I. Roll Call: Samantha Beard, Thelma Batilo, Oscar Leon, Michelle Manassau, Syed Mohsin, Jose Rosario, Van Lan Truong, Ashish Kathapurkar, Ashok Sharma
Alternates: Mike Bilbao

II. Seating of Alternates:

III. Pledge of Allegiance:

IV. Approval of Agenda: February 4, 2015

V. Approval of Minutes: January 7, 2015

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 - Town Hall Meeting month and date to be discussed

VIII. Liaison Report
City Council Report: Vice Mayor Carmen Montano

IX. Commissioners’ Round Table

Background: This time is for any Commissioner to share information they feel may be of interest to the Commission.

X. New Business

A. Election of Officers

According to the Community Advisory Commission bylaws, new officers for the positions of Chair and Vice-Chair are elected at the beginning of the year.

Recommendation: Nominate and vote for a new Chair and Vice Chair for the 2015 calendar year.
B. CDBG Public Hearing Process/Workshop for New Commissioners

Staff will be holding a CBDG orientation for new CAC members to go over additional details of the program and process prior to the March 4th funding allocation meeting. The meeting will be held at City Hall at the convenience of the CAC Members.

**Recommendation:** Determine the number of CAC members who wish to attend the CDBG Workshop Orientation, discuss date and time and direct staff accordingly.

C. Neighborhood Beautification Awards

During the past Neighborhood Beautification Awards, the CAC received a small number of participants to choose from and decided to review the future program requirements. During the past year, the CAC required participants to have before and after photo’s which may have limited participation. This year the Neighborhood Beautification Awards will be held in October.

Staff recommends the CAC direct the Neighborhood Beautification Awards Subcommittee to review the current requirements and report back to the CAC in two months with their recommendations for changes to the program to increase participation.

**Recommendation:** Direct the Neighborhood Beautification Awards Subcommittee to review the program requirements and report back to the CAC at their meeting in April 2015.

D. National Night Out

Every year, the CAC participates with the Milpitas Fire Department in National Night Out which will be held on August 6th. 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/or consider hosting a block party and direct staff to inform the Milpitas Fire Department.

E. CAC Budget/Donation Strategy

The CAC added this item to their Work Plan 2014 to determine how the City Council allocation of $400.00 should be spent on CAC future activities and events during the fiscal year. The upcoming Spring Clean-Up Event may require some costs associated with providing breakfast, snacks, and beverages to the volunteers that may not be donated by community businesses.

**Recommendation:** Consider how the CAC desires to allocate annual funding of $400.00 for future event(s) and direct staff accordingly.

F. 2015 Spring Cleanup Day

At its meeting on January 7th, the CAC directed staff to contact the property owners within the Temple/Adams area and Selwyn/Edsel Drive to seek their approval to participate in the annual Spring Clean-Up Event. Letters have been sent out to all property owners requesting their permission to access their property for the event. Also, the CAC directed staff to contact Milpitas Cares to determine their participation with volunteers for the event. Milpitas Cares has designated April 10-19 as their annual community projects volunteer week. Based on these
dates, the CAC should consider holding the Spring Clean-Up Event on April 11th or 18th to maximize the number of Milpitas Cares volunteers participating in the event.

**Recommendation:** Select the date of April 11th or 18th for the annual Spring Clean-Up Event and direct staff to coordinate activities for the event with Milpitas Cares.

**XI. Unfinished Business: None**

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

- **Make a Difference Day:** Batilo, Leon, Mohsin
- **National Night Out:** Mohsin, Manassau, Trong
- **NBO Awards:** Manassau, Rosario, Leon
- **Spring Cleanup Day:** Sharma, Leon, Manassau
- **Town Hall Meeting:** Batilo, Leon, Kathapurkar
- **Tree Planting:** Beard, Kathapurkar, Bilbao

**XII. Adjournment:** to March 4, 2015

---

**KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

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.

Materials related to an item on this agenda submitted to the Community Advisory Commission after initial distribution of the agenda packet are available for public inspection at the Planning Department Office at Milpitas City Hall at 455 E. Calaveras Blvd., Milpitas during normal business hours.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney’s office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035

E-mail: mogaz@ci.milpitas.ca.gov / Fax: 408-586-3056 / Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City’s website www.ci.milpitas.ca.gov by selecting the Milpitas Municipal Code link.

A recorded agenda or minutes on standard cassette or printed in large typed will be provided upon request by the Planning Department’s Office for the visually-impaired. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify the City 48 hours prior to the meeting by calling the Community Advisory Commission’s Recording Secretary at (408) 586-3279.