

**MINUTES OF THE  
WEDNESDAY, MARCH 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 7:02 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, and City Council Liaison Bill Ruh

**Excused:** City Council Liaison Corysa Martinez

**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.

**PRESENTATIONS**

**A. *Hearing for the Community Benefits Funding Program***

All twelve of the non-profit organizations invited to participate in the Community Benefits Funding Program attended the hearing.

The following non-profit agencies made presentations to the Commission for consideration of Community Benefits Funding. A total of \$20,000 is available for distribution.

After the presentations and a brief intermission, Commissioners discussed the funding distribution. Commissioner Milhiser motioned to recommend allocating the funds as listed to the twelve agencies present.

Commissioner Rangel seconded the motion and it was carried unanimously to recommend the following allocations:

<u>Requesting Agencies</u>	<u>FY 2020-2021 Recommendations</u>
Aging Next	\$ 2,000
Anthesis	\$ 2,000
Care & Company	\$1,500
Christian Development Center	\$2,000
Family and Collaborative Services Montclair	\$ 1,500
Foothill Family Shelter	\$ 1,000
Hope Through Housing Foundation	\$ 1,500
Love for Humanity	\$2,500
Montclair Meals on Wheels	\$ 1,000
OPARC	\$ 1,000
Project Sister	\$ 1,500
Visiting Nurses Association	\$ 2,500
<b>Subtotal:</b>	<b>\$20,000.00</b>

AYES: Escalante, Ferraro, Hernandez, Milhiser, Padilla, Rangel, and Wells

NOES: None

ABSTAIN: None

ABSENT: None

#### **APPROVAL OF MINUTES**

Commissioner Milhiser made the motion to approve the minutes from the Community Activities Commission meeting on February 3, 2021. Vice-Chairperson Escalante seconded the motion and it was carried unanimously to approve the minutes.

#### **ORAL AND WRITTEN COMMUNICATIONS**

Ms. Richter announced that Anthesis sent the Commission a copy of their quarterly update newsletter, a letter acknowledging the tax-deductible donation made by the 2020 Community Benefits Funding Program, as well as a save the date card and invitation to their virtual Boas and Bowties dinner which will take place on Friday, March 26, 2021.

## **OLD BUSINESS**

### **A. *Community Benefits Funding Program***

Staff will prepare an agenda item to submit to City Council and request approval of the Commission's funding allocation recommendations for the twelve participating agencies. Once the recommendations are approved by the City Council, staff will submit payment requests to the Finance Department. Each agency should receive their check in the mail before the end of the current fiscal year.

### **B. *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 for \$3 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.

Chairperson Padilla, Commissioners Ferraro, Hernandez, Milhiser, Rangel and Wells, and City Council Liaison Ruh are available to attend the event. Commissioners are asked to arrive at the event by 8:45 a.m. Vice-Chairperson Escalante has a previous engagement the morning of the event, but he is available to volunteer after 9:30 a.m.

### **C. *Volunteer of the Year***

Ms. Richter stated 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, the majority of the ceremony was planned last year prior to postponing the event, which means that it may be possible to organize an in-person ceremony with only last minute notice. If additional information becomes available about hosting an in-person ceremony, Ms. Walker will contact the Commission to update them about the event.

### **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. The 2021 Memorial Day Program will be another virtual event. Ms. Richter stated that staff would likely begin recording footage for the program during the second or third week of May; she will provide more information at the April CAC meeting.

## **Pledge of Allegiance**

Ms. Cano reiterated what she announced at the February CAC meeting 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.

## **Plaques**

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. One Memorial Wall plaque was purchased last year and was supposed to be presented during this year's program, but no plaques will be presented this year.

## **Entertainment**

Ms. Richter said that she would inquire about incorporating performance footage or an audio recording of the Barbershop Quartet and the Montclair Walkers Choral Group in the virtual Memorial Day Program.

## **Poem**

Commissioner Wells suggested reciting the poem titled "Memorial Day Poem" by Edgar A. Guest during the Memorial Day Program. Commissioners Escalante, Ferraro, and Milhiser agreed that they liked the poem. Commissioner Wells made the motion to select "Memorial Day Poem" by Edgar A. Guest to recite during the virtual ceremony; Commissioner Ferraro seconded the motion and it was carried unanimously to recite the poem by Edgar A. Guest.

The selected poem has four stanzas and the Commissioners agreed to divide the poem evenly by reading four lines from each stanza. City Council Liaison Ruh will introduce the poem during the program and will read the first four lines, followed by Commissioner Wells, Commissioner Rangel, Commissioner Hernandez, Commissioner Ferraro, Vice-Chairperson Escalante, Commissioner Milhiser, then close with Chairperson Padilla.

## **Program Outline**

Vice-Chairperson Escalante volunteered to read the opening and closing statements for the Memorial Day Program. The Commission agreed to invite Police Chaplain Vicki Brobeck to provide the invocation this year and to ask Recreation Leader Briana Chavez to sing the National Anthem once again. City Council Liaison Ruh volunteered to introduce the poem titled "Memorial Day Poem" by Edgar A. Guest and he will also recite the first four lines of the poem.

## **NEW BUSINESS**

None

**ITEMS OF SPECIAL INTEREST**

Ms. Richter reminded Commissioners that appointments for the second dose of the COVID-19 vaccine are scheduled for tomorrow, Thursday, March 4, 2021. She suggested that the Commissioners who will be receiving the vaccine verify their appointment by checking their vaccination card. Ms. Richter also added that she has plastic cardholders that can be used for storing a vaccination card. The cardholders will be distributed with the CAC agenda packet in April.

**ADJOURNMENT**

Chairperson Padilla adjourned the meeting at 9:05 p.m.

Respectfully submitted,



Renee Walker  
Administrative Specialist

PENDING APPROVAL