

# 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  
February 25, 2025  
6:30 PM

### COUNCILMEMBERS

COREY CALAYCAY  
MAYOR

JED LEANO

ED REECE

JENNIFER STARK

SAL MEDINA

Meetings are open to the public for in-person attendance. The meeting will be live streamed via Zoom, technology permitting. Members of the public will not be able to provide public comment via Zoom. To watch the meeting via Zoom, use the following link: <https://zoom.us/j/256208090>. To listen via telephone dial (213)338-8477, Webinar ID: 256 208 090. The recorded meeting will be uploaded to the City website and archived.

### OPTIONS FOR PUBLIC COMMENT

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

#### IN-PERSON LIVE COMMENTS

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

#### E-MAIL/MAIL

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

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

**email: [cityclerk@claremontca.gov](mailto: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*****Introduction:***

*Kathleen Fariss, Claremont Chamber of Commerce Chief Executive Officer*

***Presentation:***

*Economic Development Update, by Erik Westedt*

***Announcement:***

*Claremont Helen Renwick Library Updates*

**FEDERAL HOLIDAYS****MAYOR AND COUNCIL****Council Items****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 February 13, 2025

**Attachment(s):** Resolution Approving City Warrant Register Dated February 13, 2025

### 2. CITY COUNCIL MINUTES OF FEBRUARY 11, 2025 (REGULAR)

**Recommendation:** Staff recommends the City Council approve the regular City Council meeting minutes of February 11, 2025.

**Attachment(s):** Draft Regular Meeting Minutes of February 11, 2025

### 3. CITY OF CLAREMONT ANNUAL AUDITED FINANCIAL REPORTS FOR THE YEAR ENDED JUNE 30, 2024

**Recommendation:** Staff recommends the City Council receive and file the following letters and financial reports for the year ended June 30, 2024:

- A. Annual Comprehensive Financial Report (ACFR);
- B. Transportation Fund Financial Statements;
- C. Housing Successor Agency Fund Statements;
- D. Area Agency on Aging (Senior Nutrition Program) Financial Statements;

and

- E. Letters: Statement on Auditing Standards (SAS) 114 Letter, and Internal Controls Letter.

**Attachment(s):** Annual Comprehensive Financial Report (ACFR)  
Transportation Fund Financial Statements  
Housing Successor Agency Fund Statements  
Area Agency on Aging (Senior Nutrition Program) Financial Statements  
Auditor Letters

### 4. 2024 HOMELESS SERVICES UPDATE (FUNDING SOURCES: GENERAL FUND, AMERICAN RESCUE PLAN ACT FUND, AND MEASURE H FUNDING)

**Recommendation:** Staff recommends the City Council receive and file the 2024 Homeless Services Update.

**Attachment(s):** Draft 02-05-25 CHS Commission Minutes Excerpt

5. AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH BLACK AND WHITE EMERGENCY VEHICLES FOR PATROL VEHICLE UPFIT (FUNDING SOURCE: MOTOR FLEET FUND)

**Recommendation:** Staff recommends the City Council authorize the City Manager to enter into a contract with Black and White Emergency Vehicles in the amount of \$114,807.03 for the upfit of seven marked Ford Explorer patrol units and one Chevy Colorado parking enforcement vehicle.

6. RESOLUTION APPROVING PARTICIPATION IN THE LOS ANGELES COUNTY PERMANENT HOUSING ALLOCATION PROGRAM AND DEDICATING THE CITY'S YEAR 5 FUNDS IN THE AMOUNT OF \$60,687 TO THE CITY OF POMONA HOPE FOR HOME SHELTER AND ACCESS CENTER (FUNDING SOURCE: PERMANENT LOCAL HOUSING ALLOCATION FUNDS)

**Recommendation:** Staff recommends the City Council:  
A. Adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, APPROVING PARTICIPATION IN THE LOS ANGELES COUNTY PERMANENT HOUSING ALLOCATION PROGRAM; and  
B. Authorize the City Manager to enter into a contract with the City of Pomona in the amount of \$60,687 for homeless support services.

**Attachment(s):** Proposed Resolution

7. ADOPTION OF A RESOLUTION AUTHORIZING WILLDAN FINANCIAL SERVICES TO PREPARE THE 2025-26 LANDSCAPE AND LIGHTING DISTRICT ANNUAL REPORT (FUNDING SOURCE: LANDSCAPE AND LIGHTING DISTRICT FUND)

**Recommendation:** Staff recommends the City Council adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, DIRECTING WILLDAN FINANCIAL SERVICES, AS ENGINEER OF RECORD, TO PREPARE AND FILE THE 2025-26 ANNUAL REPORT PERTAINING TO LANDSCAPE AND LIGHTING DISTRICT NO. LL001 (PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972).

**Attachment(s):** Proposed Resolution

8. AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH CMPG PROJECT MANAGEMENT FOR PROJECT AND CONSTRUCTION MANAGEMENT SERVICES FOR THE POLICE DEPARTMENT FEMALE LOCKER ROOM ADDITION (FUNDING SOURCE: AMERICAN RESCUE PLAN ACT FUND)

**Recommendation:** Staff recommends the City Council authorize the City Manager to enter into a professional services agreement with CMPG Project Management for \$113,000 for project and construction management services for the Police Department female locker room addition project and authorize a five percent contingency in the amount of \$5,650, for a total amount not to exceed \$118,650.

9. SECOND AMENDMENT TO THE LEGAL SERVICES AGREEMENT WITH RUTAN & TUCKER, LLP (FUNDING SOURCE: GENERAL FUND)

**Recommendation:** Staff recommends the City Council authorize the Mayor to execute the proposed Second Amendment to the Legal Services Agreement between the City of Claremont and Rutan & Tucker, LLP to update the fee schedule to reflect rates currently in effect.

**Attachment(s):** Second Amendment to Rutan & Tucker Agreement

10. THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT AND RESOLUTION APPROVING A ONE-TIME MERIT AWARD FOR THE CITY MANAGER (FUNDING SOURCE: GENERAL FUND)

**Recommendation:** Staff recommends the City Council:

- A. Approve the Third Amendment to the City Manager Employment Agreement and authorize the Mayor to execute the Third Amendment; and
- B. Adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAREMONT, CALIFORNIA, APPROVING A MERIT AWARD FOR EXCELLENT CITY MANAGER PERFORMANCE.

**Attachment(s):** Proposed Third Amendment to City Manager Employment Agreement  
Proposed Resolution

**PUBLIC HEARINGS - None**

**ORDINANCES - None**

**ADMINISTRATIVE ITEM**

11. 2024-25 MID-YEAR BUDGET REPORT

**Recommendation:** Staff recommends the City Council receive and file the 2024-25 Mid-Year Budget Report.

**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**

*One Traffic and Transportation Commission Vacancy*  
*Two Sustainability Committee Vacancies*

**ADJOURNMENT**

THE NEXT REGULAR MEETING OF THE CLAREMONT CITY COUNCIL WILL BE HELD ON, MARCH 11, 2025, AT 6:30 PM, IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET, CLAREMONT, CA 91711.

A WILDFIRE PREPAREDNESS WORKSHOP WILL BE HELD ON MARCH 1, 2025, AT 9:00 AM, IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET, CLAREMONT, CA 91711

***A LOOK AHEAD – Upcoming Meetings and Tentative Agenda Items***

***Saturday, March 1, 2025 Wildfire Preparedness Workshop (9 am)***

***Helen Renwick Library Program and Activities Update***

***Resolution Approving City Warrant Register Dated February 27, 2025***

***Draft February 25, 2025 Regular City Council Meeting Minutes***

***Award of Contract for Preparation of the City's Active Transportation Plan***

***Extension of Professional Services Agreement for MS4 Compliance***

***Assignment and Assumption Agreement for 365 W. San Jose Avenue***

***Release of Bond for Tract No. 82123 (Colby Circle)***

***Hillside Land Acquisition for Open Space Preservation***

***Consideration of Short Term Rental Regulations***

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, THIS AGENDA WILL BE MADE AVAILABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITIES. ANY PERSON WITH A DISABILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A CITY MEETING SHOULD CONTACT THE CITY CLERK AT 909-399-5461 or 909-399-5463 "VOICE" OR 1-800-735-2929 "TT/TTY" AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE.

I, SHELLEY DESAUTELS, CITY CLERK OF THE CITY OF CLAREMONT, CALIFORNIA, HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED AT CLAREMONT CITY HALL, 207 HARVARD AVENUE, ON FEBRUARY 20, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

POST THROUGH: February 26, 2025