



**ADMINISTRATIVE SERVICES DEPARTMENT
MEMORANDUM**

TO: ADAM PIRRIE, CITY MANAGER

FROM: JAMIE COSTANZA, DEPUTY CITY CLERK

DATE: MARCH 12, 2025

SUBJECT: SUMMARY OF THE MARCH 11, 2025 REGULAR CITY COUNCIL MEETING

The following is a summary of City Council action from the regular meeting held on March 11, 2025.

CONSENT CALENDAR

1. Adoption of a Resolution Approving the City Warrant Register
Unanimously voted to adopt a resolution approving the City warrant register dated February 27, 2025. (AYES – 5, NOES – 0)
2. City Council Minutes of February 25, 2025 (Regular) and March 1, 2025 (Special)
Unanimously voted to approve the regular City Council meeting minutes of February 25, 2025 and the special City Council meeting minutes of March 1, 2025. (AYES – 5, NOES – 0)
3. Authorization to Enter Into an Agreement with Alta Planning and Design for the Preparation of the Claremont Active Transportation Plan (Funding Source: Proposition C Fund)
Authorized the City Manager to enter into a professional services agreement with Alta Planning and Design, Inc., for specialized planning and design services in the amount of \$439,017, including a ten percent contingency in the amount of \$43,902 for a total not to exceed agreement of \$482,919. (AYES – 5, NOES – 0)
4. Authorized to Amend the Agreement with Colbert Environmental Group for National Pollutant Discharge Elimination System and Municipal Storm Sewer System Compliance Services (Funding Sources: General Fund and Measure W Fund)
Unanimously voted to:
 - A. Authorize the City Manager to amend the existing agreement with Colbert Environmental Group for National Pollutant Discharge Elimination System and Municipal Separate Storm Sewer System permit compliance services, increasing compensation by \$92,550, for a total agreement amount of \$142,550, and including up to four additional one-year terms in an amount not to exceed \$150,000 per year; and
 - B. Authorize the City Manager to execute up to four one-year term extensions not to exceed \$150,000 per year.(AYES – 5, NOES – 0)

ADMINISTRATIVE ITEM

5. Authorization to Acquire Two Contiguous Real Properties in the Claremont Hillside Northwest of Highpoint Drive (APN 8678-019-013 and 8678-019-012) (Funding Source: General Fund)

Unanimously voted to:

- A. Authorize the City Manager to execute the Purchase and Sale Agreements in substance and form substantially similar to Attachments C and D, and any other documents needed to acquire the Jaffe and Seaver Properties;
- B. Authorize the City Manager to approve and execute assignment and assumption of one or more grant agreements imposing conditions, requirements, and restrictions for the City's use of one or both properties and related documents relating to grant funding, such as deed restrictions and funding acknowledgment plans or statements relating to signage;
- C. Appropriate \$300,000 from the Open Space Acquisition Reserve and \$100,000 from the unassigned General Fund balance to fund the City's contribution towards the acquisition of the properties; and
- D. Find that these actions are exempt from environmental review under the California Environmental Quality Act (CEQA).

(AYES – 5, NOES – 0)