

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, September 7, 2016

- I. **Call to Order & Roll Call** Commissioner Batilo called the meeting to order at 7:00 PM
Present: Commissioners Batilo, Bilbao, Kathapurkar, Manassau, Rosario, Truong

Alternate Commissioners Present: Lee, Chen, Gandhi

Absent: Mohsin, Leon, Sharma, Bell
- II. **Seating of Alternates** – Lee, Chen, Gandhi
- III. **Pledge of Allegiance** – Commissioner Batilo led the Pledge of Allegiance
- IV. **Approval of Agenda** – Staff Liaison Tim Wong said the CAC’s September 20 presentation to City Council was deferred to late October or early November.

Commissioner Truong motioned, and Commissioner Bilbao seconded, to defer Item IX-B to the next meeting and approve the amended agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of August 3, 2016** – Commissioner Truong motioned, and Commissioner Bilbao seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Mr. Wong introduced Brad Misner, Director of Planning and Neighborhood Services. Mr. Misner spoke briefly about his work experience and said the City Council approved an update of the city’s General Plan, an important project which is now underway.

Mr. Wong said the City is also updating its Consolidated Plan for the CDBG/federal funding and how it plans to spend its funds in the next five years. The City will hold four public meetings beginning in September to gain community feedback on issues and priorities in terms of spending, and there will be an online survey and the City’s website to gain additional participation and feedback. The Consolidated Plan will be presented to the commission at a future meeting.
- VIII. **Liaison Report** – Vice Mayor Montano was not present
- IX. **Business Items**

A. Neighborhood Beautification Awards

Staff member Kamille Singh, this year’s coordinator for the Neighborhood Beautification Awards, said the subcommittee toured sites on August 18 and made award recommendations. Ms. Singh showed a presentation describing the award nominations and said the awards are tentatively scheduled to be presented by City Council on October 18, 2016. Information about the award winners will also be published in the Milpitas Post,

Facebook and the Vity's website.

Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the subcommittee award recommendations. Motion carried unanimously.

B. 9/20 Council Presentation

Item deferred to October Meeting

C. Town Hall Meeting

Mr. Wong said that one week after the commission chose Public Safety as the topic for the Town Hall meeting on October 2, he was notified that the Emergency Preparedness Commission (EPC) is sponsoring an Emergency Preparedness Town Hall meeting on September 28 and asked if the CAC would be interested in co-sponsoring the event.

Commissioner Gandhi said the Town Hall Meeting subcommittee met with Toni Charlop of the Fire Department to discuss the CAC's role. The event will be held in the community center from 6:00 PM to 8:00 PM. Booths will be available for commissions and there will be representatives from Police, Fire and other City departments.

The CAC agreed to cancel the October 2 meeting and participate with the Emergency Preparedness Commission on September 28.

There was discussion regarding the purchase of giveaways for CAC events.

Commissioner Lee motioned, and Commissioner Bilbao seconded, to allot \$600 of the commission's budget for the purchase of promotional items. Motion carried unanimously.

Mr. Wong asked what the commissioner's preferences are for promotional items, and commissioners suggested beverage coolers or tote bags.

Commissioner Lee motioned, and Commissioner Bilbao seconded, to order \$1.00 sportpack bags. Approved 6-3 vote

D. National Night Out

Commissioner Batilo asked for feedback from the commissioners who attended National Night Out on August 4. They discussed the events they attended and Commissioner Batilo asked that they submit photos for the City's website and Facebook page. Commissioner Manassau said the commission should be more active and start planning earlier in the year.

E. Make a Difference Day

Chair Batilo said the City Community Center has been reserved for this event on October 23, but she got approval to hold the event at Seafood City on October 22. There was no opposition to holding the event at Seafood City and some commissioners believe there will be more people in attendance if it is held there.

Commissioner Truong motioned, and Commissioner Manassau seconded, to hold the event on Saturday, October 22 at Seafood City. Motion carried unanimously.

X. Commissioners Round Table –

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)

- XI. Adjournment** – The meeting was adjourned at 8:20 PM to the next meeting of October 5, 2016.