

**A G E N D A**  
**Community Advisory Commission**

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**November 4, 2009**  
Milpitas City Hall Committee Meeting Room  
455 E. Calaveras Blvd.  
7:00 p.m.

- I. Roll Call:** Nika Chen, Reena Choudhury, Danny Fang, Jenifer Lind, Rajeev Madnawat, Viramrinder Meharu, Syed Mohsin, Michael Queenan, and Nelson Villegas  
Alternates: Stephanie Fong, William Manassau, and Phong Nguyen
- II. Seating of Alternates:**
- III. Pledge of Allegiance:**
- IV. Approval of Agenda:**
- V. Approval of Minutes:** October 7, 2009
- VI. Announcements:**
- VII. Public Forum:**

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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.

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**VIII. Liaison Reports**

**City Council Report** Councilmember Polanski

**IX. Old Business:**

None

**X. New Business :**

**A. Heritage Tree Nominations**

The CAC Work Plan schedules opportunities to nominate heritage trees in January, May and October. The major elements of the Heritage Tree Program are to:

- Recognize and designate individual trees or groves of trees to promote appreciation of the trees and their benefit to the community and to nurture and protect the trees as part of the City's heritage.
- Protect all heritage trees or groves through the Tree and Planting Ordinance.

- Make it unlawful for any person, other than City personnel in the performance of their duties, to remove a heritage planting without first applying for a permit from the Public Works Department.
- Provide a process for the City Council to designate individual trees or a grove of trees.

A heritage tree designation may be requested by any person and with the written consent of the property owner. A tree or grove of trees may be designated, as a Heritage Tree or a Heritage Tree Grove, with the finding that it is unique and of importance to the community due to any one of the following factors:

1. It is an outstanding specimen or grove of a desirable species.
2. It is one of the largest or oldest trees or grove of trees in Milpitas.
3. The tree, or grove of trees, possesses distinctive form, size, age, location and/or historical significance.

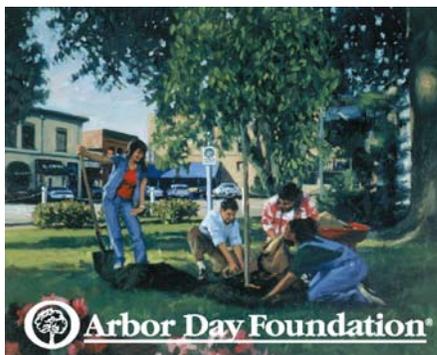
Heritage trees or groves that are removed without City approval must be replaced with one or more trees which, in the opinion of the Public Works Department, will provide comparable economic, aesthetic, or environmental value at the site or by reimbursing the City for the value of the tree or grove as determined by a certified arborist.

The CAC directed Staff to return with this item from their previous meeting. Staff has contacted the Public Works Department; currently there are no heritage trees to be nominated for this year.

**Recommendation:** Note receipt and file.

## **B. Consider Special Event Participation – Arbor Day**

### **Consider Special Event Participation – Arbor Day, Tree City USA & Global Village**



**Celebrate Arbor Day; California is March 7-14, 2010**

The CAC directed staff to return with this item from their previous meeting. The following activities and events are typical for Arbor Day Celebrations. The CAC may wish to consider the type of activity or event it desires to hosts:

### **Group Celebrations**

- **Raise the flag**, strike up the band, make Arbor Day fun. Make it memorable.
- **Organize a beautification project in a public area.**
- **Get people into action.** Ask a civic or service group to promote a paper drive to gather paper to be recycled and save a tree. Use the proceeds to buy a special tree to plant in a park or other special public place.
- **Hold a poster contest, or a poetry contest.**
- **Sponsor a children's pageant or play.**
- **Fill the air with music.** Have an Arbor Day concert of songs about trees, or with tree names in their titles.
- **Sponsor a tree trivia contest.** Give away trees to winners.
- **Conduct a tree search.** Ask people to find large, unusual or historic trees in your community. Once the results are in, publish a map that highlights the winners, or hold a walk showcasing them.
- **Tell people to take a hike** — tree identification hike — and have girl scouts or boy scouts act as guides.
- **Dedicate a forest**, or a tree, or a flower bed in a park, and make it an occasion to talk about stewardship. Get a local nursery or garden center to hold an open house or field day. Organize an Arbor Day Fair.
- **Encourage neighborhood organizations** to hold block parties and get their members to adopt and care for street trees in front of their homes. Pass out buttons. Give away trees

**Recommendation:** Consider Arbor Day activities and events the CAC may wish to host and direct staff accordingly. If selected, appoint CAC volunteers to work with staff on the activity or event.

### **C. Holiday Tree Decorating**

**Background:** The Annual Tree Lighting Ceremony and Open House will be Monday, November 30<sup>th</sup> 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<sup>th</sup> at City Hall (10:00 a.m. to 5:00 p.m.). The City will provide the lights and the CAC is responsible for any other decorations.

The CAC can purchase a tree from the Parks and Recreation Foundation (non-profit organization). If the CAC purchases a tree, they can either decorate it themselves or pay the foundation to decorate it for them

**Recommendation:** Confirm that the CAC will decorate a tree for the 2009 Tree Lighting Ceremony. Designate a lead commissioner and volunteers to decorate the tree.

#### **D. Subcommittee/Task Force Status Reports**

None

#### **XI. Adjournment to: December 2, 2009**

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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 (CAC) after initial distribution of the agenda packet are available for public inspection at the Planning Department office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas during normal business hours.

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E-mail: [mogaz@ci.milpitas.ca.gov](mailto:mogaz@ci.milpitas.ca.gov) Phone: (408) 586-3040 Fax: (408) 586-3030

*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](http://www.ci.milpitas.ca.gov) by selecting the Milpitas Municipal Code link.*