



AGENDA

Community Advisory Commission

Wednesday, May 4, 2016

Milpitas City Hall, City Council Chambers
455 E. Calaveras Blvd.
7:00 PM

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: May 4, 2016

V. Approval of Minutes: April 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. Unfinished Business

A. Town Hall Meeting

The CAC voted to move the Town Hall Meeting from May to September. This Town Hall Meeting will be focused on education. The CAC will work in conjunction with the Milpitas Unified School District to plan the event. This item is included to begin initial discussions for the planning of the event.

Recommendation: Consider tentative tasks and assignments for CAC Town Hall Meeting subcommittee.

XI. New Business

A. National Night Out

Every year, the CAC participates with the Milpitas Fire Department in National Night Out in August. In the past, several CAC members have participated and hosted block parties. If commissioner's desire to participate or host a block party, staff can inform the Fire Department in advance to be included in the planning of activities for this event.

Recommendation: Determine which CAC members will be participating in National Night Out, and direct National Night Out subcommittee to inform the Milpitas Fire Department of those participating.

B. Make a Difference Day

Per the CAC work plan, discussion of the Make a Difference Day was scheduled in May so the CAC can start appropriately planning for this event in October 2016.

Recommendation: Consider tentative tasks and assignments for CAC Make a Difference Day subcommittee.

C. CAC Budget/Donations Strategy

In the FY 15/16 budget, the City Council increased each commission's annual budget to \$1000. Some funds have been spent but the CAC does have some remaining funds in their budget. Funds must be expended by June 30, 2016. There is no carry-over of unspent funds for the following fiscal year.

Recommendation: Consider the expenditure of the CAC FY 2015-2016 \$400 funding allocation from City Council and direct staff accordingly, and direct staff to expend the remaining funds for this fiscal year.

D. July Meeting

In a previous meeting, there had been discussion regarding not holding a meeting in the month of July since other groups, including the City Council, do not meet in the month of July. Following some discussion, the CAC voted to discuss this item two months prior.

Recommendation: Discuss and decide whether to meet in the month of July.

E. Meeting Protocol

At the request of the Chair, this item is to discuss meeting process and protocol.

Recommendation: Receive the presentation from the Chair.

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 June 1, 2016

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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.

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