



CITY OF MILPITAS

ECONOMIC DEVELOPMENT & TRADE COMMISSION

SPECIAL MEETING

AGENDA

[4:30 PM]

Monday, September 18, 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: September 18, 2023
6. Approval of Meeting Minutes
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. **Quorum for Commission Meetings – Michael Thomas, Economic Development Spc. (4:40 PM)**

Commission member attendance related to quorum. This item's nexus is the [Commission's Bylaws](#) and [The Commissioners Handbook](#).

Recommendation: Discuss potential alternatives to regular meeting schedule.

- b. **FY 2023- 24 Work Plan – Alex Andrade, Economic Development Dir. (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. This item's nexus is [The Commissioners Handbook](#).

Recommendation: Identify tasks, goals and projects to include in the Commission's FY 2023-24 Work Plan in preparation of City Council's consideration at its regular meeting on October 17, 2023.

10. Adjournment – Next Regular Meeting Scheduled for Monday, October 9

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

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.milpitas.gov.

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the City Clerk's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas and on the City website. Commission agendas and related materials can be viewed online at

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