

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, January 6, 2016

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

Alternate Commissioners Present: Lee, Bell, Chen, Gandhi

Absent: Kathapurkar
- II. **Seating of Alternates** – Lee
- III. **Pledge of Allegiance** – Chair Batilo led the Pledge of Allegiance
- IV. **Approval of Agenda** – Staff liaison Tim Wong requested that New Business Item B be heard first after the Round Table discussion. Vice Chair Mohsin motioned, and Commissioner Bilbao seconded, for approval of the agenda as revised. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of December 2, 2015** – Vice Chair Mohsin motioned, and Commissioner Bilbao seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Mr. Wong gave each commissioner a reusable bag to use for shopping since Milpitas now has a ban on plastic bags. A number of commissioner's terms are expiring this month and those interested in remaining on the commission should email the Mayor to express their interest in continuing to serve on the CAC. The CAC will soon evaluate applications for CDBG funding which the City receives annually, as the notice of funding availability has opened and runs from January 4 to February 5.
- VIII. **Liaison Report** – Vice Mayor Montano apologized for not attending the recent tree planting as she was volunteering at a Fire Fighter's Toys for Tots event.
- IX. **Commissioners Round Table** – Vice Chair Mohsin wished everyone a Happy New Year and believes it would be good for new commissioners to receive training prior to the CDBG meeting.
- X. **New Business**

B. PG&E Presentation – item heard first

Pacific Gas & Electric (PG&E) staff members showed a presentation and discussed gas distribution and transmission systems. Safety is a top priority and they consistently test and monitor the systems, and have begun an effort to check the areas above their lines for trees and structures that may pose access risks and inhibit first responders from accessing lines in the event of an emergency.

They have established phone number 811 and encourage residents to call before digging or

landscaping so that utility lines can be marked and residents can be shown where lines are located in order to avoid hitting them.

A. Election of Officers

Chair Batilo opened the election of officers and asked for nominations for Chair.

Commissioner Bilbao motioned, and Commissioner Truong seconded, to elect Syed Mohsin as Chair. Motion carried unanimously.

Chair Batilo then asked for nominations for Vice Chair.

Commissioner Rosario motioned, and Alternate Commissioner Lee seconded, to elect Oscar Leon as Vice Chair. Motion carried unanimously.

C. CDBG

Mr. Wong said that he will be preparing a workshop for new commissioners to review the CDBG public hearing process and asked if the commission would like to review the process at the February CAC meeting or have a separate training for those who want it. Vice Chair Mohsin said historically they have not used the CAC meetings for the training and he recommended holding it separately. Mr. Wong replied that he will send out an email to see what would be the most convenient day to hold the training.

XI. Unfinished Business

A. Town Hall Meeting

Commissioner Leon spoke with staff at the Milpitas Unified School District and they are interested in being a part of the Town Hall meeting. There are three or four areas they would share information about, including a new high school in Milpitas and dual immersion at Randal Elementary. Vice Mayor Montano said a new school will not be built for a couple of years and suggested including the Local Control Accountability Plan (LCAP) and Common Core instead.

Commissioner Leon said he may explore the possibility of hosting the meeting in one of the district facilities if the Milpitas community center is not available and Chair Batilo said she would like to see entertainment at the event. Vice Chair Mohsin recommended that the Town Hall meeting subcommittee return to the February CAC meeting with more information on the MUSD topics, venue and plans for marketing the event.

B. Tree Planting

The CAC and Our City Forest held a successful tree planting event in December but there are additional trees that need to be planted. This will take place on January 16 and commissioner participation is encouraged. Chair Batilo said the volunteers are very appreciative of food and beverages and asked that the commissioners consider donating. Mr. Wong mentioned there is approximately \$860 in the CAC budget and the commission agreed to add a budget discussion to the next meeting agenda.

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, Leon , Manassau, Bell, Batilo (A)
Town Hall Meeting:	Batilo, Leon, Kathapurkar, Sharma (A)
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)
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Commissioner Lee was added to the Make a Difference Day subcommittee, and Commissioner Bell was added to the Spring Cleanup Day subcommittee.

XII. Adjournment – The meeting was adjourned at 8:34 PM to the next meeting of February 3, 2016.