

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall – Committee Conference Room Wednesday, February 4, 2015

- I. **Call to Order and Roll Call** Vice Chair Batilo called the meeting to order at 7:00 p.m.
Present: Vice Chair Batilo, Commissioners Kathapurkar, Leon, Manassau, Mohsin, Rosario, Sharma

Alternate Commissioners Present: Bilbao

Absent: Chair Beard and Commissioner Truong
- II. **Seating of Alternates** – Bilbao
- III. **Pledge of Allegiance** – Vice Chair Batilo led the Pledge of Allegiance.
- IV. **Approval of Agenda** – Commissioner Mohsin motioned, and Commissioner Rosario seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of January 7, 2015** – Commissioner Rosario motioned, and Alternate Commissioner Bilbao seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No items
- VII. **Announcements**

Staff Liaison Reliford asked that the commission determine the month and agree on tentative dates for the next Town Hall Meeting and there was discussion about the best time of year to hold the event.

Commissioner Kathapurkar motioned, and Commissioner Leon seconded, to hold the next Town Hall Meeting in April 2016. The motion carried unanimously.

Chair Batilo announced that the Mayor made the following appointments for the CAC: Alternate Members Kathapurkar and Sharma were moved to regular voting members, and Mike Bilbao was moved up to Alternate Number 1.

Mr. Reliford said he will be contacting a few of the commissioners who need to have photos taken for the City website.
- VIII. **Liaison Report** – Vice Mayor Montano reported that the City Council meeting from the previous evening was lengthy and ended close to midnight, and updated the commission on some of the items that were on the agenda. Vice Mayor Montano said that she has requested a \$1,000. increase in the commission's annual budget and is waiting to hear back from the City Manager if this is approved.
- IX. **Commissioners' Round Table** – Commissioner Kathapurkar asked about tree plantings and Our City Forest, and Vice Mayor Montano said there has been approval to hire a Landscape Architect to complete a tree planting study. Chair Batilo announced a Special Olympics event in Milpitas on April 25th and also said they are seeking volunteers.

X. New Business:

A. Election of Officers

Chair Batilo opened the election for new officers for the positions of Chair and Vice Chair for the 2015 calendar year.

Commissioner Mohsin motioned, and Commissioner Manassau seconded, to elect Thelma Batilo as the Chair. Motion carried unanimously.

Commissioner Rosario motioned, and Alternate Commissioner Bilbao seconded, to elect Syed Mohsin as the Vice Chair. Motion carried unanimously.

B. CDBG Public Hearing Process/Workshop for New Commissioners

Mr. Reliford said the next CDBG funding meeting will be on March 4. He said he is available to meet with new commissioners that would like to meet to have a better understanding of the process, and that they should contact him to schedule a meeting between February 17 – 27th. Several commissioners agreed to attend a CAC workshop on February 18th at 6:00.

C. Neighborhood Beautification Awards

The NBO subcommittee will return to the commission in April with their recommendations for how to nominate and judge the awards. Vice Mayor Montano recommended researching the process in nearby cities.

D. National Night Out

Mr. Reliford said National Night Out will be held on August 6 and commissioners who plan to host a block party should let him know so that he can inform the Milpitas Fire Department.

E. CAC Budget/Donation Strategy

Mr. Reliford reminded staff that the fiscal year ends in June. There was discussion on how to spend the remaining funds, possibly using some for the Spring Cleanup event, and Mr. Reliford said he will be order three shirts for the new commissioners.

F. 2015 Spring Cleanup Day

Mr. Reliford reached out to eight property owners in the Selwyn/Edsel area, and two property owners in the Temple/Adams area to inquire about their interest in this annual event. He has only heard back from one property owner. He asked that the commission select a date for the event and recommended April 11 when Milpitas Cares volunteers are available.

Alternate Commissioner Bilbao motioned, and Commissioner Leon seconded, to select the date of April 18 for the 2015 Spring Cleanup Day. Motion passed.

XI. Unfinished Business – No items

Review Subcommittee Member Assignments and Update as Needed

Make a Difference Day:	Batilo, Leon , Mohsin, Rosario, Sharma
National Night Out:	Mohsin, Manassau, Truong
NBO Awards:	Manassau, Rosario, Leon
Spring Cleanup Day:	Sharma, Leon , Manassau, Rosario

Town Hall Meeting:
Tree Planting:

Batilo, Leon, Kathapurkar
Beard, Kathapurkar, Bilbao

Commissioner Leon asked to be removed from the Make a Difference Day and Spring Cleanup Day subcommittees. Commissioner Rosario was added to the Make a Difference Day subcommittee and Commissioner Sharma was added as an alternate to the Make a Difference Day subcommittee. Commissioner Rosario was added as an alternate to the Spring Cleanup Day subcommittee.

- XII. Adjournment** – Commissioner Mohsin motioned, and Alternate Commissioner Bilbao seconded, to adjourn the meeting at 8:15 pm to the next meeting of March 4, 2015. The motion carried unanimously.