

**MINUTES OF THE
WEDNESDAY, MAY 5, 2021
REGULAR MEETING OF THE
MONTCLAIR COMMUNITY ACTIVITIES COMMISSION**

**MONTCLAIR CITY COUNCIL CHAMBERS
5111 BENITO STREET, MONTCLAIR, CALIFORNIA
7:00 P.M.**

CALL TO ORDER

Chairperson Padilla called the meeting to order at 7:03 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 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

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Commissioner Milhiser made the motion to approve the minutes from the Community Activities Commission meeting on April 7, 2021. Vice-Chairperson Escalante seconded the motion and it was carried unanimously to approve the minutes.

ORAL AND WRITTEN COMMUNICATIONS

Ms. Richter announced that the Commission received letters from multiple Community Benefits Funding Program recipients expressing their gratitude for the Commission's support. Thank you letters were received from the following representatives and agencies: CEO Floy Biggs from AgingNext, President/CEO Stacey Proctor from OPARC, and President Greg Bradbard from Hope Through Housing Foundation. Ms. Richter noted that she also received an email from the Hope Through Housing Foundation's Corporation Relations Coordinator, Suzanne Sproul, thanking the

Commission for believing in their mission. Commissioners also received a quarterly newsletter from Anthesis.

OLD BUSINESS

A. *Volunteer of the Year*

The 2020 Volunteer of the Year Program will be held on Wednesday, May 19, 2021 at 7:00 p.m. on the Starlite Patio adjacent to the Recreation Center. The theme of the event is “Montclair Volunteers Lift Up Our Community” and will include hot air balloons as part of the decorations. Due to regulations and restrictions regarding COVID-19, the event will take place outside, face coverings are required, social distancing will be enforced, and attendance will be limited to fifty people.

Ms. Richter stated that event invitations were mailed out to the nominators and the nominees. Ms. Walker commented that so far three people have confirmed their attendance and noted that two of the three people who have submitted their RSVP are finalists.

Chairperson Padilla stated that he was contacted by one of the nominees who said that he is shy and would prefer not to be publically recognized at the event. Ms. Richter said that the nominee should contact Ms. Walker to inform her that he will not be attending the event. The volunteers that do not participate in the program will be mailed their certificates, plaque, and goody bag.

Ms. Richter commented that some of the donations submitted for the goody bags last year, such as tickets to a Rancho Cucamonga Quakes Baseball game and tickets to a concert at The Canyon Montclair, have expired. Commissioner Wells volunteered to visit The Canyon to request a donation to replace the expired concert tickets and Ms. Walker will contact the Rancho Cucamonga Quakes to inquire about a replacement donation. Starbucks offered to donate coffee for the event, but due to COVID-19 restrictions, no food or beverages will be served; Chairperson Padilla stated that he will contact Starbucks again to follow-up on the donation request and to ask if a bag of coffee or Starbucks merchandise can be donated instead.

Vice-Chairperson Escalante volunteered to read the script during the event. After each volunteer is introduced, they will be invited up to the podium and will receive certificates and a plaque from City Council members and dignitaries.

All Commissioners stated that they are available to attend the event.

B. *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, due to the COVID-19 pandemic as well as construction in the Memorial Garden that will not be completed by Memorial Day, the 2021 Memorial Day Program will be another virtual event. Ms. Richter

stated that staff will record footage for the program on Tuesday, May 11, 2021 from 4:00 p.m. – 5:30 p.m.

Ms. Cano confirmed that recent Military Banner recipient John Paul Pulido will lead the Pledge of Allegiance during the Memorial Day Program. He will record a video of himself leading the Pledge of Allegiance and will submit it to Ms. Cano to include in the virtual Memorial Day Program.

Ms. Walker stated that dignitaries were invited to record a segment for the virtual Memorial Day Program on Thursday, May 13, 2021 in the Memorial Garden; however, due to scheduling conflicts, most of the dignitaries have opted to record a video on their own and submit the footage to be included in the virtual program.

NEW BUSINESS

A. *Home Beautification Program*

Maps with randomly assigned judging areas were distributed to each Commissioner in the May agenda packet. Commissioners will not be assigned a judging area in their own neighborhood.

Commissioners are asked to nominate two homes in their assigned area; one traditional home and one drought tolerant home. Commissioners are asked to submit their two nominations by Memorial Day on Monday, May 31, 2021.

Once all nominations are received, Commissioners will receive a judging packet that includes a large map with all nominated homes marked and numbered, a packet of pictures showing each nomination with their address and assigned number, and a judging score sheet listing each nomination by address and number. Commissioners are asked to drive around to view each home and give it a rating between 1 and 10 (10 being the highest). Commissioners are asked to submit their judging score sheets by Monday, June 14, 2021.

If COVID-19 restrictions permit an in-person presentation for the Home Beautification Awards, Commissioners are asked to save the date for the award presentation scheduled on Monday, July 19, 2021 at 7:00 p.m. in the City Council Chambers. Commissioner Ferraro volunteered to read the script for the awards presentation.

ITEMS OF SPECIAL INTEREST

Ms. Richter announced that deadline to apply for the Community Activities Commission was Tuesday, May 4, 2021 at 5:30 p.m. Four applications were received for the three available seats on the Commission. Those who applied will be contacted in regards to scheduling an interview.

City Council Liaison Ruh announced that the Montclair Hospital is offering COVID-19 vaccines on Wednesdays and Thursdays. He stated that he has brochures for anyone who is interested in receiving an inoculation. Ms. Richter added the Montclair Place is offering COVID-19 testing on Mondays and is offering vaccinations Tuesday through Saturday.

Vice-Chairperson Escalante inquired if the Commission would be purchasing new polo shirts for the Commissioners to wear to events. Ms. Richter said an order for new shirts will be placed after the applicants for the Community Activities Commission are interviewed later this month.

Ms. Richter also announced that the next CAC meeting will take place in-person on June 2, 2021 at 7:00 p.m. in the City Council Chambers.

ADJOURNMENT

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

Respectfully submitted,

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

Renee Walker

Administrative Specialist