

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
May 7, 2008

**I.
Call to Order
and Roll Call**

Chair Queenan called the meeting to order at 7:00 p.m. Present were Commissioners Choudhury (7:05 pm), Fang, Lind, Nwobi, Alternates present were Commissioners Chen, Meharu and Pham Absent: Commissioners Abelardo, Madnawat, Mohsin, and Villegas

**II.
Seating of
Alternates**

Alternates seated: Meharu, Pham, and Chen

**III.
Pledge of
Allegiance**

Chair Queenan led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Lind, Fang

Ayes: 7

**V.
Approval of
Minutes**

MOTION to approve the minutes of April 2, 2008.

M/S: Lind, Fang

Ayes: 7

**VI.
Announcements**

There were no announcements.

**VII.
Public Forum**

Chair Queenan invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. She stated the City Council declared National Family Month which runs Mothers Days thru Fathers Day. The event is Saturday, May 17, 2008 at the Community Center. Commissioner Nwobi attended the Arbor Day event. Councilmember Polanski thanked him for attending. The Council approved agreements with Allied Waste. In the summer months Allied Waste will pick up garbage at 6 a.m. (June – August). Council also approved a 6 month extension of that pickup time starting in September throughout the year. It will be on a 6 month trial basis to see if there are any complaints from the residents. There was an update on the new library and streetscape, still on time and budget. Council approved moving forward with

the new construction for the Senior Center which will begin in January 2009. There was an update on service improvements we now have online permits.

Chair Queenan asked if someone brings up a topic at the City Council meeting during the Public Forum that pertains to the CAC work plan how would the Commission get notified. Staff stated that there is a follow-up meeting that executive staff holds and the assignments are made there. Then the department head would notify staff that the project has been assigned to the CAC. Councilmember Polanski stated that it is her responsibility to notify the CAC. Ms. Maxwell stated that she would notify her department head that the Chair is requesting to be notified when there are Public Forum items that pertain to the CAC.

IX. New Business

a. Neighborhood Night Out.

Officer Levine Visico gave an overview of the Neighborhood Night Out. Officer Visico stated this year National Night out will be held on Thursday, August 7, 2008 to celebrate its 25th anniversary. He stated more than 800 residents participated in 19 National Night Out events in Milpitas last year. In May, Officer Visico will do outreach in the community to see who would like to participate in National Night Out. National Night Out has proven to be an effective, inexpensive, and enjoyable program to promote neighborhood spirit and police-community partnerships in the fight for a safer nation. Events are usually held from 6 pm – 9 pm and are held at the resident's homes, street where the residents live, or in a park.

Commissioner Meharu asked if a permit was needed to have an event. Officer Visico stated that no permits are needed however if the resident wishes to block a street or court, the Police Department will coordinate with Public Works to get barriers to block the street or court.

Commissioner Chen asked how a resident could find out how to get involved in National Night Out. Officer Visico stated once the department knows who will be having an event, the Police Department gives invitations to the resident who is having the event and in turn the block captain distributes the invitations to their neighbors. Also, the Milpitas Post will post the areas where the events are taken place. Councilmember Polanski stated that the Police Department send staff a list of all the events that are taking place and staff distribute that list to all the CAC Commissioners.

Chair Queenan stated that Commissioner Chen also wanted to know about Neighborhood Watch. Officer Visico stated in the City Milpitas there are 81 Watch programs. Usually when a neighborhood is interested in a Neighborhood Watch program they will contact the Police Department and MPD will coordinate with them to set up a presentation to those interested in forming a Neighborhood Watch program in that area. Unfortunately sometimes MPD loses contact with the program in an area, so they ask that the block captain call MPD so that they can come out to give a presentation to update them.

Commissioner Lind stated the agenda is to focus on National Night Out and not Neighborhood Watch. Chair Queenan requested a report on the Neighborhood Watch Program at the June 4th CAC meeting from the Milpitas Police Department.

Ms Maxwell stated that she provided the Commission with a City calendar showing all Commission meetings if the CAC wishes to announce National Night Out at those meetings.

Councilmember Polanski stated that you can contact other block captains in your vicinity to maybe combine the events together. She also stated that the Police Department will supply some of the materials to distribute at the events.

Commissioner Pham asked how soon they should contact the Police Department if they wish to hold an event. Officer Visico stated that they should contact him in 2 weeks.

b. Neighborhood Beautification Program Status Report.

Gloria Anaya, Senior Housing and Neighborhood Preservation Specialist, gave a brief overview of the Neighborhood Beautification Program. She stated the program became effective in 2000. Brochures were mailed to all residents and businesses in the community. The brochure was in 6 different languages. Some of the programs in the NBO are the Lend-A-Tool, NBO Awards, and the volunteer Program. Some issues handled by the NBO are vehicle repair, sidewalk obstruction, outdoor storage, overgrown vegetation, and fences.

The program went back to the Council with an update with what was working and what was not working. The compliance time was shorten to 15 days, if it is a safety issue then the compliance time is 3 days.

Commissioner Meharu asked if sidewalk obstruction violations were handled quickly. Ms. Anaya stated that sidewalk obstruction is handled immediately.

Ms Anaya stated the NBO is one of the best working ordinances on the books as far as Code Enforcement is concerned. She stated that they are not pro-active that it is complaint driven. Graffiti is the only issue that is pro-active. The average time to abate graffiti is 10 – 13 days.

Commissioner Pham stated that the Vietnamese language on the brochure is incorrect. She asked if using the garage as a kitchen or bedroom a violation. Ms. Anaya stated that any time anyone does any construction without benefit of permit those issues will be forwarded to the Building Department. Commissioner Pham also asked about inoperative vehicles left on the driveway. Ms Anaya stated that they abate vehicles that are inoperative.

Ms Anaya stated that complaints come into her department and a service request is issued to either her staff or to other departments. Chair Queenan asked how does staff keep track of service requests that are sent to other departments. Ms Anaya stated that once a service request is issued to another department it is up to that department to keep track. Councilmember Polanski stated that Ms Anaya can track only her department and that they need to contact the other department for update. There is no central area for reporting complaints.

c. Heritage Tree Nominations.

Carol Randisi, Public Works Supervisor, gave a presentation on the Heritage Tree Program and presented a list of nominated trees to the Commission.

MOTION to accept the recommended nominated trees from Public Works to forward to City Council for a heritage designation.

M/S: Lind, Meharu

Ayes: 7

d. Subcommittee/Task Force Status Reports.

Community Outreach (Mohsin, Queenan)
There were no new responses.

X.

Adjournment

Chair Queenan adjourned the meeting at 8:35 p.m. to the June 4, 2008 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary