CLAREMONT CITY COUNCIL

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

Tuesday
July 14, 2026
6:30 PM

COUNCILMEMBERS

JENNIFER STARK
MAYOR

JED LEANO **COREY CALAYCAY** **ED REECE** **SAL MEDINA**

City Council meetings are open to the public for in-person and remote participation in accordance with SB 707. If the City's two-way remote participation becomes disabled, the City Council shall recess for at least one hour, or until service is restored, whichever is earlier. If service is not able to be restored, the City Council may reconvene without remote participation. (City Council Resolution No. 2026-20)

To view and participate remotely in the meeting, 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 - When public comment is announced, please proceed to the podium one by one.

REMOTE (VIA ZOOM) - When the item you wish to speak to is announced, use the "raise hand" feature.

TELEPHONE - Contact the City Clerk's office by 3 PM the day of the meeting to provide your contact number. You will be called when the item you wish to speak to is addressed.

WRITTEN CORRESPONDENCE - Comments sent to the City Clerk's office will be distributed to the City Council and imaged into the record of the meeting. Comments submitted after publication of the agenda will be made available in the document archive system 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

Announcements:

Claremont Helen Renwick Library Updates

Outside Public Agency Representative Updates

UPCOMING FEDERAL HOLIDAYS

MAYOR AND COUNCIL

Council Items - None

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.

1. ADOPTION OF A RESOLUTION APPROVING THE CITY WARRANT REGISTER

Recommendation: Staff recommends the City Council adopt 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 June 25, 2026.

Attachment(s): Resolution Approving City Warrant Register Dated June 25, 2026

2. CITY COUNCIL MINUTES OF JUNE 23, 2026 (REGULAR)

Recommendation: Staff recommends the City Council approve the special and regular City Council meeting minutes of June 23, 2026.

Attachment(s): Draft Regular Meeting Minutes of June 23, 2026

3. ADOPTION OF AN ORDINANCE AMENDING THE CLAREMONT MUNICIPAL CODE PERTAINING TO ACCESSORY DWELLING UNITS

Recommendation: Staff recommends the City Council waive further reading and adopt AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING EXISTING MUNICIPAL CODE CHAPTER 16.333 - ACCESSORY DWELLING UNITS (24-CA01).

Attachment(s): Ordinance Amending CMC Section 16.333 - ADUs

4. CANCELLATION OF THE AUGUST 11, 2026 AND AUGUST 25, 2026 REGULAR CITY COUNCIL MEETINGS

Recommendation: Staff recommends the City Council cancel the regular City Council meetings of August 11, 2026 and August 25, 2026.

5. ADOPTION OF A RESOLUTION ESTABLISHING THE 2026-27 GENERAL OBLIGATION BOND TAX RATE FOR THE LEVY OF AN AD VALOREM TAX TO BE COLLECTED TO MAKE DEBT SERVICE PAYMENTS ON OUTSTANDING GENERAL OBLIGATION BONDS ISSUED TO FINANCE THE ACQUISITION OF JOHNSON’S PASTURE

Recommendation: Staff recommends the City Council adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, REQUESTING AND AUTHORIZING THE COUNTY OF LOS ANGELES TO LEVY A TAX ON ALL REAL PROPERTY IN THE CITY OF CLAREMONT AS A VOTER APPROVED LEVY WITH RESPECT TO THE CITY'S GENERAL OBLIGATION BOND APPROVED BY THE VOTERS AT THE NOVEMBER 7, 2006 STATEWIDE GENERAL ELECTION TO FUND THE ACQUISITION OF JOHNSON'S PASTURE.

Attachment(s): Resolution Establishing the 2026-27 General Obligation Bond Tax Rate

2026-27 General Obligation Bond Tax Rate Calculation

6. AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH ALL CITY MANAGEMENT SERVICES FOR CROSSING GUARD SERVICES (FUNDING SOURCE: GENERAL FUND)

Recommendation: Staff recommends the City Council:

A. Authorize the City Manager to enter into a one-year agreement with All City Management Services for crossing guard services, effective July 1, 2026, in an amount not-to-exceed $124,308; and

B. Appropriate $8,308 from the unassigned General Fund balance to fully fund the agreement.

7. RESOLUTIONS ADOPTING REVISED SALARY SCHEDULES RELATED TO THE ADOPTION OF THE 2026-28 BUDGET (FUNDING SOURCE: GENERAL FUND)

Recommendation: Staff recommends the City Council:

A. Adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ADOPTING REVISED SALARY SCHEDULES FOR CLAREMONT ADMINISTRATIVE AND TECHNICAL SUPPORT EMPLOYEES' ASSOCIATION (CATSEA), CLAREMONT POLICE OFFICERS' ASSOCIATION (CPOA), AND PART-TIME JOB CLASSIFICATIONS FOR FISCAL YEAR 2026-27; and

B. Adopt A RESOLUTION OF THE CITY OF COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING RESOLUTION NO. 2024-31 BY SETTING FORTH THE HOURS, WAGES, AND WORKING CONDITIONS FOR CERTAIN UNREPRESENTED EMPLOYEES THROUGH JUNE 30, 2027.

Attachment(s): Resolution Adopting Revised Salary Schedules

Resolution Amending Resolution No. 2024-31

PUBLIC HEARINGS - None

ORDINANCES - None

ADMINISTRATIVE ITEMS

8. RENT STABILIZATION DISCUSSION (FUNDING SOURCE: GENERAL FUND)

Recommendation: Staff recommends the City Council receive and file an update on rent stabilization policies in Los Angeles County and surrounding jurisdictions and provide direction to staff.

Attachment(s): Public Comment

9. INFORMATIONAL UPDATE REGARDING OVERNIGHT PARKING CONCERNS RAISED BY RESIDENTS OF BONITA AVENUE APARTMENT COMPLEXES (FUNDING SOURCE: GENERAL FUND)

Recommendation: Staff recommends the City Council receive and file an informational report regarding overnight parking concerns raised by residents of apartment communities located along Bonita Avenue, and provide further direction to staff.

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

Appointments Pending:

Architectural and Preservation Commission
Community and Human Services Commission
Planning Commission
Police Commission
Traffic and Transportation Commission
Public Art Committee
Sustainability Committee

ADJOURNMENT

THE NEXT REGULAR MEETING OF THE CLAREMONT CITY COUNCIL WILL BE HELD ON, JULY 28, 2026, AT 6:30 PM, IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET, CLAREMONT, CA 91711.

A LOOK AHEAD – Upcoming Meetings and Tentative Agenda Items

Helen Renwick Library Program and Activities Update
Outside Public Agency Representative Updates
Staff Introductions
Fire Safe Foothills (FSF) Presentation
Appointment of Members to Various Commissions and Council-Appointed Committees
Appointment of Voting Delegate for League of California Cities Annual Meeting
Resolution Approving City Warrant Register Dated July 16, 2026
Draft Minutes of the July 14, 2026 Regular City Council Meeting
Authorization to Enter Into an Agreement for Rodent Control Services
Lease Agreement with California After-School Program (CLASP)
Approval of Final Parcel Map No. 83826 for Subdivision Purposes
Community Development Block Grant Program Participation FY 27-29
Authorization to Enter Into an Agreement for Holiday Decor Services

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT 0F 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 JULY 9, 2026, PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

POST THROUGH: July 15, 2026

Claremont City Council

Agenda Report

File #: 6079 **Item No:** 1.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

ADOPTION OF A RESOLUTION APPROVING THE CITY WARRANT REGISTER

RECOMMENDATION

Staff recommends the City Council adopt 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 June 25, 2026.

PUBLIC NOTICE PROCESS

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

Submitted by:

Shelley Desautels
City Clerk

Attachment:
Resolution Approving City Warrant Register Dated June 25, 2026

RESOLUTION NO. 2026-

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 June 25, 2026, totaling $1,233,081.61 has been audited as required by law.

SECTION 2. That warrant numbers 4821 through 4823 and 269480 through 269623 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 14th day of July, 2026.

____
Mayor, City of Claremont

ATTEST:

____
City Clerk, City of Claremont

File #: 6080 **Item No:** 2.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

CITY COUNCIL MINUTES OF JUNE 23, 2026 (REGULAR)

RECOMMENDATION

Staff recommends the City Council approve the special and regular City Council meeting minutes of June 23, 2026.

PUBLIC NOTICE PROCESS

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

Submitted by:	Prepared by:
Shelley Desautels City Clerk	Jamie Costanza Deputy City Clerk

Attachment:
Draft Regular Meeting Minutes of June 23, 2026

CLAREMONT CITY COUNCIL
MEETING MINUTES

Tuesday, June 23, 2026 – 6:30 PM
Video Recording is Archived on the City Website
https://www.claremontca.gov/Government/City-Council/Watch-a-Meeting

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CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE – In honor of Daniel Patrick Sauter Jr., Scott Evans, and J. Michael Faye.

ROLL CALL

PRESENT COUNCILMEMBER: CALAYCAY, LEANO, MEDINA, REECE, STARK

ABSENT COUNCILMEMBER: NONE

ALSO PRESENT Adam Pirrie, City Manager; Alisha Patterson, City Attorney; Mike Ciszek, Chief of Police; Jeremy Starkey, Director of Finance; Brad Johnson, Director of Community Development; Shelley Desautels, City Clerk

CLOSED SESSION REPORT

There was no closed session meeting.

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS

This item starts at 14:19 in the archived video.

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

UPCOMING FEDERAL HOLIDAYS – Independence Day, July 4, 2026

MAYOR AND COUNCIL

Council Items – None

Council Assignment Reports

This item starts at 17:23 in the archived video.

Councilmember Reece reported on the Foothill Gold Line Construction Authority.

Councilmember Calaycay shared that the House of Mexico is currently highlighting the City's sister City, Guanajuato.

Councilmember Medina added that he hopes the City of Guanajuato exhibit mentioned by Councilmember Calaycay could be displayed here in Claremont.

Councilmember Leano reported that Tri City Mental Health recently approved its first integrated plan as well as its annual budget.

CITY MANAGER REPORT

This item starts at 23:09 in the archived video.

City Manager Pirrie reported on the implementation of SB 707, and invited all to community workshop regarding coyotes on July 16 as well as the City's 4th of July events.

PUBLIC COMMENT

This item starts at 24:37 in the archived video.

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

Mayor Stark invited public comment.

John spoke about the incident involving Diego Rios.

Isabel questioned the City's body worn camera policy and spoke about the body worn cameras that were worn during the incident involving Diego Rios.

Gabriel White, Claremont resident, spoke about field permits and asked the City Council to take action on the Youth Sports Committee's inability to review an application submitted by Athletics SC.

Maricela, Claremont Pacifica property manager, shared negative impacts related to the loss of parking at St. Ambrose Church.

Montar Zalabe, Claremont resident, spoke about the parking issues taking place at Claremont Pacifica.

Mayor Stark closed public comment.

Katie Wand, Deputy City Manager, provided an update on the parking issues mentioned during public comment and responded that additional information will be provided before the City Council at a July meeting.

CONSENT CALENDAR

This item starts at 42:38 in the archived video.

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

Mayor Stark invited public comment on the Consent Calendar.

There were no requests to speak.

Mayor Stark closed public comment.

Councilmember Reece moved to approve the Consent Calendar, seconded by Councilmember Medina, and carried on a roll call vote as follows:

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

1. <u>Adoption of a Resolution Approving the City Warrant Register</u>
   Adopted Resolution No. 2026-31, 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 June 18, 2026.

2. <u>City Council Minutes of June 9, 2026 (Special and Regular)</u>
   Approved the special and regular City Council meeting minutes of June 9, 2026.

3. <u>Authorization to Enter Into an Agreement with the Claremont Chamber of Commerce for Visitor Center and Business Support Services (Funding Source: General Fund)</u>
   Approved a two-year agreement with the Claremont Chamber of Commerce in the amount of $60,000 annually to provide visitor center and business support services on behalf of the City, for a term commencing July 1, 2026, and authorized the City Manager to execute the agreement.

4. <u>Authorization to Enter Into a Professional Services Agreement with Blais & Associates for Grant Research and Management Services (Funding Source: General Fund)</u>
   Authorized the City Manager to execute a professional services agreement with Blais & Associates for a term beginning July 1, 2026 and ending June 30, 2027, with the option to extend the agreement for one additional year, in an amount not-to-exceed $40,000 per year.

5. <u>Authorization to Amend the Agreement with West Coast Arborists, Inc. to Increase Compensation for Urban Forest Maintenance Services (Funding Sources: Landscape and Lighting District and Cemetery Funds)</u>
   Authorized the City Manager to execute an amendment to the existing agreement with West Coast Arborists, Inc. increasing compensation by $137,900, for a total not-to-exceed contract amount of $854,000 for 2025-26.

6. <u>Award of Contract to Clear Cloud Solutions, Inc. for Installation of the Badge Access System Project Phase II (Funding Source: Equipment and Facility Revolving Reserve)</u>
   A. Awarded a contract to Clear Cloud Solutions in the amount of $199,999 and authorized a five percent contingency of $10,000, for a total project cost of $209,999, for the installation, configuration, and deployment of the Badge Access System Project Phase II; and
   B. Appropriated $209,999 from the Equipment and Facility Revolving Reserve Fund to fully fund this project.

7. <u>Authorization to Enter Into an Agreement with Model 1 Commercial Vehicles for Two Claremont Dial-A-Ride Vans (Funding Source: Transportation Fund)</u>
   A. Authorized the City Manager to enter into an agreement with Model 1 Commercial Vehicles in the amount of $261,309.63 for the purchase of two MobilityTRANS Class V Dial-a-Ride vehicles; and
   B. Appropriated $261,309.63 in available Federal, State, and local transportation funds to fully fund the purchases.

8. Resolution Adopting a List of Projects for Fiscal Year 2026-27 Funded by SB:1 Road Repair and Accountability Act of 2017 (Funding Source: State Gas Tax Fund)
Adopted Resolution No. 2026-32, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2026-27 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.

9. School Resource Officer Memorandum of Understanding with the Claremont Unified School District (Funding Source: General Fund)
Authorized the City Manager to enter into a Memorandum of Understanding with the Claremont Unified School District for School Resource Officer services for an initial term of July 1, 2026 through June 30, 2027, with four optional one-year extensions.

PUBLIC HEARINGS

10. Adoption of a Resolution Approving the Revised Delinquent Sanitation Account Report of June 23, 2026, Ordering the Placement of Liens Upon Real Property for the Unpaid Sanitation and Sewer Maintenance Fees Reported Delinquent

This item starts at 45:16 in the archived video.

Jeremy Starkey, Finance Director, highlighted the staff report.

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

Mayor Stark invited public comment and opened the public hearing.

There were no requests to speak.

Mayor Stark closed public comment and the public hearing.

Mr. Starkey and City Manager Pirrie responded to questions from the City Council regarding sanitation fees, cost recovery, late fees, and best practices for collection of fees.

Councilmember Calaycay moved to adopt Resolution No. 2026-33, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, APPROVING THE REVISED DELINQUENT SANITATION ACCOUNT REPORT OF JUNE 23, 2026, ORDERING THE PLACEMENT OF LIENS UPON REAL PROPERTY FOR THE UNPAID SANITATION AND SEWER MAINTENANCE FEES REPORTED DELINQUENT, seconded by Councilmember Reece, and carried on a roll call vote as follows:

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

11. Amendment to the Claremont Municipal Code Pertaining to Accessory Dwelling Units

This item starts at 55:00 in the archived video.

Chris Veirs, City Planner, gave a PowerPoint presentation.

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

Mayor Stark invited public comment and opened the public hearing.

Carolee Monroe cautioned all to be aware of any liquefaction zones in the City of Claremont requiring additional geotechnical requirements.

Douglas Lyon, Claremont resident, spoke about State laws and expressed frustration in the State's governance. He asked the City Council to not support staff's recommendation.

There were no other requests to speak.

Mayor Stark closed public comment and the public hearing.

City Manager Pirrie and Mr. Veirs responded to a question regarding liquefaction zones and additional geotechnical work as mentioned during public comment.

Councilmember Calaycay expressed frustration in State legislators for their lack of regard for local government.

Mr. Veirs responded to an additional question from the City Council regarding maximum allowed height.

Mayor Stark reminded all that City Councilmembers are elected non-partisan and spoke in support of policy decisions in concurrence with State laws.

Councilmember Calaycay moved to:

A. Introduce for first reading and that reading be by title only, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING EXISTING MUNICIPAL CODE CHAPTER 16.333 - ACCESSORY DWELLING UNITS (24-CA01); and

B. Find this item is exempt from environmental review under the California Environmental Quality Act (CEQA);

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

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

12. User Fee Rate Increase of 3.7 Percent Based Upon the Consumer Price Index (CPI) from April 2025 to April 2026 and Adoption of a Resolution Approving New Fees for Various City Programs and Services and Automatic Annual Cost of Living Increases, Effective July 1, 2026 (Funding Sources: Various Funds)

This item starts at 1:12:18 in the archived video.

Jeremy Starkey, Finance Director, gave a PowerPoint presentation, and responded to questions from the City Council related to a lien fee proposed, non-resident camp Claremont fees, cost determination, banner installation and removal, and short-term rental permit inspection fee.

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

Mayor Stark invited public comment and opened the public hearing.

Andrew Alonzo questioned whether repeat events would be charged the event fee and asked for clarification regarding that fee.

There were no other requests to speak.

Mayor Stark closed public comment and the public hearing.

Councilmember Leano spoke in support of staff's recommendations and asked that Camp Claremont fees be evaluated based on this year's lower subscription rates.

City Manager Pirrie responded to an additional question from the City Council regarding Camp Claremont fees.

Mayor Stark spoke in support of fees that are balanced.

Councilmember Calaycay asked the schedule of fees be modified to explain the term "resident vs. non-resident" when referring to Camp Claremont. He would like it to reflect that a the definition of resident is based on enrollment in the Claremont Unified School District.

Councilmember Medina spoke in support of the proposed Citywide User Fee Schedule.

Councilmember Calaycay moved to:

A. Receive and file the 2026 Citywide User Fee Schedule, effective July 1, 2026; and

B. Adopt Resolution No. 2026-34, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ADOPTING A SCHEDULE OF NEW FEES FOR VARIOUS CITY PROGRAMS AND SERVICES AND AUTOMATIC ANNUAL COST OF LIVING INCREASES;

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

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

13. Claremont Dial-A-Ride Fare and Service Hour Changes (Funding Source: Transportation Fund)

This item starts at 1:45:10 in the archived video.

Kristin Mikula, Community Services Manager, gave a PowerPoint presentation.

Ms. Mikula and Nichole Carranza, Pomona Valley Transit Authority, responded to questions from the City Council related to review of rate increases, analysis of rides during non-impacted hours, communication with ridership, Pomona Valley Transportation Authority Board, legislation increasing salaries, Foothill Transit class pass, and connection to other transportation sources.

City Clerk Desautels announced two written public comments had been received.

Mayor Stark invited public comment and opened the public hearing.

There were no requests to speak.

Mayor Stark closed public comment and the public hearing.

Councilmember Calaycay moved to implement the following Claremont Dial-a-Ride fare and service hour changes effective September 1, 2026:

A. Increase Claremont Dial-a-Ride General Public fares from $2.50 to $4.50 for trips within the City of Claremont boundaries and from $4.00 to $7.00 for trips outside the City of Claremont; and

B. Update Claremont Dial-a-Ride hours of operation to 7:00 AM-8:00 PM daily;

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

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

ORDINANCES – None

ADMINISTRATIVE ITEM

14. Short-Term Rental Ordinance – Pilot Program Review and Policy Discussion Items (Funding Source: General Fund)

This item starts at 2:03:33 in the archived video.

Alex Cousins, Senior Management Analyst, gave a PowerPoint presentation, and responded to questions from the City Council related to the platform Rentalscape, citations issued, payment of citations, multiple structures on one parcel, applications denied, egregious complaints, and issued permits.

City Clerk Desautels announced three written public comments had been received on this item.

Mayor Stark invited public comment.

Unidentified speaker spoke in support of the program as well as the proposed policy changes incorporating SB 346.

Mark Schoeman, Claremont resident, spoke in support of the program and shared the successes of the program.

Unidentified speaker stated that she is a short-term rental host and spoke in support of the City's program.

Andrew Alonzo questioned the number of permits issued, if revenue fees are greater or less than staff time to enforce the ordinance, and if any property was cited became a complaint short-term rental.

Unidentified speaker spoke in support of the proposed program as a current short-term rental host.

There were no other requests to speak.

Mayor Stark closed public comment.

Mr. Cousins responded to questions raised during the public comment period and responded to additional questions from the City Council regarding requirement to list the

City's permit number on the booking site, and management of an un-hosted short-term rental.

Councilmember Reece spoke against policy discussion Item No. 4 as he believes a primary resident should remain present during the stay.

Councilmember Medina stated that he would be comfortable allowing un-hosted stays as long as a designated person responsible for the property can report to the property within 30 minutes.

Mayor Stark expressed concerns related to policy discussion Item No. 4.

Councilmember Calaycay spoke in support of implementing policy discussion Items No. 1-3, but does not support Item No. 4.

Councilmember Reece moved to receive and file the update, and direct staff to prepare amendments to Claremont Municipal Code Chapter 16.110 for Planning Commission review that would: extend the home-sharing eligibility to qualifying primary-resident tenants with written landlord consent; codify the scope of what a short-term rental permit authorizes, including multi-room home-sharing and coverage of eligible accessory structures on the same parcel; and incorporate language invoking California Senate Bill 346 (Chapter 751, Statutes of 2025) to authorize platform data reporting and strengthen enforcement; seconded by Councilmember Calaycay, and carried on a roll call vote as follows:

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

ADJOURNMENT

Mayor Stark adjourned the regular meeting of the Claremont City Council at 9:17 PM. The next regular meeting of the Claremont City Council will be held on July 14, 2026.

____

Mayor

ATTEST:

____

Deputy City Clerk

Claremont City Council

Agenda Report

File #: 6083 **Item No:** 3.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

ADOPTION OF AN ORDINANCE AMENDING THE CLAREMONT MUNICIPAL CODE PERTAINING TO ACCESSORY DWELLING UNITS

SUMMARY

In response to a December 2025 request from the California Department of Housing and Community (HCD), the City has initiated a proposed amendment to the Claremont Municipal Code (CMC) pertaining to Accessory Dwelling Units (ADUs). The amendment is intended to incorporate a large number of revisions to California State ADU law designed to encourage and expand the construction of ADUs.

After extensive public comment and participation by both the Planning Commission and Architectural and Preservation Commission during 2018 and 2019, the City Council approved a major revision to the City's existing ADU Ordinance designed to address State code revisions, codified as Chapter 16.333. As the City's new Ordinance was first taking effect, the State Legislature passed a number of additional revisions to ADU law that went into effect at the beginning of 2020. In response, the City revised its ADU Ordinance once again to address the new mandates ("2020 Revise"). The new State revisions allowed for more and larger ADUs than were previously permitted and compelled the City to further amend the CMC to comply with new legal requirements. Those changes were incorporated into the previously approved Chapter 16.333, which is now being further updated to address additional changes to State ADU law that have been passed on an annual basis since 2020.

The current proposal for revising the City's ADU Ordinance seeks to preserve the intent of the original CMC Chapter 16.333 to the greatest extent possible, due to the extensive community deliberation that went into drafting it. However, the amount of City discretion regarding ADUs has been considerably eroded by changes in State law. The new changes include, but are not limited to, renumbering of State Code references, stricter time limits for approving ADU applications; permitting of more units on some lots and taller ADUs on most residential and mixed use lots; clarifications in the permissible location, height and floor area of ADU's and Junior Accessory Dwelling Units (JADUs) on properties zoned for residential use; and revising how ADUs are permitted on properties zoned for multifamily use.

On May 19, 2026, the Planning Commission reviewed the draft ordinance, made minor revisions to add clarity and correct a typographical error and adopted a resolution recommending City Council approval. With the understanding of the relative lack of flexibility afforded to the City as a result of new legal requirements, the City Council is now being asked to approve the proposed draft ordinance (Attachment), which would amend CMC Chapter 16.333 - Accessory Dwelling Units to comply with current State ADU Law.

On June 23, 2026, the City Council conducted a public hearing, after which, the proposed Ordinance was placed on first reading, and the finding was made that the item is exempt from environmental review under the California Environmental Quality Act (CEQA).

RECOMMENDATION

Staff recommends the City Council waive further reading and adopt AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING EXISTING MUNICIPAL CODE CHAPTER 16.333 - ACCESSORY DWELLING UNITS (24-CA01).

ALTERNATIVES TO RECOMMENDATION

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

A. Make changes to the draft ordinance and remand it back to the Planning Commission for additional review and recommendation.
B. Continue the item for additional information and schedule the proposed code amendment for review at a future City Council meeting.

FINANCIAL REVIEW

The cost to review the HCD request letter and prepare and review the draft Code Amendment pertaining to ADUs (24-CA01) is estimated at $7,900 and is included in the operating budget of the Community Development Department.

ANALYSIS

Background

Accessory Dwelling Units, or “ADUs”, are secondary, independent facilities located on a property having a residential unit or units. Significant legislation passed at the State level in 2016, 2016, 2017, 2018, and 2019 that prompted the City to initiate ADU code amendments in 2019 and 2020. Since the 2020 code amendment, The State Legislature has continued to pass additional changes to ADU law on an annual basis including:

- Senate Bill 1030 (effective September 25, 2020);
- Senate Bill 1371 and Assembly Bill 3182 (both effective January 1, 2021);
- Assembly Bill 345 (effective January 1, 2022);
- Assembly Bill 2221 and Senate Bill 897 (both effective January 1, 2023);
- Assembly Bills 976 and 1033 (both effective January 1, 2024);
- Senate Bill 477 (effective March 25, 2024);

- Assembly Bills 834 and 1211 (effective January 1, 2025); and
- Senate Bill 543 and Assembly Bill 1170 (effective January 1, 2026);

The 2019 major ADU revision (Ordinance #2019-07) was crafted over the course of many months with considerable input from the City Council, the Planning Commission, the Architectural and Preservation Commission, and the public. The Ordinance changed how ADUs were regulated in Claremont but retained discretionary design review over many ADU applications. Almost immediately after that ordinance became effective, additional changes were made to State ADU laws that included the elimination of any type of discretionary review, as well as eliminating planning review fees on most ADUs.

COMMISSION REVEW

On May 19, 2026, the Planning Commission reviewed the draft ordinance, made minor revisions to add clarity and correct a typographical error, and adopted a resolution recommending City Council approval on a 5-0-2 vote with two absences. There was one member of the public who commented and spoke against the changes. The changes requested by the Planning Commission have been incorporated into the draft ordinance.

BASIS FOR RECOMMENDATION

Staff finds that the draft ordinance, which would again amend CMC Chapter 16.333 - Accessory Dwelling Units complies with all new requirements that have become State law since the last ADU code amendment in February 2020. While the new ordinance removes several of the requirements included in the City's 2019 and 2020 Ordinances pertaining to ADUs, it maintains some City controls through objective design standards, primarily through requirements that the ADU match certain features of the primary residence and adds flexibility to use the City's new pre-approved ADU plans. Together with Statewide height, setback and interior feature requirements, this ordinance is expected to continue to ensure that new ADUs will be appropriately integrated into the urban fabric of the City's neighborhoods.

CEQA REVIEW

The proposed Code Amendment pertaining to ADU's is statutorily exempt from the provisions of CEQA pursuant to Section 15282(h) of the Public Resources Code that exempts the adoption of an ordinance regarding ADUs by cities and counties that implement the provisions of Section 65852.2 of the California Government Code (now codified as Government Code Section 66310 et seq.). Therefore, no further environmental review is necessary.

PUBLIC NOTICE PROCESS

On Friday, May 29, 2026, notice of a public hearing was published in the Claremont Courier as a display ad and mailed to persons on the City's ADU interest list. 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.

Note: As of January 1, 2025, California law (AB 2904) requires cities to provide at least 20-day notice for public hearings on zoning ordinances or amendments that affect the permitted uses of real property. This is an increase to the previous 10-day requirement.

Submitted by:

Shelley Desautels
City Clerk

Attachment:
Ordinance Amending CMC Section 16.333 - Accessory Dwelling Units

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING EXISTING MUNICIPAL CODE CHAPTER 16.333 – ACCESSORY DWELLING UNITS (#24-CA01)

WHEREAS, accessory dwelling units ("ADUs") were formerly referred to as "second units," "accessory apartments," "accessory dwellings," "mother-in-law units," or "granny flats" and are additional living quarters that are independent of the primary dwelling unit; and

WHEREAS, in 2016, the State Legislature passed Assembly Bill No. 2299 (Bloom) and Senate Bill No. 1069 (Wieckowski) amending California Government Code Section 65852.2 related to ADUs, which took effect on January 1, 2017; and

WHEREAS, in October 2017, the State Legislature passed Senate Bill 229 (Wieckowski) and Assembly Bill 494 (Bloom) which further amended California Government Code Section 65852.2 to clarify ADU requirements, which took effect on January 1, 2018; and

WHEREAS, the intent of the above-described legislation is to reduce barriers to the approval of ADUs; and

WHEREAS, the City Council approved Ordinance No. 2019-07 in September of 2019, which amended Claremont Municipal Code Chapter 16.333, now entitled "Accessory Dwelling Units" in order to comply with State legal requirements applicable at that time; and

WHEREAS, in October of 2019, the State Legislature passed Assembly Bill No. 68 (Ting), Assembly Bill No. 881 (Bloom), and Senate Bill No. 13 (Wieckowski) amending California Government Code Section 65852.2 related to ADUs, which took effect on January 1, 2020; and

WHEREAS, the intent of the above-described legislation is to further reduce barriers to the approval of ADUs; and

WHEREAS, the City Council approved Ordinance No. 2020-02 in February of 2020, which amended Claremont Municipal Code Chapter 16.333, Accessory Dwelling Units in order to comply with State legal requirements applicable at that time; and

WHEREAS, since September 2020, the State has enacted several amendments to the State's ADU laws that now require further amendments to the City's ADU regulations, including: Senate Bill No. 1030 (effective September 25, 2020); Senate Bill No. 1371 and Assembly Bill No. 3182 (both effective January 1, 2021); Assembly Bill No. 345 (effective January 1, 2022); Assembly Bill No. 2221 and Senate Bill No. 897 (both effective January 1, 2023); Assembly Bills No. 976 and No. 1033 (both effective January 1, 2024); Senate Bill No. 477 (effective March 25, 2024); Assembly Bills No. 834 and No. 1211 (effective January 1, 2025); and Senate Bill No. 543 and Assembly Bill No. 1170 (effective January 1, 2026); and

WHEREAS, the intent of the above-described legislation is to further reduce barriers to the approval of ADUs; and

WHEREAS, the City of Claremont ("City") continues to regulate ADUs in Chapter 16.333 of its Municipal Code, which is part of the Zoning Ordinance of the City of Claremont (Title 16 to the Claremont Municipal Code); however, to the extent the City's regulations have become inconsistent with the State's ADU laws through nearly yearly changes in State ADU laws, the State's ADU laws must prevail; and

WHEREAS, the City desires to amend Chapter 16.333 - Accessory Dwelling Units in of its Municipal Code in order to conform to the State's current ADU laws, formerly codified at California Government Code Section 65852.2 and recodified in March of 2024 at California Government Code Section 66310 et seq., as set forth in Section 4 of this Ordinance (the "Code Amendment"); and

WHEREAS, on May 19, 2026, the Planning Commission held a duly noticed public hearing, and based upon all of the information and testimony presented at the hearing, the Planning Commission voted 5-0-2, on a motion to Planning Commission Resolution No. 2026-05 recommending approval of the proposed Code Amendment; and

WHEREAS, on May 28, 2026, notice of the City Council meeting to consider the proposed Code Amendment was mailed to all persons on the "to-be-notified" list for the proposed Code Amendment; and

WHEREAS, on May 29, 2026, a display ad notice of the City Council meeting to consider the proposed Code Amendment; and

WHEREAS, on June 23, 2026 the City Council held a duly noticed public hearing on the introduction and first reading of the proposed Code Amendment; and

WHEREAS, the City Council has considered the proposed Code Amendment; and

WHEREAS, the City Council has considered the staff report and all of the information, evidence, and testimony received at the public hearing on the proposed Code Amendment.

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals. The City Council hereby finds that all of the foregoing recitals and the information in the staff report presented herewith are true and correct and are hereby incorporated and adopted as findings of the City Council as if fully set forth herein.

SECTION 2. General Plan Consistency. The City Council finds that the proposed Code Amendment is consistent with and furthers several of the goals and policies of the Claremont General Plan, including Goals 2-2, 2-5, 2-11, 4-4, 4-5, 5-9, 8-2 and 8-3, and Policies 2-1.1, 2-2.1, 2-2.2, 2-4.2, 2-5.1, 2-11.1, 2-11.2, 2-11.3, 5-3.1, 8-2.1, 8-3.1, 8-3.9, and 8-3.11 of the General Plan.

SECTION 3. CEQA. The City Council finds and determines that the Code Amendment is statutorily exempt from CEQA pursuant to Section 15282(h) of the CEQA Guidelines (Title 14 to the California Code of Regulations), which exempt the adoption of an ordinance regarding ADUs by cities and counties that implement the provisions of Section 65852.2 of the California Government Code (now codified at Government Code Section 66310 et seq.) from CEQA review.

SECTION 4. Amendment. The City Council hereby amends Chapter 16.333 (Accessory Dwelling Units) of Title 16 (Zoning) of the CMC to read as follows:

CHAPTER 16.333 ACCESSORY DWELLING UNITS

16.333.000 INTENT AND RELATIONSHIP TO STATE LAW

The purpose of this chapter is to facilitate the increased production of accessory dwelling units (“ADUs”), as well as junior accessory dwelling units (“JADUs”), and to provide reasonable regulations for their development in areas zoned to allow single-family or multifamily dwelling residential use. ADUs and JADUs can contribute needed housing to the community’s housing stock and promote housing opportunities for persons from a range of socioeconomic backgrounds who wish to reside in the City of Claremont. In addition, the regulations in this chapter are intended to promote the goals and policies of the City’s General Plan and comply with requirements codified in the State’s Planning and Zoning Law related to ADUs and JADUs, including Government Code Section 66310 et seq., as amended from time to time or replaced with a successor statute (collectively, “State ADU Law”). To the extent any provision in this chapter conflicts with a provision in State ADU Law, the provision in State ADU Law shall prevail.

16.333.010 DEFINITIONS

“**Accessory dwelling unit**” or “**ADU**” shall have the same meaning as set forth in Government Code Section 66313(a).

“**Accessory Structure**” shall have the same meaning as set forth in Government Code Section 66313(b).

“**Architecturally and historically significant district**,” is defined, for the purposes of this chapter, as: the areas having a zoning designation of Historic

Claremont (HC) as established in Chapter 16.004 or Arbol Verde Single-Family Residential (AV1 & AV2) as established in Chapter 16.019; individual properties listed on the National Register of Historic Places, the California Register of Historic Resources, and/or the Register of Structures of Historic or Architectural Merit in Claremont (sometimes referred to as the "Local Register" or "Claremont Register"); and any other historic districts designated by the City Council pursuant to the requirements of Chapter 16.302.

"**Height**" shall be, for the purposes of this chapter, the vertical distance to the highest point of the structure from the average elevation of the ground under the building.

"**Junior accessory dwelling unit**" or "**JADU**" shall have the same meaning as set forth in Government Code Section 66313(d).

"**Living Area**" shall have the same meaning as set forth in Government Code Section 66313(f).

"**Livable Space**" shall have the same meaning as set forth in Government Code Sections 66313(e) and 66323(a)(3)(A).

"**Plate height**" is defined as the vertical distance between the finished floor level and where the wall intersects with the roof or the floor joists of the story above.

"**Public Transit**" shall have the same meaning as set forth in Government Code Section 66313(m).

"**State ADU Law**" shall mean Chapter 13 (Accessory Dwelling Units) of Division 1 (Planning and Zoning) of Title 7 (Planning and Land Use) to the California Government Code, starting at Government Code Section 66313, as amended from time to time or replaced with a successor statute.

References to the "**Government Code**" shall mean the California Government Code. Citations to specific sections of the Government Code shall mean the section, as amended from time to time or replaced by a successor statute.

16.333.020 EFFECT OF CONFORMING ACCESSORY DWELLING UNIT

An accessory dwelling unit and junior accessory dwelling unit that conforms to this chapter shall:

A. Be deemed an accessory use or an accessory building and not be considered to exceed the allowable density for the lot upon which it is located;

B. Be deemed a residential use that is consistent with the General Plan and the zoning designations for the lot;

C. Not be considered in the application of any ordinance, policy, or program to limit residential growth; and

D. Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service except for ADU's with more than 750 square feet of interior livable space are subject to proportionate impact fees in accordance with Government Code Section 66311.5, as amended from time to time or replaced with a successor statute.

16.333.030 APPLICABILITY

A. New Accessory Dwelling Units and Junior Accessory Dwelling Units – Any construction, establishment, alteration, enlargement, or modification of an accessory dwelling unit or junior accessory dwelling unit shall comply with the requirements of this chapter, other development standards in this title applicable to the district in which the lot is located, and the City's Building and Construction Codes as set forth in Title 15.

B. Legal Nonconforming Accessory Dwelling Units and Junior Accessory Dwelling Units – All accessory dwelling units and junior accessory dwelling units which were legal at the time of their creation, but which do not conform to this chapter are deemed nonconforming and shall be subject to the provisions of Chapter 16.400 (Nonconformities).

C. Existing Illegal Accessory Dwelling Units and Junior Accessory Dwelling Units – Subject to Government Code Sections 66311.7, 66322(b), 66331, and 66336 (as amended from time to time or replaced with successor statutes), the provisions of this chapter shall in no way validate any existing illegal accessory dwelling unit or junior accessory dwelling unit. An application may be made pursuant to this chapter to convert an illegal ADU or JADU to a legal conforming ADU or JADU. Subject to Government Code Sections 66311.7, 66322(b), 66331, and 66336, the application shall be subject to the same standards and requirements as for a newly proposed ADU or JADU.

D. Redesignation of Existing Primary Dwelling Unit to Accessory Dwelling Unit Following Construction of the New Unit – An existing primary dwelling unit may be redesignated as the accessory dwelling unit at the time a certificate of occupancy is approved for a newly constructed primary dwelling unit on the lot. An accessory dwelling unit permit is required to convert the primary dwelling unit to an accessory dwelling unit, and the accessory dwelling unit must comply with all development standards of this chapter and the State ADU Laws that are applicable to conversions of existing structures to accessory dwelling units.

16.333.040 PERMITTED SITES

Subject to Government Code Sections 66314 and 66328 (as amended from time to time or replaced by successor statutes), accessory dwelling units and junior accessory dwelling units that meet the requirements of this chapter may be located on a lot in any area zoned to allow single-family or multifamily dwelling residential use that contains at least one proposed or existing primary dwelling unit.

16.333.050 PERMIT PROCEDURES

A. Permits – With the exception of legal nonconforming accessory dwelling units described in Section 16.333.030.B above, all accessory dwelling units and all junior accessory dwelling units require an accessory dwelling unit permit. The applicant shall also obtain a building permit as required by the City's Building and Construction Codes set forth in Title 15 and record a deed restriction as provided in Section 16.333.070.

B. Application Processing – An application for an accessory dwelling unit or a junior accessory dwelling unit permit shall be made on forms provided by the Department of Community Development and be submitted with any applicable fees. The application shall include all information needed to determine compliance with this chapter. The application fee shall be established by resolution of the City Council.

C. Review

1. Approval Authority. The Community Development Director or his or her designee ("Director") has authority to review applications for accessory dwelling unit permits for ADUs and JADUs.

2. Ministerial Process. Applications for accessory dwelling unit permits for ADUs and JADUs shall be considered ministerially without any discretionary review or a public hearing.

3. Completeness Determination

(a) The Director shall determine whether an application for an ADU or JADU is complete and provide written notice to the applicant of this determination within the timeframes set forth in the State ADU Law. As of the date this chapter was approved, the deadline to provide written notice of the completeness determination is generally within 15 business days of receipt of the application. (Gov. Code § 66317(a)(2)(A), (d); Gov. Code § 66335(a)(2)(A).)

(b) If the Director determines the application is incomplete, the applicant may appeal the incompleteness determination directly to the City Council in accordance with CMC Section 16.321.020. The Director's incompleteness determination shall inform the applicant of this appeal process.

(c) Subject to the exceptions in State ADU Law, applications for ADUs and JADUs are generally deemed complete if the Director does not provide a written incompleteness determination within fifteen (15) business days of receipt of an application. (Gov. Code § 66317(a)(2)(F); Gov. Code § 66335(a)(2)(F).)

4. Approval or Denial

(a) An application for an accessory dwelling unit permit shall be approved if the ADU or JADU complies with all requirements of this chapter and the State ADU Law.

(b) The Director shall determine whether an application for an ADU or JADU complies with all requirements of this chapter and provide written notice to the applicant of whether the application has been approved or denied within the timeframes set forth in the State ADU Law. As of the date this chapter was approved, the deadline to provide written notice of approval or denial is generally within 60 days of receipt of a complete application. (Gov. Code § 66317(a)(3), (b); Gov. Code § 66335(a)(3), (b).)

(c) If the Director denies the application, the applicant may appeal the denial directly to the City Council in accordance with CMC Section 16.321.020. The Director's denial shall inform the applicant of this appeal process. (Gov. Code § 66317(d), (b); Gov. Code § 66335(e).)

(d) Subject to the exceptions in State ADU Law, applications for ADUs are generally deemed approved if the Director does not approve or deny them within sixty (60) days of receipt of a complete application. (Gov. Code § 66317(a)(3).) Under State ADU Law, this "deemed approved" process does not apply to JADUs.

5. Appeals. An appeal of the Director's incompleteness determination or denial of an accessory dwelling unit permit for an ADU or JADU shall be heard and decided by the City Council within the timeframes set forth in the State ADU Law. As of the date this chapter was approved, the deadline for the City Council to make a final determination of an appeal is generally within 60 days of receipt of the appeal. (Gov. Code § 66317(d)(2); Gov. Code § 66335(e).)

D. Public Notices – If a property located within an architecturally and historically significant historic district, an applicant shall provide written notice to owners of adjacent properties and post a placard on the property at least five (5) days prior to the demolition of a detached garage that is to be replaced with an ADU. Otherwise, State ADU Law generally does not allow the City to require public noticing for ADUs and JADUs. (Gov. Code § 66314(f).)

E. Building Permits – Prior to issuance of any building permits for an approved ADU or the JADU, the applicant shall record the deed restriction described in Section 16.333.070.

F. Certificate of Occupancy – In accordance with Government Code Section 66328 (as amended from time to time or replaced with a successor statute), the City shall not issue a certificate of occupancy for an ADU before the City issues a certificate of occupancy for the primary dwelling unit.

G. Fees – Except as otherwise provided in this chapter and subject to Government Code Sections 66311.5 and 66338, the construction of an accessory dwelling unit shall be subject to any applicable fees adopted pursuant to the requirements of Government Code, Title 7, Division 1, Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

H. Revocation

1. Subject to Government Code Section 66331, the Building Official or his or her designee may revoke an accessory dwelling unit permit if the ADU or JADU violates one or more requirements of this chapter or State ADU Law.

   The Building Official or his or her designee shall provide written notice of the decision to revoke the accessory dwelling unit permit to the property owner by certified mail with return receipt requested.

2. Within twenty-one (21) days of the deposit of the notice of the decision to revoke the accessory dwelling unit permit in the United States mail, the property owner and/or occupant may request a hearing before the Community Development Director. If the City receives a timely request for a hearing in accordance with this Section, the decision to revoke shall be stayed until the hearing is concluded and the Director has made his or her determination. If the City does not receive a request for a hearing within twenty-one (21) days, the revocation of the accessory dwelling unit permit shall be final.

3. If, after a hearing, the Director of Community Development affirms the revocation of the accessory dwelling unit permit, the property owner and/or occupant may appeal the Director's decision to the Planning Commission in accordance with Section 16.321.010. If the City receives a timely request for a hearing in accordance with Section 16.321.010, the decision to revoke shall be stayed until the hearing is concluded and the Planning Commission has made its determination.

4. If, after a hearing, the Planning Commission affirms the revocation of the accessory dwelling unit permit, the property owner and/or occupant may appeal the Planning Commission's decision to the City Council in accordance with Section 16.321.010. If the City receives a timely request for a hearing in accordance with Section 16.321.020, the decision to revoke shall be stayed until the hearing is concluded and the City Council has made its determination. Such decision by the Council shall be final.

5. If an accessory dwelling unit permit is revoked, the property owner shall, within sixty (60) days, remove the kitchen facilities from the unit

space, and shall not rent the unpermitted ADU or JADU as a separate residential unit or an independent living facility.

16.333.060 DEVELOPMENT STANDARDS

A. State Exempt ADUs and JADUs (66323 Units) – ADUs and JADUs that meet the requirements of Government Code Section 66323 (as amended from time to time or replaced by a successor statute) are not subject to the requirements of this Section 16.333.060, except for the following:

1. Rental of an ADU created pursuant to Section 66323 shall be for a term longer than 30 days; and

2. An application for an accessory dwelling unit permit to create an ADU connected to an onsite wastewater treatment system shall include a percolation test completed within the last five years, or, if the percolation test has been recertified, within the last 10 years.

B. Accessory Dwelling Units.

1. Components. An ADU shall include permanent provisions for living, sleeping, eating, cooking, and sanitation.

2. Location. The ADU shall be located on a lot that is zoned to allow single-family or multifamily dwelling residential use, and the lot shall have a proposed or existing primary dwelling unit.

3. Types. The ADU shall be either:

(a) Attached to or located within a proposed or existing primary dwelling unit, including attached garages, storage areas or similar uses, or an accessory structure; or

(b) Detached from a proposed or existing primary dwelling unit and located on the same lot as the proposed or existing primary dwelling unit, including detached garages.

4. Minimum Size. The minimum size of an ADU shall be sufficient for an efficiency unit, as that term is defined in State ADU Law. (Gov. Code § 66313(c).)

5. Maximum Size

(a) If there is an existing primary dwelling unit, the total floor area of an attached ADU shall not exceed fifty percent (50%) of the existing primary dwelling unit.

(b) The interior livable space of an ADU shall not exceed:

(i) 850 square feet for ADUs with one or fewer bedrooms; and

(ii) 1,000 square feet for ADUs with more than one bedroom.

6. Rear and Side Yard Setbacks

(a) An ADU that is not converted from an existing structure or constructed in the same location and to the same dimensions as an existing structure shall be setback at least four feet (4’) from the side and rear lot lines.

(b) No setback is required for an ADU or a portion of an ADU that is converted from an existing structure or constructed in the same location and to the same dimensions as an existing structure.

7. Height Limits

(a) Detached ADUs

(i) For a detached ADU on a lot with an existing or proposed single family or multifamily dwelling unit that is within one-half of one mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, the height of an ADU shall not exceed eighteen feet (18’). An additional two feet (2’) in height is permitted to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.

(ii) For a detached ADU on a lot with an existing or proposed multifamily, multistory dwelling, the height of the ADU shall not exceed eighteen feet (18’).

(iii) For all other detached ADUs on a lot with an existing or proposed single family or multifamily dwelling unit, the height of an ADU shall not exceed sixteen feet (16’).

(b) Attached ADUs. For an ADU that is attached to a primary dwelling unit, the height of the ADU shall not exceed twenty-five feet (25’) or the height limitation that applies to the primary dwelling unit, whichever is lower. The height of an attached ADU shall not exceed two (2) stories.

8. Other Development Standards. Except as otherwise set forth in this chapter or State ADU Law, an ADU must comply with the objective development standards for the applicable zoning district, including limits on lot coverage, floor area ratio, open space requirements, front yard setbacks, and minimum lot size unless application of those development standards would prevent construction of an ADU with up to 800 square feet of interior livable space and with four-foot side and rear yard setbacks.

9. Building Code

(a) Subject to Government Code Section 66331, an ADU shall comply with building standards pursuant to Article 1 (commencing with Section 17960) of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code.

(b) The ADU shall comply with local Building Code requirements that apply to detached dwellings, except that the construction of an ADU shall not constitute a Group R occupancy change under the local Building Code, as described in Section 310 of the California Building Code (Title 24 of the California Code of Regulations), unless the Building Official or his or her designee makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety.

(c) The Building Official or his or her designee may change the occupancy code of a space that was uninhabitable space or was only permitted for nonresidential use and was subsequently converted to an ADU for residential use pursuant to this chapter

10. ADU Parking

(a) Subject to the exceptions set forth in Government Code Section 66322 (as amended from time to time or replaced by a successor statute), an ADU shall provide at least one offstreet parking space.

(b) Offstreet parking for an ADU is permitted in setback areas or through tandem parking unless the Community Development Director makes specific findings that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions.

(c) The parking space(s) for the ADU shall be in addition to the parking required for the primary dwelling unit(s). Subject to Government Code Section 66322(b) (as amended from time to time or replaced by successor statutes), the development of an ADU on a lot where an existing primary dwelling unit does not comply with current parking standards shall be subject to the requirements of CMC Section 16.400.040.A.3.

11. Replacement Parking. When a garage, carport, covered parking structure, or uncovered parking space is demolished in conjunction with the construction of an ADU or converted to an ADU, the applicant is not required to replace those offstreet parking spaces.

12. Architectural Design Standards.

(a) The color, material and texture of all building walls, window types, and doors shall be substantially similar to the primary dwelling unit.

(b) The design, color, material, pitch, and texture of the roof shall be substantially similar to that of the primary dwelling unit.

(c) The architectural style of the ADU shall be the same as that of the primary dwelling unit. If no architectural style can be identified, the design of the ADU shall be architecturally compatible with the primary dwelling unit. ADUs that are consistent with the City of Claremont Pre-Approved ADU Design Program are architecturally compatible with the primary dwelling unit.

(d) For ADUs on lots with a single-family residence, the design of the ADU unit shall maintain the scale and appearance of a single-family residence and shall not unduly interfere with or visually dominate the established development pattern of the surrounding neighborhood context.

(e) Exterior Doors.

(i) An exterior door of the ADU shall not be oriented in the same direction as the primary exterior entrance of the primary dwelling unit when both would be visible from any public right-of-way, excluding alleys, unless one of the doors is setback at least forty (40) feet further from the other door from the street. Notwithstanding the above, on properties located at the intersection of two public streets, an exterior door of the ADU shall not be oriented in the same direction as the primary exterior entrance of the primary dwelling unit but the exterior door of the ADU may be visible from a public right-of-way.

(ii) An ADU shall have no exterior entrances on elevations where the distance to a side property line is less than eight feet (8’).

(f) The ADU shall be designed to preserve and/or retain on-site significant mature trees to the greatest extent possible. Removal of significant trees should be avoided, except where such trees have been determined by a licensed arborist to be of poor health or where retention is economically infeasible, as determined by the Community Development Director.

(g) All windows and doors of the ADU shall be designed to minimize privacy impacts to adjacent properties. Minimizing privacy impacts may be achieved through window placement above interior eye level and/or horizontally offset to avoid direct alignment with windows on neighboring properties, and through orienting windows and doors towards the primary dwelling unit.

An ADU with less than an eight foot (8’) side or rear setback shall only have clerestory windows which are a minimum of six feet (6’) above the floor on those sides unless there is a solid wood fence or block wall at the adjacent property line that is at least five feet six inches higher than the finish floor elevation and additional landscaping is provided to further screen visibility to adjacent properties.

(h) Landscaping and strategically located open space should be provided to ensure privacy and screening to and from adjacent properties.

(i) When a garage, carport, or covered parking structure that is visible from any public right-of-way is converted or demolished in conjunction with the construction of an ADU, the design shall incorporate features to match the scale, materials, and landscaping of the primary dwelling unit that preserve the existing streetscape and character of the surrounding neighborhood.

(j) The ADU shall not cause an adverse impact to any real property that is listed in the National Register of Historic Places, and/or California Register of Historic Places, and/or Register of Structures of Historic and Architectural Merit of the City of Claremont. Approval of the ADU shall include the preparation of a Certificate of Appropriateness as specified in Section 16.302.

13. Interior Amenities

(a) Washer/dryer hookups shall be provided within a closet or laundry room. Space for stacked units is acceptable. Shared washer/dryer facilities located on the property that are accessible to ADU occupants are acceptable in lieu of individual hookups in the unit.

(b) ADUs of 500-square feet or less shall have, at a minimum, a kitchen which will consist of:

(i) A 15-inch sink with garbage disposal and a 1.5-inch waste line

(ii) An opening which will accommodate a 62-inch by 25-inch by 28-inch refrigerator.

(iii) A 2-element electronic stove of 120 volts.

(iv) 10-square feet of counter space

(c) ADUs of greater than 500 square feet shall have at a minimum, a kitchen which will consist of:

(i) A 22-inch sink with garbage disposal.

(ii) An opening that will accommodate a 69-inch by 30-inch by 29-inch refrigerator.

(iii) A 4-element stove

(iv) 15-square feet of counter space.

14. Demolition of Detached Garage. A demolition permit for a detached garage that is to be replaced with an ADU shall be reviewed with the application for the ADU and issued at the same time.

15. Fire Sprinklers. ADUs shall not be required to provide fire sprinklers if they are not required for the primary dwelling unit. On its own, the construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling unit.

16. Private Sewage Disposal System. An ADU shall obtain approval from the local health officer where a private sewage disposal system is being used, if required.

17. Short-Term Rentals. Neither an ADU nor the primary dwelling unit shall be rented for a period of less than thirty (30) days without a short-term rental permit pursuant to CMC Chapter 16.110 – Short-Term Rentals. ADUs that were created pursuant to Government Code Section 66323 (as amended from time to time or replaced by

a successor statute) shall not be rented for a term of thirty (30) days or less.

18. Separate Ownership. Title to an ADU shall not be sold or otherwise conveyed separate from the primary dwelling unit.

C. Junior Accessory Dwelling Units

1. Components. A JADU shall be contained entirely within a single-family residence. A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure.

2. Location. The JADU shall be located on a lot in a single-family residential zone, and the lot shall have a proposed or existing primary dwelling unit that is a single-family residence. The JADU shall be constructed within the walls of the proposed or existing single-family residence. For purposes of this subsection, enclosed uses within the residence, such as attached garages, are considered a part of the proposed or existing single-family residence.

3. Maximum Number. The number of JADUs shall not exceed one per residential lot.

4. Maximum Size. A JADU shall not exceed 500 square feet of interior livable space.

5. Separate Entrance. The JADU shall include a separate entrance from the main entrance to the proposed or existing single-family residence. If a JADU unit does not include a separate bathroom, the JADU shall include a separate entrance from the main entrance to the structure, with an interior entry to the main living area.

6. Kitchen. At a minimum, a JADU shall include an efficiency kitchen, which shall include all of the following:

(a) A cooking facility with appliances; and

(b) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the JADU.

7. Parking. No parking is required for a JADU approved pursuant to this

subsection and Government Code Section 66333, as amended from time to time or replaced by a successor statute.

8. Owner-Occupancy. If the JADU has shared sanitation facilities with the existing structure, owner-occupancy is required for the single-family residence in which the JADU will be located. The owner may reside in either the remaining portion of the structure or the newly created JADU. Owner-occupancy is not required if the JADU has separate sanitation facilities, or if the owner is a governmental agency, land trust, or housing organization.

9. Short-Term Rentals. JADUs shall not be rented for a term of thirty (30) days or less.

16.333.070 DEED RESTRICTION

Prior to issuance of a building permit for an accessory dwelling unit or a junior accessory dwelling unit, a deed restriction shall be recorded against the title of the property in the Los Angeles County Recorder's Office and a copy shall be filed with the City Clerk. Said deed restriction shall run with the land, and shall bind all future owners, heirs, successors, or assigns. The form of the deed restriction shall be provided by the City and shall provide that:

A. Title to the accessory dwelling unit/junior accessory dwelling unit and the primary dwelling unit shall not be sold or otherwise conveyed separately.

B. A junior accessory dwelling unit and an accessory dwelling unit created pursuant to Government Code Section 66323 shall not be rented for a period of less than thirty-one (31) days.

C. The size and attributes of the junior accessory dwelling unit are restricted to the requirements of this chapter and Article 3 of Chapter 13, of Division 1 of Title 7 to the California Government Code (starting at Section 66333).

D. The deed restrictions run with the land and may be enforced against future purchasers and owners of the property.

E. The deed restrictions may be removed if the owner eliminates the accessory dwelling unit/junior accessory dwelling unit as evidenced by the removal of the kitchen facilities, bathroom facilities, or both.

F. The deed restrictions may be enforced by the Director of Community Development or his or her designee for the benefit of the City of Claremont.

Failure of the property owner to comply with the deed restrictions may result in legal action against the property owner and the City shall be authorized to obtain any remedy available to it at law or equity, including but not limited to obtaining an injunction enjoining use of the accessory dwelling unit/junior accessory dwelling unit in violation of the recorded restrictions or abatement of the illegal unit.

16.333.080 ENFORCEMENT AND REMEDIES

A. Criminal Fines and Penalties – Any person responsible for violating any provision of this chapter is guilty of an infraction or a misdemeanor at the discretion of the City Attorney and/or district attorney. Upon conviction, the person shall be punished as prescribed in Chapter 1.12.

B. Administrative Fines and Penalties – Whenever an officer charged with the enforcement of any provision of this Municipal Code determines that a violation of this chapter has occurred, the officer shall have the authority to issue an administrative citation to any person responsible for the violation in accordance with Chapter 1.14.

C. Public Nuisance and Lien on Property – Any use or condition caused, or permitted to exist, in violation of any provision of this chapter shall be, and is hereby declared to be, a public nuisance and may be summarily abated by the City pursuant to California Code of Civil Procedure Section 731 or any other remedy available at law. In accordance with Chapter 1.15, the City may also collect any fee, cost, or charge incurred in the abatement of such nuisance by making the amount of any unpaid fee, cost or charge a lien against the property that is the subject of the enforcement activity.

D. Civil Action – In addition to any other enforcement permitted by the City's Zoning and/or Municipal Codes, the City Attorney may bring a civil action for injunctive relief and civil penalties against any person who violates any provision of this chapter. In any civil action that is brought pursuant to this chapter, a court of competent jurisdiction may award civil penalties and costs to the prevailing party.

E. Permit Revocation – Any violation of this chapter may result in revocation of an accessory dwelling unit permit in accordance with Section 16.333.050.H above.

Use of any one or more of these remedies shall be at the sole discretion of the City and nothing in this Section shall prevent the City from initiating civil, criminal or other legal or equitable proceedings as an alternative to any of the proceedings set forth above.

To the extent the City seeks to enforce building standards pursuant to Article 1 (commencing with Section 17960) of Chapter 5 of Part 1.5 of Division 13 of the California Health and Safety Code, use of these remedies may be subject to Government Code Section 66331.

SECTION 5. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 6. The Mayor shall sign this ordinance and the City Clerk shall attest and certify to the passage and adoption of it, and within fifteen (15) days, publish a summary in the Claremont Courier, a weekly newspaper of general circulation, printed, published, and circulated in the City of Claremont.

SECTION 7. State Review. Within 60 days of City Council adoption staff shall submit a copy of this Ordinance to the Department of Housing and Community Development for review.

SECTION 8. Effective Date. This ordinance shall take effect and be in force thirty (30) days after its adoption.

PASSED, APPROVED and ADOPTED this ______ day of ___________, 20__.

____
Mayor, City of Claremont

ATTEST:

____
City Clerk, City of Claremont

APPROVED AS TO FORM:

____
City Attorney, City of Claremont

Claremont City Council

Agenda Report

File #: 6064 **Item No:** 4.

TO: ADAM PIRRIE, CITY MANAGER

FROM: SHELLEY DESAUTELS, CITY CLERK

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

CANCELLATION OF THE AUGUST 11, 2026 AND AUGUST 25, 2026 REGULAR CITY COUNCIL MEETINGS

SUMMARY

The City Council traditionally cancels the two regular City Council meetings in August.

Staff recommends that this practice continue. Should an item of business arise that the City Council must consider during this time, a special meeting will be scheduled.

RECOMMENDATION

Staff recommends the City Council cancel the regular City Council meetings of August 11, 2026 and August 25, 2026.

ALTERNATIVES TO RECOMMENDATION

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

A. Request additional information.
B. Take no action.

FINANCIAL REVIEW

The staff cost to prepare this report is estimated at $507 and is included in the operating budget of the Administrative Services Department.

ANALYSIS

August has traditionally been established as a month to target vacation scheduling for City staff, Councilmembers, and Commissioners, as well as providing meeting down time to catch up on other projects. Many community members also schedule vacation during this month. Staff recommends this practice continue to provide coordinated vacation scheduling and to facilitate maximum public engagement.

RELATIONSHIP TO CITY PLANNING DOCUMENTS

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

CEQA REVIEW

This item is not subject to 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.

Prepared by:

Shelley Desautels
City Clerk

Claremont City Council

Agenda Report

File #: 6086 **Item No:** 5.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JEREMY STARKEY, FINANCE DIRECTOR

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

ADOPTION OF A RESOLUTION ESTABLISHING THE 2026-27 GENERAL OBLIGATION BOND TAX RATE FOR THE LEVY OF AN AD VALOREM TAX TO BE COLLECTED TO MAKE DEBT SERVICE PAYMENTS ON OUTSTANDING GENERAL OBLIGATION BONDS ISSUED TO FINANCE THE ACQUISITION OF JOHNSON'S PASTURE

SUMMARY

On August 21, 2007, the City issued $9,655,000 in General Obligation Bonds, Series 2007, to finance the acquisition of Johnson's Pasture. The City refinanced these outstanding bonds in 2016 with the issuance of General Obligation Refunding Bonds, Series 2016, to obtain more favorable interest rates for the purpose of reducing annual debt service costs.

The City is obligated to levy an annual ad valorem tax upon all taxable properties within the City for payment of the bond principal and interest. Each year, the rate of the ad valorem tax levy must be calculated based on changes in the assessed value of taxable properties within the City of Claremont.

RECOMMENDATION

Staff recommends the City Council adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, REQUESTING AND AUTHORIZING THE COUNTY OF LOS ANGELES TO LEVY A TAX ON ALL REAL PROPERTY IN THE CITY OF CLAREMONT AS A VOTER APPROVED LEVY WITH RESPECT TO THE CITY'S GENERAL OBLIGATION BOND APPROVED BY THE VOTERS AT THE NOVEMBER 7, 2006 STATEWIDE GENERAL ELECTION TO FUND THE ACQUISITION OF JOHNSON'S PASTURE.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information.

FINANCIAL REVIEW

The proposed tax rate will ensure that sufficient funds are received from the property tax levy to cover the debt service payment. The debt service requirement for 2026-27 for the 2016 General Obligation Refunding Bonds is $498,450. To collect sufficient funds to ensure that this requirement is met, an ad valorem tax levied by the County of Los Angeles of $0.006461 per $100 of assessed value (0.006461%) must be assessed on each taxable parcel within the City. The tax rate is calculated each year based on changes in the assessed value of property in Claremont. The tax rate for the prior year was $0.006904 per $100 of assessed value (0.006904%).

It is important to note that debt service payments on the 2016 General Obligation Refunding Bonds will be fully funded through this tax levy. No General Fund or other City funds will be required to fund the debt service payments.

The cost to prepare and complete this report is estimated at $623. This cost is in staff time to prepare the report and is included in the operating budget of the Financial Services Department.

ANALYSIS

The City's annual debt service requirement on the 2016 General Obligation Bonds for 2026-27 is $498,450. By adopting the proposed resolution (Attachment A), the City authorizes the County of Los Angeles to levy the tax at a rate of $0.006461 per $100 of assessed valuation (0.006461%) on property tax bills issued for 2026-27.

A detailed breakdown of this calculation is included as Attachment B. The tax rate is calculated by taking the annual required debt service payment and dividing it by the net assessed valuation, less a delinquency factor.

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 2026-28 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 paper copy, please contact the City Clerk's Office.

Submitted by:

Jeremy Starkey
Finance Director

Attachments:
A - Resolution Establishing the 2026-27 General Obligation Bond Tax Rate
B - 2026-27 General Obligation Bond Tax Rate Calculation

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, REQUESTING AND AUTHORIZING THE COUNTY OF LOS ANGELES TO LEVY A TAX ON ALL REAL PROPERTY IN THE CITY OF CLAREMONT AS A VOTER APPROVED LEVY WITH RESPECT TO THE CITY'S GENERAL OBLIGATION BOND APPROVED BY THE VOTERS AT THE NOVEMBER 7, 2006 STATEWIDE GENERAL ELECTION TO FUND THE ACQUISITION OF JOHNSON'S PASTURE

WHEREAS, the City of Claremont (the "City) is authorized to issue general obligation bonds to finance municipal improvements pursuant to certain provisions of the California Government Code, including Article 1, commencing with Section 43600, of Chapter 4 of Division 4 of Title 4 and including Article 4.5, commencing with Section 53506, of Chapter 3 of Part 1 of Division 2 of Title 5 (collectively, the "Bond Law");

WHEREAS, more than two-thirds of the electors voting at a general statewide election held in the City on November 7, 2006, voted for a proposition authorizing the issuance by the City of general obligation bonds in the aggregate principal amount of up to $12,500,000 to fund the acquisition of hillside land known at Johnson's Pasture;

WHEREAS, the City issued general obligation bonds pursuant to such authority (the "Series 2007 Bonds"), in an aggregate principal amount of $9,655,000, designated as the "City of Claremont General Obligation Bonds, Series 2007 (Johnson's Pasture Acquisition)";

WHEREAS, the City subsequently issued general obligation refunding bonds pursuant to such authority (the "Series 2016" Bonds), in an aggregate principal amount of $7,200,000, designated as the "City of Claremont General Obligation Refunding Bonds, Series 2016, to refinance the Series 2007 Bonds;

WHEREAS, it is necessary for the City to request that the County of Los Angeles (the "County") levy and collect ad valorem property tax sufficient to make debt service payments on the Series 2016 Bonds;

NOW THEREFORE, THE CLAREMONT CITY COUNCIL DOES HEREBY RESOLVE:

SECTION 1. The above recitals are true and correct and are incorporated herein.

SECTION 2. The County is hereby requested and authorized to assume on behalf of the City the collection, payment and enforcement of a $0.006461 levy on each $100 of assessed valuation (0.006461%) in the City, which amount shall be in addition to present ad valorem property tax collections for the City.

SECTION 4. 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 14th day of July, 2026.

____
Mayor, City of Claremont

ATTEST:

____
City Clerk, City of Claremont

APPROVED AS TO FORM:

____
City Attorney, City of Claremont

CITY OF CLAREMONT

ATTACHMENT B

Calculation of General Obligation Tax Rate for Series 2016 Bonds
Fiscal Year 2026-27

ACCOUNT NUMBER AGENCY NAME	128.01 TD #1	128.02 Village RP	128.03 Vil RP 82 Anx	128.04 Vil RP 83 Anx	128.06 Vil RP '01 Anx	TOTAL
SECURED ASSESSED VALUE	6,303,901,595	343,113,422	11,226,454	36,936,923	706,787,131	**7,401,965,525**
LESS: (SECURED HOMEOWNER EXEMPTION)	(33,850,600)	(287,000)	-	-	(868,000)	**(35,005,600)**
NET SECURED ASSESSED VALUE	6,270,050,995	342,826,422	11,226,454	36,936,923	705,919,131	**7,366,959,925**
% OF TOTAL NET SECURED ASSESSED VALUE	85.11%	4.65%	0.15%	0.50%	9.58%	**100.00%**
DEBT SERVICE REQUIREMENTS						
(A) Principal	272,353	14,891	488	1,604	30,663	**320,000**
(B) Interest	149,752	8,188	268	882	16,860	**175,950**
(C) Paying Agent Fees (Wells Fargo Bank)	2,128	116	4	13	240	**2,500**
(D) Other Costs	-	-	-	-	-	**-**
(A+B+C+D) **TOTAL (A)**	424,233	23,196	760	2,499	47,763	**498,450**
OTHER FUNDING SOURCES						
(E) Cash Balance on Hand (Prior June 30)	27,250	1,490	49	161	3,068	**32,017**
TOTAL (B)	27,250	1,490	49	161	3,068	**32,017**
NET DEBT SERVICE REQUIREMENTS FROM SECURED AV						
(G) "TOTAL (A)" minus "TOTAL (B)"	396,983	21,706	711	2,339	44,695	**466,433**
(H) ADJUSTED SECURED ASSESSED VALUE	6,144,649,975	335,969,894	11,001,925	36,198,185	691,800,748	**7,219,620,727**
2% - Delinquency Factor Assumed						
CURRENT SECURED RATE FOR G.O. BONDS						
(G/H) "Net Debt Service Requirement" Divided by "Adjusted Secured AV"	0.006461%	0.006461%	0.006461%	0.006461%	0.006461%	**0.006461%**
(I) The rate will appear as a rate per $100 in value, taken to 6 places.	0.006461	0.006461	0.006461	0.006461	0.006461	**0.006461**
CHECK ON CALCULATION						
(H) Adjusted Secured Assessed Value	6,144,649,975	335,969,894	11,001,925	36,198,185	691,800,748	**7,219,620,727**
(I) G.O. Tax Rate	0.006461	0.006461	0.006461	0.006461	0.006461	**0.006461**
(H*I/100) Total Collections	$396,983	$21,706	$711	$2,339	$44,695	**$466,433**
(G) Total Net Debt Service Requirements	$396,983	$21,706	$711	$2,339	$44,695	**$466,433**
Excess Collections ("Total Collections" minus "Total Net D/S Reqs.")	$0	$0	$0	$0	$0	**$0**

Claremont City Council

Agenda Report

File #: 6082 **Item No:** 6.

TO: ADAM PIRRIE, CITY MANAGER

FROM: MIKE CISZEK, POLICE CHIEF

DATE: JULY 14, 2025

Reviewed by:
City Manager: AP

SUBJECT:

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH ALL CITY MANAGEMENT SERVICES FOR CROSSING GUARD SERVICES (FUNDING SOURCE: GENERAL FUND)

SUMMARY

The City is dedicated to ensuring the safety of children traveling to and from school. In past years, the Police Department was responsible for the hiring, staffing, training, equipping, and supervising the hourly crossing guards. Due to the amount of staff time required to handle all the associated responsibilities, as well as the number of hours required to fill vacant positions by other Police Department personnel, staff explored alternative options. Consequently, the City Council approved contracting out the crossing guard program during the 2020-21 budget process.

Staff recommends continuing to provide crossing guard services through a contract and recommends entering into a one-year contract with All City Management Services (ACMS) in an amount not to exceed $124,308 for crossing guard services.

RECOMMENDATION

Staff recommends the City Council:

A. Authorize the City Manager to enter into a one-year agreement with All City Management Services for crossing guard services, effective July 1, 2026, in an amount not-to-exceed $124,308; and
B. Appropriate $8,308 from the unassigned General Fund balance to fully fund the agreement.

ALTERNATIVES TO RECOMMENDATION

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

A. Reject the staff recommendation.
B. Delay the staff recommendation and request additional information.

FINANCIAL REVIEW

The cost of the contract with ACMS is $124,308, of which $116,000 is already included in the 2026-27 Police Department budget. An additional $8,308, or 7.16 percent increase, is needed to fully fund the agreement. Staff recommends the use of unassigned General Fund balance to cover the additional cost.

The maximum cost of the contract is based upon a projected 3,600 hours of service at a rate of thirty-four dollars and fifty-three cents ($34.53) per hour, for four hours per day for 180 days of school, per crossing guard.

ACMS will invoice the City for service every two weeks. Included in the invoice is a work summary, which details each site, each day, and the hours worked at that site. The City would only be billed for crossing guard services rendered on designated “school days” unless otherwise requested by the City.

The staff cost to prepare this report is estimated at $1,078 and is included in the operating budget of the Police Department.

ANALYSIS

The City is dedicated to ensuring the safety of children traveling to and from school. The City Council approved contracting out the crossing guard program during the 2020-21 budget development process and has used All City Management Services for crossing guard services since that time. The estimated cost of the crossing guard contract renewal is now included in the ongoing annual Police Department budget.

Currently, crossing guards operate at five designated school area crosswalks. When determining crossing guard locations, traffic-related factors are considered, such as number of pedestrians crossing, crossing location, traffic volume, traffic speed, and number of traffic lanes.

Staff recommends entering into a contract with ACMS, a specialist service provider in the crossing guard market. ACMS is a California-based corporation founded in 1985 and is the largest provider of school crossing guards. ACMS has been providing crossing guard service for 41 years and has 480 programs in 25 states.

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: Council Priorities, General Plan, 2026-28 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).

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:

Mike Ciszek
Police Chief

Claremont City Council

Agenda Report

File #: 6089 **Item No:** 7.

TO: ADAM PIRRIE, CITY MANAGER

FROM: JAMIE EARL, ASSISTANT CITY MANAGER

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

RESOLUTIONS ADOPTING REVISED SALARY SCHEDULES RELATED TO THE ADOPTION OF THE 2026-28 BUDGET (FUNDING SOURCE: GENERAL FUND)

SUMMARY

The recently adopted 2026-28 Budget includes several personnel changes, including the addition of new positions, reclassification of existing positions, and salary adjustments of several part-time classifications. To implement these changes, it is necessary to adopt a resolution adopting revised salary schedules for the Claremont Administrative and Technical Support Employees' Association (CATSEA), the Claremont Police Officers' Association (CPOA), and part-time job classifications. The draft resolution is included as Attachment A.

Additionally, a newly adopted position will be classified as an unrepresented employee, which requires an amended resolution setting forth wages, hours, and working conditions for certain unrepresented employees. It also includes an updated salary schedule. The draft resolution is included as Attachment B.

RECOMMENDATION

Staff recommends the City Council:

A. Adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ADOPTING REVISED SALARY SCHEDULES FOR CLAREMONT ADMINISTRATIVE AND TECHNICAL SUPPORT EMPLOYEES' ASSOCIATION (CATSEA), CLAREMONT POLICE OFFICERS' ASSOCIATION (CPOA), AND PART-TIME JOB CLASSIFICATIONS FOR FISCAL YEAR 2026-27; and
B. Adopt A RESOLUTION OF THE CITY OF COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING RESOLUTION NO. 2024-31 BY SETTING FORTH THE HOURS, WAGES, AND WORKING CONDITIONS FOR CERTAIN UNREPRESENTED EMPLOYEES THROUGH JUNE 30, 2027.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The cost in 2026-27 of the new positions, reclassification of existing positions and salary adjustments of several part-time positions approved in the recently adopted 2026-28 Budget is $319,141, which includes the salary adjustments taking place retroactively to July 1, 2026. These costs were included in the 2026-28 Budget adopted by City Council on June 9, 2026.

The staff cost to prepare this report and related documentation is estimated at $1,337 and is included in the operating budget of the Administrative Services Department.

ANALYSIS

The 2026-28 Budget includes the addition of new positions, reclassification of existing positions, and salary adjustments of several part-time classifications. To implement these changes, it is necessary to adopt a resolution adopting revised salary schedules.

The following two new classifications will be added to the Claremont Administrative and Technical Employees' Association (CATSEA): Human Resources Technician and Payroll Specialist. The following new classification will be added to the Claremont Police Officers' Association (CPOA): Dispatch Supervisor. The hourly salaries for the following part-time job classifications will be adjusted to meet market average and/or match the established hourly rate of the full-time classification equivalent: Administrative Intern; Maintenance Assistant; Park Ranger; Planning Intern; Police Aide; Program Coordinator; Program Specialist; Recreation Leader; and Senior Recreation Leader.

Additionally, the new Senior Human Resources Analyst classification will act in a capacity on behalf of the City in labor negotiations/employee relations and will be classified as an unrepresented employee. The City Council previously adopted Resolution 2024-31, which set forth wages, hours, and working conditions for certain unrepresented employees. To add the new position, incorporate the associated benefits, and revise the salary schedule, a new resolution must be adopted. This action will also remove the previously included classification of Principal/Supervising Human Resources Analyst/Officer, as it is no longer needed.

The revised salary schedules are proposed to be effective retroactively to July 1, 2026. The costs related to implement the related salary schedules are included in the 2026-28 Budget.

LEGAL REVIEW

The proposed resolutions have been reviewed and approved as to form by the City Attorney.

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 and the 26-28

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

Attachments:
A - Resolution Adopting Revised Salary Schedules
B - Resolution Amending Resolution No. 2024-31

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, ADOPTING REVISED SALARY SCHEDULES FOR CLAREMONT ADMINISTRATIVE AND TECHNICAL SUPPORT EMPLOYEES' ASSOCIATION (CATSEA), CLAREMONT POLICE OFFICERS' ASSOCIATION (CPOA), AND PART-TIME JOB CLASSIFICATIONS FOR FISCAL YEAR 2026-27

WHEREAS, the 2026-28 Budget includes various personnel changes that require updated salary schedules for respective employee groups and unrepresented part-time classifications, which have been posted and available for public discussion during the July 14, 2026 City Council meeting.

NOW THEREFORE, THE CLAREMONT CITY COUNCIL DOES HEREBY RESOLVE:

SECTION 1. That the 2026-27 Salary Schedule for the Claremont Administrative and Technical Support Employees' Association (CATSEA) attached hereto as Exhibit 1 is approved and incorporated by this reference as if fully set forth herein.

SECTION 2. That the 2026-27 Salary Schedule for the Claremont Police Officers' Association (CPOA) attached hereto as Exhibit 2 is approved and incorporated by this reference as if fully set forth herein.

SECTION 3. That the 2026-27 Salary Schedule for Part-Time Job Classifications attached hereto as Exhibit 3 is approved and incorporated by this reference as if fully set forth herein.

SECTION 6. 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 14th day of July, 2026.

____
Mayor, City of Claremont

ATTEST:

____
City Clerk, City of Claremont

APPROVED AS TO FORM:

____
City Attorney, City of Claremont

CATSEA SALARY SCHEDULE
EFFECTIVE JULY 1, 2026

POSITION	STATUS	RATE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20
Accountant	Exempt	Hourly	38.52	38.90	39.30	39.69	40.09	40.49	40.89	41.30	41.71	42.13	42.55	42.98	43.41	43.84	44.28	44.72	45.17	45.62	46.07	46.54
		Monthly	6,342.96	6,405.53	6,471.40	6,535.62	6,601.49	6,667.35	6,733.22	6,800.73	6,868.25	6,937.41	7,006.57	7,077.37	7,148.18	7,218.99	7,291.44	7,363.89	7,437.99	7,512.09	7,586.19	7,663.59
Accounting Supervisor	Exempt	Hourly	49.44	49.93	50.43	50.94	51.45	51.96	52.48	53.01	53.54	54.07	54.61	55.16	55.71	56.27	56.83	57.40	57.97	58.55	59.14	59.73
		Monthly	8,141.12	8,221.81	8,304.14	8,388.12	8,472.10	8,556.08	8,641.71	8,728.98	8,816.25	8,903.53	8,992.45	9,083.01	9,173.58	9,265.79	9,358.01	9,451.87	9,545.73	9,641.23	9,738.39	9,835.54
Administrative Assistant	Exempt	Hourly	27.86	28.14	28.42	28.71	28.99	29.28	29.58	29.87	30.17	30.47	30.78	31.09	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66
		Monthly	4,587.61	4,633.72	4,679.83	4,727.58	4,773.69	4,821.44	4,870.84	4,918.59	4,967.99	5,017.39	5,068.44	5,119.49	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68
Building Plans Examiner	Exempt	Hourly	45.64	46.09	46.55	47.02	47.49	47.96	48.44	48.93	49.42	49.91	50.41	50.91	51.43	51.94	52.46	52.99	53.51	54.05	54.59	55.14
		Monthly	7,515.39	7,589.49	7,665.23	7,742.63	7,820.02	7,897.41	7,976.45	8,057.14	8,137.83	8,218.51	8,300.85	8,383.18	8,468.81	8,552.79	8,638.41	8,725.69	8,811.31	8,900.23	8,989.15	9,079.72
Business Systems Analyst	Exempt	Hourly	51.20	51.71	52.23	52.75	53.28	53.81	54.35	54.89	55.44	56.00	56.56	57.12	57.69	58.27	58.85	59.44	60.04	60.64	61.24	61.86
		Monthly	8,430.93	8,514.91	8,600.54	8,686.17	8,773.44	8,860.71	8,949.63	9,038.55	9,129.12	9,221.33	9,313.55	9,405.76	9,499.62	9,595.13	9,690.63	9,787.79	9,886.59	9,985.39	10,084.19	10,186.28
Deputy City Clerk	Exempt	Hourly	36.64	37.01	37.38	37.75	38.13	38.51	38.90	39.29	39.68	40.08	40.48	40.88	41.29	41.70	42.12	42.54	42.97	43.40	43.83	44.27
		Monthly	6,033.39	6,094.31	6,155.24	6,216.17	6,278.74	6,341.31	6,405.53	6,469.75	6,533.97	6,599.84	6,665.71	6,731.57	6,799.09	6,866.60	6,935.76	7,004.92	7,075.73	7,146.53	7,217.34	7,289.79
Executive Assistant to the City Manager	Exempt	Hourly	37.01	37.38	37.76	38.14	38.52	38.90	39.29	39.68	40.08	40.48	40.89	41.30	41.71	42.13	42.55	42.97	43.40	43.84	44.27	44.72
		Monthly	6,094.31	6,155.24	6,217.81	6,280.39	6,342.96	6,405.53	6,469.75	6,533.97	6,599.84	6,665.71	6,733.22	6,800.73	6,868.25	6,937.41	7,006.57	7,075.73	7,146.53	7,218.99	7,289.79	7,363.89
Fleet Maintenance Supervisor	Exempt	Hourly	44.51	44.96	45.41	45.86	46.32	46.78	47.25	47.73	48.20	48.68	49.17	49.66	50.16	50.66	51.17	51.68	52.20	52.72	53.25	53.78
		Monthly	7,329.31	7,403.41	7,477.51	7,551.61	7,627.36	7,703.11	7,780.50	7,859.54	7,936.93	8,015.97	8,096.66	8,177.35	8,259.68	8,342.01	8,425.99	8,509.97	8,595.60	8,681.23	8,768.50	8,855.77
Human Resources Specialist	Exempt	Hourly	35.56	35.91	36.27	36.63	37.00	37.37	37.74	38.12	38.50	38.89	39.28	39.67	40.07	40.47	40.87	41.28	41.69	42.11	42.53	42.96
		Monthly	5,855.55	5,913.18	5,972.46	6,031.74	6,092.67	6,153.59	6,214.52	6,277.09	6,339.67	6,403.89	6,468.11	6,532.33	6,598.19	6,664.06	6,729.93	6,797.44	6,864.95	6,934.11	7,003.27	7,074.08
Human Resources Technician	Non-Exempt	Hourly	35.21	35.56	35.92	36.28	36.64	37.01	37.38	37.75	38.13	38.51	38.89	39.28	39.68	40.07	40.47	40.88	41.29	41.70	42.12	42.54
		Monthly	5,797.91	5,855.55	5,914.83	5,974.11	6,033.39	6,094.31	6,155.24	6,216.17	6,278.74	6,341.31	6,403.89	6,468.11	6,533.97	6,598.19	6,664.06	6,731.57	6,799.09	6,866.60	6,935.76	7,004.92
Information Technology Administrator	Exempt	Hourly	47.03	47.50	47.97	48.45	48.94	49.43	49.92	50.42	50.92	51.43	51.95	52.47	52.99	53.52	54.06	54.60	55.14	55.70	56.25	56.82
		Monthly	7,744.27	7,821.67	7,899.06	7,978.10	8,058.79	8,139.47	8,220.16	8,302.49	8,384.83	8,468.81	8,554.43	8,640.06	8,725.69	8,812.96	8,901.88	8,990.80	9,079.72	9,171.93	9,262.50	9,356.36
Information Technology Technician	Exempt	Hourly	37.94	38.32	38.71	39.09	39.48	39.88	40.28	40.68	41.09	41.50	41.91	42.33	42.76	43.18	43.61	44.05	44.49	44.94	45.39	45.84
		Monthly	6,247.45	6,310.03	6,374.25	6,436.82	6,501.04	6,566.91	6,632.77	6,698.64	6,766.15	6,833.67	6,901.18	6,970.34	7,041.15	7,110.31	7,181.11	7,253.57	7,326.02	7,400.12	7,474.22	7,548.32
Landscape Maintenance Supervisor	Exempt	Hourly	44.51	44.96	45.41	45.86	46.32	46.78	47.25	47.73	48.20	48.68	49.17	49.66	50.16	50.66	51.17	51.68	52.20	52.72	53.25	53.78
		Monthly	7,329.31	7,403.41	7,477.51	7,551.61	7,627.36	7,703.11	7,780.50	7,859.54	7,936.93	8,015.97	8,096.66	8,177.35	8,259.68	8,342.01	8,425.99	8,509.97	8,595.60	8,681.23	8,768.50	8,855.77
Maintenance Supervisor	Exempt	Hourly	41.73	42.14	42.57	42.99	43.42	43.86	44.29	44.74	45.18	45.64	46.09	46.55	47.02	47.49	47.96	48.44	48.93	49.42	49.91	50.41
		Monthly	6,871.54	6,939.05	7,009.86	7,079.02	7,149.83	7,222.28	7,293.09	7,367.19	7,439.64	7,515.39	7,589.49	7,665.23	7,742.63	7,820.02	7,897.41	7,976.45	8,057.14	8,137.83	8,218.51	8,300.85
Management Analyst	Exempt	Hourly	40.49	40.90	41.31	41.72	42.14	42.56	42.99	43.41	43.85	44.29	44.73	45.18	45.63	46.09	46.55	47.01	47.48	47.96	48.44	48.92
		Monthly	6,667.35	6,734.87	6,802.38	6,869.89	6,939.05	7,008.21	7,079.02	7,148.18	7,220.63	7,293.09	7,365.54	7,439.64	7,513.74	7,589.49	7,665.23	7,740.98	7,818.37	7,897.41	7,976.45	8,055.49
Payroll Specialist	Non-Exempt	Hourly	36.64	37.01	37.38	37.75	38.13	38.51	38.90	39.29	39.68	40.08	40.48	40.88	41.29	41.70	42.12	42.54	42.97	43.40	43.83	44.27
		Monthly	6,033.39	6,094.31	6,155.24	6,216.17	6,278.74	6,341.31	6,405.53	6,469.75	6,533.97	6,599.84	6,665.71	6,731.57	6,799.09	6,866.60	6,935.76	7,004.92	7,075.73	7,146.53	7,217.34	7,289.79
Recreation and Human Services Supervisor	Exempt	Hourly	41.52	41.94	42.35	4.28	43.21	43.64	44.07	44.52	44.96	45.41	45.86	46.32	46.79	47.25	47.73	48.20	48.69	49.17	49.66	50.16
		Monthly	6,836.96	6,906.12	6,973.63	704.77	7,115.25	7,186.05	7,256.86	7,330.96	7,403.41	7,477.51	7,551.61	7,627.36	7,704.75	7,780.50	7,859.54	7,936.93	8,017.62	8,096.66	8,177.35	8,259.68
Senior Recreation and Human Services Supervisor	Exempt	Hourly	45.87	46.33	46.79	47.26	47.73	48.21	48.69	49.18	49.67	50.17	50.67	51.17	51.69	52.20	52.72	53.25	53.78	54.32	54.87	55.41
		Monthly	7,553.26	7,629.01	7,704.75	7,782.15	7,859.54	7,938.58	8,017.62	8,098.31	8,178.99	8,261.33	8,343.66	8,425.99	8,511.62	8,595.60	8,681.23	8,768.50	8,855.77	8,944.69	9,035.26	9,124.18
Senior Administrative Assistant	Exempt	Hourly	31.09	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.18	37.56
		Monthly	5,119.49	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,122.31	6,184.88
Senior Management Analyst	Exempt	Hourly	48.70	49.19	49.68	50.18	50.68	51.19	51.70	52.22	52.74	53.27	53.80	54.34	54.88	55.43	55.98	56.54	57.11	57.68	58.26	58.84
		Monthly	8,019.27	8,099.95	8,180.64	8,262.97	8,345.31	8,429.29	8,513.27	8,598.89	8,684.52	8,771.79	8,859.07	8,947.99	9,036.91	9,127.47	9,218.04	9,310.25	9,404.11	9,497.97	9,593.48	9,688.99
Solid Waste Supervisor	Exempt	Hourly	44.08	44.52	44.96	45.41	45.87	46.33	46.79	47.26	47.73	48.21	48.69	49.18	49.67	50.16	50.67	51.17	51.68	52.20	52.72	53.25
		Monthly	7,258.51	7,330.96	7,403.41	7,477.51	7,553.26	7,629.01	7,704.75	7,782.15	7,859.54	7,938.58	8,017.62	8,098.31	8,178.99	8,259.68	8,343.66	8,425.99	8,509.97	8,595.60	8,681.23	8,768.50
Urban Forest Supervisor	Exempt	Hourly	44.51	44.96	45.41	45.86	46.32	46.78	47.25	47.73	48.20	48.68	49.17	49.66	50.16	50.66	51.17	51.68	52.20	52.72	53.25	53.78
		Monthly	7,329.31	7,403.41	7,477.51	7,551.61	7,627.36	7,703.11	7,780.50	7,859.54	7,936.93	8,015.97	8,096.66	8,177.35	8,259.68	8,342.01	8,425.99	8,509.97	8,595.60	8,681.23	8,768.50	8,855.77
Accounting Assistant	Non-Exempt	Hourly	27.86	28.14	28.42	28.71	28.99	29.28	29.58	29.87	30.17	30.47	30.78	31.09	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66
		Monthly	4,587.61	4,633.72	4,679.83	4,727.58	4,773.69	4,821.44	4,870.84	4,918.59	4,967.99	5,017.39	5,068.44	5,119.49	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68
Building Inspector	Non-Exempt	Hourly	37.57	37.95	38.33	38.71	39.10	39.49	39.88	40.28	40.69	41.09	41.50	41.92	42.34	42.76	43.19	43.62	44.06	44.50	44.94	45.39
		Monthly	6,186.53	6,249.10	6,311.67	6,374.25	6,438.47	6,502.69	6,566.91	6,632.77	6,700.29	6,766.15	6,833.67	6,902.83	6,971.99	7,041.15	7,111.95	7,182.76	7,255.21	7,327.67	7,400.12	7,474.22
Building Permit Technician	Non-Exempt	Hourly	31.09	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.18	37.56
		Monthly	5,119.49	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,122.31	6,184.88
Community Improvement Officer	Non-Exempt	Hourly	33.67	34.01	34.35	34.69	35.04	35.39	35.75	36.10	36.46	36.83	37.20	37.57	37.94	38.32	38.71	39.09	39.49	39.88	40.28	40.68
		Monthly	5,544.33	5,600.31	5,656.30	5,712.29	5,769.92	5,827.55	5,886.83	5,944.47	6,003.75	6,064.67	6,125.60	6,186.53	6,247.45	6,310.03	6,374.25	6,436.82	6,502.69	6,566.91	6,632.77	6,698.64

Human Resources Assistant	Non-Exempt	Hourly	29.87	30.17	30.47	30.78	31.09	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09
		Monthly	4,918.59	4,967.99	5,017.39	5,068.44	5,119.49	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82
Human Resources Coordinator	Non-Exempt	Hourly	33.84	34.18	34.52	34.86	35.21	35.56	35.92	36.28	36.64	37.01	37.38	37.75	38.13	38.51	38.90	39.28	39.68	40.07	40.48	40.88
		Monthly	5,572.32	5,628.31	5,684.29	5,740.28	5,797.91	5,855.55	5,914.83	5,974.11	6,033.39	6,094.31	6,155.24	6,216.17	6,278.74	6,341.31	6,405.53	6,468.11	6,533.97	6,598.19	6,665.71	6,731.57
Maintenance Crewleader	Non-Exempt	Hourly	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.19	37.56	37.93	38.31	38.70	39.08
		Monthly	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,123.95	6,184.88	6,245.81	6,308.38	6,372.60	6,435.17
Office Assistant	Non-Exempt	Hourly	25.85	26.11	26.37	26.64	26.90	27.17	27.44	27.72	27.99	28.27	28.56	28.84	29.13	29.42	29.72	30.01	30.31	30.62	30.92	31.23
		Monthly	4,256.63	4,299.45	4,342.26	4,386.72	4,429.53	4,473.99	4,518.45	4,564.56	4,609.02	4,655.13	4,702.88	4,748.99	4,796.74	4,844.49	4,893.89	4,941.65	4,991.05	5,042.09	5,091.49	5,142.54
Planning Aide	Non-Exempt	Hourly	31.09	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.18	37.56
		Monthly	5,119.49	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,122.31	6,184.88
Recreation and Human Services Specialist	Non-Exempt	Hourly	23.88	24.12	24.36	24.60	24.85	25.10	25.35	25.60	25.86	26.12	26.38	26.64	26.91	27.18	27.45	27.72	28.00	28.28	28.56	28.85
		Monthly	3,932.24	3,971.76	4,011.28	4,050.80	4,091.97	4,133.13	4,174.30	4,215.47	4,258.28	4,301.09	4,343.91	4,386.72	4,431.18	4,475.64	4,520.10	4,564.56	4,610.67	4,656.77	4,702.88	4,750.63
Property & Evidence Clerk	Non-Exempt	Hourly	27.17	27.44	27.72	27.99	28.27	28.56	28.84	29.13	29.42	29.72	30.01	30.31	30.62	30.92	31.23	31.54	31.86	32.18	32.50	32.82
		Monthly	4,473.99	4,518.45	4,564.56	4,609.02	4,655.13	4,702.88	4,748.99	4,796.74	4,844.49	4,893.89	4,941.65	4,991.05	5,042.09	5,091.49	5,142.54	5,193.59	5,246.28	5,298.97	5,351.67	5,404.36
Public Works Inspector	Non-Exempt	Hourly	36.47	36.83	37.20	37.57	37.95	38.33	38.71	39.10	39.49	39.88	40.28	40.69	41.09	41.50	41.92	42.34	42.76	43.19	43.62	44.06
		Monthly	6,005.39	6,064.67	6,125.60	6,186.53	6,249.10	6,311.67	6,374.25	6,438.47	6,502.69	6,566.91	6,632.77	6,700.29	6,766.15	6,833.67	6,902.83	6,971.99	7,041.15	7,111.95	7,182.76	7,255.21
Records Clerk	Non-Exempt	Hourly	23.88	24.12	24.36	24.60	24.85	25.10	25.35	25.60	25.86	26.12	26.38	26.64	26.91	27.18	27.45	27.72	28.00	28.28	28.56	28.85
		Monthly	3,932.24	3,971.76	4,011.28	4,050.80	4,091.97	4,133.13	4,174.30	4,215.47	4,258.28	4,301.09	4,343.91	4,386.72	4,431.18	4,475.64	4,520.10	4,564.56	4,610.67	4,656.77	4,702.88	4,750.63
Records Supervisor	Non-Exempt	Hourly	39.89	40.29	40.69	41.10	41.51	41.93	42.35	42.77	43.20	43.63	44.07	44.51	44.95	45.40	45.86	46.31	46.78	47.25	47.72	48.19
		Monthly	6,568.55	6,634.42	6,700.29	6,767.80	6,835.31	6,904.47	6,973.63	7,042.79	7,113.60	7,184.41	7,256.86	7,329.31	7,401.77	7,475.87	7,551.61	7,625.71	7,703.11	7,780.50	7,857.89	7,935.29
Recreation and Human Services Coordinator	Non-Exempt	Hourly	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.18	37.56	37.93
		Monthly	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,122.31	6,184.88	6,245.81
Senior Accounting Assistant	Non-Exempt	Hourly	32.19	32.51	32.84	33.17	33.50	33.83	34.17	34.51	34.86	35.21	35.56	35.92	36.28	36.64	37.00	37.37	37.75	38.13	38.51	38.89
		Monthly	5,300.62	5,353.31	5,407.65	5,461.99	5,516.33	5,570.67	5,626.66	5,682.65	5,740.28	5,797.91	5,855.55	5,914.83	5,974.11	6,033.39	6,092.67	6,153.59	6,216.17	6,278.74	6,341.31	6,403.89
Senior Building Inspector	Non-Exempt	Hourly	41.31	41.72	42.14	42.56	42.98	43.41	43.85	44.29	44.73	45.18	45.63	46.09	46.55	47.01	47.48	47.96	48.44	48.92	49.41	49.90
		Monthly	6,802.38	6,869.89	6,939.05	7,008.21	7,077.37	7,148.18	7,220.63	7,293.09	7,365.54	7,439.64	7,513.74	7,589.49	7,665.23	7,740.98	7,818.37	7,897.41	7,976.45	8,055.49	8,136.18	8,216.87
Senior Public Works Inspector	Non-Exempt	Hourly	41.73	42.14	42.57	42.99	43.42	43.86	44.29	44.74	45.18	45.64	46.09	46.55	47.02	47.49	47.96	48.44	48.93	49.42	49.91	50.41
		Monthly	6,871.54	6,939.05	7,009.86	7,079.02	7,149.83	7,222.28	7,293.09	7,367.19	7,439.64	7,515.39	7,589.49	7,665.23	7,742.63	7,820.02	7,897.41	7,976.45	8,057.14	8,137.83	8,218.51	8,300.85
Senior Records Clerk	Non-Exempt	Hourly	30.18	30.48	30.78	31.09	31.40	31.72	32.03	32.35	32.68	33.00	33.33	33.67	34.00	34.34	34.69	35.03	35.38	35.74	36.10	36.46
		Monthly	4,969.64	5,019.04	5,068.44	5,119.49	5,170.53	5,223.23	5,274.27	5,326.97	5,381.31	5,434.00	5,488.34	5,544.33	5,598.67	5,654.65	5,712.29	5,768.27	5,825.91	5,885.19	5,944.47	6,003.75
Solid Waste Crewleader	Non-Exempt	Hourly	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.18	37.56	37.93	38.31	38.69	39.08	39.47
		Monthly	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,122.31	6,184.88	6,245.81	6,308.38	6,370.95	6,435.17	6,499.39

EXHIBIT 2

CPOA SALARY SCHEDULE
EFFECTIVE JULY 1, 2026

POSITION	GROUP	STATUS	CLASS CODE	RANGE	RATE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20
Police Corporal	CPOA	Non-Exempt	256	812	Monthly	8,906.00	8,995.06	9,085.01	9,175.86	9,267.62	9,360.29	9,453.89	9,548.43	9,643.92	9,740.36	9,837.76	9,936.14	10,035.50	10,135.85	10,237.21	10,339.59	10,442.98	10,547.41	10,652.89	10,759.41
Police Officer	CPOA	Non-Exempt	258	793	Monthly	8,100.00	8,181.00	8,262.00	8,345.00	8,428.00	8,513.00	8,598.00	8,684.00	8,771.00	8,858.00	8,947.00	9,036.00	9,127.00	9,218.00	9,310.00	9,403.00	9,497.00	9,592.00	9,688.00	9,785.00
Dispatch Supervisor	CPOA	Non-Exempt	691	771	Monthly	7,258.00	7,330.58	7,403.88	7,477.92	7,552.70	7,628.23	7,704.51	7,781.55	7,859.37	7,937.96	8,017.34	8,097.52	8,178.49	8,260.28	8,342.88	8,426.31	8,510.57	8,595.68	8,681.63	8,768.45
Police Recruit	CPOA	Non-Exempt	221	744	Monthly	6,343.00	6,406.43	6,470.49	6,535.19	6,600.55	6,666.55	6,733.22	6,800.55	6,868.56	6,937.24	7,006.61	7,076.68	7,147.45	7,218.92	7,291.11	7,364.02	7,437.66	7,512.04	7,587.16	7,663.03
Communications Officer II	CPOA	Non-Exempt	277	733	Monthly	6,005.00	6,065.05	6,125.70	6,186.95	6,248.82	6,311.31	6,374.42	6,438.17	6,502.55	6,567.58	6,633.25	6,699.59	6,766.58	6,834.25	6,902.59	6,971.62	7,041.33	7,111.75	7,182.86	7,254.69
Senior Jailer	CPOA	Non-Exempt	276	716	Monthly	5,517.00	5,572.17	5,627.89	5,684.17	5,741.01	5,798.42	5,856.40	5,914.97	5,974.12	6,033.86	6,094.20	6,155.14	6,216.69	6,278.86	6,341.65	6,405.06	6,469.11	6,533.80	6,599.14	6,665.13
Communications Officer I	CPOA	Non-Exempt	220	712	Monthly	5,407.00	5,461.07	5,515.68	5,570.83	5,626.54	5,682.81	5,739.63	5,797.03	5,855.00	5,913.55	5,972.69	6,032.41	6,092.74	6,153.66	6,215.20	6,277.35	6,340.13	6,403.53	6,467.56	6,532.24
Jailer	CPOA	Non-Exempt	230	706	Monthly	5,248.00	5,300.48	5,353.48	5,407.02	5,461.09	5,515.70	5,570.85	5,626.56	5,682.83	5,739.66	5,797.05	5,855.02	5,913.57	5,972.71	6,032.44	6,092.76	6,153.69	6,215.23	6,277.38	6,340.15

EXHIBIT 3

PART-TIME SALARY SCHEDULE
EFFECTIVE JULY 1, 2026

Administrative Intern	Non-Exempt	Hourly	19.05	19.24	19.43	19.63	19.82	20.02	20.22	20.42	20.63	20.83	21.04	21.25	21.47	21.68	21.90	22.12	22.34	22.56	22.79	23.01
		Monthly	3,302.00	3,334.93	3,367.87	3,402.53	3,435.47	3,470.13	3,504.80	3,539.47	3,575.87	3,610.53	3,646.93	3,683.33	3,721.47	3,757.87	3,796.00	3,834.13	3,872.27	3,910.40	3,950.27	3,988.40
Cemetery Sales & Services Coordinator	Non-Exempt	Hourly	31.51	31.83	32.14	32.47	32.79	33.12	33.45	33.78	34.12	34.46	34.81	35.16	35.51	35.86	36.22	36.58	36.95	37.32	37.69	38.07
		Monthly	5,461.73	5,517.20	5,570.93	5,628.13	5,683.60	5,740.80	5,798.00	5,855.20	5,914.13	5,973.07	6,033.73	6,094.40	6,155.07	6,215.73	6,278.13	6,340.53	6,404.67	6,468.80	6,532.93	6,598.80
Clerical Assistant	Non-Exempt	Hourly	24.80	25.05	25.30	25.55	25.81	26.07	26.33	26.59	26.86	27.13	27.40	27.67	27.95	28.23	28.51	28.79	29.08	29.37	29.67	29.96
		Monthly	4,298.67	4,342.00	4,385.33	4,428.67	4,473.73	4,518.80	4,563.87	4,608.93	4,655.73	4,702.53	4,749.33	4,796.13	4,844.67	4,893.20	4,941.73	4,990.27	5,040.53	5,090.80	5,142.80	5,193.07
Engineering Aide	Non-Exempt	Hourly	30.73	31.04	31.35	31.66	31.98	32.30	32.62	32.95	33.28	33.61	33.95	34.29	34.63	34.98	35.33	35.68	36.04	36.40	36.76	37.13
		Monthly	5,326.53	5,380.27	5,434.00	5,487.73	5,543.20	5,598.67	5,654.13	5,711.33	5,768.53	5,825.73	5,884.67	5,943.60	6,002.53	6,063.20	6,123.87	6,184.53	6,246.93	6,309.33	6,371.73	6,435.87
Maintenance Assistant	Non-Exempt	Hourly	22.45	22.68	22.91	23.13	23.37	23.60	23.84	24.07	24.31	24.56	24.80	25.05	25.30	25.55	25.81	26.07	26.33	26.59	26.86	27.13
		Monthly	3,891.33	3,931.20	3,971.07	4,009.20	4,050.80	4,090.67	4,132.27	4,172.13	4,213.73	4,257.07	4,298.67	4,342.00	4,385.33	4,428.67	4,473.73	4,518.80	4,563.87	4,608.93	4,655.73	4,702.53
Park Ranger	Non-Exempt	Hourly	23.03	23.26	23.49	23.72	23.96	24.20	24.44	24.69	24.93	25.18	25.43	25.69	25.95	26.20	26.47	26.73	27.00	27.27	27.54	27.82
		Monthly	3,991.87	4,031.73	4,071.60	4,111.47	4,153.07	4,194.67	4,236.27	4,279.60	4,321.20	4,364.53	4,407.87	4,452.93	4,498.00	4,541.33	4,588.13	4,633.20	4,680.00	4,726.80	4,773.60	4,822.13
Planning Intern	Non-Exempt	Hourly	18.86	19.05	19.24	19.43	19.63	19.82	20.02	20.22	20.42	20.63	20.83	21.04	21.25	21.46	21.68	21.90	22.11	22.34	22.56	22.78
		Monthly	3,269.07	3,302.00	3,334.93	3,367.87	3,402.53	3,435.47	3,470.13	3,504.80	3,539.47	3,575.87	3,610.53	3,646.93	3,683.33	3,719.73	3,757.87	3,796.00	3,832.40	3,872.27	3,910.40	3,948.53
Police Aide	Non-Exempt	Hourly	19.33	19.52	19.72	19.91	20.11	20.31	20.52	20.72	20.93	21.14	21.35	21.56	21.78	22.00	22.22	22.44	22.66	22.89	23.12	23.35
		Monthly	3,350.53	3,383.47	3,418.13	3,451.07	3,485.73	3,520.40	3,556.80	3,591.47	3,627.87	3,664.27	3,700.67	3,737.07	3,775.20	3,813.33	3,851.47	3,889.60	3,927.73	3,967.60	4,007.47	4,047.33
Program Specialist	Non-Exempt	Hourly	23.84	24.08	24.32	24.56	24.81	25.05	25.31	25.56	25.81	26.07	26.33	26.60	26.86	27.13	27.40	27.68	27.95	28.23	28.51	28.80
		Monthly	4,132.27	4,173.87	4,215.47	4,257.07	4,300.40	4,342.00	4,387.07	4,430.40	4,473.73	4,518.80	4,563.87	4,610.67	4,655.73	4,702.53	4,749.33	4,797.87	4,844.67	4,893.20	4,941.73	4,992.00
Program Coordinator	Non-Exempt	Hourly	31.40	31.71	32.03	32.35	32.67	33.00	33.33	33.66	34.00	34.34	34.68	35.03	35.38	35.73	36.09	36.45	36.82	37.18	37.56	37.93
		Monthly	5,170.53	5,221.58	5,274.27	5,326.97	5,379.66	5,434.00	5,488.34	5,542.68	5,598.67	5,654.65	5,710.64	5,768.27	5,825.91	5,883.54	5,942.82	6,002.10	6,063.03	6,122.31	6,184.88	6,245.81
Recreation Leader	Non-Exempt	Hourly	18.39	18.57	18.76	18.94	19.13	19.32	19.52	19.71	19.91	20.11	20.31	20.51	20.72	20.93	21.13	21.35	21.56	21.78	21.99	22.21
		Monthly	3,187.60	3,218.80	3,251.73	3,282.93	3,315.87	3,348.80	3,383.47	3,416.40	3,451.07	3,485.73	3,520.40	3,555.07	3,591.47	3,627.87	3,662.53	3,700.67	3,737.07	3,775.20	3,811.60	3,849.73
Senior Park Ranger	Non-Exempt	Hourly	29.24	29.54	29.83	30.13	30.43	30.74	31.04	31.35	31.67	31.98	32.30	32.63	32.95	33.28	33.62	33.95	34.29	34.63	34.98	35.33
		Monthly	5,068.27	5,120.27	5,170.53	5,222.53	5,274.53	5,328.27	5,380.27	5,434.00	5,489.47	5,543.20	5,598.67	5,655.87	5,711.33	5,768.53	5,827.47	5,884.67	5,943.60	6,002.53	6,063.20	6,123.87
Senior Recreation Leader	Non-Exempt	Hourly	19.62	19.81	20.01	20.21	20.41	20.62	20.82	21.03	21.24	21.45	21.67	21.88	22.10	22.32	22.55	22.77	23.00	23.23	23.46	23.70
		Monthly	3,400.80	3,433.73	3,468.40	3,503.07	3,537.73	3,574.13	3,608.80	3,645.20	3,681.60	3,718.00	3,756.13	3,792.53	3,830.67	3,868.80	3,908.67	3,946.80	3,986.67	4,026.53	4,066.40	4,108.00

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, AMENDING RESOLUTION NO. 2024-31 BY SETTING FORTH THE HOURS, WAGES, AND WORKING CONDITIONS FOR CERTAIN UNREPRESENTED EMPLOYEES THROUGH JUNE 30, 2027

WHEREAS, certain employees act on behalf of the City during labor negotiations; and

WHEREAS, while this has been a long-standing past practice, it has not been formally documented in any City policy or Memorandum of Understanding ("MOU"); and

WHEREAS, employees acting on behalf of the City in labor negotiations/employee relations capacities should be clearly defined as unrepresented employees that are not represented by any employee bargaining unit; and

WHEREAS, this resolution sets forth the wages, hours, and working conditions for certain unrepresented employees, as defined herein.

NOW THEREFORE, THE CLAREMONT CITY COUNCIL DOES HEREBY RESOLVE:

SECTION 1. **Resolution 2024-31:** This Resolution amends Resolution 2024-31. Any provisions, sections, or words in Resolution 2024-31 inconsistent with the provisions, section, or words herein are hereby repealed and replaced as stated herein.

SECTION 2. **Classifications:** The following classifications are collectively referred to herein as "Unrepresented Employees:" Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; Human Resources Manager; and Senior Human Resources Analyst.

SECTION 3. **Hours, Wages, and Working Conditions:** The following compensation procedure for Unrepresented Employees is hereby approved in its entirety to read as follows:

<u>ARTICLE I – SALARIES</u>

Salary step ranges that are assigned to the classifications of Unrepresented Employees effective July 1, 2026, can be found in the Exhibit.

Per City Administrative Policy #30-21, Unrepresented Employees are classified as exempt employees. Compensation shall be determined on a monthly basis and shall be fixed according to the responsibilities to be fulfilled and shall not be based on a fixed number of hours per week, nor shall it be affected by variations in work schedules.

38-Hour Workweek - The workday is 9.5 hours, and the workweek is Monday through Thursday, unless an alternate 38-hour workweek (i.e. Tuesday through Friday) is operationally necessary as determined by the applicable Department Head and approved by the City Manager.

ARTICLE II – RETIREMENT

1. **PERS Plan Formula -**

   A. **Classic Member:** A classic member is defined as an employee who meets the definition of a "classic" member for purposes of retirement pension benefits in accordance with the Public Employees' Pension Reform Act of 2013 (PEPRA). This includes employees who were hired before January 1, 2013, in the California Public Employees' Retirement System (CalPERS) or a reciprocal retirement system with no break in service longer than six (6) months. CalPERS ultimately determines who is a classic member in compliance with the law.

   Classic member miscellaneous employees hired prior to March 19, 2012, shall receive the 2.5% at 55 formula (First Tier). Classic member miscellaneous employees hired after March 19, 2012 shall receive 2% at 55 formula (Second Tier).

   B. **New Member:** A new member is defined as an employee who meets the definition of a "new" member for purposes of retirement pension benefits in accordance with PEPRA. This includes employees hired into a regular position on or after January 1, 2013, or former members who have more than a six (6) month break in service. CalPERS ultimately determines who is a new member in compliance with the law.

   New member miscellaneous employees shall receive the 2% at 62 formula (Third Tier).

2. **PERS Highest Pension Calculation Compensation Period -** The City shall continue to provide the Single Highest One Year Final Compensation Pension calculation benefit to current employees. Employees hired after March 19, 2012, shall receive the Three-Year Final Compensation Pension calculation benefit.

3. **PERS Benefits -** The City shall provide employees with the following benefits/provisions:

   a) Credit for unused sick leave (Government Code Section 20965).

   b) 1959 Survivor Benefit (Third Level Benefit).

c) **Classic Member:** Miscellaneous employees hired prior to March 19, 2012, shall contribute on a tax-deferred basis 8% toward the PERS employee share. Miscellaneous employees hired after March 19, 2012, shall contribute on a tax-deferred basis 7% toward the PERS employee share.

New Member: Miscellaneous employees hired after January 1, 2013, shall contribute on a tax-deferred basis six and one-half (6.5)% or fifty (50)% of the total normal cost (as determined by CalPERS) (whichever is greater) toward the PERS employee share.

Both City and employee contributions shall at the time of separation belong to the employee.

All other PERS contract options and policies in effect as of the adoption of this Resolution shall continue.

ARTICLE III – FLEXIBLE BENEFIT PLAN

The City's Flexible Benefit Plan shall include, for the employee and eligible dependents, City sponsored health insurance including medical, dental, and vision insurance. The Flexible Benefit Plan shall also include, for the employee only, available supplemental benefit options.

The City shall contribute $1,500 per month toward the Flexible Benefit Plan. Should the total cost of premiums for benefits selected under the plan exceed the City's monthly contribution, the overage will be paid by the employee via pre-tax payroll deductions.

Employees who do not use the full amount of the Flexible Benefit shall receive the remaining amount as taxable income ("cash-in-lieu-of-benefits"). Effective July 1, 2024, the cash-in-lieu-of-benefits amount was capped at $1,014 for existing full-time benefitted employees. Employees hired in a full-time/benefit-eligible capacity on or after July 1, 2024 are not eligible to receive cash-in-lieu-of-benefits. For the sake of clarification, situational examples were included in the Claremont Management Association (CMA) Memorandum of Understanding (MOU), and also apply to Unrepresented Employees.

If an employee has medical through other means and they are able to submit proof of other "group" coverage, eligible employees will receive the Flexible Benefit amount as taxable income (if eligible as outlined above based on full-time hire date). In order to be eligible for cash-in–lieu-of-benefits, the employee must be able to demonstrate to the City's satisfaction that they are enrolled in a qualified health plan that provides "minimum essential coverage" (as defined by the Affordable Care Act) through another source (other than coverage in the individual market, whether or not obtained through Covered California) and will not incur penalties under the ACA.

ARTICLE IV – RETIREE MEDICAL INSURANCE

Unrepresented Employees that retired before August 1, 2011, shall continue to be eligible for retiree group medical coverage at the retiree's expense minus the City's current retiree-only $32.20 monthly contribution. Unrepresented Employees that retire after August 1, 2011, may continue retiree group medical coverage at their own expense.

ARTICLE V – DEFERRED COMPENSATION/RETENTION INCENTIVE PROGRAM

Employees may participate in a 457 deferred compensation/supplemental retirement savings account. Through tax-deferred payroll deductions, employees are eligible to deposit funds into their account, up to the maximum allowed by law.

Beginning with an employee's third year of service, the City will match up to 1% of their base pay into their 457 deferred compensation account. This amount increases to 2% beginning with the employee's fifth year of service; 3% beginning with the employee's sixth year of service; 4% beginning with the employee's eighth year of service; and 5% beginning with the employee's tenth year of service. For employees hired before July 1, 2024, the employee's match may come from any amount leftover from the City's contribution toward the Flexible Benefit Plan up to $1,014 or the employee's salary and shall not be taxable.

ARTICLE VI – LIFE INSURANCE

The City shall provide and contribute the premiums for a $75,000 life insurance policy for each employee and a $10,000 life insurance policy for dependents of employees.

ARTICLE VII – LONG-TERM DISABILITY

The City provides a long-term disability insurance plan which provides, after a 60-day waiting period, 66.66% of base pay, up to a maximum of $8,000 per month, until an employee is medically able to return to work or reaches age 65, whichever occurs first. This benefit is in case the employee sustains a non-work-related illness or injury that results in their inability to work for a long period of time.

ARTICLE VIII – HOLIDAYS

A. **Holidays**

Unrepresented Employees are entitled to the following holidays with pay each calendar year and such holidays as may be designated by action of the City Manager and/or the City Council:

- New Year's Day (January 1st)
- Martin Luther King, Jr. Day (The third Monday in January)
- Presidents' Day (The third Monday in February)
- Memorial Day (The last Monday in May)*

- Juneteenth (June 19th)
- Independence Day (July 4th)*
- Labor Day (The first Monday in September)
- Veteran's Day (November 11th)*
- Thanksgiving Day (The fourth Thursday in November)
- Christmas Day (December 25th)

Each holiday shall be valued at 9.5 hours. The specific days that employees will observe the holiday may be determined by the City Council and/or the City Manager. The City Manager is empowered to determine whether the City shall observe special days of declaration by the President or Governor as a day of public fast, thanksgiving, mourning or holiday, as well as determine if Christmas Eve, and/or any other day shall be a holiday.

B. **Floating Holidays**

The following unrepresented classifications shall receive 18.5 floating holiday hours each calendar year: Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; Human Resources Manager.

The following unrepresented classification shall receive 37.5 floating holiday hours each calendar year: Senior Human Resources Analyst.

The following unrepresented classifications who are required to work special events that fall on specified holidays* (noted by asterisk above) will be allowed to "flex" their time in exchange for actual hours worked on specified holidays: Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; Human Resources Manager. The "flex" time will reflect the value of the holiday shift worked and shall be used within a one-week period of the holiday. For example, if an employee works 4.0 hours on an Independence Day holiday that falls on a Monday, the employee may use "flex" time to work 4.0 fewer hours during the following week.

In addition, Unrepresented Employees shall have holiday hours converted to floating holiday hours when any of the ten (10) holidays fall on the employee's scheduled day off work. For example, with the Monday through Thursday schedule, any holiday that falls on a Friday, Saturday, or Sunday shall be converted from 9.5 holiday hours to 9.5 floating holiday hours.

All floating holiday hours are credited to employees on January 1 of each calendar year. Employees hired mid-year would receive prorated holiday hours.

All floating holiday hours may be used in conjunction with vacation. Use of the floating holiday requires two (2) work days advance notice.

All floating holiday hours must be used by December 31 of the same calendar year or shall be forfeited.

Upon separation of employment, employees shall be compensated for any unused floating holiday hours.

C. **City Hall and Administrative Offices Closure**

City Hall and Administrative Offices will be closed on the following dates:

Thursday, December 24, 2026, thru Friday, January 1, 2027.

Employees shall be required to use their own accumulated vacation, floating holiday, and/or administrative leave during that period for days not specified as a holiday above. The need for an employee to work during this week is at the discretion of the Department Head, in consultation with the City Manager.

ARTICLE IX – VACATION ACCRUAL

During their first year of service, Unrepresented Employees shall accrue 96 hours of paid vacation annually, on a pro-rata basis (3.69 hours per pay period).

Following the completion of the first year of full-time continuous service, employees shall accrue 120 hours of paid vacation annually, on a pro-rata basis (4.62 hours per pay period).

Following completion of their ninth year of full-time continuous service, and every year of service thereafter, the following Unrepresented Employees shall accrue 160 hours of paid vacation annually, on a pro-rata basis (6.15 hours per pay period): Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; and Human Resources Manager.

Following completion of their fourteenth year of full-time continuous service, and every year of service thereafter, the following Unrepresented Employees shall accrue 160 hours of paid vacation annually, on a pro-rata basis (6.15 hours per pay period): Senior Human Resources Analyst.

Employees may take accrued vacation after the first 6 months of employment.

For purposes of this section, authorized leave of absences with pay shall count toward years of service.

Employees may carry on the books maximum vacation hours of twice their accrual rate. For example, employees with up to 9 years of service may carry 240 vacation hours on the books. Employees with 10 or more years of service may carry 320 vacation hours on the books.

Upon separation of employment, employees shall be compensated for any unused vacation hours.

ARTICLE X – LONGEVITY LEAVE BONUS

In recognition of long-term service, beginning with an employee's 10th year of service and every 5 years thereafter (15th, 20th, 25th, 30th, etc.), they shall receive on their anniversary date a one-time longevity leave bonus of 80 hours. This is in addition to the vacation hours accrued and described above.

All longevity leave hours must be used within a twelve-month period from the date of receipt or shall be forfeited unless extended by the City Manager.

Upon separation of employment, employees shall be compensated for any unused longevity leave bonus hours remaining on the books at the time of separation.

ARTICLE XI – AUTO ALLOWANCE

A. Car Allowance Category 1

1. The following Unrepresented Employees shall receive Car Allowance Category 1: Assistant City Manager and Finance Director.
2. All such employees receive a car allowance in the amount of $450 per month, payable in biweekly installments. Such allowance is not intended to cover mileage reimbursement for business trips in excess of 150 miles in a single roundtrip. Such excess miles (over 150 miles in a single roundtrip) shall be compensated at the current IRS standard mileage rate.
3. This car allowance is separate from base pay.

B. Car Allowance Category 2

1. The following Unrepresented Employees shall receive Car Allowance Category 2: Assistant to the City Manager, Deputy City Manager, and Human Resources Manager.
2. All such employees receive a car allowance in the amount of $350 per month, payable in biweekly installments. Such allowance is not intended to cover mileage reimbursement for business trips in excess of 150 miles in a single roundtrip. Such excess miles (over 150 miles in a single roundtrip) shall be compensated at the current IRS standard mileage rate.
3. This car allowance is separate from base pay.

ARTICLE XII - TECHNOLOGY REIMBURSEMENT

The following Unrepresented Employees are expected to be accessible 24-hours a day, seven days a week unless they are on approved leave and have designated a replacement in their absence: Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; and Human Resources Manager. To be available 24-hours a day, employees must have access to certain communication devices that they may not have otherwise purchased for personal use to include home-based internet connection, home landline, cellular phone and data plan, and other portable devices capable of receiving and sending messages. Because these technologies are required to maintain contact, the above-mentioned Unrepresented Employees shall be provided with a technology reimbursement.

Unrepresented Employees that do not receive an optional City issued phone are eligible to receive $1,500 per fiscal year. Employees that receive an optional City-issued phone are eligible to receive $750 per fiscal year.

On July 1 of each year, as recognition of the expenses that will be incurred during the fiscal year, employees are eligible to receive such reimbursement, upon submission of a reimbursement request form.

ARTICLE XIII – LAYOFF PROCEDURE/SEVERANCE PROVISION

This Article XIII applies to: Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; and Human Resources Manager. Employees whose positions are eliminated because of financial, economic, or other reasons determined by the City Manager to contribute to the efficiency of government operations shall receive no less than 60 days advance written notice. This shall be considered a layoff.

Employees who lose their employment with the City due to a layoff will be eligible to receive severance pay if they execute a Compromise and Release Agreement, which includes a waiver of all claims against the City and/or challenges to their layoff. The severance pay for which employees are eligible is three (3) months' pay if employed between two and eight full years of service, and six (6) months' pay if employed for nine or more years. Employees are not required to execute the Compromise and Release Agreement since it is an agreement, and its execution is totally voluntary on the part of the employee. However, it is a condition of receiving severance pay. The severance pay is consideration for the Agreement.

ARTICLE XIV – AT-WILL EMPLOYMENT

The following Unrepresented Employees are at-will employees as that term is defined by California Labor Code Section 2922: Assistant City Manager and Finance Director. At-will employees have no appeal rights and can be terminated from employment for any lawful reason without cause.

<u>Department Heads</u>
Claremont Municipal Code Section 2.04.060, City Manager, Power and Duties, outlines the at-will employment for all "Department Head" positions, which includes the following Unrepresented Employees: Assistant City Manager and Finance Director.

Department Heads who are terminated (except if terminated for cause as determined by the City) will be eligible to receive severance pay if they execute a Compromise and Release Agreement, which includes a waiver of all claims against the City or/and challenges to their termination. The severance pay for which Department Heads are eligible is three (3) months' pay if employed between two and eight full years of service and six (6) months' pay if employed for nine or more years. Employees are not required to execute the Compromise and Release Agreement since it is an agreement, and its execution is totally voluntary on the part of the employee. However, it is a condition of receiving severance pay. The severance pay is consideration for the Agreement.

If a Department Head is terminated for cause, they will not be eligible for severance pay. If this occurs, the Department Head will have the right to provide a response to the termination for the sole purpose of trying to convince the City Manager that the identified cause is not accurate. Ultimately, it is up to the City Manager to make that determination.

ARTICLE XV – LEAVES

A. Sick Leave

Sick leave is paid leave from work that an employee may use for the following purposes:

a) Diagnosis, care, or treatment of an existing health condition of, or preventative care for the employee themselves or any of the following family members of the employee: a spouse, parent, parent-in-law, child of any age or dependency status, sibling, member of the household, domestic partner, child of a domestic partner, grandparent, grandchild; or
b) For an employee who is a victim of domestic violence, sexual assault, stalking, or other crime in order for the employee to engage in any of the following activities: (1) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health safety or welfare of the employee or their child, or (2) obtain medical attention or psychological counseling, services from a shelter, program or crisis center, or (3) participate in safety planning or other actions to increase safety.

Accrual

Employees will accrue 96 hours of sick leave annually (3.69 hours of sick leave per pay period). Employees may bring with them up to two hundred (200) hours of accrued sick leave from their previous agency if their previous employer did not otherwise compensate them, and the employee can provide documentation to that effect.

Administration

Employees must make every good faith effort to notify their immediate Supervisor before the start of the employee's workday.

No employee shall misuse, feign, and/or misrepresent any illness or injury or deceive the City as to their real condition to remain away from scheduled work assignments. Should this misuse, feign or misrepresentation of illness or injury be proven, disciplinary action may be taken, up to and including termination.

Should a supervisor, manager, or director have concerns about an employee abusing sick leave, the City may require certification from the employee's health care provider.

Sick Leave Reinstatement

The Healthy Workplace Healthy Family Act of 2014 requires sick leave reinstatement. If the employee separates and is rehired within (1) year from separation, accrued and unused sick leave, to a maximum of 10 days or 80 hours, whichever is greater, will be reinstated. An employee who worked at least 90 days in the initial employment with the City may immediately use reinstated sick leave.

Sick Leave Donation

Employees may donate and/or receive donated sick leave. The sick leave donation program intends to provide employees in need with hours sufficient to provide income continuation until they are eligible for the Long-Term Disability Program.

1. Sick leave may be donated to other employees who suffer a long-term illness or injury that may or may not require surgery/hospitalization, bereavement, or other emergency approved by the Department Head and City Manager or designee.

2. Sick leave may not be donated for elective surgery or maternity/paternity purposes, except in the case of complications of the elective surgery, pregnancy, childbirth, or illness immediately following the affected mother, child, or both.

3. The receiving employee shall have been employed by the City for a minimum of six (6) months.

4. The receiving employee shall use all of their leave, which includes sick leave, vacation, longevity leave, compensatory time, and floating holiday before receiving donated sick leave.

5. An employee receiving donated hours may receive no more than three hundred-twenty (320) hours, minus the employee's accrued leave (i.e. the employee shall receive no more donated sick leave than they need until eligible for Long-Term Disability benefits). Employees are eligible to receive sick leave on a bi-annual basis.

6. Employees wishing to donate sick leave must have a minimum of three hundred-twenty (320) hours of accrued sick leave after donating leave to the affected employee.

7. Employees may donate a maximum of forty (40) hours of sick leave to any given employee.

8. Only sick leave (not vacation, compensatory time, floating holiday) may be donated.

9. Requests for donated sick leave shall be made to the receiving employee's immediate Supervisor, reviewed by the Department Head, and forwarded to the City Manager or designee for approval.

B. Family Sick Leave (Kincare Law)

In accordance with Labor Code Section 233, Kin Care leave is time provided to employees to take time off work to care for a family member. This allows employees to use up to half of their sick leave for specific family members as outlined above under Sick Leave, defined by California law.

C. Bereavement Leave

The California Fair Employment and Housing Act (FEHA) creates a statutory right for eligible employees to take up to five (5) days unpaid bereavement leave. These days need not be taken consecutively.

In accordance with City Administrative Policy No. 30-32, employees may use up to forty (40) hours of Sick Leave per occurrence toward bereavement leave. Bereavement leave can be used in the event of death of a relative, defined as a spouse, parent, grandparent, sibling, child, grandchild, mother-in-law, father-in-law, sister-in-law, brother-in-law, aunt, uncle, step-relatives in the same relationships previously listed, domestic partner, member of household, or other individuals under special circumstances approved by the City Manager. Prior to the employee's use of Sick Leave for bereavement purposes, the Department Head may request documentation from the employee for the need of such leave, and the employee must provide documentation within 30 days of the request.

Separate from Sick Leave use for bereavement, eligible employees shall receive an additional benefit of three (3) days paid in-state bereavement leave or five (5) days paid out-of-state bereavement leave per occurrence. Both three and five-day bereavement leave will not be drawn from the Sick Leave bank. Prior to the employee's use of any bereavement leave, the department head may request documentation from the employee for the need of such leave, and the employee must provide documentation within 30 days of the request.

D. Family School Partnership Leave

In accordance with the Family School Partnership Act, any employee who is a parent, guardian, stepparent, foster parent, grandparent, or person who stands in loco parentis to one or more children who are in kindergarten or grades 1 through 12, or who are in a licensed childcare facility, shall be allowed up to 40 hours each school year, not to exceed eight hours in any calendar month of the school year, to: participate in activities of their child's school or licensed child care facility; find, enroll, or reenroll a child in a school or with a licensed child care provider; or to pick up a child due to a child care provider or school emergency. The employee must provide reasonable advance notice to their supervisor of the planned absence. The leave is unpaid unless the employee uses vacation, personal leave, or compensatory time off. The employee must provide documentation from the school or licensed childcare facility as verification that the employee participated in school or childcare facility activities on a specific date and at a particular time. If both parents, guardians, or grandparents having custody work for the City at the same City work site, only the first parent requesting will be entitled to leave under this provision.

E. Child Suspension Leave

Any employee who is the parent or guardian of a child in grades 1 through 12 may take time off to go to the child's school in response to a request from the child's school if the employee gives advance notice to their supervisor. A school has the authority to request that the parent attend the child's school if the child has: committed any obscene act; habitually used profanity or vulgarity; disrupted school activities; or otherwise willfully defied the valid authority of school personnel.

F. Family Care and Medical Leave

In accordance with City Administrative Policy No. 30-36 - Family Care and Medical Leave, employees may use sick leave, vacation, compensatory time, and/or floating holiday hours for time off work as the result of a qualifying Family Medical Leave Act (FMLA)/California Family Rights Act (CFRA) event.

The City provides family and medical care leave for eligible employees as required by federal and state law. An employee is eligible for family care and medical leave if the employee satisfies the following conditions:

a. The employee has been employed by the City for at least 12 months;
b. The employee has been employed by the City for at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave; and
c. For FMLA leave eligibility, the City directly employs at least 50 full or part-time employees within a 75-mile radius for each working day during each of 20 or more calendar workweeks in the current or preceding calendar year. The workweeks do not have to be consecutive. The phrase "current or preceding calendar year" refers to the calendar year in which the employee requests the leave or the calendar year preceding this request.

Employees who misuse or abuse family and medical care leave may be disciplined, up to and including termination. Employees who fraudulently obtain or use California Family Rights Act ("CFRA") leave are not protected by the CFRA's job restoration or maintenance of health benefits provisions.

This policy is supplemented by the Federal Family and Medical Leave Act ("FMLA"), and the CFRA. Unless otherwise stated in this policy, "Leave" means leave pursuant to the

FMLA and CFRA. Unless otherwise provided by law, the City will run each employee's FMLA and CFRA leaves concurrently.

G. Pregnancy Disability Leave

In accordance with City Administrative Policy No. 30-36 - Family Care and Medical Leave, requests for pregnancy disability leave must be submitted in writing with reasonable advance notice of the medical need for the leave. All leaves must be confirmed in writing, have an agreed-upon specific date of return, and be submitted to the Human Resources division.

The request for pregnancy disability leave must be supported by a written certification from the attending physician stating that: (1) the employee is disabled from working by pregnancy, childbirth, or a related medical condition; (2) the date on which the employee became disabled by pregnancy, childbirth, or a related medical condition; and (3) the estimated duration or end date of the leave. Employees may use sick leave, vacation, compensatory time, and/or floating holiday hours for time off due to a pregnancy-related disability.

H. Leave for Reproductive Loss

The City provides employees who have been employed at least 30 calendar days with Reproductive Loss Leave, in the event of a "Reproductive Loss Event". Reproductive Loss Event means the day or, for a multiple-day event, the final day of a Failed Adoption, Failed Surrogacy, Miscarriage, Stillbirth, or an Unsuccessful Assisted Reproduction, as those terms are defined below:

- "Failed Adoption" means the dissolution or breach of an adoption agreement with the birth mother or legal guardian, or an adoption that is not finalized because it is contested by another party. This event applies to a person who would have been a parent of the adoptee if the adoption had been completed.
- "Failed Surrogacy" means the dissolution or breach of a surrogacy agreement, or a failed embryo transfer to the surrogate. This event applies to a person who would have been a parent of a child born as a result of the surrogacy.
- "Miscarriage" means a miscarriage by a person, by the person's current spouse or domestic partner, or by another individual if the person would have been a parent of a child born as a result of the pregnancy.
- "Stillbirth" means a stillbirth resulting from a person's pregnancy, the pregnancy of a person's current spouse or domestic partner, or another individual, if the person would have been a parent of a child born as a result of the pregnancy that ended in stillbirth.
- "Unsuccessful Assisted Reproduction" means an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure. This event applies to a person, the person's current spouse or domestic partner, or another individual, if the person would have been a parent of a child born as a result of the pregnancy.

Reproductive Loss Leave may be taken for up to five (5) days per Reproductive Loss Event. Reproductive Loss Leave is not required to be taken consecutively, but such leave must be taken within three (3) months of the Reproductive Loss Event, with the exception that, if an employee is on California Family Rights Act ("CFRA") leave, Pregnancy Disability Leave ("PDL"), or another leave protected by state or federal law at the time of or immediately following the Reproductive Loss Event, the employee may use Reproductive Loss Leave within three (3) months of the end date of the other protected leave.

If an employee experiences more than one Reproductive Loss Event within a 12-month period, the City will provide Reproductive Loss Leave up to a maximum of 20 days within a 12-month period.

Reproductive Loss Leave is unpaid, but employees may elect to use accrued paid leaves, such as sick leave, personal leave, or vacation in order to provide for their compensation while on Reproductive Loss Leave.

The City will maintain the confidentiality of any employee who requests to use or uses Reproductive Loss Leave, and the City will not disclose such information other than to internal personnel on a need to know basis, or as required by law.

I. Crime Victims Leave

Any employee, who is a victim of domestic violence, sexual assault, stalking, or other crime may take leave from work to obtain or attempt to obtain any relief, including, but not limited to: a temporary restraining order, restraining order, or other injunctive relief to help ensure the health, safety, or welfare of the employee or their child, if the employee provides advance notice of the need for leave. If advance notice is not feasible, the employee must provide any of the following certifications within a reasonable time after the leave: a police report indicating that the employee was a victim; a court order protecting the employee from the perpetrator; evidence from the district attorney or court that the employee has appeared in court; or documentation from a health care provider or counselor that the employee was undergoing treatment for physical or mental injuries or abuse. The leave is unpaid unless the employee elects to use Healthy Workplace Healthy Family Act of 2014 sick leave, accrued vacation or paid leave, or other compensatory time off including administrative leave.

Any employee, who is a victim of domestic violence, sexual assault, stalking, or other crime, may take leave from work to attend to any of the following: obtaining medical attention or psychological counseling; obtaining services from a shelter, program, or crisis center; or participating in safety planning or other actions to increase safety, if the employee provides advance notice of the employee's intention to take time off for these purposes. If advance notice is not feasible, the employee must provide any of the following to the City within a reasonable time after the leave: a police report indicating that the employee was a victim; a court order protecting the employee from the perpetrator; evidence from the district attorney or court that the employee has appeared in court; or documentation from a health care provider or counselor that the employee was undergoing treatment for physical or mental injuries or abuse. The leave is unpaid unless the employee elects to use Healthy Workplace Healthy Family Act of 2014 sick leave, accrued vacation or personal leave, or other compensatory time off including administrative leave.

Any employee who is a victim of a crime may take leave from work to attend judicial proceedings related to that crime if the employee provides the City notice of the scheduled proceeding in advance. If advance notice is not feasible, the employee must provide the City within a reasonable time after the leave is taken, documentation from the District Attorney, victim's rights office, or court/governing agency that shows that the judicial proceeding occurred when the leave was used. An employee who is an immediate family member of such a crime victim, including: a registered domestic partner; the child of the registered domestic partner; spouse; child; stepchild; brother; stepbrother; sister; stepsister; mother; stepmother; father; or stepfather of the crime victim is also entitled to leave from work to attend judicial proceedings relating to that crime. The leave is unpaid unless the employee elects to use accrued vacation, sick, or other paid leave, or compensatory time off including administrative leave.

J. Jury Duty Leave/ Subpoenaed or Court-Ordered Witness Leave

Any employee who is summoned to serve on a jury, or subpoenaed or ordered to be a witness, must notify their Supervisor or Department Director as soon as possible. Any employee who is released from jury service before the end of their scheduled work hours must report to work unless otherwise authorized by their supervisor.

K. Military Leave

Military leave will be granted in accordance with federal and state law. An employee requesting leave for this purpose shall promptly provide their Supervisor or Department Director with a copy of the military orders specifying the dates, site, and purpose of the activity or mission. Within the limits of such orders, the Department Director may determine when the leave is to be taken and may modify the employee's work schedule to accommodate the request for leave.

Under California law, up to 10 days of unpaid leave is available to eligible employees who are spouses/domestic partners of deployed members of the military when the military spouse/domestic partner is on leave from deployment during a time of military conflict.

L. Voting Leave

If any employee does not have sufficient time outside of working hours to vote, they may request up to two (2) hours of paid leave either at the beginning or end of scheduled working hours to enable them to vote. The employee must request time off to vote from their supervisor at least two (2) days prior to Election Day.

M. Leave to Perform Emergency Duties or to Attend Related Training

Employees are allowed to take time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel. The employee is not allowed to take this leave if, however, the employee's absence would hinder the availability of public safety or emergency medical services.

An employee who performs duty as a volunteer firefighter, a reserve peace officer, or as emergency rescue personnel, may also take time off of work for the purpose of engaging in fire, law enforcement, or emergency rescue training. An employee is eligible to take this leave no more than an aggregate of 14 days per calendar year.

For purposes of these leaves, the term "emergency rescue personnel" means any person who is an officer, employee, or member of a fire department or fire protection or firefighting agency of the federal government, the State of California, a city, county, city and county, district, or other public or municipal corporation or political subdivision of this state, or of a sheriff's department, police department, or a private fire department, whether that person is a volunteer or partly paid or fully paid, while they are actually engaged in providing emergency services.

Failure on the part of an absent employee to immediately return to duty at the conclusion of their use of vacation, compensatory time, floating holiday, jury duty, sick leave, or other paid or unpaid time off shall result in the City initiating the due process procedure.

N. Administrative Leave

It is recognized that Unrepresented Employees routinely work long hours. Their assignments are demanding and require additional hours beyond the normal workweek to complete their tasks. Additionally, Unrepresented Employees are routinely required to attend evening commissions, City Council, and other City related meetings which increases the number of hours that they are required to work. Per City Administrative Policy #30-21, Unrepresented Employees are classified as exempt employees.

In recognition of working long days and attending frequent meetings, the following Unrepresented Employees receive 140 hours of administrative leave per calendar year and may take administrative leave when their workload or project deadlines permit: Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; and Human Resources Manager. Administrative leave shall be credited to on the payroll closest to January 1 of each year.

The following Unrepresented Employees may cash out up to 40 hours of unused administrative leave per calendar year, payable on the date closest to December 1 (or as soon thereafter): Assistant City Manager; Assistant to the City Manager; Deputy City Manager; Finance Director; and Human Resources Manager. To receive the cash out, Unrepresented Employees must use a minimum of 40 hours of administrative leave during the calendar year.

The following Unrepresented Employees receive 56 hours of administrative leave per calendar year: Senior Human Resources Analyst.

The Senior Human Resources Analyst may cash out up to 24 hours of leave from two of the following leave banks: Sick Leave, Vacation Leave, Administrative Leave.

All administrative leave hours must be used within the calendar year or shall be forfeited.

Upon separation, employees shall be compensated for any unused administrative leave hours.

SECTION 3. Severability: If any section, subsection, sentence, clause, or phrase of this resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the resolution. The City Council hereby declares that it would have passed this resolution and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 4. 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 14th day of July, 2026.

____
Mayor, City of Claremont

ATTEST:

____
City Clerk, City of Claremont

APPROVED AS TO FORM:

____
City Attorney, City of Claremont

UNREPRESENTED SALARY SCHEDULE
EFFECTIVE JULY 1, 2026

POSITION	STATUS	BENEFIT CATEGORY	RATE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20
Assistant City Manager	Exempt	1	Hourly	99.89	100.88	101.90	102.91	103.94	104.97	106.02	107.07	108.15	109.23	110.33	111.43	112.55	113.68	114.82	115.97	117.13	118.30	119.48	120.68
			Monthly	16,448.55	16,611.57	16,779.53	16,945.85	17,115.45	17,285.06	17,457.96	17,630.86	17,808.70	17,986.54	18,167.67	18,348.81	18,533.23	18,719.31	18,907.03	19,096.39	19,287.41	19,480.07	19,674.37	19,871.97
Assistant to the City Manager	Exempt	2	Hourly	61.58	62.19	62.81	63.44	64.08	64.72	65.36	66.02	66.68	67.35	68.02	68.70	69.39	70.08	70.78	71.49	72.20	72.93	73.65	74.39
			Monthly	10,140.17	10,240.62	10,342.71	10,446.45	10,551.84	10,657.23	10,762.61	10,871.29	10,979.97	11,090.30	11,200.63	11,312.60	11,426.22	11,539.84	11,655.11	11,772.02	11,888.93	12,009.14	12,127.70	12,249.55
Deputy City Manager	Exempt	2	Hourly	74.42	75.17	75.92	76.68	77.45	78.22	79.00	79.79	80.59	81.40	82.21	83.03	83.86	84.70	85.55	86.40	87.27	88.14	89.02	89.91
			Monthly	12,254.49	12,377.99	12,501.49	12,626.64	12,753.43	12,880.23	13,008.67	13,138.75	13,270.49	13,403.87	13,537.25	13,672.27	13,808.95	13,947.27	14,087.23	14,227.20	14,370.46	14,513.72	14,658.63	14,805.18
Finance Director	Exempt	1	Hourly	93.62	94.55	95.51	96.46	97.42	98.39	99.37	100.36	101.36	102.38	103.40	104.44	105.48	106.54	107.61	108.69	109.78	110.87	111.98	113.10
			Monthly	15,416.09	15,569.23	15,727.31	15,883.75	16,041.83	16,201.55	16,362.93	16,525.95	16,690.61	16,858.57	17,026.53	17,197.79	17,369.04	17,543.59	17,719.78	17,897.62	18,077.11	18,256.59	18,439.37	18,623.80
Human Resources Manager	Exempt	2	Hourly	65.71	66.36	67.02	67.70	68.37	69.05	69.75	70.44	71.14	71.86	72.58	73.29	74.03	74.77	75.52	76.28	77.04	77.81	78.59	79.37
			Monthly	10,820.25	10,927.28	11,035.96	11,147.93	11,258.26	11,370.23	11,485.50	11,599.12	11,714.39	11,832.95	11,951.51	12,068.42	12,190.27	12,312.13	12,435.63	12,560.77	12,685.92	12,812.71	12,941.15	13,069.59
Senior Human Resources Analyst	Exempt	N/A	Hourly	51.20	51.71	52.23	52.75	53.28	53.81	54.35	54.89	55.44	56.00	56.56	57.12	57.69	58.27	58.85	59.44	60.04	60.64	61.24	61.86
			Monthly	8,430.93	8,514.91	8,600.54	8,686.17	8,773.44	8,860.71	8,949.63	9,038.55	9,129.12	9,221.33	9,313.55	9,405.76	9,499.62	9,595.13	9,690.63	9,787.79	9,886.59	9,985.39	10,084.19	10,186.28

File #: 6084 **Item No:** 8.

TO: CITY COUNCIL

FROM: ADAM PIRRIE, CITY MANAGER

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

RENT STABILIZATION DISCUSSION (FUNDING SOURCE: GENERAL FUND)

SUMMARY

Housing affordability continues to be a significant concern in Claremont and throughout California. Since 2022, the Claremont City Council has implemented several tenant protection measures, including a local Just Cause Eviction Ordinance, an Anti-Harassment Ordinance, and the Claremont Temporary Housing Stabilization and Relocation Program, while previously electing not to pursue a local rent stabilization ordinance or rental registry. As housing affordability remains an ongoing community concern, Mayor Jennifer Stark requested an update on rent stabilization policies adopted by other jurisdictions. This report also outlines several policy options for the City Council's consideration.

RECOMMENDATION

Staff recommends the City Council receive and file an update on rent stabilization policies in Los Angeles County and surrounding jurisdictions and provide direction to staff.

ALTERNATIVE TO RECOMMENDATION

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

- Request additional information from staff.

FINANCIAL REVIEW

The staff costs associated with conducting research and preparing this report are estimated at $1,000 and are included in the operating budget of the Administrative Services Department.

If the City Council pursues new policies or programs, there may be significant additional costs related to staff time. Additionally, legal fees would be billed hourly at the contract rate as a special legal service.

ANALYSIS

Background

Housing affordability continues to be a significant issue throughout California, including in Claremont. Over the past several years, Claremont renters have raised concerns regarding annual rent increases, lack of available affordable rental units, Ratio Utility Billing Systems, changes in property ownership, and the difficulty of remaining housed in Claremont as rents increase faster than wages or fixed incomes.

Many of these concerns became more pronounced beginning in 2022, as pandemic-era eviction protections began to sunset and tenants were required to repay past-due rent or face potential eviction for nonpayment. In response, the City Council has considered and implemented several tenant protection and housing stability measures:

- On October 25, 2022, the City Council adopted an urgency ordinance and introduced a regular ordinance placing a temporary moratorium on certain no-fault residential evictions based on a property owner’s intent to substantially remodel a rental unit. The City Council also directed staff to conduct additional outreach regarding potential tenant protection ordinances, including a permanent just cause eviction ordinance and rent stabilization ordinance.

- On April 25, 2023, the City Council approved the Claremont Temporary Housing Stabilization and Relocation Program and allocated $1 million in American Rescue Plan Act (ARPA) funds to support the program. On April 23, 2024, the City Council allocated an additional $680,000 from the City’s General Fund, bringing the total program allocation to $1.68 million. At its April 14, 2026, meeting, the City Council allocated an additional $360,000 from the City’s Successor Housing Fund to the Claremont Temporary Housing Stabilization and Relocation Program to sustain the program through December 31, 2026. Since its inception, the City Council has allocated $2.04 million in funding to the program, and provided rental assistance to more than 200 Claremont households.

- On May 9, 2023, the Claremont City Council approved a first reading and introduction of a "Just Cause Eviction" Ordinance. The City Council opted not to pursue a "Rent Stabilization" Ordinance during this meeting.

- On May 23, 2023, the City Council adopted a local Just Cause Eviction Ordinance, codified in Chapter 8.34 of the Claremont Municipal Code. The ordinance incorporates the just cause provisions of AB 1482 while providing heightened protections for substantial remodel evictions and increased relocation assistance for no-fault evictions. The ordinance narrows the definition of substantial remodel, requires property owners to obtain building permits prior to terminating a tenancy for substantial remodel work, requires a detailed scope of work, and increases relocation assistance to three months’ rent. Properties with nine or fewer units are exempt.

- On May 13, 2025, the City Council introduced on first reading an ordinance that prohibits harassment in rental housing. This ordinance was adopted during the May 27, 2025, City

Council meeting and went into effect on June 26, 2025. The ordinance is self-governing and prohibits tenant-on-tenant, tenant-on-landlord, and landlord-on-tenant harassment. The City Council also considered establishing a rental registry. A rental registry could allow the City to collect data regarding rental properties, rent increases, tenant turnover, lease terms, utility billing practices, and evictions. However, a motion to begin the process of establishing a rental registry and adding staff resources to manage the program did not pass. Based on estimates received from vendors, annual rental registry costs for Claremont were projected to range between approximately $60,000 and $87,600 in the first year and between approximately $54,180 and $83,200 in subsequent years, excluding additional staff or consultant costs.

<u>Recently Enacted or Amended Rent Stabilization Policies</u>

Rent stabilization policies vary widely across Los Angeles County. Recent models include fixed caps, CPI-based formulas, partial CPI formulas, and tiered formulas based on property size. The most restrictive formulas generally require greater administrative infrastructure, including rent registries, petition procedures, appeals processes, and dedicated staff or commissions.

Several Los Angeles County jurisdictions have adopted or amended local rent stabilization policies in recent years. These programs vary significantly in terms of rent increase formulas, exemptions, administrative requirements, and enforcement mechanisms. While not exhaustive, the following examples illustrate a range of approaches that cities have used to establish their annual allowable rent increase rates.

<u>Pasadena</u>

Pasadena voters approved Measure H in November 2022, establishing a rent stabilization program and creating the Pasadena Rental Housing Board. Pasadena's rent increase formula is based on seventy-five percent of the annual change in the Consumer Price Index (CPI). The Annual General Adjustment effective October 1, 2025 through September 30, 2026 is 2.25 percent.

Pasadena's program also included a rent rollback provision, with base rent tied to the rent in effect on May 17, 2021 for certain tenancies. Pasadena's voter-approved Measure H established one of the more tenant-protective local rent stabilization programs in the region. The ordinance limits annual rent adjustments to 75 percent of CPI and created an independent Rental Housing Board to administer and enforce the program. Additionally, Pasadena's Rent Stabilization Department operates a mandatory rental registry.

<u>Culver City</u>

Culver City adopted permanent rent control and tenant protection measures in 2020. The City caps annual rent increases at an amount tied to the CPI. Culver City's formula generally provides a two percent minimum when CPI is below two percent and a five percent maximum when CPI exceeds five percent.

The maximum permissible annual rent increase for increases effective on or after June 1, 2026 through July 31, 2027 is 3.25 percent. Culver City publishes allowable rent increases on a regular basis and operates a rental registry. Landlords may seek rent adjustments if they can demonstrate that the rent limitation prevents a fair and reasonable return.

Pomona

The City of Pomona adopted an updated Rent Stabilization and Eviction Control Ordinance in 2025, with the updated ordinance effective January 1, 2026. When the Pomona City Council updated its ordinance, they specifically removed the requirement for a rental registry and its associated administrative fees to save the city and housing providers on operating costs. The ordinance limits residential rent increases for covered units to five percent per year and allows only one rent increase in a twelve-month period. Pomona’s formula is a fixed cap rather than a CPI-based formula.

Pomona’s ordinance allows tenants to dispute ineligible rent increases and allows landlords to petition for rent increases above the published rate to maintain a fair and reasonable return or recover certain capital improvement costs. The ordinance also includes just cause eviction provisions and relocation assistance requirements for qualifying no-fault evictions.

Inglewood

The City of Inglewood adopted a rent stabilization program in 2019. Inglewood uses a tiered formula based partly on the number of units on the property. Currently, the published CPI figure is 3.7 percent. For properties with four units or fewer, the allowable increase is five percent plus CPI, resulting in an 8.7 percent allowable increase. For properties with five or more units, the allowable increase is three percent or CPI, whichever is greater, resulting in a 3.7 percent allowable increase. Housing providers in Inglewood must register their rental properties and report rent increases through the online Inglewood Residential Registry portal.

Inglewood also allows additional increases in certain circumstances for rents that are below eighty percent of Fair Market Rent, subject to approval, with all rent increases capped at ten percent.

Baldwin Park

Baldwin Park has a rent stabilization ordinance that applies to certain residential rental units, generally including units built before January 1, 1995, subject to exemptions. Effective January 17, 2026, the maximum allowable rent increase is restricted to 3.0 percent.

Baldwin Park’s formula allows rent increases based on CPI with a maximum annual increase of five percent and a minimum increase of one percent if CPI is below one percent. Baldwin Park also requires annual rent registration for covered units.

Unincorporated Los Angeles County

The Los Angeles County Rent Stabilization and Tenant Protections Ordinance applies in unincorporated areas of Los Angeles County. Beginning in 2025, annual rent increases for fully covered units are limited to sixty percent of the percentage change in the average CPI over the prior twelve-month period ending in September, not to exceed three percent.

For the period July 1, 2025 through June 30, 2026, the maximum allowable rent increase is 1.930 percent for general units, 2.930 percent for qualifying small property landlords, and 3.930 percent for qualifying luxury units. For the period July 1, 2026 through June 30, 2027, the maximum allowable rent increase is 1.919 percent for general units, 2.919 percent for qualifying small property landlords, and 3.919 percent for qualifying luxury units.

The County's program includes a rent registry, administrative oversight, appeals processes, and a Rental Housing Oversight Commission.

City of Los Angeles

The City of Los Angeles has had a Rent Stabilization Ordinance (RSO) for decades, generally applying to older multifamily rental units. In 2026, Los Angeles amended its annual allowable rent increase formula. The amended formula sets the annual rent increase at ninety percent of average CPI, with a minimum of one percent and a maximum of four percent.

The City of Los Angeles has also eliminated certain additional percentage increases that were previously permitted for utilities and additional dependent occupants. Unless specifically exempted from RSO registration, housing providers in the City of Los Angeles cannot legally collect rent from a tenant unless their annual rental registry fees are paid.

Policy Options

The City Council may consider the following options when providing direction to staff:

Option 1: Receive and File

The City Council may receive and file this report and take no further action at this time. Under this option, Claremont renters would continue to benefit from existing tenant protections provided under applicable local and state laws. These protections include the California Tenant Protection Act of 2019 (AB 1482), which generally limits annual rent increases for covered residential properties to five percent plus the applicable Consumer Price Index (CPI), or ten percent, whichever is lower, as well as the City's Just Cause Eviction Ordinance, Anti-Harassment Ordinance, and referrals to third-party legal and housing resources.

Option 2: Reconsider a Rental Registry

The City Council may direct staff to further evaluate a rental registry as a data collection tool. A registry could support future policy discussions by providing information regarding rent increases, ownership, tenancy changes, and eviction activity. It should be noted that a registry would require funding, staffing, vendor support, and consideration of whether registration fees would be passed through to tenants or create additional costs for property owners.

As was reported last year, staff has not been able to identify any city that has a rental registry and does not have any designated city staff positions who provide internal and external rental registry support. Additionally, City of Claremont staff spoke with staff from other cities who have rental registries as well as rental registry vendors to verify that rental registries are generally not implemented without support from city staff, even when there is third-party consultant support involved, which is rare. Some examples of staff time would include contract management (with the software provider and/or a third-party rental registry consultant); data collection and analysis; public information/community outreach; and customer service.

In addition to staff time, there is the option to contract with a consultant who specializes in rental registry development and management. Most cities structure their rental registries in a way where city staff works directly with the software provider to implement and manage rental registries;

however, the City of Pasadena contracted with Bhyv Consulting to assist them with establishing a rental registry and to develop a staffing plan for Pasadena's Rental Housing Board. The total contract cost was $425,000, which breaks down to an approximate $250/hour consultant rate. Specifically, the rental registration component of their contract (which involved researching rent registry programs; executing a vendor contract for database build; implementation; providing technical support for rent registry; and outreach) cost $250,000.

Option 3: Direct Staff to Prepare a Rent Stabilization Framework

The City Council may direct staff and the City Attorney to conduct additional research regarding a potential local rent stabilization program and return at a future City Council meeting with a draft framework for consideration. The framework would identify key policy considerations, including, but not limited to, covered units; exemptions; the methodology for calculating allowable annual rent increases; landlord petition processes; relocation assistance requirements; administrative and enforcement responsibilities; and potential implementation timelines. At that future meeting, staff would seek policy direction from the City Council regarding these components before preparing any implementing ordinance.

Should the City Council ultimately choose to pursue a local rent stabilization ordinance, implementation would likely require additional staffing, administrative infrastructure, and ongoing funding. Potential budgetary impacts could include the addition of unbudgeted staff positions; legal support; enforcement and compliance activities; information technology or database systems; and other administrative costs necessary to implement and administer the program. The scope of these staffing and fiscal impacts would depend on the policy direction ultimately provided by the City Council, and staff would return with recommended staffing levels, cost estimates, and potential funding options as part of a future report.

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: Sustainable City Plan.

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:

Adam Pirrie
City Manager

Prepared by:

Katie Wand
Deputy City Manager

Attachment:
Public Comment

Submission - City Feedback Form

A City Feedback Form has been submitted.

Contact Information	
Name	ARMAN ARIANE
Address	[redacted]
City	Claremont
State	California
Phone Number	[redacted]
Email Address	[redacted]

Submit Feedback	
Select a Topic	City Council
Comment or Question	While rent control aims to protect tenants from sudden price spikes, decades of empirical economic research show it introduces major unintended consequences. A comprehensive meta-analysis of over 190 studies highlights how capping prices distorts the housing market. Fewer New Builds: Developers often avoid building new apartments in rent-controlled areas. They anticipate lower returns on investment.Condo Conversions: Landlords frequently convert rental units into condos or co-ops to sell them to owner-occupants. This permanently removes units from the rental market.Alternative Uses: Property owners may pivot to short-term vacation rentals (like Airbnb) to bypass standard lease caps. Deferred Maintenance: Capped revenues make it difficult for landlords to absorb rising property taxes and utility costs.Lack of Upgrades: Landlords lose the financial incentive to renovate kitchens, update appliances, or modernise old infrastructure. This leads to a gradual decline in neighborhood housing conditions. Reduced Mobility: Tenants in rent-controlled apartments rarely move, even when their life changes. They do not want to give up their below-market pricing. Two-Tiered Markets: Rent control divides the market into lucky insiders and excluded outsiders.

Katie Wand

From: Matt Buck <MBuck@caanet.org>
Sent: Thursday, June 25, 2026 9:42 AM
To: Katie Wand
Subject: RE: Upcoming City Council Discussion Regarding Rent Stabilization
Attachments: Rent dips in most of Southern California. Which cities have biggest drops_ – Pasadena Star News.pdf; rents lowest in 4 years_050326.pdf; rent rates dropping 061526.pdf

Hi Katie,

I appreciate the heads-up.

Please include the attached articles stating rents have lowered in LA County and Inland Empire in staff's informational report to council.

Thank you.

Sincerely,

Matthew Buck ▪ Vice President of Public Affairs
California Apartment Association
mbuck@caanet.org

From: Katie Wand <kwand@claremontca.gov>
Sent: Wednesday, June 24, 2026 1:58 PM
To: Bevin Handel <bhandel@claremontca.gov>
Subject: Upcoming City Council Discussion Regarding Rent Stabilization

Hello,

You are receiving this email because you previously contacted the City of Claremont regarding tenant protections and/or the Claremont Temporary Housing Stabilization and Relocation Program.

During its April 14, 2026 meeting, the City Council directed staff to return at a future date with an update regarding rent stabilization. The City Council has previously discussed the potential adoption of a Rent Stabilization Ordinance in Claremont and will continue its consideration of this topic as part of an upcoming public discussion.

Staff is currently preparing an informational report and anticipates presenting the item at the regular City Council meeting on **Tuesday, July 14, 2026, at 6:30 p.m.** The meeting will be held in the **Council Chamber, located at 225 W. Second Street.**

Individuals who wish to provide **written public comments** for the City Council's consideration may respond directly to this email. Written public comments received by the applicable deadline (Thursday, July 9th at 12noon) will be included with the staff report, which is scheduled to be published the evening of Thursday, July 9, 2026. Please note that while the names of commenters are not redacted, identifying information such as email addresses, mailing addresses, and phone numbers is removed prior to publication.

There will also be opportunities to provide public comment during the meeting, either in person or via Zoom, in accordance with the City's meeting procedures.

Please feel free to share this information with others who may be interested. If you have any questions, please do not hesitate to contact me.

Thank you,

Katie Wand | Deputy City Manager
City of Claremont | Administrative Services Department
City Manager's Office
207 Harvard Avenue | Claremont, CA 91711
(909) 399-5454 | KWand@claremontca.gov
www.claremontca.gov| Follow Us! @CityofClaremont

NEWS > HOUSING • Opinion Columnist

Rent dips in most of Southern California. Which cities have biggest drops?


By JONATHAN LANSNER | jlansner@scng.com | Orange County Register
PUBLISHED: June 5, 2026 at 9:33 AM PDT

Rents are dropping in about two-thirds of Southern California cities, and the biggest breaks are showing up where prices were already on the lower side.

My trusty spreadsheet reviewed May's rent report from ApartmentList, which tracks what landlords charge in 56 cities across the region. These price estimates, a combination of government statistics and ApartmentList's listing data for apartments and houses, tracked the overall one-year change in rents for one- and two-bedroom units.

In the past year, rents dropped in 35 cities, climbed in 30, and held steady in just one. That equals 63% of all cities down in a region where typical rents slipped by 1 percent. Monthly costs run $1,934 for a one-bedroom unit and $2,365 for a two-bedroom.

When the 56 cities were ranked by how much rents changed and then split into three groups, it was clear where renters were most likely to see landlords trim what they charge.

In the cities with the steepest rent cuts, a typical one-bedroom went for $1,734. In the places with the biggest hikes, that same apartment costs $2,253. That's a 23 percent gap.

For two-bedrooms, the median was $2,173 in the cities with the biggest drops, while it hit $2,673 where rents jumped the most. That's 19 percent cheaper.

This price gap hints that higher-income areas are still flexing more economic muscle.

Landlords across the region are finding it tougher to hike rents. The job market feels shaky, and all those new homes mean more empty rentals to fill.

These stats show the challenge gets even harder in places where both rents and paychecks are on the smaller side.

Market moves

You can see this economic divide in the past year's rent swings. Only Orange County – Southern California's priciest rental market – saw typical rents go up.

Here is how rents moved, geographically speaking, ranked by share of cities wth declining prices:

– San Diego County: 88% cities with declines, 7 of 8, to a 1% median decline with median pricing of $1,864 for one-bedroom units and $2,247 for two.

– Los Angeles County: 86% declines, 12 of 14 cities to a 2% median decline with $1,846 one-bedroom units and $2,365 for two.

– Ventura County: 80% declines, 4 of 5 cities to a 1% median decline with $2,158 one-bedroom units and $2,597 for two.

– Inland Empire: 62% declines, 8 of 13 cities to a 1% median decline with $1,707 one-bedroom units and $1,951 for two.

– Orange County: 25% declines, 4 of 16 cities to a 1% median increase with $2,270 one-bedroom units and $2,698 for two.

Counting cities

Look at where prices swung the most, by city.

Three of the five largest rent drops occurred near the areas where the January 2025 Los Angeles wildfires hit. It looks like the rush for rentals from displaced families has faded.

– Pomona: 6.7% median decline with $1,489 one-bedroom units and $1,879 for two.

– Santa Monica: 6.7% median decline with $2,212 one-bedroom units and $2,651 for two.

– Pasadena: 5.3% median decline with $2,100 one-bedroom units and $2,702 for two.

– Chula Vista: 4.2% median decline with $1,712 one-bedroom units and $2,240 for two.

– Glendale: 3.4% median decline with $1,841 one-bedroom units and $2,369 for two.

On the flip side, three of the five biggest rent hikes this year showed up in Orange County.

– Aliso Viejo: 7% increase with $2,797 one-bedroom units and $3,303 for two.

– Newport Beach: 4% increase with $2,846 one-bedroom units and $3,535 for two.

– Colton: 4% increase with $1,411 one-bedroom units and $1,742 for two.

– Mission Viejo: 3% increase with $2,410 one-bedroom units and $2,898 for two.

– Chino: 2% increase with $1,707 for one-bedroom units and $2,187 for two.

Jonathan Lansner is the business columnist for the Southern California News Group. He can be reached at jlansner@scng.com

- **Try Jonathan Lansner's Substack collection of economic trends. CLICK HERE!**

MORE FROM OUR NEWSROOM

More cities are pressing pause on data centers as local backlash grows

Tuesday, June 2

Election 2026 Results: Here's how LA County's close and high-profile races were…

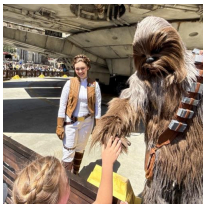
Thursday, June 4

Automatic retirement plans spread as states, cities push workers to build nest eggs

Monday, June 1

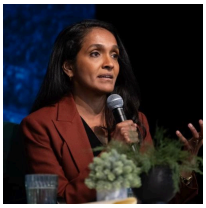
Israel’s weapons exports reach a record high with sales doubling in the past 5 years

Tuesday, June 2



When will Disneyland raise ticket prices?

Friday, May 29



2026 Election Results: Pratt’s lead over Raman narrows again in LA mayoral race, Ba...

Tuesday, June 2

Siblings killed Cerritos businessman for his SUV while planning to kill sister...

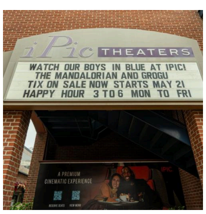
Thursday, June 4

Alexander: Enjoy Major League Baseball while you can

Friday, May 29

Noise from military exercises in Pasadena, Irvine upsets residents

Thursday, June 4



Pasadena’s iPic Theater officially closes its doors

Wednesday, June 3

4 great places for kabobs, Mediterranean food in the San Gabriel Valley

Wednesday, June 3

2026 Election Results: Race for La Canada Flintridge City Council seat heading down t...

Tuesday, June 2

2026 >
June >
5

REAL ESTATE

Rent rates dropping in most of Southland

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Jonathan Lansner is the business columnist for the Southern California News Group. He can be reached at jlansner@scng.com.

L.A. COUNTY

Rents drop to lowest in 4 years

Despite decline, economists say such costs remain high relative to people's incomes

CITY NEWS SERVICE

Rents in Los Angeles County have fallen to their lowest level in four years, but housing affordability remains out of reach for many residents, according to a report released Wednesday.

The median asking rent dropped to $2,520 in the first quarter of 2026, down $97, or 3.7%, from a year ago and well below the peak reached during the pandemic-era surge in 2022, according to Realtor.com.

Despite the decline, economists said rents remain high relative to incomes, requiring a household to earn more than $107,000 annually to afford a typical unit in Los Angeles.

"Los Angeles is a market in transition," Danielle Hale, chief economist at Realtor.com, said in a statement. "Supply has finally caught up, giving renters more options and more negotiating power than they've had in years. But falling rents don't automatically mean affordable rents."

Within the city of Los Angeles, the median asking rent was $2,682 in the first quarter, down 3.5% from a year earlier, according to the report.

The gap between current asking rents and what many tenants actually pay remains significant, with the median contract rent at $1,804 in 2024 —more than $1,000 lower than current listings.

Analysts said that disparity has contributed to a growing number of renters staying in place, with more than 86% of tenants remaining in the same unit year over year.

Recent policy changes are also expected to shape the market.

A revised Rent Stabilization Ordinance set to take effect in July will cap annual rent increases at 4%, down from a previous limit of 8%, and apply to roughly three-quarters of rental units in the city.

Biggest declines

Market trends varied across Los Angeles County, with higher-priced coastal areas seeing some of the steepest declines. In Beverly Hills, median asking rents fell 9.3% to $4,574, and Santa Monica saw a 2.6% drop to $4,187.

Even higher-end markets such as Malibu posted declines, with rents down 3.6% to $14,871. By contrast, more inland and transit-oriented communities held steady or saw increases. Rents in Pasadena rose 5.8% to $2,823, and Long Beach increased 2.4% to $2,624.

Culver City remained largely flat, with rents up 0.2% to $2,821.

Analysts said the divergence reflects shifting demand, with renters gravitating toward relatively more affordable areas and neighborhoods with transit access, while higher-cost coastal markets adjust after pandemic-era rent surges.

Submission - City Feedback Form

A City Feedback Form has been submitted.

Contact Information	
Name	Claremont Resident
Address	
City	
State	
Phone Number	
Email Address	[redacted]
Submit Feedback	
Select a Topic	Other
Comment or Question	Please no rent control. The city Rental Assistance is good, and tenants appreciate it, and the city knows where their help is going for good. Rent Control is counter-intuitive and brings the city down. It stops Landlords from wanting to provide housing, more current rentals will leave the market, so we have less housing, and Landlords say it blocks freedom of business.

From: Leslie Ginsburg Connors <[redacted]>
Sent: Wednesday, June 24, 2026 2:12 PM
To: Katie Wand <kwand@claremontca.gov>
Cc: Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

I meant to say it's my feeling that I'm not going to have my father around very long. He's 88 and in very Poor health.

On Wed, Jun 24, 2026 at 2:10 PM Katie Wand <kwand@claremontca.gov> wrote:

Thank you, Leslie! We will continue to keep you updated.

Katie Wand | Deputy City Manager
City of Claremont | Administrative Services Department
City Manager's Office
207 Harvard Avenue | Claremont, CA 91711
(909) 399-5454 | KWand@claremontca.gov
www.claremontca.gov| Follow Us! @CityofClaremont

From: Leslie Ginsburg Connors <[redacted]>
Sent: Wednesday, June 24, 2026 2:08 PM
To: Katie Wand <kwand@claremontca.gov>
Cc: Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Katie and members of the committee-

First and foremost, I want to thank you so much for helping me the last year and a half or so. I was already having a very difficult time when I received your help and since then I have lost my mother, I have become disabled and I have a roommate that is unemployable. So we are now in a very difficult predicament. On top of that our rent is likely going to go up, but we have not gotten any notice as of yet. It is my feeling that I'm not going to help my father much longer either which means I will have no family at all and I don't know how I'm going to survive because I'm disabled and I don't have a car and can't drive. I am unable to work and I'm very concerned about the rent so I'm really hoping that you were able to find some type of funding to help continue helping those of us who are in dire need of help. I am forever grateful to each, and every one of you who has helped me.

Thank you so very much,

Leslie Connors

From: Paula Corley <[redacted]>
Sent: Thursday, June 25, 2026 1:44 PM
To: Katie Wand <kwand@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Hello Katie,

It would be nice to see, especially with the cost of everything and social security income not matching the cost of living increase, for the City of Claremont to adopt a Rent Stabilization Ordinance.

The assistance that I have received has offered me some relief both mentally and financially knowing that I have the additional funds coming from the City of Claremont to supplement my rent.

With the funds I receive, I am able to maintain groceries, utilities and other expenses that I may have.

Thanks in advance and have a blessed day.

Paula

From: Joseph Coussa <[redacted]>
Sent: Tuesday, June 30, 2026 8:54 AM
To: Katie Wand <kwand@claremontca.gov>
Cc: Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Thanks for the clarification. Either way, rents are too high for everyone, any stabilization is appreciated.

Thank you

Joe Coussa
Sent from my iPhone

On Jun 29, 2026, at 11:30 AM, Katie Wand <kwand@claremontca.gov> wrote:

Hello,

Thank you for your comments. Please note that the upcoming City Council discussion is surrounding rent stabilization, not the Claremont Temporary Housing Stabilization and Relocation Program.

Thank you,

Katie Wand | Deputy City Manager
City of Claremont | Administrative Services Department
City Manager's Office
207 Harvard Avenue | Claremont, CA 91711
(909) 399-5454 | KWand@claremontca.gov
www.claremontca.gov| Follow Us! @CityofClaremont

From: Joseph Coussa <[redacted]>
Sent: Friday, June 26, 2026 11:26 AM
To: Katie Wand <kwand@claremontca.gov>
Cc: Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

I would like the funds to be extended. It helps a lot with the monthly expenses.

Thank You

Joe Coussa. Apt. [redacted]
[redacted] Apartment
Sent from my iPhone

From: ANTOINETTE CRICHTON <[redacted]>
Sent: Wednesday, June 24, 2026 5:09 PM
To: Katie Wand <kwand@claremontca.gov>; Bevin Handel <bhandel@claremontca.gov>
Cc: ANTOINETTE CRICHTON <[redacted]>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Katie and Bevin,
Thank-you for including me in the notification about the city of Claremont having a discussion about adopting Rent Stabilization. I jointly own a home in Claremont with my son. I also own a small rental property in another city. As a small mom/pop housing provider, I am strongly opposed to Rent Stabilization programs. From my viewpoint, it is prejudiced against housing providers. Without housing providers...where would you be? Rent Stabilization hits small housing providers disproportionately hard. We operate on a slim margin and many of us are very fair with our tenants. Rent Stabilization is aimed at harming the housing providers by making their margins even slimmer. It could basically force small mom/pop providers to get out of the business. Do you actually want all the rental properties to be owned by large conglomerates? That could likely happen if you push the little people out.
We already abide by the California Law AB 1482 concerning rental increase caps. Why isn't that sufficient? Rent Stabilization unfortunately is a negative incentive to develop housing in Claremont...and a negative incentive to want to provide housing in Claremont. I certainly would be strongly cautious before investing in rental property if Rent Stabilization were involved. Rent Stabilization is actually working against affordable housing with the negative incentive. Developers dry up and housing is even more scare, forcing prices up.
I urge the city of Claremont to act against Rent Stabilization as it is actually counter to what they are trying to achieve.

Thank-you for allowing me to give you my viewpoint.

Antoinette Crichton

From: Celio Duran <[redacted]>
Sent: Thursday, June 25, 2026 8:05 AM
To: Katie Wand <kwand@claremontca.gov>; Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Thank for the update. But I think if city council wants to stabilize rents, they should do it across all goods, like food, gasolines prices, household items, property taxes, all utilities, electricity, gas, water, trash.
Why would only want to stabilize prices on rent.? It's like you're discriminating against housing providers! Everything else so expensive too.

Celio Duran
Keller Williams Realty Downey
[redacted]
Downey, Ca. 90241
[redacted]

Jamie Costanza

To: Katie Wand
Subject: RE: Proposed adoption of a rent stabilization ordinance

From: Jonathan Estes [redacted]
Date: July 9, 2026 at 2:50:33 AM PDT
To: Katie Wand <kwand@claremontca.gov>
Subject: Proposed adoption of a rent stabilization ordinance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Madam Mayor, Council Members, Ladies and Gentlemen,
I would like to take this opportunity to add my voice to the chorus of concerned citizens and residence in favor of an adoption of the proposed rent stabilization ordinance.
I believe this would not only be of immeasurable help to our neighbors affected by the current housing crisis, but an indisputable statement of who we are as a community!
Therefore, you have my wholehearted endorsement to move forward on this proposal.
Additionally, I would like to personally thank the office of the City Manager and especially our Deputy City Manager, Ms. Katie Wand and her staff. She continues to be a shining star in support of the people enrolled in the current continuation of the Claremont temporary housing stabilization and relocation program. She acts as a constant reminder that our city government is managed by real human beings that care about the citizens first and foremost, even in the midst of the government bureaucracy in which they serve and operate.
Lastly, I would also like to voice my respect and gratitude to the City Council and our city administration for their continuing fortitude and diligence in addressing the pressing need to continue our community's support for local housing assistance.

Thank you for your time,
Capt. Jonathan Estes USMM (Ret.)

Shelley Desautels

Subject: FW: Upcoming City Council Discussion Regarding Rent Stabilization

From: Maria Gutwein <[redacted]>
Date: July 7, 2026 at 4:23:29 PM PDT
To: Katie Wand <kwand@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Dear City Council,

As a Claremont resident, I am writing to express my strong support for the proposed Rent Stabilization Ordinance. Rising housing costs make it increasingly difficult for individuals and families to remain in our community. Implementing fair rent stabilization will provide much-needed predictability, protect vulnerable tenants, and help maintain Claremont's diverse character.

Thank you for your consideration.

Sincerely,

Maria Gutwein

From: [redacted]
Date: July 1, 2026 at 5:25:07 PM PDT
To: Melanie Kraus <[redacted]>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

1. I would like to publish a public comment for city counsel meeting 7/6/2026
regarding the potential adoption of the Rent Stabilization Ordinance in Claremont and I must comment on a park issue that deserves mention please.

I would like to vote FOR “some” cap on low income and rental assistance programs. It is reasonable to consider a 3 percent cap for all those seniors that are under these programs to manage income increases that occur every year at the same time. It is unjustifiable for people of low income to have to contend with fluctuating increases which at times can be up to 60-80 dollars a month. It becomes that every other yearly adjust income is taken away and seniors are left square one when it comes to finances and affordability.
The affordability includes increased food, Medicare expenses, gas and other that are required in day to day living. Claremont needs to be livable and enjoyable with quality of life for everyone.

Speaking about quality of life for seniors ,I wanted to mention how important assessability to parks are for those with dogs. Many seniors rely on dogs for day to day function and become an important part of their lives. Now ,it is well understood that there are no dogs in parks except on trails and dog parks. Citizens cannot live like that; dogs are as much a part of the family as kids are. People of Claremont with dogs can help each other pick up; this is how it should be. Many dog owners are good people who also care about how the park is maintained. Let’s be proud of Claremont. People’s homes are all around the park. How can you expect people not to walk there dogs in and around the park if they have a dog. Dogs need open space like people do. It affects the “feel” of Claremont and people. Open spaces for dogs are lacking in Claremont. The availability to allow to dogs would show Claremont cares and respects families. Age old ordinances do not work and never have. They must evolve and be retried to address a problem. Lease laws will always remain in effect for safety, but not to allow a dog sto go through the park in unconciounable. I would hope that Claremont would adopt a new and improved way of monitoring and addressing this problem rather than shutting out the problem with posting signs around the park. Other communities around us do it, so can we!
Thank you, Melanie Kraus

From: Miguel Magana <[redacted]>
Sent: Wednesday, June 24, 2026 4:25 PM
To: Katie Wand <kwand@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Dear Katie,

Please find my public comments below regarding the upcoming City Council discussion on the Rent Stabilization Ordinance and the Claremont Temporary Housing Stabilization and Relocation Program.

My name is Miguel Magana, and I serve as the Community Manager at Oasis KGI Commons. We provide a graduate-student-centered housing community for the Claremont Colleges, primarily serving students from Keck Graduate Institute and Claremont Graduate University, and staff of the 7 Claremont Colleges. Since 2019, I have seen students from around the world integrate into our community while pursuing demanding internships and part-time jobs at local hospitals and pharmacies.

Our residents come from all-over the world and often face significant life transitions and financial pressures. I have witnessed students manage the loss of loved ones, take on unexpected caregiving responsibilities, or need larger housing to support their families. Additionally, many must balance rent with the costs of short-term housing during required six-week clinical rotations. Financial aid delays or loss of funding often compound these stresses.

I see firsthand the burden on students who work part-time or full-time while studying and pick up extra work like rideshare driving to make ends meet. Conversely, I see the profound impact the Claremont Temporary Housing Stabilization and Relocation Program has had on our students. An extra $250–$350 a month or one-time rent assistance can be the deciding factor in whether a student can focus on their studies and successfully graduate, or if they need to pick up another shift.

The Temporary Housing Stabilization and Relocation Program has been a vital resource for the students who have utilized it. This support is more than temporary relief; it is an investment in the future of our students, the Claremont community, and the communities our students will return to and contribute to.

Thank you for your consideration.

Best regards,

Miguel Magana
Community Manager, Oasis KGI Commons
--
Miguel Magana, He/Him

Community Manager
Oasis KGI Commons

[redacted]
Claremont, CA 91711

oasis
KGI COMMONS

www.liveoasisca.com

From: andy pacheco <[redacted]>
Sent: Tuesday, June 30, 2026 7:24 PM
To: Katie Wand <kwand@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Hello Katie,
Hope all is well. I would like to add my comments as follows:

I have been fortunate in participating in the stabilization program. Without it, it would be a nightmare as the cost of everything in the past two years has been horrendous. My medical has doubled, Due to the world impact from the needless war in Iran, gas, food , utilities ,anything that relies on petroleum products has risen by 50 plus percent. Our family was gaining momentum in savings but now as aforementioned , we are maybe 1 month covered if an emergency happens.

We appreciate the efforts of the City of Claremont in discussing tenant protections and/or the Claremont Temporary Housing Stabilization and Relocation Program.and have our solid confirmation in proceeding with said programs.

Sincerely

Pacheco Family

From: marie rocke <[redacted]>
Sent: Thursday, June 25, 2026 12:06 PM
To: Katie Wand <kwand@claremontca.gov>
Cc: Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

With the housing stabilization program has help not only me but many people who live in Claremont if Claremont can consider a adoption rent stabilization ordinance that will help so many people including myself everything is so high to live,one thing the city of claremont dose not need is homeless people, this program has helped so many of us and I hope that the city of claremont will continue to do the adoption of rent stabilization ordinance, thank you so much for all your help,   Marie Rocke

During the April 14, 2026 city council meeting, Mayor Jennifer Stark expressed her concern that after 3 years of Claremont renters asking the city for help with rising rents, the council has not passed rent stabilization. She directed staff to return at a future date with an update regarding rent stabilization. The City Council has previously discussed the potential adoption of a Rent Stabilization Ordinance in Claremont (but not passed it) and will continue its ***consideration*** of this topic as part of an upcoming public discussion (July 14).

Claremont City Council Members,

As a ten-year resident of Claremont and a tenant in the same complex for that entire time, I appeal to you to **pass** a Rent Stabilization Ordinance as soon as possible and place a cap on residential rents in our City. I understand Mayor Stark has expressed concern that tenants have sought for such an ordinance for three years and limit annual rent increases to 3% or 75% of the consumer price index (CPI), <u>whichever is lower</u>. Can you move from “consideration” to action?

From: S.Nabil Shamim <[redacted]>
Sent: Wednesday, June 24, 2026 5:32 PM
To: Katie Wand <kwand@claremontca.gov>
Cc: Bevin Handel <bhandel@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

Dear City Staff,

Thank you for your email and for keeping community members informed about the upcoming discussion regarding rent stabilization in the City of Claremont.

I appreciate the City's efforts to continue evaluating tenant protections and to provide residents with the opportunity to participate in this important process. As a Claremont resident, I believe stable and affordable housing is essential for the well-being of individuals and families in our community.

I support the consideration of a Rent Stabilization Ordinance that provides fair protections for tenants while maintaining a balanced approach for property owners. I respectfully encourage the City Council to carefully consider the needs of residents who are facing rising housing costs and financial challenges.

Thank you for providing the opportunity for public input. I look forward to following the discussion at the July 14, 2026, City Council meeting.

Sincerely,

Sayed Nabil Shamim
Claremont, California

Pharma.Dr.S.Nabil "Shamim"
Pharmacist, Author& Journalist
Phone,IMO,Whats up & Viber [redacted]
Skype: [redacted]

Jamie Costanza

To: Katie Wand
Subject: RE: Upcoming City Council Discussion Regarding Rent Stabilization

From: Alexander Valdovinos [redacted]>
Date: July 8, 2026 at 7:47:38 PM PDT
To: Katie Wand <kwand@claremontca.gov>, Bevin Handel <bhandel@claremontca.gov>
Cc: Vanessa Carranza - La de Mary y Chatito [redacted]
Subject: RE: Upcoming City Council Discussion Regarding Rent Stabilization

Hello Katie,

Thank you for fighting the good fight.

You and your team are in our prayers, I cannot truly convey how much it means to us what you are all doing. You are actually helping and that is a good thing,

Once again Thank you for everything:

Below is the letter that I have made for the city couscil:

Dear Members of the City Council,

Thank you for your continued support of the "Temporary Housing Stabilization and Relocation Program." This program has been completely invaluable to my family. It is the only reason we can afford our rent right now. It provides us with basic safety, stability, and peace of mind.

However, our community is facing a crisis that temporary aid alone cannot fix. Every year, we face rent increases of up to 10%. No matter how hard we work, our wages simply cannot keep up with these massive hikes.

Without long-term protections, good, honest, hard-working people will soon be priced out of their homes.

I urge the Council to build upon the success of your current assistance program by introducing a Rent Stabilization Ordinance. Temporary help keeps us afloat today, but rent stabilization will protect our community's future. Thank you for your time, your empathy, and your dedication to keeping our city affordable.

Sincerely,

Alexander Valdovinos Serrano
Direct phone # [redacted]

From: Katie Wand <kwand@claremontca.gov>
Sent: Wednesday, June 24, 2026 1:58 PM
To: Bevin Handel <bhandel@claremontca.gov>
Subject: Upcoming City Council Discussion Regarding Rent Stabilization

Hello,

You are receiving this email because you previously contacted the City of Claremont regarding tenant protections and/or the Claremont Temporary Housing Stabilization and Relocation Program.

During its April 14, 2026 meeting, the City Council directed staff to return at a future date with an update regarding rent stabilization. The City Council has previously discussed the potential adoption of a Rent Stabilization Ordinance in Claremont and will continue its consideration of this topic as part of an upcoming public discussion.

Staff is currently preparing an informational report and anticipates presenting the item at the regular City Council meeting on **Tuesday, July 14, 2026, at 6:30 p.m.** The meeting will be held in the **Council Chamber, located at 225 W. Second Street.**

From: Daniel Wright <[redacted]>
Sent: Wednesday, June 24, 2026 2:44 PM
To: Katie Wand <kwand@claremontca.gov>
Subject: Re: Upcoming City Council Discussion Regarding Rent Stabilization

I live in rental housing in Claremont. Rent is already too high here. My current monthly will be $2,600+/- (just under 50% of my income) a month for a small two bedroom in which myself, spouse, and four children are stuck. I am a combat veteran and the sole source of income for my family. I would be comfortably situated salary wise anywhere else in the nation but because I'm here, I'm considered "very low income" per HUD regulations. 20 years ago I'd be considered solidly middle class, and probably own a home by now.

The town's current rental assistance program is fantastic. There's no way my family would have made it out of post COVID without it. We should continue that program.

That said, rent control DOES NOT WORK. It merely causes the landlords to increase the monthly rent by the maximum allowance each year, and does nothing to adjust "market value" which is clearly inflated. Limiting or capping rents just de-incentivises people from renting their properties or developing new properties.

Moreover, it will cause all but the biggest properties in town to cease renting due to government over regulation, miles of red tape, unreal landlord tenant laws, and results in LESS housing for families. Importantly, it does nothing to adjust the starting market rates. If it were enacted today, my rent wouldn't go down.. it just limits how much it can be increased.

Do we really want to be like LA proper? That place is a dead city now because of policies like rent control.
Want more crime, poverty, homelessness and lower standards of living? Want to be suicidally empathetic? Do the rent control.

Possible solution other than rent control?
Continue with the town's current rental assistance program. Direct cash assistance at least helps out greatly with bearing the inflated rental market value rents without the downsides of rent control, which just exacerbates the situation.

No rent control.
Yes to continuing the town's current rental assistance program.

Dan.

Jamie Costanza

Subject: FW: Email for Agenda Item on July 14, 2026

From: [redacted]
Date: July 9, 2026 at 11:43:03 AM PDT
To: Katie Wand <kwand@claremontca.gov>
Subject: Email for Agenda Item on July 14, 2026

Dear Council Members for the July 14th Agenda Item:

I have attended a number of City Council meetings over the 2+ years that I have rented a small back house close to one of the Entrances to the Thompson's Creek Trail. A beautiful spot, so I don't want to repeat the obvious, spoken so many times by neighbors, friends, of WHY we are happy, even privileged perhaps, to exist here in the physically and academically beautiful and lively city of Claremont. These are what I have personally observed and enjoyed, and why I am urging all Council Members to actively **VOTE FOR A RENT STABILIZATION ORDINANCE** and to **STAND with our Average Citizens** to **OPPOSE R.U.B.S** (ratio utility billing systems) which have **already hurt several apartment tenants I am Friends with** suffering from profit-oriented LANDLORDS (not mine!!) but in the larger buildings!! As a member of Claremont Tenants United, I advocate that we should **Limit Annual Rent Increases to 3% or 75% of the consumer price index (CPI)**, whichever is lower; And that we should expect the Landlords to stop pushing more and more fees onto the already over-burdened tenant population.

It is IMPERATIVE that we recognize the Direction of the Wealthiest and Most Powerful Minority Currently passing legislation by Washington, D.C., State Governors, and Local Officials, etc., that care More for their Profit Margins than the Very Families who dutifully pay their RENT every month!!

I personally believe it IS the Council's Responsibility to Care for All of Our Claremont Working Class Citizens who are not in that category of Wealth. Were I in town for the July 14th Discussions, I would also note the following lists of keeping the High Ethical and Moral Traditions of Claremont, which is why I am selling my property back East in NY so I can hopefully purchase a home right here in Claremont in the coming 6-8 months. (Plus being close to my two young grandsons, ages 11 and 5 years old!)

Reminder that Claremont Has:
1) Physical Earthly Beauty and Lively Academic Atmosphere
2) Excellent Schools
3) Expenditures for Both Youthful Activities and Senior Amenities!
4) Community Churches who CARE for our Spiritual and Moral Well-being
5) Cultural Diversity - Many Languages from around the World are Spoken as I walk downtown past the stores and restaurants that we all love to visit
6) Minimal/barely Seen on OUR CLAREMONT Streets, like on the Streets of Minnesota, Michigan, N.J, N.Y., Chicago, Texas, Georgia, etc. masked men, dragging away workers wearing those large wide-brimmed hats for protection from the hot suns here....will they one day appear here?

Most Respectfully,

Eleanor Ommani
[redacted]
Claremont, CA 91711
[redacted]

Jamie Costanza

Subject: FW: Comments Regarding the July 14, 2026 Discussion on Rent Stabilization and a Local Rent Registry

From: Stacey Caponigro [redacted]
Date: Thursday, July 9, 2026 at 3:03 PM
To: "citycleark@claremontca.gov" <citycleark@claremontca.gov>
Cc: Katie Wand <kwand@claremontca.gov>, Bevin Handel <bhandel@claremontca.gov>
Subject: Comments Regarding the July 14, 2026 Discussion on Rent Stabilization and a Local Rent Registry

Dear Mayor Stark, City Council Members, and Deputy City Manager Katie Wand,

I appreciate the opportunity to provide my comments regarding the upcoming discussion on a local rent registry and additional rent stabilization measures.

As many of you know, I am a Claremont resident, Realtor, Regional Property Manager, and small business owner. For more than twenty years, I have had the privilege of working with both housing providers and residents throughout Southern California, including many here in Claremont.

Every day, I advocate for both sides. I work to keep residents housed whenever possible while helping housing providers protect and maintain one of their largest investments. Because I work with both perspectives every day, I hope you'll consider my comments.

First and foremost, I recognize that housing affordability is a very real concern. I meet with residents every day who are struggling with rising housing costs, groceries, insurance, utilities, and simply making ends meet. I genuinely understand those concerns, and I believe everyone deserves to have their voice heard.

What I respectfully disagree with is the belief that creating another local rent registry or additional rent stabilization measures is the solution.

California already has extensive tenant protections in place through AB 1482 and numerous other state laws. Housing providers today must comply with rent caps where applicable, just cause eviction requirements, relocation assistance requirements, fair housing laws, habitability standards, security deposit regulations, and many other state and local requirements. At the same time, they continue to face increasing costs for insurance, property taxes, maintenance, labor, materials, utilities, and regulatory compliance.

The overwhelming majority of housing providers I represent are not large corporations. They are retirees, teachers, working families, and individuals who own one or two rental properties. Many rely on that rental income to pay a mortgage or supplement their retirement. They are members of our community.

One thing I have personally witnessed over the last several years is an increasing number of housing providers choosing to sell their rental properties because they no longer feel they have enough control over their investment or can continue absorbing the increasing costs associated with owning rental housing.

Every time that happens, we lose another rental home.

That does not help the next family searching for housing. It reduces the available rental inventory and makes an already challenging housing market even more competitive.

I also respectfully ask the Council to consider where much of the recent advocacy for additional local regulation appears to be originating. From my perspective, many of the individuals speaking in favor of these measures appear to be associated with concerns involving one particular apartment community.

If that is the case, I respectfully question whether creating citywide regulations that affect every housing provider is the best solution to what appears to be a localized issue.

Why not dedicate those same City resources toward bringing that housing provider and those residents together to facilitate meaningful conversations and work toward practical solutions? It seems to me that addressing concerns where they exist would be a far better use of staff time and public resources than adopting regulations that affect every rental property in Claremont.

The City has already invested considerable staff time discussing this issue over the past year. Revisiting this discussion requires additional staff resources, public meeting time, and likely consultation with legal counsel, all of which are funded by Claremont taxpayers. I respectfully ask the Council to consider whether those resources could be better spent on solutions that directly address housing needs.

California voters have rejected statewide rent control initiatives on multiple occasions. While everyone shares the goal of improving housing affordability, I have yet to see evidence that adding more local regulation increases the supply of rental housing or improves long term affordability.

As someone who manages rental housing on behalf of others, I understand that my management fee is based on a percentage of rent collected. I want to be transparent about that. However, my success is not measured by how much rent increases. My success is measured by maintaining long term relationships between housing providers and residents, minimizing vacancies, resolving conflicts, keeping properties well maintained, and helping both parties achieve successful outcomes. Those goals become more difficult, not easier, when additional regulations create uncertainty and discourage investment in rental housing.

Rather than creating another local ordinance, I would encourage the City to explore solutions that bring housing providers and residents together. This could include expanding voluntary mediation services, offering educational workshops that help both parties better understand their rights and responsibilities under California law, strengthening partnerships with organizations that provide temporary rental assistance during times of financial hardship, and providing educational opportunities for residents interested in becoming homeowners.

Many residents are surprised to learn that homeownership may be more attainable than they think. It may not always be in Claremont, although for some it certainly can be. Every family's situation is different. Offering workshops on mortgage prequalification, credit improvement, down payment assistance programs, budgeting, and the home buying process would provide residents with valuable tools to achieve long term housing stability rather than remaining lifelong renters.

Last year, I believed the Council reached a thoughtful and balanced approach that considered the interests of both residents and housing providers. I respectfully encourage you to continue down that path.

Claremont has always been a community built on collaboration, common sense, and mutual respect. I truly believe we can continue supporting residents while also recognizing that responsible housing providers are an important part of the solution, not the problem.

Thank you for your time, your service to our community, and your thoughtful consideration of my comments.

Respectfully,

Stacey Caponigro
Realtor/Regional Property Manager
DRE#: 01934812
[redacted]

Claremont City Council

Agenda Report

File #: 6085 **Item No:** 9.

TO: CITY COUNCIL

FROM: ADAM PIRRIE, CITY MANAGER

DATE: JULY 14, 2026

Reviewed by:
City Manager: AP

SUBJECT:

INFORMATIONAL UPDATE REGARDING OVERNIGHT PARKING CONCERNS RAISED BY RESIDENTS OF BONITA AVENUE APARTMENT COMPLEXES (FUNDING SOURCE: GENERAL FUND)

SUMMARY

During recent City Council meetings, residents of two apartment communities located along Bonita Avenue expressed concerns regarding the loss of overnight parking previously available through private agreements between St. Ambrose Episcopal Church and nearby tenants. Residents also expressed concerns regarding citations issued under the City's Overnight Parking Ordinance after the private parking arrangement ended.

At the direction of the City Council, staff has prepared this informational report to summarize the issues raised by residents, provide background regarding the City's Overnight Parking Ordinance, describe staff's outreach efforts, and outline potential considerations discussed with property management.

RECOMMENDATION

Staff recommends the City Council receive and file an informational report regarding overnight parking concerns raised by residents of apartment communities located along Bonita Avenue, and provide further direction to staff.

ALTERNATIVE TO RECOMMENDATION

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

- The City Council may provide other direction to staff.

FINANCIAL REVIEW

A records check of the area surrounding two apartment complexes for citations revealed that 135 citations for Overnight Parking (ONP) violations were issued. The locations that were included in the records search were 630 W. Bonita Avenue, and the cross streets of Baylor/Cambridge, Baylor/N. Mountain, Cambridge/W. Bonita, Carnegie/W. Bonita, Mountain/W. Bonita, N. Mountain/W. Bonita, W. Bonita/Cambridge, W. Bonita/Carnegie, W. Bonita/Mountain, W. Bonita/ N. Mountain and W. Bonita/Taylor. A total of 135 citations were issued from May 1, 2026, through June 30, 2026. Of the 135 citations, only eight could be directly linked to the two apartment complexes. Each citation was checked for the registered address associated with the license plate. It is possible that additional ONP citations could be associated with the apartment complexes, but we are unable to verify as vehicle owners may not have updated their new address information with the DMV.

The Police Department has two part-time Police Aides that work 20 hours per week assigned to ONP enforcement. The costs of these positions are budgeted at $48,035 and $50,031 for 2026-27 and 2027-28, respectively.

The 135 citations resulted in fines of $7,344 (several include multiple violations on the same citation or penalties for late payments). Of the total fine amount of $7,344, the eight ONP citations related to the apartment complexes equaled $400.

The staff cost to prepare this report and conduct associated outreach/research is estimated at $2,500 and is included in the operating budget of the Administrative Services, Community Development, Police, and Finance Departments.

ANALYSIS

Section 10.32.210 of the Claremont Municipal Code ("Overnight Parking Ordinance") prohibits parking any vehicle on a City street for more than one hour between the hours of 2:00 AM and 6:00 AM. The ordinance, which has been in place for decades, was adopted to promote public safety; facilitate street maintenance and beautification efforts; and support the orderly use of public streets throughout the community. The ordinance includes several existing exceptions, including:

- Residents and visitors may request up to three overnight parking exemptions per vehicle each month through the Claremont Police Department's online permit system.
- Vehicles displaying a valid disabled parking placard are exempt from the City's overnight parking restrictions.

For several years, residents of nearby apartment communities utilized overnight parking spaces located on property owned by St. Ambrose Episcopal Church through private agreements between St. Ambrose Episcopal Church and individual tenants. The parking arrangement helped supplement available parking for residents whose apartment complexes have limited onsite parking. It is the City's understanding that St. Ambrose Episcopal Church was charging tenants $40 per month for each vehicle authorized to use their parking lot.

Earlier this year, St. Ambrose Episcopal Church notified affected tenants that the parking arrangement would be ending to accommodate construction associated with the church's affordable housing development. As a result, residents who had relied upon those privately managed parking spaces were required to seek alternative overnight parking arrangements. Following the loss of those parking spaces, several residents addressed the City Council during public comment to express concerns regarding limited overnight parking availability and citations received under the City's Overnight Parking Ordinance. Residents requested that the City consider various options, including allowing overnight parking within City-owned parking lots or modifying the City's overnight parking regulations.

Prior to the public comments received during City Council meetings, City staff met with the property manager of Cambridge Apartments and Claremont Pacifica Apartments to better understand the parking challenges resulting from the loss of overnight parking previously available through private tenant agreements with St. Ambrose Episcopal Church. During those discussions, staff identified several potential options that property management could explore, including pursuing parking agreements with nearby commercial, industrial, or institutional property owners; reaching out to other faith-based organizations that may have parking capacity available during overnight hours; reviewing lease agreements and existing parking allocations; and encouraging eligible residents with disabled parking placards to utilize available exemptions under the City's overnight parking regulations. Staff also reminded residents that the Claremont Police Department offers up to three overnight parking exemptions per vehicle per month through its online permit system.

The property manager advised the City that they had reached out to several local churches and businesses, but none of them were interested in entering into parking agreements. Some of these organizations include:

- First Baptist Church of Claremont
- Our Lady of the Assumption
- Green Spot Packaging

In June, the property manager connected with the pastor of Solid Rock Church (325 N. Indian Hill Blvd.), who advised that they may be able to provide up to 10 parking spaces. Solid Rock Church expressed interest in working with property management on an agreement (not individual tenants), and the property management company would be required to produce liability insurance for their tenants' use of space.

Currently, staff is not recommending allowing overnight parking at City-owned facilities. Existing Claremont Municipal Code provisions prohibit overnight parking at public parks and other City facilities. In addition, allowing overnight parking at these locations would raise operational, maintenance, liability, and enforcement considerations that would require further evaluation and City Council-approved budget allocations and policy amendments before implementation. Staff also cautions that permitting overnight parking at one City facility could establish expectations for similar requests elsewhere in the community.

Staff recognizes the challenges experienced by residents affected by the loss of privately managed overnight parking. While the City has limited authority to address parking availability on private property, staff will continue to provide information regarding existing overnight parking exemptions, facilitate communication with interested parties when appropriate, and monitor developments related to this matter. Should the City Council wish to further evaluate the Overnight Parking Ordinance or consider potential policy changes in the future, staff can return with additional information and analysis at the City Council's direction.

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: Sustainable City Plan and General Plan.

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:

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City Manager

Prepared by:

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Brad Johnson
Community Development Director

Jeremy Starkey
Finance Director

Katie Wand
Deputy City Manager