I. Call to Order – Chair Beard called the meeting to order at 7:00 p.m.

and Roll Call

Present: Vice Chair Mohsin, Commissioners Andres, Batilo, Leon, Maglalang, Manassau, Rosario

Alternate Commissioners Present: Holland, Truong, Wong, and Do (7:05)

Excused Absence: Councilmember Gomez and Commissioner Lind

II. Seating of Alternates – Commissioner Holland

III. Pledge of Allegiance – Chair Beard led the Pledge of Allegiance

IV. Approval of Agenda – Staff Felix Reliford asked the Commission to continue Item No. X-A: Introduction of the Citywide Strategic Planning Process to the January 2014 meeting together with the Commission’s 2014 Workplan. Vice Chair Mohsin moved, and Commissioner Rosario seconded, approval of the Agenda as amended. The motion carried unanimously.

V. Approval of Minutes – Minutes of November 6, 2013 – Vice Chair Mohsin moved, and Commissioner Batilo seconded, approval of the Minutes. The motion carried unanimously.

VI. Public Forum – Pamela Miller, California Landing Village, Milpitas, encouraged commissioners to look into nextdoor.com as a social media tool to reach out to community. Rohit Sharma, PRCRC Commissioner, wanted to listen about the tree-planting program and mentioned that he is enrolled in one of the tree-planting classes.

VII. Announcement by Staff – None

VIII. Liaison Report – Councilmember Gomez was not present.

IX. Commissioners’ Round Table – Chair Beard welcomed new Commissioner Dau Do. Commissioner Do gave a brief introduction of himself.

Vice Chair thanked everyone for continued teamwork and commented that this is the best year yet!

X. New Business:

B. January 2014 Meeting Schedule – Recording Secretary Currie informed the Commission that the first Wednesday in January is New Year’s Day and a City holiday. Staff is recommending adjourning this meeting to January 8, 2014, the second Wednesday in January.

Motion: to adjourn December 2013 meeting to January 8, 2014.

Motion/Second: Maglalang/Leon

Motion carried by a vote of:

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<tr>
<th>Ayes</th>
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<td>1 (Lind)</td>
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XI. New Business:

A. Tree Planting Program Update – Mr. Reliford updated everyone that 100 trees will be planted in Cardoza Park to which the trees are coming from the grant that was awarded to the City’s CAC Commission. The first program consists of covering the boundaries/entry ways and 24 trees will be from Apex Project. Chair Beard said that the second program is planting in
various City parks. February 15, 2014 is the first date to plant the 100 Grant Trees – a requirement of the grant. Commissioner Maglalang informed the Commission that there is a low enrollment for 2 of the training classes – Dec. 6, 4 attendees; Dec. 13, 13 attendees (Lion’s club members); and Dec. 20, 2 attendees.

The Commission as a whole suggested asking City Council to ask Police and Fire Personnel to volunteer planting trees. Staff Reliford said that we plan to go to City Council on January 7, 2014 to bless the program and ask for $10,000. Commissioner Maglalang asked for the schedule of the actual tree-planting from Arborist Ed Mosqueda and PW Director Jeff Moneda and that the goal is to have 150 volunteers for the February 15th Cardoza Park event and 50 volunteers throughout the year.

The Commissioners then broke down into groups and discussed Volunteers, Marketing, and 60th Anniversary issues. At 8:15pm the Commission reconvened. Commissioner Maglalang, representing the Volunteers group, suggested to plant 25 trees per month (in March, April, May, September, October, and November) and hope to get 150 volunteers to meet the grant requirements.

Commissioner Leon suggested getting organization to be in charge each month but keep it open for any group to take the lead and perhaps weekend training before planting instead of week day. Commissioner Maglalang informed the commission that all supplies will be provided by the City. Vice Chair Mohsin suggested pitching the program to all City Commissions again. Mr. Sharma mentioned to the Commission the part of North Main Street to plant trees.

Commissioner Holland, representing the Marketing group, said looking into donors/sponsors would help augment other costs for any/all programs of the Commission as a whole. She will be taking the lead on creating an electronic message for Milpitas Patch, City website, and Yelp. The group also talked about rolling out competition amongst teams between schools and provide a letter of recommendation (as an incentive), and perhaps be awarded a Mayor’s recognition certificate or plaque as a grand prize. Commissioner Holland presented her research on promotional items (various seed packets bulk prices) and other ideas poured in.

Motion: to adjourn use $40 from the Commission’s budget to buy seeds.

Motion/Second: Vice Chair Mohsin/Manassau

Motion carried by a vote of: Ayes: 12
Absent: 1 (Lind)

The 60th Anniversary group was represented by Commissioner Batilo. She informed the commission that the Family Day is scheduled on the afternoon of January 26 here in City Hall. There will be interactive booths from City departments and various City commissions. It was suggested to have a list of which Commissioner will help host a booth at what time.

B. CAC Policy on Budget – Principal Housing Planner Reliford was directed by the Mayor to place this on the agenda for the Commission as a whole to establish the needs for individual business cards. Discussion amongst Commissioners ensued; some Commissioners are opposed using the Commission’s budget for individual business cards stating that they would rather use the budget for the community. Another Commissioner proposed using $10 from the Commission’s budget for each Commissioner who wants the business cards then those Commissioners pay for the difference out of their pockets. Another Commissioner suggested using a phone app in creating the business cards since everyone is connected using their smart phones.

Motion: to use the remaining CAC budget and submitting to City Council a request for business cards budget to augment the difference.

Motion/Second: Vice Chair Mohsin/Rosario

Motion carried by a vote of: Ayes: 9 (Mohsin, Rosario, Andres, Batilo, Do, Leon, Maglalang, Manassau, Wong)
Noes: 3 (Beard, Holland, Truong)
Absent: 1 (Lind)
Commissioners Holland and Truong would like to go on record by stating that they love to have their own business card but she would rather like to use the Commission’s budget for the community and various programs of the Commission throughout the year.

XII. **Adjournment** – Vice Chair Mohsin moved, and Commissioner Maglalang seconded, to adjourn the meeting at 9:25 pm to January 28, 2014. The motion carried unanimously.