityLimit

2024 & Prior

- Above Moderate
- Low
- Moderate
- Very Low





Legend

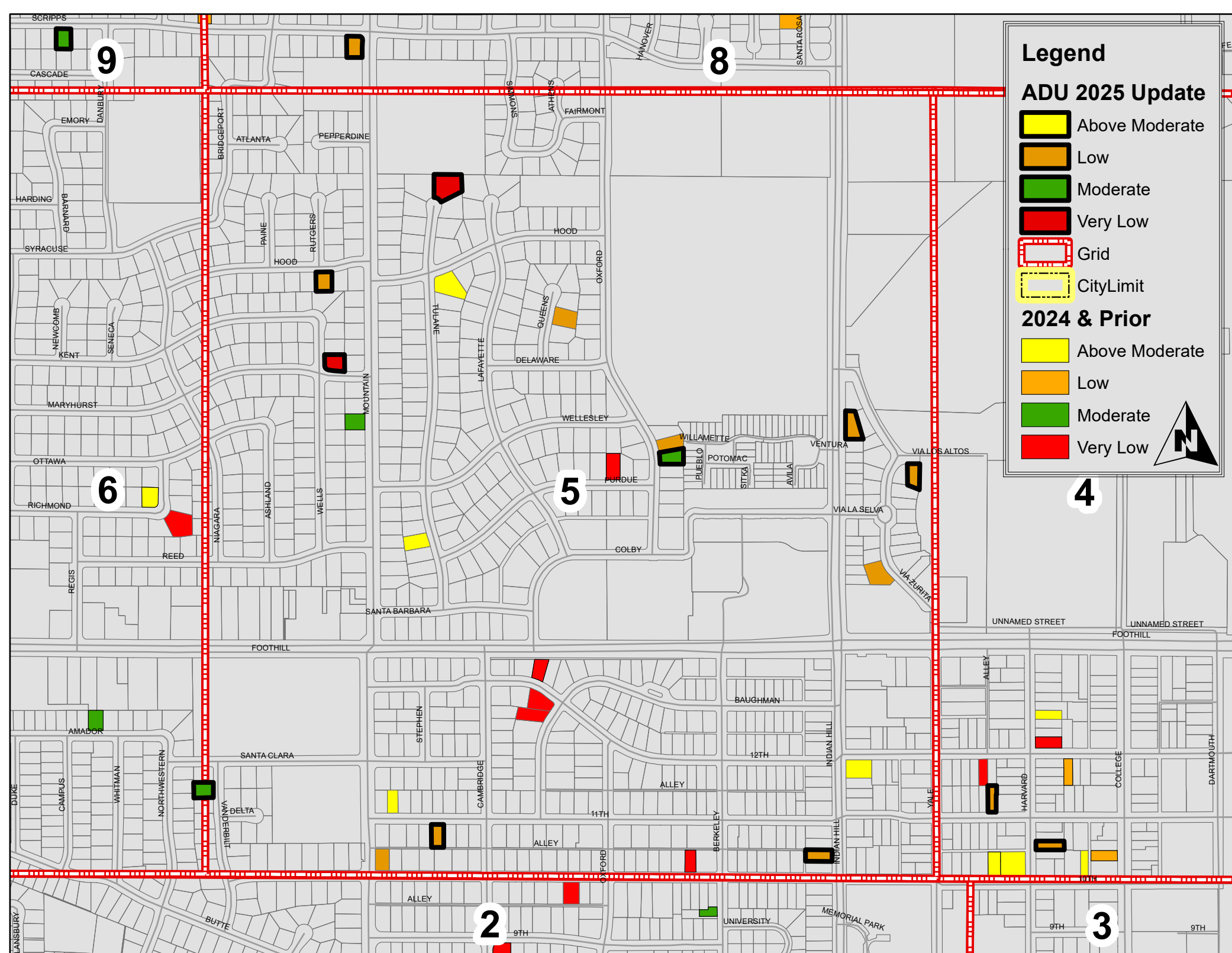
ADU 2025 Update

- Above Moderate
- Low
- Moderate
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- Grid
- CityLimit

2024 & Prior







- Above Moderate
- Low
- Moderate
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



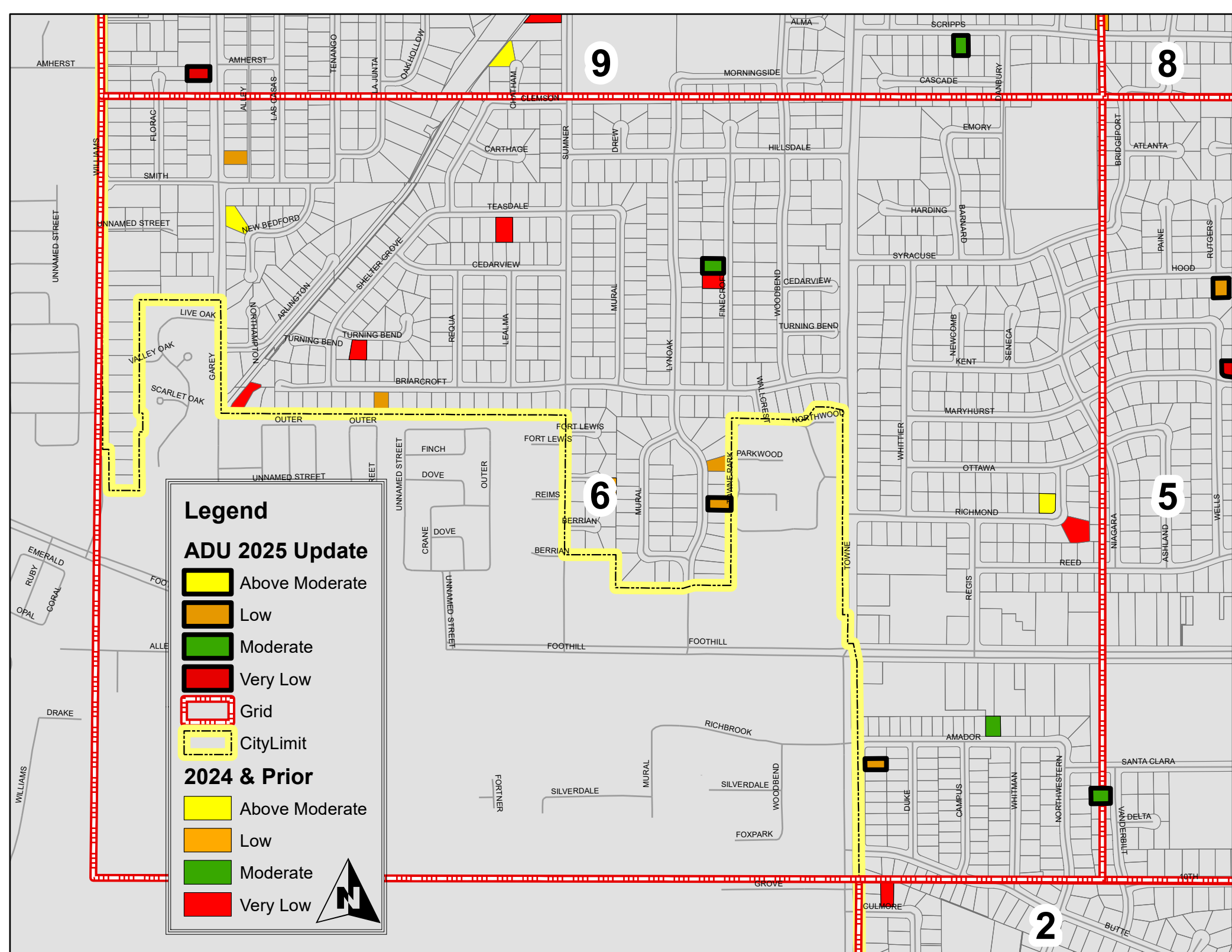
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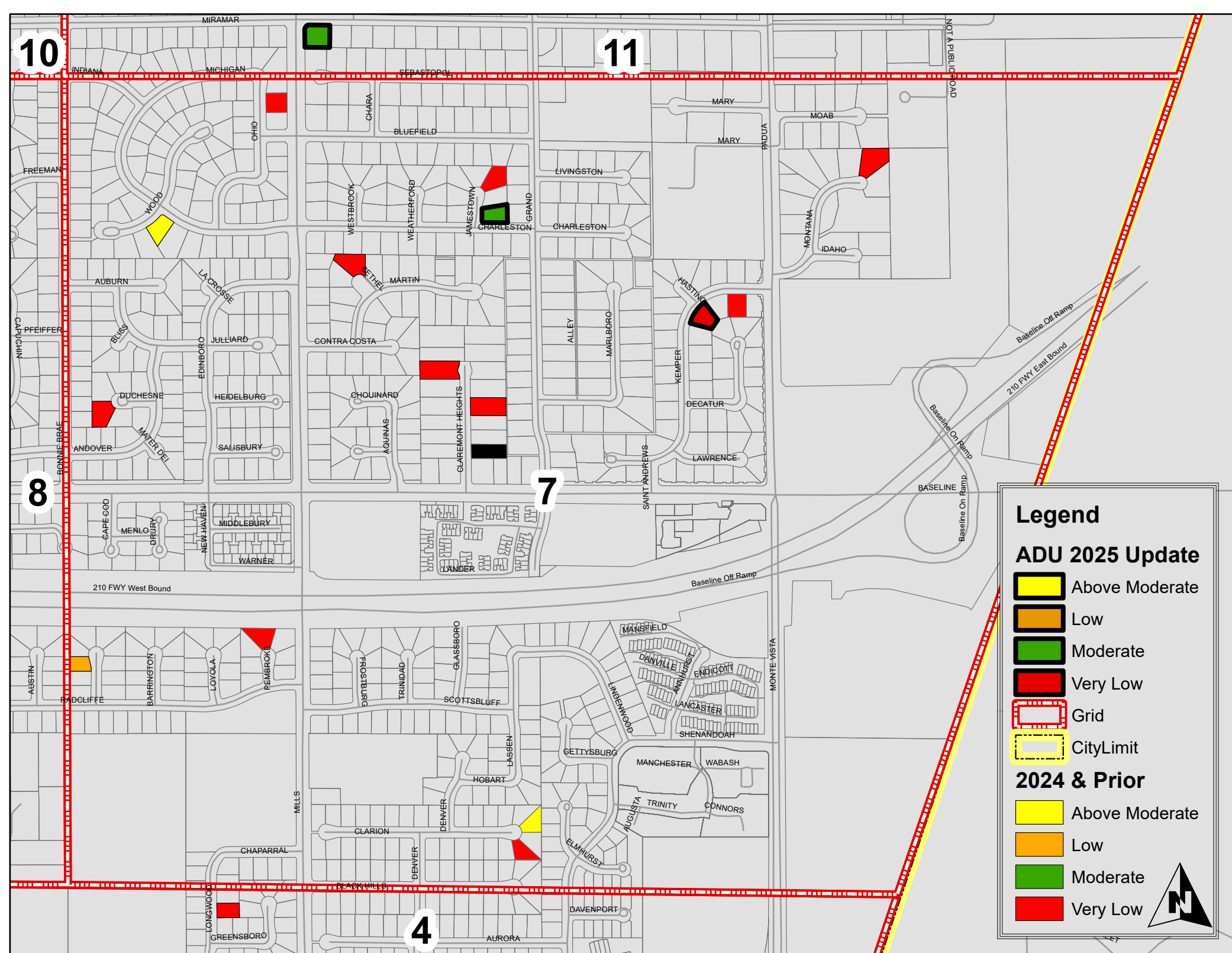
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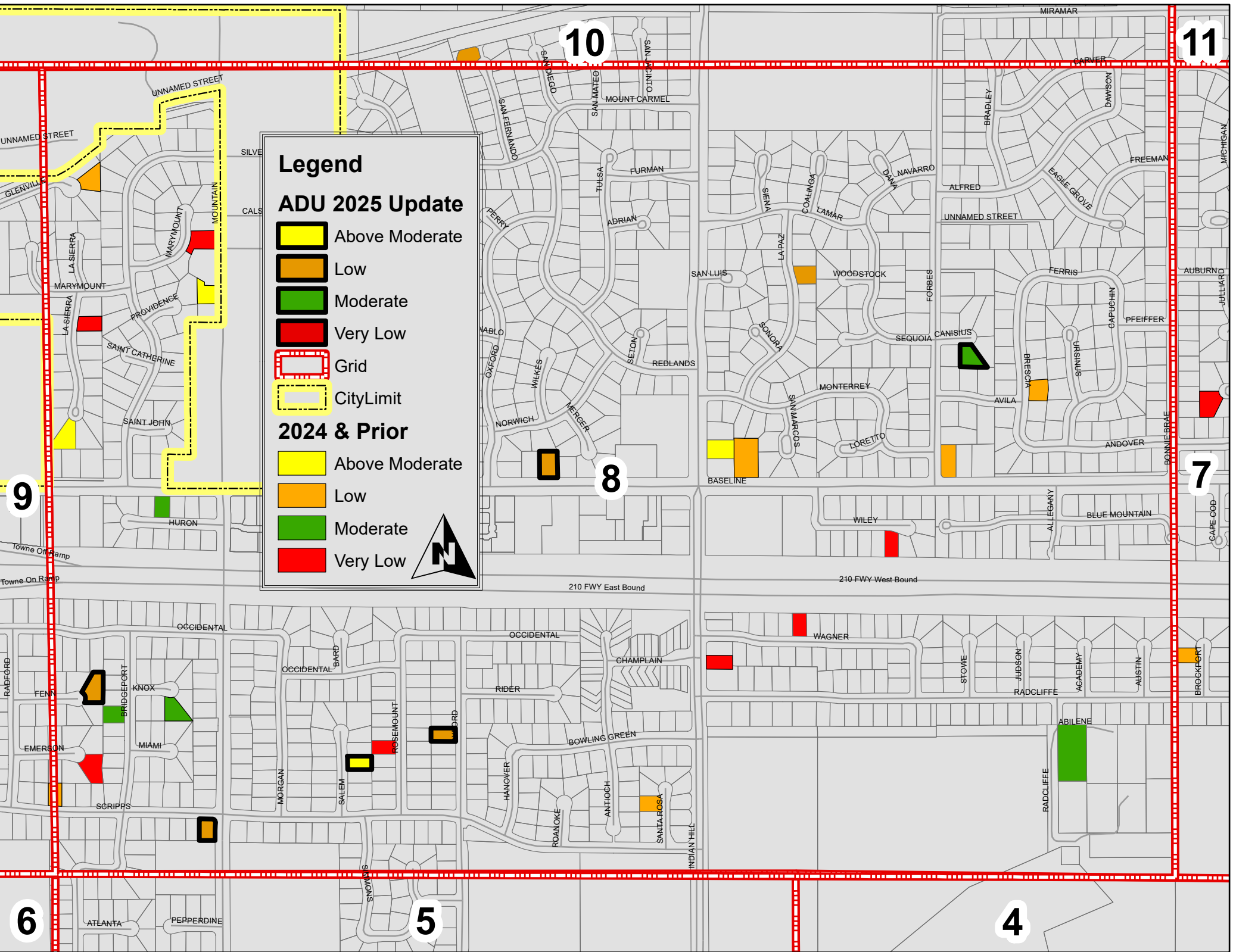
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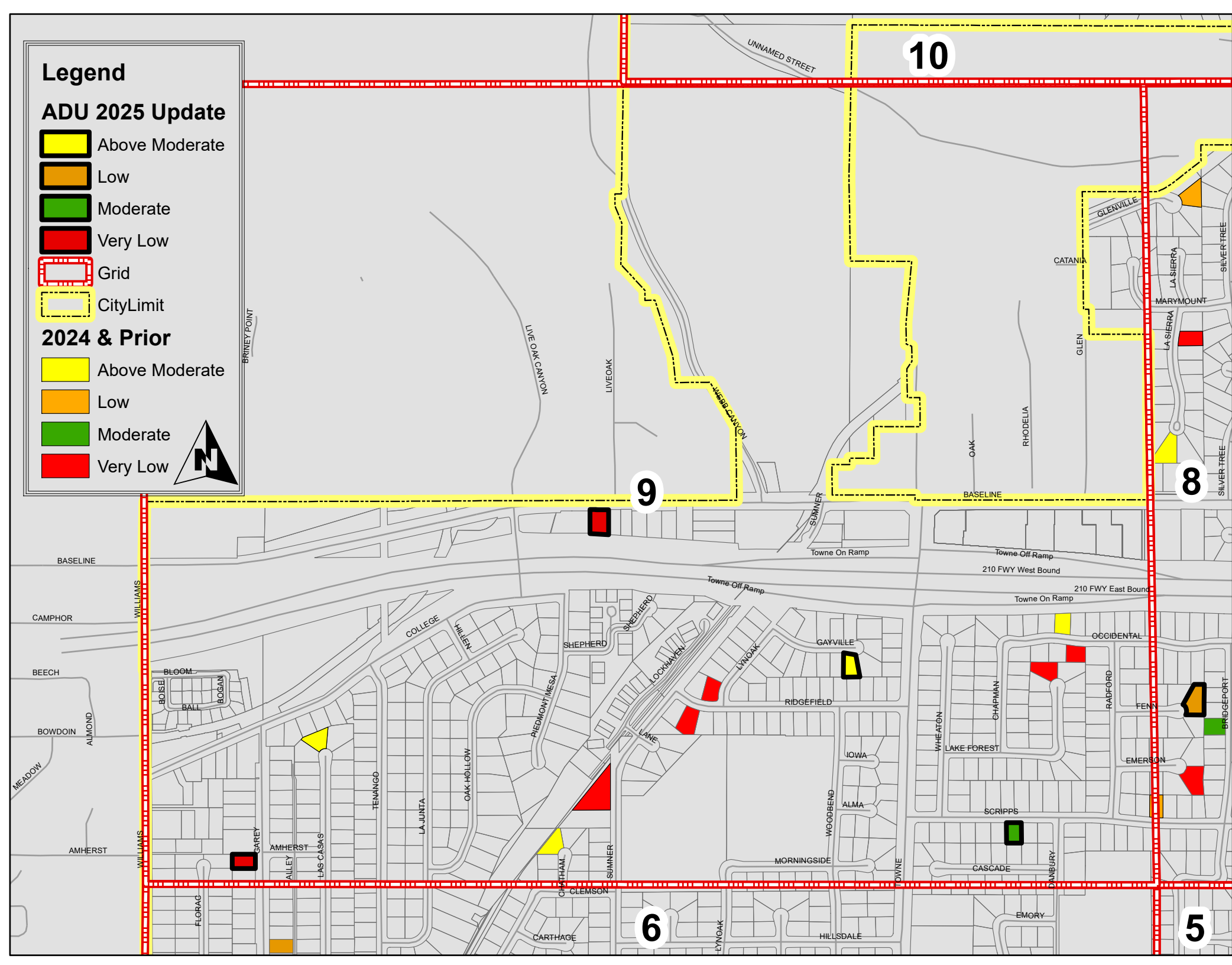
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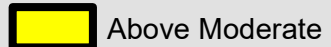
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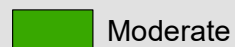
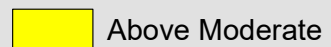


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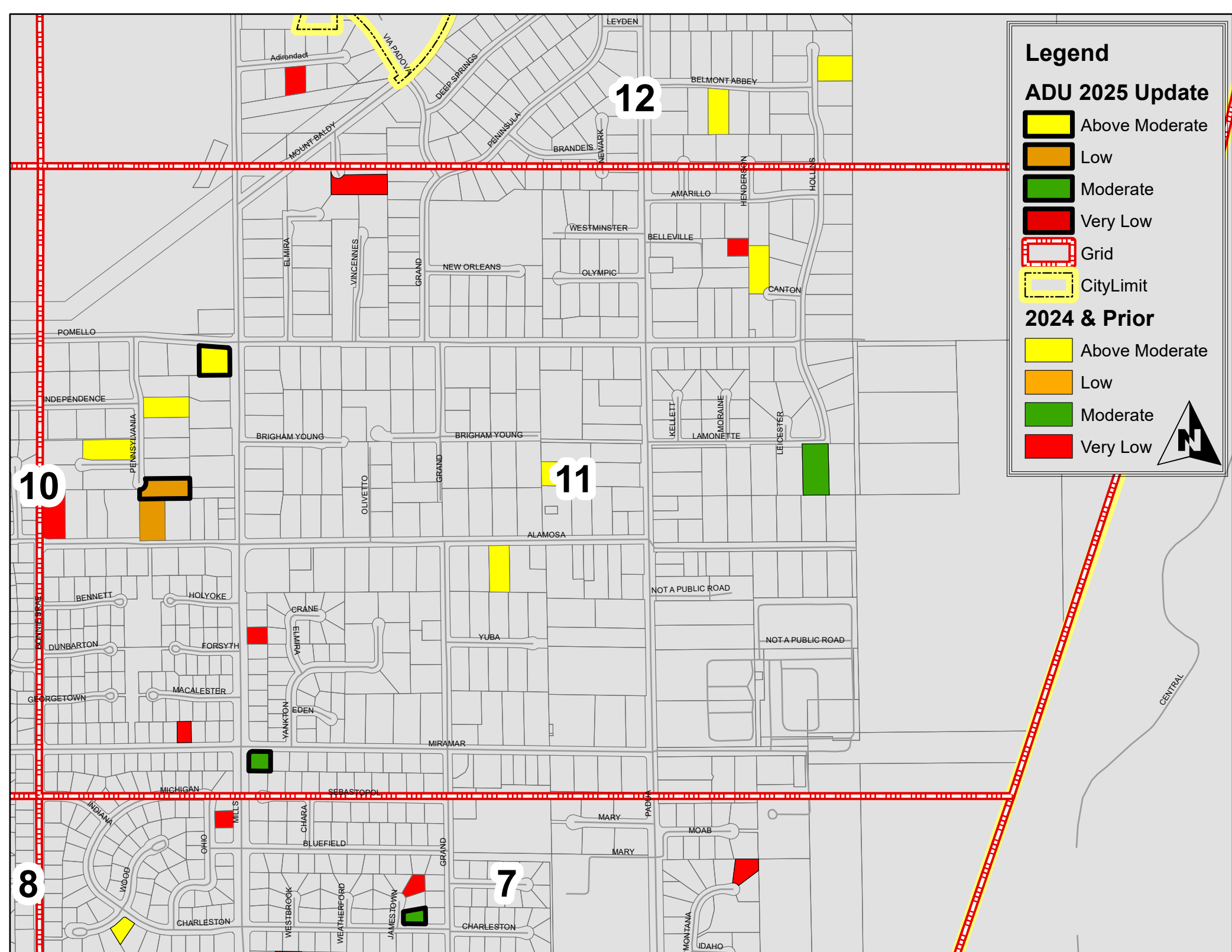
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






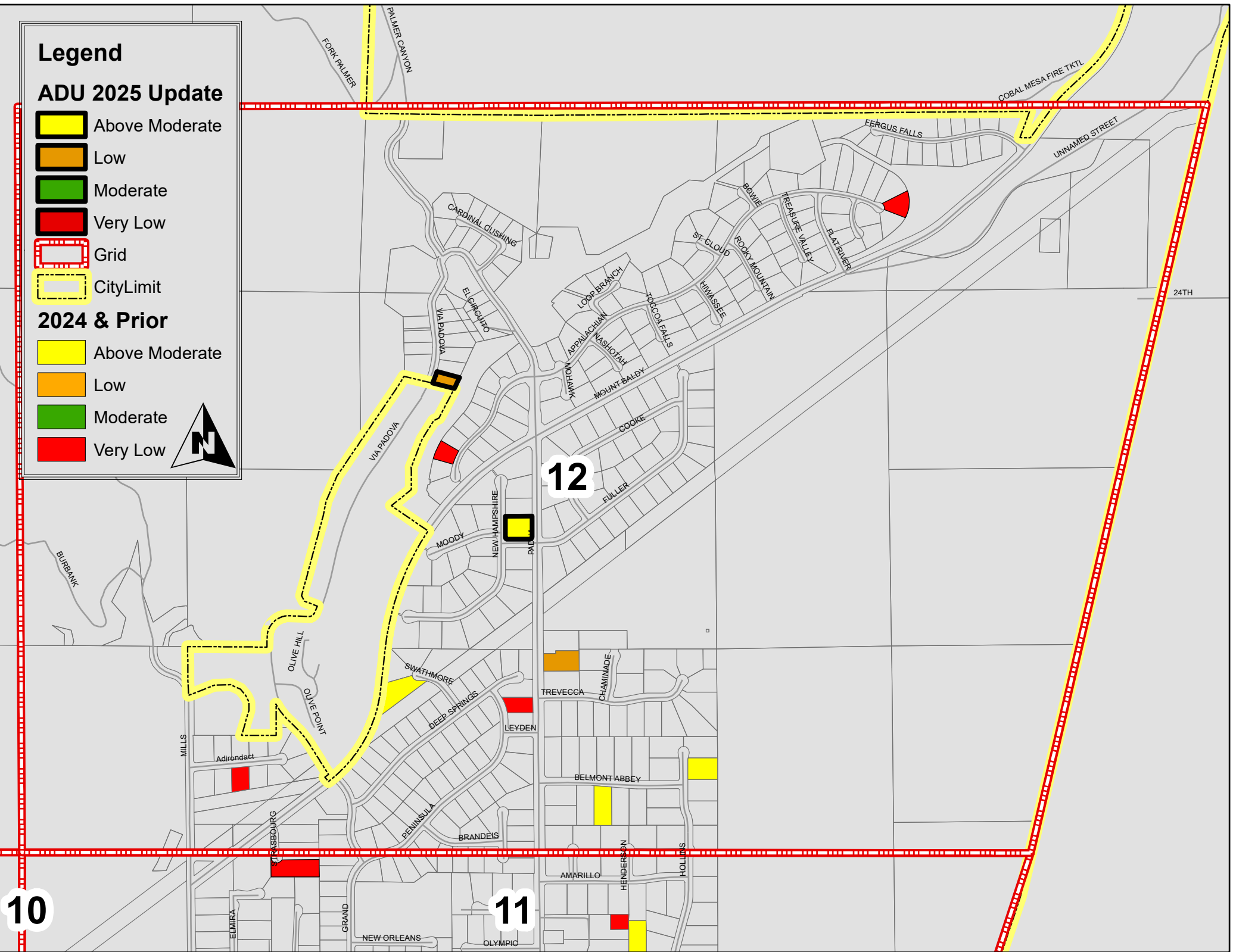
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Claremont City Council

Agenda Report

File #: 5739

Item No: 6.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

AWARD OF CONTRACT TO MK SMITH CHEVROLET FOR THE PURCHASE OF SIX FLEET VEHICLES (FUNDING SOURCES: MOTOR FLEET, CEMETERY, AND SANITATION FUNDS)

SUMMARY

Funding is currently available to procure five fleet vehicles, including three EV Chevrolet Silverado 1500s, one Chevrolet dump truck, and one Chevrolet stakebed truck. In addition to these vehicles, staff recommends that the City Council appropriate funds to purchase one new Chevrolet Colorado to support a new Building Inspector position. Following a competitive bidding process, staff recommends entering into an agreement with MK Smith Chevrolet to procure the six vehicles.

RECOMMENDATION

Staff recommends the City Council:

- A. Authorize the City Manager to enter into agreement with MK Smith Chevrolet in the amount of \$331,530.80 for the purchase of six fleet vehicles; and
- B. Appropriate \$75,000 from the Motor Fleet Fund to fully fund the recommended purchases and vehicle upfits.

ALTERNATIVE TO RECOMMENDATION

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

- Request more information.

FINANCIAL REVIEW

Staff recommends entering into an agreement with MK Smith Chevrolet in the amount of \$331,530.80 to purchase six fleet vehicles. Vehicle purchases are budgeted in three separate funds:

Motor Fleet Fund, Sanitation Fund, and Cemetery Fund. A budget breakdown of by individual fund is provided below.

Motor Fleet Fund

The 2025-26 Motor Fleet budget currently has \$235,555 remaining for vehicle purchases. In addition to the available Motor Fleet budget, the Police Department was recently awarded a Cannabis Tax Fund Grant Program Law Enforcement grant that will fund the cost to purchase and upfit one Ford Interceptor, up to a \$91,000 value. After allowing for this grant that will offset expenditures, a total of \$326,555 will be available for final vehicle purchases and upfits.

Police Department staff anticipate expending approximately \$216,000 on remaining police vehicle upfits, leaving \$110,555 available in the Motor Fleet budget. The lowest responsive bids for the remaining vehicle purchases totaled \$185,497.18. The bid includes the one un-budgeted Chevrolet Colorado for the newly approved Building Official position. Staff recommends appropriating \$75,000 from the Motor Fleet Fund balance to cover the full cost of the remaining vehicle purchases.

Sanitation Fund

The 2025-26 Sanitation Budget has \$84,000 budgeted for one stakebed truck purchase. MK Smith Chevrolet has quoted a purchase price of \$74,808.77 leaving \$9,191.23 remaining.

Cemetery Fund

The 2025-26 Cemetery budget has \$85,000 budgeted for one dump truck purchase. MK Smith Chevrolet has quoted a purchase price of \$71,224.85, leaving \$13,775.15 remaining.

The staff cost to prepare this report and administer this contract is estimated at \$3,900 and is included in the operating budget of the Community Services Department.

ANALYSIS

Vehicle Procurement

Staff recommends entering into a contract with MK Smith Chevrolet to purchase six vehicles, including three EV Chevrolet Silverado 1500s, one Chevrolet dump truck, one Chevrolet stake bed truck, and one Chevrolet Colorado. The three Silverados, dump truck, and stake bed are replacements for existing fleet vehicles that are due for replacement based upon age and condition. The Colorado is a new addition to the fleet to support the newly approved Building Inspector position.

The City requested vehicle pricing from multiple Chevrolet dealers:

Bidder	Price
MK Smith Chevrolet	\$331,530.80
Mountain View Chevrolet	\$354,050.40
National Auto Fleet Group	Incomplete Bid
Tom Bell Chevrolet	Not Responsive

MK Smith Chevrolet was the lowest responsive bidder. Staff recommends contracting with MK Smith Chevrolet in the amount of \$331,530.80.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, Sustainable City Plan, Economic Sustainability Plan, General Plan, and the 2024-26 Budget.

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:

Kristin Mikula
Community Services Manager



Claremont City Council

Agenda Report

File #: 5738

Item No: 7.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH LOS ANGELES TRUCK CENTER, LLC FOR TWO CNG SIDE LOADER SANITATION TRUCKS (FUNDING SOURCE: SANITATION FUND)

SUMMARY

The 2025-26 Sanitation budget includes funding to replace two compressed natural gas (CNG) side loader sanitation trucks. The two trucks are utilized primarily for residential sanitation service and feature a compact design suitable for the City's alley routes. The current trucks are both model year 2017, and reliability has begun to decline. Ordering replacement vehicles now will likely result in 2027 delivery based on current vehicle production timelines. The total cost of the two new replacement trucks is \$998,002.86.

RECOMMENDATION

Staff recommends the City Council authorize the City Manager to enter into an agreement with Los Angeles Truck Center, LLC to purchase two CNG Autocar ACX42 trucks in the amount of \$998,002.86.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The 2025-26 budget includes \$1,000,000 towards these purchases. The cost to purchase two CNG sanitation trucks is \$998,002.86. The City of Claremont is a member of Sourcewell, a purchasing

cooperative. Membership entitles the City to access national, publicly bid contracts. Sourcewell awarded Autocar and New Way competitively bid contracts for sanitation vehicle components at competitively bid prices. Under the Sourcewell agreement, Autocar offers 20 percent off list price for the vehicle chassis. The New Way Sourcewell contract provides a \$5,000 discount or approximately 3 percent off list price for the truck body. Los Angeles Truck Center is a local, franchise dealer and offers competitively bid Sourcewell pricing.

This purchase complies with all City purchasing guidelines. Bid and contract documents are available for review in the City Clerk's office.

The staff cost to prepare this report and administer this contract is estimated at \$5,300 and is included in the operating budget of the Community Services Department.

ANALYSIS

The sanitation fleet consists of 24 vehicles and pieces of heavy equipment. The Sanitation Fund, along with grants or other eligible funding sources when available, pays for sanitation fleet replacements. The fleet includes eight residential trucks, four commercial trucks, three roll-off trucks, and nine miscellaneous support vehicles. Vehicle replacements are scheduled every ten years, and staff begins to evaluate and monitor each piece of equipment for replacement when it reaches eight years of age. Functional equipment is utilized beyond the ten-year replacement schedule when appropriate.

The two vehicles proposed for replacement are 2017 model years; however, lead times to produce vehicles are typically up to 18 months from the date the contract is executed. Therefore, staff anticipates receiving the completed vehicles in early 2027, consistent with the ten-year replacement period. Based on age, current condition, and maintenance history, the Motor Fleet Supervisor and Solid Waste Supervisor recommend replacing these vehicles.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, Sustainable City Plan, Economic Sustainability Plan, General Plan, and the 2024-26 Budget.

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:

Kristin Mikula
Community Services Manager



Claremont City Council

Agenda Report

File #: 5770

Item No: 8.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

AWARD OF CONTRACT TO VICTOR STANLEY, INC. FOR THE PURCHASE OF DUAL-STREAM WASTE RECEPTACLES AT IDENTIFIED BUS STOPS WITHIN THE CITY (FUNDING SOURCES: FOOTHILL TRANSIT BUS STOP ENHANCEMENT PROGRAM GRANT AND PROPOSITION C FUND)

SUMMARY

The City provides amenities at bus stops throughout the City. Bus stop amenities include shelters, benches, and trash receptacles and vary by location based on need. Currently, the majority of bus stops in the City have trash receptacles. Over the last few years, the City has found an increase in litter and vandalism to trash receptacles at certain bus stops along Indian Hill Boulevard and Foothill Boulevard. To address the issue, staff purchased fourteen dual-waste receptacles with lids and locking mechanisms utilizing transit funds. The new receptacles have deterred littering and vandalism at those bus stops. Staff recommends the purchase of an additional twelve dual-waste receptacles with lids and locking mechanisms to be installed at identified locations throughout the City.

The City was awarded a grant of \$40,000 through the Foothill Transit Bus Stop Enhancement Program (BSEP) for the purchase of dual-stream waste receptacles. The new receptacles will replace existing receptacles at twelve bus stops throughout the City. A list of proposed locations is included as an attachment to this report. Staff recommends the purchase of twelve receptacles at a total cost of \$42,696.53 and proposes funding the purchase using \$40,000 in BSEP grant funding and a \$2,696.53 appropriation from the City's Proposition C Fund.

RECOMMENDATION

Staff recommends the City Council:

- A. Authorize the City Manager to execute an agreement with Victor Stanley, Inc. in the amount of \$42,696.53 for the purchase of twelve dual-stream waste receptacles; and
- B. Appropriate \$40,000 in Foothill Transit Bus Stop Enhancement Program funding and

\$2,696.53 from the City's Proposition C Fund to fully fund the purchase.

ALTERNATIVES TO RECOMMENDATION

In addition to the recommendation, there are the following alternatives:

- A. Request more information from staff.
- B. Reject the purchase of the dual-stream waste receptacles.

FINANCIAL REVIEW

The Foothill Transit Bus Stop Enhancement Program is a grant program for enhancing bus stops that service Foothill Transit bus lines. The City was awarded \$40,000 through this program for the purchase of twelve dual-stream waste receptacles. Foothill Transit will reimburse the City following the purchase and installation of the receptacles. The total cost to purchase twelve receptacles is \$42,696.53. Staff recommends funding the remaining \$2,696.53 through the City's Proposition C Fund. The cost for each receptacle is \$2,909, for a subtotal of \$34,908, plus sales tax and shipping. Below is a breakdown of the total cost of purchasing the waste receptacles.

Quantity	Description	Unit Cost	Total
12	Dual-stream waste receptacles	\$2,909	\$34,908.00
	Tax		\$3,403.53
	Shipping		\$4,385.00
	Total Cost		\$42,696.53

This purchase is a sole-source purchase that does not require bidding and complies with all City purchasing guidelines. Victor Stanley, Inc. is the sole provider of the City's standard trash receptacles.

The staff cost to prepare this report and administer this contract is estimated at \$1,173 and is included in the operating budget of the Community Services Department.

ANALYSIS

There are approximately forty Foothill Transit bus stops within the City. Foothill Transit is responsible for determining bus stop locations and the posting of each stop. Any amenities that are provided at each stop are the responsibility of the City. Currently, the majority of bus stops within the City have trash receptacles. With the exception of the fourteen dual-waste receptacles that were recently installed, the existing waste receptacles at bus stops within the City are the City's standard trash receptacles. These receptacles have no lids and do not lock, which leaves them prone to vandalism and the spreading of litter. Additionally, the existing containers do not provide a recycling option, so all waste is collected and treated as trash. Following the purchase and installation of the next phase of dual-waste containers, over half the bus stops in the City will have receptacles with lids, locking mechanisms, and a recycling option. This will further the City's recycling diversion goal and reduce litter.

The new receptacles are dual stream, meaning there are two different containers: one for trash and the other for recyclable material. Each container has a locking lid that will allow for trash and another only for recycling. The locking lid will significantly reduce the ability to sort through the container

and/or empty its contents onto the ground. Additionally, the container will be locked within the receptacle, which will further limit the ability to disturb the contents of the container. The new receptacles are very similar to the City's standard trash receptacles and will complement the City bus stops.

The BSEP provides up to \$40,000 for approved enhancements to Foothill Transit bus stops, and the City was recently granted the full \$40,000 available in funding for the purchase of dual-stream waste receptacles. The total purchase price for the receptacles is \$42,696.53. The remaining \$2,696.53 is recommended to be funded through the City's Proposition C Fund. There will be no additional charge to empty the new receptacles. Following delivery of the receptacles, Community Services staff will install them. It is anticipated that all receptacles will be installed by the end of April 2026.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relation to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, Sustainable City Plan, Economic Sustainability Plan, General Plan, and the 2024-26 Budget.

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

Attachment:

List of Proposed Receptacle Locations

Foothill Transit
Bus Stop Enhancement Program

ATTACHMENT

List of Identified Locations				
	Bus Stop #	On Street	Cross Street	Bus Stop Direction
1	1828	Indian Hill Blvd	Arrow Hwy	east
2	1861	Indian Hill Blvd	Santa Fe St	west
3	853	Bonita Ave	Berkeley Ave	east
4	854	Bonita Ave	Berkeley Ave	west
5	506	1st Street	Harvard Ave	west
6	509	1st Street	Mills Ave	west
7	872	Bonita Ave	Indian Hill Blvd	west
8	1211	Foothill Blvd	Claremont Blvd	west
9	1273	Foothill Blvd	Mills Ave	west
10	1283	Foothill Blvd	Mountain Ave	west
11	982	1st Street	Columbia	west
12	975	Claremont Blvd	Arrow Hwy	west



Claremont City Council

Agenda Report

File #: 5748

Item No: 9.

TO: ADAM PIRRIE, CITY MANAGER

FROM: BRAD JOHNSON, COMMUNITY DEVELOPMENT DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

AUTHORIZATION TO AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH BPR CONSULTING GROUP AND ENTER INTO AN AGREEMENT WITH WILLDAN FOR PROFESSIONAL BUILDING DIVISION SERVICES (FUNDING SOURCE: GENERAL FUND)

SUMMARY

The Claremont Building Division is responsible for reviewing construction plans submitted by project applicants and conducting inspections to ensure compliance with all applicable codes. The Division has continued to experience an increase in both the volume and complexity of plan submittals and inspection requests.

In February 2025, the City entered into an agreement with BPR Consulting Group (BPR) for an amount not to exceed \$50,000 for plan review, contract building inspection, and staffing services. On May 27, 2025, the City Council authorized an increase of \$350,000, bringing the total contract amount to \$400,000. BPR has provided substantial support by ensuring that reviews and inspections are completed promptly and without interruption to service. However, due to higher-than-anticipated development activity, funding on the contract has been exhausted, and staff recommends amending the contract to increase compensation.

Staff also recommends entering into an agreement with Willdan Engineering for Building Division services. Currently, the Division relies solely on BPR. Entering into an agreement with Willdan will provide additional capacity and flexibility in case of delays or other service interruptions and may also offer cost efficiencies for larger development projects. Continued contract support is essential to maintain the Division's current service levels and responsiveness to the community.

RECOMMENDATION

Staff recommends the City Council:

- A. Authorize the City Manager to execute an amendment to the existing professional services agreement with BPR Consulting Group, increasing the compensation by \$350,000 for a total contract amount of \$750,000;
- B. Authorize the City Manager to enter into an agreement with Willdan in the amount of \$200,000 for Building Division Services; and
- C. Appropriate \$550,000 from the unassigned General Fund balance in 2025-26 to fully fund these agreements.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

Staff originally estimated the cost of contract building services provided by BPR for 2025-26 to be \$350,000. Due to the increased number of large-scale development projects, this estimate has been revised to \$750,000. The revised amount is based on the current workload assigned to contract staff and several complex projects anticipated over the next year.

The proposed agreement with BPR includes service rates for the initial plan review and two back-check reviews that are set at sixty-eight percent of the project's plan review fees collected by the City for that project. The remaining thirty-two percent is anticipated to recover the costs of City staff and overhead that supports each plan check application. The costs of this agreement are fully paid by the applicant's plan check fees collected by the City.

Staff also recommends entering into an agreement with Willdan in the amount of \$200,000 for plan review services. Unlike BPR's percentage-based structure, Willdan charges hourly rates, which may result in cost savings for larger or more complex development projects.

Both BPR and Willdan have provided timeframes that ensure plan reviews are completed within industry standards, minimizing potential delays and maintaining efficient service delivery.

Building plan check revenues for 2025-26 are anticipated to be approximately \$600,000, which is collected to recover the costs for staff and contracted services to review building plans for the year. On average, the City collects over \$400,000 per year in building plan check revenues, paid in full by applicants submitting construction plans to the City. The collection of these revenues fluctuates based on the amount of development within the City each year. Additionally, building permit revenues are anticipated to be \$1,000,000 in 2025-26. These fees are collected when an applicant pulls their building permit and offsets the cost of permit processing and inspections by the Building Division or contract staff.

The staff cost to prepare this report and administer these contracts is estimated at \$1,000 and is included in the operating budget of the Community Development Department.

ANALYSIS

The Building Division is responsible for enforcing building standards for all residential and commercial improvements within the City. Given the substantial volume and complexity of current and upcoming projects, contract staffing and plan review services are critical to maintaining timely service levels and compliance with state and local codes.

BPR Consulting Group has consistently provided reliable and responsive plan check and inspection services, allowing the Division to avoid project delays and maintain strong customer service. BPR employs a large, diverse team, including engineers, architects, and ADA specialists, who provide detailed and high-quality reviews.

Entering into an agreement with Willdan will supplement these services and provide the Division with an additional resource for plan checks and inspections as needed. The combined use of both consultants will give the City flexibility to scale services up or down as workload demands fluctuate.

Examples of anticipated larger near-term projects include the Taylor Morrison (La Puerta School Site) Development plan check, Scripps College arts building expansion, Claremont McKenna Sports bowl structures, Pomona College Language Immersive Residence Hall project, City Ventures Townhomes, and various smaller Claremont Colleges-related projects. Examples of the need for periodic supplemental inspection staffing in the Building Division include coverage when existing staff are out or on leave, or when workload volumes rise beyond current staff capacities.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: General Plan and the 2024-26 Budget.

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:

Brad Johnson
Community Development Department

Prepared by:

Alex Cousins
Senior Management Analyst



Claremont City Council

Agenda Report

File #: 5754

Item No: 10.

TO: ADAM PIRRIE, CITY MANAGER

FROM: BRAD JOHNSON, COMMUNITY DEVELOPMENT DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH RRM DESIGN GROUP FOR OBJECTIVE DESIGN STANDARDS (FUNDING SOURCE: GENERAL FUND)

SUMMARY

Recent changes to California housing law require cities to adopt objective design standards to retain authority over the design and review of qualifying housing developments. The State mandates that local governments evaluate these projects using only measurable, objective criteria. Without locally adopted objective standards, the City must rely on baseline State rules, limiting its ability to shape development consistent with Claremont's character. The development of objective design standards for multi-family and mixed-use development will help ensure that Claremont's architectural and planning values are preserved while complying with State law.

RECOMMENDATION

Staff recommends the City Council authorize the City Manager to enter into an agreement with RRM Design Group in the amount of \$188,474 to prepare objective design standards, and authorize a ten percent contingency of \$18,847, for a total authorized amount of \$207,321.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The City issued an RFP, which resulted in the estimated costs for developing objective design standards of \$188,474 plus a ten percent contingency of \$18,847 for a total estimated cost of

\$207,321. Funding for the proposed agreement with RRM Design Group is available in the operating budget of the City's Planning Division.

The staff cost to prepare this report and administer this project is estimated at \$7,500 and is included in the operating budget of the Community Development Department.

ANALYSIS

The development of objective design standards is a state-mandated requirement under recent California housing legislation, including SB 35, SB 330, and the Housing Accountability Act. These laws require local agencies to review eligible housing projects using only objective, measurable standards. Cities that do not adopt such standards risk losing local control over the design and review of residential development.

Failure to establish objective design standards would leave the City without enforceable criteria when reviewing ministerial or streamlined housing projects, including those invoking SB 35. By adopting locally tailored standards, the City can retain some level of design oversight while complying with state law.

To begin this effort, the City issued a Request for Proposals (RFP) in June 2025 and received seven proposals from qualified consulting firms. Staff conducted a thorough evaluation of the proposals and selected three finalists for interviews in October 2025. Following those interviews, staff determined that RRM Design Group was the most qualified firm and clearly aligned with the City's goals for developing context-sensitive, implementable objective design standards.

RRM Design Group is uniquely qualified to lead this effort, having prepared similar standards for cities including Dublin, Carlsbad, and Goleta. The scope of work includes:

- Background research and document review
- A windshield survey and staff-led design brainstorming session
- Preparation of a draft Objective Design Standards document with illustrative graphics
- Creation of a six to ten page design guide showcasing up to three architectural styles
- Community outreach, including a public open house and presentations to the Architectural and Preservation Commission, Planning Commission, and City Council
- Finalization of the standards and project coordination throughout

Approval of this agreement will allow staff and RRM to initiate work in late 2025 and complete adoption of the standards by the end of 2026.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: General Plan and the 2024-26 Budget.

CEQA REVIEW

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

PUBLIC NOTICE PROCESS

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Submitted by:

Brad Johnson
Community Development Director

Prepared by:

Alex Cousins
Senior Management Analyst



Claremont City Council

Agenda Report

File #: 5777

Item No: 11.

TO: ADAM PIRRIE, CITY MANAGER
FROM: JAMIE EARL, ASSISTANT CITY MANAGER
DATE: NOVEMBER 12, 2025

Reviewed by:
City Manager: AP

SUBJECT:

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH INDPSOLUTIONS LLP FOR GEOTECHNICAL ENGINEERING, SPECIAL INSPECTION, AND MATERIAL TESTING SERVICES FOR THE CLAREMONT POLICE DEPARTMENT FEMALE LOCKER ROOM ADDITION PROJECT (FUNDING SOURCE: GENERAL FUND)

SUMMARY

Construction of the Claremont Police Department Female Locker Room Addition Project began on October 20, 2025, and is expected to take ten months to complete. In addition to general building inspection services, which will be performed by the City's Building Division, special inspection services are required throughout the project. To ensure these inspections take place, staff recommends entering into an agreement with Indpsolutions LLP for geotechnical engineering, special inspection, and materials testing services.

RECOMMENDATION

Staff recommends the City Council:

- A. Authorize the City Manager to execute an agreement with Indpsolutions LLP in the amount of \$119,974.80 for geotechnical engineering, special inspection, and material testing for the Claremont Police Department Female Locker Room Addition Project;
- B. Authorize a five percent project contingency of \$5,998.74; and
- C. Appropriate \$125,973.54 from the Unassigned General Fund balance to fully fund the agreement.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The cost for Indpsolutions LLC to provide geotechnical engineering, special inspection, and materials testing services for the construction of the Claremont Police Department Female Locker Room Addition Project, including a five percent project contingency, is \$125,973.54. Staff recommends appropriating this amount from the Unassigned General Fund balance to fully fund the agreement.

This purchase complies with all City purchasing guidelines. Bid and contract documents are available for review in the City Clerk's office. The staff cost to prepare this report and administer this contract is estimated at \$1,337 and is included in the operating budget of the Administrative Services Department.

ANALYSIS

On September 9, 2025, the City Council awarded contract to KPRS Construction Services, Inc. for the construction of a 1,248 square foot female locker room addition to the existing Claremont Police Department facility. On October 20, 2025, construction commenced. To ensure special inspection services take place, staff recommends entering into an agreement with Indpsolutions LLP for geotechnical engineering, special inspection, and material testing services for the duration of the project.

Services to be provided include but are not limited to: soil compaction testing and analysis; concrete, masonry, and welding inspection; concrete, mortar, and grout compression testing; onsite construction oversight; final certification of materials compliance; and final report preparation and distribution.

The cost to provide these services is \$119,974.80, and staff recommends authorizing a five percent project contingency of \$5,998.74, for a total cost of \$125,973.54. To fully fund the agreement, staff recommends appropriating the total amount from the Unassigned General Fund. If approved, Indpsolutions will conduct their work through the end of construction, which is estimated to be completed in fall of 2026.

LEGAL REVIEW

The City Attorney has reviewed the agreement and approved it as to form.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, General Plan, and the 2024-26 Budget.

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:

Jamie Earl
Assistant City Manager



Claremont City Council

Agenda Report

File #: 5773

Item No: 12.

TO: ADAM PIRRIE, CITY MANAGER

FROM: MELISSA VOLLARO, RECREATION AND HUMAN SERVICES DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

2026 COMMUNITY BASED ORGANIZATION GENERAL SERVICES AND HOMELESS SERVICES/CRITICAL NEED PROGRAM FUNDING (FUNDING SOURCE: AMERICAN RESCUE PLAN ACT)

SUMMARY

The Community Based Organization (CBO) Grant Program provides financial assistance to nonprofit agencies that deliver critical services to Claremont residents. Two funding categories exist: General Services and Homeless Services/Critical Need. The General Services category funds programs that strengthen the social, family, and/or economic fabric of the Claremont community. The Homeless Services/Critical Need category funds programs that provide critical needs and services to individuals who are currently homeless or may be at risk of becoming homeless.

The Community and Human Services Commission reviewed 19 applications for the 2026 funding year for General Services funding and 12 applications for Homeless Services/Critical Need funding. The Commission recommends that \$100,500 in available General Services funds be distributed to 18 applicants and \$60,000 in Homeless Services/Critical Need funds to 11 applicants identified in Attachment A.

RECOMMENDATION

Staff recommends the City Council review and approve the 2026 Community Based Organization (CBO) funding recommendations made by the Community and Human Services Commission, consisting of \$100,500 for General Services programs, and \$60,000 for Homeless Services/Critical Need programs, listed in Attachment A to the report.

ALTERNATIVES TO RECOMMENDATION

In addition to the staff recommendation, there are the following alternatives:

- A. Amend the funding recommendations.
- B. Request additional information from staff.

FINANCIAL REVIEW

The CBO Program was established by the Claremont City Council in 1989 and assigned to the Human Services Commission (now the Community and Human Services Commission) to review and allocate funds annually to nonprofits serving the Claremont community. On May 10, 2022, the City Council voted to authorize funding from the American Rescue Plan Act (ARPA) to fund the CBO program. For the last four years, the CBO program has been funded by ARPA. As this is the final year that ARPA funding is available, the source for future CBO funding will be determined in the development of the 2026-28 Budget.

The staff cost to prepare this report and administer the program is estimated to be \$2,212 and is included in the operating budget of the Recreation and Human Services Department.

ANALYSIS

The City's Community Based Organization Grant Program has two primary components, which are an annual application process and an on-site evaluation for approved grant programs. The program is currently funded by the American Rescue Plan Act (ARPA). In November 2024, the City Council approved the Inter-agency Agreement (IAA) with the Recreation and Human Services Department to obligate these funds according to the Obligation Interim Final Rule requirements from the US Treasury. The IAA was executed prior to December 31, 2024, to meet the obligation deadline for ARPA Funds.

City staff distributed a request for applications in July 2025 to all grant applicants who had applied for funding over the last two years. City staff also distributed applications to a list of organizations that had contacted the City to express interest in applying for the program. A press release was posted on the City of Claremont's website and sent to local newspapers, and the information was posted on the City's social media accounts.

Eighteen agencies submitted 19 applications for General Service grants, requesting a total of \$171,406 with \$100,500 in available funding. Eleven agencies submitted 12 applications for Homeless Services/Critical Need grants for a total of \$137,500, with \$60,000 in available funding.

In September 2025, the Community and Human Services Commission was given agency applications to review and submit requests for additional information from applicants and selected an ad hoc committee to review applications. At its October 2025 meeting, staff presented the Commission with a report with the additional information requested from agencies. A Commission-appointed ad hoc committee met later that month to review all applications and make funding recommendations. On November 5, 2025, the Commission met to review the ad hoc committee's recommendations, discuss funding allocations, and provide the funding recommendations to the City Council as outlined in Attachment A.

Proposals were evaluated based on criteria that included the number of Claremont residents or students served, how the proposed programs aligned with City Council Priorities, and how well the program fit the current needs of the community. While some of the recommended programs served a large group of residents or students, other programs served relatively few, but were considered to be deeply impactful for those recipients.

General Services

The current budget allocates \$100,500 to General Services programs. The Community and Human Services Commission has recommended funding a majority, but not all the eligible programs for the 2026 calendar year. Funding recommendations for General Services are outlined in Attachment A.

Homeless Services/Critical Need

The current budget allocates \$60,000 to Homeless Services/Critical Need programs. The Community and Human Services Commission has recommended funding a majority, but not all the eligible programs for the 2026 calendar year. The current budget allocates \$60,000 to Homeless Services/Critical Need programs. Funding recommendations for Homeless Services/Critical Need are outlined in Attachment A.

CEQA REVIEW

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

COUNCIL COMMITTEE/COMMISSION REVIEW

At its November 5, 2025, meeting, the Community and Human Services Commission reviewed and approved the ad hoc committee's 2026 CBO funding recommendations, as outlined in Attachment A, and forwarded them to the City Council for final consideration. An excerpt from the draft meeting minutes is provided in Attachment B.

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:

Melissa Vollaro
Recreation and Human Services Director

Prepared by:

Michelle Castillo
Management Analyst

Attachments:

A - 2026 CBO General and Homeless Program Summary and Funding Recommendations

B - Excerpt from the Draft 11-05-25 Community and Human Services Commission Meeting Minutes

	Name of Organization	Program or project funding requested for	2026 Funding Request	Funding Recommendation
<i>2026 General Services Organizations with a Total of \$100,500 Available</i>				
1	AbilityFirst	AbilityFirst Claremont Center	5,000	5,000
2	AgingNext	Resource Specialist	12,306	7,500
3	Anthesis	Anthesis Community Integration Initiative	10,000	6,500
4	California Botanic Garden	Community Events at CalBG	8,100	4,000
5	Claremont After-School Programs (CLASP)	CLASP Connects with Claremont Students	15,000	15,000
6	Claremont Community School of Music	Claremont Youth Symphony Orchestra Program	10,000	4,000
7	Claremont Educational Foundation	SLICE of Summer 2026	10,000	8,000
8	Claremont Heritage, Inc	3rd Grade History Program	6,000	4,000
9	Claremont Lewis Museum of Art	Project ARTstART	12,000	8,000
10	Girl Scouts of Greater Los Angeles-La Casita Day Camp	Campership & Financial Aid for Underserved Girls	10,000	4,500
11	Inland Valley Repertory Theatre, Inc.	Camp IVRT (Broadway musical theatre workshop for youth)	4,000	4,000
12	Inland Valley Repertory Theatre, Inc.	El Roble Panther PAW (Performing Arts Workshop)	4,000	4,000
13	Parent Institute for Quality Education (PIQE)	Family Financial Literacy Program	20,000	0
14	Shoes That Fit	Emergency Shoe Bank	6,000	6,000
15	Sustainable Claremont	Homegrown Habitat	8,500	6,000
16	The Claremont Chorale	2025-26 Performance Season	5,000	3,000
17	The Clinebell Institute	Pathways to Practice	15,000	2,000
18	Vineyard Touring Opera Company	Opera for All	3,000	3,000
19	VNACare	Charitable Care	7,500	6,000
				<i>100,500</i>

	Name of Organization	Program or project funding requested for	2026 Funding Request	Funding Recommendation
<i>2026 Homeless Services/Critical Need Organizations with a Total of \$60,000 Available</i>				
20	Claremont Canopy	Claremont Canopy Rental Supplement Program	25,000	3,500
21	Claremont Economy Shop	Claremont High School Students Without a Home	2,500	2,500
22	Claremont Meals on Wheels	Community Meal Program: Packaging Materials	12,000	10,000
23	Claremont United Church of Christ	Claremont Safe Parking	20,000	0
24	Crossroads, Inc.	Enhancing Women's Re-Entry Project	7,000	7,000
25	Foothill Family Shelter	Stepping Stones Housing Program	7,500	3,500
26	Inland Valley Hope Partners	Food Security Program	8,500	8,000
27	Inland Valley Hope Partners	Our House	3,500	3,500
28	Pacific Lifeline	Women's Program	3,500	3,500
29	Newcomers Access Center	Rental Assistance	18,000	3,500
30	Service Center for Independent Life (SCIL)	Siobhan Newman Memorial Food Pantry	10,000	5,000
31	St. Ambrose Shower Program	St. Ambrose Shower Ministry	20,000	10,000
				60,000

7. Community Based Organization (CBO) 2026 Funding Recommendations

This item starts at 00:31:07 in the archived video.

Michelle Castillo, Management Analyst, highlighted the staff report and provided an overview of the CBO program and the next steps. Ms. Castillo did not receive any questions from the Commission.

Chair Sifuentes invited public comment.

Senior Administrative Assistant Cisneros announced that 4 written public comments had been received for this item.

Gene Boutilier, member of the Claremont Unified Church of Christ (CUCC) and board member of Housing Claremont, noted that the only applicant that did not receive funding was the Claremont Parking Safe Program proposed by CUCC and he appealed the ad hoc committee's recommendation. He provided a brief overview of the program and stated that CUCC advocates will continue to push for this project to support those in need.

Barbara Gonzalez, President of Claremont Meals on Wheels, provided an overview of the Claremont Meals on Wheels' program and expressed appreciation for the grant funding received in previous years. She mentioned how the funds are used.

Jo Hardin, Claremont resident, spoke in support of the Claremont Safe Parking Program and expressed disappointment that every program was funded except the one by CUCC. She asked the Commission to revisit the decision to support CUCC's program.

Unidentified Claremont resident spoke against the Claremont Safe Parking Program by CUCC. The resident expressed concern about safety and property crime and said supporting the program is causing stress to the community.

Unidentified Claremont resident spoke against the Claremont Safe Parking Program stating that while the Church's intentions may be good, there are concerns. He stated this is the wrong location.

Cameron, Claremont resident, spoke against the Claremont Safe Parking Program and expressed safety concerns.

Kenneth Nakamoto, Claremont resident, expressed concerns about providing funding to Claremont Safe Parking Program and questioned the appropriateness of the location for this program.

Linda, Claremont resident, noted that the proposed Claremont Safe Parking Program site is surrounded by two-story homes, raising concerns about the potential impact on residents' privacy and sense of security.

There were no further requests to speak.

Chair Sifuentes closed public comment.

The ad hoc committee members explained the rationale behind the committee's funding recommendations, outlining the criteria and considerations used in the decision-making process.

Commissioners highlighted that the CBO grant funding program has limited funding and the main concern is to see that programs that apply for funding are serving Claremont residents and are demonstrating detailed data in their applications. They also thanked staff for streamlining the process and are pleased with the ad hoc committee's recommendations.

Commissioner Scott Toux moved to approve and forward the ad hoc committee's 2026 CBO funding recommendations, totaling \$100,500 for General Services and \$60,000 for Homeless Services/Critical Need programs, to the City Council for final approval, seconded by Commissioner Binder, and carried on a roll call vote as follows:

AYES: Commissioner – Binder, Brower, Mora, Scott Toux, Sifuentes, Silva

NOES: Commissioner – None

ABSENT: Commissioner – Roselle



Claremont City Council

Agenda Report

File #: 5772

Item No: 13.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JEREMY STARKEY, FINANCE DIRECTOR

DATE: NOVEMBER 12, 2025

Reviewed by:

City Manager: AP

SUBJECT:

LONG RANGE FINANCIAL PLAN

SUMMARY

The 2026-2035 Long Range Financial Plan (LRFP) was developed by staff to align with the Council Priority "Maintain Financial Stability" and to achieve the following objectives:

- Allow the City Council to develop a strategic vision
- Allow for informed decision making
- Transparency and Accountability
- Community Engagement
- Risk Management

The LRFP is a ten-year forecast based on the most recent information available and includes preliminary estimates for 2024-25, at the point in time of release, for reference. The current forecast for 2025-26 is included as the first year of the total ten years that the plan is comprised of.

RECOMMENDATION

Staff recommends the City Council receive and file the Long Range Financial Plan.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The staff cost to prepare this report is estimated at \$1,800 and is included in the operating budget of the Financial Services Department.

ANALYSIS

The City's LRFP is intended to complement the biennial budgets by providing an assessment of the City's General Fund financial capacity over the next ten years. The LRFP can also be used to evaluate the City's ability to sustainably deliver services to residents, using existing service levels, staff levels and anticipated economic pressures such as inflation.

The LRFP includes a forecast for 2025-26 and the years to follow, however this document itself is not a budget for the future years it portrays. It does however provide an overview of the City's financial capacity based on assumptions for the next ten years, providing the City Council, management, and citizens a financial outlook beyond the biennial budget cycle. It can also serve as a planning tool for longer-term priorities and needs.

Using the forecast for 2025-26, the LRFP incorporates several specific assumptions to General Fund revenues and expenses. These assumptions are briefly described below.

General Fund Revenues

General Fund revenues are summarized in seven categories to show several major revenue sources separately. Explanation of the major revenue sources and their assumptions are described below:

1. Property Tax: The City has seen healthy growth in assessed property values, contributing to higher receipts of property tax revenue. Proposition 13 provides for the annual increase in the assessed value of taxable property by the Consumer Price Index (CPI), capped at an increase of 2 percent. Staff estimates that the CPI increase will continue to be at or above 2 percent. Proposition 13 also permits the reassessment of property at market value when it is sold or transferred to a new owner, or to account for new construction or the reassessment of properties that had their assessed values reduced in the past due to appeals. Staff is currently estimating an additional 2 percent increase each year in assessed value due to property reassessments.
2. Sales Tax: Claremont currently receives 1 percent of the total 9.75 percent total tax rate for the City. Sales tax revenues for the LRFP are estimated to increase 2 percent each year. Sales tax revenues consist of two components: (1) sales tax generated from taxable sales in Claremont and (2) Proposition 172 revenues, which are State sales tax collections distributed to cities and counties to fund public safety services. Increased sales tax revenue projections are the result of strengthening auto sales at our local dealerships, recovery and growth of revenues for our local businesses and the allocation of taxable online sales to the City from the County pool.
3. Transient Occupancy Tax (TOT): Claremont imposes a 10 percent TOT tax to the operators of hotels and motels within the City. Staff is currently estimating a 2 percent increase in the collections of this tax each year due to increased occupancy and room rates. Estimates do not yet include the addition of the Residence Inn by Marriott, currently under construction or

receipts from Short-Term Rentals (STR), which were recently permitted to operate in the City. When data become available from these sources of TOT, they will be incorporated into future iterations of the LRFP.

4. Utility User Tax (UUT): Claremont levies a 5.5% tax on utilities such as telephone (land and wireless), gas, electric, water and cable television. Staff is currently estimating a 2 percent increase in the collections of these taxes each year due to increasing utility rates, particularly in the areas of electricity, gas and water. These increases have been somewhat moderated by reductions in UUT revenues related to telecommunications and cable TV services, which have been in decline due to increasing competition among service providers.
5. Business License Tax: Staff is currently estimating an increase in these taxes of 2 percent to coincide with the estimated CPI increase allowed each year. There are currently over 3,000 businesses that renew their licenses with the City each year.
6. Charges for Services: Staff is currently estimating an increase of 2 percent to coincide with the estimated CPI increase and expects continued development to take place throughout the City providing revenues from development review and plan check fees.
7. Other Revenues: These revenues include Franchise Taxes, Permits, Fines and Forfeitures, Lease revenue from City-owned property, and interest earnings. These revenues are estimated to be unchanged from the 2025-26 levels.

General Fund Expenditures

General Fund expenditures are also summarized into major categories and include Transfers Out to other funds that require the use of General Fund resources. Explanations of the major expenditures and their assumptions are described below:

1. Salaries and Benefits: Existing service and staff levels are assumed throughout the LRFP with placeholder assumptions on salary and benefit cost changes. These cost changes include scheduled merit increases, a 2 percent increase in Workers Compensation rate changes, and assumptions for negotiated salary increases. The City participates in the California Public Employees' Retirement System (CalPERS) for all full-time regular employees. The LRFP continues to fund the annual rate for the Employer's share of the Normal Cost, the annual Unfunded Actuarial Accrued Liability (UAL), which is based on a twenty-year amortization schedule, and an additional discretionary payment annually of \$250,000. The Normal Cost rates and UAL payments are based on the latest CalPERS Actuarial Valuation for all retirement plans covering City employees. As of this report, the latest valuation was as of June 30, 2024.
2. Services and Supplies: Staff has assumed an increase in Services and Supplies that is based on annual inflationary rates of 2.5 percent each year beginning in 2026-27. This assumption is based on a moderate rate of inflation that is between two and three percent which is considered normal in modern economies.
3. Transfers Out: Transfers from the General Fund to the Landscape and Lighting District and Nutrition Funds are assumed for the LRFP with a 2.5 percent increase each year to coincide with the inflationary rate anticipated. Debt Service transfers from the General Fund for the

2021 Lease Agreement for the Energy Efficiency Project are also included according to the scheduled debt service payments required in future years.

General Fund Surplus/Deficit

The LRFP calculates an annual General Fund surplus or deficit by deducting both expenditures and transfers out from revenues. The City's Fiscal Policies include the requirement to develop a balanced budget that preserves existing reserves and provides the opportunity to commit additional funds to reserves when budget surpluses are identified. Additionally, the City's Reserve Policy was amended in October 2023 to increase the Operating and Environmental Emergency Reserve (O&EE Reserve) balance threshold by 5 percent to a total of 30 percent. The LRFP includes a calculation of the total amount needed each year to maintain that level of O&EE Reserves using General Fund surpluses.

It is important to note that actual revenues and expenditures often vary from budgeted or forecasted figures. The LRFP provides the best assumptions based on information provided and/or available at the time of the report. These assumptions are subject to change and will be evaluated periodically. Staff intend to update the LRFP annually and present the updated report to the City Council each fall.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds that it applies to the following City Planning Documents: Council Priorities, Sustainable City Plan, Economic Sustainability Plan, and the 2024-26 Budget.

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 Starkey
Finance Director

Attachment:
Long Range Financial Plan

LONG RANGE FINANCIAL PLAN

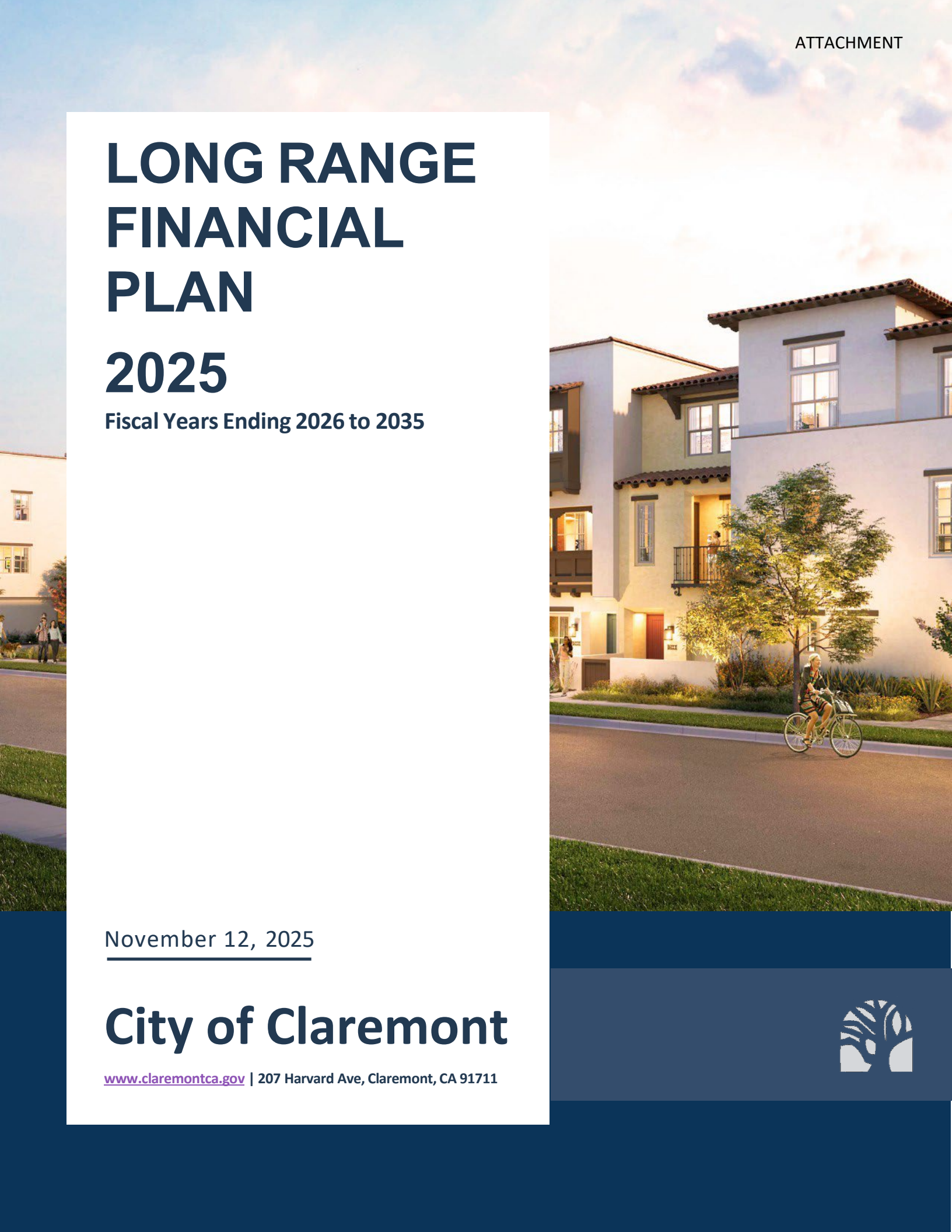
2025

Fiscal Years Ending 2026 to 2035

November 12, 2025

City of Claremont

www.claremontca.gov | 207 Harvard Ave, Claremont, CA 91711



Overview

The 2026-2035 Long Range Financial Plan (LRFP) was developed by Financial Services Staff in order to align with the Council Priority “Maintain Financial Stability” and to achieve the objectives listed below:

Allows Council to Develop a Strategic Vision

The LRFP helps align the City’s financial resources with its long-term goals and priorities, ensuring that all stakeholders have a shared understanding of future objectives.

Allows for Informed Decision-making

The LRFP provides a framework for making informed decisions about investments, infrastructure projects, and service levels, based on a comprehensive understanding of financial implications.

Transparency and Accountability

A well-documented plan enhances transparency, allowing residents to see how their taxes are being used and holding elected officials accountable for financial decisions.

Community Engagement

Involving residents in the planning process fosters a sense of ownership and trust, as they can contribute to and understand the municipality’s financial strategies.

Risk Management

The LRFP identifies potential financial risks and develops strategies to mitigate them, ensuring the municipality is better prepared for economic uncertainties.

The LRFP is a preliminary ten-year forecast of the General Fund based on the most recent information available and includes preliminary estimates for FY 2024-25, at the point in time of release, for reference. The LRFP includes a forecast for FY 2025-26 and the years to follow.

This document itself is not a budget for the future years it portrays. It does however provide an overview of the City’s financial capacity based on assumptions for the next ten years, providing the City Council, management, and citizens a financial outlook beyond the biennial budget cycle. It can also serve as a planning tool for longer-term priorities and needs.

General Fund Revenue Assumptions

Property Taxes

The City has seen healthy growth in assessed property values, contributing to higher receipts of property tax revenue. Proposition 13 provides for the annual increase in the assessed value of taxable property by the Consumer Price Index (CPI), capped at an



increase of 2%. Estimates assume that the CPI increase will continue to be at or above 2%. Proposition 13 also permits the reassessment of property at market value when it is sold or transferred to a new owner, or to account for new construction or the reassessment of properties that had their assessed values reduced in the past due to appeals. Estimates include an additional 2% increase in assessed value due to the property reassessments.

Sales Taxes

Claremont currently receives 1% of the 9.75% total tax rate for the city. Sales tax revenues for the LRFP are estimated to increase 2% each year. Sales tax revenues consist of two components: (1) sales tax generated from taxable sales in Claremont and (2) Proposition

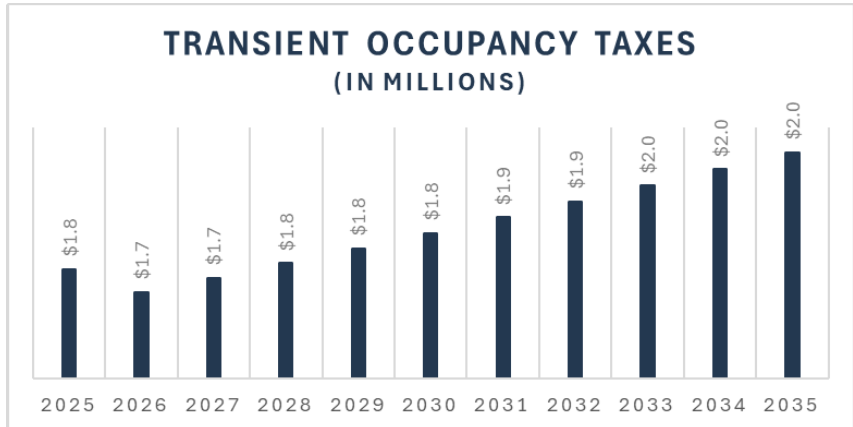


172 revenues, which are State sales tax collections distributed to cities and counties to fund public safety services. Increased sales tax revenue projections are the result of strengthening auto sales, recovery and growth of revenues for our local businesses and the allocation of taxable online sales to the City from the County pool.

Transient Occupancy Taxes (TOT)

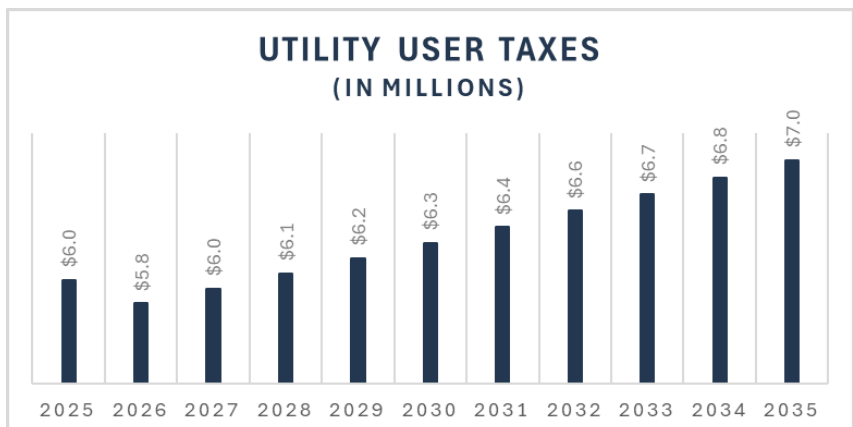
Claremont imposes a 10% TOT tax to the operators of hotels and motels within the city. Estimates include a 2% increase in the collections of this tax each year due to increased occupancy and room rates. Estimates do not yet include the addition of the Residence Inn by

Marriott, currently under construction, or receipts from Short-Term Rentals (STR), which were recently permitted to operate in the City. When data become available from these sources, they will be incorporated into future iterations of the LRFP.



Utility User Taxes (UUT)

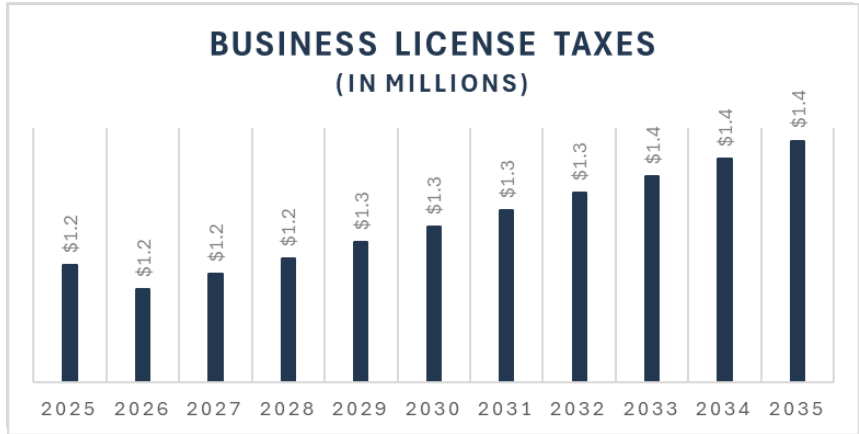
Claremont levies a 5.5% tax on utilities such as telephone (land and wireless), gas, electric, water and cable television. Estimates include a 2% increase in the collections of these taxes each year due to increasing utility rates, particularly in the areas of electricity, gas and



water. These increase have been somewhat moderated by reductions in UUT revenues related to telecommunications and cable TV services, which have been in decline due to increasing competition among service providers.

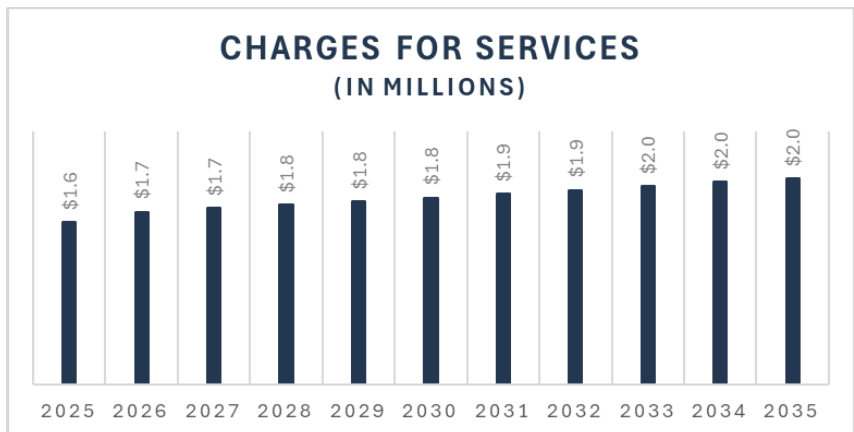
Business License Taxes

Estimates include an increase in Business License Taxes of 2% to coincide with the estimated CPI increase allowed each year. There are currently over 3,000 businesses that renew their licenses with the City each year.



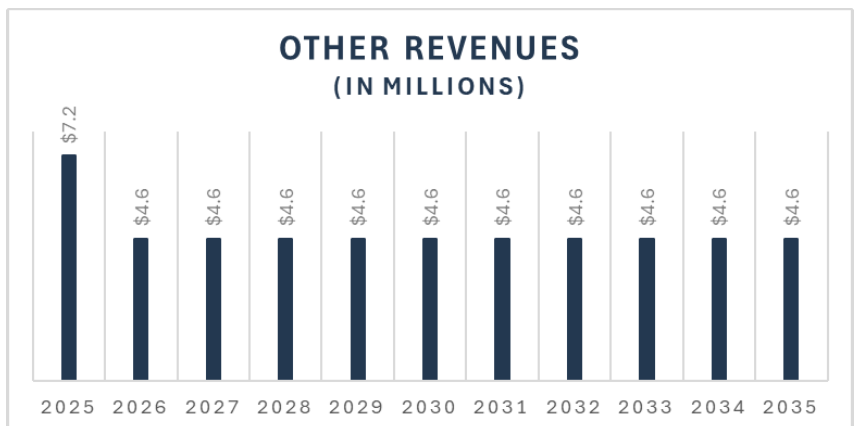
Charges for Services

Estimates include an increase of 2% to coincide with the estimated CPI increase and assumes continued development to take place throughout the City providing revenues for development review and plan check fees. These revenues also include fees charged for special events and classes provided by the Recreation and Human Services department.



Other Revenues

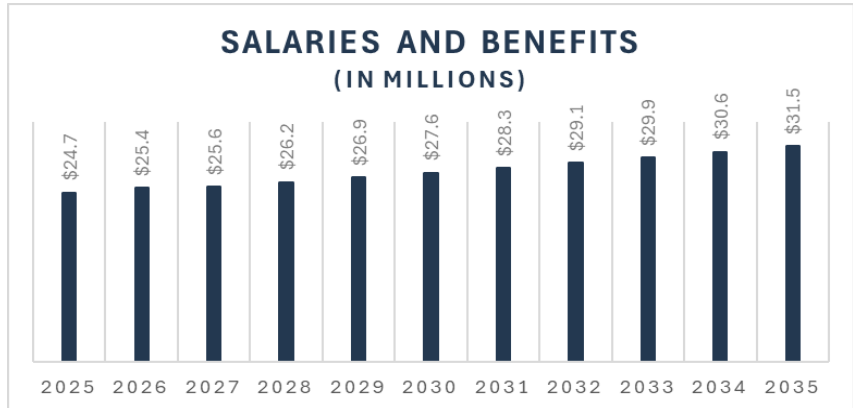
These revenues include Franchise Taxes, Permits, Fines and Forfeitures, Lease revenue from City-owned property, and interest earnings. These revenues are estimated to be unchanged from the 2025-26 levels.



General Fund Expenditure Assumptions

Salaries and Benefits

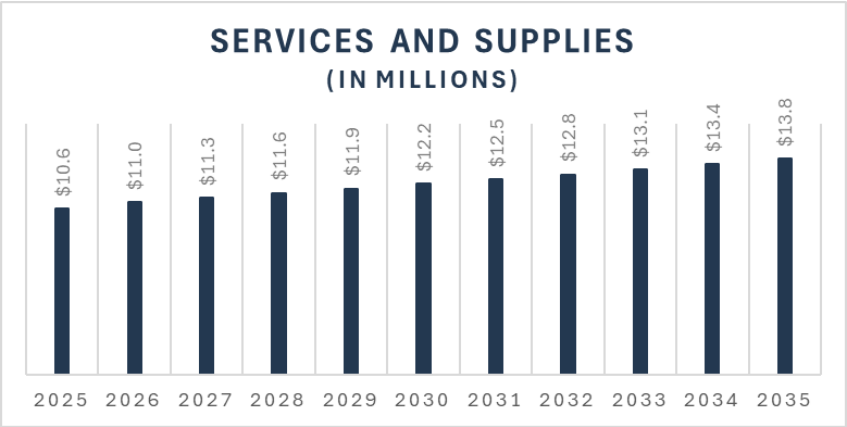
Existing service and staff levels are assumed throughout the LRFP with placeholder assumptions on salary and benefit cost changes. These cost changes include scheduled merit increases, a 2% increase in Workers Compensation rate changes, and assumptions for negotiated salary increases.



The City participates in the California Public Employees' Retirement System (CalPERS) for all full-time regular employees. The LRFP continues to fund the annual rate for the Employer's share of the Normal Cost, the annual Unfunded Actuarial Accrued Liability (UAL) which is based on a 20-year amortization schedule, and an additional discretionary payment annually of \$250,000. The Normal Cost rates and UAL payments are based on the latest CalPERS Actuarial Valuation for all retirement plans covering City employees. As of this report, the latest valuation was as of June 30, 2024.

Services and Supplies

The LRFP includes an assumed increase in Services and Supplies that is based on annual inflationary rates of 2.5% each year beginning in 2026-27. This assumption is based on a moderate rate of inflation that is between two and three percent which is considered normal in modern economies.



Transfers Out

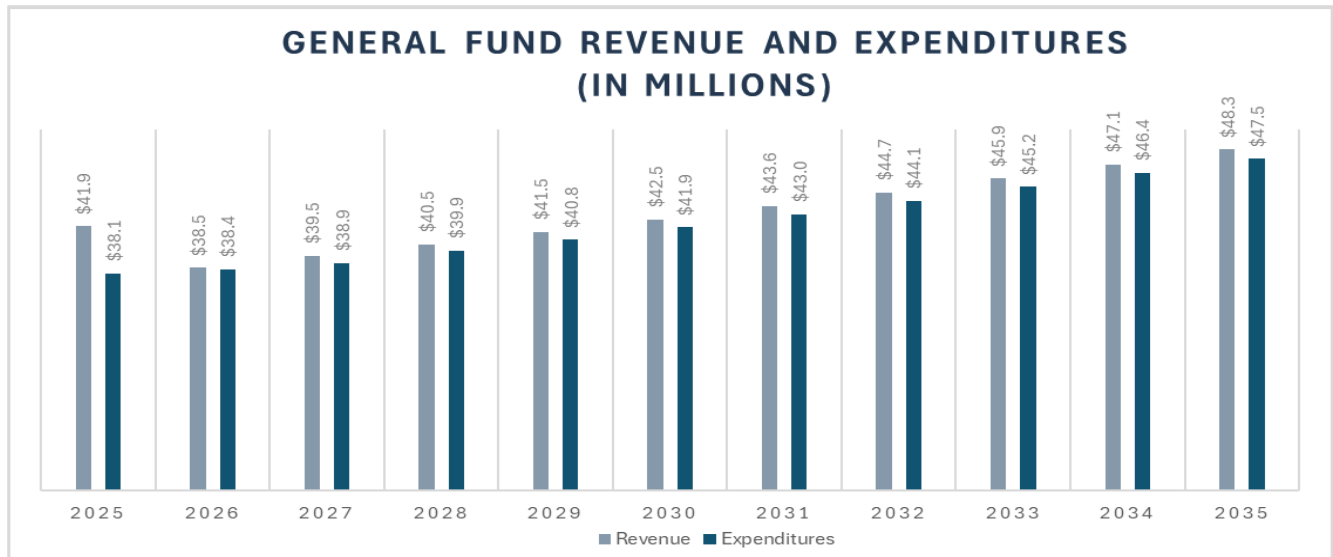
Transfers from the General Fund to the Landscape and Lighting District Fund and Nutrition Fund are assumed for the LRFP with a 2.5% increase each year to coincide with the inflationary rate anticipated. Debt Service transfers from the General Fund for the 2021



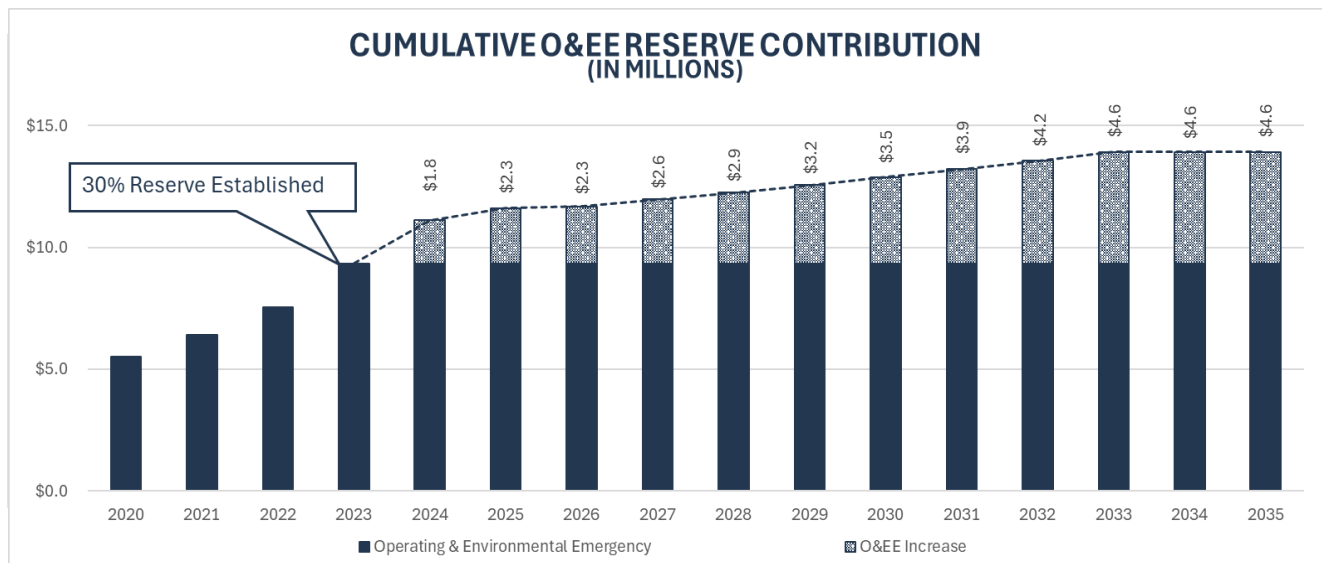
Lease Agreement for the Energy Conservation Project are also included according to their scheduled amounts.

General Fund Surplus/Deficit

The LRFP calculates an annual General Fund Surplus or Deficit by deducting both Expenditures and Transfers Out from Revenues. Based on the current revenue and expenditure assumptions, the General Fund is anticipated to have positive revenues over expenditures over the duration of the LRFP.



The City's Reserve Policy was amended in October 2023 to increase the Operating and Environmental Emergency Reserve (O&EE Reserve) goal to a total of 30%. The LRFP includes a calculation of the total amount needed each year to maintain that level of O&EE Reserves using General Fund Surpluses.



Long Range Financial Plan

	Estimated	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35
REVENUES											
PROPERTY TAXES	\$13,843,561	\$13,981,997	\$14,541,276	\$15,122,928	\$15,727,845	\$16,356,958	\$17,011,237	\$17,691,686	\$18,399,354	\$19,135,328	\$19,900,741
SALES TAXES	\$10,264,445	\$9,527,458	\$9,718,007	\$9,912,367	\$10,110,614	\$10,312,827	\$10,519,083	\$10,729,465	\$10,944,054	\$11,162,935	\$11,386,194
TRANSIENT OCCUPANCY TAXES	\$1,761,374	\$1,706,771	\$1,740,907	\$1,775,725	\$1,811,239	\$1,847,464	\$1,884,414	\$1,922,102	\$1,960,544	\$1,999,755	\$2,039,750
BUSINESS LICENSE TAXES	\$1,234,728	\$1,196,451	\$1,220,380	\$1,244,788	\$1,269,684	\$1,295,078	\$1,320,979	\$1,347,399	\$1,374,347	\$1,401,834	\$1,429,870
UTILITY USER TAXES	\$6,026,915	\$5,840,081	\$5,956,882	\$6,076,020	\$6,197,540	\$6,321,491	\$6,447,921	\$6,576,879	\$6,708,417	\$6,842,585	\$6,979,437
CHARGES FOR SERVICES	\$1,602,499	\$1,708,231	\$1,742,396	\$1,777,244	\$1,812,788	\$1,849,044	\$1,886,025	\$1,923,746	\$1,962,220	\$2,001,465	\$2,041,494
OTHER REVENUES	\$7,205,256	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830	\$4,553,830
TOTAL REVENUES	\$41,938,778	\$38,514,819	\$39,473,679	\$40,462,901	\$41,483,541	\$42,536,692	\$43,623,489	\$44,745,107	\$45,902,766	\$47,097,732	\$48,331,316
EXPENDITURES											
SALARIES & BENEFITS	\$24,744,400	\$25,441,828	\$25,551,746	\$26,217,621	\$26,903,294	\$27,609,356	\$28,336,416	\$29,085,099	\$29,856,051	\$30,649,936	\$31,467,437
SERVICES & SUPPLIES	\$10,608,268	\$11,032,599	\$11,308,414	\$11,591,124	\$11,880,902	\$12,177,925	\$12,482,373	\$12,794,432	\$13,114,293	\$13,442,150	\$13,778,204
CAPITAL OUTLAY	\$147,162	\$60,875	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTAL EXPENDITURES	\$35,499,830	\$36,535,302	\$36,910,160	\$37,858,745	\$38,834,196	\$39,837,281	\$40,868,789	\$41,929,532	\$43,020,344	\$44,142,086	\$45,295,641
TRANSFERS	\$2,559,888	\$1,867,426	\$2,004,471	\$2,045,669	\$1,986,094	\$2,033,766	\$2,087,028	\$2,135,905	\$2,190,420	\$2,240,599	\$2,253,354
TOTAL EXPENDITURES & TRANSFERS OUT	\$38,059,718	\$38,402,728	\$38,914,631	\$39,904,414	\$40,820,290	\$41,871,047	\$42,955,817	\$44,065,436	\$45,210,764	\$46,382,685	\$47,548,995
ESTIMATED SURPLUS/(DEFICIT)	\$3,879,060	\$112,091	\$559,048	\$558,487	\$663,252	\$665,646	\$667,672	\$679,670	\$692,002	\$715,047	\$782,321
O&EE RESERVE CONTRIBUTION	\$0	\$61,329	\$296,935	\$274,763	\$315,227	\$325,431	\$332,886	\$343,598	\$351,576	\$362,123	\$372,987
ADJUSTED SURPLUS/(DEFICIT)	\$3,879,060	\$50,762	\$262,113	\$283,725	\$348,024	\$340,214	\$334,786	\$336,072	\$340,426	\$352,923	\$409,334

It is important to note that actual revenues and expenditures often vary from budgeted figures. The LRFP provides the best assumptions based on information provided and/or available at the time of the report. These assumptions are subject to change and will be evaluated periodically and will be updated annually with the LRFP presented to the City Council in fall of each year.

Additionally, management will continue to evaluate and recommend reserve and other best practices for financial policies and continue to evaluate and secure revenue enhancement opportunities.

