

MINUTES OF THE REGULAR JOINT MEETING OF THE MONTCLAIR CITY COUNCIL, SUCCESSOR AGENCY AND MONTCLAIR HOUSING CORPORATION BOARDS, MONTCLAIR HOUSING AUTHORITY COMMISSION, AND MONTCLAIR COMMUNITY FOUNDATION BOARD HELD ON MONDAY, JULY 21, 2025, AT 7:01 P.M. IN THE CITY COUNCIL CHAMBERS, 5111 BENITO STREET, MONTCLAIR, CALIFORNIA

I. CALL TO ORDER

Mayor/Chair Dutrey called the meeting to order at 7:01 p.m.

II. INVOCATION

Montclair Fire Department Chaplain **Jimmy Crowell**, gave the invocation.

III. PLEDGE OF ALLEGIANCE

Mayor Pro Tem/Vice Chair Martinez led meeting participants in the Pledge.

IV. ROLL CALL

Present: Mayor/Chair Dutrey, Mayor Pro Tem/Vice Chair Martinez; Council Members/Directors Ruh and Mendez

City Manager/Executive Director Starr; Assistant City Manager/Director of Human Services Richter; Director of Community Development Diaz; Director of Finance Kulbeck; Director of Public Works/City Engineer Heredia; Police Chief Reed; Fire Chief Dierck; City Attorney Robbins; City Clerk Myrick

Absent Council Member/Director Lopez

V. PRESENTATIONS

A. Recognition of Montclair Police Officers for a Life-Saving Incident

Police Chief Reed provided details of an incident that took place on April 9, 2025, during which Officers James, Magana, and Hidalgo acted quickly to prevent a man from bleeding to death until the paramedics arrived.

Mayor Dutrey and the City Council presented Officers James, Magana, and Hidalgo with Certificates of Recognition for their life-saving efforts.

B. Recognition of Departing Montclair High School (MHS) Principal Cho Upon his Promotion to Executive Director of Assessment and Research for the Chaffey Joint Union High School District

Mayor Dutrey and the City Council recognized former MHS Principal **Joshua Cho** on his promotion and expressed gratitude for his service to the students and leadership of the school.

C. Community Activities Commission Presentation of 2025 Home Beautification Awards

CAC Vice Chair Rangel led a visual presentation of the winning homes of the 2024 Home Beautification Contest.

Mayor Dutrey presented awards to the following families:

Traditional Home of the Year

10000 Vernon Avenue — **Fidel** and **Micaela Gallegos**

Drought Tolerant Home of the Year

9154 Ramona Avenue — **William** and **Adrieanna Naranjo**

VI. PUBLIC COMMENT

- **Rosario Orozco**, resident, expressed concerns about her neighbor’s use of marijuana impacting the air quality both outside and inside her home.
- **Bill Kaufman** informed the City Council of his sustained interest in establishing a cannabis dispensary in the City, noting he currently leases a location on Central Avenue where he would like to operate it.

VII. PUBLIC HEARINGS

A. Second Reading — Consider Adoption of Ordinance No. 25-1012 Authorizing the Levy of a Special Tax for Community Facilities District No. 2025-2 (Alexan Kendry Expansion)

Mayor Dutrey opened the public hearing and invited comments from the public. There being no one in the audience wishing to speak, Mayor Dutrey closed the public hearing and returned the matter to the City Council for consideration.

ACTION – PUBLIC HEARING – Item A	
ACTING:	City Council
MOTION:	Adopt Ordinance No. 25-1012.
MADE BY: SECOND BY:	Mayor/Chair Dutrey Mayor Pro Tem/Vice Chair Martinez
AYES: NOES: ABSTAIN: ABSENT:	Mendez, Martinez, Dutrey Ruh None Lopez
RESULT:	Motion carried 3-1-1(Ruh opposed; Lopez Absent).

VIII. CONSENT CALENDAR

ACTION – Consent Calendar	
ACTING:	City Council Successor Agency Board Montclair Housing Corporation Board Montclair Housing Authority Commissioners Montclair Community Foundation Board
DISCUSSION:	C-8; C-10, and C-11
MOTION:	Approve the Consent Calendar as presented.
MADE BY: SECOND BY:	Council Member/Director Ruh Council Member/Director Mendez
AYES: NOES: ABSTAIN: ABSENT:	Mendez, Ruh, Martinez, Dutrey None None Lopez
RESULT:	Motion carried 4-0-1 (Lopez absent).

A. Approval of Minutes

1. Regular Joint Meeting — June 16, 2025

ACTION – Consent Calendar – Item A-1	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

2. Special Joint Meeting — June 26, 2025

ACTION – Consent Calendar – Item A-2	
ACTING:	City Council Montclair Housing Corporation Board
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

B. Administrative Reports

1. Consider Receiving and Filing City Treasurer’s Report – June 2025

ACTION – Consent Calendar – Item B-1	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

2. Consider Approval of City Warrant Register and Payroll Documentation

ACTION – Consent Calendar – Item B-2	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

3. Consider Receiving and Filing SA Treasurer’s Report – June 2025

ACTION – Consent Calendar – Item B-3	
ACTING:	Successor Agency Board
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

4. Consider Approval of SA Warrant Register – June 2025

ACTION – Consent Calendar – Item B-4	
ACTING:	Successor Agency Board
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

5. Consider Receiving and Filing MHC Treasurer’s Report – June 2025

ACTION – Consent Calendar – Item B-5	
ACTING:	Montclair Housing Corporation Board
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

6. Consider Approval of MHC Warrant Register – June 2025

ACTION – Consent Calendar – Item B-6	
ACTING:	Montclair Housing Corporation Board
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

7. Consider Receiving and Filing of MHA Treasurer’s Report – June 2025

ACTION – Consent Calendar – Item B-7	
ACTING:	Montclair Housing Authority Commissioners
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

8. Consider Approval of MHA Warrant Register – June 2025

ACTION – Consent Calendar – Item B-8	
ACTING:	Montclair Housing Authority Commissioners
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez Absent).

9. Consider Approval of the Filing of a Notice of Completion for the Alleyway Improvements Project with the San Bernardino County Recorder’s Office

Consider Authorizing Release of Retention 30 Days after Recordation of Notice of Completion, Reduction of Faithful Performance Bond to 10 Percent, and Release of Payment Bond After Six Months

ACTION – Consent Calendar – Item B-9	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

10. Consider Acceptance of Grant Deed No. 2025-1692, an Easement for Construction, Maintenance, and Use of Sidewalks, and Appurtenances Located on State Street (APN 1011-301-31)

Consider Authorizing Staff to Record Grant Deed No. 2025-1692 with the Office of the San Bernardino County Recorder

ACTION – Consent Calendar – Item B-10	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

11. Consider Approval of the Payment for a One-Year Subscription Renewal of Zengine Application Software through Wizehive, Inc. for the Montclair to College Program

ACTION – Consent Calendar – Item B-11	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

C. Agreements

1. Consider Approval of Agreement No. 25-38-I-115, an Irrevocable Annexation Agreement with Vanpen Yoswattana for 4799 Howard Street, Montclair, CA 91763 (APN. 1012-331-11-0000), Subject to Any Revisions Deemed Necessary by the City Attorney (Case No. 2025-27)

ACTION – Consent Calendar – Item C-1	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

2. Consider Approval of Agreement No. 25-39 with Liebert Cassidy Whitmore for Participation in the East Inland Empire Employment Relations Consortium and Premium Liebert Library Subscription, Subject to Any Revisions Deemed Necessary by the City Attorney

ACTION – Consent Calendar – Item C-2	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

3. Consider Approval of Agreement No. 25-40 with the Montclair Chamber of Commerce to Provide Services to Promote Local Economic Development, Subject to any Revisions Deemed Necessary by the City Attorney

ACTION – Consent Calendar – Item C-3	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

4. Consider Approval of Agreement No. 25-41 with Civic Publications, Inc., for Public Education and Community Outreach Services, Subject to any Revisions Deemed Necessary by the City Attorney

ACTION – Consent Calendar – Item C-4	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

5. Consider Approval of Agreement No. 25-42 with University Enterprises Corporation at California State University San Bernardino to Provide Technical Assistance and Outreach Services to Small Businesses, Subject to Any Revisions Deemed Necessary by the City Attorney

ACTION – Consent Calendar – Item C-5	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

6. **Consider Approval of Agreement No. 25-43 with Misha L. Penn to Provide Grant Management and Fiscal Compliance Services for the Human Services Department**

ACTION – Consent Calendar – Item C-6	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

7. **Consider Approval of Agreement No. 25-44 with Ontario-Montclair School District to Provide Case Management Services**

ACTION – Consent Calendar – Item C-7	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

8. **Consider Approval of Agreement No. 25-45 with the San Bernardino County Sheriff's Department for Pre-Employment Polygraph Services**

Consider Authorizing Police Chief Jason Reed to Sign Said Agreement

Council Member Mendez questioned the number of polygraphs examinations being performed, considering the rate of \$219 per examination or the most current rate established by the county, that's stated on the fiscal impact.

Assistant City Manager/Director of Human Services Ritcher, noted that this contract is a backup contract from our current polygraph vendor and is infrequently utilized.

ACTION – Consent Calendar – Item C-8	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

9. **Consider Approval of Agreement No. 25-46, a Memorandum of Understanding with the San Bernardino County Transportation Authority for Regional Early Action Planning (REAP) Grant Funding for the Fremont Avenue Street Improvement Project, Subject to Any Revisions Deemed Necessary by the City Attorney**

Consider Authorizing City Manager Edward C. Starr to Sign Said Agreement

ACTION – Consent Calendar – Item C-9	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

10. **Consider Approval of Agreement No. 25-47 with RTI International for Use of the Montclair Transportation Center Kids Station Parking Lot to Host the National Health and Nutrition Examination Survey**

Consider Authorizing the City Manager Edward C. Starr to Sign Said Agreement and Other Program-Related Documents

Council Member Mendez asked if RTI’s use of the Kids Station parking lot would impact Set Free Ministry’s operation of the facility for homeless assistance services.

Assistant City Manager/Director of Human Services Richter confirmed Set Free Ministry is aware of the research being conducted and agreed to share the parking lot with RTI.

ACTION – Consent Calendar – Item C-10	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

11. **Consider Approval of Agreement No. 25-48 with the U.S. Department of Justice, Drug Enforcement Administration to Assign One Montclair Officer to the High-Intensity Drug Trafficking Area Task Force**

Consider Authorizing Police Chief Jason Reed to Sign Said Agreement

Council Member Ruh asked if reimbursements are processed by the Department of Justice noting recent federal funding freezes. Police Chief Reed advised the reimbursements come from asset seizure and DOJ does not anticipate cuts to this program.

ACTION – Consent Calendar – Item C-11	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

12. **Consider Approval of Agreement No. 25-49, Amendment No. 2 to Agreement No. 15-63 with the City of Chino for Design and Construction of the Central Avenue at SR-60 Interchange Improvements Project, Subject to Any Revisions Deemed Necessary by the City Attorney**

Consider Authorizing an additional \$2,433 Appropriation from Measure I Funds for a Total Amount of \$101,532 for the City’s Share Contribution for the Project

Consider Authorizing City Manager Edward C. Starr to Sign Said Agreement and Related Documents

ACTION – Consent Calendar – Item C-12	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

D. Resolutions

1. **Consider Adoption of Resolution No. 25-3489 Authorizing the Submission of an Grant Application for Land and Water Conservation Fund Assistance to the State of California Natural Resources Agency and Authorizing the Execution of Application-Related Documents by the City Manager or His Designee**

ACTION – Consent Calendar – Item D-1	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

2. **Consider Adoption of Resolution No. 25-3490 Authorizing Placement of Liens on Certain Properties for Delinquent Sewer and Trash Charges**

ACTION – Consent Calendar – Item D-2	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

3. **Consider Adoption of Resolution No. 25-3491 Authorizing Placement of Assessments on Certain Properties for Delinquent Sewer and Trash Accounts**

ACTION – Consent Calendar – Item D-3	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 4-0-1 (Lopez absent).

IX. **PULLED CONSENT CALENDAR ITEMS — None**

X. **COMMUNICATIONS**

A. **Department Reports**

1. **Human Services – Summer Activities & Events**

Assistant City Manager/Director of Human Services Richter announced the final series of concerts and movies in the park and the Annual National Night Out Event hosted by the Montclair Police Department on August 5th at 6:30 p.m. at Alma Hofman Park where there will be public safety exhibits and an opportunity to meet local emergency personnel, and a showing of the movie *Sonic the Hedgehog 3* at 7:45 p.m.

B. **City Attorney**

City Attorney Robbins requested the City Council meet in closed session concerning the following matters:

1. **Request for City Council to Meet in Closed Session Pursuant to Government Code §54956.8 Regarding Real Property Negotiations**

Property:	APN: 1007-671-13-0000
Negotiating Parties:	City of Montclair, The Pep Boys Manny Moe and Jack
City Negotiators:	Edward C. Starr, City Manager
Under Negotiation:	Recommendations Regarding Purchase Price
Property:	APN 1009-321-39-0000
Negotiating Parties:	City of Montclair, Brad Allen LeCount and Dana Al LeCount
City Negotiator:	Edward C. Starr, City Manager
Under Negotiation:	Recommendations Regarding Purchase Price
Property:	APN 1009-241-40-0000
Negotiating Parties:	City of Montclair, Jamindar Management L.P.
City Negotiator:	Edward C. Starr, City Manager
Under Negotiation:	Recommendations Regarding Purchase Price
Property:	APN 1009-241-41-0000
Negotiating Parties:	City of Montclair, Bruce C. Santana and Marilyn C. Santana.
City Negotiator:	Edward C. Starr, City Manager
Under Negotiation:	Recommendations Regarding Purchase Price
Property:	APN 1009-241-42-0000
Negotiating Parties:	City of Montclair, Victor & Ana Salcedo Revocable Living Trust
City Negotiator:	Edward C. Starr, City Manager
Under Negotiation:	Recommendations Regarding Purchase Price

Property: APN 1009-241-46-0000
Negotiating Parties: City of Montclair, Angel L. Gonzalez and Marie N. Gonzalez
City Negotiator: Edward C. Starr, City Manager
Under Negotiation: Recommendations Regarding Purchase Price

Property: APN 1009-321-60-0000
Negotiating Parties: City of Montclair, Judith Carlos Stevens, Trustee of The Judith C. Stevens Separate Property Trust
City Negotiator: Edward C. Starr, City Manager
Under Negotiation: Recommendations Regarding Purchase Price

Property: APN 1009-321-39-0000
Negotiating Parties: City of Montclair, Juan Ramon De La Torre
City Negotiator: Edward C. Starr, City Manager
Under Negotiation: Recommendations Regarding Purchase Price

Property: APN 1009-331-55-0000
Negotiating Parties: City of Montclair, Eduardo Ruelas and Trinidad
City Negotiator: Edward C. Starr, City Manager
Under Negotiation: Recommendations Regarding Purchase Price

Property: APN 1009-521-55-00000
Negotiating Parties: City of Montclair, Montclair Family Housing Partners L.P.
City Negotiator: Edward C. Starr, City Manager
Under Negotiation: Recommendations Regarding Purchase Price

Property: APN 1009-172-14-00000
Negotiating Parties: City of Montclair, Town and Country Christian Church of San Bernardino
City Negotiator: Edward C. Starr, City Manager
Under Negotiation: Recommendations Regarding Purchase Price

2. Request for City Council to Meet in Closed Session Pursuant to Government Code §54956.9(d)(1) Regarding Pending Litigation

Fuentes/Garcia v. Lopez, City of Montclair

- C. City Manager/Executive Director — None
- D. Mayor/Chair

Mayor/Chair Dutrey acknowledged holidays, observances, and heritages honored in July; commended public safety staff for their dedication and enforcement efforts during the Fourth of July holiday weekend; notified the City Council that the draft City Council Policy and Procedures Manual will be scheduled for review at the next City Council meeting; congratulated Community Activities Commissioner **Diane Wells** on being honored as Woman of the Year by **Assembly Member Michelle Rodriguez**; and provided an update on discussions by the Board of the **Animal Resource Center of the Inland Empire** of its goal to be designated as a no-kill shelter and establish a euthanasia rate of ten percent or lower.

E. Council Members/Directors

- 1. Council Member/Director Ruh reported his participation in the official ribbon-cutting ceremonies for the Gold Line stations in the Cities of Pomona and La Verne; informed the community that the **Health Service Alliance Community Clinic** will be hosting a mobile medical unit offering basic examinations on July 26th at the **Christian Development Center**; expressed his sympathies regarding the recent passing of **Bob Bush**, former publisher of the **Inland Valley Daily Bulletin**, at the age of 98; commended the CAC for its home beautification initiative; highlighted **Congresswoman Grace F. Napolitano's** donation of her collections to the Congressional Archives at the **University of La Verne**; and recognized **Assembly Member Rodriguez** for securing \$300 million in the state budget to support a program for first-time homebuyers.

2. Council Member/Director Mendez expressed his appreciation to Montclair’s public safety staff for their dedication, commending them for firework enforcement efforts, and noted his attendance at **Assembly Member Rodriguez’s** Inaugural Summer BBQ, where Mayor Dutrey’s wife, **Anne Dutrey** was honored as Veteran of the Year.

Council Member Mendez requested to hold a discussion at the next meeting about revising the agenda packet distribution to an earlier day.

ACTION – COMMUNICATION – Discuss Agenda Packs	
ACTING:	City Council
MOTION:	Agendize discussion regarding the schedule of agenda packet publication and distribution at the August 4, 2025 City Council meeting.
MADE BY: SECOND BY:	Council Member Mendez Council Member Ruh
AYES: NOES: ABSTAIN: ABSENT:	Mendez, Ruh, Martinez, Dutrey None None Lopez
RESULT:	Motion carried 4-0-1 (Lopez absent).

F. Committee Meeting Minutes

The following committee minutes were received and filed for informational purposes:

1. Personnel Committee — June 16, 2025

XII. CLOSED SESSION

At 7:55 p.m., the City Council went into closed session to discuss real property negotiations and pending litigation.

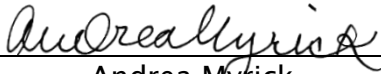
XIII. CLOSED SESSION ANNOUNCEMENT

At 8:17 p.m., the City Council returned from closed session. Mayor Dutrey announced that the City Council discussed real property negotiations and pending litigation; information was received and direction given to staff; and no further announcements would be made at this time.

XIV. ADJOURNMENT

At 8:17 p.m., the City Council, Successor Agency Board, Montclair Housing Corporation Board, Montclair Housing Authority Commission, and Montclair Community Foundation Board were adjourned.

Submitted for City Council/Successor Agency Board/Montclair Housing Corporation Board/Montclair Housing Authority Commission/Montclair Community Foundation Board approval,



Andrea Myrick,
City Clerk