

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM

APPROVED MINUTES
December 5, 2012

- I. Call to Order and Roll Call** Chair Beard called the meeting to order at 7:00 p.m.
Present: Commissioners Beard, Winter, Andres, Batilo, Ferguson (7:10), Lind, Manassau, Mohsin, Rosario
Absent: Espitia, Leon, Tran
- II. Alternates Seating of** **Alternate seated:** None
- III. Allegiance Pledge of** Chair Beard led the Pledge of Allegiance.
- IV. Agenda Approval** **Motion:** Approve the 12/5/12 agenda as submitted
M/S: Mohsin/Andres **Ayes:** 9
- V. Minutes Approval** **Motion:** Approve the 11/7/12 minutes as submitted
M/S: Lind/Mohsin **Ayes:** 9
- VI. Public Forum** **Chair Beard** invited members of the audience to address the Commission on any subject not on the agenda.
- Tim Howard, Emergency Preparedness Commission** – Mr. Howard shared information about Alert SCC and the benefits to be registered with this organization @ alertscocom. This is a free program that notifies participants immediately when there is an emergency in the area such as a chemical leak. However, it does require you to have a land-line phone.
- The Fire Department also puts on a SAFE Program that provides basic training on fire safety, first aid and search and rescue. The purpose of the program is to train SAFE groups in order to provide assistance within neighborhoods in the event of an emergency. All were encouraged to look into these free services and become more prepared.
- VII. Announcements: Felix Reliford, CAC Liaison** – Informed the Commission that the City’s Assistant City Attorney, Bryan Otake, resigned from the City and that the City wishes him the best in his new position.

VIII. Liaison Reports: City Council Report – Felix Reliford, CAC Liaison – Reported that all City Council members were sworn in, with one new Council Member Carmen Montano, and Council Member Althea Polanski was chosen to be the Vice-Mayor

IX. Commissioners’ Round Table

This time is for any Commissioner to share information they feel may be of interest to the Commission.

Commissioner Manassau – Will forward the completed Town Hall contact list to City staff to be used for future reference.

X. New Business

A. Review of CAC 2013 Work Plan

Felix Reliford, CAC Liaison – Reviewed the 2013 Work Plan Draft with the Commission. This past year was very active and provided the most public exposure to the Commission. After a discussion, the Commission made the following recommendations for the 2013 Work Plan:

Item #1 – Heritage tree nominations. Keep this task in the work plan. The Commission could become more involved with the increased development in the City.

Item #2 – CDBG public hearing process. This is a fixed item that needs to go before the Council each year. Staff will meet with the new commissioners early next year to familiarize them with the process.

Item #3 – Arbor Day / with NBO. The Commission felt that this task is not a major item to be involved in and directed staff to remove it from the work plan for next year.

Motion: Remove Item #3 “Arbor Day / with NBO” from the 2013 CAC work plan.

M/S: Lind / Mohsin

Ayes: 9

Item #4 – Neighborhood Beautification Awards – Recommendation to start earlier in the year and work with IS to upload the nomination form for on-line submittal; move up the end date so that the award is presented within the same year. Vice-chair Winter will bring The Black Bear Diner gift certificates to staff for the ceremony at the Council Meeting.

Item #5 – National Night Out. Keep this task in the work plan as currently scheduled.

Item #6 – Annual work plan. Keep this task in the work plan as currently scheduled.

Item #7 – Budget / Community Priorities. Change the task title to “CAC Budget / Donations outreach strategy”.

Item #8 – Adopt-A-Neighborhood/Graffiti. Keep this task in the work plan in the event that someone is interested in “adopting” an area in town to maintain.

It was decided to establish a separate one-time event for spring cleaning. “Spring Cleaning Day” will be added to the 2013 Work plan.

Item #9 – Town Hall Meeting. The Commission may want to have this event bi-annually instead of every four years. Decisions will be made at the end of next year 2013. The topic can change to fit the current needs of the community.

Commissioner Batilo would like the Commission to be involved in “Make a Difference Day”. This is a community event that is held yearly on the 4th Saturday in October.

Motion: Add “Make a Difference Day” event to the CAC’s 2013 Workplan with Commission participation.

M/S: Batilo / Andres

Ayes: 9

The 2013 Work Plan (attached) was approved as follows:

Motion to approve the 2013 CAC Work Plan and forward to the City Council as needed.

M/S: Mohsin / Winter

Ayes: 9

B. CAC Subcommittees

Chair Beard – The subcommittees were discussed, and the following commissioner’s were assigned to participate in the various subcommittees:

CAC Subcommittees:

- NBO Awards: Manassau, Rosario, Espitia
- Adopt-A-Neighborhood/Graffiti: Rosario & Batilo
- Spring Cleaning Day: Beard, Winter
- National Night Out: Mohsin, Manassau
- Make a Difference Day: Batilo, Andres
- Community Outreach: Winter, Mohsin, Ferguson

Motion to accept the revised CAC Subcommittee commissioner designations:

M/S: Mohsin / Andres

Ayes: 9

XI. Old Business

A. Town Hall Raffle / CAC Bank Account Establishment

Felix Reliford, CAC Liaison - Staff checked with the City Attorney's office if solicited donations could be raffled in order to fund a CAC account to assist in covering event expenses. The City Attorney's office indicated this would not be possible. The commission is not a non-profit organization and anything the CAC does is under the umbrella of the City of Milpitas.

Motion to note, receipt and file

M/S: Lind / Mohsin

Ayes: 9

XII. Adjournment: Chair Beard adjourned the meeting at 8:26 p.m. to the January 2, 2013 meeting.

M/S: Mohsin /Winter

Ayes: 9

Respectfully submitted

Joann DeHerrera, Recording Secretary