



CITY OF MILPITAS

ECONOMIC DEVELOPMENT & TRADE COMMISSION

REGULAR MEETING

AGENDA

[4:30 PM]

Monday, August 14, 2023
1ST Floor Committee Conference Room
455 E. Calaveras Blvd., Milpitas

1. Call to Order (4:30 PM)
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: August 14, 2023
6. Approval of Meeting Minutes: May 8, 2023
7. Public Forum

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record, and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.

8. Announcements

- a. Commissioners
- b. City Council Liaison
- c. City Staff

9. Business Items

a. **City Bidding Process – Matt Cano, Deputy City Manager (4:45 PM)**

Identify best practices to inform, educate and engage local businesses about the City's bidding process and opportunities.

Nexus: Council Request.

Recommendation: Receive presentation and suggest methods and practices to engage the local business community in the City's bidding opportunities and process.

b. **Business Improvement District (BID) Feasibility Study Update – Daniel Degu Sr, Economic Development Coordinator, and Margaret Tamisiea, Sr. Special Projects Associate (4:55 PM)**

Receive a presentation on the status of the Business Improvement District (BID) Feasibility Study from City staff and consultant.

Nexus: [EDS Action 31.3](#): Technical support for property and business owners on Main Street to explore forming a property-based business improvement district.

Recommendation: Receive presentation

c. **Commission FY 24 Workplan – Alex Andrade, Economic Development Director (5:20 PM)**

Discuss and prepare annual work plan to identify anticipated topics, assignments and goals over a 12-month period for consideration by City Council in the fall.

Nexus: [The Commissioners Handbook](#)

Recommendation: Identify prospective topics, assignments and goals for development and consideration at a future Commission meeting in preparation of City Council consideration.

d. **New Business Item Discussion – Casey McNeil, Chairperson (5:40 PM)**

Commissioners are invited to introduce items the Commission may consider including or modifying in future EDTC Workplans.

Nexus: [The Commissioners Handbook](#)

Recommendation: Continue this item to a future Commission meeting as this item was addressed in this agenda (Item C).

10. Adjournment – Next Regular Meeting Scheduled for Monday, September 11

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions 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.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: mmutalipassi@milpitas.gov / Phone: 408-586-3040

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