



Community Advisory Commission AGENDA

Wednesday, December 4, 2013

Milpitas City Hall 1st Floor Committee Meeting Room
455 E. Calaveras Blvd.
7:00 p.m.

- I. Roll Call:** Samantha Beard, Syed Mohsin, Jenifer Lind, Michelle Manassau, Edna Andres, Jose Rosario, Thelma Batilo, Oscar Leon, Ray Maglalang

Alternates: Van Lan Truong, Jacqueline Holland, Willie Wong

II. Seating of Alternates

III. Pledge of Allegiance

- IV. Approval of Agenda:** December 4, 2013

- V. Approval of Minutes:** November 6, 2013

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

VIII. Liaison Report

City Council Report: Councilmember Gomez

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. Introduction of the City-wide Strategic Planning Process

A presentation by City's consultant, Dr. Shawn Spano, regarding the City-wide Strategic Planning Process to engage the community.

Recommendation: Note receipt and file.

B. January 2014 Meeting Schedule

The Commission Bylaws states "Should a scheduled meeting occur on a holiday, said meeting will be deferred to the same day of the following week or to a date agreed upon by a majority of the Commission." The first Wednesday in January is New Year's Holiday.

Recommendation: Adjourn December meeting to January 8, 2014, the second Wednesday in January.

XI. Unfinished Business

A. Tree Planting Program Update

On November 6, Public Works Director, Jeff Moneda, and his staff, David Gordillo and Ed Mosqueda, reviewed with the Commission pictures of locations throughout the City where trees could be planted best. On November 25, CAC Chair Beard, Commissioner

Maglalang and Staff met to discuss the Tree Planting Program and will provide an update status report at the meeting.

Recommendation: Review and approve the site locations, volunteer program and request for funding for recommendations to City Council at the January 7, 2014 meeting.

B. CAC Policy on Annual Budget

On November 6, the commission discussed and did not come to a solution. Staff was asked to check with the Mayor what he wants for the commission to decide and bring back to commission on December meeting. The CAC along with most City Commissioners received an annual budget of \$400. This includes all expenses (name plaques, supplies for community events, CAC shirts, etc.).

In the past, the Commissioners business cards were printed in-house by the City's Print Shop. Once the individual retired and downturn in the economy for the past few years the City established a policy of blank business cards with the title of the commissioner and Commissioners printing their name on the cards. The costs of business card is approximately \$65-\$70/per box. The Commissioner should decide how they wish to spend their annual budget.

Recommendation: Direct staff accordingly.

XII. Adjournment: to a January date meeting.

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