

## MEETING MINUTES

### MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, February 3, 2016

- I. **Call to Order & Roll Call** Chair Mohsin called the meeting to order at 7:00 pm  
Present: Chair Mohsin, Vice Chair Leon, Commissioners Batilo, Bilbao, Kathapurkar, Manassau, Rosario, Sharma  
  
Alternate Commissioners Present: Lee, Chen, Gandhi  
  
Absent: Truong, Bell
- II. **Seating of Alternates** – Lee
- III. **Pledge of Allegiance** – Chair Mohsin led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Bilbao motioned, and Vice Chair Leon seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of January 6, 2016** – Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Staff Liaison Tim Wong said the county is making a push to combat homelessness and one of their initiatives is to have all jurisdictions throughout the county adopt a resolution recognizing that homelessness is a crisis. Last night the City Council agreed to this. The second part of the resolution discussed finding ways to fund the homeless and the City is in the process of completing a Nexus study which could be one way to provide funding.
- VIII. **Liaison Report** – Vice Mayor Montano was not present.
- IX. **Commissioners Round Table** – Commissioner Batilo encouraged commissioners to visit the tree planting site and enjoy the trail with their families and announced that on the first Saturday of each month there is a community breakfast held at the Sunnyhills Neighborhood Association located at 355 Dixon Road. Commissioner Kathapurkar asked that the next tree planting be discussed at the April meeting. Chair Mohsin announced the Commissioner Appreciation event being held on Saturday, April 30 at 11:00 am.
- X. **New Business**

#### **A. CAC Budget/Donation Strategy**

The balance of the CAC budget is just over \$800. The commissioners had suggestions for future expenses including new shirts, name badges, tree markers and a new banner; however, further discussion will take place at a future meeting.

#### **B. 2016 Spring Cleanup Day**

The commission needs to designate an area for the next Spring Cleanup Day, and it was

agreed that this item will be discussed on March 2, prior to the CDBG portion of the meeting. The Spring Cleanup Day subcommittee will report to the full commission with recommendations for a site for this year's event.

### **C. July Break**

A number of commissions and the City Council do not meet in July and Chair Mohsin asked the commissioners for input on having a meeting in July. Vice Chair Leon expressed concern about not having a meeting in July due to the planning needed for the National Night Out event in August and Chair Mohsin said that taking a break in the past has not affected their planning for the event, which they did in June instead.

Commissioner Lee suggested that the commission take a vote two months prior to the July meeting to determine if it should be held.

Chair Mohsin said he will create a map of the areas of the city that hold National Night Out events to see what areas of the city do not have activity so that the commission can help to publicize the event in those areas.

Commissioner Lee motioned, and Commissioner Bilbao seconded, to take a vote in May to decide if a July meeting should be held. Motion carried unanimously.

Commissioner Leon motioned, and Commissioner Manassau seconded, to have the commission review areas of the city without National Night Out activities. Motion carried unanimously.

### **D. CDBG**

A training will be held on Monday, February 22 at 7:00 PM for commissioners that have not participated in the CDBG process to prepare for the annual funding allocation meeting in March. CDBG applications are due February 5th and information will be distributed to the commissioners by February 17, giving them two weeks to review the information and prepare for the meeting.

## **XI. Unfinished Business**

### **A. Town Hall Meeting**

Vice Chair Leon said the Town Hall subcommittee met with the MUSD director of student services, Norma Rodriguez, and they are interested in partnering with the CAC for the Town Hall meeting. The date is tentatively scheduled for September at the Milpitas Library, table displays will include information on a variety of school programs, and the subcommittee would like to include entertainment, such as a dance group or high school band. School Board member Bob Nunez was present in the audience and he stated that the School district looks forward in working with the CAC and CAC's Town Hall Meeting.

Commissioner Leon motioned, and Commissioner Batilo seconded, to move the Town Hall meeting date from May to September. Motion carried unanimously.

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

Make a Difference Day:	Batilo, Mohsin, Lee, Sharma (A)
National Night Out:	Mohsin, Manassau, Truong, Bilbao (A)
NBO Awards:	Manassau, Rosario, Bilbao, Leon (A)

Spring Cleanup Day:

Sharma, Manassau, Bell, Batilo (A)

Town Hall Meeting:

Batilo, Leon, Kathapurkar, Sharma (A)

Tree Planting:

Kathapurkar, Bilbao, Rosario, Mohsin (A)

**XII. Adjournment** – The meeting was adjourned at 8:28 PM to the next meeting of March 2, 2016.