

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, AUGUST 4, 2025, AT 7:02 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 7:02 p.m.

II. INVOCATION

Montclair Police Department Chaplain/**Calvary Montclair** Pastor **Joe McTarsney** gave the invocation.

III. PLEDGE OF ALLEGIANCE

Ruben Solis, Player No. 17, **Montclair Little League Brewers**, led meeting participants in the Pledge.

IV. ROLL CALL

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

V. PRESENTATIONS

A. **Recognition of Montclair Little League Brewers for Winning the 2025 California Little League Division 23 Championship Tournament**

Mayor Dutrey and the City Council recognized the **Montclair Little League Brewers** for winning the 2025 California Little League Division 23 Tournament of Champions.

VI. PUBLIC COMMENT

- **Joan Lindhorst**, resident, expressed concerns regarding continuing use of illegal fireworks in the City and lack of enforcement and police patrols.
- **Jonathan**, resident, stated his opposition to development of a walking trail along the San Antonio Creek Channel due to public safety and criminal activity concerns.
- **Tenice Johnson**, Board Member, **Montclair Chamber of Commerce**, invited the community to upcoming Chamber-sponsored events including the Montclair Police Department Recognition Luncheon, the Chamber's monthly networking breakfast at **OPARC**, and a networking "lunch mob" at **Los Portales** on August 28.
- **Sean Brunske**, resident, reported witnessing vandalism of a local business by a homeless individual and requested increased trespassing enforcement to curb the rise in crimes committed by the rising homeless population.

VII. PUBLIC HEARINGS — None

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-1, C-4, D-1, and D-2
MOTION:	Approve the Consent Calendar as presented.
MADE BY: SECOND BY:	Council Member/Director Ruh Council Member/Director Lopez
AYES: NOES: ABSTAIN: ABSENT:	Mendez, Lopez, Ruh, Martinez, Dutrey None None None
RESULT:	Motion carried 5-0.

A. Approval of Minutes

1. Regular Joint Meeting — July 21, 2025

ACTION – Consent Calendar – Item A-1	
ACTING:	City Council Successor Agency Board Montclair Housing Corporation Board Montclair Housing Authority Commissioners Montclair Community Foundation Board
RESULT:	Approved on Consent Calendar; motion carried 5-0.

B Administrative Reports

1. Consider Approval of Warrant Register & Payroll Documentation

ACTION – Consent Calendar – Item B-1	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

2. Consider Declaring Certain City Property as Surplus and Available for Auction, Parts, or Destruction

ACTION – Consent Calendar – Item B-2	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

3. Consider Approval of a \$30,594 Contribution to the Ontario-Montclair School District (OMSD) for the Purchase of Books for the READ to Kinder Program

Consider Authorizing a \$30,594 Appropriation from the Contingency Reserve Fund for the Purchase of Books for the OMSD READ to Kinder Program

ACTION – Consent Calendar – Item B-3	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

C. Agreements

1. **Consider Approval of Agreement No. 25-50 with Governmentjobs.com, Inc. dba NEOGOV for Use of the LEARN Platform to Provide, Track, and Manage Employee Training**
Consider Authorizing City Manager Edward C. Starr to Sign Said Agreement

Council Member Mendez asked if all departments can use LEARN. City Clerk Myrick confirmed all departments can use the system to provide and track their department’s internal staff training.

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

2. **Consider Approval of Agreement No. 25-55 with LeadsOnline, LLC for CellHawk and NightHawk Cellular Phone Data Mapping and Analysis Systems for Use in Criminal Investigations for the Police Department, Subject to Any Revisions Deemed Necessary by the City Attorney**
Consider Authorizing Police Chief Jason Reed to Sign Said Agreement

ACTION – Consent Calendar – Item C-2	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

3. **Consider Approval of Agreement No. 25-56 with the San Bernardino County Office of Emergency Services Authorizing the Receipt of \$14,771 from the FY 2024 Emergency Management Performance Grant and Authorizing Police Chief Jason Reed to Sign Said Agreement**
Consider Authorizing a \$14,771 Appropriation from the Public Safety Grant Fund, and a \$14,771 Appropriation from the Contingency Fund as a Dollar-for-Dollar Match to Receive the Grant Funds, for the Purchase of a Direct View LED Video Wall for the Emergency Operations Center at the Police Department

ACTION – Consent Calendar – Item C-3	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

4. **Consider Approval of Agreement No. 25-57 with San Bernardino County Transportation Authority (SBCTA) for Funding of the Holt Boulevard and Mission Boulevard Connected Smart Corridors Project, Subject to Any Revisions Deemed Necessary by the City Attorney**
Council Member Lopez noted his disappointment of SBCTA’s selection of the Holt and Boulevard Project over the Central Avenue Project, noting improvements to Central Avenue would be more beneficial as it is the City’s designated truck route.

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

D. Resolutions

1. **Consider Adoption of Resolution No. 25-3492 Rescinding and Replacing Resolution No. 25-3474 Designating Restricted Parking on Public Streets and Alleys to Include Parking Restrictions on the North Side of Cypress Street between Monte Vista Avenue and a Private Alleyway, and to Limit Parking on Magnolia Avenue and Cypress Street**

Brittney Clemons, Manager, Kendry Apartments, indicated that the low availability of parking in this area has posed challenges for prospective tenants of the apartment complex, as well as for short-term contractors performing essential maintenance and repair activities for the apartment facilities.

ACTION – Consent Calendar – Item D-1	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

2. **Consider Adoption of Resolution No. 25-3493 Adopting the Measure I Five-Year Capital Project Needs Analysis for Fiscal Years 2026-27 Through 2030-31**

Consider Adoption of Resolution No. 25-3494 Adopting the Measure I Five-Year Local Street Capital Improvement Program for Fiscal Years 2025-26 Through 2029-30

Council Member Lopez requested clarification regarding the SBCTA loan program the City used for the Monte Vista Avenue improvements referenced in the agenda report.

City Manager Starr advised the loan was made from Measure I funds, and the City is on a 10-year payment plan.

ACTION – Consent Calendar – Item D-2	
ACTING:	City Council
RESULT:	Approved on Consent Calendar; motion carried 5-0.

IX. PULLED CONSENT CALENDAR ITEMS — None

X. COMMUNICATIONS

A. Department Reports

1. **Police Department — National Night Out**

Police Chief Reed announced a Red Cross Blood Drive will be hosted on August 5, from 2:00 p.m. to 6:00 p.m., and the National Night Out Event follows at 6:30 p.m. at Alma Hofman Park, which will include public safety booths, children’s activities, 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:

1. **Closed Session Pursuant to Government Code §54957.6 Regarding Conference with Designated Labor Negotiator Edward C. Starr**

Agency: City of Montclair
Employee: Management Employees
Associations: Montclair City Confidential Employees Association
General Employees – Teamsters Local 1932
Montclair Fire Fighters Association
Montclair Police Officers Association

C. City Manager/Executive Director — None

D. Mayor/Chair

Mayor/Chair Dutrey commended the Fire Department for their prompt response to a recent mobile home park fire; highlighted Montclair After-School Program staff training for the new school year; recognized special observances in August; and thanked residents for voicing safety concerns, urging them to report illegal activities promptly and cooperate with law enforcement.

1. Discussion of City Council Agenda Packet Publication and Distribution

Council Member Mendez advocated moving production to Tuesdays rather than Thursdays to provide Council Members more time to review and seek clarification from staff.

Mayor Pro Tem Martinez noted she has no issues reviewing the agenda on the current timeline, and moving the publication date up could disrupt staff’s established workflows and meetings.

Council Member Ruh spoke in support of publishing earlier for the benefit of the public and cited other agencies publishing their agendas six days or more in advance of the meetings.

Council Member Lopez attributed current challenges to staff availability and the City's four-day workweek, and proposed the City Manager establish regular individual meetings with Council Members to discuss and clarify items on the agenda.

Mayor Dutrey proposed a trial period of releasing the agendas on Wednesdays from October through December.

City Manager Starr requested time for staff to internally discuss and provide recommendations to the City Council regarding implementation of a trial period for altering the agenda production schedule.

ACTION – Communications – Item D-1	
ACTING:	City Council
MOTION:	Direct City Manager Starr to meet with department heads and report back with recommendations regarding adjustments to the agenda packet production schedule.
MADE BY: SECOND BY:	Mayor Dutrey Council Member Mendez
AYES: NOES: ABSTAIN: ABSENT:	Mendez, Lopez, Ruh, Martinez, Dutrey None None None
RESULT:	Motion carried 5-0.

1. Discussion of Draft City Council Policy and Procedures Manual

Mayor Dutrey advised the draft policy manual was developed over several years by the Legislative Committee composed of himself and Council Member Ruh. He noted it would establish enforceable policies for operating as a legislative body and would be reviewed and updated annually.

Council Member Mendez suggested the manual provide guidelines and not binding rules.

Mayor Pro Tem Martinez and Council Member Lopez discussed preference for Robert’s Rules of Order over Rosenberg’s.

Council Member Lopez questioned surrendering authority on certain matters to staff.

Mayor Dutrey noted the policies are preliminary and open to refinement, and emphasized the need for policies to improve meeting efficiency. He encouraged the City Council to send proposed revisions to the City Clerk by Labor Day for review by the Legislative Committee composed of himself and Council Member Ruh.

E. Council Members/Directors

1. Council Member/Director Ruh reported the **Gold Line** extension from Azusa to Pomona will begin operating on September 19; announced that the 2028 Summer Olympics are expected to take place in California, with a venue being built in San Dimas for mountain biking; and acknowledged significant historical events in August.
2. Council Member/Director Lopez congratulated the **Brewers** on their achievement; requested earthquake and disaster resources be posted online and via social media for residents; and noted his ongoing efforts to assist the Hispanic community during the **U.S. Immigration and Customs Enforcement (ICE)** activity taking place in the area.
3. Council Member/Director Mendez requested an update on the grand opening of Reeder Ranch Park; and commented on the recent painting of red curbs in residential areas.

City Manager Starr reported that the City is waiting on **Southern California Edison** to perform electrical inspections for the park.
4. Mayor Pro Tem/Vice Chair Martinez expressed appreciation for support from school officials and the police department during an **ICE**-related scare at **Montclair High School**.

F. Committee Meeting Minutes

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

1. Public Works Committee Meeting — March 20, 2025
2. Personnel Committee — July 21, 2025

XI. CLOSED SESSION

At 9:40 p.m., the City Council went into closed session to discuss labor negotiations.

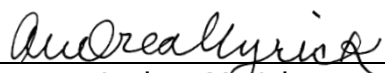
XII. CLOSED SESSION ANNOUNCEMENT

At 10:12 p.m., the City Council returned from closed session. Mayor Dutrey announced that the City Council discussed labor negotiations and direction given to staff; and no further announcements would be made at this time.

XIII. ADJOURNMENT

At 10:12 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