

SUSTAINABILITY COMMITTEE MEETING AGENDA

"We are a vibrant, livable, and inclusive community dedicated to quality services, safety, financial strength, sustainability, preservation, and progress with equal representation for our community."

Alexander Hughes Community Center
Grove Room
1700 Danbury Road
Claremont, CA 91711



Monday
February 24, 2025
5:30 PM

COMMITTEE MEMBERS

CHRISTOPHER CHINN
CHAIR

EMILY CONDON

KATIE DISTELRATH

ISABEL EBINER

DICK HASKELL

DAVID HINES

ALAN MEDAK

Meetings are open to the public for in-person attendance. The Brown Act provides for an opportunity for members of the public to address the Sustainability Committee concerning the items described below.

Members of the public who wish to address the Sustainability Committee on any matter listed on the agenda or on a subject matter within the jurisdiction of the Sustainability Committee may utilize the following methods. The Sustainability Committee requests but does not require that public speakers identify themselves.

OPTIONS FOR PUBLIC COMMENT:

Public comment may be provided by one of the following methods. Each speaker will be given up to three (3) continuous 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 Community Services Department will be distributed to the Sustainability Committee and imaged into the record of the meeting, available in the document

archive system on the City website: www.claremontca.gov . Email: rheydman@claremontca.cgov and jswan@claremontca.gov. Mail: PO Box 880, Claremont CA 91711.

**For assistance or more information, please call the
Community Services Department: (909) 399-5431**

CALL TO ORDER THE MEETING OF THE SUSTAINABILITY COMMITTEE

PLEDGE OF ALLEGIANCE

ROLL CALL

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS

PUBLIC COMMENT

The Sustainability Committee has set aside this time for persons who wish to comment on items that are not listed on the agenda but are within the jurisdiction of the Committee. Members of the public will have the opportunity to address the Sustainability Committee regarding all other items on the agenda at the time the Committee considers those items.

General public comment will be taken for 30 minutes and will resume later in the meeting if there are speakers who did not get an opportunity to speak because of the 30-minute time restriction.

The Brown Act prohibits the Sustainability Committee from taking action on oral requests relating to items that are not on the agenda. The Committee may engage in a brief discussion, refer the matter to staff, and/or schedule requests for consideration at a subsequent meeting.

CONSENT CALENDAR

All matters listed on the consent calendar are considered to be routine. The Sustainability Committee may act on these items by one motion following public comment. Only a Committee Member may pull an item from the Consent Calendar for discussion.

1. Sustainability Committee Meeting Minutes of December 9, 2024.
Staff recommends the Sustainability Committee approve and file the regular Sustainability Committee Meeting minutes of December 9, 2024.

ADMINISTRATIVE ITEM

2. Sustainability Annual Report Data Gathering Update
Staff recommends the Sustainability Committee discuss data gathering efforts to date and changes to the Garden Club and Claremont Community Home Energy Retrofit Project (CHERP).

REPORTS

Staff

Commission/Committee

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.

ADJOURNMENT

THE NEXT REGULAR MEETING OF THE CLAREMONT SUSTAINABILITY COMMITTEE WILL BE HELD ON MONDAY, APRIL 21, 2025, AT 5:30 PM.

PLEASE NOTE: MATERIALS RELATED TO AN ITEM ON THIS AGENDA AND SUBMITTED TO THE SUSTAINABILITY COMMITTEE AFTER PUBLICATION OF THE AGENDA ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 207 HARVARD AVENUE, CLAREMONT, MONDAY THROUGH THURSDAY, 7 AM – 6 PM. SUBJECT MATERIALS WILL BE MADE AVAILABLE ON THE CITY WEBSITE AS SOON AS POSSIBLE: www.claremontca.gov For more information, please call Community Services Director Jeremy Swan at (909) 399-5431.

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

I, ROBIN HEYDMAN, ADMINISTRATIVE ASSISTANT 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 25, 2025

**Sustainability Committee
Agenda Report**

TO: SUSTAINABILITY COMMITTEE

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR

DATE: FEBRUARY 24, 2025

**SUBJECT: SUSTAINABILITY COMMITTEE MEETING MINUTES OF
DECEMBER 9, 2024**

RECOMMENDATION

Staff recommends the Sustainability Committee approve and file the regular Sustainability Committee Meeting minutes of December 9, 2024.

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 Community Services Department.

Submitted by:

Jeremy Swan
Community Services Director

Prepared by:

Robin Heydman
Administrative Assistant

Attachment:

12-9-2024 Draft Sustainability Committee Meeting Minutes

**Sustainability Committee
Meeting Minutes**

Monday December 9, 2024 – 5:30 PM
Alexander Hughes Community Center, Grove Room
1700 Danbury Road, Claremont, California

CALL TO ORDER

Chair Chinn called the meeting to order 5:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

COMMITTEE MEMBER: CHINN, CONDON, HASKELL,
HINES

LATE ARRIVALS

COMMITTEE MEMBER: EBINER (Arrived at 5:32 PM),
MEDAK (Arrived at 5:33 PM)

ABSENT

COMMITTEE MEMBER: DISTELRATH

ALSO PRESENT

Robin Heydman, Administrative Assistant
Brad Johnson, Community Development Director
Kristin Mikula, Community Services Manager
Jeremy Swan, Community Services Director

CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS – None

Member Ebiner joined the meeting at 5:32 PM.
Member Medak joined the meeting at 5:33 PM.

PUBLIC COMMENT

Chair Chinn invited public comment.

Administrative Assistant Robin Heydman announced that no written public comment had been received.

There were no requests to speak.

Chair Chinn closed public comment.

CONSENT CALENDAR

Chair Chinn invited public comment on the Consent Calendar.

Administrative Assistant Heydman announced that no written public comment had been received on the Consent Calendar.

There were no requests to speak.

Chair Chinn closed public comment.

1. Sustainability Committee Regular Meeting Minutes of October 21, 2024

Approved as corrected the Sustainability Committee Meeting minutes of October 21, 2024.

Committee Member Haskell requested to include City Engineer Maria Tipping to the attendance for the previous meeting Minutes.

Staff will make corrections to the attendance of the previous meeting.

Committee Member Condon moved to approve the Consent Calendar as corrected, seconded by Committee Member Ebiner, and carried on a roll call vote as follows:

AYES: ***Committee Member – Chinn, Condon, Ebiner, Haskell, Hines, Medak***

NOES: ***Committee Member – None***

ABSENT: ***Committee Member – Distelrath***

ADMINISTRATIVE ITEMS

2. Housing Update (Oral Report)

Brad Johnson, Community Development Director, provided a PowerPoint presentation.

Chair Chinn invited public comment.

Administrative Assistant Heydman announced that no written public comment had been received on this item.

There were no requests to speak.

Chair Chinn closed public comment.

The Committee received and filed the report.

3. Sustainability Annual Report

Kristin Mikula, Community Services Manager, presented a report on the Sustainability Annual Report for 2024.

Manager Mikula responded to questions from the Committee regarding data that has been gathered and distributed, three unassigned positions for data gathering, and adding a “draft” watermark to the draft Annual Report to eliminate possible confusion between the draft and final Annual Reports.

Committee Member Hines volunteered to collect data from Claremont Heritage.

Committee Member Condon volunteered to collect data from the South Coast Air Quality Management District.

Committee Member Haskell volunteered to collect data from the Claremont Home Energy Retrofit Project.

Chair Chinn appointed Committee Members Condon and Haskell to the data gathering subcommittee.

Chair Chinn invited public comment.

Administrative Assistant Heydman announced that no written public comment had been received on this item.

There were no requests to speak.

Chair Chinn closed public comment.

The Committee received and filed the report.

4. 2025 Sustainability Committee Meeting Calendar (Oral Report)

Director Swan discussed the regular meeting schedule and reasons in previous years for meetings to be rescheduled.

Chair Chinn invited public comment.

There were no requests to speak.

Chair Chinn closed public comment.

The Committee set the 2025 Sustainability Committee Meeting schedule for February 24, April 21, July 21, and November 17, 2025.

REPORTS (STAFF) – None

ADJOURNMENT

Chair Chinn adjourned the meeting of the Sustainability Committee at 7:01 PM.

Christopher Chinn
Committee Chair

ATTEST:

Robin Heydman
Recording Secretary

Sustainability Committee Agenda Report

TO: SUSTAINABILITY COMMITTEE

FROM: JEREMY SWAN, COMMUNITY SERVICES DIRECTOR

DATE: FEBRUARY 24, 2025

SUBJECT: SUSTAINABILITY ANNUAL REPORT DATA GATHERING UPDATE

SUMMARY

In April 2021, the Claremont City Council approved the updated Sustainable City Plan. The Plan includes quantifiable indicators to track progress. As part of the Implementation Plan, the Sustainability Committee and City staff collaborate each year to prepare an Annual Report which provides updates on all indicators to track progress towards achieving the Plan's goals.

At the December 2024 Sustainability Committee meeting, the Committee agreed to data gathering assignments for the 2024 report. Since that time, City staff and Committee-members have been working to gather updated indicator data. This report provides a summary update on the data gathering efforts to date.

RECOMMENDATION

Staff recommends the Sustainability Committee discuss data gathering efforts to date and changes to the Garden Club and Claremont Community Home Energy Retrofit Project (CHERP).

ALTERNATIVES TO RECOMMENDATION

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

- Request additional information from staff.

ANALYSIS

2024 Data Gathering Assignments

At the December 2024 committee meeting, the following data gathering assignments were approved:

Committee Member	Assigned Agencies
David Hines	Claremont Heritage, Friends of the Bernard Field Station, Garden Club
Christopher Chinn	Claremont Colleges
Dick Haskell	Bernard Field Station, Sustainable Claremont, Claremont Home Energy Retrofit Project,
Alan Medak	Claremont Wildlands Conservancy, Friends of the

	Claremont Hills Wilderness Park
Isabel Ebner	California Botanic Garden, Uncommon Good
Katie Distelrath	Claremont Unified School District, Private K-12 Schools
Emily Condon	Air Quality Management District

In addition to the data gathering assignments listed above, City staff obtain data from City departments, local utilities, and transit agencies.

Data Received to Date

Data gathering efforts began in early January 2024. To date, data has been received from the following agencies:

- Golden State Water Company
- City of Claremont (in process)
- Claremont Unified School District
- K-12 Private Schools (OLA / Webb / Foothill Country Day)
- Sustainable Claremont
- Bernard Field Station
- CHERP

Data gathering continues for the remaining agents.

Changes to Outside Partners

Through the data gathering effort, it has come to City staff’s attention that two agents responsible for various actions / indicators are no longer active or have experienced significant changes to their organizations. These organizations include the Garden Club and CHERP.

The Garden Club has served as a significant partner in carrying out the plan and is named as an agent for the following indicators and actions:

Garden Club Indicators

Indicator #	Indicator Description
2.3.1	Number of education events/articles related to organic/locally grown/healthy foods
2.3.2	Number of events/articles that address environmental aspects of public health
5.2.2	Number of waterwise demonstration gardens
5.2.4	Number of inquiries that include requests for information about using native plants in private landscaping
5.4.5	Number of inquiries about proper care/pruning of private trees

5.5.1	Number of groups providing public events related to biodiversity/benefits of ecosystems/open space/trees
5.5.2 *	Number of groups giving awards to citizens related to open space issues *
7.2.3 *	Use of Claremont Garden Club website; size of mailing list
7.2.4	Number of public talks related to sustainability
7.2.6 *	Number of local newspaper articles/op eds related to sustainability
7.3.1	Number of active non-profit community and Sustainable Claremont programs, working groups
7.3.3	Number of major festivals and tours related to sustainability
7.3.4 *	Number of award programs for citizens/businesses/other groups incorporating sustainability actions
7.3.5	Number of sustainability workshops/classes offered
7.4.1	Number of stakeholder groups involved in sustainability efforts
7.4.3	Non-profits related to sustainability that report an increase over last year in members/volunteers

*Garden Club is the only assigned agent

Garden Club Actions

Action #	Action Description
1.1.13	Promote waterwise landscaping to reduce need for transporting water to Claremont
1.2.1	Provide info about best practices for water use in commercial and residential properties including retrofitting with WUE appliances
1.2.2	Advertise relevant rebate programs for GSWC, MWD and other entities
1.2.9	Promote and implement waterwise landscaping and efficient irrigation citywide, with and emphasis on reducing lawns and increasing the use of native plants
1.3.3	Encourage food bank donations from community and businesses
1.3.5	Support local residential composting
1.3.6	Reduce use of single-use plastic bags and Styrofoam products
2.3.1	Promote use of integrated pest management by public
2.3.2	Educate the public about effects of outdoor lighting
2.3.3 *	Work towards Claremont being recognized as a Dark Skies Community *
2.6.1	Provide/advertise classes on growing food plants
2.6.2	Support “gleaning”
2.6.3	Support school gardens for education and produce
4.1.5	Create sustainable landscape demonstration gardens on City property
5.2.1	Provide updated lists or links to lists of waterwise and ecologically friendly plants
5.2.5	Provide information on Importance and installation of permeable surfaces

5.2.6	Develop public demonstration gardens to showcase waterwise design
5.3.2	Encourage use of native plants
5.3.9	Encourage homeowners to get their gardens certified by the National Wildlife Federation
5.4.2	Develop a awards program for owners of significant trees
5.5.2	Continue to provide regular information about tree care including watering and pruning
5.5.3	Continue to provide events that inform the public about issues related to natural and constructed open space, including biodiversity, waterwise planting, the urban forest, and ecological balance
5.5.4	Continue to provide information through all means about issues related to natural and constructed open space, including biodiversity, waterwise planting the urban forest, and ecological balance
7.1.1	Create/maintain non-profit websites and newsletters
7.1.4	Write sustainability articles
7.2.3	Improve media outreach: social media, print media, TV, etc.
7.2.4	Use non-profit websites and newsletters to provide information
7.5.6	Provide/advertise garden workshops

*Garden Club is the only assigned agent

In addition, the following Actions involve CHERP or name CHERP as an Agent:

CHERP Actions

Action #	Action Description
1.1.8	Promote the Community Home Energy Retrofit Project (CHERP)
1.1.12	Identify and promote best available solar water heating technology and consider a renewed City ordinance requiring use for homes with pools and spas
4.4.1 *	Promote Home Energy Retrofits and Green Label Home Energy Scores
4.4.2 *	Expand Locally Grown Power Project throughout Claremont and Pomona
7.1.6	Advertise CHERP’s Local Grown Power Program
7.6.1	Support CHERP’s Local Grown Power Program

Staff recommends that the Committee discuss changes to these organizations, any anticipated impacts on the indicators/actions that they are assigned, and any suggested changes to the Plan moving forward.

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 Community Services Department.

Submitted by:

Jeremy Swan
Community Services Director

Prepared by:

Kristin Mikula
Community Services Manager