

**MINUTES OF THE  
WEDNESDAY, JUNE 5, 2019  
SPECIAL MEETING OF THE  
MONTCLAIR COMMUNITY ACTIVITIES COMMISSION**

**MONTCLAIR SENIOR CENTER  
5111 BENITO STREET, MONTCLAIR, CALIFORNIA  
5:00 P.M.**

**CALL TO ORDER**

Chairperson Padilla called the meeting to order at 5:10 p.m.

**SALUTE TO THE FLAG**

City Council Liaison Ruh led those present in the salute to the flag.

**ROLL CALL**

**Present:** Chairperson Arturo Padilla, Vice-Chairperson Darlene Ferraro, Commissioners Edwin “Alex” Hernandez, Laurie Milhiser, Rosa Rangel, Diane Wells, and City Council Liaisons Bill Ruh and Tenice Johnson

**Excused:** None

**Also Present:** Director of Human Services Marcia Richter  
Senior Human Services Supervisor Michelle Castillo  
Administrative Specialist Renee Walker

**PUBLIC COMMENT**

There were no public comments.

**APPROVAL OF MINUTES**

Commissioner Milhiser made the motion to approve the minutes from the regular meeting of the Community Activities Commission on May 1, 2019. Commissioner Wells seconded the motion and it was carried unanimously to approve the minutes.

**ORAL AND WRITTEN COMMUNICATIONS**

Commissioners were mailed a memo from City Clerk Andrea Phillips inviting them to the Building Industry Association – Baldy View Chapter’s sixth annual Housing Policy Conference on Friday, June 28, 2019 from 9:00 a.m. to 1:00 p.m. at the DoubleTree Hotel in Ontario. Seating is limited to ten spaces and will be assigned on a first-come, first-served basis. Ms. Richter asked Commissioners to let her know by Monday, June 17, 2019 if they would like to attend the conference.

Ms. Richter announced that the Commission received letters from Foothill Family Shelter, Hope Through Housing Foundation, OPARC, and VNA Hospice & Palliative Care of Southern California, four of the Community Benefits Program funding recipients, thanking them for supporting their organization. She read the letters to the Commission. In the letter from Foothill Family Shelter, Executive Director Megan Nehamen wrote a hand-written note thanking the Commission for supporting and believing in Foothill Family Shelter's mission to provide shelter, food, and clothing for at-risk homeless families in the Montclair community. In the letter from Hope Through Housing Foundation, Suzanne Sproul, Foundation and Corporate Relations Coordinator, expressed her gratitude for the \$1,000 contribution from the Community Benefits Funding Program. She stated that the funds will be used to help vulnerable individuals lead better lives. OPARC's President/CEO Andrea Erikson thanked the Commission for the \$2,000 contribution that OPARC will use to help support, employ, and transform the lives of their clients with disabilities. In the letter from VNA Hospice & Palliative Care of Southern California, President/CEO Marsha Fox expressed her appreciation for the \$2,500 contribution her organization received from the Community Benefits Funding Program. She stated that the funds will be used to support the Charitable Care Program, which will help enhance the quality of life for patients and their families by providing a variety of services free of charge.

Ms. Richter announced that the Commission received a save-the-date invitation from VNA Hospice & Palliative Care of Southern California to attend their "Lights, Camera, Auction!" event on Thursday, September 26, 2019 at 5:30 p.m. at DoubleTree by Hilton in Claremont. Tickets are now on sale for \$125 per person.

## **OLD BUSINESS**

### ***A. Memorial Day Program***

The Memorial Day Program was held on Monday, May 27, 2019 at 6:00 p.m. in the Memorial Garden adjacent to City Hall.

Vice-Chairperson Ferraro mentioned that the program was well attended. Commissioner Milhiser commented that she thought the Memorial Day Program was incredible and was possibly the most wonderful Memorial Day Program yet. She also mentioned that she appreciated Montclair High School's graduating class of 1968 presenting the City with the U.S. internment flag that recognized the sacrifices made by their classmates during the Vietnam War. Commissioner Milhiser stated that Wayne Morin's presentation of the internment flag to the City added a personal touch to the ceremony that she would also like to incorporate into future Memorial Day Programs. She suggested contacting the families of the veterans who have plaques on the Remembrance Wall and ask if they would be a guest speaker on Memorial Day. Ms. Castillo stated that those plaques were dedicated many years ago and noted that it may be difficult to locate contact information for the family members, but she has had contact with a few of the families over the last fifteen years.

Commissioner Rangel stated that this was her first year attending the program and commented that she enjoyed the ceremony and is grateful she was able to participate in the

Memorial Day Program. She suggested using two microphones during the reading of the names of the Veteran's Memorial Wall and the Remembrance Wall and commented that passing the microphone back and forth may detract from the somber tone conveyed during this part of the ceremony. Ms. Castillo noted that the Barbershop Quartet uses a wireless microphone during their performance and added that it might be possible to have that microphone available during the reading of the names on the Veteran's Memorial Wall and the Remembrance Wall.

Commissioner Milhiser mentioned that some of the speakers exceeded their time limit. Ms. Richter commented that the program should not be longer than an hour. City Council Liaison Ruh agreed and added that some guests are physically or emotionally unable to sit through a long program. He stated that he appreciates the reading of the names during the ceremony, but suggested that next year the Commission omit this part of the ceremony in order to shorten the program. Commissioner Rangel replied that the reading of the names of the Veteran's Memorial Wall and the Remembrance Wall is an essential part of the program and noted that some families attend just to hear their loved one's name read aloud during the ceremony. Chairperson Padilla and Commissioner Milhiser agreed that the reading of the names is an important part of the Memorial Day Program and said it is worth the time it takes to read the name on every plaque. Vice-Chairperson Ferraro suggested that the Commission find another way to shorten the program.

#### ***B. Home Beautification Program***

Home Beautification judging was completed during tonight's meeting. Following the Commission's review of the agenda in the Senior Center Dining Room, Chairperson Padilla, Vice-Chairperson Ferraro, Commissioners Hernandez, Milhiser, Rangel, and Wells, City Council Liaisons Ruh and Johnson, Ms. Richter, Ms. Castillo, and Ms. Walker boarded the Golden Express bus at 5:45 p.m.

Fourteen addresses were on the list of homes to be judged. The bus stopped in front of each home long enough for Chairperson Padilla, Vice-Chairperson Ferraro, Commissioners Hernandez, Milhiser, Rangel, and Wells to select a score of 1-10.

The homes judged are listed below:

- 5041 Fauna Street
- 9982 Lindero Avenue
- 5640 Hawthorne Street
- 5495 Bonnie Brae Street
- 9971 Vernon Avenue
- 10103 Vernon Avenue
- 11190 Carrillo Avenue
- 4616 Mane Street
- 4513 Evert Street
- 4173 Orchard Street
- 4881 Princeton Street
- 9055 Helena Avenue
- 9091 Ramona Avenue
- 10059 Ramona Avenue

*Judging Caravan – 5:45 p.m.*

When the judging caravan concluded, the Golden Express bus returned to the Senior Center.

*Dinner and score tallying was held at Black Angus Steakhouse, 9415 Monte Vista Ave, Montclair, CA 91763 – 7:30 p.m.*

Chairperson Padilla, Vice-Chairperson Ferraro, Commissioners Hernandez, Milhiser, Rangel, and Wells, City Council Liaisons Ruh and Johnson, Ms. Richter, Ms. Castillo, and Ms. Walker met at Black Angus Steakhouse in order to tally-up the final scores for all fourteen homes. Ms. Richter and Ms. Walker added up the final scores for all fourteen homes; the nominees with the highest score will be recommended for an award. One winning home was selected for each category, Home of the Year: Traditional and Home of the Year: Drought Tolerant. A \$50 Target gift card will be presented to each winner at the City Council meeting on Monday, July 15, 2019. Eligibility of each winning home is to be decided by the Community Development Department to ensure homes meet City code requirements. The dinner and judging concluded at 10:00 p.m.

## **NEW BUSINESS**

### **A. *Review of the CAC Year of Activities***

Ms. Richter reviewed the 2019-2020 Calendar of Events and welcomed any suggestions or comments from the Commission. She informed the Commission that staff will be meeting with representatives from Montclair Place to discuss the possibility of moving the Children’s Halloween Party and the Tree Lighting Ceremony to Montclair Place. Commissioner Wells expressed concern that the Tree Lighting Ceremony might become a commercial endeavor if the mall hosts the event. Ms. Richter replied that the Community Activities Commission and Montclair Place would be co-hosting the ceremony and said that holding the event at the mall would allow more people to attend this popular event. Ms. Richter added that if Montclair Place does host the Halloween Party and the Tree Lighting Ceremony, then the Commission would have the opportunity to introduce new events, such as a family fitness day and/or a snow day. She also noted that the CAC may be asked to participate in the development of the Reeder Ranch Park, which will be located on the City property adjacent to the historic Reeder Citrus Ranch.

Commissioner Milhiser suggested that the Commission consider joining or organizing an anti-graffiti or City clean-up program next year. Ms. Richter mentioned that the Code Enforcement Department and Bethany Baptist Church hosted a community clean-up event in April called Love Montclair, which was formerly known as C.A.U.T.I.O.N. Additional clean-ups will be scheduled in the future.

Commissioner Milhiser asked if Commissioners had any opinions on whether the Community Benefits Funding Program should take place in March again rather than February and it was unanimously decided that holding the Community Benefits Funding Program in March

provided the agencies with time to submit their application after the holidays and gives them enough time to include any funds received in their budgets for the upcoming fiscal year.

#### **ITEMS OF SPECIAL INTEREST**

- Ms. Richter reminded members that there will not be a regular monthly meeting during months of June and July. The Commission will meet again in September for its regular monthly meeting on Wednesday, September 4, 2019.
- Ms. Richter also asked Commissioners to review their copy of the Volunteer of the Year nomination application so they can discuss the form and provide suggestions at the September CAC meeting.

#### **ADJOURNMENT**

Chairperson Padilla adjourned the meeting at 10:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "R Walker".

Renee Walker  
Administrative Specialist