

## MEETING MINUTES

### MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, June 1, 2016

- I. **Call to Order & Roll Call** Chair Mohsin called the meeting to order at 7:00 PM  
Present: Chair Mohsin, Commissioners Batilo, Bilbao, Kathapurkar, Manassau, Rosario, Sharma, Truong  
  
Commissioner Batilo arrived at 7:02 and was not present for roll call  
  
Alternate Commissioners Present: Lee, Chen, Gandhi  
  
Absent: Leon, Bell
- II. **Seating of Alternates** – Lee, Chen
- III. **Pledge of Allegiance** – Chair Mohsin led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Bilbao motioned, and Commissioner Manassau seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of May 4, 2016** – Commissioner Lee motioned, and Commissioner Rosario seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Staff Liaison Tim Wong said the City Council adopted the annual budget in May and approved the designation of the Jacaranda as the official city tree. It was agreed that Commissioner Kathapurkar will draft a write-up for the website, which might include a description of the tree and why it was chosen, and decide what other information to include.
- VIII. **Liaison Report** – Vice Mayor Montano was not present.
- IX. **Commissioners Round Table** – Commissioner Truong announced the County's 3<sup>rd</sup> Annual Business Summit taking place tomorrow, June 2, at 70 West Hedding Street in downtown San Jose, and she will send information to the commissioners about the 24<sup>th</sup> annual Refugee Day at the Campbell Community Center.

Commissioner Batilo explained her role as a volunteer for the Registrar of Voters and said they are still searching for volunteers for the June 7 election.

- X. **Unfinished Business**
  - A. **Town Hall Meeting**

Chair Mohsin said there was some question about the level of the school district's participation. Vice Chair Leon was going to clarify their position and make recommendations to the full commission however he is absent. It will be discussed at the next meeting.

The commissioners discussed the event and a weekend is preferable over a weekday for a two hour event between the hours of 12:00 – 4:00 PM. Mr. Wong will check the availability of

the library on September 10, 17, 24 and October 1.

Alternate venues if the library is not available are the Great Mall, Milpitas High School, Senior Center and Athletic Center. Mr. Wong will check the availability of the city facilities and Commissioner Ghandi will check with Milpitas High School.

## **B. National Night Out**

Chair Mohsin reviewed a presentation he put together about National Night Out, including points about the value and purpose of the event, and recognition of block captains and large gatherings. He believes the City should sponsor events in areas where they are lacking, and encouraged the commissioners to reach out to their neighbors to coordinate block parties.

Chair Mohsin will send event flyers to the commissioners and a calendar of the city's commission meetings so they can sign up to attend them to promote the event.

## **C. CAC Budget**

Mr. Wong said he was mistaken about any funds remaining in the CAC budget and said all funds have been expended. Payment was sent for jackets and they should arrive in time for National Night Out.

## **D. Make A Difference Day**

Commissioner Batilo gave a presentation about Make a Difference Day to the Library Advisory Commission and they would like to have a booth to help them reach out to the community.

The Lions Club is still searching for a venue for the event.

# **XI. New Business**

## **A. Neighborhood Beautification Awards**

Mr. Wong is creating alternative ways to promote this award program instead of placing an advertisement in the Milpitas Post. It is expensive and not very effective. Staff is creating a flyer for social media to place on the city's website and Facebook page.

One of the additional requirements the CAC added last year was that landscaping be drought tolerant; however, not many households are using drought tolerant landscaping and staff only received one application last year. Mr. Wong suggested the CAC reconsider the requirements, giving bonus points for drought tolerant landscaping instead of making it a requirement. He said staff had to search for homes for the awards, and with the costs of staff time and the advertisement it does not seem beneficial.

Chair Mohsin recommended the subcommittee discuss these issues and return to the full commission.

## **B. August 2 Council Presentation**

The CAC's 2017 Work Plan is scheduled to be presented to the City Council on August 2, 2016 and there were minor modifications to the work plan. The Spring Clean Up in April was marked with an E for Event, instead of an X, and marked with an R for Results Review in May, and the Town Hall meeting will be moved to September and held in even years.

## **Review Subcommittee Member Assignments and Update as Needed**

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

**XII. Adjournment** – The meeting was adjourned at 8:40 PM to the next meeting of August 3, 2016.