

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
November 5, 2008

**I.
Call to Order
and Roll Call**

Chair Queenan called the meeting to order at 7:00 p.m. Present were Commissioners Abelardo, Choudhury, Meharu, Mohsin, Villegas and Madnawat Alternates present were Chen and Pham. Absent were Alternate Commissioners Nguyen and Sangalang Vice Chair Fang and Commissioner Lind had an excused absence.

**II.
Seating of
Alternates**

Alternates seated: Commissioners Chen and Pham

**III.
Pledge of
Allegiance**

Chair Queenan led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Abelardo, Madnawat

Ayes: 9

**V.
Approval of
Minutes**

Commissioner Mohsin asked staff to amend the minutes to reflect his excused absence. MOTION to approve the amended minutes of October 1, 2008.

M/S: Madnawat, Meharu

Ayes: 9

**VI.
Announcements**

Councilmember Althea Polanski announced that the annual Veterans Day Ceremony will be held on Tuesday, November 11th at 9:00 a.m. behind the Milpitas Community Center.

**VII.
Public Forum**

Chair Queenan invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

City Council

Councilmember Althea Polanski announced that at the October 21st City Council meeting, they received an update on the new library. The grand opening is scheduled for January 10th. The library requested that they move the closing date by two weeks to allow residents to get used to the idea that it will be closed down. The move will take

about six weeks and there will be a soft opening on January 5th. The grand opening budget was originally \$45,000 however the Council brought it down to \$25,000.

Commissioner Meharu asked what was cut out of the budget. Councilmember Polanski said there were different options that were brought forward however \$5,000 was cut for special invitations, another \$5,000 cut for special photos and no catered food. They agreed on a brochure of the history of library which will have a map inside.

At the November 4th Council meeting, the Milpitas Food Pantry requested assistance to feed low income households and the Council authorized \$3,000 from the community promotion fund, which leaves a balance of \$6,500 for other requests throughout the year. The Council also approved an art in the park project for Pinewood Park and the favorite piece was a green tree.

Chair Queenan asked Councilmember Polanski to announce the winners of the election. Councilmember Polanski said that Bob Livengood won for Mayor, Pete McHugh and Debbie Giordano won for City Council. Gunawan Ali-Santosa and Dan Bombay won the school board seats and Dave Cortese won the County Supervisor seat.

Commissioner Mohsin asked if the Milpitas Food Pantry needs volunteers and Councilmember Polanski said yes.

**IX.
Old Business**

a. Town Hall Meeting.

Chair Queenan continued this item from the last meeting and opened it up for discussion.

Commissioner Mohsin asked if staff will buy a tubing kit for the gift bag and Mr. Reliford said yes.

Commissioner Mohsin asked if anyone had changes to the Town Hall flyer and the Commissioners provided their suggestions.

then
the flyers be
would
Commissioner Meharu asked how the flyers will be distributed. Commissioner Mohsin said he wants the Emergency Preparedness Commission (EPC) to provide input and the final flyer will be sent to the Post and TV. Chair Queenan suggested that located at the same place where the Community Outreach forms are located. He also like the flyer to be ready by New Years.

Commissioner Meharu suggested the flyer be produced in other languages such as Spanish, Vietnamese, Tagalog and Chinese and the Commission agreed.

residents
Mr. Reliford provided the Town Hall meeting wording that will be distributed to in the City's water bills and asked the Commission if they had any changes.

MOTION to approve the utility insert which should read "You are invited to attend the Town Hall meeting" with the appropriate date and time and approve the purchase of 60 grab and go kits and approve the flyer in multiple languages.

M/S: Mohsin, Abelardo

Ayes: 9

**X.
New Business**

b. Review 2009 Draft Work Plan

Chair Queenan asked the Commission to review the 2009 Work Plan and opened it up for discussion.

Commissioner Mohsin asked if the CAC makes tree nominations three times a year and Mr. Reliford said yes.

Chair Queenan asked if the Town hall meeting occurs twice a year and Mr. Reliford said it only occurs once a year and that it is listed twice on the work plan for preparation purposes and will indicate that the first box in June is for preparation.

Commissioner Mohsin recalled that the Town Hall meeting alternates between election year and Councilmember Polanski said she would look into it.

Chair Queenan pointed out that National Night Out also shows three times a year and Mr. Reliford said that is also for preparation purposes.

MOTION to revise the 2009 Work Plan by showing the preparation months and recommend approval to Council.

M/S: Mohsin, Abelardo

Ayes: 9

c. Heritage Tree Nominations

Chair Queenan noted that the CAC Work Plan schedules opportunities to nominate heritage trees in January, May and October and opened it up for discussion.

There were no nominations.

d. Holiday Tree Decorations

Chair Queenan announced that the Annual Tree Lighting Ceremony and Open House will be Saturday, December 1st at 7:00 p.m. In past years, the CAC has reserved a designated tree and decorated it. This year the trees will be available to decorate on November 29 through 30th. The City will provide the lights and the CAC is responsible for any other decorations. Chair Queenan asked for volunteers.

Commissioners Abelardo, Choudhury and Mohsin and Alternate Commissioner Pham volunteered to decorate the tree. Councilmember Polanski suggested that Commissioner Mohsin send out an e-mail to the entire Commission to make sure everyone is on the same page. Mr. Reliford will look into who has the decorations.

e. Subcommittee/Task Force Status Reports

Chair Queenan said that he received a complaint from a resident about the proliferation of political signs and invited him to attend the meeting.

**XI.
Adjournment**

Chair Queenan adjourned the meeting at 7:46 p.m. to the December 3, 2008 meeting.

Respectfully submitted,

Veronica Bejines, Recording Secretary