

**MINUTES OF THE
WEDNESDAY, FEBRUARY 3, 2021
REGULAR MEETING OF THE
MONTCLAIR COMMUNITY ACTIVITIES COMMISSION**

**TELECONFERENCE
7:00 P.M.**

CALL TO ORDER

Chairperson Padilla called the meeting to order at 7:03 p.m.

SALUTE TO THE FLAG

Commissioner Wells led those present in the salute to the flag.

ROLL CALL

Present: Chairperson Arturo Padilla, Vice-Chairperson Richard Escalante, Commissioners Darlene Ferraro, Edwin Hernandez, Laurie Milhiser, Diane Wells, City Council Liaison Bill Ruh and City Council Liaison Corysa Martinez

Excused: Commissioner Rosa Rangel

Also Present: Director of Human Services Marcia Richter
Administrative Specialist Renee Walker
Senior Recreation Specialist Mayra Cano
Information Technology Specialist Edmund Garcia

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Commissioner Ferraro made the motion to approve the minutes from the Community Activities Commission meeting on January 6, 2021. Commissioner Wells seconded the motion and it was carried unanimously to approve the minutes.

ORAL AND WRITTEN COMMUNICATIONS

None

OLD BUSINESS

A. *Military Banner Programs*

The deadline for new banner submissions was Thursday, November 12, 2020. Ms. Cano received twelve Military Banner applications for current members of the armed forces and two Military Banner applications for veterans.

Ms. Cano stated that four Military Banners were presented to recently discharged members of the armed forces. The Military Banner Presentation took place at the virtual City Council meeting on Tuesday, January 19, 2021 at 7:00 p.m. via Zoom and Vice-Chairperson Escalante read the script corresponding to the slideshow presentation. Ms. Cano stated that the new military banners will be on display beginning Friday, February 12, 2021.

Since it was not possible to present the banners to the recipient or their family during the City Council meeting, Mayor Dutrey, Mrs. Dutrey, Chairperson Padilla, City Council Liaison Ruh City Council Liaison Martinez, and City Council Member Lopez presented the retired military banners to the banner recipient or their family member(s) at their home yesterday evening.

Ms. Cano noted that she is in the process of updating the guidelines for the Military Banner Programs and will present the revised program guidelines to the Commission for review at a future meeting.

B. *Community Benefits Funding Program*

Chairperson Padilla asked for an update on the agencies that have applied for funding. Ms. Richter announced that all twelve agencies invited to participate in the Community Benefits Funding Program have submitted their request and plan to attend the Community Benefits Hearing which will be held via teleconference during the CAC meeting on Wednesday, March 3, 2021.

Ms. Richter mentioned that the March agenda packet will include the documents submitted by each agency and Commissioners are asked to review the packet before the hearing. Agencies will have three minutes to present their agency information and Commissioners may ask questions after their presentation.

Ms. Walker will also provide the agencies with an opportunity to drop-off or mail-in pamphlets, photos, handouts, etc. that they would have normally distributed during an in-person presentation. Agencies will be asked to submit ten copies of the document(s) they wish to distribute by Thursday, February 18, 2021.

Ms. Richter stated that the director of Project Sister informed her that when she began working with the agency there were approximately thirty funding programs available throughout the community, but after twenty years, the Community Benefits Funding Program is the only funding program that still exists.

C. *Volunteer of the Year*

Ms. Richter stated that at the Monday, February 1, 2021 City Council meeting, Mayor Dutrey announced that at the Monday, March 1, 2021 City Council meeting there will be a discussion about possibly hosting in-person City Council meetings. Ms. Richter informed the Commission that San Bernardino is still listed under the purple tier for COVID-19 infections and noted that the City Council had previously said that no in-person meetings would take place unless the county moves into the red tier. She also added that it is still uncertain whether or not the Commission will be able to host an in-person ceremony for the Volunteer of the Year Program in April. If an in-person program is an option, she stated that the majority of the ceremony was planned last year prior to postponing the event, which means that it would be possible to organize an in-person ceremony with only last minute notice.

Chairperson Padilla suggested tabling the discussing about the Volunteer of the Year Program until the Wednesday, March 3, 2021 CAC meeting when additional information will be available following the Monday, March 1, 2021 City Council meeting.

D. *Memorial Day Program*

The Memorial Day Program was tentatively scheduled to be held on Monday, May 31, 2021 at 6:00 p.m. in the Memorial Garden adjacent to City Hall, however, the Memorial Garden is still under construction and will not be completed by Memorial Day. Ms. Richter stated that the 2021 Memorial Day Program will likely be another virtual event. She added that the ceremony generates a large crowd and it would be unwise to promote a large gathering at this time.

Chairperson Padilla noted that last year's virtual Memorial Day Program was well received and stated that anyone who wants to participate in the virtual event can pre-record their segment to avoid a large gathering. Ms. Walker stated that she will distribute a packet of Memorial Day poems with the March CAC agenda packet for the Commission to review and select a poem to recite this year.

Ms. Cano announced that recent Military Banner recipient John Paul Pulido is interested in leading the Pledge of Allegiance during the Memorial Day Program. If Mr. Pulido is unavailable, Ms. Cano listed three other veterans, Salvador Valle, Christian Godinez, and Ronald Noseworthy, who may be interested in leading the Pledge of Allegiance during the ceremony.

One Memorial Wall plaque was purchased last year and it was supposed to be presented during this year's program. Ms. Richter informed the Commission that applications for Memorial Wall plaques will not be accepted this year and the application will not be available in the 2021 Winter/Spring brochure or on the City website; no plaques will be presented this year. The brochure will advertise that the 2021 Memorial Day Program will be a virtual event.

Commissioner Milhiser asked if the Barbershop Quartet would be invited to perform as part of the virtual Memorial Day Program. She stated that if the Barbershop Quartet already has some of their performances recorded, they can submit the footage for the Commission to include as part of the virtual ceremony. Ms. Richter said that she would inquire about incorporating performance footage or an audio recording of the group.

NEW BUSINESS

A. *Easter Eggstravaganza*

The 2021 Easter Eggstravaganza will be a drive-thru event and is scheduled to take place on Saturday, April 3, 2021 from 9:00 a.m. – 11:00 a.m. at the Montclair Civic Center in Parking Lot B off of Fremont Avenue.

The Ontario-Montclair Kiwanis Club will be offering a pancake breakfast in to-go containers and the Women’s Club of Montclair is donating 5,000 Easter eggs; some of the Easter eggs will feature a special ticket for a prize. Additionally, children twelve years old and under who attend the event will be entered into a drawing to win a large Easter basket.

Ms. Richter asked if Commissioners are available to volunteer with distributing eggs, coloring pages, and other treats during the event. She also informed Vice-Chairperson Escalante that his suggestion about having a safety officer stationed at the event exit to ensure children are secured in their seat was also incorporated into the planning of the event.

Chairperson Padilla, Commissioners Ferraro, Milhiser, and Wells, and City Council Liaison Ruh are available to attend the event. Vice-Chairperson Escalante and Commissioner Hernandez may not be available to volunteer at the drive-thru event. Commissioners are asked to arrive at the event by 8:45 a.m.

ITEMS OF SPECIAL INTEREST

None

ADJOURNMENT

Chairperson Padilla adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Renee Walker
Administrative Specialist