

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, May 6, 2015

- I. **Call to Order & Roll Call** Vice Chair Mohsin called the meeting to order at 7:00 pm
Present: Chair Batilo, Vice Chair Mohsin, Commissioners Leon, Manassau, Sharma

Alternate Commissioners Present: Bilbao, Morel

Absent: Beard, Kathapurkar, Lee, Rosario, Truong
- II. **Seating of Alternates** – Bilbao, Morel
- III. **Pledge of Allegiance** – Chair Batilo led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Leon motioned, and Commissioner Manassau seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of April 1, 2015** – Commissioner Leon noted that the meeting minutes did not reflect a change made to the subcommittee member assignments but could be discussed later in the meeting. Commissioner Bilbao motioned, and Commissioner Manassau seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Tim Wong announced that on April 28, 2015, the City Council adopted the Housing Element and directed staff to prepare a Nexus study. Chair Batilo announced that Planning Director Steven McHarris left the City of Milpitas. Mr. Wong handed out certificates of appreciation to commissioners who were unable to attend the Commissioner Recognition event in April.
- VIII. **Liaison Report** – Vice Mayor Montano was not present.
- IX. **Commissioners Round Table** – Adrian Morel gave a brief introduction about himself and other commissioners gave individual introductions.
- X. **New Business:**
 - A. **Neighborhood Beautification Award Revisions**

Mr. Wong discussed the proposed revisions to the Neighborhood Beautification Award requirements suggesting that a before picture be removed from the requirements, anonymous nominations should not be allowed, and that each household can make just one nomination for each of the categories, making for a better quality submittal.

Commissioner Leon said the subcommittee met and had recommendations but he does not see them included in the proposed revisions. Their recommendations included a suggestion that a single nomination does not have to be awarded, they encourage incorporating drought resistant landscaping and native plants, and they would like to see more meaningful awards.

Mr. Wong located the list of subcommittee recommendations and reviewed them with the commission.

Commissioner Leon motioned, and Commissioner Bilbao seconded, for approval of staff and subcommittee recommendations, removing the suggestions for three minimum nominations per category and a reduced number of categories. Motion carried unanimously.

Commissioner Leon motioned, and Commissioner Bilbao seconded, to recommend that Commissioner Mohsin and Commissioner Sharma explore advertising options including bulk mail and inserts in water bills. Motion carried unanimously.

B. Debrief of 2015 Spring Cleanup

Mr. Wong reported that the April 18th cleanup event was successful with over 25 volunteers participating and over two tons of garbage removed from the neighborhoods.

C. 2016 Work Plan

Mr. Wong said he will present the CAC's 2016 Work Plan to City Council on June 2, 2015. The commission reviewed the 2015 work plan to determine if they wanted to modify any future projects or planned activities for the next fiscal year.

The commissioners agreed that #6 Annual Work Plan should be added to the work plan for discussion in May.

Vice Chair Mohsin motioned, and Commissioner Manassau seconded, to remove Items #1 Heritage Tree Nominations and #8 Adopt-A-Neighborhood/Graffiti from the 2016 Work Plan. Motion carried unanimously.

The commission discussed their goals and priorities and agreed to combine priority numbers 2, 3, and 6.

D. CAC Budget/Donations Strategy

Mr. Wong informed the commission that \$40 remains in the CAC budget for activities and events.

Vice Chair Mohsin motioned, and Commissioner Manassau seconded, to recommend the purchase of a Safeway gift card with the remaining funds. Motion carried unanimously.

E. Make a Difference Day

Chair Batilo discussed the date of the event, typically held on the fourth Saturday of October. This year that date is October 24 and the Milpitas Community Center is already reserved. Mr. Wong said he will search for another venue and asked for suggestions.

Commissioner Mohsin suggested looking at the community calendar to avoid conflicts with other events.

The commission agreed to add this item to the June agenda to discuss event planning.

XI. Unfinished Business – No items

Review Subcommittee Member Assignments and Update as Needed

Make a Difference Day:	Batilo, Leon , Mohsin, Morel, Sharma
National Night Out:	Mohsin, Manassau, Truong, Bilbao
NBO Awards:	Manassau, Rosario, Leon (A), Bilbao
Spring Cleanup Day:	Sharma, Leon, Manassau, Batilo (A)
Town Hall Meeting:	Batilo, Leon, Kathapurkar, Sharma
Tree Planting:	Beard, Kathapurkar, Bilbao

XII. Adjournment – The meeting was adjourned at 8:57 pm to the next meeting of June 3, 2015.