



AGENDA

Community Advisory Commission

Wednesday, February 3, 2016
Milpitas City Hall, Committee Meeting Room
455 E. Calaveras Blvd.
7:00 p.m.

- I. **Roll Call:** Syed Mohsin, Oscar Leon, Thelma Batilo, Mike Bilbao, Ashish Kathapurkar, Michelle Manassau, Jose Rosario, Ashok Sharma, Van Lan Truong
Alternates: Michael Lee, Evan Bell, George Chen, Vishal Gandhi
- II. **Seating of Alternates:**
- III. **Pledge of Allegiance:**
- IV. **Approval of Agenda:** February 3, 2016
- V. **Approval of Minutes:** January 6, 2016
- VI. **Public Forum:**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers are asked to supply their name and address for the record. Each person wishing to speak on an item before the CAC at a regular or special meeting shall be permitted to be heard once for a maximum of three minutes. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

- VII. **Announcements**
- VIII. **Liaison Report**
City Council Report: Vice Mayor Carmen Montano

- IX. **Commissioners' Round Table**

Background: This time is for Commissioners to share information they feel may be of interest to the Commission.

- X. **New Business**

- A. CAC Budget/Donation Strategy

The CAC included this item to their Work Plan 2016 to determine how the City Council allocation of \$1000.00 should be spent on CAC future activities and events during the fiscal year. The upcoming Spring Clean-Up Event may require some costs associated with providing breakfast, snacks, and beverages to the volunteers that may not be donated by community businesses.

Recommendation: Consider how the CAC desires to allocate annual funding of \$1000.00 for future event(s) and direct staff accordingly.

B. 2016 Spring Cleanup Day

Every spring, the CAC selects a designated area within the city and holds a Spring Cleanup Day in April to assist local residents in overall aesthetic improvements of their neighborhood. In previous events, the CAC has worked in the mobile home parks and the Selwyn/Edsel Drive neighborhood.

Recommendation: Direct the Spring Cleanup Day subcommittee to work with staff to designate an area and logistics and report back to the CAC.

C. July Break

There has been some discussion for the CAC to take a break in the summer and not meet in the month of July. A number of commissions and the Council do not meet in the month of July.

Recommendation: Consider not meeting in the month of July

D. CDBG

The CAC holds its annual public hearing for Community Development Block Grant (CDBG) funding allocation in March and forwards its recommendations to the City Council. Currently, there are several new CAC Commissioners which have not participated in the CDBG process. Staff will provide a training workshop for new commissioners during the CAC meeting.

Recommendation: Review CDBG Public Hearing Process and answer any questions the CAC may have regarding the funding allocation for CDBG FY2016-2017.

XI. Unfinished Business

A. Town Hall Meeting

The CAC is planning to hold a Town Hall Meeting in May with a focus on education. Because of the many facets of education, the CAC directed the Town Hall subcommittee to further refine the scope to be covered at the Town Hall meeting and report back to the CAC.

Recommendation: Receive presentation from Town Hall subcommittee and provide additional direction to the subcommittee for the planning of the Town Hall meeting.

Review Subcommittee Member Assignments and Update as Needed

Make a Difference Day:	Batilo, Mohsin, Lee, Sharma (A)
National Night Out:	Mohsin, Manassau, Truong, Bilbao (A)
NBO Awards:	Manassau, Rosario, Bilbao, Leon (A)
Spring Cleanup Day:	Sharma, Bell, Manassau, Batilo (A)
Town Hall Meeting:	Batilo, Leon, Kathapurkar, Sharma (A)
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)

XII. Adjournment: to March 2, 2016

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business.

This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

Materials related to an item on this agenda submitted to the Community Advisory Commission after initial distribution of the agenda packet are available for public inspection at the Neighborhood Services Division at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, during normal business hours.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035 Phone 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.ci.milpitas.ca.gov by selecting the Milpitas Municipal Code link.